

# Understanding Scheduling in Wales



Llywodraeth Cymru  
Welsh Government

# UNDERSTANDING



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 Cadw

# Who should read Understanding Scheduling in Wales?



Offa's Dyke is a massive earthwork bank dating from the eighth century, which runs close to the modern border between Wales and England for much of its length. The best-preserved parts of the dyke are protected as scheduled monuments.

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*Understanding Scheduling in Wales* will help anyone who wants or needs to know why and how monuments are scheduled. It also explains how to ask for a monument to be scheduled or descheduled, and how to request a review of a scheduling decision.

*Understanding Scheduling in Wales* also provides an introduction for owners and agents about what scheduling means for them.

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

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

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Cover photograph: St Lythans Neolithic burial chamber, Vale of Glamorgan. This scheduled monument is an important relic of a prehistoric funerary and ritual landscape. © Crown copyright (2019), Cadw, Welsh Government

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Carew Cross with Carew Castle beyond; both monuments are protected by scheduling. The Carew Cross is the inspiration for Cadw's logo.

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# Did you Know? -

- 1 Scheduled monuments are protected archaeological sites and unoccupied historic ruins. They are selected to represent all human activities from earliest times through to today.
- 2 There are around 4,200 scheduled monuments in Wales.
- 3 You can find a record of every scheduled monument on **Cof Cymru — National Historic Assets of Wales**
- 4 Anyone can ask for a monument to be considered for scheduling if they think it has national importance.
- 5 Changes to scheduled monuments are managed by Cadw through a process known as scheduled monument consent.

[www.cadw.gov.wales/advice-support/cof-cymru](http://www.cadw.gov.wales/advice-support/cof-cymru)



# Introduction –

Scheduled monuments are a precious part of our heritage. They help to create Wales's distinctive character and contribute to our identity and sense of place. They are the physical evidence for the activities and lives of the people who have lived in Wales before us and who shaped the land that we live in today. Collectively, our scheduled monuments represent and promote Wales. Many have international significance which attracts visitors from all over the world.

Scheduling identifies monuments which are considered to be of national importance to Wales. This means that they have importance not just locally but for the wider cultural heritage of Wales. They range in date from prehistoric caves occupied over a quarter of a million years ago to industrial and

military structures built during the twentieth century. Scheduled monuments represent all aspects of the lives of our ancestors ranging from special to everyday activities. From places to live, work and play through to places of conflict and worship, these nationally important monuments provide a connection with the ambitions and skills of past generations. Scheduling helps us to recognise all the special qualities of these places and protects them for the benefit of future generations.

Today's owners and occupiers of land containing scheduled monuments have a critical part to play in managing our heritage. Through their care and commitment to safeguarding these precious assets, we will all be able to enjoy these monuments of national importance today and in the future.



The scheduled Second World War gun house, which protected the beach at St Ishmaels, Carmarthenshire.

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# I. What is Scheduling? ↗

Scheduling is the way that a monument or archaeological site of national importance is recognised by law through the Ancient Monuments and Archaeological Areas Act 1979.

It is our oldest form of heritage protection. It began in 1913 but its origins go back to 1882 when measures to protect some ancient monuments first became law. This is when the term 'schedule' was first used to describe a list of mainly prehistoric sites that deserved State protection.

Although it is the responsibility of the Welsh Ministers to compile the schedule, in practice, we — Cadw — recommend which monuments should be scheduled.

