

SCOTLAND'S LISTED BUILDINGS



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Scotland's listed buildings

This booklet explains what listing means for owners and how we assess buildings for listing.

Scotland's historic environment has been shaped by people for over 10,000 years. Past generations have left their mark on our towns and cities, and the countryside around us. The sense of place and strong cultural identity that our historic environment provides are rooted in our communities and promote a positive image of Scotland across the world.

Measures to protect our built environment first became law in the United Kingdom in 1882. In Scotland, listing itself really began after 1957, and many buildings had been listed by the 1970s.

Listing recognises buildings which have special architectural or historic interest. We believe that listed buildings are among Scotland's greatest assets.

Listed buildings chart Scotland's history and highlight our national, regional and local distinctiveness. They help to make Scotland a great place to live, work and visit. The historic character of our environment is important to our quality of life and it helps us to understand who we are.

Ranging in date from medieval buildings to those built in the 1980s, listed buildings cover many aspects of our lives – from croft houses and tenements, bridges and mills, to country houses and places of worship. This varied and exceptional heritage is a testament to the vision and skills of our predecessors. Listing helps us to recognise their achievements and pass them on to future generations.

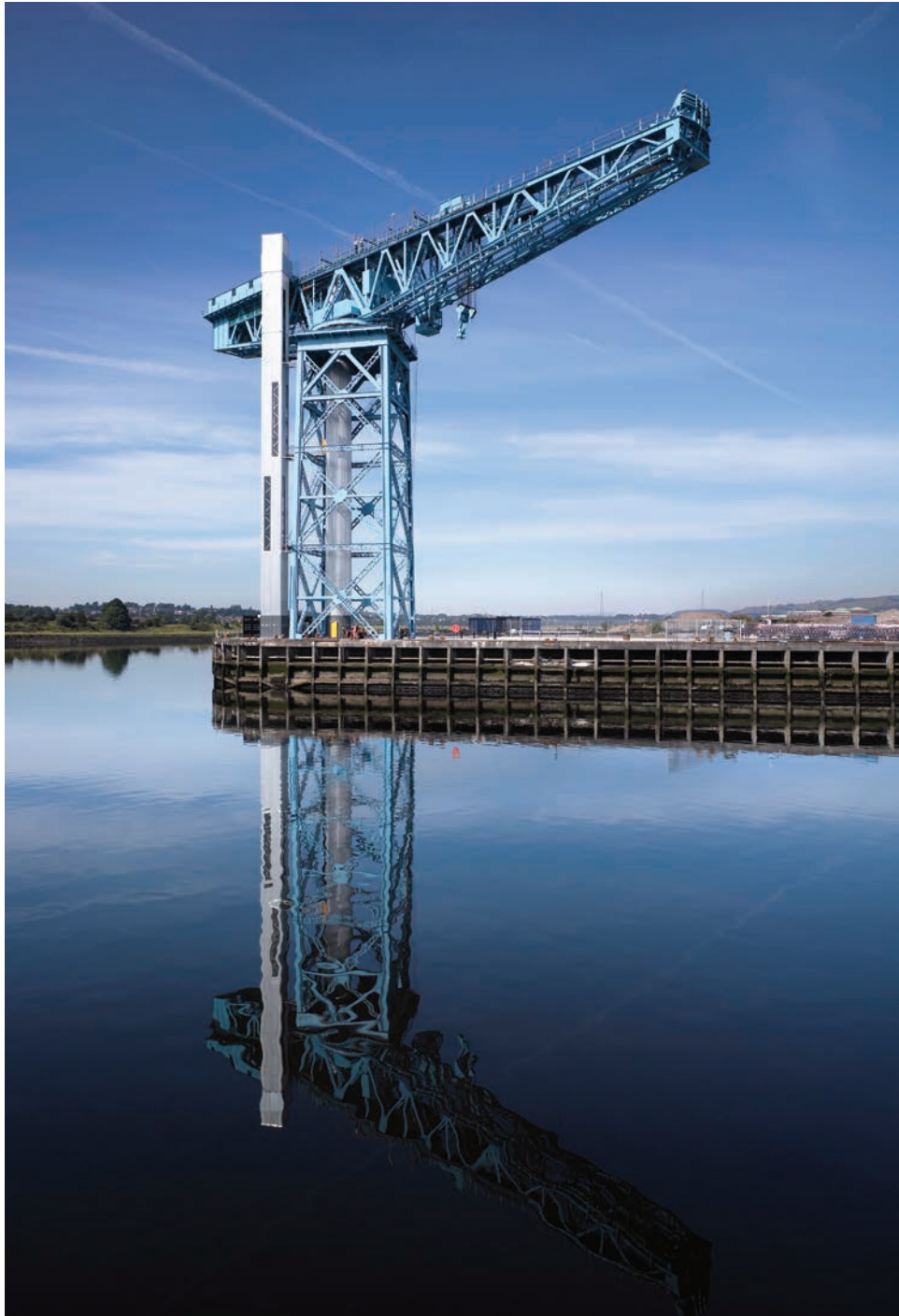
Today's owners and occupiers of listed buildings and structures have an important part to play in managing our heritage. They can help to make sure that future generations will be able to enjoy these buildings of special architectural or historic interest.



