Heritage Impact Assessment in Wales

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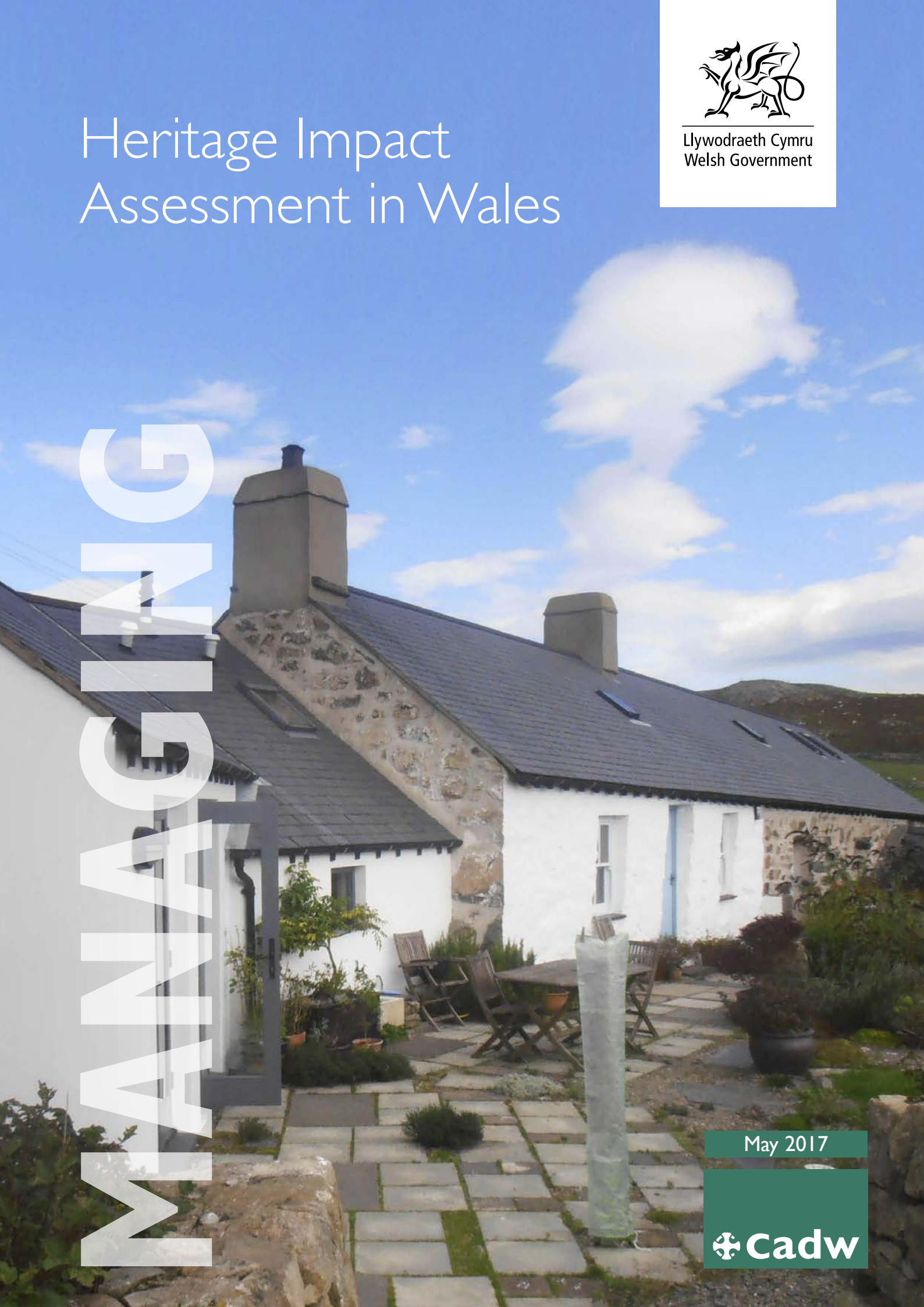

Llywodraeth Cymru
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Statement of Purpose

Heritage Impact Assessment in Wales sets out the general principles to consider when planning changes to historic assets and applying for listed building, conservation area and scheduled monument consent.

This best-practice guide is aimed principally at owners, occupiers and agents of historic assets to help them understand why, when and how to use the heritage impact assessment process and write heritage impact statements. It should also help them to take account of Cadw's *Conservation Principles for the Sustainable Management of the Historic Environment in Wales* (*Conservation Principles*)[1] to achieve high-quality sensitive change, using the principles of good design.[2]

Decision-making authorities should also use this guidance alongside *Planning Policy Wales,*[3] *Technical Advice Note 24: The Historic Environment*[4] and *Conservation Principles* to inform their own policies and when considering individual applications for planning permission and listed building, conservation area and scheduled monument consent, including pre-application discussions.

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Cadw is the Welsh Government's historic environment service, working for an accessible and well-protected historic environment.

Mae'r ddogfen yma hefyd ar gael yn Gymraeg.
This document is also available in Welsh.

Cover photograph: Penrhos Cottage is listed grade II as an especially well-preserved example of a small encroachment farmhouse of traditional linear form, sitting well in a traditional landscape, which has been extended in a way that respects its character and setting (© Maredudd ab Iestyn, Architect).

