

Supplementary Planning Guidance

**ARCHAEOLOGICALLY
SENSITIVE AREAS**

Approved July 2006



Supplementary Planning Guidance

Archaeologically Sensitive Areas

(Approved by Council 20 July 2006)

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1. INTRODUCTION

- 1.1 This Supplementary Planning Guidance (SPG) supplements Policy B1 of the South Glamorgan Replacement Structure Plan 1991-2011 (adopted April 1997) and Policies 1 and 2 of the City of Cardiff Local Plan (adopted January 1996) which seek the protection of archaeological heritage and its setting. Areas where there is a concentration of archaeological sites have been defined as Archaeologically Sensitive Areas [ASAs]. However, it should be noted that archaeological sites that could have an impact on planning decisions also exist outside the defined areas. The SPG explains:
- the areas and how they have been identified;
 - how early consultation and evaluation may assist in an understanding of the archaeological significance of the area when development proposals are submitted for planning permission;
 - how procedures for consultation and evaluation will be implemented;
 - what archaeological work may be required;
 - what conditions may be attached to a planning consent;
 - how to discharge the archaeological conditions.
- 1.2 This guidance has been the subject of consultation outlined in Appendix F and Appendix G identifies the main changes made in response to the comments received. It was approved by the Council on 20 July 2006.
- 1.3 The Welsh Assembly Government supports the use of SPG to set out detailed guidance on the way in which development plan policies will be applied in particular circumstances or areas. SPG must be consistent with development plan policies and national planning policy guidance and may be taken into account as a material planning consideration in planning decisions.
- 1.4 The Council placed the Cardiff Unitary Development Plan on deposit in October 2003. However, following introduction of the European SEA (Strategic Environmental Assessment) Directive in May 2005, the Council resolved with the agreement of the Welsh Assembly Government to cease preparation of the Cardiff UDP and commence preparation of a Local Development Plan (LDP). Welsh Assembly Government guidance¹ indicates that the deposited UDP may remain a consideration in development control decisions until such time as the LDP is adopted. Appendix E indicates references in the UDP to matters which are the subject of this guidance.

¹ *Revisions to Draft Local Development Plans Wales (Welsh Assembly Government October 2005, paragraph 7.8)*

2. POLICY CONTEXT

- 2.1 The protection of ancient monuments and other archaeological remains is required by legislation and the planning policy framework. In Wales, nationally important archaeological sites are currently given statutory protection as scheduled ancient monuments under the Ancient Monuments and Archaeological Areas Act 1979.
- 2.2 Section 67 of the Ancient Monuments and Archaeological Area Act 1979 defines a monument as being '*any building, structure or work above or below ground, any cave or excavation, any site comprising the remains of any such building, structure or work, or of any cave or excavation and any site comprising the remains of a vehicle vessel aircraft or movable structure or part thereof*'. The Section also defines an ancient monument as '*a monument which is of public interest by way of any historic architectural traditional artistic or archaeological qualities attached to it*'. There are many others of varying importance recorded on the County Sites and Monuments Record [SMR]. The record indicates whether archaeological remains are known or likely to exist on a particular site; the record for Cardiff is held by the Glamorgan Gwent Archaeological Trust [henceforth GGAT Curatorial].
- 2.3 Cadw, the Welsh Historic Monuments Directorate of the Assembly, undertakes the Assembly's responsibilities for scheduling and administering the protection of ancient monuments. There are 26 Scheduled Ancient Monuments in Cardiff. They are identified in Appendix A. Responsibility for the care and maintenance of monuments rests with individual owners. Where development proposals are likely to affect the site or setting of a scheduled monument, Cadw must be consulted and its consent obtained.
- 2.4 However, very many more archaeological sites and their settings which are not scheduled monuments are protected by the planning process with a presumption in favour of preserving *in situ* nationally important archaeological sites and to ensure that other sites are either preserved on site or fully investigated and "preserved by record".

Planning Policy Wales

- 2.5 Planning Policy Wales (2002) states that:

"It is important that the historic environment encompassing archaeology and ancient monuments, listed buildings, conservation areas, and historic parks and gardens and landscapes, is protected'. The Assembly Government's objectives in this field are to protect archaeological remains which are a finite and non renewable resource, part of the historical and cultural identity of Wales and valuable both for their own sake and for their role in education leisure and the economy particularly tourism."

Welsh Office Circular 60/96, 'Planning and the Historic Environment: Archaeology'

- 2.7 This Circular provides key supporting guidance on the interpretation and implementation of legislation relating to archaeology. It requires developers to discuss their preliminary plans with planning authorities at an early stage, and to ensure that as part of their research into the development potential of a site an initial appraisal of the site is made to establish whether it is known or likely to contain archaeological remains.
- 2.8 Para 7 states: 'Positive planning and management can help bring about sensible solutions to the treatment of sites with archaeological remains and reduce the areas of potential conflict between development and preservation. Whilst Cadw has an important role to play, the key to the future of the great majority of archaeological sites and historic landscapes lies with local authorities acting within the framework set by central government in their various capacities as planning, education, recreational authorities as well as with owners and occupiers of sites themselves. Appropriate planning policies in development plans and their implementation through development control will be especially important.'

City of Cardiff Local Plan

- 2.9 Para 2.2.10 of the Local Plan states that 'where remains are known to exist, or where there is a likelihood of remains existing, the City Council will require developers to provide for an archaeological field evaluation to be carried out prior to determination of the planning application. This will enable a determination to be made as to whether an interest exists and if so whether the remains merit protection by merely recording or rescuing'.
- 2.10 The Local Plan has two policies relating to archaeology:

Policy 1: Ancient Monuments and other Nationally Important Archaeological Remains

There will be a presumption against development which would cause harm to ancient monuments or other nationally important archaeological remains whether scheduled or not, or which would have an adverse impact on their setting.

Policy 2: Locally Important Archaeological Remains

Where locally important archaeological remains are affected by development proposals their preservation on site will be sought wherever possible. Where the significance of such remains is not sufficient to justify their preservation on site or is outweighed by other material planning considerations appropriate statutory arrangements for their excavation and record will be sought by means of agreement or planning conditions.