Cover: The McManus, Dundee, Category A © Andrew Lee Above: The Briggait, Glasgow, Category A © Andrew Lee



Right: The Bandstand, Dunfermline Public Park, Fife, Category B © Nick Haynes



What is listing?

Listing is the process that identifies, designates and provides statutory protection for buildings of 'special architectural or historic interest', as set out by law in the Planning Listed Buildings and Conservation Areas (Scotland) Act 1997.

legislation.gov.uk/ukpga/1997/9/contents

Listed buildings are managed through the planning system, through listed building consent, so that any changes to them have to be carefully considered.

The term 'building' can be defined as 'anything made by people' and can include a great variety of other structures such as fountains, sundials, statues and bridges.

Many buildings are of interest for their design or their historical associations, but to be listed a building must meet the criteria of 'special architectural or historic interest'. We use selection guidance to decide if a building is of special interest for listing (see page 7).

Listed buildings and listing categories

There are around 47,000 listed buildings in Scotland. Buildings are regularly added to and removed from the list. Once we find a building to be of special architectural or historic interest we classify it under one of three categories, according to its importance. While the listing itself has legal weight, the categories have no legal status and are advisory. They affect how a building is managed in the planning system. The categories are as follows:

Category A

Buildings of special architectural or historic interest which are outstanding examples of a particular period, style or building type.

Category B

Buildings of special architectural or historic interest which are major examples of a particular period, style or building type.

Category C

Buildings of special architectural or historic interest which are representative examples of a particular period, style or building type.

Group categories

A group category, either A or B Group, was previously given to a group of related listed buildings to show their group interest. The group category was given as well as the individual category and has no legal significance. This category is gradually being phased out.

Left: Titan Crane, Clydebank, West Dunbartonshire, Category A © Andrew Lee



Assessing buildings for listing

Each building is assessed on its own merits. A number of factors are taken into account to decide whether a building has the special architectural or historic interest needed for listing.

Our designation policy and selection guidance explains how we assess buildings for listing. Go to [historicenvironment.scot/designation-policy](https://www.scotland.gov.uk/topics/cultural-here/historic-environment/designation-policy) for more details.

In summary, the main considerations are as follows.

Architectural interest

The architectural interest of a building is assessed under the following two headings.

Design: This relates to the building's design and also takes into account how authentic and complete it is, as later changes may add or detract from the interest. We assess factors such as artistic skill, the designer, interior, plan form, materials, technological excellence or innovation and regional traditions.

Setting: This relates to the context of a building and takes into account the current and historical setting. The building's contribution to its setting and how other features, both built and natural, relate to it are also taken into account.

Historic interest

Historic interest is assessed under the following three headings.

Age and rarity: The older a building is, and the fewer of its type that survive, the more likely it is to be of special interest. We do not normally consider buildings which are less than 30 years old for listing as there is not enough historical perspective to allow a full assessment of the interest.

Social historical interest: Social historical interest is about the way a building contributes to our understanding of how people lived in the past, and how our social and economic history is shown in a building and its setting.

Association with people or events of national importance: This refers to the connections that a building has with people or events which have had a significant impact on Scotland's cultural heritage.

Left: Old Aberdeen Town House, Aberdeen, Category A © Nick Haynes

A building does not need to still be used for its original purpose for it to be eligible for listing. For example, an industrial building may have been converted into flats with retail units, and a railway viaduct may now be used as a walkway or cycle path. Both could be eligible for listing.

We consider the extent to which a building or structure survives when assessing it for

listing. However, the present condition of the surviving fabric of the building or structure is not a factor when deciding whether it is of special architectural or historic interest.