The term 'scheduled monument' is wide ranging. It includes not only well-known castles, abbeys and prehistoric burial sites, but also less familiar sites such as limekilns, deserted medieval settlements and the remains of the iron, coal and slate industries in Wales. Some scheduled monuments contain standing buildings or ruins and others have no visible remains above ground, but their buried archaeology is of national importance. Sites that are underwater can be scheduled too, such as submerged lakeside settlement sites or historic wrecks. In fact, monuments and archaeological remains of all forms and dates can be scheduled providing they are not lived in or used for ecclesiastical purposes. This means that most

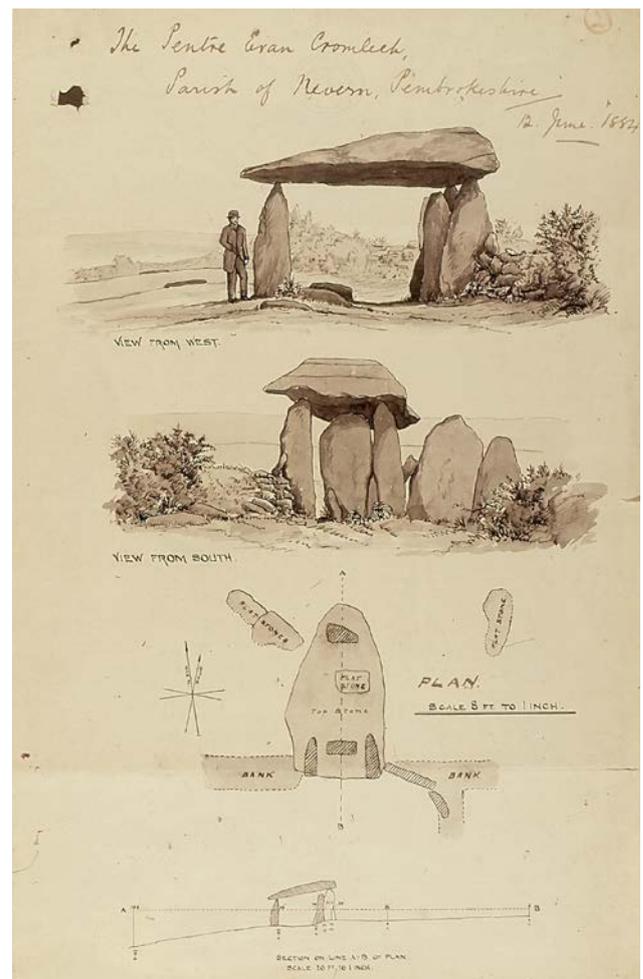


Pentre Ifan burial chamber was one of the first sites to be protected in Wales when it was included on the schedule in the Ancient Monuments Protection Act of 1882.

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scheduled monuments are archaeological sites or historic ruins.

The aim of scheduling is to preserve the archaeological evidence that survives within sites and monuments. This includes the physical fabric of the monument and any associated artefacts and environmental evidence, such as pollen or seeds. This means that if you want to carry out work that would physically alter a scheduled monument you will probably need to apply to us for permission known as scheduled monument consent. The scheduled monument consent process is intended to protect the monument, its setting and its features from unsympathetic works that could damage its national importance.



This record of Pentre Ifan was made by the first inspector of ancient monuments, General Pitt Rivers, and his assistant, William Tomkin, when they visited the site in 1884.

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Many monuments and archaeological sites are important to their local communities, but, to be scheduled, they must be of national importance. The criteria for defining national importance are explained in section 2. We continue to add



monuments to the schedule, and sometimes remove them.

The following selection of sites shows how scheduled monuments can range widely in type and date.