South Glamorgan (Cardiff Area) Replacement Structure Plan

Policy B1 of the Replacement Structure Plan states:

The best environmental qualities of the built environment will be protected and enhanced. Particular protection will be given to:

- i. Buildings or groups of buildings of architectural or historic interest [including listed buildings and buildings in conservation areas and their settings];**

1.2.1.1 Scheduled Ancient Monuments and sites of archaeological and/or historic interest, and their settings; and

- iii. Significant urban open space such as historic gardens, parks and landscapes.**

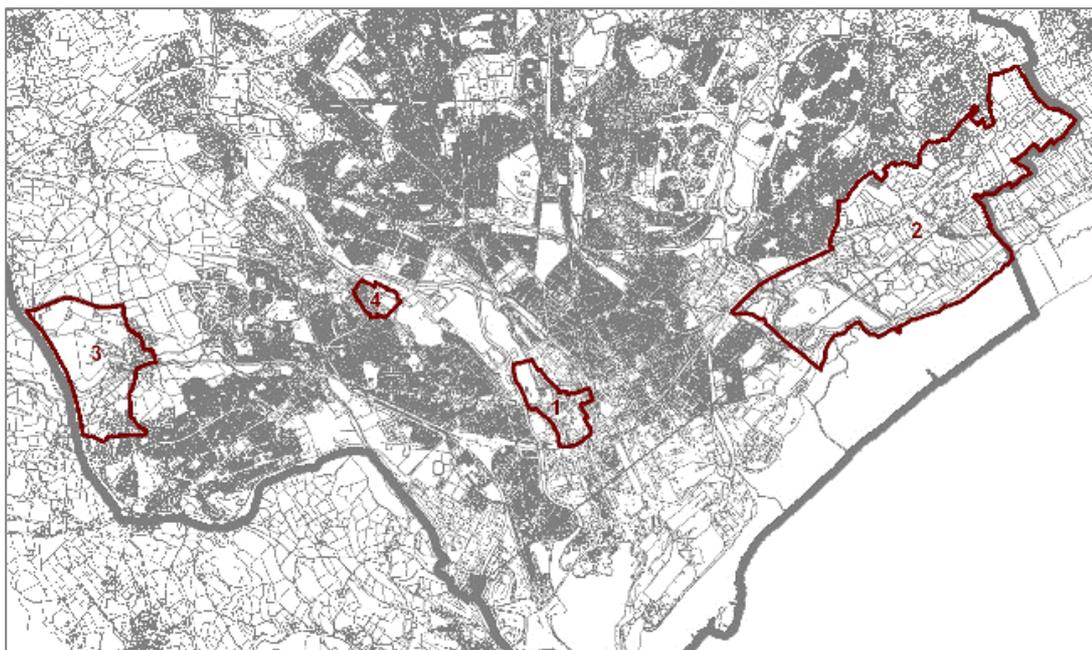
Development which would be incompatible with the special character of a building or areas, or detrimental to its amenity of function will not be favoured.

- 2.12 Archaeological remains provide important, often irreplaceable, information about the past. Their investigation and, where appropriate, preservation is important in its own right and can provide an invaluable educational and tourism resource. It is important to preserve and enhance those significant remains that are known to exist and to ensure that remains that may still exist are not destroyed through ignorance of their location and importance. Planning Policy Wales (2002) affirms that the preservation of ancient monuments is a material planning consideration and that 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'.
- 2.13 GGAT Curatorial is the Council's archaeological advisors. It provides advice on the care of all archaeological sites in Cardiff. All of its work is carried out to the Welsh Archaeological Trusts' *Curator's Code of Conduct*. Its officers have considerable experience of the archaeology of Cardiff and also in assisting to design suitable foundations and other engineering solutions for development in archaeologically sensitive areas.

3. BACKGROUND

The Purpose of Archaeologically Sensitive Areas

- 3.1 Scheduled ancient monuments represent only a small proportion of the total number of known archaeological sites in Cardiff. There are many others, of varying importance, recorded on the County Sites and Monuments Record (SMR), held by GGAT Curatorial. The SMR indicates whether archaeological remains are known or likely to exist on a particular site. Absence of a reference on the SMR does not necessarily indicate that no archaeological interest exists and GGAT Curatorial will continue to monitor planning applications and update the SMR where appropriate.
- 3.2 To assist those who are planning development in areas where there is a known archaeological resource or where it is likely that remains may be sensitive to development pressures, GGAT Curatorial have identified four archaeologically sensitive areas in Cardiff:
1. The City Centre;
 2. The Wentloog Levels ;
 3. St Fagans/Michaelstone-super-Ely;
 4. Llandaff.
- 3.3 These areas are identified below, and described in Section 4 of this SPG. They represent the most likely areas where the effect of development on the archaeological resource may be an issue during the determination of a planning application. However other archaeological sites are present outside the demarcated areas and this designation should not be interpreted to mean that archaeological features outside the ASAs are of any less importance than those inside. This SPG provides further information on the extent, justification and implications of these areas.



- 3.4 The designation of an ASA is not intended to introduce new policies or restrictions to development but to indicate to potential developers areas where it is likely that the effect of the development on the archaeological resource may become an issue during the determination of a planning application. Identification enables the LPA and its advisor, GGAT Curatorial, to identify the information needed to establish the importance of the archaeological resource and the effect of the proposed development. This course of action follows advice within WO Circular 60/96. The areas do not identify the only areas where archaeology will be a factor in the determination planning applications but show the most likely areas where this will occur. Definition of the areas will facilitate early discussions with developers to prepare for an examination of the archaeological resource within the preparation of development proposals.

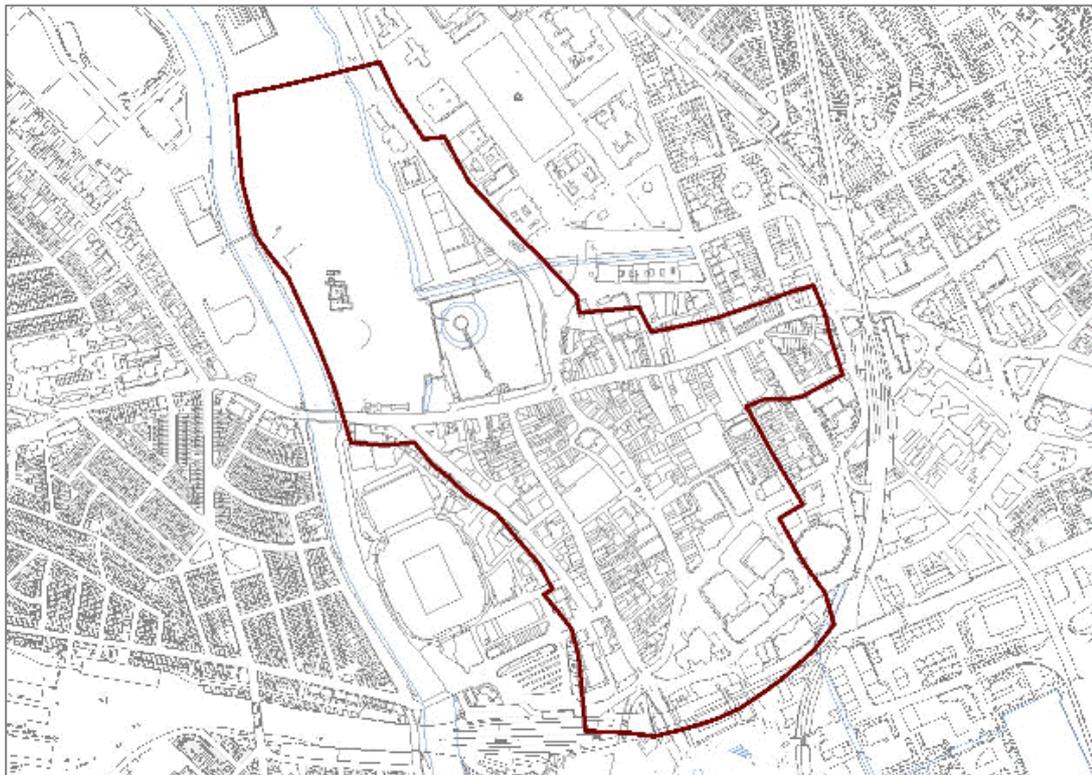
Defining archaeologically sensitive areas

