

Camden's Local List - a guide to making a nomination

Introduction

A local list is a collection of the features of Camden's local areas that are valued by the local community and that help give Camden its distinctive identity. These features make a place special for local people, they carry history, traditions, stories and memories into the present day and add depth of meaning to a modern place.

There are parts of the historic environment that already well understood and designated (e.g. listed buildings), a local list will contain the parts of the historic environment that are not already designated but which may nonetheless contribute to a sense of place, local distinctiveness and civic pride. These are known as 'non-designated heritage assets'.

How is Camden's Local List being produced?

In order to produce a local list we are taking the following approach:

Completed

Stage 1 - Develop and adopt a Selection Criteria

The Selection Criteria are used to assess each nomination for inclusion on the local list.

- Draft version of the Selection Criteria produced - June 2012
- Public Consultation on the draft Selection Criteria - July to September 2012
- Adoption of the Selection Criteria - November 2012



Now

Stage 2 - Invite and Assess Nominations

To identify assets for the local list which will then be assessed against the Selection Criteria.

- Invitation to Nominate - November 2012 to January 2013
(*development of Selection Panel during this period*)
- Assessment of Nominations by Selection Panel - February 2013.



Next

Stage 3 - Develop and adopt a Local List and SPD

Develop a Local List and supporting Supplementary Planning Document (SPD) that details what it means to be on the local list.

- Draft version of the Local List and SPD - March 2013
- Consultation on draft Local List and SPD - April to May 2013
- Adoption of Local List and SPD - September 2013

To find out how you can get involved in the project please see the next page. For further information on the Local List in general please visit our website www.camden.gov.uk/locallist.

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How can you get involved now?

As of the 22nd of November we now are inviting people to nominate the buildings and features that they value and so contribute to the character of their local area. As part of this consultation we have set up 2 key areas online

- a **nomination page** where you can submit any nominations you wish to make;
- a **consultation page** where you can view examples of potential nominations, download supporting documents as well as post questions and comments;

Both of which are accessible via our main local list page www.camden.gov.uk/locallist. The nomination period will run until the **22nd of January 2013**.

Making a nomination

If you would like to make a nomination you can do so online via our **nomination page** or you alternatively you can fill in the form on the following two pages. The nomination form is followed by a '**guide to making a nomination**' which will help you through the nomination process (both online and offline).

Once completed you can either scan in your form along with any supporting information you have and email it to;

locallist@camden.gov.uk.

Alternatively you can post the form and supporting information to;

Local List (Place Shaping),
Planning and Regeneration,
Culture and Environment directorate,
London Borough of Camden,
Town Hall extension,
Argyle Street,
WC1H 8EQ.

If you have any questions about the local list and its production or if you would like to contribute towards the project in some other way then you can either contact us on the details above or call us using our telephone number **0207 974 5068**.

Please continue for the [Nomination Form](#).

Camden's Local List - Nomination Form (Part 1).

We are now seeking nominations of features in Camden to be assessed for inclusion on Camden's Local List. To ensure that high quality, locally significant features are identified each nomination will have to meet the adopted selection criteria.

1. What is it that you are nominating?

A local list can contain a range of different entries but we have broken them down to three groups. Please tick a box to tell us which group your nomination falls into.

- Building or Group of Buildings** (e.g. a house, workshops or school)
- Street feature or other structure that is not a building** (e.g. memorial, bench, boundary marker, post box or lamp post)
- Natural feature or Landscape** (e.g. a garden, park, trees)

2. Where in the borough is your nomination?

Please provide the address of the item you are nominating. If it has a name then please also provide this. Where the item does not have a street name or number please give sufficient details so that we are able to find the item. For instance 'bench in front of no. 125 High Street', or 'drinking fountain to the east side of no.100 High Street'.

In the local list each asset will need to have an identified location plotted on a map so please provide as much detail as you can.

Name (if applicable)

Address:
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.....
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3. Is your nomination in a conservation area?

We will consider nominations that are in or out of a conservation area. If you know that your nomination is within a conservation area then please state this otherwise just mark 'Don't know'.

If your item is within a conservation area and identified in the conservation area statement or appraisal as making a positive contribution to a conservation area we will not add it to the local list, as it already has similar protection under Camden's development policy DP25 – Conserving Camden's Heritage.

- Yes** **No** **Don't know**

Camden's Local List - Nomination Form (Part 2).

4. Which of the selection criteria does your nomination meet?

Your nomination must meet a minimum of two criteria with at least one of them being either Criteria 1 Architectural Significance or Criteria 2 Historical Significance.

- Criteria 1 - Architectural Significance
- Criteria 2 - Historical Significance
- Criteria 3 - Townscape Significance
- Criteria 4 - Social Significance

5. Please explain why you have nominated this asset and how you feel it meets the selection criteria.

If you run out of space please feel free to use further sheets.

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6. Do you have any supporting information?

To help us understand the significance of your nomination supporting information that demonstrates this will be very useful. This may take the form of modern or historic photographs; newspapers cuttings, personal reminiscences, references to mentions in journals or historic documents.

