

**Pembrokeshire Coast National Park Authority**

# **Historic Environment (Archaeology)**



Supplementary Planning Guidance  
to the Local Development Plan for the  
Pembrokeshire Coast National Park

Adopted 22 June 2011



**Parc Cenedlaethol  
Arfordir Penfro**  
**Pembrokeshire Coast  
National Park**

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### Prepared by

DYFED ARCHAEOLOGICAL TRUST LTD

The Shire Hall, Carmarthen Street, Llandeilo, Carmarthenshire, SA19 6AF

Tel: General Enquiries 01558 823121 Fax 01558 823133 Website

[www.dyfedarchaeology.org.uk](http://www.dyfedarchaeology.org.uk)

# Summary

## Pembrokeshire Coast National Park's Archaeology

- i. The archaeological heritage of Pembrokeshire Coast National Park (PCNP) is the product of human activity over thousands of years and is acknowledged as a resource of unique cultural and social value.
- ii. The Park's historic landscape is exceptionally rich and varied. It's made up of towns, villages and hamlets, along with all the routes which link them and the fields and industries which provided a livelihood for the people who lived there. It bears the marks of people's beliefs, their leisure and their day to day activities. It provides a source of national identity and sense of place for local communities. Prehistoric, Roman, medieval and more recently industrial monuments are visible and treasured features of this landscape. Many other sites, of no less importance, lie buried or undiscovered. All have important roles in education, leisure and tourism. However, they are finite in number, vulnerable to modern development and irreplaceable.

## How are archaeological sites protected?

- iii. In PCNP over 280 sites are currently given statutory protection as scheduled ancient monuments under the Ancient Monuments and Archaeological Areas Act 1979. It is an offence to carry out any work to them without written consent from the Welsh Government. If scheduled sites or their settings are affected by planning applications, Cadw must be contacted.
- iv. Over 7,000 archaeological sites and their settings, which are not scheduled monuments, are recorded in the regional Historic Environment Record and are protected by the planning process with a presumption in favour of preserving *in situ* nationally important archaeological sites. Welsh Government guidance is set out in Planning Policy Wales Edition 4 and Welsh Office Circulars 60/96 and 61/96. This places an onus on developers to consider the impact of their proposals on archaeology.
- v. The key to the protection of archaeological sites lies with the Local Planning Authority working closely with applicants and the regional Welsh Archaeological Trust.

## Where can I get information and early advice?

- vi. Detailed information on Pembrokeshire's archaeology is held on the regional Historic Environment Record [HER] and is available on request from the Dyfed Archaeological Trust [DAT].
- vii. Early consultation is advisable as the needs of development and archaeological preservation are best reconciled at an early stage. In their own interests applicants are encouraged to assess the impact of their proposals on archaeological sites by consulting with DAT in the pre-planning stages. Guided by information and advice, sympathetic designs can be prepared, which are intended to protect archaeological interests without incurring potentially high costs in carrying out archaeological work.

## **What happens before a planning decision?**

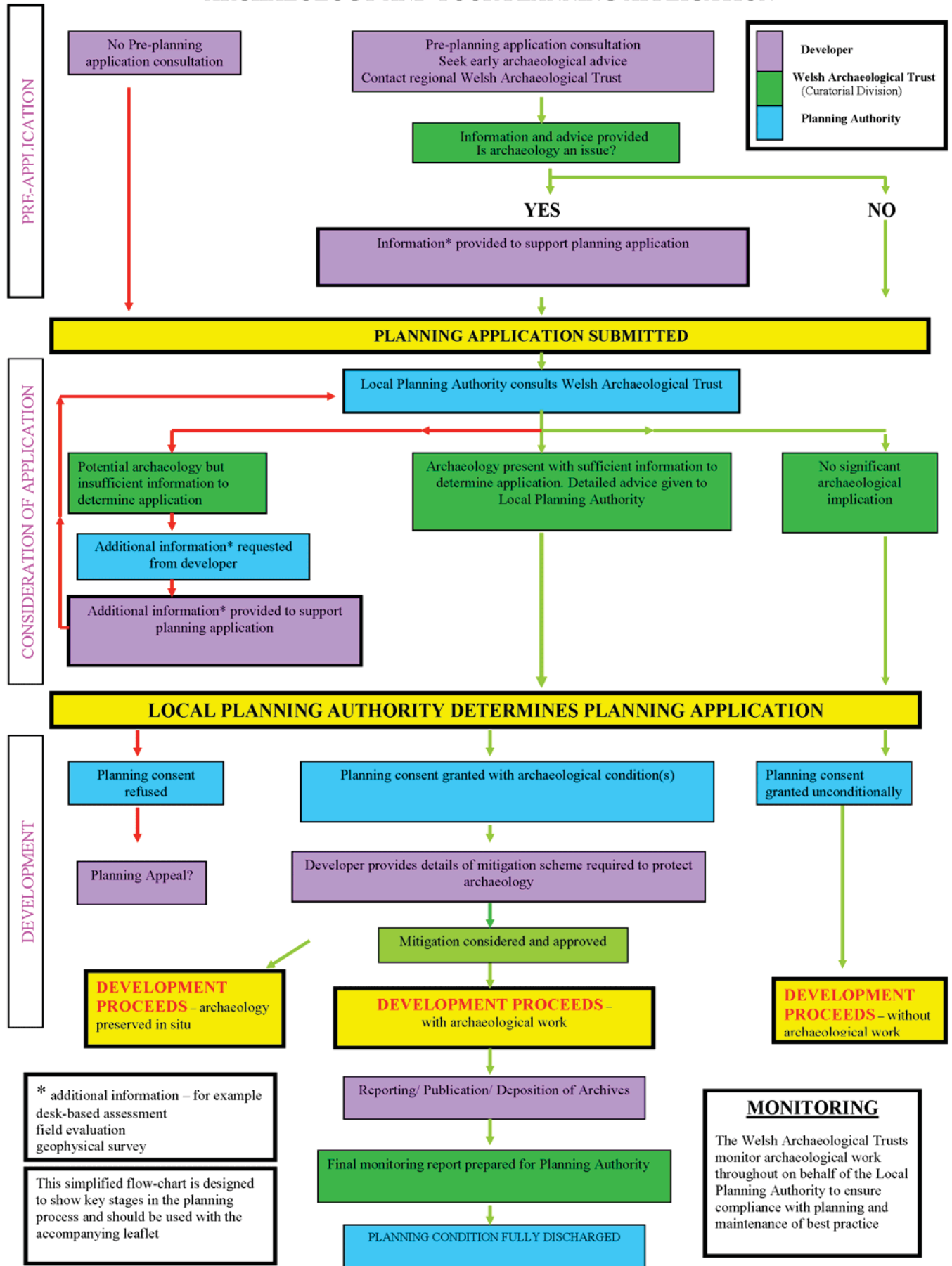
- viii. Acting as the professional archaeological advisers to Pembrokeshire Coast National Park Authority (PCNPA), Dyfed Archaeological Trust are notified of all planning applications lodged in PCNP and make appropriate recommendations.
- ix. PCNPA expect proposals to take account of archaeology and may require additional information to be provided in support of a planning application. Without this further information they may recommend deferral or refusal of a planning application.
- x. This additional information can be provided in the form of desk-based assessment and/or archaeological field evaluation (trial trenching), which may also involve geophysical survey. This work should be carried out to a specific brief, usually supplied by DAT on behalf of PCNPA. This work will determine the nature of the archaeology and its significance, and could include proposals designed to protect archaeological interests while enabling development.

## **What happens following a planning decision?**

- xi. Once PCNPA has sufficient information it can determine the planning application which can be granted without conditions relating to archaeology or granted with conditions or refused.
- xii. Developments which seriously affect nationally important archaeological remains are unlikely to obtain planning permission. For archaeological features of lesser importance, permission may be given providing strategies are put in place to investigate and record in advance of development. Where remains are not known but suspected, the Authority may require an archaeological watching brief to be carried out as part of development.
- xiii. Occasionally unexpected remains can be found during development. To meet these unforeseen circumstances developers should make contingency arrangements and can consider insuring themselves.