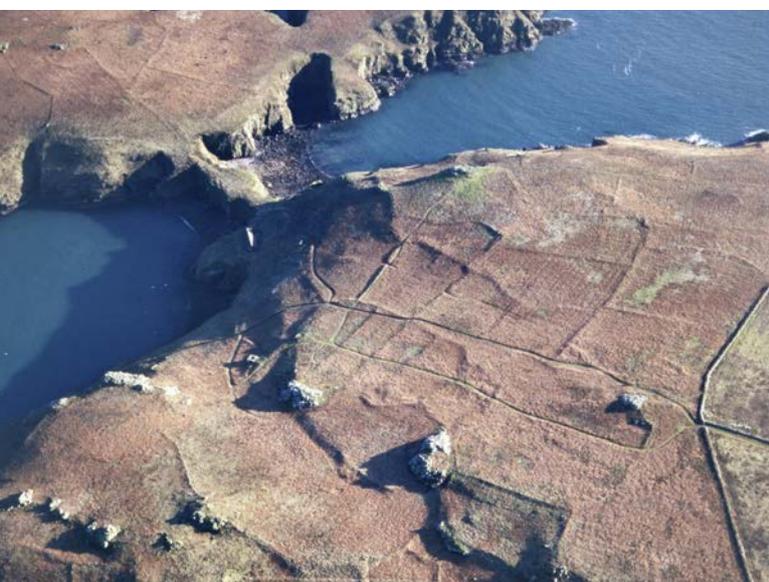
**Paviland Cave, Swansea.** This cave site contains important archaeological deposits dating to the Upper Palaeolithic period. Excavations between 1822 and 1823 revealed the burial of the 'Red Lady of Paviland' though the skeletal remains proved to be those of a young adult male which are 33,000 years old. He was buried in the cave floor, covered in red ochre, and accompanied by a number of grave goods. This nationally important sites contains some of the earliest evidence for the human occupation of Britain and has the potential to contain further significant archaeological features and deposits.

From the collections of the National Monuments Record of Wales © Paul R. Davis



**Arthur's Stone, Swansea.** This distinctive Neolithic chambered tomb is also known as Maen Ceti and, like many prehistoric sites, it has attracted folklore about its origins and form. In fact, it seems as though two separate chambers were created beneath the enormous capstone by the insertion of uprights, of which nine remain in position. The monument is of national importance for its potential to enhance our knowledge of prehistoric burial and ritual as there is a strong probability that intact burial or ritual deposits and environmental and structural evidence, including a buried prehistoric land surface, survive.

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**Skomer Island, Pembrokeshire.** Most of the island is scheduled because it retains a remarkably complete prehistoric field system, including field boundaries, lynchets, hut groups, burnt mounds and cairns. The well-preserved archaeology means that the evidence for the chronology, longevity and eventual abandonment of settlement on the island is also likely to survive.

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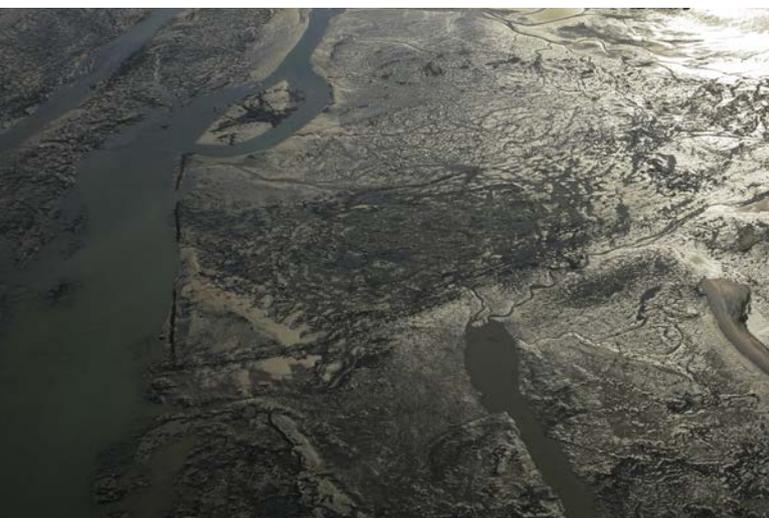
Harlech Castle, Gwynedd. Built for King Edward I in 1283, the castle is scheduled as an excellent example of medieval military architecture. It also makes up part of the World Heritage Site of the Castles and Town Walls of King Edward in Gwynedd. Harlech Castle is an iconic monument in Wales and will be familiar as a site of national importance to many people. It is cared for by Cadw on behalf of the Welsh Government.

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Valle Crucis Abbey, Denbighshire. This Cistercian house was founded in 1201 and closed in 1537. It consists of a church and associated domestic buildings; the pool in the foreground is thought to have been the monastic fishpond. The monument is of national importance for its potential to enhance our knowledge of the organisation and practice of medieval Christianity. The site forms an important element within the wider medieval landscape and retains significant archaeological potential, with a strong probability of the presence of associated archaeological features and deposits. It is cared for by Cadw on behalf of the Welsh Government.

