

Committee: Borough Plan Advisory Committee

Date: 14 April 2016

Wards: all

Subject: Changing the process for locally listed buildings in Merton

Lead officer: Director of Environment and Regeneration, Chris Lee

Lead member: Cabinet Member for Environmental Sustainability and Regeneration, Councillor Andrew Judge

Contact officer: Future Merton Programme Manager, Tara Butler

Recommendations:

That the Borough Plan Advisory Committee:

- A. considers the proposed new process for adding or rejecting buildings and structures on Merton's Local List, particularly the Committee's proposed involvement in the process, and
- B. recommends that this process be incorporated into the council's Constitution via an amendment to the Borough Plan Advisory Committee's Terms of Reference. (attached as Appendix A)

1 PURPOSE OF REPORT AND EXECUTIVE SUMMARY

- 1.1. Merton contains a rich heritage of buildings, which possess historical or architectural interest. While the most important ones are included on a separate nationally compiled or 'Statutory List', there are many others which may also be said to contribute to the local scene, or which are valued for their local historical associations.
- 1.2. This report recommends a change in the process by which buildings and structures in Merton become part of the Local List.

2 DETAILS

- 2.1. Merton's Locally Listed Buildings contains hundreds of buildings and structures that have been deemed of such architectural style and significant historical connection.
- 2.2. Merton's guidance on developing locally listed buildings sets out criteria against which locally listed buildings are considered. The guidance sets out how the criteria used to identify locally listed buildings are considered, including architectural style, age and history, detailing, group value, building materials and subsequent alterations. www.merton.gov.uk/listed_buildings
- 2.3. It is not proposed to update this guidance at the current time.
- 2.4. However until now the selection of Locally Listed Buildings has not involved public consultation. It is considered that getting feedback and input from local people on buildings and structures proposed for the local list could improve the quality of information.

- 2.5. It is also recommended to involve councillors in decision-making on considering buildings and structures for the Local List.
- 2.6. The cross-party Borough Plan Advisory Committee are considered well placed to undertake this role as it is compatible with their planning policy advisory functions, including planning policies which trigger the use of the Local List.
- 2.7. The new process is proposed as follows:

Recommendations received annually from anyone (residents, officers, businesses etc) for buildings or structures to be listed	<i>No change to process</i>
Merton's conservation officer assesses the buildings and structures against Merton's Locally Listed Buildings criteria and writes a report for each building / structure, recommending inclusion or rejection on the Local List.	<i>No change to process</i>
The buildings / structures and the officer's report is published on the council's website for consultation for 4-6 weeks	<i>New element</i>
Officers finalise the report and recommendations, considering the consultation feedback. If consultation reveals something that has been missed in the assessment, officers will re-assess.	<i>New element</i>
The officer's final report and the consultation response summary are considered by the Borough Plan Advisory Committee who then make a recommendation to full council via Cabinet	<i>New element</i>
Recommendations to include or reject the buildings / structures for the Local List are resolved by full council	<i>New element</i>

3 ALTERNATIVE OPTIONS

- 3.1. The main alternative option is not to alter the process for considering and adopting buildings or structures onto the Local List. It is recommended that the new process is more transparent and democratic than the current process.

4 CONSULTATION UNDERTAKEN OR PROPOSED

- 4.1. As set out in the body of this report.

5 TIMETABLE

- 5.1. The whole timetable for undertaking the process from beginning to end will depend on the number of buildings / structures proposed each year and the resources available to undertake the assessments and public consultation.
- 5.2. It is likely that buildings / structures will be considered annually for local listing and it is recommended that public consultation be undertaken for six weeks; six weeks being the standard consultation period for supplementary planning documents and Local Plan making.

6 FINANCIAL, RESOURCE AND PROPERTY IMPLICATIONS

- 6.1. None for the purposes of this report. Resources will have to be found from within existing budgets to undertake this work.

7 LEGAL AND STATUTORY IMPLICATIONS

- 7.1 There is no statutory requirement for councils to hold or maintain a Local List.
- 7.2 However their status is relevant when considered through Merton's Local Plan (Core Planning Strategy policy CS14 and Merton's Sites and Policies Plan 2014 policy DM D3) and therefore in the discharge of Merton's statutory functions as a Local Planning Authority.
- 7.3 The proposal involves an amendment - the addition of Point 7 - to the Terms of Reference of the Borough Plan Advisory Committee which is attached as Appendix A to this report. The Terms of Reference could then be recommended for resolution as part of the council's constitution in May 2016. As well as the addition of Local Listing as Point 7, other factual amendments are recommended to update planning terminology (e.g. Local Development Framework is now Local Plan).

8 HUMAN RIGHTS, EQUALITIES AND COMMUNITY COHESION IMPLICATIONS

- 8.1. None for the purposes of this report

9 CRIME AND DISORDER IMPLICATIONS

- 9.1. None for the purposes of this report

10 RISK MANAGEMENT AND HEALTH AND SAFETY IMPLICATIONS

- 10.1. None for the purposes of this report

11 APPENDICES – THE FOLLOWING DOCUMENTS ARE TO BE PUBLISHED WITH THIS REPORT AND FORM PART OF THE REPORT

- Borough Plan Advisory Committee's terms of reference with proposed amendments for locally listed buildings

12 BACKGROUND PAPERS

Locally Listed Buildings in Merton (guidance)
www.merton.gov.uk/listed_buildings

Appendix A – Borough Plan Advisory Committee draft Terms of Reference

1.7 Borough Plan Advisory Committee

- (a) **Membership:** 6 Members (Members of the Cabinet and Assistant Cabinet members may not be appointed to this Committee)
- (b) **Functions:**
 1. To discharge the Councils responsibilities contained in the Local Government Act 2000 and Planning and Compulsory Purchase Act 2004 (as amended) with respect to the Merton Local Plan specifically to make recommendations as appropriate to the Cabinet and Council on matters including:-
 - (i) Local Development Scheme
 - (ii) Statement of Community Involvement
 - (iii) Development Plan Documents
 - (iv) Local Development Documents
 - (v) Area Plans and Supplementary Planning Documents
 - (vi) Strategic Environmental Assessment
 - (vii) Tests of Soundness of Development Plan Documents
 - (viii) Neighbourhood plans
 2. To consider and advise the Cabinet and Council on the Report of the Inspector conducting the Independent Examination of Development Plan Documents of the Merton Local Plan.
 3. To advise the Cabinet and Council on the preparation of Local Plans prepared with adjoining boroughs, specifically the Joint Waste Development Plan Document.
 4. To advise the Cabinet and Council on other Strategic / London-wide spatial planning and transport planning matters.
 5. To consider the need for information, research, studies and investigations further to the preparation of the Merton Local-Plan; to approve the Annual Monitor Report; and to advise the Council on the resources required to prepare and review the Merton Local Plan.

6. To consider new and emerging legislation relevant to the preparation and review of the Merton Local Plan.
7. To consider and advise Cabinet and Council on buildings and structures to be included in the Local List, considering officer recommendations and consultation feedback.