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Fast Facts ¬

1 **Heritage impact assessment can help you to make positive changes to your historic asset.**

2 **Understanding the significance of your historic asset is the key to effective heritage impact assessment.**

3 **Heritage impact assessment helps you to make changes to your historic asset that are in line with the principles of good design.**

4 **Heritage impact assessment can help you to write effective heritage impact statements, which saves you time and money by avoiding costly revision.**

5 **Heritage impact statements must accompany applications for listed building consent, conservation area consent and, when requested, scheduled monument consent. Elsewhere, they are good practice when you are planning change to any historic asset.**

6 **Heritage impact statements help decision makers to make robust and timely decisions.**

7 **You will need to include an access statement in your heritage impact statement in relation to any works which affect the access arrangements to, or within, any part of a listed building that is not used as a private dwelling.**

8 **The heritage impact assessment process should be proportionate both to the significance of your historic asset and to the degree of change proposed.**

Introduction ¬

Conservation is about the careful management of change. This means that it is vital to understand the implications of any proposed change — from deciding what to do and how to do it, to deciding whether or not to give consent.

Understanding your historic asset and its significance is the foundation for sound decision making. Once you understand its significance, you can assess the potential impact of any proposed changes and adapt your proposals to find the best way to meet your needs and those of your historic asset. Heritage impact assessment is a process designed to help you do this. At the end of the process, you will be able to write a heritage impact statement.

You must carry out a heritage impact assessment and prepare a heritage impact statement in all cases where your proposals require listed building consent or conservation area consent. And, you may be required to submit a heritage impact statement with an application for scheduled monument consent. But for other historic assets too — including registered historic parks and gardens, World Heritage Sites and historic assets of special local interest — heritage impact assessment can help you find the best way to accommodate change.[5]

All of these historic assets make up the historic environment which is central to Wales's cultural heritage and sense of identity. It is a resource that we need to cherish and protect for future generations. Protection, however, need not prevent change which can increase the long-term sustainability and economic viability of historic assets. Positive, well-designed change can bring improvements to our understanding and appreciation of the historic environment, as well as social and economic benefits through increased regeneration and tourism. Together, these benefits will help create the Wales we want in the future by meeting the well-being goals set out in the Well-being of Future Generations (Wales) Act 2015.[6] But change to the historic environment needs to be managed, which is why it is important to consider its potential impact on the significance of historic assets.

1. What is Heritage Impact Assessment? ¬

Heritage impact assessment is a structured process to make sure that you take the significance of your historic asset into account when you are developing and designing proposals for change. It is a core part of the design process, which tests whether your proposals for change to a historic asset are appropriate by assessing their impact on its significance. It helps to ensure that any changes use the principles of good design to sustain or enhance the significance of your historic asset.

The results of your heritage impact assessment should be summarised in a heritage impact statement submitted with your application for listed building consent, conservation area consent or, when requested, scheduled monument consent. This will give decision makers the information they need to understand the reasons for your proposal and to weigh up the risks and benefits. Good information, available from the outset, can speed up decisions, reduce costs and lead to better overall design.

2. When is Heritage Impact Assessment Needed? ¬

2.1 Preparing Proposals ¬

You should begin your heritage impact assessment before you start planning proposals for change to your historic asset. Change can include repair, renewal, restoration and reconstruction, new work or alteration, and demolition.

The assessment process can help you to develop your proposals, identify alternative approaches and lead to improvements in planning and design. This means being clear from the outset about what you want to achieve. Once you have your objective in mind, it is a good idea to begin your heritage impact assessment before you start planning your proposal. You can use the assessment process to help you understand the significance of your historic asset and identify the most appropriate way to meet your objective using good design principles to sustain or enhance your historic asset.[7]

Don't make your plans before carrying out your heritage impact assessment — use the process to help you identify the best solution, and to save time and money. The earlier you start the assessment process, the more useful it is likely to be.

2.2 Listed Building, Conservation Area and Scheduled Monument Consent ¬

You must submit the results of your assessment as a heritage impact statement with applications for:

- listed building consent (local planning authority)[8]
- conservation area consent (local planning authority).[9]

Some denominations are exempt from the listed building consent process for ecclesiastical buildings that remain as places of worship, providing they have set up internal systems of control, consultation and scrutiny approved by the Welsh Ministers. This is known as Ecclesiastical Exemption. These systems make separate provision for assessing the impact of proposals in line with the principles of heritage impact assessment explained in this guidance.

You may also be required to submit a heritage impact statement with an application for scheduled monument consent. This will depend on the nature of your proposed changes and should be discussed with Cadw before you submit your application.

2.3 Planning Permission ¬

Heritage impact statements are not required when applying for planning permission, including for development:

- within the setting of a listed building
- within the setting of a scheduled monument
- in a registered historic park and garden, or its setting
- in a conservation area
- in a World Heritage Site.