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Ogwen Fish Weir, Gwynedd. Monuments under the sea and in intertidal areas can be scheduled as well as those on land. This large, impressive and well-preserved fish weir has been dated by tree-ring analysis to 1556. A fish weir is characterised by a fence or row of stakes, often with nets attached forming an enclosure within a river or harbour and used for catching, or holding, fish. Its national importance lies in its potential to enhance our knowledge of medieval or post-medieval maritime fishing practice.

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Clydach Ironworks, Monmouthshire. Founded between 1793 and 1795, the ironworks had four blast furnaces, associated charging-houses and a cast house. A counter-balanced railway inclined plane enabled pig iron to be lifted to the rolling mills located on higher ground to the east of the ironworks. The ironworks has the potential to enhance our knowledge and understanding of the development of the iron industry in south Wales, especially as it is part of a larger industrial landscape.

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Caergwrle Castle, Flintshire. Prince Dafydd ap Gruffudd established Caergwrle in about 1278, which makes it the last native Welsh stone-built castle. Vulnerable to stone robbing and pillaging over the years, the protection of this unique site is important not only to Welsh identity but also for its potential to enhance our knowledge of medieval defensive practices.

From the collections of the National Monuments Record of Wales © Paul R. Davis



Crickhowell Bridge, Powys. This stone bridge was built in 1706 to carry the single carriageway road across the River Usk. It was widened in 1810 when two of the arches at the north-east end were merged into one, resulting in 12 arches on the northern, upstream, side and 13 arches on the southern, downstream, side. The bridge is important because it may help us to better understand post-medieval construction techniques and transportation systems.

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## 2. How are Sites Selected for Scheduling? –

We assess each monument on its own merits. We take into account a number of factors when deciding whether a monument or archaeological site is of national importance and meets the criteria needed for scheduling.

Scheduling recognises that ancient monuments and archaeological sites are often our only source of information about the time when they were in use. Some types of monuments are very rare, others are more numerous and varied in form and appearance. The criteria we use to select monuments for protection recognise this variability and allow flexibility for selecting which sites we will protect for the future.

*Technical Advice Note 24: The Historic Environment* sets out the criteria for scheduling. [www.gov.wales/technical-advice-note-tan-24-historic-environment](http://www.gov.wales/technical-advice-note-tan-24-historic-environment)

The main considerations are:

### **Period**

*All types of monuments that characterise a category or period should be considered for preservation.*

There is no age limit to the selection of sites which are scheduled. Even quite recent structures can be eligible providing they represent their period or activity satisfactorily.

### **Rarity**

*There are some monument categories, which are so scarce in certain periods that all surviving examples, which still retain some archaeological potential, should be preserved. In general, however, a selection must be made which portrays the typical and commonplace as well as the rare. This process should take account of all aspects of the distribution of a particular class of monument, both in a national and regional context.*

Some monuments are so rare that they will be scheduled because they are of national importance. More common monuments will be scheduled by selection, usually based on their condition and archaeological potential, to represent a range and variety.

### **Documentation**

*The significance of a monument may be enhanced by the existence of records of previous investigation or, in the case of more recent monuments, by the supporting evidence of contemporary written records.*

Monuments described in historic documents or for which records of earlier investigations exist can help us understand them better and guide our scheduling selections.

### **Group Value**

*The value of a single monument (such as a field system) may be greatly enhanced by its association with related contemporary monuments (such as a settlement and cemetery) or with monuments of different periods. In some cases, it is preferable to protect the complete group of monuments, including associated and adjacent land, rather than to protect isolated monuments within the group.*

Individual monuments were rarely built in isolation without any relationship to other contemporary structures. In these cases, we protect the group as a whole rather than schedule single monuments within the group.