# Planning and Archaeology – Flow diagram

## ARCHAEOLOGY AND YOUR PLANNING APPLICATION



## Part 1 Introduction

1.0.1 In September 2010 the Pembrokeshire Coast National Park Local Development Plan (end date 2021) was adopted by the National Park Authority and replaces the provisions of the Joint Unitary Development Plan for Pembrokeshire 2000-2016. In producing the Local Development Plan the National Park Authority has had regard to national policies as contained in Planning Policy Wales Edition 3 (July 2010), which contains the clear policy statements of national development control policy. The policies contained in this national document are not repeated in the Local Development Plan, which provides the policy framework for issues of a locally distinct nature.

### 1.1 Purpose of this guidance

1.1.1. Supplementary Planning Guidance does not form part of the Local Development Plan, but as it has been adopted<sup>1</sup> has significant weight in deciding whether a proposal can receive planning permission. A report of consultations detailing how the guidance was consulted upon is available to view on the Authority's website.<sup>2</sup>

1.1.2. This supplementary guidance (SPG) provides detailed information regarding how planning applications which impact on archaeology within Pembrokeshire Coastal National Park will be dealt with and on the way in which Development Plan policies will be applied.

1.1.3. This Guidance is intended to assist all applicants seeking planning permission whether their proposed development is large or small scale. As developers will be expected to meet the costs of archaeological work, this document will assist in guiding non-specialists through the planning procedures and archaeological work that may be involved. Information is provided on where to seek information and specialist advice and how to secure the services of professional archaeological contractors. A select bibliography and glossary is provided to assist in technical terminology.

1.1.4. This Guidance document has been prepared in consultation with the Dyfed Archaeological Trust-Heritage Management Section, the Authority's professional advisers on matters relating to the historic environment.

### 1.2 Document Arrangement

1.2.1. This SPG is divided into three parts:

- Part 1 explains the local position in relation to PCNP
- Part 2 identifies the national planning policy framework
- Part 3 gives general guidance on issues and procedures required for the implementation of policy.

1.2.2. The appendices provide more detailed advice on various technical issues involving archaeology in the planning process. It also contains a list of useful contacts and glossary of terms.

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<sup>1</sup> By resolution of the National Park Authority on the 22<sup>nd</sup> June 2011

<sup>2</sup> <http://www.pembrokeshirecoast.org.uk/default.asp?PID=183> weblink to report of consultations

### 1.3 The Local Development Plan Policy

- 1.3.1. Strategy Policy 8 ‘Special Qualities’ of the Local Development Plan requires the protection and enhancement of the special qualities of the Pembrokeshire Coast National Park. Among these recognised qualities is the historic environment. Policy 8d requires that **‘the historic environment is protected and where possible enhanced’**. Further information on the historic environment is given in section 4.69 and 4.70. Policy 13 makes reference to protecting historic landscapes parks and gardens.
- 1.3.2. A further policy to protect locally important buildings which are not designated as listed buildings

#### **Policy 14 Protection of Buildings of Local Importance**

**Development affecting buildings which make an important contribution to the character and interest of the local area will be permitted where the distinctive appearance, architectural integrity or their settings would not be significantly adversely affected.**

### 1.4 What is meant by the Historic Environment

- 1.4.1. In definition the historic environment has been described as follows:

*The past is all around us. We live our lives, whether consciously or not, against a rich backdrop formed by historic buildings, landscapes and other physical survivals of our past. But the historic environment is more than just a matter of material remains. It is central to how we see ourselves and to our identity as individuals, communities and as a nation. It is a physical record of what our country is, how it came to be, its successes and failures. It is a collective memory, containing an infinity of stories, some ancient, some recent: stories written in stone, brick, wood, glass, steel; stories inscribed in field patterns, hedgerows, designed landscapes and other features of the landscape. [The Historic Environment: A Force for Our Future. DCMS 2001]*

### 1.5 The Historic Environment of the Pembrokeshire Coast National Park

- 1.5.1. The historic environment of the Pembrokeshire Coast National Park encompasses all those material remains that our ancestors have created on land and coast. It ranges from historic landscapes, parks and gardens, distinctive field patterns and thoroughfares through to historic settlements, traditional buildings, ancient monuments and buried archaeological sites. It provides a constant reminder of past human enterprise, a source of enjoyment and learning and combines with the natural environment and habitats of the National Park to give us a unique sense of place, daily inspiration and an important asset for the future.
- 1.5.2. The Historic Environment Record for the Park contains information on over 7000 archaeological sites, over 280 of which are designated as nationally important

Scheduled Ancient Monuments. This represents thousand of years of human activity dating from the earliest human habitation in caves to Second World War features.

- 1.5.3. The Register of Landscapes of Outstanding Historic Interest in Wales (maintained by Cadw, the International Council on Monuments and Sites and the Countryside Council for Wales) includes four areas in the National Park: Preseli, St David's Peninsula and Ramsey Island, Skomer Island and Milford Haven Waterway. The Register of Landscapes of Special Historic Interest in Wales lists five further National Park historic landscapes: Newport and Carningli, Pen Caer, Stackpole Warren, part of the Lower Teifi Valley and Manorbier. (see also Appendix 1, Section 4.7).
- 1.5.4. Pembrokeshire Coast National Park Authority considers that the historic environment of the Park has high value not just in its rich historic and archaeological inheritance but also in the benefits it can bring to the present and future. It contributes significantly to our modern lives giving us a sense of place and providing daily inspiration. It also attracts visitors bringing increasingly important economic benefits to the county. Recently the value of the historic environment of Wales as a whole has been calculated as having a total spending impact of £780 million per year and supports a total of 22,500 jobs. PCNPA recognises the contribution that these priceless historic assets bring to our communities and actively supports their future understanding and protection in a sustainable way.
- 1.5.5. By any standards the historical and archaeological inheritance of Pembrokeshire Coast National Park is exceptional. Within the landscape evidence survives for early farming and forestry practices, settlements and dispersed farmsteads, mineral exploitation, military conquest, religion and communication. The county is studded with important archaeological sites of all periods, ranging from Palaeolithic cave sites, funerary and ritual monuments and hill-forts of the prehistoric periods, to the Medieval castles, monastic sites and nucleated settlements and post-medieval industrial and military remains.
- 1.5.6. All of these sites are important not just in themselves but also for the contribution they continue to make to our way of life. Through the processes of the land-use planning system Pembrokeshire Coast National Park will safeguard our historic environment and ensure that sites of historic and archaeological significance are not needlessly destroyed or damaged. This Supplementary Guidance for Archaeology provides detailed information on how the planning authority will meet the Council's policies on the historic environment.



## Part 2 National Policy Frameworks

- 2.1 In the United Kingdom the protection of ancient monuments and archaeological remains of national importance is statutorily governed under the provisions of the **Ancient Monuments and Archaeological Areas Act 1979**. In Wales Cadw, on behalf of Welsh Government, maintains a schedule of nationally important sites, which meet strict criteria for inclusion and protection. It is an offence under law to demolish, damage, alter or dump on these scheduled sites without the written consent of Welsh Government through Cadw, the Welsh Historic Monuments Directorate of the Assembly.
- 2.2 The protection of other non-scheduled ancient monuments or archaeological remains, which may have national or regional significance, is required by Government legislation, notably the provisions of the **Town and Country Planning Acts** and the planning policy framework in Wales. In Pembrokeshire these historic sites are officially identified in the databases of the regional Historic Environment Record, held and maintained by DATHM and have been adopted by resolution of Pembrokeshire Coast National Park Authority for the purposes of the Town and Country Planning (General Permitted Development) Order 1995.
- 2.3 For certain types of development (listed in Schedules 1 and 2 to the **Town and Country Planning (Assessment of Environment Effects) Regulations 1988**, as amended) formal environmental impact assessment (EIA) may be necessary. Where EIA is required, the developer must provide an environmental assessment setting out the information specified in Schedule 3 to the Regulations about the site and the likely significant effects of the proposed development on the environment. This should include information relating to any significant effects on material assets and the cultural heritage, such as archaeological features and other human artefacts, and the measures envisaged to avoid, reduce or remedy such adverse effects.
- 2.4 **Planning Policy Wales, Edition 3 Welsh Government (February 2011)**, gives the overarching context for sustainable land use planning policy in Wales, and provides government guidance on conserving the historic environment (Chapter 6). It states, inter alia, that:
- “It is important that the historic environment - encompassing archaeology and ancient monuments, listed buildings, conservation areas and historic parks, gardens and landscapes – is protected.”* [Paragraph 6.1.1]
- “Local planning authorities have an important role in securing the conservation of the historic environment whilst ensuring that it accommodates and remains responsive to present day needs.”* [Paragraph 6.1.2]
- “The desirability of preserving an ancient monument and its setting is a material consideration in determining a planning application, whether that monument is scheduled or not.”* [Paragraph 6.5.1]
- 2.5 **Welsh Office Circular 60/96- Planning and the Historic Environment: Archaeology**. is the key policy document of Welsh Government providing detailed guidance on the handling of archaeology in the legal land-use planning system in Wales. Applicants seeking planning permission are recommended to seek early advice on

whether their proposals would have an archaeological dimension (see below – seeking early advice p14) and to consult this important document.

