

# Awards Panel

## Agenda

### Members of the Panel:

Cllr K A Vincent (Chairman)	Cllr C Karimi-Ghouvanlou
Cllr K G Leggett (Vice Chairman)	Cllr E Laming
Cllr N J Brennan	Cllr K E Lawrence
Cllr J F Fisher	Cllr S M Prutton
Cllr D G Harrison	Cllr J M Ward

### Date & Time:

Friday 7 October 2022 at 9.00am

### Place:

Council Chamber: Thorpe Lodge, 1 Yarmouth Road, Thorpe St Andrew, Norwich

### Contact:

Leah Arthurton      tel (01508) 533610  
Email: [committee.bdc@southnorfolkandbroadland.gov.uk](mailto:committee.bdc@southnorfolkandbroadland.gov.uk)

### PUBLIC ATTENDANCE:

If a member of the public would like to observe the meeting in person or to speak on an agenda item, please email your request to [committee.bdc@southnorfolkandbroadland.gov.uk](mailto:committee.bdc@southnorfolkandbroadland.gov.uk), no later than 5.00pm on Tuesday 4 October 2022

### Large print version can be made available

If you have any special requirements in order to attend this meeting, please let us know in advance.

# AGENDA

*After items 1-4 below, the meeting will adjourn and members will visit each of the developments nominated. The meeting will then reconvene at approximately 2:00pm in the Council Chamber at Thorpe Lodge for consideration of item 5 and the Panel will decide its award winners.*

1. To receive declarations of interest from members;  
(guidance and flow chart attached – page 3)
2. To report apologies for absence and to identify substitute members;
3. To confirm the minutes of the meetings held on 15 and 22 September 2021;  
(minutes attached – page 5)
4. Matters arising from the minutes;
5. **The Broadland Enhancement Awards 2022** - to consider developments which have been shortlisted for the Broadland Enhancement Awards 2022 and to select schemes for an award  
(report attached – page 10)