### **Survival/Condition**

*The survival of a monument's archaeological potential both above and below ground is a particularly important consideration and should be assessed in relation to its present condition and surviving features.*

Most monuments selected for scheduling possess archaeological potential both above and below ground. This may include upstanding stone walls, buried postholes or rubble from collapsed structures, along with artefacts and archaeological deposits within and around the monument.

### **Fragility/Vulnerability**

*Highly important archaeological evidence from some field monuments can be destroyed by a single ploughing or unsympathetic treatment; vulnerable monuments of this nature would particularly benefit from the statutory protection which scheduling confers. There are also existing standing structures of particular form or complexity, whose value can be severely reduced by*

*neglect or careless treatment, which are similarly well suited by scheduled monument protection, even if these structures are already listed historic buildings.*

Scheduling can protect monuments with shallow buried remains that can be damaged very easily, for example, by ploughing. Scheduling can also protect the archaeological potential of some standing structures that could be damaged very easily by neglect or careless treatment.

### **Diversity**

*Some monuments may be selected for scheduling because they possess a combination of high-quality features; others because of a single important attribute.*

### **Potential**

*On occasion, the nature of the evidence cannot be specified precisely but it may still be possible to document reasons anticipating its existence and importance, and therefore demonstrate the justification for scheduling. This is usually confined to sites rather than upstanding monuments.*

Most archaeological sites contain evidence below ground which we cannot understand fully without excavation, but this is a destructive process which results in the loss of the primary record.

Techniques such as geophysical survey can help to define the nature and extent of surviving archaeological remains, but they will not reveal every detail of the site, particularly if it is deeply buried.

By using our experience drawn from excavations or exposures of other similar sites, we can assess archaeological potential and whether or not we should schedule sites. In these cases, scheduling protects the buried archaeological remains against disturbance and accidental loss.

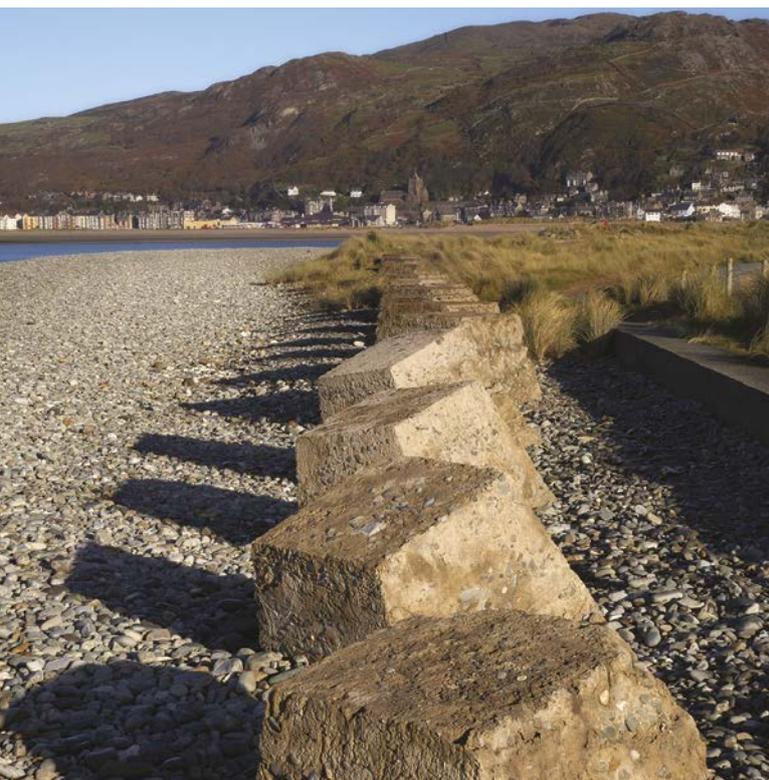
Scheduling is discretionary. This means that we also consider the purpose and implications of scheduling when taking a decision. Occasionally, scheduling may not be appropriate even if a site meets the criteria. For example, if a coastal site is being rapidly eroded by the sea and is likely to be lost in the near future, scheduling may not be the best approach as it will not preserve the site. In such cases, full excavation might be the only way to record the importance of the historic asset.