We will also not take into account factors such as financial issues or proposed future use.



Above: Burns Monument, Edinburgh, Category A © Nick Haynes

Designation proposals and reviews

Anyone can ask us to designate a site or place, or to review an existing designation.

You can do any of these things by filling in our application form. The form is available on our website historicenvironment.scot/designation-application or we can post you a copy.

Once we receive your form, we will acknowledge your application and decide how best to deal with your request. In some circumstances we may not go ahead with an application. If we decide not to go ahead, we will let you know as soon as possible. You can find more detailed information on how we assess sites and places, including our criteria and selection guidance, in our designation policy at historicenvironment.scot/designation-policy.

Our assessments will normally include research and choosing which of the heritage designations is most appropriate for the site that you've proposed (see page 21 for information on all our heritage designations). We may also visit the site.

If we find that the site or place meets the criteria for designation, we will publish a report on our proposed decision on our online portal at [portal.historicenvironment.scot](https://historicenvironment.scot). This is called a report of handling and it normally includes an assessment of the site or place.

We normally consult those directly affected, including the owner, occupier or tenant and the planning authority, before designating a site or amending

a designation. We also normally welcome views from interested people or groups through our website.

We follow the same process for removing existing designations, except where a listed building has been demolished.

We publish our final decision and the completed report of handling on our online portal. See our website for more information about our service standards and timescales for designation proposals.

If you are the owner or occupier of all or part of the site or place, we will make reasonable efforts to tell you if it has been designated or has had its designation amended. The same applies to removals, except where a listed building has been demolished.

We will also tell the planning authority about these changes.

Below: The White House, Isle of Coll, Argyll & Bute, Category C © Andrew Lee





Other provisions for listing

Building preservation notices

Local authorities can serve building preservation notices to protect unlisted buildings which they think are of special interest and which are to be demolished or altered in a way that will affect their special character. The building will be protected in the same way as a building which has been listed. The notice is effective for up to six months, during which time we will assess whether or not the building should be listed.

Certificate Of Intention Not To List

A Certificate Of Intention Not To List (COINTL) is a certificate which prevents a building from being listed during the five years from the date of the certificate. A planning authority may not serve a building preservation notice for the building during this time. A COINTL provides certainty for owners and developers considering work to a particular building. Applications for a certificate are assessed in a similar way to a listing proposal.

Appeals

If you are an owner, occupier or tenant who disagrees with our decisions, by law you can appeal against:

- new listings; and
- changes to the statutory address of a listed building.

Left: Aberfeldy Bowling and Tennis Pavilion, Perth and Kinross, Category B © Nick Haynes **Right:** Mackintosh Queen's Cross, Glasgow, Category A © Nick Haynes

You must make your appeal to the Planning and Environmental Appeals Division within three months of the date of the letter we sent you telling you about the new listing or change to the statutory address of a listed building see dpea.scotland.gov.uk. See our website for more information about appeals historicenvironment.scot/advice-and-support.

Although there is not a legal right of appeal against removing a listing, a change of listing category or a refusal to list a building, we will be happy to review our decision if we receive relevant information which was not available when we made our decision. You can ask for a review using our application form historicenvironment.scot/designation-application.





The listed building record

Each listing is given a listed building record. The only statutory (legal) part of a listing is the address in the listed building record (that is, the statutory address).

All of the other material, including the category, has no legal weight, but is provided as extra information. The record is intended to help people understand the special interest of the listed building. You can search the records online on our website portal.historicenvironment.scot.

The way listed building records are written and presented has changed enormously over time. Early listed building records tend to be very brief and may not explain why the building is of interest. Currently, we provide a brief architectural description of the building and a fuller description of why the building is listed as well as photographs and location maps for new and recently reviewed records. There is a glossary of architectural terms on our website.

Listing applies to the building at the statutory address on the listed building record, and it covers both the inside and outside of the building, regardless of the category it is in. (Bear in mind that building names and street numbers can change over time and the listed building record may not be up to date.)

Because all listed buildings are different, what is actually covered by the listing can vary quite widely. Your planning authority will tell you if you need listed building consent for any change you want to make to a building, or if a building not mentioned in the statutory address in the listed building record is covered by 'curtilage'.