Nevertheless, in these circumstances, it is good practice to adopt the principles of the heritage impact assessment process to help you identify the most appropriate way to accommodate change. There is a separate process for considering the impact of development in registered historic landscapes.[10]

Occasionally, the local planning authority may ask for more information to be able to determine a planning application.[11] This may include a heritage impact statement if the proposed development is likely to have an impact on a designated historic asset but does not need scheduled monument, listed building or conservation area consent. It is a good idea to have an early discussion with your local planning authority to find out if you will need to submit a heritage impact statement, or any other additional information such as an archaeological assessment or evaluation, to support your application for planning permission.[12]

Local planning authorities are expected to consider the potential impact of development proposals on the significance of designated historic assets and their settings.[13] It will help them do this if the principles of heritage impact assessment are used in the preparation of development proposals that might affect the setting of designated and non-designated assets.[14]

Planning applications for certain kinds of development must be accompanied by design and access statements (DAS), including for some developments in World Heritage Sites and conservation areas.[15] Where a DAS is required to accompany a planning application in a conservation area or World Heritage Site, your heritage impact assessment can be documented in the design development section of the DAS. Further information on these requirements is available in separate guidance.[16]

In certain circumstances, you may need to submit both a DAS and a heritage impact statement; for example, if you are proposing to extend a listed building in a conservation area or World Heritage Site by the creation of floorspace of 100 square metres, or to convert a listed building to create residential development with 10 or more units. Your local planning authority will be able to clarify when both statements are required and agree with you what is necessary for each to avoid duplication.

3. What Should you Include in your Heritage Impact Assessment? ¬

Your heritage impact assessment should take into account sufficient information to enable both the significance of the asset and the impact of change to be understood. It should be proportionate both to the significance of the historic asset and to the degree of change proposed.

If you want to make a small change that is likely to have only minimal impact, then a short assessment which focuses on the part of the historic asset that will be affected, with a brief explanation of how it relates to the asset as a whole, will be sufficient. In such a case, the heritage impact statement submitted with a consent application is likely to be no more than a couple of paragraphs or a page or two at most.

If you propose more extensive change, or your historic asset is especially important, you will need to make a more detailed assessment. This will need to include detailed information about the significance of the asset as a whole and a thorough explanation of the impact of the proposed changes. In cases which propose potentially damaging changes, especially to complex historic assets of high significance, the heritage impact statement submitted with a consent application will need to be more comprehensive and may need additional reports, such as an archaeological evaluation or a structural survey.

In such a case, it is advisable to engage a qualified and competent expert to conduct the heritage impact assessment and to write the heritage impact statement.[17]

Your local planning authority should be able to advise you on the scope of your heritage impact assessment and statement for an application for listed building or conservation area consent. Cadw can advise on the requirements for scheduled monument consent applications.

Early discussions will also help to identify whether you need to investigate further to establish the significance of the historic asset and understand the impact of change, for example, through:

- detailed historical research, recording or archaeological investigation
- surveys on condition, structural and environmental performance and ecology
- a method statement for repairs or demolition
- details of protection to be given to special features during work.

It is also important to remember that when considering any changes to a historic asset your proposals should encourage a culture of inclusion and provide access to the widest possible range of people. This means that it is good practice to think about access issues early in your heritage impact assessment and consider what may be necessary to achieve an acceptable level of access — especially where the public visit the historic asset and services are provided.[18]

The basic stages of heritage impact assessment, whatever the size and scope of the project, are:

1. explaining your objective and why changes are desirable or necessary
2. understanding the significance of your historic asset
3. identifying your proposed changes
4. assessing the impact of your proposals
5. setting out the reasoning behind your preferred option, including your design concepts and principles, in the light of the assessment process.

Once you are clear about stages 1 and 2, stages 3, 4 and 5 may be repeated until you find the best proposal that meets your objective and has the maximum benefit for your historic asset.

These are also the main elements of the heritage impact statement that you should submit with your application (see section 7).

4. The Heritage Impact Assessment Process ¬

4.1 Explaining your Objective ¬

It is important to be clear about what you are trying to achieve before thinking about how to do it. You will need to be clear about the purpose of any proposed change

from the outset so that you can identify the different ways in which the objective could be met and find the most appropriate option and design response.

For example, suppose you are thinking about making your listed building more energy efficient. With this as your objective, you would go on to identify the various ways in which this could be achieved and consider their impact on the significance of your building. Instead of assuming that you need external or internal wall insulation, you would look at alternatives such as getting the building into a good state of repair, introducing secondary glazing, or changing the boiler, all of which may have less impact on the fabric and historic character.

Your heritage impact statement will need to explain what the proposed works are intended to achieve and why they are desirable or necessary.

4.2 Understanding Significance ¬

Understanding the significance of your historic asset will help you to shape and design your proposals from the outset. Preparing a statement of significance can help you do this.

Your statement of significance should include a brief description of your historic asset and a summary of its overall heritage value. It should make specific reference to those aspects of its significance that will be most directly affected by your proposals and their contribution to the whole. Focusing on the heritage values of your historic asset will help you to analyse its significance:

- evidential value: the extent to which the physical fabric tells how and when your historic asset was made, how it was used and how it has changed over time. There may be buried or obscured elements associated with your historic asset which may also be an important potential source of evidence.
- historical value: your historic asset may illustrate a particular past way of life or be associated with a specific person or event; there may be physical evidence for these connections which it could be important to retain
- aesthetic value: the design, construction and craftsmanship of your historic asset. This can also include setting and views to and from the historic asset, which may have changed through time.[19]
- communal value: your historic asset may have particular significance to people for its commemorative, symbolic or spiritual value, or for the part it has played in local cultural or public life. This will be particularly important in the case of buildings in public use or sites where public access must be maintained or improved.

