



Independent Archaeological Consultancy



prospect archaeology is an **independent heritage consultancy** working for commercial developers and other clients throughout the united kingdom.

ABOUT US

Prospect Archaeology Ltd has extensive experience providing developers and others with commercially invaluable consultancy advice for both below and above ground archaeology throughout the United Kingdom. We are truly independent and you can be comfortable in the knowledge that we won't try to cross sell services, focus on excavation as the preferred solution, or have any conflicting relationship with the Local Planning Authority (LPA) advisors or other curators.

Anything used, created or changed by humans in the past is part of the historic environment. A backfilled ditch, a standing building, a gold bracelet or a sheep's tooth – all of them have been affected or created by humans in one way or another.

The historic environment covers archaeology, historical buildings (both 'listed' and non-listed), historic parks and gardens, battlefields, conservation areas, wrecks and so on. Many developers don't appreciate that relatively recent features, such as those relating to Britain's industrial past and the Second World War, also fall within the remit of heritage legislation and guidance. Prospect Archaeology cover the entire range of heritage sites, from Stone Age to Steam Age and beyond...



SERVICES

With any development, it's important to know what you are letting yourself in for. Archaeology and heritage issues can have a major impact on the financial viability of a scheme whether it's a major construction project on a Greenfield site or a small change to a building requiring Listed Building Consent. Prospect Archaeology can offer advice from an initial phone call through to final planning sign-off and beyond.

Assessing Your Development Site

Initial Appraisals

A rapid assessment of a site is undertaken to establish whether there is any potential archaeology on the site. This work is done in a day and normally does not involve consultation with Local Planning Authorities (LPA) making it ideal when considering a confidential purchase.

Presentations & Technical Panels

We are experienced in delivering presentations and advising technical panels in support of our clients when bidding for a site. This is particularly useful where heritage issues have been identified as a material consideration in a design brief or consultation document.



Achieving Planning Permission

Desk-Based Assessments

Akin to a Stage 1 Environmental Assessment, these reports review the published and archived information available, evidence from previous investigations in and around the Site and consult the LPA's archaeology advisor and their database of known heritage sites and monuments. A site visit is undertaken and an assessment of the site's archaeological potential is made. If historic buildings are involved, the report can be expanded to include a Fabric Appraisal. If the development requires it, these reports can also be expanded to form the core of an Environmental Impact Assessment technical appendix.

Field-work management

In some cases developments will require pre-planning fieldwork, such as geophysical surveys, building surveys or evaluation excavations. Prospect Archaeology can provide a one-stop shop by directly sourcing and managing the best archaeological contractor for the project. Alternatively, we can manage the tender process on the client's behalf should a direct contractor appointment be preferred. Prospect Archaeology can undertake a project management role for the pre-planning fieldwork stage to ensure that it progresses in line with the agreed programme and budget. Prospect Archaeology maintains an ongoing dialogue with the LPA advisors to ensure that a strategy for further work, if required, is developed as early as possible. Our clients feel informed and secure in the knowledge that we continue to represent them and are directing fieldwork towards their goals.



Meeting the Planning Conditions

Negotiation & Consultancy

Normally we would aim to have agreed the heritage issues with the LPA's advisor prior to the planning application being submitted. This is not always possible and Prospect Archaeology is able to act quickly to resolve any issues and clear a path for development at any stage in the process.

Fieldwork Management

Once planning permission is granted, and assuming that further archaeological work is required, the excavation, recording, analysing and reporting starts in earnest. Whether it is a simple watching brief of a small part of the development, detailed building recording prior to demolition or 100% excavation of a multi-hectare site, we are expert in managing the process. We do not maintain an in-house fieldwork team and advocate tendering all major projects. Our clients can be sure they are getting the best advice, the most appropriate team for each specific project and value for money. We work hard to ensure our clients' needs and aspirations are recognised during fieldwork and efforts are targeted on tangible gains. Where the need for additional work is agreed, we identify solutions that refer directly to the programme our clients are working towards.

Consultancy & Advisory Services

At any stage in the life of a project Prospect Archaeology are happy to provide advice and guidance, be a sounding board, or occasionally a shoulder to cry on! We treat every site as unique and focus on our clients aims when designing projects.