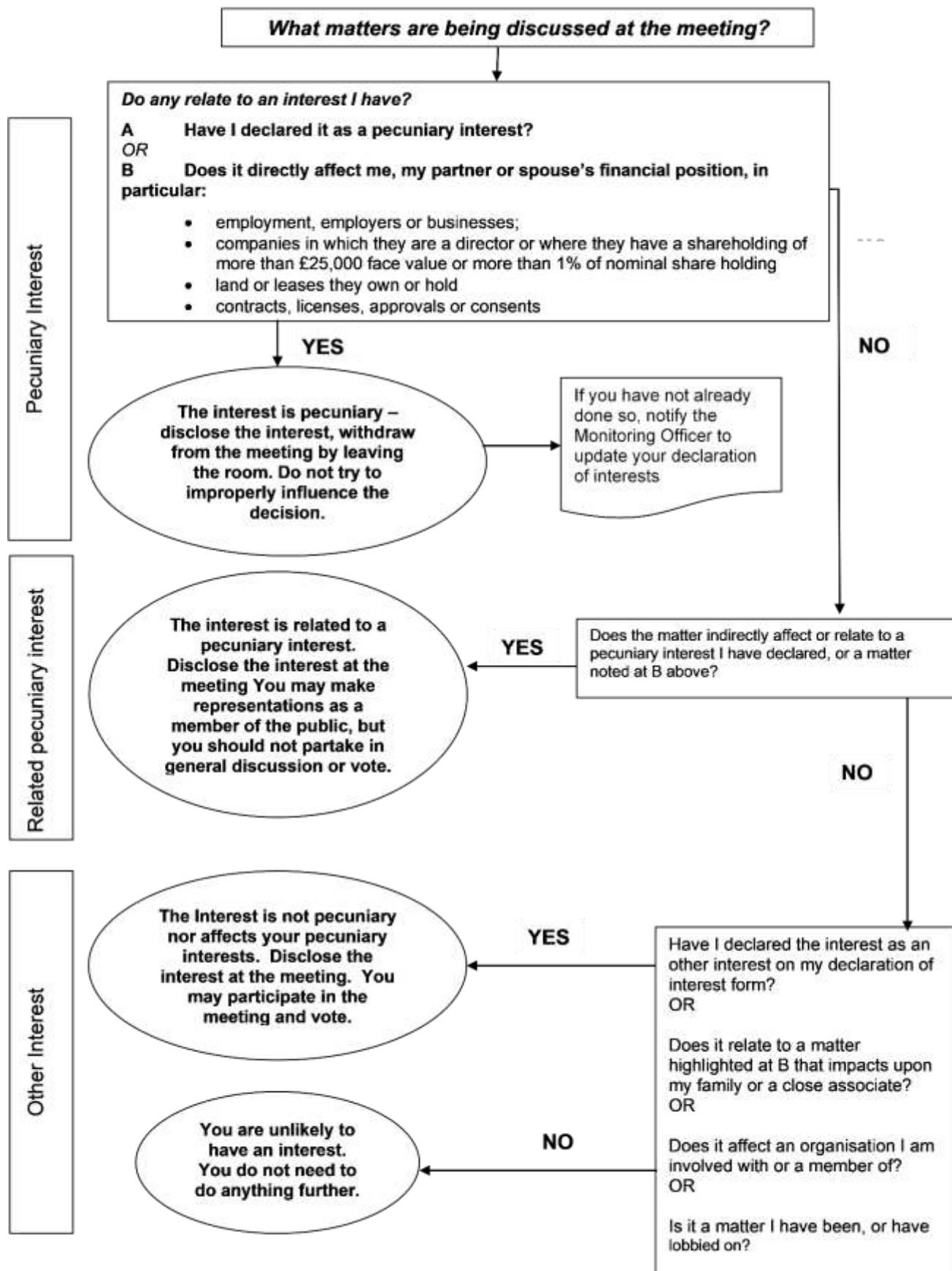
## DECLARATIONS OF INTEREST AT MEETINGS

When declaring an interest at a meeting Members are asked to indicate whether their interest in the matter is pecuniary, or if the matter relates to, or affects a pecuniary interest they have, or if it is another type of interest. Members are required to identify the nature of the interest and the agenda item to which it relates. In the case of other interests, the member may speak and vote. If it is a pecuniary interest, the member must withdraw from the meeting when it is discussed. If it affects or relates to a pecuniary interest the member has, they have the right to make representations to the meeting as a member of the public but must then withdraw from the meeting. Members are also requested when appropriate to make any declarations under the Code of Practice on Planning and Judicial matters.

Have you declared the interest in the register of interests as a pecuniary interest? If Yes, you will need to withdraw from the room when it is discussed.
<p>Does the interest directly:</p> <ol style="list-style-type: none"><li>1. affect yours, or your spouse / partner's financial position?</li><li>2. relate to the determining of any approval, consent, licence, permission or registration in relation to you or your spouse / partner?</li><li>3. Relate to a contract you, or your spouse / partner have with the Council</li><li>4. Affect land you or your spouse / partner own</li><li>5. Affect a company that you or your partner own, or have a shareholding in</li></ol> <p>If the answer is "yes" to any of the above, it is likely to be pecuniary.</p> <p>Please refer to the guidance given on declaring pecuniary interests in the register of interest forms. If you have a pecuniary interest, you will need to inform the meeting and then withdraw from the room when it is discussed. If it has not been previously declared, you will also need to notify the Monitoring Officer within 28 days.</p>
<p>Does the interest indirectly affect or relate any pecuniary interest you have already declared, or an interest you have identified at 1-5 above?</p> <p>If yes, you need to inform the meeting. When it is discussed, you will have the right to make representations to the meeting as a member of the public, but you should not partake in general discussion or vote.</p>
<p>Is the interest not related to any of the above? If so, it is likely to be an other interest. You will need to declare the interest, but may participate in discussion and voting on the item.</p>
<p>Have you made any statements or undertaken any actions that would indicate that you have a closed mind on a matter under discussion? If so, you may be predetermined on the issue; you will need to inform the meeting, and when it is discussed, you will have the right to make representations to the meeting as a member of the public, but must then withdraw from the meeting.</p>