You can find out more about heritage values in *Conservation Principles*.[20]

If your historic asset is part of a World Heritage Site you will also need to understand its Outstanding Universal Value, which is the reason why it has been inscribed on the World Heritage List. *Managing Change in World Heritage Sites in Wales* provides more information.[21]

As well as your own knowledge and experience, there are lots of sources of information to help you understand your historic asset and compile your statement of significance:

- Cof Cymru — Cadw's online record of the national historic assets of Wales is a good starting point for records of listed buildings, scheduled monuments and World Heritage Sites in Wales[22]
- conservation area appraisals, which are held by your local planning authority, explain why an area has been designated and what makes it special
- your local historic environment record contains extensive information about all types of historic assets in Wales[23]
- your local archive office and the National Monuments Record of Wales may hold useful documentary evidence about your historic asset
- old photographs and historic maps may provide evidence about how your historic asset has changed through time
- your local authority conservation officer, the historic environment record officer in your local Welsh archaeological trust, or local authority in-house archaeological advisor may also be able to advise you.

For more information about understanding significance see *Conservation Principles, Managing Change to Listed Buildings in Wales, Managing Conservation Areas in Wales* and *Managing Change to Registered Historic Parks and Gardens in Wales.*[24]

Your heritage impact statement will need to show that you have taken the significance of your asset into account by including a statement of significance. This should refer to the significance of the asset as a whole and to the specific part that will be affected by your proposed changes.

4.3 Identifying Proposed Changes ¬

Once you have understood the significance of your historic asset, you should be able to identify the best way to achieve your objective and develop specific proposals that respect its character.

You may need to re-examine your proposed changes once you have assessed their potential impact.

Your heritage impact statement should describe your proposals, including the design principles and concepts, and include a brief schedule of works, which gives enough information about the proposed work to enable an informed decision to be made.

The plans, elevations and other drawings provided as part of the application for consent will provide useful supporting information, illustrating the existing situation and showing how the proposals will change it. There is more information about submitting an application for consent in *Managing Change to Listed Buildings in Wales* and *Managing Conservation Areas in Wales.*[25] *Planning Policy Wales* and *Technical Advice Note 24: The Historic Environment* contain information if you are considering the historic environment as part of a planning application.[26]

4.4 Assessing the Impact of your Proposals ¬

When you are thinking about your proposals, assessing the impact that your proposed changes may have on the significance of your historic asset can help you to identify the most appropriate way to make those changes.

You may find it helpful to frame your assessment by asking:

- how would your proposals affect the evidential value of the historic asset? Would they result in the loss of or damage to historic fabric, including archaeological evidence, or make it harder to appreciate the way in which the building or site was used in the past, and how it has changed over time?
- how would the proposals affect the aesthetic or design qualities of the historic asset? Will they compromise its historical design principles — such as its layout, scale and proportion — or result in the loss of historic detail or craftsmanship?
- how would the proposals affect communal value? Would they make it easier for people to access and appreciate the building or site?
- are there any other risks or benefits? For example, risks might include increased maintenance and management liabilities, or compromised performance through the use of incompatible materials; benefits might include the introduction of a sustainable new use.
- if your historic asset is within or part of a World Heritage Site, what would be the impact of your proposals on the Outstanding Universal Value?

You may find that you do not have enough information to make an assessment of impact. In these circumstances, further research or investigation may be necessary. This should be proportionate to the significance of the asset and the scale of impact.

Most proposals will have a range of impacts which may be:

- positive — such as the repair of damage, the removal of intrusive elements or bringing a building back into beneficial use so that it is no longer at risk
- neutral — such as where proposals are sympathetically designed, or change is accommodated in part of the building or site that is less sensitive

- negative — such as when important fabric or significant aspects of the original design are removed or altered. If the decision maker deems that the level of damage is unacceptable and there are few compensatory benefits, the application may be refused.

For example, converting a redundant chapel for use as a library will involve some loss of internal fabric which reflects its historic purpose and is part of its design. This will compromise its evidential and aesthetic value, but is likely to retain or even enhance its communal value by enabling continued public access. The benefits of securing this new use for the building may therefore outweigh the losses. Alternative new uses such as conversion to a house could involve even greater loss of fabric and would be likely to reduce its communal value by limiting access.

Your heritage impact statement will need to demonstrate that you have considered the potential impact of your preferred approach. You will need to show how your proposed work will sustain or enhance the significance of your historic asset, including potential benefits and any harm.

4.5 Getting the Best Solution ¬

When developing your proposals, you need to identify the approach that will realise the greatest benefit and cause the least harm to your historic asset, so that you sustain or enhance its significance. One of the most important ways you can do this is to consider alternatives at an early stage. For example, could an extension be repositioned to be less disruptive to the original design of a historic building or any buried archaeological remains, or could a feature be repaired rather than replaced?

Using the principles of good design and management is important too. For example, you can make sure that:

- your intervention is the minimum necessary and that new work is designed to be installed, or even removed, without damage to significant fabric or archaeological evidence
- your design is sensitive, in terms of scale, materials, location and form
- depending on the scale of your proposed work, your design is based on understanding all aspects of the site and its context as well as the significance of the historic asset. High-quality design can make a positive contribution to the heritage values of your historic asset and its setting.[27] The Design Commission for Wales can provide further guidance about good design and offers a free design review service to assess proposals.[28]
- your timing is sensitive; for example, by timing roof works to avoid affecting colonies of bats, or avoiding peak periods of community use
- your methods for carrying out the proposed works are sensitive, including, for example, the protection of significant features, avoidance of mechanical tools and hot works.