2.5 The key provisions of Circular 60/96 – *Planning and the Historic Environment: Archaeology* are:

*“Archaeological remains are a finite and non-renewable resource, in many cases highly fragile and vulnerable to damage and destruction.”* [Section 3]

*“The desirability of preserving an ancient monument and its setting is a material consideration in determining a planning application whether that monument is scheduled or unscheduled”.* [Section 10]

2.6 Prospective developers should consider the potential for archaeological remains on any prospective development site through consultation with the regional Archaeological Trust.

2.7 Where there is potential for development to impact on archaeological remains the results of archaeological appraisals, desk-based assessments and/or field evaluations, which help to define the character and extent of archaeological remains which exist in the area, should be submitted as part of any planning application.

*“The case for the preservation of archaeological remains must be assessed on the individual merits of each case, taking into account the archaeological policies in development plans, together with all other relevant policies and material considerations, including the intrinsic importance of the remains and weighing these against the need for the proposed development”.* [Section 16]

*“Where nationally important archaeological remains, whether scheduled or not, and their settings, are affected by proposed development there should be a presumption in favour of their physical preservation in situ”.* [Section 17].

*“From an archaeological point of view excavation [i.e. preservation by record] should be regarded as a second best option... Excavation can be expensive and time-consuming... The preservation in situ of important archaeological remains is therefore to be preferred”.* (Section 19)

2.8 In order to secure preservation by record LPAs can grant consent subject to conditions which provide for the investigation and recording of remains before development takes place.

*“Archaeological investigations, such as excavation and recording should be carried out before development commences, working to a project brief prepared by the planning authority (with reference to their archaeological advisers)”.* [Section 20]

2.9 It is the policy of the Pembrokeshire Coast National Park Authority to ensure archaeological protection and, where possible, enhancement, in line with the principles and detailed requirements of Welsh Office Circular 60/96.

**2.10 Welsh Office Circular 61/96 – Planning and the Historic Environment: Historic buildings and Conservation Areas**

- 2.11 Welsh Office Circular 61/96 is the key policy document of Welsh Government providing detailed guidance on the handling of historic buildings and Conservation Areas in the legal land-use planning system in Wales.

*“Some historic buildings are scheduled ancient monuments (see paragraph 65), and many which are not scheduled are either of intrinsic archaeological interest or stand on ground which contains archaeological remains. It is important in such cases that there should be appropriate assessment of the archaeological implications of development proposals before applications are determined and that, where permission is to be granted, authorities consider whether adequate arrangements have been made for recording remains that would be lost in the course of works to which permission will relate. Further advice on archaeology is given in Welsh Office Circular 60/96” (Section 10).*

- 2.12 It also contains sections relating to registered historic landscapes, parks and gardens (Section 16).

*“Local planning authorities are asked to take it into account in preparing local plans and in determining planning applications, especially those concerning road schemes, which would affect registered parks and gardens and their settings (see also Welsh Office Circular 29/95 Appendix B) or where the proposed development is of a sufficient scale to have more than local impact on the historic landscape. As the county volumes of historic parks and gardens are produced, planning authorities are asked to consult Cadw on planning applications in respect of Grade I and II\* sites and the Garden History Society on all parks and gardens on the Register.”*

## **Part 3 Archaeology and the Planning Process**

### **3.1 The Role of the Planning Authority**

- 3.1.1 Local authorities have a number of key responsibilities in relation to archaeological sites and ancient monuments within their areas. For instance, they may have major remains, buildings or sites in their care; they may acquire ancient monuments and grant aid their preservation and can help to present and manage historic sites which contribute to the local landscape, amenities and economy of their area. The Pembrokeshire Coast National Park Authority Archaeologist provides expertise in relation to these matters.
- 3.1.2 Local Planning Authorities also have a crucial role in safeguarding the archaeological heritage through their development control functions. The Planning Authority will need sufficient information to weigh the relative importance of archaeology against other factors, including the need for the proposed development.
- 3.1.3 In order to safeguard historic environment interests, the Pembrokeshire Coast National Park Authority works closely with the Dyfed Archaeological Trust - Heritage Management, the recognised regional body for the provision of professional archaeological planning services. For more information on the Trust see below).
- 3.1.4 Where planning applications affect scheduled ancient monuments, or their settings, the Pembrokeshire Coast National Park Authority will consult with Welsh Government through Cadw, its historic environment division. (Planning Policy Wales Edition 4 2010, Section 6.5.6.)

### **3.2 The Role of Dyfed Archaeological Trust-Heritage Management**

- 3.2.1 The Trust is one of the four Welsh Archaeological Trusts established in the mid 1970s as independent organisations dedicated to the understanding, management, protection and recording of the historic environment. In providing these comprehensive services, the Trust is divided into two main sections – Heritage Management and Field Services.
- 3.2.2 Comprehensive planning services are provided for PCNP by the Heritage Management Section, which is grant-aided jointly by Welsh Government and Pembrokeshire Coast National Park Authority.
- 3.2.3 The Trust considers all validated planning applications lodged in the National Park through examination of the weekly planning lists and, where required, receives further information from the Authority, before responding within set timetables to the planning department. Information and advice at a pre application stage is also available on request. The Trust provides information from the Historic Environment Record (see below), which, through professional interrogation, provides guidance on whether there is an identified archaeological dimension and potential constraint to development. The Trust also provides advice on the course of action required to protect archaeological interests, including the provision of briefs to assist applicants in commissioning archaeological work. On behalf of the Authority, the Trust liases not just with the Authority's planning officers, but also with applicants and their agents, including archaeological contractors, and monitors all archaeological work required in the planning process.

### **3.3 Getting Early Information and Advice**

- 3.3.1 Applicants should take into account archaeological considerations and should discuss preliminary plans with the planning authority at an early stage.
- 3.3.2 As a first step in preparing their proposals and planning applications, applicants are advised to obtain early historic environment information and advice by consulting with the planning authority and the Trust. Once detailed designs have been prepared and finance arranged, flexibility and archaeological mitigation become more difficult to consider. Developers who do not consider historic environment issues at an early stage can be faced with unexpected discoveries, delay and expense during the course of development. Managing this risk through obtaining early advice is considered vital to all parties concerned in the planning process.
- 3.3.3 The regional Historic Environment Record, held and maintained by the Trust, includes information on c. 7,000 individual archaeological sites within PCNP. This record has been adopted by resolution of the Pembrokeshire Coast National Park Authority for the purposes of the Town and Country Planning (General Permitted Development) Order 1995.
- 3.3.4 On behalf of the Planning Authority, the Trust currently offers a free planning advisory service to prospective applicants who require pre-planning guidance on their development proposals – please see contacts details below (3.12).

### **3.4 Scheduled Ancient Monuments and Cadw**

- 3.4.1 Over 280 ancient monuments and archaeological sites in the National Park are given statutory protection as Scheduled Ancient Monuments under the terms of the Ancient Monuments and Archaeological Areas Act, 1979. These monuments have met certain criteria, which are used for assessing their national importance. Any works that would affect these monuments will require scheduled monument consent from Welsh Government and in such cases the setting of a monument as well as its physical preservation are material considerations. Any work carried out to a Scheduled Ancient Monument without consent is a criminal offence and is liable to prosecution under the 1979 Act. Scheduled monument consent is separate from planning permission. The granting of planning permission does not confer scheduled monument consent nor vice versa. For a site, which is both scheduled and listed, scheduled monument legislation takes precedence over listed building requirements. In most cases the planning authority would expect a planning application, which affects a scheduled ancient monument, to be accompanied by the necessary scheduled monument consent from Cadw.
- 3.4.2 The National Park Planning Department is required by law to consult with Cadw (acting on behalf of Welsh Government) on any application likely to affect a scheduled ancient monument or its setting. A planning application, which adversely affects a scheduled ancient monument, will normally be refused.
- 3.4.3 Further information on these protected sites can be obtained from Cadw please see contact details below (3.12).