We have experience of dealing with the local, national and international media and can help with press releases, ensuring the client is well represented. After all it, it is usually the client's investment that is enabling any heritage investigation to be undertaken. Hopefully every site will have its champagne moment!



HERITAGE MANAGEMENT PLANS

Who are they for?

A heritage management plan (HMP) is designed to assist in the management of multiple heritage assets on a single site. They are therefore beneficial to any property owner or developer with:

- more than one listed building,
- whole or partial conservation area,
- battlefield,
- scheduled monument,
- registered park/garden, and/or
- other archaeology or locally significant historic buildings

Heritage Management Plans are a positive management technique, approved and encouraged by English Heritage, Natural England, the Country Land and Business Association and Historic Houses Association. They are also welcomed by HMRC where heritage properties are granted conditional exemption from capital taxation or designated as the object of a Maintenance Fund.



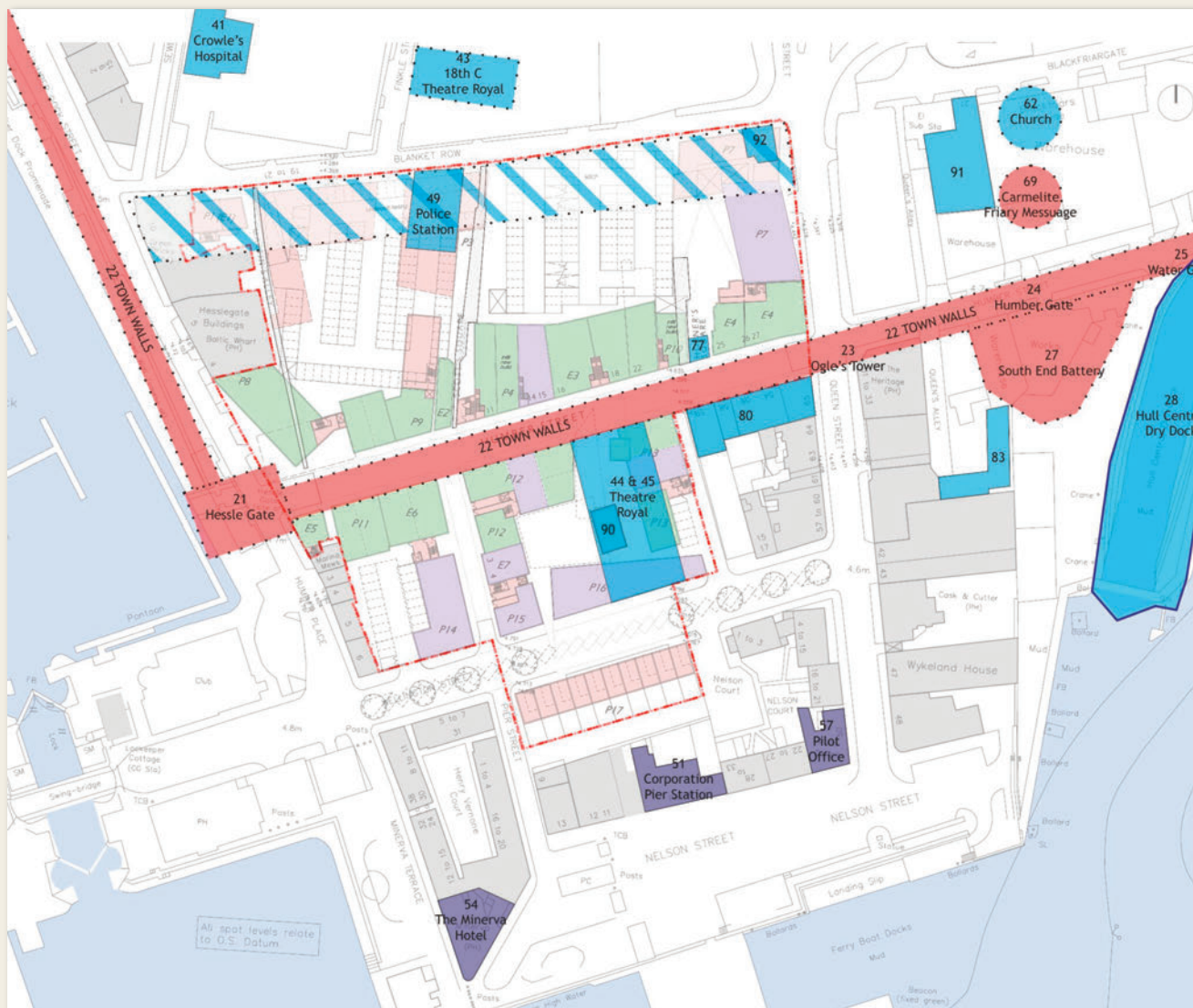
What are the benefits?