**FOR GUIDANCE REFER TO THE FLOWCHART OVERLEAF.  
PLEASE REFER ANY QUERIES TO THE MONITORING OFFICER IN THE FIRST  
INSTANCE**

## DECLARING INTERESTS FLOWCHART – QUESTIONS TO ASK YOURSELF



## AWARDS PANEL

**Minutes of a meeting of the Awards Panel of Broadland District Council, held on 15 September 2021 at 9am.**

**Committee Members Present:** Councillors: K Vincent (chairman), N Brennan, C Karimi-Ghovanlou, S Lawn, K Lawrence, K Leggett, S Prutton, J Ward

**Substitute Members:** Councillor S Lawn (for Cllr Fisher)

**Officers in Attendance:** The Senior Heritage and Design Officer and the Democratic Services Officer (DM).

### 1 DECLARATIONS OF INTEREST UNDER PROCEDURAL RULE NO 8

Member	Minute No & Heading	Nature of Interest
Cll K Vincent	4 – Broadland Design Awards (Rosebery Fields, Great Plumstead)	“Other Interest” – non-pecuniary - her husband was a District Council member representative on Broadland Growth who were associated with the development and she was Norfolk County Council’s nominated share holder representative on the Norse Group

### 2 APOLOGIES FOR ABSENCE

Apologies for absence were received from Cllr J Fisher and Cllr R Foulger.

### 3 MINUTES

The minutes of the meeting held on 9 October 2019 were agreed as a correct record.

## 4 THE BROADLAND DESIGN AWARDS 2021

The Panel received the report of the Senior Heritage and Design Officer on the shortlisted schemes for the Broadland Design Awards for 2021. The awards scheme had not been held the previous year due to COVID and this year's scheme had therefore included nominations covering the last 2 years.

When assessing the shortlisted schemes, Members were encouraged to have regard to the scale and design of the buildings, the use of sympathetic or sustainable materials and the way in which the buildings sat with neighbouring properties in their landscape setting.

Members were advised that, due to COVID, arrangements had not been made to view inside premises. Whilst some of the venues could potentially be viewed internally, others were smaller, residential properties and it was felt it would not be appropriate to view these internally and there was a need to maintain a consistent evaluation for fair comparison. Members were disappointed they would not benefit from an internal inspection but understood the reasons why.

*The Panel adjourned at 9.20 am, when the Members and the Senior Heritage and Design Officer visited the shortlisted sites as follows:*

- Gale Gardens, Aylsham
- The Duckeries, Weston Longville
- The Nest, Horsford
- Faraday House, Broadland Business Park
- Rosebery Fields, Great Plumstead
- Oakland Mews, Strumpshaw

*The Panel reconvened at Thorpe Lodge at 4:20 pm when all the Members listed above were present. The Democratic Services Officer re-joined the meeting.*

Members gave their marks for each nomination and the award winners were announced. They went on to discuss the individual projects and the reasoning for their scoring. They commented on the high standard of the projects nominated and the difficulty of comparing the residential nominations with the non-residential. If possible, in future, they felt it would be useful to group nominations into different categories of awards. With regard to the awards presented to the winners at the Community at Heart Presentation evening, members were in favour of retaining the presentation of a plaque.

### **RESOLVED**

to make the following Broadland Design Awards for 2021:

The Broadland Design Award 2021	The Duckeries, Weston Longville
Certificate of High Commendation	Oakland Mews, Strumpshaw
Certificate of Commendation (with particular recognition of its environmental contribution)	Faraday House, Broadland Business Park
In addition to these awards, Members were particularly impressed with the building design and positive community impact of The Nest, Horsford and felt this warranted particular recognition.	
Certificate of High Merit in recognition of its accessible design	The Nest, Horsford

(The meeting concluded at 5pm)

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Chairman

## AWARDS PANEL

**Minutes of a meeting of the Awards Panel of Broadland District Council, held on 22 September 2021 at 9am.**

**Committee Members Present:** Councillors: K Vincent (chairman), N Brennan, C Karimi-Ghovanlou, K Lawrence, K Leggett, S Prutton, J Ward

