

**Kent and Medway Structure Plan  
mapping out the future**

**Draft SPG3**

**Supplementary Planning Guidance  
on Archaeology**

**Kent & Medway**

September 2003



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# **Kent and Medway Structure Plan – *mapping out the future***

## ***Draft Supplementary Planning Guidance 3 on Archaeology***

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### **1. Introduction**

1.1 This Supplementary Planning Guidance (SPG) represents a link between the Kent and Medway Structure Plan and the Extensive Urban Archaeological Survey undertaken by Kent County Council to assess the archaeological potential of the historic towns in Kent and Medway particularly in relation to potential impacts from development. It provides further guidance to Policy QL8 of the Structure Plan which sets out the requirements for the conservation and management of archaeological sites and finds.

#### **Policy QL8: Archaeological Sites**

**The archaeological and historic integrity of scheduled ancient monuments and other important archaeological sites, together with their settings, will be protected and, where possible, enhanced.**

**Where important or potentially important archaeological remains may exist, developers will be required to arrange for archaeological assessment and/or field evaluation to be carried out in advance of the determination of planning applications.**

**Where the case for development affecting an archaeological site is accepted, the archaeological remains should be preserved in situ. Where preservation in situ is not possible or justified, appropriate provision for preservation by record will be required.**

1.2 The Extensive Urban Archaeological Survey includes some medieval towns which are no longer of urban character and extends to towns which developed in the eighteenth century. Roman towns that now only survive as buried remains in a rural context are not included. The Guidance is concerned with the impact of development on archaeological remains within towns rather than sites in the surrounding countryside. In particular it seeks to raise awareness of areas of archaeological importance within a town, provide more accurate information on the extent of these areas and establish a consistent approach towards dealing with the impact of development proposals across Kent and Medway<sup>1</sup>. Canterbury and Dover have not been included in the Extensive Urban Archaeological Survey, as a more detailed Urban Archaeological Database is being developed for Canterbury and one is proposed for Dover.

1.3 The Guidance is aimed at local planning authorities, developers and their advisers. It may also be of interest to landowners, householders and local

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<sup>1</sup> Please note that Kent County Council provides an archaeological service for the Medway area on behalf of Medway Council.

historical groups. It is intended to adopt the Guidance following public consultation on the Guidance alongside the deposit version of the Structure Plan, and subsequent consideration of the comments received. As adoption of the Guidance will precede adoption of the new Structure Plan, the Guidance will in the interim apply to policy ENV18 of the Kent Structure Plan 1996. Local Planning Authorities are encouraged to consider adopting the SPG and taking the guidance into account in the preparation of their Local Plans/Local Development Documents. The Guidance does not apply outside the identified urban areas and should be read alongside existing Local Plan policies on archaeology. The Guidance has been issued both as a Kent and Medway edition containing maps for all the settlements to which it applies and a district edition containing maps only for those settlements falling in the respective district area. There is no difference in the wording or application of the Guidance in either edition.

## **2. SPG Background**

2.1 Kent's historic towns, some of which have been occupied since Roman times or even earlier, contain a wealth of evidence of past ways of life. This may take the form of buried archaeological deposits, standing buildings or structures, such as castles or town walls, or the present street patterns which may reflect past urban forms. At the same time, our towns need to develop as thriving communities. The Guidance aims to reduce conflict between the need for development and the need to preserve important archaeological remains, through the preparation of an ongoing and integrated strategy for conserving the urban archaeological resource.

2.2 The Government's policy on archaeological remains is set out in PPG16: Archaeology and Planning. It states (para. 6) that:

*'Archaeological remains should be seen as a finite and non-renewable resource, in many cases highly fragile and vulnerable to damage and destruction. Appropriate management is therefore essential to ensure they survive in good condition. In particular, care must be taken to ensure that archaeological remains are not needlessly or thoughtlessly destroyed. They can contain irreplaceable information about our past and the potential for an increase in future knowledge. They are part of our sense of national identity and are valuable both for their own sake and for their role in education, leisure and tourism.'*

2.3 Archaeological remains are not always buried below ground and in many cases the historic buildings within a town will contain important archaeological information. Indeed, as noted in PPG15 (para. 2.15):

*'Some historic buildings are scheduled ancient monuments, and many which are not scheduled are of intrinsic archaeological interest or stand on ground which contains` archaeological remains.'*