The HMP will start by assessing the heritage assets and detailing the management issues that currently exist. It will then go on to develop, in agreement with the statutory and local authorities, a strategy for their future treatment.

The major benefits of a HMP are that it can be flexible and designed for purpose. Where used for an estate requiring a maintenance and management document it can be tailored towards grant funding applications and HMRC requirements. Where the landowner is looking to dispose of their heritage assets perhaps because they are no longer fit for purpose (e.g. Victorian hospital or prison facilities), the management plan can be designed to obtain outline planning permission and ultimately raise the land value.

Many estate managers are aware of the benefits in terms of their tax planning needs but perhaps are less aware of the other tangible benefits. All HMPs provide the landowner, statutory authorities and other relevant interested parties with an agreed understanding of the preservation/conservation needs of the property and include:

- Agreed baseline condition survey
- Overall assessment of a property
- Agreed statement on significance
- Agreed approaches for maintenance and management
- Agreed framework for future alterations / changes in use
- Clear system for monitoring and review
- Common understanding between advisory agencies, HMRC & landowner
- Cross-compliance with other estate plans
- Assists in identifying where grant aid may be sought
- 5-year agreement allowing maintenance without repeated LBC applications
- Outline planning permission achievable without specifying final use
- Efficient system for managing estates with heritage assets



The strategy

A staged approach is taken to developing a heritage management plan. Initially, the site will be assessed through desk-based study and rapid site survey producing a Heritage Management Assessment. This will identify and assess the significance of all heritage assets on the site and can include an assessment of the potential for unknown archaeological remains, if required.

The Heritage Management Assessment will form the basis of discussions with the landowner and their estate management/design team and the advisory agencies such as English Heritage and the local authority. The proposed works for the next five years will be considered and a strategy for achieving these aims drawn up in the Heritage Management Plan. The HMP is approved by all parties and provides a handbook for maintenance and change over the five-year period, prior to review.



The costs will vary according to the size and complexity of the site and the proposed maintenance or alterations proposed. For any heritage site with management or maintenance issues, the costs are off-set against the need for repeated consent applications for maintenance or change of use.

For sites where disposal is the aim, obtaining outline planning permission without the need for listed building consent or to specify the final use of the listed building is a clear benefit and cost saving.

In some circumstances a 50% grant is available from Natural England towards the consultant and survey costs of a Heritage Management Plan.



Welcoming the new policy

John Howell MP for Henley gives thought to why the National Planning Policy Framework (NPPF) has been embraced by local planners...

The last Labour government left us with a dysfunctional planning system and planning policy. The starting point was the regional targets which were set in Regional Spatial Strategies (RSSs). They took the view that Whitehall knew best the appropriate number of houses that should be built in any local area. This was a top-down approach to planning which did no one any favours and it was one we dropped. This did more than simply put the emphasis on local authorities to produce their own plans and their own strategies. It also helped take the sting out of the whole planning system.

The planning system had been highly confrontational. At its heart were a set of national planning policies covering well over 1,000 pages. Understood by few, this was a body largely outside the remit of those it most affected – all of us affected by the planning system. It put the control of the planning system into the hands of those who understood it and the way it worked. The system is still too confrontational. But the way out of this is now clear and we need real co-operation between developers and the people in whose area they are building if it is going to work.

The National Planning Policy Framework (NPPF) pulled all the relevant national policy together in a document just a little

over 50 pages in length. It sought to establish a balance in the planning system between the economic, social and environmental aspects of the world in which we live and set out a framework for preparing plans and where required for deciding applications. Foremost, though, was its role in helping to prepare plans. Now some 76% of councils have draft plans in place whereas prior to the NPPF only about a third had done so.