- 3.5 The local designation of ASAs in Cardiff follows similar designations in Monmouthshire and Newport. The ASAs have been designated following appraisal by GGAT Curatorial to clearly define the most likely areas in which archaeology may become a component in the determination of planning applications and give potential developers early indications of such factors. Their boundaries have been located in the main along modern features and they should not be taken as an absolute edge of the archaeological sites which could extend further.
- 3.6 It is impossible to determine in a document of this type which developments will have an impact on the archaeological resource. It is strongly recommended that at an early stage prospective developers discuss their proposals with GGAT Curatorial to ascertain whether or not their development is likely to have an impact on the archaeological resource.

4. THE AREAS: DEVELOPMENTS TO WHICH THE GUIDANCE APPLIES

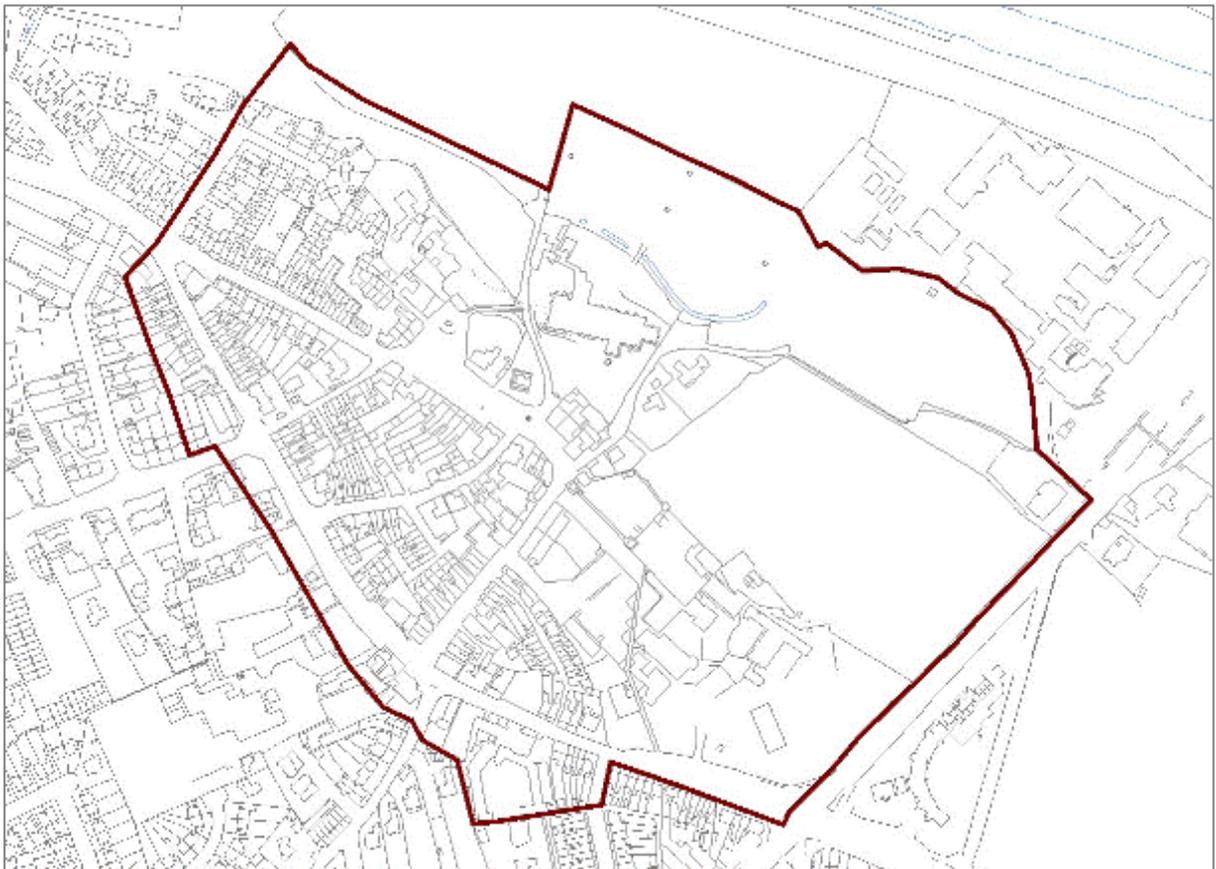
The City Centre

- 4.1 Cardiff Castle was built on the site of a series of four Roman forts. The plan of the castle follows that of the last fort (built in the mid-third century AD). However, the first fort (built circa AD 55) covered a much larger area to the north and east. Civilian settlement has also been discovered to the north and south of the fort and it is assumed that cemeteries will also be present in these areas.
- 4.2 The Norman castle was probably built circa AD 1081 and followed the plan of the last Roman fort. The medieval settlement was established to the south of the castle and was defended by walls. The western boundary of the town was formed by the River Taff, the course of which, at this time, followed the line of modern Westgate Street, whilst the line of the eastern defences ran on a line later used by the Glamorgan Canal. An extra-mural suburb called Crockherbtown is known to have extended eastwards along the line of later Queen Street. To the east and west of the castle, but outside the walls of the town, the priories of the Dominican Friars (Blackfriars) and Franciscan Friars (Greyfriars) were established in the 13th century.
- 4.3 Apart from the suburb of Crockherbtown the medieval and post-medieval town stayed inside the curtilage of the town walls until major expansion occurred in the 19th century following the development of the docks as the main port for the export of Welsh coal. A significant change to the topography of the town was the diversion of the River Taff and the construction of the Glamorgan Canal and later the railways linking the docks to the coalfield.