### **3.5 Requirements prior to the determination of applications**

- 3.5.1 The early consultations, described above, will give prospective applicants advance warning of the archaeological sensitivity of their site. However, there will be occasions when insufficient information is available on the potential archaeological resource and the planning authority will require further information before the application can be properly considered.
- 3.5.2 Planning Policy Wales Edition 4 (2010), paragraph 6.5.2 and Welsh Office Circular 60/96, paragraphs 12,13 and 14, state that, where important remains are thought to exist at a development site, applicants should provide further information on the archaeological resource prior to the determination of the application. This is required in order that the Authority is fully informed of the archaeological potential and that appropriate mitigation to protect significant archaeological interests can be agreed should planning consent be given.
- 3.5.3 The type of pre-determination archaeological work that may be required is varied ranging from desk-based assessment through to intrusive field evaluation or a combination of many techniques. These assessment methodologies are fully described below.
- 3.5.4 Where pre-determination work is deemed necessary, the Trust, acting on behalf of the Planning Authority, normally provides a brief to assist applicants in providing the required further archaeological information. The brief is an outline framework of the archaeological situation, which has to be addressed, together with an indication of the scope of the work that will be required. By following the brief, which can be used as part of a competitive tendering process, the applicant will be assured that the resulting information is relevant and limited to what is specifically required for the on-going planning processes.
- 3.5.5 Where insufficient information has been provided, the Planning Authority may decide not to register a planning application, defer determination or refuse to grant planning consent.

### **3.6 Requirements following the determination of applications**

- 3.6.1 When the Planning Authority is satisfied that it has sufficient information on the historic environment a planning application can proceed to determination. At this stage the Planning Authority, with advice from the Trust, can weigh the relative importance of the archaeological resource against other factors, including the need for the proposed development.
- 3.6.2 At this stage two main options, cited in paragraphs 17 and 18 of Welsh Office Circular 60/96 – *Planning and the Historic Environment: Archaeology*, are open to the Planning Authority. They are ‘*preservation in situ*’ and ‘*preservation by record*’.

### **3.7 Preservation of Archaeological Remains in situ**

- 3.7.1 Where nationally important archaeological remains, whether scheduled or not, and their settings are affected by proposed development there will be a presumption in favour of

their physical preservation *in situ*, i.e. a presumption against proposals which would involve significant alteration or cause damage, or which would have a significant impact on the setting of visible remains. In these instances it may be appropriate for the Planning Authority to refuse planning applications that would have a significant adverse impact on the historic environment.

### **3.8 Mitigation**

- 3.8.1 However, in certain circumstances the Planning Authority may require appropriate mitigation to be agreed in order to ensure the preservation *in situ* of significant archaeological remains. Applicants may therefore consider forms of mitigation designed to protect archaeology *in situ* whilst enabling their development. The policy of the Planning Authority is to ensure the protection of archaeological remains through sympathetic preservation engineering solutions and designs. For example, raising ground levels or constructing foundations that avoid disturbing archaeological remains altogether will be actively encouraged. In other circumstances, sensitive archaeological remains can be physically preserved through the careful positioning of landscaped or public open areas.
- 3.8.2 Such techniques can seal archaeological remains beneath buildings or through careful landscape design within development areas. Although these remains may remain inaccessible for the time being, they are effectively preserved for the future, when archaeological techniques of excavation and scientific analysis will undoubtedly be improved. In these instances, the Planning Authority may seek assurances that buried archaeological material will remain secure after development through on-going monitoring procedures, or, in certain circumstances, the removal of permitted development rights.
- 3.8.3 Applicants intending to minimise the impact of their development on a known archaeological resource through mitigation proposals are advised in the first instance to seek the advice of the Dyfed Archaeological Trust.

### **3.9 Preservation of Archaeological Remains by Record**

- 3.9.1 Where remains of less than national importance are known to exist, the Planning Authority may decide that the significance of the archaeological remains is not sufficient, when weighed against all other material considerations, including the need for development, to justify their physical preservation *in situ* and that the proposed development can proceed.
- 3.9.2 In such cases, the Planning Authority, through the attachment of appropriate planning conditions, may require the developer to make satisfactory arrangements for the excavation, recording, archiving and publication of the archaeological resource. This detailed excavation and recording work, which may often be time-consuming and expensive, is generally a second-best option and must be carried out prior to the commencement of development.
- 3.9.3 Other conditions, see below Appendix 2, may require the applicant to carry out building recording prior to and during the course of development or arrange for an archaeological watching brief to be carried out by a professional archaeologist during development.

- 3.9.4 On behalf of the Planning Authority, the Trust will consider the applicant's submitted archaeological scheme and, if satisfactory, the Authority will approve the document in writing, allowing the archaeological work to commence. The Trust will monitor all the stages of archaeological work to ensure compliance with planning conditions and the maintenance of appropriate archaeological standards. When the work is satisfactorily completed the planning authority will be able to discharge the relevant condition.

### **3.10 Planning Conditions**

- 3.10.1 When required the Pembrokeshire Coast National Park Authority will protect archaeological interests through the attachment of appropriate planning conditions to applications receiving consent. In line with national policy these conditions should meet the criteria of being necessary, relevant to planning, relevant to the permitted development, enforceable, precise and reasonable. A list of the Authority's most commonly used conditions, relevant to the protection of historic environment interests, is given below at Appendix 2. See also below for advice notes on how to meet these conditions and successfully discharge planning obligations. Further advice can be sought by contacting the Trust.
- 3.10.2 Only when it is demonstrated that these conditions have been properly and fully met will the National Park Authority consider discharging planning conditions. In cases where it is clear that applicants have not implemented the requirements of planning conditions, the Authority will consider the need for enforcement action.

### **3.11 Monitoring**

- 3.11.1 On behalf of the National Park Authority the Trust will normally monitor archaeological work to ensure compliance with planning requirements and the maintenance of high archaeological standards in the county. All archaeological work will be subject to monitoring from inception and project design, through fieldwork and the post-excavation processes, to the deposition of the resulting archive in an agreed repository and final publication.
- 3.11.2 The Planning Authority will be advised by the Trust on whether conditions can be discharged either in full or partially as the successive stages of the agreed archaeological programme of work are satisfactorily completed.



## Contact details

Dyfed Archaeological Trust – Heritage Management  
Shire Hall  
Carmarthen Street  
Llandeilo  
Carmarthenshire  
SA19 6AF

Tel. 01558 823121  
[info@dyfedarchaeology.org.uk](mailto:info@dyfedarchaeology.org.uk)  
[www.dyfedarchaeology.org.uk](http://www.dyfedarchaeology.org.uk)

Cadw  
Welsh Government  
Plas Carew  
Unit 5/7 Cefn Coed  
Parc Nantgarw  
Cardiff  
CF15 7QQ

Tel: 01443 33 6000  
Fax: 01443 33 6001  
E-mail: [Cadw@Wales.gsi.gov.uk](mailto:Cadw@Wales.gsi.gov.uk)

Pembrokeshire Coast National Park Authority  
Llanion Park  
Pembroke Dock  
Pembrokeshire  
SA72 6DY

Tel : 0845 345 7275

Contact : Peter Crane, National Park Archaeologist  
Julie Kirk, Planning Officer Development Plans  
Rob Scourfield, Building Conservation Officer

[www.pcnpa.org.uk](http://www.pcnpa.org.uk)

## **Part 4 Appendix 1 Considerations for Undertaking Archaeological Work**

### **4.1 Responsibility for Costs**

It is important to understand that archaeological work, particularly intensive excavation, can be time-consuming and expensive. Meeting these costs is solely the responsibility of the applicant/developer. As part of a planning requirement, this work can involve not just fieldwork but also post excavation analysis, archiving and publication. There may also be costs relating to the conservation of artefacts, archiving and the storage of excavated archaeological finds.

Because of these potential costs to developers, the National Park Authority recommends that applicants for planning permission should seek early archaeological advice by discussing their proposals with the Planning Authority and the Trust. With good information on historic environment issues and understanding constraints at an early stage in the formation of development proposals, applicants may be able to lessen the likely financial impact of their development through mitigating options, which avoid impact on sensitive archaeological material.