Curtilage

Under the terms of the Planning (Listed Buildings and Conservation Areas) Act (Scotland) 1997, every listed building has a 'curtilage' (boundary). This means that any object or structure within the curtilage of the building, though not fixed to it, may be considered to be listed. For example, a country house might be named in the statutory address, but structures such as boundary walls, gateways or stable blocks may not be named or described in the listed building record but could still be part of the listing.

While we are responsible for designating listed buildings, planning authorities decide what is covered by the listing and whether or not other structures at the address should also be treated as listed.

Some of the factors planning authorities consider when deciding whether other structures in the curtilage should be treated as listed include the following.

- Were the structures built before 1948?
- Did they have the same owner as the main listed building at the time it was listed?
- Do the structures clearly relate to the main listed building in terms of their original use?
- Are the structures still related to the main listed building?

Left: The Hub (former Highland Tolbooth Church), Edinburgh, Category A © Nick Haynes



Can parts of a building or site be excluded from the listing?

For listed buildings designated or amended after 1 October 2015 legal exclusions may apply. The following may be excluded from a listing and so not be listed.

- An object or structure fixed to the building
- Any object or structure within the curtilage of the building
- Any part or feature of a listed building that is not of architectural or historic interest

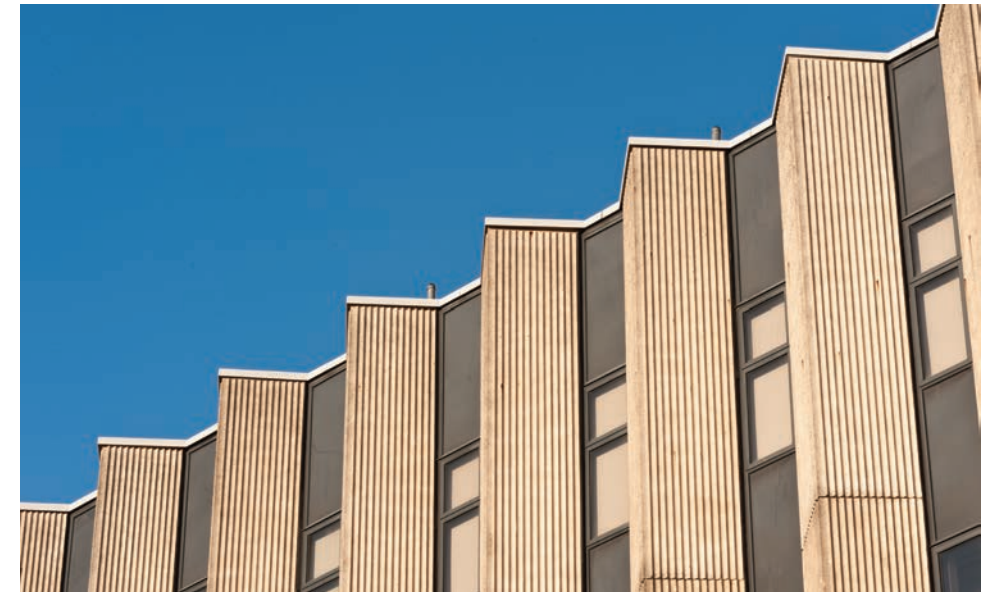
This is to make sure that owners and occupiers only need listed building consent where it is appropriate.

If a listed building record states that a part of a building or a structure within its curtilage is excluded from the listing, you will not normally need listed building consent for alterations to that part or structure.

You should check with your planning authority before doing any work. Although you may not need listed building consent, you may need other permission such as planning permission or a building warrant.

See our website for more information about listing exclusions [historicenvironment.scot/listing-scheduling-and-designations](https://www.historicenvironment.scot/listing-scheduling-and-designations).

Left: Cottage at Baile, Berneray, Na h-Eileanan Siar, Category B © Nick Haynes **Below:** Wolfson Centre, University of Strathclyde, Glasgow, Category B © Historic Environment Scotland





Living and working with listed buildings

If you want to alter, extend or demolish a listed building you will need to contact your planning authority to see if you need listed building consent.

Remember that listing covers the inside and the outside of a property. You do not normally need listed building consent for like-for-like repairs to a listed building, but we recommend that you contact your planning authority before starting work.

The planning authority is the main point of contact for all applications for listed building consent. They will consider applications in line with guidance such as our [Managing Change Guidance Notes at \[historicenvironment.scot/managing-change-guidance-notes\]\(https://www.historicenvironment.scot/managing-change-guidance-notes\)](https://www.historicenvironment.scot/managing-change-guidance-notes) and other national policy documents, as well as their own policies.