Your heritage impact statement will need to show that you have considered a range of options to meet your requirements and explain why you have chosen your preferred approach. This will help the decision maker reach a balanced view.

5. Offsetting ¬

In some circumstances, where damage is unavoidable, there may be opportunities to introduce compensatory measures. Although these will not reduce the direct impact of change on the significance of the historic asset, they may help offset the harm.

Offsetting measures could include, for example, creating public access, improving understanding through detailed investigation, providing interpretation, or (as a last resort) recording any features that would be damaged, obscured or even destroyed by the proposed works.

Your proposals for offsetting should be presented to your local planning authority when they concern a listed building or conservation area, or to Cadw in the case of scheduled monuments so that the benefits of the scheme, including the compensatory measures, can be weighed against the impact of the development on the significance of the historic asset.

6. Access Statement ¬

You may need to include a formal statement on access in your heritage impact statement when applying for listed building consent. This will only be necessary in relation to works which affect the access arrangements to or within any part of a listed building that is not used as a private dwelling.[29] For example, your listed building may consist of a shop on the ground floor with a flat above, which is used as a private dwelling. If the changes you propose would affect access to or within the flat, you would not need to include an access statement. On the other hand, if you are applying for listed building consent to make changes that would affect access to or within the shop, then you would need to include an access statement with your application for consent. Your local planning authority will be able to advise you whether or not an access statement is required.

If an access statement is required, you will need to examine all viable alternatives as part of your heritage impact assessment so that you can identify the option that best provides reasonable access and has the least detrimental impact on the significance of your listed building. Your access statement will need to make clear how your approach to inclusive design has balanced any duties required by the Equality Act 2010 with the historic and architectural significance of your listed building.[30]

You will need to show that you have taken all reasonable steps to provide full access, whilst recognising that the significance of your listed building may sometimes constrain the options for doing so. Your statement should record any specific issues that may have arisen from your building being listed and the range of options you have considered. If your design is not fully inclusive, your statement should explain why this is not possible.

If the historic character of your listed building is such that it cannot be altered in a way that would enable you to meet minimum levels of accessibility, you could specify other adaptations or procedures that will allow you to meet the requirements of the Equality Act 2010. These might include, for example, the use of portable equipment or changes to management practices.[31] There may also be circumstances in which changes can be justified on the basis that inclusive design would enable the beneficial use of the listed building.

Overcoming the Barriers: Providing Physical Access to Historic Buildings is a good source of helpful advice about inclusive design.[32] A satisfactory solution can almost always be found so long as imaginative and innovative approaches are fully explored.

7. Presenting your Heritage Impact Statement ¬

The results of your heritage impact assessment should be set out in a heritage impact statement submitted with your application for consent. The requirements for listed building and conservation area consent are set out below.[33] Cadw can advise when a heritage impact statement is required to accompany an application for scheduled monument consent and what it should contain, but the basic principles set out below will be the same for this and any other heritage impact statement that you may need to prepare.

In addition to a written statement, you may find it helpful to summarise your heritage impact statement in a table. Some examples are shown in the Annex.

Remember, your heritage impact statement needs to be proportionate to the significance of your historic asset and the degree of change that you propose.

Simple cases generally require short statements. More complex situations will need longer reports and are usefully prefaced by a summary statement of significance and the impact of your proposals.

7.1 Listed Building Consent ¬

Your heritage impact statement to accompany an application for listed building consent must include:

- a description of your proposed work, including the design principles and concepts, and a schedule of works, with reference to any photographs, plans and drawings that support your consent application

- your reasoning for the proposed works, which explains what you intend to achieve and why the works are desirable or necessary
- a brief description of the special architectural or historic interest of your listed building and an assessment of its significance, with particular emphasis on those aspects that will be affected by your proposals
- an assessment of the impact of the proposed work on the special architectural or historic interest of your listed building and its significance, including potential benefits and any harm
- a summary of your options and the reasons for your preferred approach
- an access statement, if required.

7.2 Conservation Area Consent ¬

Your heritage impact statement to accompany an application for conservation area consent must include:

- a description of your proposed works, including a schedule of works
- an explanation of what you intend to achieve and why demolition is desirable or necessary
- a description of the contribution the building which you are proposing to demolish makes to the character or appearance of the conservation area
- an assessment of the impact of the demolition of the building on the character or appearance of the conservation area, including potential benefits and any harm
- a summary of the options which you have considered, other than demolition, and the reasons for your preferred approach.

Annex ¬

Example Summary Heritage Impact Statements ¬

These summary statements give a helpful overview of the proposed work, but they are not sufficient to accompany applications for consent. The full requirements for heritage impact statements are set out in section 7.