Rather than become a millstone round the necks of local planners, the NPPF has been embraced as the framework it was always intended to be. The Green Belt is still there and is being protected to maintain its essential role in stopping the spread of towns and cities and their merger into one. Most importantly, local villages and communities have the right to put their own plans together to determine not the amount of housing, but crucially where it should go and what it should look like. In places like Thame, in Oxfordshire, the referendum on the plan was held at the same time as the county council elections. Despite this, more people voted in the referendum than voted at the election proving that when something matters to local people they come out and support it.

The NPPF has been successful in taking national standards and merging them with local capability. It has given the right to local



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communities and their local planning authorities to work together in a shared planning system to establish what they want and to deliver it. It imposes a rigorous 5 year land supply to these figures. And so it should. It is essential that if councils plan to do something they also plan to deliver it and the 5 year land supply is the best way of achieving this. That means councils' local plans have to be robust and demonstrably so.

In the absence of a robust and democratically accountable system, the clauses in the NPPF relating to the presumption in favour of sustainable development apply. That should incentivise local councils to get the answers right in their plans. It is by doing this that we achieve balance in the system.

There is still much to do. Few developers have embraced the opportunities of working with neighbourhood plans in a constructive fashion. Few communities have sat down

with developers to work out exactly what they want and how they are going to get it. There is still the whiff of confrontation about proposals, but these attitudes are changing. Many developers have seen the NPPF as having 5 years to bed in. If so, it is already doing well. But to do this fully, more needs to be made of the duty to co-operate without it becoming a duty to cave-in.

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Digging in the right direction

Dr Mike Heyworth, Director of the Council for British Archaeology, details the vital contribution of expert archaeological advice to guide planning authorities...

Rarely a week goes by without national media reports of another important archaeological discovery somewhere in Britain. In recent months, we have seen huge worldwide interest in the discovery by archaeologists working in Leicester of the body of Richard III, and finds like the Staffordshire Hoard are attractive to the media because of the public interest and enthusiasm for our history and heritage, both at home and abroad.

In recent years, TV programmes like 'Time Team' and 'Meet the Ancestors' have helped to popularise archaeology, and, as a result, far more people have a broad understanding of the work of archaeologists, and the ways in which anyone can get involved in archaeological research. We still have so much to learn about the lives of our ancestors, and archaeology is a quest for knowledge to which everyone can contribute.

What is less well known to the general public is the vital role that expert archaeology advisors supporting local government planners play in this quest for knowledge. Whilst many nationally important archaeological sites in the UK are protected by law as 'Scheduled Ancient Monuments' and 'Listed Buildings', the vast majority of our

archaeological sites are only protected through the planning system. When a new development is proposed, at whatever scale, it is crucial that planning authorities are well advised by archaeologists, otherwise sites and crucial evidence can be lost forever to the bulldozer.

This is not just in the public interest, but it is also strongly in the interests of the developers too. The last thing that any developer wants, particularly at a time when profit margins are reduced, is unexpected costs and delays. It is therefore in everyone's interests that archaeological work is commissioned in advance of the development, funded by the developer under the 'polluter pays' principle. This allows any important archaeological evidence to be recovered in an appropriate manner, without any cost to the public, and ensures that risks are significantly reduced for developers.

Historic Environment Records (HERs)

The bedrock of any archaeology service advising planners is the HER, which should be a comprehensive, accessible and authoritative database of the historic environment of the area. This is not just a tool to inform planning and decision-making, but it is also a resource for communities



engaged in neighbourhood planning, as well as providing information for the management and understanding of the archaeological heritage. It is a dynamic resource that needs to be continuously managed and updated to reflect new discoveries, investigations, interpretations and changes in understanding. Across England, there are over 1.5 million archaeological sites recorded in 87 HERs, with newly discovered sites being added at a rate of 2-5% per year. Some 75% of the HERs are accessible online, many via the Heritage Gateway.¹

Expert advice

HERs are managed and developed by archaeologists, who form part of the service available to local authority planning services. These expert advisors not only comment on individual planning applications, but also give strategic advice on development and local plans to ensure that national planning guidance is interpreted correctly to sustain and enhance the significance and setting of local heritage 'assets'. This can include triggering and potentially reviewing environmental impact assessments, or managing the archaeological implications of major infrastructure development.