### **4.2 Quality Control**

It is the responsibility of applicants/developers, or their agents, to commission archaeological contractors to carry out work on their behalf and they will need to satisfy themselves of the ability of their chosen archaeological contractor to undertake this work.

The archaeological work must be undertaken by the staff of a competent and professional body, which is formally acknowledged by the Trust, advisors to the Planning Authority.

The National Park Authority and the Trust recommend to those requiring archaeological work that they consider the benefits of commissioning organisations that are Registered Archaeological Organisations (RAOs) with the Institute for Archaeologists (IfA). This approach will provide confidence that the archaeologists undertaking the commission subscribe to codes of professional conduct and practice that are subject to strict professional sanctions should they transgress. Further information on the Institute's RAO scheme can be found on their website – please see List of Useful Contacts).

In any event it is recommended that the archaeological contractor has appropriate experience and is managed by a Member of the Institute for Archaeologists (MIfA), who is appropriately validated. The archaeological contractor must adhere to the Institute for Archaeologists' Code of Conduct and the Code of Approved Practice for the Regulation of Contractual Arrangements in Field Archaeology and to the relevant Standards and Guidance.

It is also recommended that, in the best interest of those commissioning archaeological work, that they ensure that contractors have appropriate professional indemnity or other insurances.

### **4.3 How to find an Archaeological Contractor**

To assist applicants, developers, or their agents in securing the services of suitable archaeological contractors, the Trust provides further guidance on its website - [www.dyfedarchaeology.org.uk](http://www.dyfedarchaeology.org.uk). From the Heritage Management Section on the Home Page, move to planning services and scroll down to find advice and links to lists of archaeological contractors. If required further impartial advice is available from the Trust.

### **4.4 Human Remains**

When human remains are encountered as the result of archaeological work developers must adhere to legislation and best-practice procedures for handling this sensitive material. When discovered human remains must always be left *in situ*, covered and protected sensitively. No further investigation should be permitted and the local Coroner and the Trust must be informed immediately. If removal is essential a licence must be obtained from the Department of Constitutional Affairs in accordance with Section 25 of the Burial Act 1857. These issues and further advice are currently contained in Annexe S3 of English Heritage's Guidance for Best Practice for Treatment of Human Remains Excavated from Christian Burial Grounds in England [2005].

### **4.5 Hedgerow Regulations**

Developments that require the removal of hedgerow may come under the terms of the Hedgerow Regulations 1997. These Regulations require applications to be made to the Authority for permission to remove hedgerow. Certain criteria apply in the decision making process which involve consideration of archaeological and historical interests. For instance hedgerows may be important archaeological features in their own right or form part of an ancient monument.

Accordingly, the National Park Authority consults with the Trust for both information from the Historic Environment Record and professional advice. However, developers of sites, which may need permission to remove hedgerow, are required, in the first instance, to contact the National Park.

### **4.6 Historic Parks and Gardens Register**

The Pembrokeshire Coast National Park contains important historic gardens and parklands, many of which are contained within the Pembrokeshire section of the *Register of Landscapes, Parks and Gardens of Special Historic Interest in Wales*, published by Cadw in 2002. The purpose of the Register is to provide information and procedures on these sites in order to aid their protection and conservation. It is the Local Development Plan policy (No) of the Pembrokeshire Coast National Park

For planning applications that may affect sites of Grades 1 and 11\*, and their essential settings, the Authority will seek the advice of Cadw when assessing the suitability of proposals. For Grade 11 sites and other non-registered sites of local interest, the views of the Trust, the Garden History Society and the Welsh Historic Gardens Trust will be fully considered.

## 4.7 Historic Landscapes Register

Parts 2.1 and 2.2 of the non-statutory *Register of Landscapes of Historic Interest in Wales* contains information on historic landscapes of outstanding or special historic interest. These landscapes have been recognised as areas of “*the nation’s most valuable cultural assets, and as special, often fragile and irreplaceable parts of our heritage*”.

### **Landscapes of Outstanding Historic Interest**

The Register of Landscapes of Outstanding Historic Interest (Register of Landscapes of Outstanding Historic Interest in Wales. Cadw/ICOMOS UK. 1998) recognises that historic landscapes are one of Wales’ most valuable cultural assets being a special, often fragile and irreplaceable part of our heritage. These are large areas which retain physical evidence of the past, from the agricultural and ritual landscapes of prehistory to 19th century industrial landscapes. Four of these Registered Landscapes lie within Pembrokeshire Coast National Park.

### **Milford Haven Waterway**

Described as a ‘*highly articulate and distinctive land and seascape*’, with special mention given to the many Iron Age coastal promontory forts, early medieval and Viking place-names and medieval castle boroughs as well as the more recent history of the ship building and fishing industries at the planned towns of Milford Haven and Pembroke Dock.

### **St David’s peninsula and Ramsey Island**

The landscape around St David’s contains evidence of land use, ritual and religious activity from the prehistoric period onwards, continuing into the medieval period as the centre of the cult of St David. It is described in the Register as ‘*one of the most culturally significant and esteemed landscapes in Wales today*’

### **Skomer Island**

This Registered Landscape comprises Skomer, along with The Neck and Midland Isle. Skomer itself contains extensive remains of prehistoric field systems and associated settlements evidenced by hut circles, while an Iron Age promontory fort survives on the Neck.

### **Preseli**

The open, unimproved upland of this area contains a rich palimpsest of prehistoric relict landscapes with monuments, many of them upstanding, from the Neolithic, Iron Age and Romano-British periods. In addition it has the internationally important historic association of being the source of the Stonehenge bluestones. The post-Roman period saw the focus of settlement shift to the valleys, where a number of Early Christian ecclesiastical sites survive. The sequences of enclosure and chronology of the dispersed settlement pattern of small farms in the foothills are important for understanding how the uplands were, and are, used by farmers on the margins, where a mixture of medieval and later Parliamentary enclosures exist. The ancient routeways of the Brynberian Pass and Fleming’s Way are another important landscape feature.

### **Landscapes of Special Historic Interest**

As well as the areas above, Registered Landscapes in Wales include some that are designated as being of Special Historic Interest. They are generally smaller in area and the difference “*is one of degree, and not quality of historic interests.*”<sup>\*</sup> Five of these areas lie within Pembrokeshire.

#### **Pen Caer: Garn Fawr and Strumble Head**

A landscape that has, in all likelihood, been settled since the later prehistoric period and which contains evidence for the archaeology of the early church. Surviving monuments include Neolithic funerary monuments; Iron Age hillforts and field systems; early Christian sites and monuments and medieval settlements. This area did not undergo landscape reorganization in the Norman period and remains “*wholly Welsh in character*”.

#### **Stackpole Warren**

A variety of prehistoric sites exist in this area, along with a related buried archaeological landscape that is excellently preserved beneath layers of wind-blown sand. Deposits here survive from the Mesolithic through to the Iron Age/Romano-British periods.

#### **Manorbier**

An area of medieval settlement (the home of Gerald of Wales) including rare survival of associated medieval open strip fields, their boundaries preserved by later hedges. The area also contains Mesolithic coastal sites, a section of the Ridgeway – an ancient routeway with associated Bronze Age ritual and funerary monuments – and Iron Age promontory forts.

#### **Lower Teifi Valley**

A small part of this area lies within the county. The area as a whole contains evidence for continuity of land-use since the Bronze Age. Archaeological remains include Bronze Age ritual and funerary monuments; early medieval and medieval ecclesiastical and secular sites (St Dogmaels Abbey and Cilgerran Castle); gentry houses and early industrial sites.

#### **Newport and Carningli**

A wealth of archaeological remains survives in this area including prehistoric funerary and ritual monuments, defensive sites, settlements and field systems. Newport castle, town and borough form the core of the Anglo-Norman landscape created by the Fitzmartin lords of Cemais.

Planning Policy Wales Edition 4 (paragraph 6.5.23 and Welsh Office Circular 61/96, paragraph 16) requires that planning authorities for development, which is considered to be “*of a sufficient scale to have more than local impact on the historic landscape*”, need to take the Register into account. In these circumstances the National Park Authority will expect applicants to have assessed the impact of their developments on registered historic landscape, which the Authority will weigh against other material considerations.