Proposed Work	Your objective	Significance of affected fabric	Assessing beneficial impact	Assessing harmful impact	Proposed Solution
Reroofing a listed early nineteenth-century vernacular dwelling using similar slates but introducing insulation.	To make good a severely defective roof and improve the energy efficiency of the house.	The roof is part of the original building.	Ensures the building is sustained in use.	Loss of some original material; minor change in external appearance associated with the introduction of new slate.	Design work to minimise impact, reuse existing slates where possible and ensure best match for new ones. Accommodate insulation material within existing eaves profile.
Building an extension to a listed small vernacular cottage.	To make the building more suitable for twenty-first-century living by creating additional living and utility space.	The building retains original layout and detail including distinctive bedded slate roof.	Enables the building to have a viable use.	Design of extension in line with existing roof is visually intrusive and compromises plan of building.	Extend to rear of building and connect by a single doorway so original plan and detail will not be affected. Keep new roofline lower so that extension is not visible from front.
Installing solar panels on the front roof slope of a listed nineteenth-century village house.	To improve energy efficiency.	The building survives substantially as built around 1850.	Enhances the sustainability of the property.	Solar panels will be an intrusive element in the overall design.	Site solar panels on an outbuilding or mount an array in the grounds.

Proposed Work	Your objective	Significance of affected fabric	Assessing beneficial impact	Assessing harmful impact	Proposed Solution
Demolition of a disused cinema in a conservation area.	To enable redevelopment for housing.	The building is not listed and does not make a positive contribution to the character of the conservation area.	Removes an eye-sore from the conservation area; redevelopment will enhance its appearance and improve its vibrancy.	Loss of a building with significant communal value.	Ensure design of replacement buildings respects building lines and plot boundaries; record prior to demolition.
Building new brick garage in a garden within a scheduled area.	Allow householder to garage car securely.	The proposed location is the site of a scheduled monument.	None	Destruction of nationally important archaeological remains.	Locate garage outside area of scheduled monument if possible. Consider lightweight construction, such as timber or a carport. May still require archaeological excavation or watching brief.

References ¬

1 Cadw is the Welsh Government's historic environment service.
Conservation Principles for the Sustainable Management of the Historic Environment in Wales, Cadw, Welsh Assembly Government, 2011 ¬
http://cadw.gov.wales/historicenvironment/conservation/conservationprinciples/?lang=en

2 *Technical Advice Note 12: Design* ¬
http://gov.wales/topics/planning/policy/tans/?lang=en

3 *Planning Policy Wales* (Edition 9), Chapter 6: The Historic Environment ¬
http://gov.wales/topics/planning/policy/ppw/?lang=en

4 *Technical Advice Note 24: The Historic Environment* ¬
http://gov.wales/topics/planning/policy/tans/?lang=en

5 Historic assets of special local interest are explained in *Managing Lists of Historic Assets of Special Local Interest*, Welsh Government, Cadw, 2017 ¬
http://cadw.gov.wales/historicenvironment/publications/?lang=en

6 Well-being of Future Generations (Wales) Act 2015 ¬
http://www.legislation.gov.uk/anaw/2015/2/contents/enacted

7 The principles of good design are explained in *Technical Advice Note 12: Design* ¬
http://gov.wales/topics/planning/policy/tans/?lang=en

8 Planning (Listed Buildings and Conservation Areas) (Wales) Regulations 2012 as amended by Planning (Listed Buildings and Conservation Areas) (Wales)(Amendment No. 2) Regulations 2017 ¬

9 Planning (Listed Buildings and Conservation Areas) (Wales) Regulations 2012 as amended by Planning (Listed Buildings and Conservation Areas) (Wales)(Amendment No. 2) Regulations 2017 ¬

10 *Guide to Good Practice on Using the Register of Landscapes of Historic Interest in Wales in the Planning and Development Process,* Revised (2nd) edition including revisions to the assessment process (ASIDOHL2), Cadw, Welsh Assembly Government and Countryside Council for Wales, 2007 ¬
http://cadw.gov.wales/docs/cadw/publications/LandscapesRegisterGoodPractice_EN.pdf

11 Town and Country Planning Act 1990, section 62(3) ¬
http://www.legislation.gov.uk/ukpga/1990/8/section/62

12 Developers must consult Cadw before submitting certain planning applications for major development: see article 2D Town and Country Planning (Development Management Procedure) (Wales) Order 2012
http://www.legislation.gov.uk/wsi/2012/801/contents/made
as inserted by article 4 of the Town and Country Planning (Development Management Procedure) (Wales) Amendment Order 2016 ¬
http://www.legislation.gov.uk/wsi/2016/59/article/4/made
Development Management Manual, Welsh Government
http://gov.wales/topics/planning/policy/development-management-manual/?lang=en

13 *Planning Policy Wales* (Edition 9), Chapter 6: The Historic Environment ¬
http://gov.wales/topics/planning/policy/ppw/?lang=en
Technical Advice Note 24: The Historic Environment, paras 1.23–1.29
http://gov.wales/topics/planning/policy/tans/?lang=en

14 *Setting of Historic Assets in Wales* explains how to assess setting, Welsh Government, Cadw, 2017 ¬
http://cadw.gov.wales/historicenvironment/publications/?lang=en

15 Article 7 Town and Country Planning (Development Management Procedure) (Wales) Order 2012/801 ¬
http://www.legislation.gov.uk/wsi/2012/801/contents/made
as amended by article 9 of the Town and Country Planning (Development Management Procedure) (Wales) Amendment Order 2016
http://www.legislation.gov.uk/wsi/2016/59/article/7/made

16 *Design and Access Statements in Wales*, Welsh Government ¬
http://gov.wales/topics/planning/policy/?lang=en

17 A qualified and competent expert will need to demonstrate their qualifications and experience, but could include a historic buildings surveyor, conservation architect or archaeologist depending on the nature of the assets being assessed. ¬