Local listing can also be an effective way of protecting monuments and archaeological sites of local importance which do not meet the national criteria for scheduling but have a vital role in maintaining local character and sense of place. Local planning authorities are able to draw up lists of historic assets of special local interest and draw up policies to conserve and enhance them.

For more information about local listing, see *Managing Lists of Historic Assets of Special Local Interest in Wales*. [www.cadw.gov.wales/advice-support/historic-assets/other-historic-assets/historic-assets-special-local-interest](http://www.cadw.gov.wales/advice-support/historic-assets/other-historic-assets/historic-assets-special-local-interest)

**Period.** Fairbourne Anti-invasion Defences, Gwynedd. At least 650 concrete anti-tank blocks survive in a single and almost unbroken line for about 2.3km with pillboxes at regular intervals. These anti-invasion defences, dating to the early period of the Second World War, formed part of Western Command's coastal defences intended to protect against the possibility of German invasion from Ireland. Although less than a hundred years old, they are an important physical reminder of war on the home front.

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**Rarity.** Saith Maen Stone Row, Powys. Prehistoric stone rows such as this are rare in Wales. The seven stones, many of which still stand upright, overlook the Tawe Valley, with further possible outliers nearby. It is an important relic of a prehistoric funerary and ritual landscape and retains significant archaeological potential.

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**Rarity.** Dry Burrows, Hundleton, Pembrokeshire. A group of at least eight round burial mounds or 'barrows' dating from the Bronze Age. Each barrow represents the resting place of one or more people. The condition and archaeological potential of sites such as round barrows will be taken in account when sites are selected for scheduling.

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**Documentation.** Manorbier Castle, Pembrokeshire, is a well-preserved medieval castle and an important relic of the medieval landscape. It is first mentioned in 1147 and is famous as the birthplace of Giraldus Cambrensis who wrote about his travels through Wales in 1188.

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**Group Value.** Porthwen Brickworks, Isle of Anglesey. This site is a splendid example of a rural brickworks in a spectacular coastal setting. The monument is of considerable importance because the remains of the complete process of brick manufacture are still visible on the ground.

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**Group Value.** Pontcysyllte Aqueduct and Canal. Built between 1795 and 1808, and now a World Heritage Site, both the famous aqueduct and the entire length of canal that it served are scheduled monuments. Owing to its particular daring and elegance, the Pontcysyllte Aqueduct is regarded as a spectacular masterpiece of waterways engineering and an influential pioneer of iron construction. Nearby sections of canal exemplify the new approaches to engineering developed in Britain and taken up in subsequent waterway, railway and road construction throughout the world. Protecting the canal system means that it can be understood as a complete working environment and not simply as isolated structures.

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**Survival/Condition.** St Canna's Church, Llangan, Carmarthenshire. Many archaeological sites are buried beneath the ground. In this aerial view, dry weather conditions reveal the 'cropmark' of a large ditched enclosure in the field to the right of St Canna's Church, which is likely to be later prehistoric in date and may have influenced the siting of the church. The cropmark shows that the ditch still survives and will have considerable archaeological potential.

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**Fragility/Vulnerability.** Bryn Cader Vaner, Gwynedd. This distinctive and unusual cairn has a circle of upright stones protruding from the cairn at an angle. Some of these are now missing and others are at a more marked angle than originally intended; one is believed to be a recent addition. Records tell us that the site was damaged by the army on practice manoeuvres in 1939.