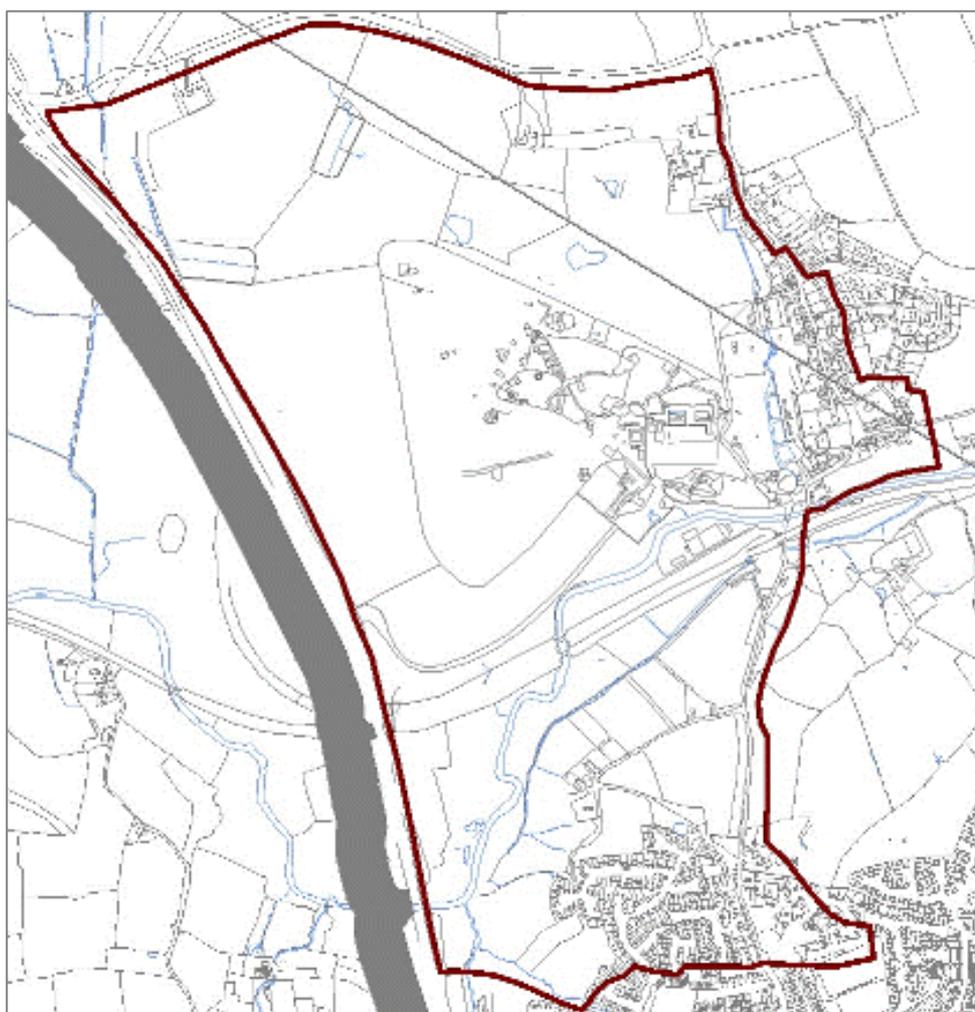
Llandaff

- 4.4 Llandaff is positioned at what was originally the lowest fordable crossing point of the River Taff. Consequently it could be the site of settlement of all periods; however the first recorded settlement was founded by St. Teilo in the 6th century AD. He established a “clas” (monastery) on the site of the later cathedral and the importance of this religious settlement is demonstrated by the construction of the Cathedral by the Normans on this site rather than in their new town at Cardiff.
- 4.5 The Cathedral dominated the medieval settlement with its bishops and other ecclesiastical officers constructing substantial stone buildings for their accommodation, some of which were fortified, such as the Bishop’s Castle and Archdeacon’s Castle. However a considerable secular community also appears to have existed outside the Cathedral precinct.
- 4.6 The Reformation saw much of the land that had previously supported the religious community at Llandaff sold off and the lack of revenue led to the Cathedral falling into disrepair and many of the associated buildings abandoned. However, in the 18th century new prosperity led to the rebuilding of the Cathedral and the construction of new buildings such as the Deanery, Llandaff Court and Llandaff House. In the 19th century, Llandaff became a fashionable area for the entrepreneurs of Cardiff to live and large houses such as Ely Court and Rookwood were built on the outskirts.