If you can demonstrate the strength of local support for a nomination this will assist us in assessing its significance. This is particularly important for Criteria 4 – Social significance.

Please attach any supporting information you have.

7. Your Details

Name:

Email:

Organisation:

Telephone:

Address:

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A Guide to making a nomination

If you would like to make a nomination to Camden's new Local List please read this advice to help you through the process.

Question 1 - What is it that you are nominating?

A local list can contain a range of different entries but we have broken them down to three groups:

- Building or Group of Buildings (e.g. a house, workshops or school)
- Street feature or other structure that is not a building (e.g. memorial, bench, boundary marker, post box)
- Natural feature or Landscape (e.g. a garden, park, trees)

Please state which group your nomination falls into.

Question 2 - Where in the borough is your nomination?

Please provide the address of the item you are nominating. If it has a name then please also provide this. Where the item does not have a street name or number please give sufficient details so that we are able to find the item. For instance 'bench in front of no. 125 High Street', or 'drinking fountain to the east side of no.100 High Street'.

In the local list each asset will need to have an identified location plotted on a map so please provide as much detail as you can.

Question 3 - Is the asset in a conservation area?

We will consider nominations that are in or out of a conservation area. If you know that your nomination is within a conservation area then please state this otherwise just mark 'unknown'.

If your item is within a conservation area and identified in the conservation area statement or appraisal as making a positive contribution to a conservation area we will not add it to the local list, as it already has similar protection under Camden's development policy DP25 – Conserving Camden's Heritage. .

Question 4 - Which of the Selection Criteria does it meet?

To be considered for inclusion on the Local List nominations should satisfy a minimum of two criteria with at least one of them being either criteria 1 or 2.

Criteria 1 - Architectural significance this includes assets that

a) demonstrate distinctive artistic, craftsmanship, design or landscaping qualities of merit (e.g. form, layout, proportions, materials, decoration);

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and/or

a) are attributed to a locally known, architect, designer, gardener or craftsman and demonstrate quality of design, execution, and innovation.

and/or

b) exemplify a rare type or function which survives in anything like its original condition and form.

Explanations of terminology

Artistic qualities – for example a piece of public art or decoration on a building or in a public place

Craftsmanship qualities – something that demonstrates skill in manufacture or execution, for instance decorative plasterwork, brickwork or metalwork.

Design qualities – examples of constructed responses to a place that combine function with form to notable effect.

Historic landscaping qualities – for example a historic garden or park layout, or trees that form part of a historic planting scheme

Criteria 2 - Historical Significance this includes assets that

a) demonstrate rare evidence of a particular phase or period of the area's history;

and/or

b) are associated with a locally important historic person, family or group;

and/or

c) are associated with a notable local historic event or movement;

Nominations under this criteria should retain physical attributes which are of key importance to their historical significance.

Explanation of terminology

Physical Attributes – the actual building or feature associated with a historic event or person should remain, not a re-construction on its site.

Criteria 3 - Townscape Significance this includes assets which play a key part in supporting the distinctive character of the local neighbourhood either as a landmark, for their aesthetic qualities, through promoting collective identity or group value.

Explanation of terminology

Landmark – for instance a building marking a corner site, which stands out from its surroundings

Aesthetic qualities – for instance attractively designed detailing or use of materials, or well considered setting of a feature.

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Collective identity/ Group value – For instance a collection of typical high street building forms located closely together for instance bank, church, town hall, police station, which together reinforce the local identity.

Criteria 4 - Social Significance this includes assets that

- a) are associated with distinctive communal, commemorative, symbolic or spiritual significance; and/or
- b) are associated with locally distinctive cultural heritage, such as art, literature, music or film;

Explanation of terminology

For example buildings or spaces that have a history of being used for important community events; war memorials, locations made famous for appearing in films or paintings or for hosting famous cultural events.

Nominations in this category should demonstrate support from 'the community' that they are significant to. This could be in the form of collected signatures or expressions of support.

Nominations under this criteria should also retain the physical attributes which are of key importance to their social significance.

Question 5 - How does it meet the selection criteria you have selected?

This question asks you to explain how your nomination meets the selection criteria you have selected. The more information you can provide the better.

The final Local List will have a detailed description of the asset and what it is that is significant about it.

Question 6 – Do you have any supporting information?

To help us understand the significance of your nomination supporting information that demonstrates this will be very useful. This may take the form of modern or historic photographs; newspapers cuttings, personal reminiscences, references to mentions in journals or historic documents.

If you can demonstrate the strength of local support for a nomination this will assist us in assessing its significance. This is particularly important for Criteria 4 – Social significance.

Should you have any further questions then you can either:

- post a comment in the forum on our consultation page weareCamden.org,
- send an email to locallist@camden.gov.uk,
- telephone us on 020 7974 5068,
- or alternatively our postal address is Local List (Place Shaping), 6th floor Town Hall extension, Argyle Street, WC1H 8EQ.