18 See protected characteristics and prohibited conduct set out in the Equality Act 2010 ¬
http://www.legislation.gov.uk/ukpga/2010/15/contents

19 See *Setting of Historic Assets in Wales*, Welsh Government, Cadw, 2017 ¬
http://cadw.gov.wales/historicenvironment/publications/?lang=en

20 *Conservation Principles for the Sustainable Management of the Historic Environment in Wales*, Cadw, Welsh Assembly Government, 2011 ¬
http://cadw.gov.wales/historicenvironment/conservation/conservationprinciples/?lang=en

21 *Managing Change in World Heritage Sites in Wales*, Welsh Government, Cadw, 2017 ¬
http://cadw.gov.wales/historicenvironment/publications/?lang=en

22 The description on Cof Cymru may explain why your asset is designated, but it may not detail all its special features and is not itself a statement of significance. Registered historic parks and gardens will be added to Cof Cymru during 2018. ¬
http://cadw.gov.wales/historicenvironment/recordsv1/cof-cymru/?lang=en

23 Archwilio provides online public access to the historic environment records for each local authority area in Wales. Archwilio is maintained and supported with further information held by the Welsh archaeological trusts. ¬
www.archwilio.org.uk

24 *Conservation Principles for the Sustainable Management of the Historic Environment in Wales*, Welsh Government, Cadw, 2011 ¬
http://cadw.gov.wales/historicenvironment/conservation/conservationprinciples/?lang=en
Managing Change to Listed Buildings in Wales, Welsh Government, Cadw, 2017
http://cadw.gov.wales/historicenvironment/publications/?lang=en
Managing Conservation Areas in Wales, Welsh Government, Cadw, 2017
http://cadw.gov.wales/historicenvironment/publications/?lang=en
Managing Change to Registered Historic Parks and Gardens in Wales, Welsh Government, Cadw, 2017
http://cadw.gov.wales/historicenvironment/publications/?lang=en

25 *Managing Change to Listed Buildings in Wales*, Welsh Government, Cadw, 2017 ¬
http://cadw.gov.wales/historicenvironment/publications/?lang=en
Managing Conservation Areas in Wales, Welsh Government, Cadw, 2017
http://cadw.gov.wales/historicenvironment/publications/?lang=en

26 *Planning Policy Wales* (Edition 9), Chapter 6: The Historic Environment ¬
http://gov.wales/topics/planning/policy/ppw/?lang=en
Technical Advice Note 24: The Historic Environment
http://gov.wales/topics/planning/policy/tans/?lang=en

27 *Technical Advice Note 12: Design* ¬
http://gov.wales/topics/planning/policy/tans/?lang=en

28 The Design Commission for Wales ¬
http://dcfw.org/

29 Planning (Listed Buildings and Conservation Areas) (Wales) Regulations 2012 as amended by Planning (Listed Buildings and Conservation Areas) (Wales)(Amendment No. 2) Regulations 2017 ¬

30 Equality Act 2010 ¬
http://www.legislation.gov.uk/ukpga/2010/15/contents

31 Further information about meeting the requirements of the Equality Act 2010 when developing proposals, including for listed buildings, can be found in *Technical Advice Note 12: Design*. ¬
http://gov.wales/topics/planning/policy/tans/?lang=en

32 *Overcoming the Barriers: Providing Physical Access to Historic Buildings*, Cadw: Welsh Historic Monuments, 2002 ¬
http://cadw.gov.wales/historicenvironment/help-advice-and-grants/makingchanges/disabilityaccess/?lang=en

33 Planning (Listed Buildings and Conservation Areas) (Wales) Regulations 2012 as amended by Planning (Listed Buildings and Conservation Areas) (Wales)(Amendment No. 2) Regulations 2017 ¬

Further Information ¬

Planning Policy and Guidance

Planning Policy Wales (Edition 9)
http://gov.wales/topics/planning/policy/ppw/?lang=en

Planning Policy Wales (Edition 9), Chapter 6: The Historic Environment
http://gov.wales/topics/planning/policy/ppw/?lang=en

Technical Advice Note 12: Design
http://gov.wales/topics/planning/policy/tans/?lang=en

Technical Advice Note 24: The Historic Environment
http://gov.wales/topics/planning/policy/tans/?lang=en

Design and Access Statements in Wales
http://gov.wales/topics/planning/policy/?lang=en

Development Management Manual
http://gov.wales/topics/planning/policy/development-management-manual/?lang=en

Best-practice Guidance

Conservation Principles for the Sustainable Management of the Historic Environment in Wales, Cadw, Welsh Assembly Government, 2011
http://cadw.gov.wales/historicenvironment/conservation/conservationprinciples/?lang=en

Guide to Good Practice on Using the Register of Landscapes of Historic Interest in Wales in the Planning and Development Process, Revised (2nd) edition including revisions to the assessment process (ASIDOHL2), Cadw, Welsh Assembly Government and Countryside Council for Wales, 2007
http://cadw.gov.wales/docs/cadw/publications/LandscapesRegisterGoodPractice_EN.pdf

Managing Change in World Heritage Sites in Wales, Welsh Government, Cadw, 2017
http://cadw.gov.wales/historicenvironment/publications/?lang=en

Managing Change to Listed Buildings Wales, Welsh Government, Cadw, 2017
http://cadw.gov.wales/historicenvironment/publications/?lang=en