To assist applicants for planning permission, Cadw, the Countryside Council for Wales and the four Welsh Archaeological Trusts have prepared the *Guide to Good Practice on Using the Register of Landscapes of Historic Interest in Wales in the Planning and Development Process* (Revised 2007). This document includes a Technical Annex – *Assessment of the Significance of the Impact of Development on Historic Landscapes Areas*, otherwise known as the ASIDOHL methodology.

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ASIDOHL provides guidance on assessment process and on the technical steps involved in assessing the impact of development on the historic landscapes. In the first instance it is recommended that applicants should seek the advice of the Trust on whether their development is of such a scale to warrant an ASIDOHL assessment and on what steps they should take in preparing their documentation for the purposes of the planning process.

#### **4.8 Historic Landscapes of Regional or Local Importance**

Not all historic landscapes in Wales are considered to be of national importance or are currently contained within the *Register of Landscapes of Historic Interest in Wales*. Many other, discreet landscapes of regional or local importance exist and are significant for the historical, archaeological, cultural or intrinsic value they bring to their communities.

Where such historic landscapes are recognised and an Environmental Impact Assessment is necessary, the Planning Authority requires an assessment of the impact of the proposed development on the historic landscape. This requirement is addressed in guidance on national EIA Regulations 1999 SI 1999 No 293 (EIA Regulations) in Wales, and is given in Welsh Office Circular 11/99 *Environmental Impact Assessment*. Paragraph 46 Criterion 2 (c) (viii) refers to the necessity for EIA in respect of “*landscapes of historical, cultural or archaeological significance*”. In the first instance applicants are recommended to consult with DATHM on whether their development is likely to impact on a non-registered historic landscape and what course of action may be required to assess and mitigate this impact.

#### **4.9 Other Environmental Considerations**

Archaeological site work, which has been commissioned by an applicant prior to the determination of an application or as part of a consented development, may impact on other environmental interests, such as habitat, hedgerow, ground water, fauna and flora, etc. It is the responsibility of both those commissioning intrusive archaeological work and those carrying out the work that they consider whether there may be other environmental impacts resulting from their activities. Further advice on these issues can be sought from the planning authority or the Trust.

## Part 5 Appendix 2 Technical Advice

### 5.1 Archaeological work required in the planning process

Listed below are the main types of archaeological work required as part of the planning process. This work may need to be carried out prior to the determination of a planning application or to meet the requirements of post-consent planning conditions. All archaeological work must be carried out by professional archaeologists to the relevant, national Standard and Guidance of the Institute for Archaeologists.

On behalf of the National Park Authority, the Trust will, when requested, provide design briefs for archaeological work in order to ensure that the work undertaken meets the precise requirements of the planning process. These briefs can assist applicants in commissioning archaeological work and providing detailed specifications or written schemes of investigation (WSIs) for the Authority's approval. The Trust can recommend approval of the specifications to the Authority and will monitor archaeological work from inception to agreed completion, including all requirements for post excavation analysis, archive deposition and publication.

The following are the most common forms of archaeological work required in the planning process:

### 5.2 *Appraisal*

An appraisal is a lesser form of desk-based assessment having the single objective of providing an informed answer to the question whether there is an archaeological dimension to be considered in the determination of an application, and whether this needs to be clarified through further investigation.

The work normally involves the rapid consultation and professional interrogation of readily available information, including early maps and aerial photographs, held in the regional Historic Environment Record. The appraisal may also involve carrying out a rapid walk-over survey of the site and examining available geotechnical data.

### 5.3 *Desk-based assessment*

Where there is good reason to believe that an application site has significant archaeological potential and information is currently inadequate, the Authority may direct the applicant to provide a desk-based assessment prior to the determination of an application. Depending on circumstances, this relatively rapid archaeological study may form part of an Environmental Impact Assessment or it may be submitted as a stand-alone document.

The definition of a desk-based assessment is a programme of assessment of the known or potential archaeological resource within a specified area or site on land, inter-tidal zone or underwater. It consists of a collation of existing written, graphic, photographic and electronic information in order to identify the likely character, extent, quality, and worth of the known or potential archaeological resource in a local, regional, national or international context as appropriate.

The desk-based assessment should lead to one or more of the following options:

- The formulation of a strategy to ensure the recording, preservation or management of the resource.
- The formulation of a strategy for further investigation, whether or not intrusive, where the character and value of the resource is not sufficiently defined to permit a mitigation strategy or other response to be devised
- The formulation of a proposal for further archaeological investigation within a programme of research.

#### **5.4 Earthwork Survey**

In areas of agricultural land that have not been subject to intensive ploughing, archaeological remains may survive as earthworks. Surveying these sites, which may often only have shallow surface features surviving, will normally involve qualified archaeologists using electronic survey equipment to record the earthworks. From the resulting information detailed plans will be produced, which will be considered by the planning authority when determining applications.

#### **5.5 Remote sensing**

Indications of buried human activity can be detected by the non-intrusive means of a variety of scientific methodologies and equipment. The main types of geophysical survey currently being used are magnetic susceptibility, magnetometer survey, earth resistance survey, caesium vapour gradiometers, ground penetrating radar, pseudosection and timeslices and electromagnetic prospection.

Site-specific geological conditions can have a major bearing on the quality of the results from such surveys and the type of survey that is appropriate in each circumstance can often only be determined after initial testing of methodologies.

This work can often precede a field evaluation as the results of remote sensing can assist in determining the rationale for the number and location of trial trenches that might be required. It is unlikely that remote sensing on its own will provide the required information on an archaeological resource. Invariably, the results of these non-intrusive surveys will need to be tested ('ground-truthing') through the physical process of trial excavation.

#### **5.6 Field Evaluation**

A field evaluation is required where the planning authority has good reason to consider that a significant archaeological resource is present, perhaps as a buried feature, on an application site. An evaluation is normally a limited programme of intrusive fieldwork, which quickly determines the presence or absence of archaeological features and enables an assessment of their relative worth in a local, regional, national or international context as appropriate. The programme of work will result in the preparation of a report and ordered archive.

This type of physical or intrusive evaluation may, in certain circumstances, be preceded by a programme of non-intrusive work such as fieldwalking, earthwork survey or geophysics.



The intrusive element of the work normally involves rapid trial trenching by means of archaeologically supervised mechanical excavation using machinery with a toothless bucket. The number, location and rationale for these trenches must be agreed with the planning authority and the Trust prior to the commencement of the work. The evaluation areas must be cleaned to an appropriate standard to prove the presence or absence of archaeological features and to determine their relative significance. In each area the excavation of the minimum number of archaeological features, to elucidate the character, distribution, extent, date and importance of the archaeological remains is undertaken. In each area sufficient excavation will be undertaken to ensure that the natural horizons are reached and proven. If safety reasons preclude manual excavation to natural subsoil, hand auguring may be used to try to assess the total depth of stratified deposits within each area.

The resulting report should be presented to the planning authority as further information to inform the planning process.

### **5.7 *Building recording***

Prior to the commencement of alterations to standing buildings of architectural and/or historical interest, including listed buildings, the Authority will require appropriate building recording to be carried out prior to the commencement of development work. This recording is usually required through the attachment of suitable planning conditions – see below 5.10. As there are many forms and levels of building recording work, ranging from detailed and precise building survey through to digital photography, advice should be sought from the Trust, who can recommend a form of recording appropriate to circumstances and national standards.

### **5.8 *Watching Brief***

An archaeological watching brief is normally carried out during the course of approved development for the purposes of observing, excavating and recording archaeological remains that come to light during operations such as topsoil stripping, cutting foundation trenches or landscaping. The work requires the presence of a professional archaeologist, who will be required to be present on site to carry out either an intensive or intermittent watching brief, which will have been described in detailed specifications.

Developers should consider the implications of watching brief work, which results in the discovery of significant archaeological remains. Contingency measures should be put in place to meet such unforeseen circumstances, which can have delay and cost implications. Where such remains come to light unexpectedly, the watching archaeologist will be required to contact the Trust for further advice. Whilst this consultation takes place the development work directly impacting on the archaeological resource will normally be required to cease until arrangements have been put in place for appropriate archaeological recording. A report on the watching brief work, whether it has had positive or negative results, will be required by the Planning Authority.