Our role is mainly to provide advice and expert knowledge. We provide specialist advice to planning authorities and to those who want to alter or develop listed buildings. You can find out more about this in the [Managing Change Guidance Notes](#). These documents give advice on various factors relating to listed buildings, such as windows, interiors, and extensions.

Contacting the planning authority

The first step to take if you are planning work to a listed building is to contact your planning authority. They will tell you if you need to apply for listed building consent. The planning authority is responsible for deciding what is covered by the listing and whether or not other structures at the address may also be treated as listed.

You will usually need consent for alterations which affect the character of the building. You may need consent for alterations which may seem minor, such as cleaning the stone of all or part of the property, or replacing windows. You will most probably need consent for major work such as extensions, structural alterations or demolishing all or part of the building. This applies regardless of the category of listing (A, B or C) and whether work affects the inside or outside of the property.

You apply for listed building consent in much the same way as you would apply for planning permission, submitting an application form and plans of the proposed work. There is no charge for listed building consent.

It is a criminal offence to demolish, alter or extend a listed building in any way which would affect its character as a building of special architectural or historic interest unless you have listed building consent.

If you are not sure about what is covered by a listing, or whether you need listed building consent, contact your planning authority before you start work.

Left: Lochgarry, Clevedon Drive, Glasgow, Category B © Neale Smith



Owners' responsibilities

A building is listed in the condition it is in on the date it is listed. You will not be asked to undo any changes made before the building was listed.

As with any asset, the owners of listed buildings are responsible for repairing and maintaining their property. However, planning authorities have various powers which they can use to help look after the listed buildings in their areas.

Planning authorities can carry out any urgent work needed to preserve an unoccupied listed building, or unused parts of a listed building, as long as they give the owner notice first. Planning authorities can claim the cost of urgent work back from the owner.

The planning authority can also be authorised by Scottish Ministers to buy listed buildings in poor repair through 'compulsory purchase'. The authority must first issue a repairs notice. If the owner does not keep to the conditions of the notice, the planning authority may start the compulsory-purchase procedure.

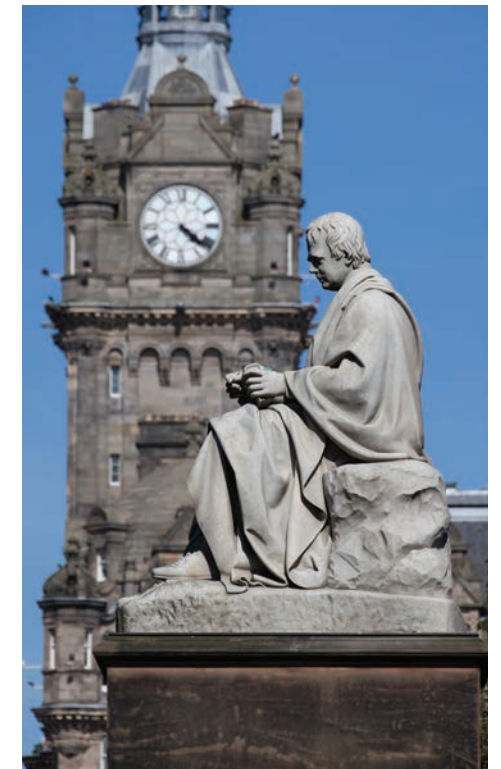
If a planning authority are satisfied that the building has been deliberately allowed to fall into disrepair to justify demolishing it and developing (or redeveloping) the site, they can apply to Scottish Ministers for only minimum compensation be paid for the compulsory purchase.

Places of worship

Places of worship are handled differently from other types of listed buildings. You do not need listed building consent

for alterations to the inside of places of worship that are still in use. There is a voluntary-consent arrangement currently in place for work to the outside of places of worship that are still in use. Ask the planning authority whether you need listed building consent. You will need consent to totally demolish the building.

Left: Main Street, Port Charlotte, Category B © Nick Haynes
Below: Scott Monument, Edinburgh, Category A © Nick Haynes





Other heritage designations

We are also responsible for designating other types of heritage assets.

We are responsible for designating scheduled monuments (monuments of national importance are given legal protection under the Ancient Monuments and Archaeological Areas Act 1979), gardens and designed landscapes, and historic battlefields. We also provide recommendations to designate historic marine protected areas to the Scottish Government. There is more information about these on our website historicenvironment.scot/advice-and-support.