Managing Change to Registered Historic Parks and Gardens in Wales, Welsh Government, Cadw, 2017
http://cadw.gov.wales/historicenvironment/publications/?lang=en

Managing Conservation Areas in Wales, Welsh Government, Cadw, 2017
http://cadw.gov.wales/historicenvironment/publications/?lang=en

Managing Lists of Historic Assets of Special Local Interest in Wales, Welsh Government, Cadw, 2017
http://cadw.gov.wales/historicenvironment/publications/?lang=en

Overcoming the Barriers: Providing Physical Access to Historic Buildings, Cadw: Welsh Historic Monuments, 2002
http://cadw.gov.wales/historicenvironment/help-advice-and-grants/makingchanges/disabilityaccess/?lang=en

Realising the Potential of Pre-application Discussions, Welsh Government Practice Guide, May 2012
http://gov.wales/topics/planning/policy/guidanceandleaflets/preappguide/?lang=en

Setting of Historic Assets in Wales, Welsh Government, Cadw, 2017
http://cadw.gov.wales/historicenvironment/publications/?lang=en

Site and context analysis guide: Capturing the value of a site, Welsh Government, 2016
http://gov.wales/topics/planning/policy/guidanceandleaflets/site-and-context-analysis-guide/?lang=en

Maintenance and Conservation

Cadw has published a range of publications about caring for, conserving and converting various types of building. These can be found online at:
http://cadw.gov.wales/historicenvironment/publications/?lang=en

BS7913 Guide to the Conservation of Historic Buildings
http://shop.bsigroup.com/ProductDetail/?pid=000000000030248522

Historic England
https://historicengland.org.uk/advice/your-home/

Historic Environment Scotland
https://www.engineshed.org/

Institute of Historic Building Conservation
http://ihbconline.co.uk/caring/

Maintenance Matters!
http://cadw.gov.wales/historicenvironment/help-advice-and-grants/lookingafteryourproperty/maintenancematters/?lang=en

Historical Information

Archives Wales — an online catalogue that allows you to search information in more than 7,000 collections of historical records in the holdings of 21 archives in Wales.
www.archiveswales.org.uk

Archwilio — provides online public access to the historic environment records for each local authority area in Wales. Archwilio is maintained and supported with further information held by the Welsh archaeological trusts.
www.archwilio.org.uk

Cof Cymru — Cadw's online record of the national historic assets of Wales, which includes listed buildings, scheduled monuments, protected wrecks, World Heritage Sites and registered historic landscapes. Registered historic parks and gardens will be added to Cof Cymru during 2018.
http://cadw.gov.wales/historicenvironment/recordsv1/cof-cymru/?lang=en

Coflein — the online catalogue for the National Monuments Record of Wales (NMRW), the national collection of information about the historic environment of Wales.
http://www.coflein.gov.uk/

Cynefin — an online resource to research Welsh tithe maps and their indexes.
http://cynefin.archiveswales.org.uk/

Historic Wales — an online gateway to national and regional historic environment records
www.historicwales.gov.uk

List of Historic Place Names of Wales — records the various forms and spellings used for the names of topographical features, communities, thoroughfares, structures and other aspects of the landscape recorded in sources that predate the First World War.
https://historicplacenames.rcahmw.gov.uk/

The National Library of Wales
www.llgc.org.uk

Contacts ¬

Welsh Government
Historic Environment Service (Cadw)
Plas Carew, Unit 5/7 Cefn Coed, Parc Nantgarw, Cardiff CF15 7QQ
Tel. 03000 256000
cadw@wales.gsi.gov.uk
gov.wales/cadw

Local Planning Authorities
Local planning authorities' conservation officers, planning officers and archaeological advisors can be contacted via the relevant local authority website.

Royal Commission on the Ancient and Historical Monuments of Wales
Ffordd Penglais, Aberystwyth, SY23 3BU
Tel. 01970 621200
nmr.wales@rcahmw.gov.uk
www.rcahmw.gov.uk

National Monuments Record of Wales
nmr.wales@rcahmw.gov.uk
www.coflein.gov.uk

Welsh Archaeological Trusts
Clwyd-Powys Archaeological Trust
41 Broad Street, Welshpool SY21 7RR
Tel. 01938 553670
trust@cpat.org.uk
www.cpat.org.uk

Dyfed Archaeological Trust
Corner House, 6 Carmarthen Street, Llandeilo SA19 6AE
Tel. 01558 823121
info@dyfedarchaeology.org.uk
www.dyfedarchaeology.org.uk

Glamorgan-Gwent Archaeological Trust
Heathfield House, Heathfield, Swansea SA1 6EL
Tel. 01792 655208
enquiries@ggat.org.uk
www.ggat.org.uk

Gwynedd Archaeological Trust
Craig Beuno, Garth Road, Bangor LL57 2RT
Tel. 01248 352535
gat@heneb.co.uk
www.heneb.co.uk

Design Commission for Wales
4th Floor, Cambrian Buildings, Mount Stuart Square, Cardiff CF10 5FL
Tel: 029 2045 1964
connect@dcfw.org
http://dcfw.org

Welsh Historic Gardens Trust
The Bothy, Aberglasney, Llangathen, SA32 8QH
Tel: 01558 668998
admin@whgt.org.uk
www.whgt.org.uk

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