### 3. Urban Archaeological Zones and Guidance

3.1 The Guidance relates to 46 towns in Kent and Medway as listed in Section 9. A plan has been produced for each town providing archaeological response zones based on the known importance of archaeological deposits in that town, which again derives from the Extensive Urban Archaeological Survey. The boundaries of these zones are related to the possible extent of archaeological deposits rather than modern boundaries. Key documents in assessing the archaeological potential of Kent's towns are the Ordnance Surveyors' Field Drawings of c. 1800 (held by the British Library). These provide consistent, fairly detailed cartography of the various towns before the population explosion of the 19<sup>th</sup> century. While they do not map the extent and layout of the towns in the medieval period, they nonetheless provide a useful baseline for assessing the extent and layout of the towns in the Middle Ages. Four types of Urban Archaeological Zone have been identified although they will not necessarily be present in all the towns. The zones indicate:

**Zone 1** – Areas of known national importance;

**Zone 2** – Areas of known archaeological potential where clarification of the nature of this potential is required;

**Zone 3** – Areas where archaeological potential is thought to be lower; and

**Zone 4** – Areas in which archaeological remains have been completely removed.

Further information detailing the state of knowledge of the archaeology of each of these towns including analysis of their topography and historical development is available in the form of an Assessment Report. These reports can be purchased from the County Archaeologist (see section 7 for contact details).

3.2 **Zone 1** identifies, as suggested in PPG16 (para 16), archaeological remains of known national importance, and comprises both Scheduled Ancient Monuments and unscheduled remains. PPG16 (para 8) states 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.'*

3.3 Scheduled Ancient Monuments are protected under Part 1 of the Ancient Monuments and Archaeological Areas Act 1979, and prior consent from the Secretary of State is required for all works affecting such monuments, whether or not those works require planning permission. Local planning authorities should secure, through the development control process, the protection of nationally important remains that are not scheduled.

3.4 Development proposals within Zone 1 that are likely to affect nationally important archaeological remains whether scheduled or not, should include a detailed archaeological assessment of the remains and a mitigation strategy setting out how the remains will be protected. Buildings and foundations may

need to be designed and/or located to allow preservation of archaeological remains. Such considerations should be addressed at an early stage in the design process, if possible before a planning application is actually submitted, in order to avoid unnecessary costs.

3.5 The archaeological and historic integrity of sites within Zone 1, together with their settings, should be protected and where possible enhanced. Where development would adversely affect them permission will normally be refused.

3.6 Where permission is granted, conditions will normally be applied, or agreements entered into, to ensure that any necessary mitigation strategy is implemented. Applications for planning permission and other consents that affect the fabric of historic buildings, or other historic structures or earthworks, and/or that disturb the ground, should be accompanied by the following:

- i.) a detailed report on the character and extent of any archaeological remains likely to be affected; and
- ii.) a mitigation strategy detailing how any possible archaeological impacts would be avoided.

3.7 **Zone 2** contains archaeological remains, some of which may be of national importance but whose precise extent, quality or level of importance is currently not clear, and where clarification of potential is required. Early consultation with the local planning authority, preferably prior to the submission of a planning application, will enable the implications of the proposals to be assessed, the appropriate course of action identified, and expensive redesign costs avoided.

3.8 The archaeological and historic integrity of sites within Zone 2, together with their settings, should be protected and where possible enhanced. Further information will be needed in this respect before informed decisions can be made. Therefore development proposals within Zone 2 that affect the historic fabric of buildings, or other historic structures or earthworks, and/or that disturb the ground, should be accompanied by a detailed report on the character and extent of any archaeological remains likely to be affected. Field evaluation may need to be carried out and the results made available prior to the determination of a planning application.

3.9 If significant archaeological remains are found to be affected by the proposals, preservation *in situ* of the remains will normally be sought. In some cases the need to preserve important archaeological remains may result in planning permission having to be refused. If permission is granted, a mitigation strategy detailing how preservation *in situ* is to be achieved should be submitted to and agreed with the local planning authority. Where preservation *in situ* is not justified appropriate provision for archaeological investigation, recording, analysis, publication and archiving will be required, in accordance with a written specification and timetable to be agreed with the local planning authority. Conditions will normally be applied to permissions or agreements

sought to implement the mitigation strategy or programme of archaeological work.