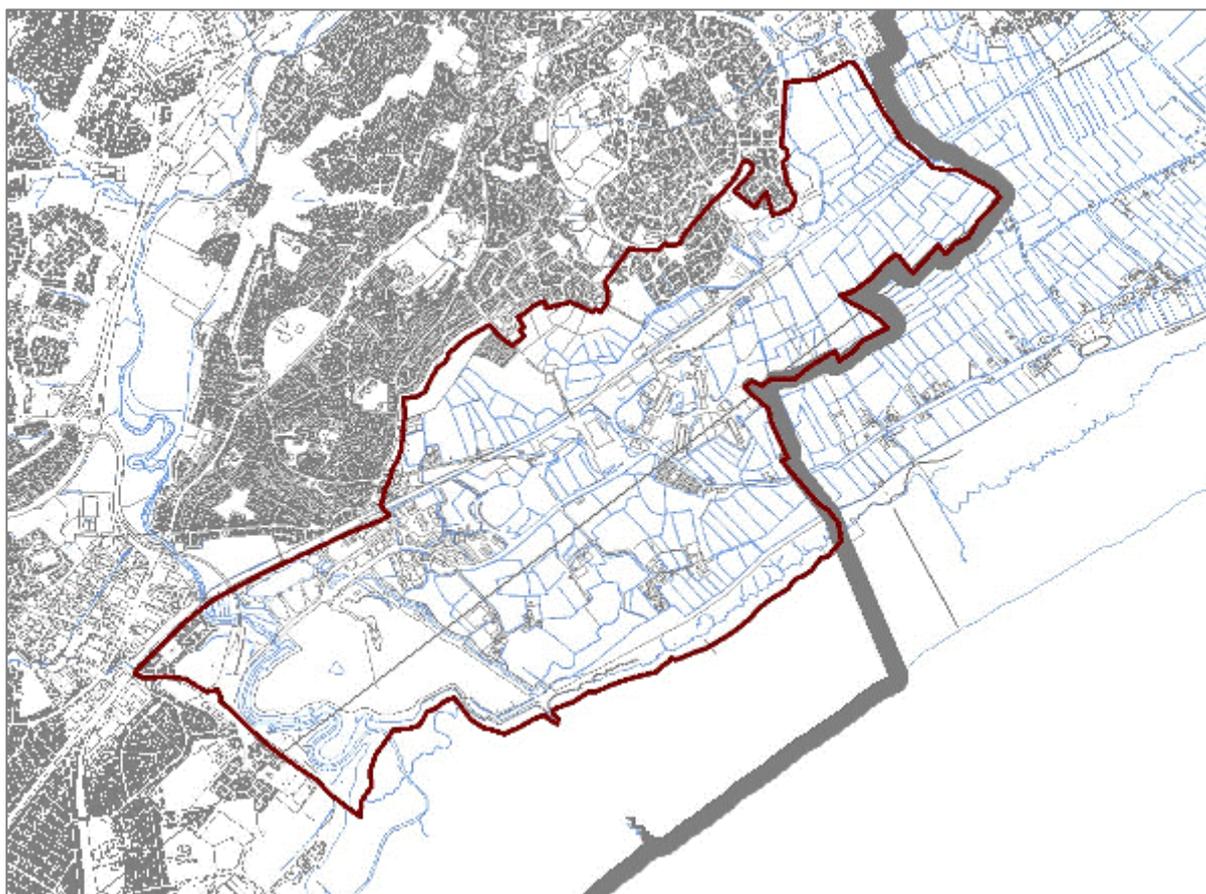
St. Fagans

- 4.7 St. Fagans and Michaelston-Super-Ely were two separate medieval villages. St. Fagans was closely linked with the medieval castle and later post-medieval mansion of St. Fagans Castle and its associated park. These links ensured that the settlement although relatively small, continued to prosper in the post-medieval period. Michaelston-Super-Ely is an example of a medieval village that became less important and slowly reduced in size. The settlement appears to have been of some size in the medieval period but when the 18th century estate maps were drawn they show that a number of buildings were in ruins and parts of the settlement had clearly been abandoned.
- 4.8 The ASA includes both villages, the park and garden of St. Fagans Castle and also the Civil War battle site of St. Fagans.



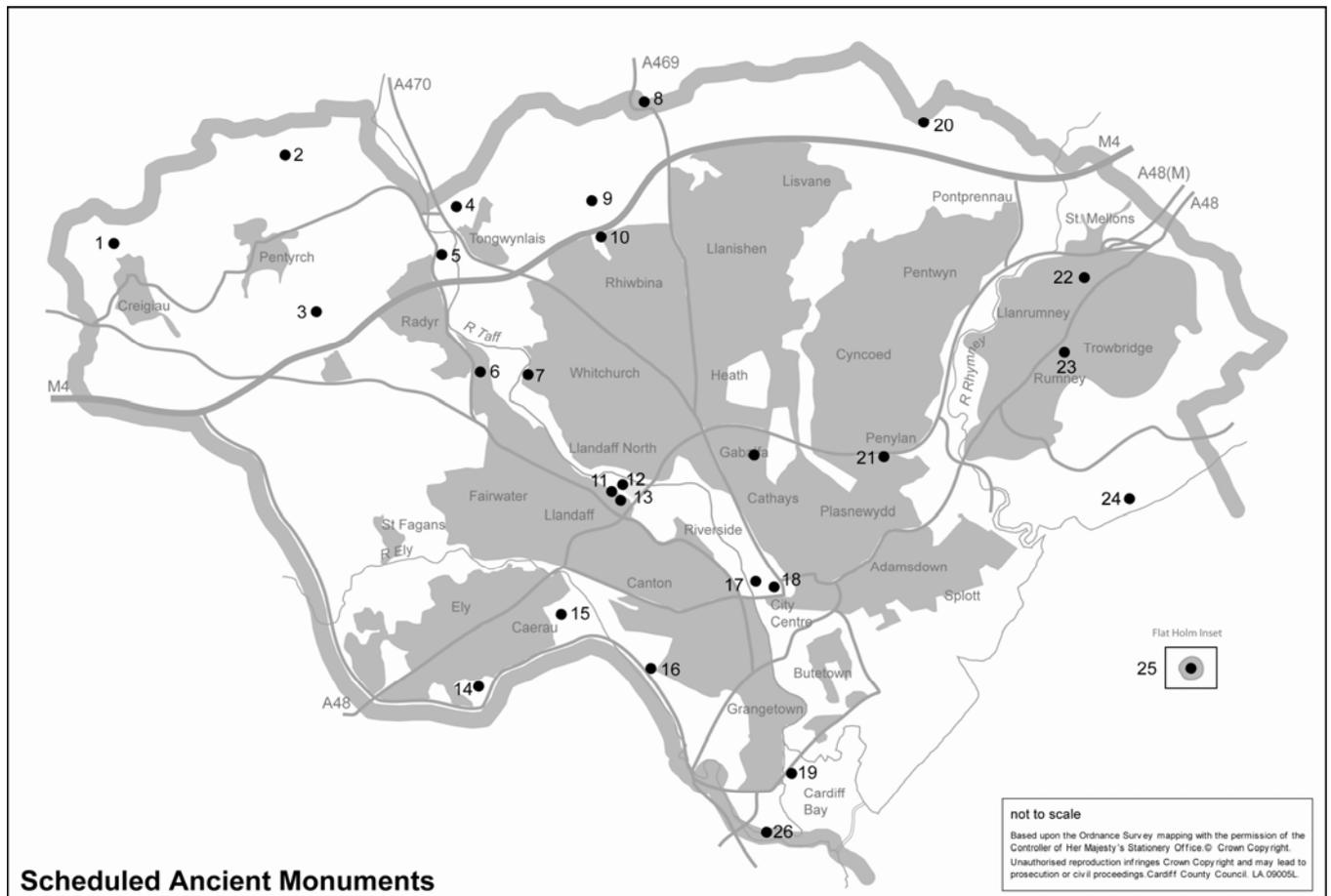
Wentloog Levels

- 4.9 This ASA is paralleled with similar local designations in both Newport and Monmouthshire. The Gwent Levels extend from Chepstow to Cardiff and are a reclaimed marshland that has been exploited by humans for at least 6000 years. At times the area has been relatively dry and was settled, whilst in other periods it was inundated by the sea and the former settlement sites were covered by alluvial deposits. There is therefore a series of historic landscapes in this area, of which only the latest can currently be observed. The archaeological sites located in the area are normally waterlogged, which leads to the exceptional preservation of organic material including timber and leather. Consequently when sites are located they often meet the criteria for being assessed as nationally important.
- 4.10 The current landscape, which may include Roman elements, is a Registered Historic Landscape. The boundary of the ASA is larger than the Registered Landscape as it includes the solid geology, immediately to the north of the alluviated area, where recent research has discovered a number of settlement sites, presumably positioned to exploit the Levels area. It also includes areas in which the current landscape has been radically altered in modern times, but where archaeological features may still exist.