**Officers in Attendance:** The Senior Heritage and Design Officer and the Democratic Services Officer (DM).

### 5 DECLARATIONS OF INTEREST UNDER PROCEDURAL RULE NO 8

Member	Minute No & Heading	Nature of Interest
Cllr Brennan	7. The Broadland Enhancement Awards 2021 - Bellards, Priory Road, Ranworth	Other interest – local member
Cllr K Vincent	7. The Broadland Enhancement Awards 2021 - The Walled Garden Community Shop and Café, Little Plumstead	Other interest – her husband had nominated the facility for the awards
Cllr C Karimi-Ghovanlou	7. The Broadland Enhancement Awards 2021 - The Stables, Royal Norwich Golf Club, Weston Longville	Other interest – previously employed by the Architect

### 6 APOLOGIES FOR ABSENCE

Apologies for absence were received from Cllr J Fisher, Cllr R Foulger and Cllr D Harrison.

### 7 THE BROADLAND ENHANCEMENT AWARDS 2021

The Panel received the report of the Senior Heritage and Design Officer on the shortlisted schemes for the Broadland Enhancement Awards for 2021. The awards scheme had not been held the previous year due to COVID and this year's scheme had therefore included nominations covering the last 2 years.



When assessing the shortlisted schemes, members were encouraged to have regard to the scale and design of the buildings and the use of sympathetic or sustainable materials and the way in which the buildings sat with neighbouring properties, in their landscape setting.

The Panel then discussed what they would be looking for when visiting each of the nominated premises and in particular how the nominations enhanced the existing setting/building.

With regard to the award plaques to be presented, members confirmed that these should be waterproof if possible to allow for them to be installed outside the building. With regard to the invitations to the awards ceremony, it was noted that this would be overseen by the Events Team.

*The Panel adjourned at 9.20 am, when the members and the Senior Heritage and Design Officer visited the shortlisted sites as follows:*

- The Stables, Royal Norwich Golf Club, Weston Longville
- The Walled Garden Community Shop and Café, Little Plumstead
- Bellards, Priory Road, Ranworth

*The Panel reconvened at Thorpe Lodge at 1:40 pm when all the members listed above were present. The Democratic Services Officer re-joined the meeting.*

Members then discussed and voted on their chosen winners.

## **RESOLVED**

to make the following Broadland Enhancement Awards for 2021:

The Broadland Enhancement Award 2021	The Walled Garden Community Shop and Café, Little Plumstead
Certificate of High Commendation	Bellards, Priory Road, Ranworth
Certificate of Commendation	The Stables, Royal Norwich Golf Club, Weston Longville

(The meeting concluded at 2.06pm)

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Chairman

## **THE BROADLAND ENHANCEMENT AWARDS**

**Report Author(s):** Chris Bennett  
Senior Heritage and Design Officer  
01508 533828

**Portfolio:** Place - Planning

**Ward(s) Affected:** All

**Purpose of the Report:** This report details new build schemes which have been shortlisted for the Broadland Enhancement Award for 2022. Members are requested to select their first, second and third choices.

### **Recommendations:**

The Panel is RECOMMENDED to select the three best projects in order of merit for the Enhancement Award so an outright winner can be chosen, and then select schemes to be highly commended or commended depending on merit.

## **THE BROADLAND DESIGN AWARDS**

### **1 SUMMARY**

- 1.1 This report details schemes which have been shortlisted for the Broadland Enhancement Awards for 2022.
- 1.2 Members are requested to select their first, second and third choices.

### **2 INTRODUCTION**

- 2.1 The Enhancement Award Scheme is run every year and the Design Award Scheme is run in alternate years.
- 2.2 The next Design Awards will be run in 2023.
- 2.3 The Enhancement Awards are for the best schemes of repair, conversion, alteration or extension to an existing building within the District.
- 2.4 Work undertaken must have in some way made a positive contribution to the locality.