Archaeologists work closely with developers and their agents to ensure that planned development can go ahead. It is rarely a block on development and only about 3% of the planning applications put forward each year require some form of archaeological response. Currently, this means about 5-6,000

archaeological projects are undertaken nationally across England (with more undertaken across the UK through similar approaches in Scotland, Wales and Northern Ireland). This work is funded by developers and makes an important on-going contribution to public understanding and appreciation of the past. It is very rare indeed for planning applications to be refused due in any way to archaeology, with less than 150 applications per year being impacted in this way (out of over 400,000 applications currently decided each year).

Potential impact of funding reductions

It is clear that for a very modest public investment in expert archaeological advice given to planning authorities, not only is there enormous public benefit delivered through gains in the understanding of our archaeological heritage, but this is principally delivered by bringing in private funding for the archaeological work.

This investment and private funding, as well as the archaeological knowledge and the public benefit that it delivers, is all put at risk if cutbacks in public sector funding impact on the level of the expert advice that local authorities need. Since 2008, there has already been an 18% fall in staffing numbers within local authority archaeology services – from 400 to 330 – and the rate of decrease continues.

There are dangers that if this decline continues, and if we start to see large numbers of planning applications agreed without any



provision for potential archaeological investigation or other protection measures, we could lose forever unique assets, irreplaceable information about our past, and the opportunities to use the distinctive local historic environment of an area to create and enhance special places.

In this type of scenario, there are also major risks both for planning authorities and developers. These include risks that developments go ahead that may be unsustainable in terms of national planning policy and are thereby damaging to the reputation of planning authorities. They also include risks that developers are inadvertently exposed to delays and extra costs if important archaeological remains are found during the course of construction work – especially if these include human remains or nationally important archaeological sites.

Protecting heritage protection

The concerns of the archaeological sector would be reduced if there was a statutory requirement for all local authorities to have access to a HER service, supported by expert staff that is:

- Accessible to the public;
- Kept up to date and maintained to an appropriate standard as determined by the government;
- Covers all elements of the historic environment, whether visible, buried or submerged;
- Is sufficient to enable plan-making and

development decisions to be undertaken in a way that takes informed due account of the historic environment.

In the meantime, we need government to give clear guidance on its expectations of local planning authorities in the implementation of the National Planning Policy Framework (NPPF).

It is only through a continuation of the key role of expert archaeological advice to planning authorities that we can ensure the public interest in our archaeological heritage is supported and enhanced. Without this advice, we will see damage and destruction of archaeological remains, which is in no-one's interest.

¹ www.heritagegateway.org.uk

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CONTACTS



Nansi Rosenberg
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Call Nansi on **07748 327956**

Nansi is the founder and Managing Director of Prospect Archaeology. As Managing Director, Nansi is responsible for overseeing all project work whether in-house or by using our network of specialists, heritage consultants and contractors.



Naomi Field
BA (Hons), MIfA

Call Naomi on **07747 106477**

Naomi has extensive experience as an archaeological consultant, running her own business for over twenty years. Naomi will be responsible for co-ordinating and managing project work and will be responsible for running Prospect Archaeology's Lincoln office.



Robert Cole
BSC (Hons), MRICS

Call Robert on **01977 681885**

Nansi's husband Robert joins Prospect Archaeology to provide financial and marketing support. As a chartered surveyor and project manager he also offers non-archaeological advice from a long career in property development and construction consultancy.



Wendy Fletcher
BSc

Call Wendy on **01977 681885**

Wendy joined Prospect Archaeology in July 2013 having previously worked both in archaeological and administrative roles. Wendy provides administrative support and keeps the office running smoothly. She will probably be your first point of contact at the Leeds office.



Kathryn Blythe
BA (Hons), MA, AIfA

Call Kathryn on **07949 767212**

Kathryn has recently joined us to provide consultancy assistance. She has worked on fieldwork and consultancy projects since 1996. Having previously worked with multi-disciplinary companies, she has extensive experience of development requirements and the planning process.