5. IMPLEMENTATION

- 5.1 The designation of ASAs will lead to a speedier processing of planning applications through the automatic referral of applications to the Trust on receipt. Any archaeological implications can be identified early within the assessment of the planning application.
- 5.2 Where remains are known to exist, or where there is known to be a likelihood of remains existing, developers will be required to provide further information on the resource and the impact of their proposed development on it prior to determination of a planning application. To gather this additional information may require the applicant to commission an archaeologist to prepare an archaeological assessment of the site and/or to carry out an archaeological evaluation of the area (see Appendix D for more details). This will assist in the determination of whether an interest exists and, if so, whether the remains merit preservation “in situ” or “by record” (excavation) prior to development.
- 5.3 Wherever possible, the preservation of important archaeological remains *in situ* will be sought. This will depend on the merits of the case, taking account of the importance of the remains and other material considerations. In exceptional circumstances, this may mean that development is inappropriate on a site. Elsewhere, detailed proposals may need to pay regard to the findings of the evaluation and mitigate the effects of development. Where the remains or their setting are not deemed to be of such importance for the planning application to be refused, developers may be required to provide for the remains to be excavated and/or recorded prior to development commencing. The implementation of the archaeological works in such cases will be secured either by condition or by a legal agreement.
- 5.4 The Council will continue to work with Cadw on matters affecting the condition and treatment of Scheduled Ancient Monuments and will encourage owners to keep them in good order. It will continue to maintain those monuments that are in its ownership and, where possible, will allow public access to them.

APPENDIX A: SCHEDULED ANCIENT MONUMENTS IN CARDIFF

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| 1. Cae-yr-Arfau Burial Chamber | 16. Leckwith Bridge |
| 2. Five Round Barrows on Garth Hill | 17. Dominican Friary |
| 3. Llwynda-Ddu Camp | 18. Cardiff Castle and Roman Fort |
| 4. Castell Coch, | 19. The Wreck of the "Louisa" |
| 5. Morganstown Castle Mound, | 20. Castle Field camp, east of Craig-Llwyn |
| 6. Cooking Mound, east of Taff Terrace | 21. Pen-y-lan Roman Site |
| 7. Melingriffith Water Pump | 22. St. Mellons Churchyard Cross |
| 8. Castell Morgraig | 23. Caer Castell Camp |
| 9. Wenallt Camp | 24. Relict Seawall on Rumney Great Wharf |
| 10. Twmpath, Rhiwbina | 25. Three Palmerstonian Gun Batteries, Flat Holm |
| 11. Llandaff Cathedral Bell Tower | 26. The Ely Tidal Harbour Coal Staithe No.1 |
| 12. Cross in Llandaff Palace | |
| 13. Old Bishop's Palace | |
| 14. Caerau Fort | |
| 15. Ely Roman Villa | |

APPENDIX C: OTHER CONTACTS

The Development Control Section, Glamorgan-Gwent Archaeological Trust Ltd.
Heathfield House, Heathfield Swansea SA1 6EL Tel: 01792 655208 e-mail:
curatorial@ggat.org.uk web site **www.ggat.org.uk**

Institute of Field Archaeologists, SHES, University of Reading, Whiteknights, PO Box
227, Reading RG6 6AB Tel: 0118 378 6446 **http://www.archaeologists.net**

CADW, Plas Carew, Unit 5/7 Cefn Coed, Parc Nantgarw, Cardiff. CF15 7QQ. Tel:
01443 336000. Fax: 01443 336001. E-mail: **Cadw@Wales.qsi.gov.uk**.
http://www.cadw.wales.gov.uk

REFERENCES/ BIBLIOGRAPHY.

Ancient Monuments and Archaeological Areas Act 1979

Planning Policy Wales (2002)

Welsh Office Circular 60/96 Planning and the Historic Environment: Archaeology
Archaeology and your Planning Application Cadw 2003

APPENDIX D

HOW DO I FIND AN ARCHAEOLOGIST?

Archaeological remains are fragile and investigation even by trained professionals can lead to damage. It is essential that any archaeological work carried out as part of the planning process is undertaken by qualified personnel and normally these archaeologists will be members of the Institute of Field Archaeologists. There are numerous archaeological organisations in the United Kingdom who are experienced in undertaking work in the planning process. As in many professions the service that individual archaeological organisations can provide will differ depending on their size and experience. A List of Registered Archaeological Organisations and a directory of archaeologists who are members of the Institute of Field Archaeologists is available from the Institute (<http://www.archaeologists.net>), however a list of archaeologists who have stated that they are available for work in Wales is available from GGAT Curatorial (www.ggat.org.uk).

WHAT ARCHAEOLOGICAL WORK MAY I BE ASKED TO COMMISSION

The Institute of Field Archaeologists (IFA) is the professional organisation for archaeologists. It issues Standards and Guidance for all types of archaeological work and these should be followed by anybody undertaking archaeological work in Cardiff. However, more detailed requirements may be needed to ensure that any work commissioned provides sufficient information for the impact of the development on the archaeological resource to be determined. It is therefore strongly recommended that applicants should request GGAT Curatorial to set a brief for any archaeological work required prior to the granting of planning consent.

Professional standards for archaeological works are constantly under review. The following paragraphs will provide the reader with an outline of archaeological work however more detailed advice stating the current appropriate documentation and standards is available on the GGAT Curatorial web site.

WORKS PRIOR TO DETERMINATION OF PLANNING APPLICATION

DESK BASED ASSESSMENT

The purpose of desk-based assessments is to gain information about the known or potential archaeological resource within a given area or site (including the presence or absence, character and extent, date, integrity, state of preservation and relative quality of the potential archaeological resource), in order to make an assessment of its merit in context, leading to one or more of the following:

- 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.