### **5.9 *Full Excavation***

Full archaeological excavation, or 'preservation by record' is normally required where no other form of mitigation has proved practicable. It entails detailed and careful stratigraphic excavation and recording of archaeological deposits by professional archaeologists within a specified area. The work is carried out with defined research

objectives and in a controlled manner normally and beneficially ahead of the commencement of the development programme. The excavation will examine, record and interpret archaeological deposits, features and structures and, as appropriate, retrieve artefacts, ecofacts and other remains. The records made and objects gathered during fieldwork are studied and the results of that study are published in detail appropriate to the project design, which has been agreed with the planning authority.

## **5.10 Standard Planning Conditions and advice on implementation**

The following is a list of the most commonly used planning conditions relevant to the protection of historic environment interests. It is not, however, a comprehensive list and other conditions may be considered to meet particular circumstances. Further advice is also given below on how to implement the requirements of conditions in order to ensure that they are legally discharged by the planning authority. If further information or clarification is required, applicants can also contact the Trust directly.

### **5.10A Watching Brief Condition**

***The developer shall ensure that a suitably qualified archaeologist is present during the undertaking of any ground works in the development area, so that an archaeological watching brief can be conducted. The archaeological watching brief will be undertaken to the standards laid down by the Institute of Field Archaeologists. The Local Planning Authority will be informed in writing, at least two weeks prior to the commencement of the development, of the name of the said archaeologist.***

**Reason-** to ensure the recovery and appropriate recording of archaeological material exposed during development.

#### ***Advice note***

A standard definition of an archaeological watching brief is given in the glossary, below. This standard condition requires applicants to inform the Local Planning Authority of the name of their chosen professional archaeologist who will carry out an archaeological watching brief on their behalf. The Authority, which will require at least two weeks notice prior to the commencement of development, will expect the work to be carried out to the relevant Standard and Guidance of the Institute of Field Archaeologists – see 5.12. On behalf of the Planning Authority, the Trust can provide the applicant with a generic brief for a watching brief. In any event the applicant's chosen archaeological contractor should submit a detailed specification, tailored to the particular circumstances of the development, for the approval of the Local Planning Authority.

An archaeological watching brief can result in a very limited piece of work if archaeological presence is quickly seen to be negative. However, applicants/developers should be aware that a watching brief can in rare circumstances lead to significant archaeological discovery causing unforeseen delays and costs. In these circumstances it is recommended that contingency measures are in place ahead of the watching brief work.

### **5.10B Negative or pre-commencement Condition**

***No development shall take place until the applicant, or their agents or successors in title, has secured the implementation of a programme of archaeological work in***

***accordance with a written scheme of investigation which has been submitted by the applicant and approved in writing by the Local Planning Authority.***

**Reason – to protect archaeological interests through mitigation and ensure that archaeological work is undertaken to an acceptable standard**  
(Based on Section 23 of Welsh Office Circular 60/96)

***Advice note***

This negative condition requires the applicant to seek written approval from the Local Planning Authority for a programme of archaeological work as proposed in the written scheme of investigation. This approval must be obtained prior to the commencement of development. In its initial response to the Local Planning Authority, the Trust will normally have given guidance on these requirements, which can be varied. It is recommended that applicants, or their chosen archaeological contractors, should contact the Trust for further advice on the preparation of a written scheme of investigation. All archaeological work must be carried out to the relevant Standard and Guidance of the Institute for Archaeologists.

**5.10C Foundations Design Condition**

***No development shall take place until a detailed scheme showing the scope and arrangement of foundation design and all new groundworks, which may have an impact on archaeological remains, has been approved in writing by the Local Planning Authority and that scheme will be monitored by the authority.***

**Reason - To ensure that archaeological remains are not disturbed or damaged by foundations and other groundworks but are, where appropriate, preserved in situ.**

***Advice note***

In order to protect significant archaeological remains *in situ* appropriate foundation design, such as concrete slab, can be a key mitigating factor. Such preservation engineering solutions can have the benefit of preserving significant buried archaeological horizons whilst enabling permitted development. However, each case must be considered on its merits and it is recommended that the advice of the Trust is sought early in the consideration of this mitigation methodology.

**5.10D Building Recording Conditions**

***No site works shall be undertaken until the implementation of an appropriate programme of building recording and analysis has been agreed with the local planning authority, to be carried out by a specialist acceptable to the local planning authority and in accordance with an agreed written brief and detailed specifications.***

And

***Development shall not begin until an appropriate photographic survey of the existing buildings on the site has been carried out in accordance with details to be submitted to, and approved by, the Local Planning Authority. The resulting photographs should be deposited with the Regional Historic Environment Record, maintained by Dyfed Archaeological Trust-Heritage Management.***

### **Advice Note**

The Pembrokeshire Coast National Park contains many buildings of national, regional and local significance and the Local Development Plan contains policies for their protection. Many of these buildings are listed under the Planning (Listed Buildings and Conservation Areas) Act 1990 and therefore come under statutory protection. However, very many more are unlisted yet have regional or local importance having historical, architectural, traditional or intrinsic values within their communities. For these buildings, whether urban or rural, it is appropriate that they are recorded prior to the commencement of any development that will substantially alter their form or character. There may also be requirements for an archaeologist or other specialist to be present during development to record significant discoveries.

The level of recording required will vary with particular circumstances and, in the first instance, it is recommended that applicants contact the Trust to obtain advice on what level of recording is appropriate to their circumstances.

### **5.10E Archaeological Excavation Condition**

***Prior to the commencement of any construction work in the area indicated, a detailed programme of archaeological excavation, recording and publication will be submitted by the applicant and approved in writing by the Local Planning Authority. The work will be carried out to the Standard and Guidance for Archaeological Excavation of the Institute for Archaeologists.***

**Reason – to ensure that a full professional record is made prior to the destruction of the archaeological resource and that suitable arrangements are in place to ensure all post-excavation requirements are carried out to agreed standards.**

In circumstances where other forms of mitigation ensuring preservation *in situ* have proved not to be possible, it is the policy of National Park Authority that developers will make suitable and binding arrangements for the excavation, recording and publication of the archaeological remains prior to their destruction.

This condition is intended to ensure that agreement is in place for this archaeological work, which must be carried out prior to the commencement of development. The work, which must meet the Standard and Guidance for Archaeological Excavation of the Institute for Archaeologists, will need to be subject to an agreed Project Design, normally prepared by the developer's chosen archaeological contractor. Archaeological excavation can be a time-consuming and expensive operation and developers are advised to contact the Trust for further advice.

### **5.11 Monitoring Arrangements**

In general the purposes of monitoring by the regional archaeological planning archaeologist on behalf of the Local Planning Authority, may be summarised as follows:

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- *To ensure the maintenance of high archaeological standards and best practice based on the Standards and Guidance issued by the Institute of Field Archaeologists.*

- *To ensure compliance with planning regulations and requirements.*
- *To ensure compliance with the brief provided by the planning archaeologist and the Specifications submitted by the applicant for the approval of the Local Planning Authority.*
- *To ensure the relevance of the further information gained by the work to the on-going planning process.*
- *To ensure that any recommendations made by the archaeological contractor are reasonable in planning terms.*
- *To ensure that any further recommendations resulting from the work that are made by the Local Planning Authority by DATHM are founded on detailed knowledge and are reasonable in planning terms.*
- *To help formulate, where required, an archaeological mitigation strategy, which could protect the archaeological resource whilst enabling the permitted development.*
- *To ensure compliance with planning conditions and their satisfactory discharging.*

The Trust carries out monitoring on behalf of the National Park Authority. All archaeological work carried out within the planning process, will be monitored from the inception of the project and fieldwork through to the deposition of a resulting archive and final publication.

Where a pre-determination archaeological field evaluation is required, the Trust will visit the site to ensure that the work being carried out is in accordance with the agreed specification and relevant to the on-going planning process. The Trust will therefore require notice of the start date, a projected timetable and a copy of the Health and Safety Risk Assessment to be submitted to them no less than 5 working days prior to the commencement of the work.