3.10 **Zone 3** contains archaeological remains which on current evidence are of lesser importance. Development proposals within Zone 3 that affect the historic fabric of buildings, or other historic structures or earthworks, and/or that will disturb the ground should include provision for archaeological investigation, generally in the form of monitoring and/or borehole investigation, and the recording of finds and information of archaeological interest. If extensive or particularly important archaeological remains are unexpectedly encountered during the development process, there may be a need to arrange for their physical preservation and/or a more detailed programme of archaeological investigation and recording. Where permission is granted, conditions will normally be applied or agreements sought to implement the archaeological work.

3.11 **Zone 4** comprises areas where archaeological remains are known already to have been entirely removed by previous development, or other activity, including archaeological excavation. This Zone is only defined on the plan where it lies within the study area.

#### **4. Outside the Urban Archaeological Zoned Area**

4.1 Archaeological remains may be known or thought likely to exist outside the areas covered by the Extensive Urban Archaeological Survey and the Urban Archaeological Zones. Developers considering proposals in these areas are encouraged to consult the County Archaeologist at an early stage in the design process.

#### **5. Your Chance to Comment**

5.1 Kent County Council and Medway Council would like to hear from you if you have any comments to make on this Guidance. The period for responses to be made runs from 29<sup>th</sup> September to 24<sup>th</sup> November 2003. Comments should be made in writing and sent to:

Planning & Transport Policy Unit(Ref: SPG3)  
Kent County Council  
Invicta House  
County Hall  
Maidstone  
Kent  
ME14 1XX

Tel: 01622-221732  
E-mail: [kmsp@kent.gov.uk](mailto:kmsp@kent.gov.uk)

## **6. Glossary of Terms**

### **Scheduled Ancient Monument**

Under the Ancient Monument and Archaeological Areas Act 1979 the Secretary of State has a duty to compile and maintain a schedule of monuments, such monuments having statutory protection. Monuments on the schedule are by definition of national importance and the appropriateness of addition to the list is assessed against a set of criteria as set out in PPG16 Annex 4.

### **PPG15**

Planning Policy Guidance 15: Planning and the Historic Environment (Department of the Environment and the Department of National Heritage 1994)

### **PPG16**

Planning Policy Guidance 16: Archaeology and Planning (Department of the Environment 1990)

NB PPG15 and PPG16 are currently being revised and consolidated into a new Planning Policy Statement for the Historic Environment – PPS15

### **Assessment**

This is normally a desk based activity bringing together all known evidence relating to the importance or potential of a given site or area.

### **Evaluation**

This is normally supplementary work undertaken in the field (either non-intrusive such as fieldwalking or geophysical survey, or intrusive such as boreholing or trial trenching) to obtain further information on the character, extent, date and potential of a given site or area.

### **Mitigation**

Archaeological mitigation aims to minimise the effects of proposed development and normally consists of either preservation *in situ* of the archaeological remains, and/or archaeological investigation, recording, publication and archiving, where preservation is not justified or possible.

## **7. Useful Addresses and Contacts**

County Archaeologist  
Heritage Conservation Group  
Kent County Council  
Invicta House  
County Hall  
Maidstone  
Kent  
ME14 1XX  
Tel: 01622-221541

English Heritage  
Eastgate Court  
195-205 High Street  
Guildford  
GU1 3EH  
Tel: 01483 252038

## **8. List of Settlements to which SPG3 Applies**

Appledore  
Ashford  
Charing  
Chatham  
Chilham  
Cranbrook  
Dartford  
Deal  
Edenbridge  
Elham  
Faversham  
Folkestone  
Fordwich  
Gillingham  
Goudhurst  
Gravesend  
Headcorn  
Hythe  
Ightham  
Lenham  
Lydd  
Maidstone  
Marden  
Margate  
Milton Regis  
Minster in Thanet  
New Romney  
Northfleet  
Queenborough  
Ramsgate  
Rochester  
Sandwich  
Sevenoaks  
Sheerness  
Sittingbourne  
Smeden  
Tenterden  
Tonbridge  
Tunbridge Wells  
West Malling  
Westerham  
Whitstable  
Wingham  
Wrotham  
Wye  
Yalding