A desk-based assessment will normally require a professional archaeologist to obtain information from the Sites and Monuments Record to supplement this information by searching for information at the Glamorgan Record Office, local libraries, and possibly the National Library of Wales. The information available from these sources will include historic documents, such as manorial records, historic parish surveys, leases and wills as well as cartographic material such as estate plans, tithe maps and Ordnance Survey plans. Information derived from previous archaeological investigations and historical overviews will also be gathered as well as analysis of information gained from aerial photographs and engineering records. The archaeologist will also need to visit the area so that any upstanding earthworks or other visible indications of archaeological features can be identified and also to obtain a clear understanding of the topography of the site. Once all of the available information on the archaeological resource in the proposed development area has been collated the archaeologist may be able to determine the importance of the archaeological sites and the affect of the proposed develop on it. However, in some cases this will not be possible, as sufficient information on the archaeological sites does not exist. In this instance the archaeologist will recommend what further type of investigation will be required so that the determination can be made.

FIELD EVALUATIONS

The purpose of field evaluation is to gain information about the archaeological resource within a given area or site including its presence or absence, character, extent, date, integrity, state of preservation and quality and may involve a variety of investigative techniques, including field walking, trial trenching and geophysical survey in order to make an assessment of its merit in the appropriate context, leading to one or more of the following:

- the formulation of a strategy to ensure the recording, preservation or management of the resource;
- the formulation of a strategy to initiate a threat to the archaeological resource;
- the formulation of a proposal for further archaeological investigation within a programme of research.

A field evaluation is normally a more intense operation than a desk-based assessment. The work should be undertaken to a brief provided by GGAT Curatorial and should not take place until a detailed specification prepared by the archaeological contractor undertaking the work has been approved by GGAT Curatorial. The brief will outline the required works and these may include one or more of the following: earthwork survey, geophysical survey, field walking and trial excavation. The first three of these operations are most likely to be carried out in advance of the trial excavation in order to determine the exact location of the trial areas that will be investigated.

Earthwork Survey

In areas of agricultural land that have not been subjected to intensive ploughing archaeological remains may survive as earthworks. Surveying will normally involve qualified archaeologists using electronic survey equipment to record the earthworks, and from these results detailed plans will be produced.

Geophysical Survey

Indications of human activity can be detected using scientific equipment. Geological conditions have a major impact on the quality of the results from such surveys and the type to be used will only be determined after appropriate on-site tests have been undertaken. Therefore such work needs to be undertaken by specialist personnel and the type of equipment and technique to be used should be approved by GGAT Curatorial prior to the commencement of any survey.

The main geophysical survey types are:

Magnetic Susceptibility; Magnetometer Surveys; Earth Resistance Surveys; Caesium Vapour Gradiometers; Ground Penetrating Radar; Pseudosection and Timeslices; and Electromagnetic Prospection

Field Walking

When a field has been recently ploughed artefacts can be recovered from the surface. Archaeological field walking requires a systematic search of the surface with location of all artefacts being recorded and plotted prior to their collection. Metal detectors can also be used during this work with all such finds being plotted in three dimensions.

Trial Excavation

A trial excavation is a physical intervention into the archaeological resource as such it is an operation that causes damage to that resource and should not be undertaken without the explicit approval of GGAT Curatorial. It normally consists of a number of archaeological areas being excavated by mechanical excavator (sometimes all of the area will need to be hand excavated, especially if access to the site is limited) to the uppermost archaeological horizon, which is then cleaned and features sampled in order to determine the date, type, character and extent of the site. Samples of palaeoenvironmental material may also be taken for analysis. It is becoming common for the work to be undertaken in two phases an initial recognisance followed by more specific investigation in particular seeking to delineate the extent of the archaeological site. It is normal practice for GGAT Curatorial to carry out a monitoring inspection during a trial excavation in order to ensure that any alterations to the approved specification are agreed, to provide local knowledge to the archaeological contractor, to discuss the results of the work and to ensure that the work is to the agreed standard. A report on this inspection will normally be made to the Council with copies being sent to the applicant and the archaeological contractor.

All of the on-site works undertaken as part of the field evaluation will be followed by a phase of analysis and the production of a report on the work. This report will need to be submitted to the Council before any determination of the planning application will be made.

WHAT HAPPENS IF AN ARCHAEOLOGICAL SITE IS FOUND IN MY DEVELOPMENT AREA?

It is the intention of the Council to preserve archaeological sites ideally *in-situ*. Therefore if an archaeological site is discovered in an application area the impact of the development upon it will be a material consideration in the planning process. If the archaeological site is of sufficient importance and the proposed development is determined to have a significant impact, then planning consent could be refused. However, this rarely happens, as there are a number of methods of designing developments that will preserve archaeological sites. In larger developments it is usual for public open space to be required and these can be designed to coincide with the archaeological features. If there are no upstanding earthworks it may be possible to position lightweight features, such as car parks on top of the archaeological site and it may even be possible to construct lightweight rafted foundations in the soil covering the archaeological features. It is therefore likely that the applicant will be requested to provide more details on measures that are proposed to be used in order to protect the archaeological resource and reduce the impact of the development on it prior to the final determination of the application.

WHAT CONDITIONS MAY BE ATTACHED TO THE PLANNING CONSENT

If planning consent is granted for development in an area where archaeological features are known to exist it is likely that conditions will be attached to the consent in order to ensure that the archaeological resource is protected or properly investigated. There are currently two standard conditions that are attached to planning consents in Cardiff:

Programmes of Archaeological Investigation

“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. On completion of the archaeological site work and any post-excavation analysis a report on the investigation will be submitted to the local planning authority for approval.”

This condition can cover many different types of archaeological work, from a watching brief to full excavation. In normal circumstances GGAT Curatorial will outline the programme of investigation that they envisage being carried out in their letter recommending that the condition is attached to the planning consent. In general the applicant should engage an archaeologist to inspect their proposed development plans and devise a suitable programme of investigation. GGAT Curatorial will not prepare the programme of investigation but are willing to discuss its contents with the appointed archaeologist in order to ensure that a suitable programme is proposed. In some case this programme could consist of a watching brief but also outline contingency arrangements in case complex archaeology is discovered.

Watching briefs

“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. A copy of the watching brief report shall be submitted to the Local Planning Authority within two months of the fieldwork being completed by the archaeologist.”

This condition requires the developer to engage a qualified archaeologist (see above for details of how to find an archaeologist) to carry out a watching brief. A watching brief requires an archaeologist to be present during the ground works required for the construction of the development, normally the excavation of foundation and service trenches. The archaeologist observes the excavations work and if archaeological features are revealed will quickly investigate and record them. In normal circumstances this intervention will be rapid and will lead to only small delays to the building programme. In the rare event that complex archaeological features requiring more time and resources than are covered by the terms of the watching brief are revealed then the watching archaeologists will inform the LPA and GGAT Curatorial in order to determine any additional requirements. The IFA produce detailed *Standards and Guidance for Archaeological Watching Briefs* and these should be followed by any archaeologist undertaking such work.