Listed buildings can also be found in conservation areas and World Heritage Sites. These are not designated by us.

Scotland has over 600 conservation areas which are designated by planning authorities. Planning authorities must decide which parts of their areas are of special architectural or historic interest, and they may designate these as conservation areas. The public will normally be consulted on any proposal to designate conservation areas or to change their boundaries.

World Heritage Sites can also contain listed buildings. They are recorded by UNESCO (The United Nations Educational, Scientific and Cultural Organisation) as places of outstanding universal value in terms of their cultural or natural heritage whc.unesco.org.

Left: Muckrach Castle, Highland, Category A
© Historic Environment Scotland

Scotland currently has six World Heritage Sites. Information on these is given on our website historicenvironment.scot/advice-and-support/listing-scheduling-and-designations/world-heritage-sites.

Searching for listed buildings, other designations and our decisions

You can search for all our designations on our online portal at [portal.historicenvironment.scot](https://historicenvironment.scot). You will also find information about our designation decisions. If you are still not sure whether your building is listed, you can email or phone us for help. Our contact details are at the end of this booklet.

Scotland's Environment website also has a map-based search as well as more environmental information, including conservation area boundaries environment.gov.uk. You can also ask your planning authority to tell you if your building is listed and what is covered by the listing.

Further information

There is more information about listed buildings on our website.

Insurance

You are responsible for deciding what insurance you need to cover possible risks and to protect the value of your building. Because of the likely age and character of a listed building, repair costs and insurance premiums may be more expensive than for an equivalent modern building. However, they will be similar to those of a traditional but unlisted building.

As you may need to get listed building consent for repairs, which specialist skills may be needed for, many insurers will adjust premiums to reflect this process. An up-to-date building valuation will help insurers assess the risk more accurately. See our website for more information.

Altering a listed building

If you want to make alterations to a listed building, contact your planning authority to apply for listed building consent. Our online Managing Change Guidance Notes offer advice on various aspects relating to listed buildings, such as windows, interiors and extensions.

Advice on conservation

Our Technical Conservation website has lots of material about traditional buildings, including our INFORM guides. Through our Technical Enquiry Service, we also provide guidance on conservation issues to the construction industry, building professionals, educators and building owners and occupiers. We offer advice

on where to find information about looking after historic buildings, and we produce publications for the public as well as professionals. You can phone the Technical Enquiry Team on 0131 668 8600 or send them an email at technicaleducation@hes.scot. Also see the Building Advice Section on our Engine Shed website at engineshed.scot/building-advice.

Grants

Historic Environment Scotland offers various grants and funding schemes. Individuals and organisations can apply for financial help with projects and works that benefit the historic environment. For more information about our grants see our website at historicenvironment.scot/grants-and-funding.

The Heritage Funding Directory at heritagefundingdirectoryuk.org gives owners guidance on funding for repairing, restoring or converting any historic building in the United Kingdom.

Your planning authority may also offer grants related to historic buildings.

Planning Aid Scotland

Planning Aid Scotland pas.org.uk provides advice about planning and the planning process.

Relevant laws and policy

- The Planning (Listed Buildings and Conservation Areas) (Scotland) Act 1997. legislation.gov.uk/ukpga/1997/9/contents.
- Historic Environment Policy Statement for Scotland historicenvironment.scot/heps.
- Managing Change in the Historic Environment. See our series of guidance notes at historicenvironment.scot/managing-change-guidance-notes.

Our publications

We have a range of publications at historicenvironment.scot/publications.

Suggestions and complaints

We welcome feedback about listing. Please let us know what you think by sending an email to designations@hes.scot.

We are committed to providing high-quality services. We value complaints and use information from them to help us improve our services.

If something goes wrong or you are not happy with our services, please tell us.

Complaints Officer

Historic Environment Scotland
Longmore House
Salisbury Place
Edinburgh
EH9 1SH

Phone: 0131 668 8600

Email: complaints@hes.scot

You can find out more about our complaints procedure on our website at historicenvironment.scot/complaints.

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Historic Environment Scotland is a Non Departmental Public Body (NDPB) and a registered Scottish Charity (SC045925). One of our functions is to keep the list of buildings of special architectural or historic interest.

This booklet explains what listing means for owners and how we assess buildings for listing. It is also available in Gaelic as Togalaichean Clàraichte na h-Alba.

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Any enquiries regarding this document should be sent to us at:

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