

Regional statement of good practice for archaeology in the development process

This document contains general principles on archaeology in the development process and has been endorsed by the following organisations that have accepted and agreed the principles within Yorkshire and the Humber, and the North East:

- Durham County Council Archaeology Section; Heritage, Landscapes and Design Team
- City of York Design, Conservation and Sustainable Development Team
- Humber Archaeology Partnership
- North East Lincolnshire Archaeology Service
- North Lincolnshire Council Historic Environment Record
- North York Moors National Park Authority Historic Environment Service
- North Yorkshire County Council Historic Environment Team
- Northumberland Conservation, Northumberland County Council
- South Yorkshire Archaeology Service Tees Archaeology
- Tyne and Wear Archaeology Service
- West Yorkshire Archaeology Advisory Service
- Yorkshire Dales National Park Authority Historic Environment Service

The intention is to help improve standards of archaeological work in the Yorkshire and the Humber, and the North East Regions, and to help establish a consistent approach for the benefit of archaeological contractors, consultants, curators and developers who are funding the work, as well as to the historic environment.

The historic environment is an encompassing term that includes:

“All aspects of the environment resulting from the interaction between people and places through time, including all surviving physical remains of past human activity, whether visible, buried or submerged, and landscaped and planted or managed flora” (Annex 2, NPPF, 2019).

It should be noted that there is a presumption within the Region that archaeological interest may apply not only to below ground archaeological remains, but also may apply to upstanding structures/buildings (both listed and unlisted), marine and maritime assets as well as paleoenvironmental deposits.

Archaeological interest is defined as:

“Evidence of past human activity worthy of expert investigation at some point.”(ibid)

This document should be read in conjunction with any issued specification, Written Scheme of Investigation (WSI), brief, or project design.

General principles

The following general principles are expected to pertain to archaeological work carried out as part of the development process in these Regions in accordance with Central Government Guidance and Local Plans and policies.

1. Pre-application discussion on the potential archaeological impact of a development is encouraged as is pre-determination evaluation where it is necessary to help define the character, extent and significance of the archaeological remains that may exist in the area of a proposed development prior to a planning decision.
2. Archaeological work in the development process should be carried out using appropriate expertise (National Planning Policy Framework (NPPF), 189) and the archaeologists undertaking the work should be adequately qualified (Chartered Institute for Archaeologists (CIfA) Code of Conduct). It is good practice to “use professionally accredited experts” (Historic England (HE), Good Practice Advice Note 2).
3. In accordance with long-standing professional practice (see footnote below) it is expected that all archaeological specifications/WSIs/briefs/project designs will have been agreed in advance with the relevant archaeological curator before archaeological work commences. Any variations to the previously established programme of work must be agreed in writing by the archaeological curator acting on behalf of the local planning authority.

4. As part of the implementation of the Planning Consent process archaeological work will be monitored on behalf of the Local Planning Authority (LPA) by its archaeological curator (who may seek advice where appropriate from the Historic England Science Advisor). There may be exceptions, but consultants and contractors should expect monitoring to be the norm unless informed otherwise. To allow monitoring to occur, the relevant curatorial archaeologist should be given reasonable notice of intention to commence any fieldwork undertaken as part of the development process and confirmation of the actual start date.
5. Archaeological work carried out within the development process is expected to accord with best practice as published in Historic England guidelines and the ClfA's standards and guidance.
6. Historic Environment Records (also known as Sites and Monuments Records) are key to understanding and managing the historic environment. Archaeological contractors and consultants should consult the relevant Historic Environment Record (HER) or Sites and Monuments Record (SMR) in person prior to producing desk-based assessments or commencing fieldwork (unless otherwise agreed with the relevant curator).
7. Archaeological fieldwork carried out as part of the development process should have regard to both national and local published research agenda, and should have an intention of furthering these agenda.
8. Archaeological contractors and consultants are expected to discuss any recommendations they make in archaeological reports submitted as part of the development process with the relevant curatorial archaeologist prior to formal submission. If this has not been done, the absence of discussion or agreement should be formally stated in the submitted document. It should be noted that the final decision on the need for and scope of any further works lies with the archaeological curator acting on behalf of the Local Authority.
9. All reports and required data produced following archaeological work as part of the development process should be supplied by the

archaeological contractor or consultant directly to the relevant HER or SMR within a reasonable timescale following completion of the fieldwork, in the format agreed with the curatorial body, and in accordance with any issued or agreed specification or project design.

10. The curatorial archaeologist will make any comments they wish to make on the report within a reasonable timescale of receipt.
11. Where considered appropriate by the archaeological curator, and particularly where supported by the relevant research agenda, it is expected that significant archaeological results will be submitted for publication in a suitable journal or journals.
12. The archive produced as a result of archaeological fieldwork is expected to be deposited in an ordered fashion with an appropriate public repository within a reasonable timescale following completion of the project. The ClfA Toolkit for Selecting Archaeological Archives, or its equivalent, should be followed to help with decisions over project-specific strategies for retention/discard. Details of the location of the (intended) repository should be included in the archaeological fieldwork report. It is expected that copyright will either be transferred to the repository or that it will be licensed to reproduce material held in perpetuity.
13. The historic environment is a shared resource. During the course of archaeological work on site, it is normally expected that arrangements will be made for dissemination of information to the general public, providing intellectual access where physical access is not possible or appropriate.

Footnote

ClfA Standard and guidance for archaeological field evaluation para. 3.3.1; ClfA Standard and guidance for historic environment desk-based assessment para. 3.2.4; ClfA Standard and guidance for an archaeological watching brief para. 3.2.5; ACAO Model Briefs and Specifications for Archaeological Assessments and Field Evaluations, Appendix D iv (b)).

Revisions

Revised November 2018 to reflect the updated NPPF.

Revised November 2019 to reference the ClfA Toolkit for Selecting Archaeological Archives & revised NPPF (June 2019)