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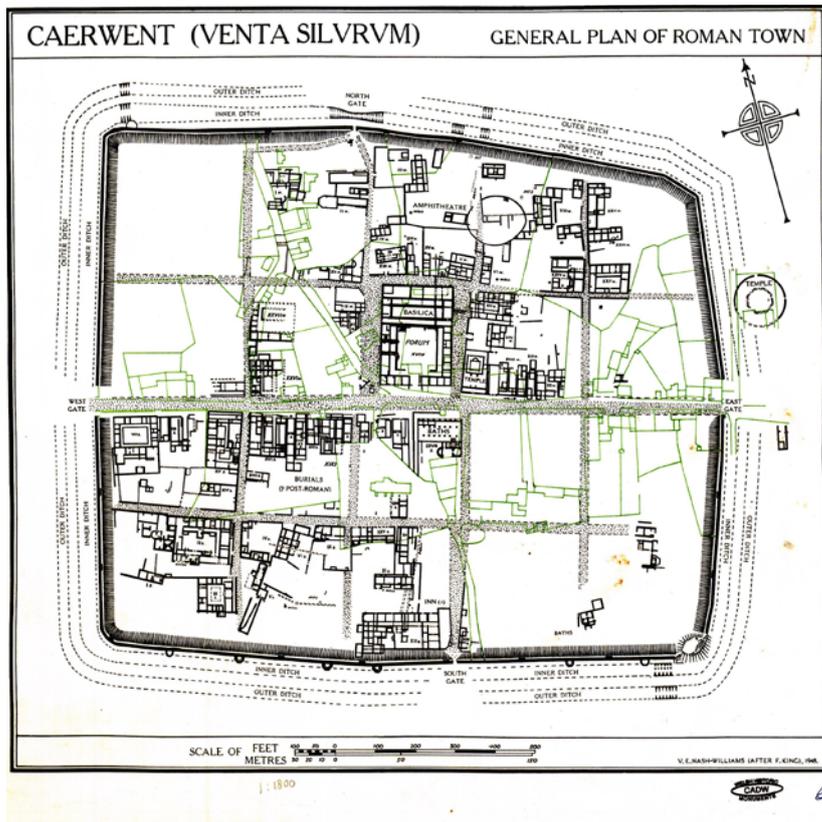
**Diversity.** Tomen y Mur, Gwynedd. This impressive site consists of a large scheduled area in two parts containing some ten sites. The principal sites are the playing-card shaped Roman fort with its surrounding civilian settlement — the *vicus* — and the Roman parade ground and amphitheatre. Within the fort is a Norman motte and probable traces of a bailey. It is an important relic of the Roman landscape and retains significant archaeological potential.

From the collections of the National Monuments Record of Wales © Paul R. Davis



**Diversity.** Corbalengus Stone, Ceredigion. This important early medieval inscribed stone is a good example of a monument scheduled for a single important attribute — in this case because it commemorates Corbalengus as an Ordovician, one of the tribes that occupied Wales before the arrival of the Romans several hundred years earlier. This is of particular interest in showing that pre-Roman and Roman tribal divisions survived into the sub-Roman period.

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Potential. Caerwent Roman Town, Monmouthshire. Caerwent — *Venta Silurum* — was the most important civilian Roman settlement in south-east Wales. The surviving town walls are among the finest examples of Roman masonry in Britain. Since 1899 over half of the area within the walls has been excavated with the result that much is known about the layout of the town, as shown in the plan. However, considerable areas in the north-west and south-east quadrants have not been excavated and retain significant archaeological potential which it is important to protect for future generations through scheduling.

From the collections of the National Monuments Record of Wales  
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# 3. Finding out about Scheduled Monuments –

We give each scheduled monument an entry in the official schedule. This includes a description and location plan which indicates the extent of the scheduled area. These records are published in Cof Cymru — National Historic Assets of Wales on Cadw’s website [www.cadw.gov.wales/advice-support/cof-cymru](http://www.cadw.gov.wales/advice-support/cof-cymru)

The schedule entry provides an overview of the monument: what it is and why it is important.

Although a schedule entry will mention elements or features of the monument which led to the scheduling, it may not be a complete record of all the features of importance. The amount of information in an entry can vary.