#### 5.12 List of other useful contacts

<b>Organisation</b>	<b>Address</b>	<b>Telephone</b>	<b>Website</b>
Countryside Council for Wales	Head Office- Bangor Maes-y-Ffynnon, Penrhosgarnedd, Bangor, Gwynedd LL57 2DW	0845 1306229	<a href="http://www.ccw.gov.uk">www.ccw.gov.uk</a>
Royal Commission on the Ancient and Historic Monuments in Wales	Plas Crug, Aberystwyth, SY23 1NJ	01970 621200	<a href="mailto:nmr.wales@rcahmw.gov.uk">nmr.wales@rcahmw.gov.uk</a>

<b>Organisation</b>	<b>Address</b>	<b>Telephone</b>	<b>Website</b>
Pembrokeshire Archives	The Castle, Haverfordwest, SA61 2EF	01437 763707	<a href="http://www.pembrokeshire.gov.uk">www.pembrokeshire.gov.uk</a>
The Institute of Field Archaeologists	SHES Whiteknights University of Reading PO Box 227 Reading RG6 6AB	0118 378 6446	<a href="http://www.archaeologists.net">www.archaeologists.net</a>
Association of Local Government Archaeological Officers	See website for contacts	019755 64071	<a href="mailto:admin@algao.org.uk">admin@algao.org.uk</a>

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Pembrokeshire Coast National Park Local Development Plan, etc

Planning Policy Wales Edition 4, July 2010

Ancient Monuments and archaeological Areas Act 1979

Welsh Office Circular 60/96. *Planning and the Historic Environment: Archaeology*

Welsh Office Circular 61/96. *Planning and the historic Environment: Historic buildings and Conservation Areas.*

Register of Landscapes of Historic Interest in Wales 1993 and 1998

Guide to Good Practice on Using the Register of Landscapes of Historic Interest in Wales in the Planning and Development Process. Cadw 2006

Register of Landscapes, Parks and Gardens of Special Historic Interest in Wales. Part 1: Parks and Gardens: Carmarthenshire, Ceredigion and Pembrokeshire. Cadw 2002.

Carmarthen Town Survey. Cambria Archaeology Report for Carmarthenshire County Council and Cadw 2006

Cookson, N; Archaeological Heritage Law. 2000

Pugh-Smith, J and Samuels J; Archaeology in Law. 1996

The following are relevant documents published by the Institute of Field Archaeologists:

Standard and Guidance for Archaeological Desk-based Assessment.

Standard and Guidance for Archaeological Field Evaluation.

Standard and Guidance for Archaeological Excavation.

Standard and Guidance for Archaeological Watching Brief.

Standard and Guidance for the Archaeological Investigation and Recording of Standing Buildings and Structures.

Standard and Guidance for the Collection, Documentation, Conservation and Research of Archaeological Materials.

Standard and Guidance for Archaeological Artefact and Environmental Collection, Documentation, Conservation and Research.

The Institute of Field Archaeologists also has By-laws which include:

Code of Conduct.

Code of Approved Practice for the Regulation of Contractual Arrangements in Field Archaeology.

# Glossary

## **Archaeological Contractor**

A professionally qualified individual or an organisation containing professionally qualified archaeological staff, able to offer an appropriate and satisfactory treatment of the archaeological resource, retained by the developer to carry out archaeological work either prior to the submission of a planning application or as a requirement of the planning process.

## **Archaeological Curator**

A person, or organisation, responsible for the conservation and management of archaeological evidence by virtue of official or statutory duties. In Wales the archaeological advisors to the Local Planning Authorities are the Heritage Management of the Regional Archaeological Trusts, all of whom work to the Welsh Archaeological Trust's *Curators' Code of Practice*. DATHM provides archaeological planning services to five Unitary Authorities in South-west Wales

## **Archive**

An ordered collection of all documents and artefacts from an archaeological project, which at the conclusion of the work should be deposited at a public repository, such as the local museum.

## **Appraisal**

An appraisal is a rapid reconnaissance of site and records to identify whether a development proposal has a potential archaeological dimension requiring further clarification.

## **Assessment**

A desk-based assessment is a detailed consideration of the known or potential archaeological resource within a specified area or site (land-based, intertidal or underwater), consisting of a collation of existing written and graphic information in order to identify the likely character, extent, quality and worth of the known or potential archaeological resource in a local, regional or national context as appropriate.

## **Brief**

An outline framework of the archaeological situation which has to be addressed, together with an indication of the scope of the works that will be required.

## **Bronze Age**

A chronological division of the prehistoric period, which sees the introduction of copper and the eventual widespread adoption of bronze for use in weapons, jewellery etc. In Britain it is dated between circa 2300 and 700 BC.

## **Cadw**

A Division of Welsh Government, Cadw is responsible for the planning issues which affect statutorily protected ancient monuments and buildings. They also grant aid repairs to historic buildings and monuments and manage ancient monuments which are in direct State care.

## **Early Medieval**

The period after the break down of Roman rule and the Norman invasion (circa 410 to 1066 AD).



## **Evaluation**

An evaluation is normally a limited programme of intrusive fieldwork which determines the presence or absence of archaeological features, structures, deposits, artefacts or ecofacts within a specified area or site. If such archaeological remains are present field evaluation defines their character, extent, quality and preservation, and enables an assessment of their relative worth in a local, regional, national or international context as appropriate. The programme of work will result in the preparation of a report and ordered archive.

This work may be preceded by a programme of non-intrusive work such as fieldwalking, earthwork survey or geophysics.

## **Heritage Protection Bill**

"In 2008 a draft Heritage Protection Bill was produced by DCMS and Cadw covering England and Wales. The principal purpose being to unify the systems of heritage designation and protection. Although this Bill has not been enacted the Welsh Government (WAG) have made commitments to continue to work on a number of actions to benefit the historic environment.

These actions include :

- \* The publication in 2009 of the Minister for Heritage's Strategic Statement on the Historic Environment and Action Plan.

- \* The publication by Cadw of Conservation Principles for the Historic Environment.

- \* Updating WAG planning guidance for the historic environment, including World Heritage sites.

- \* The publication of WAG Guidance to Local Authorities on the content and maintenance of the Historic Environment Records, and how public access to them is provided.

- \* Cadw will continue its ongoing scheduling programme and will respond to requests for 'spot listing' of specific buildings, consulting owners and others as envisaged in the draft Heritage Protection Bill.

- \* Cadw will also continue work on urban characterization with the aim of publishing specific guidance on urban and landscape characterization. This identifies local distinctiveness and is a tool for the sustainable management of the historic environment."

## **Historic Environment Record**

A record of known sites of archaeological and historical interest and other associated information in a given area. In South-west Wales Dyfed Archaeological Trust – Heritage Management currently maintain over 76,000 records.

## **Medieval**

The period after the Norman invasion nominally finishing at the Battle of Bosworth and the commencement of the reign of Henry VII (1066 to 1485 AD).

## **Mesolithic**

A chronological division of the prehistoric period spanning the period from the end of the last ice age to the introduction of farming. It is dated between circa 10,000 and circa 4,000 BC.

## **Modern**

The period since 1900 AD

## **Natural**

Archaeological term for undisturbed natural geology on a site.

**Neolithic**

A chronological division of the prehistoric period during which agriculture and domestic animals are introduced to Britain. It is dated circa 4,000 to circa 2,300 BC.

**NGR**

National Grid Reference

**Palaeolithic**

The earliest division of the prehistoric period, from the first evidence of tool making by humans to the final retreat of glacial ice from Britain. It is dated circa 500,000 to circa 10,000 BC.

**Post-Medieval**

Period between 1485 and 1900 AD.

**Risk Assessment**

A document prepared to meet the requirements of *The Management of Health and Safety at Work Regulations 1992* assessing all risks to the health and safety of employees and others arising from a work activity.

**Roman**

Period when Britain was ruled by Rome circa 45 - 410 AD

**Romano-British**

Term used to describe a fusion of indigenous late Iron Age traditions with Roman culture

**Sites and Monuments Record (SMR)**

Term previously used for Historic Environment Records

**Specification**

A written schedule of works required for a particular project (by a curator, planning archaeologist or client), set out in sufficient detail to be quantifiable, implemented and monitored. Normally prepared by an archaeological contractor and agreed with the relevant planning archaeologist.

**Watching Brief**

An archaeological watching brief is defined as a programme of observation, investigation and recording conducted during any operation carried out for non-archaeological reasons within a specified area or site, where there is a possibility that archaeological deposits may be disturbed or destroyed. The programme of work will result in the preparation of a report and ordered archive.

**Welsh Archaeological Trusts**

There are 4 Welsh Archaeological Trusts, Clwyd-Powys, Dyfed, Gwynedd and Glamorgan-Gwent. The Trusts were established between 1974 and 1975 in order to carry out rescue archaeological work in Wales. They are all charities but are also limited companies. Currently, the Heritage Management Divisions of the Trusts provide comprehensive planning services to the Welsh Unitary Authorities.