### **3 GUIDANCE FOR JUDGING**

- 3.1 All buildings should be judged upon scale, design, use of sympathetic or sustainable materials and the way they sit with neighbouring properties, in their landscape setting, or perhaps (in the case of an extension) the way it relates to, or contrasts with, the parent building. If the building is subject to conversion, restoration and repair the quality of craftsmanship will be a consideration.
- 3.2 It is proposed to slightly change the awards this year in terms of giving certificates for highly commended and commended schemes. As before, first place will receive the Enhancement Award and will be the 'outright' winner. Subsequent placings will receive either Certificates of High Commendation or a Certificate of Commendation or no commendation but this year it will depend on the merit of the scheme rather than automatic based on the judging. Please note that this is a slightly different format for judging the award entries to previous years where certificates were given depending on placing in the scoring with second place given a certificate of High Commendation and third place given a Certificate of Commendation. The committee is invited to discuss the proposed changes and if the previous way to award schemes is still preferred that way will continue.
- 3.3 The winners of the Enhancement Award will be invited to receive their award at the Community at Heart Presentation Evening on Friday 21<sup>st</sup> October.
- 3.4 It is suggested that as Members view the entries they may find it convenient to award each a score out of 10 (10 being the highest score). A box has been placed beside each entry for this purpose.

- 3.5 Following the site visits on return to Thorpe Lodge, members will be asked to nominate their first, second and third choices. They may, if they wish, also give a brief explanation of their selections.
- 3.6 Should there be a 'tie', the winning entry will be determined by that which has the highest number of first places.
- 3.7 Should Members require further guidance, Officers will be happy to advise during the day.

#### **4 RESOURCE IMPLICATIONS**

- 4.1 Lunch at a selected venue for members.

#### **5 LEGAL IMPLICATIONS**

- 5.1 There are no legal implications arising from this report.

#### **6 RECOMMENDATION**

- 6.1 The Panel is RECOMMENDED to select the three best projects in order of merit for the Enhancement Award so that an outright winner can be chosen, and then select schemes to be highly commended or commended depending on merit.

Chris Bennett  
Senior Heritage and Design Officer

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For further information on this report call Chris Bennett 01508533828

## THE BROADLAND ENHANCEMENT AWARD 2022

### Shortlist

Scheme	Mark / 10
Blue Sky Barn, Reepham	[     ]
The Ironmongers, 30 Market Place, Aylsham	[     ]
Point House, 5 High Street, Coltishall	[     ]

The entries were asked to submit 100 words to describe their project and to submit eight photographs. These are given below.

## **Blue Sky Barn, Reepham**

The transformation of a disused grain store into a generous four-bedroom family home, a restrained exterior and dramatic interior volumes celebrate its agricultural heritage.

The simple vertical pattern of metal and timber louvres wraps the whole building, revealing double-height glass, permitting uninterrupted views of the 14th century church, the meadows and the large blue Norfolk skies beyond.

The scale of the interior fittings and the 15m indoor swimming pool create a sense of recreation, relaxation and play, a family space designed to feel like you are on holiday every day.

A contemporary architectural language, sympathetic to neighbouring dwellings provides a calming upgrade to the utilitarian shed before. The result exceeds the expectations of a conventional barn conversion.”

Note: photos by Nick Dearden



## **The Ironmongers, 30 Market Place, Aylsham**

This seventeenth century oak-framed building, with its Georgian façade, was in poor condition due to water ingress and beetle infestation. The building frame has been repaired using oak. Exposed trusses improve attic headroom and remnants of the original oak porch are revealed internally.

To provide a sustainable future for the building, the upper floors are converted into a boutique hotel. New generous staircases meet current fire safety standards and provide a light-filled interior. A new shopfront on Red Lion Street provides the entrance to eight individual bedrooms with en-suites. Three retail units retain original shopfronts. The building has been thermally upgraded with ASHP heating.







## **Point House, 5 High Street, Coltishall**

Standing in the heart of one of Broadland's most popular villages, Coltishall, Point House was an eyesore to the otherwise attractive village centre. After 2 years of careful renovation, we have restored it to its former glory and given it a new lease of life.

The enhancements go beyond restoring its original features such as fireplaces and exposed beams and using traditional materials such as limecrete. We have showcased original brickwork alongside sleek glass divides to create modern light rooms for all to enjoy and the tired exterior now boasts a beautiful contemporary garden designed by our director.