HOW DO I DISCHARGE THE PLANNING CONDITIONS?

A condition requiring a watching brief to be undertaken is partly met when the applicant informs the Council of the name of their appointed archaeologist. It is fully discharged once the watching brief has been carried out and a report on the work is submitted.

Discharging a condition requiring a programme of archaeological investigation is more complex. In the first instance the programme of archaeological work designed by the applicant's archaeologist needs to be submitted to the Council. Once this has been approved the on-site works outlined in the document will need to be undertaken. On completion of these works, either a final report can be produced or, in the case of excavations, a post-excavation assessment will be produced. In the latter case the works outlined in the assessment will need to be undertaken and then the final report produced. This process can take some time and it is recommended that the applicant should submit information at the end of each of the above stages to the Council (and through them GGAT Curatorial) in order for a partial discharge of condition notice to be issued. Only when the final report is submitted and if deemed necessary the publication of the results in a suitable medium has been agreed will full discharge be possible.

REPORTS AND PUBLIC PARTICIPATION

One of the principal aims of the Council is that the results of any archaeological work in the county are made available to the public. In many cases the results will be minor and the information will be provided in a short report to the council as part of the planning process. Another copy of this report should be sent to the Sites and Monuments Record for inclusion in that archive. The inclusion of a report in the SMR

allows it to be identified and consulted by the public. A short précis of the contents of the report should also be made by the archaeological contractor and submitted for publication in the Council for British Archaeology's *Archaeology in Wales*.

When larger works with more significant results are undertaken the Council expects that the applicants will provide more information to the public during the works. The provision of information will depend on the work being undertaken and other restrictions such as health and safety; however, it is likely that they will include regular press releases, the provision of information boards and ideally limited site access or viewing points.

Where large scale works with significant results are carried out it is expected that as well as the report for the SMR and the précis for *Archaeology in Wales* that a detailed report is prepared for inclusion in an academic journal such as *Archaeologia Cambrensis*, *Studia Celtica*, *Morgannwg* or as a stand alone monograph. The requirement for such a report will be either identified prior to the site work commencing or on its completion. The costs of the publication of these reports will need to be met by the developer.

APPENDIX E: THE CARDIFF UNITARY DEVELOPMENT PLAN

The Cardiff Unitary Development Plan was placed on deposit in October 2003. Following introduction of the European SEA (Strategic Environmental Assessment) Directive in 2004 and subsequent up-dated guidance from the Welsh Assembly Government on development planning, the Council has sought the agreement of the Assembly to cease preparation of the Cardiff UDP and commence preparation of a Local Development Plan (LDP).

Guidance issued by the Welsh Assembly Government in respect of LDPs indicates that where a UDP has been put on deposit it may remain a consideration in development control decisions until such time as an LDP has been placed on deposit. Generally, the weight to be attached to policies in emerging UDPs depends on the stage of plan preparation, the degree of any conflict with adopted plans, and the number and nature of any objections and/or representations in support of the policy.

The Council's deposited Unitary Development Plan (2001-2016) contains a specific policy relating to ancient monuments and archaeological remains

POLICY 2.50: ANCIENT MONUMENTS AND OTHER ARCHAEOLOGICAL REMAINS

Development will not be permitted that would harm an ancient monument or other nationally important archaeological remains, whether scheduled or not, or unacceptably harm the setting of such a monument or remains. Where development would affect locally important archaeological remains, satisfactory arrangements will be sought for their preservation on site wherever possible, or for their excavation and recording.

APPENDIX F: CONSULTATION ON DRAFT SPG

Consultation on this guidance was undertaken between 14 February and 14 March 2006. A Press Notice was placed in the South Wales Echo on Tuesday 14 February 2006 and notices and copies of the draft guidance were placed in all Cardiff Libraries. The draft guidance was also published on the Council's website.

Letters notifying that consultation was being undertaken on the draft guidance were sent to Cardiff Councillors, the Welsh Assembly Government, Environment Agency, Countryside Council for Wales, Community Councils in Cardiff and the following who are known to have a general interest in planning in Cardiff, or a potential interest in this guidance.

- Arup
- Atkins
- Baker Associates
- Barton Willmore Planning Partnership
- Boyer Planning
- Campaign for the Protection of Rural Wales
- CDN Planning
- Council for British Archaeology
- Development Planning Partnership
- DLP Consultants
- DTZ Piedad Consulting
- Enviros Consultancy
- GL Hearn Planning
- GVA Grimley
- Halcrow
- Harmers Ltd
- Hepher Dixon
- Home Builders Federation
- Institute of Field Archaeologists ***
- John Robinson Planning & Design
- Lovell Partnership
- Mason Richards Planning
- MVM Planning
- Nathaniel Lichfield & Partners***
- National Museums & Galleries of Wales
- Robert Turley Associates
- Royal Commission on the Ancient & Historic Monuments of Wales
- RPS Group plc
- Stride Treglown Town Planning
- The Civic Trust for Wales
- The Council of Museums in Wales
- The Garden History Society
- The Georgian Group
- The Society for the Protection of Ancient Buildings
- The Twentieth Century Society

- The Victorian Society
- Welsh Historic Gardens Trust
- White Young Green Planning

Comments specifically or generally relevant to the draft guidance were received from the above consultees indicated ***

APPENDIX G: CONSULTATION REPRESENTATIONS AND RESPONSES

REF²	REPRESENTATIONS	COUNCIL RESPONSE
Appendix C	Add additional information on the Institute of Field Archaeologists list of 'Registered Archaeological Organisations'	Amend paragraph to read "Archaeological remains are fragile and investigation even by trained professionals can lead to damage. It is essential that any archaeological work carried out as part of the planning process is undertaken by qualified personnel and normally these archaeologists will be members of the Institute of Field Archaeologists. There are numerous archaeological organisations in the United Kingdom who are experienced in undertaking work in the planning process. As in many professions the service that individual archaeological organisations can provide will differ depending on their size and experience. A List of Registered Archaeological Organisations and a directory of archaeologists who are members of the Institute of Field Archaeologists is available from the Institute (http://www.archaeologists.net), however a list of archaeologists who have stated that they are available for work in Wales is available from GGAT Curatorial (www.ggat.org.uk)".
General	Support the designation of ASAs as a means of speeding up processing of applications	Noted

² Reference to paragraph in Consultation Draft of SPG

For more information please contact:
The Strategic Planning Manager
Cardiff Council
CY4
County Hall
Atlantic Wharf
Cardiff CF10 4UW

Email: conservation@cardiff.gov.uk