You may find additional information about the history of your scheduled monument in your local historic environment record, which is hosted by one of the four Welsh archaeological trusts, and in the National Monuments Record of Wales held by the Royal Commission on the Ancient and Historical Monuments of Wales.

You can also contact Cadw’s team of inspectors of ancient monuments and field monument wardens to answer questions and provide management advice about your scheduled monument. [cadw@gov.wales](mailto:cadw@gov.wales)

We have published a series of guidance booklets which include information about different types of monument and the periods from which they date. These include *Caring for Prehistoric Funerary and Ritual Monuments*, *Caring for Hillforts and Homesteads* and *Caring for Lost Farmsteads*. [www.cadw.gov.wales/advice-support/historic-assets/scheduled-monuments/best-practice-guidance#section-caring-for-coastal-heritage](http://www.cadw.gov.wales/advice-support/historic-assets/scheduled-monuments/best-practice-guidance#section-caring-for-coastal-heritage)

Occasionally, a monument may be listed as well as scheduled. When this happens, scheduled monument legislation takes precedence. For more information about listed buildings, see:

*Understanding Listing in Wales*  
[www.cadw.gov.wales/advice-support/historic-assets/listed-buildings/understanding-listing#section-introduction](http://www.cadw.gov.wales/advice-support/historic-assets/listed-buildings/understanding-listing#section-introduction)

*Managing Change to Listed Buildings in Wales*  
[www.cadw.gov.wales/advice-support/historic-assets/listed-buildings/managing-change-to-listed-buildings](http://www.cadw.gov.wales/advice-support/historic-assets/listed-buildings/managing-change-to-listed-buildings)

You can find out about scheduled monuments in many different ways. Here, a group is learning about Deganwy Castle, Conwy, by exploring the remains on the ground.

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## 4. How to Request a Scheduling or Alteration of a Scheduled Area –

There are around 4,200 scheduled monuments in Wales. We can add more monuments to the schedule and we can also add to or reduce a scheduled area to reflect the extent of a monument more accurately.

We receive requests from:

- owners and members of the public
- organisations such as the Royal Commission on the Ancient and Historical Monuments of Wales and the Welsh archaeological trusts
- local authorities
- and as a result of commissioned research projects.

You can make requests to us for individual monuments or archaeological sites to be scheduled, or for a scheduled area to be extended or reduced.

Before submitting your request, it is a good idea to check whether the monument is already scheduled and the extent of the scheduled area. You can do this on Cof Cymru — National Historic Assets of Wales [www.cadw.gov.wales/advice-support/cof-cymru](http://www.cadw.gov.wales/advice-support/cof-cymru)

It is also a good idea to talk to us before submitting a formal request.

It is important that you submit evidence to demonstrate the monument's national importance.



The magnificent remains of Ynyspandy slate mill, erected between 1855 and 1857 as part of the Gorseddau Quarry complex. The slate mill has been scheduled because of its national importance for its potential to enhance our knowledge of the slate industry.

© Crown copyright: Royal Commission on the Ancient and Historical Monuments of Wales

It is also important to tell us if there are reasons why we should prioritise your application; for example, are there any known risks to the site?

You should send your requests to us at [cadw@gov.wales](mailto:cadw@gov.wales) and include:

- name, address/location of the monument or archaeological site, with postcode or map reference
- contact details for the owner/occupier, if known
- recent photographs showing the monument's current appearance and special features
- information about the history of the monument — such as the date of construction, original use and historical development. If possible, you should include written or photographic evidence to support your request and tell us what sources you have used to find out about the monument
- reasons why you think the monument may meet the criteria for scheduling.

We will assess the information to see whether the monument meets the national criteria for scheduling (see section 2). This may include consulting a wide range of sources and a site visit. Depending on the type of application, this stage can take a number of weeks, and sometimes months, to complete.

If we recommend the monument for scheduling or the scheduled area to be altered, we will consult:

- the monument's owner and occupier
- the relevant local planning authority

- any other person that we believe to have special knowledge of, or interest in, the monument, or monuments of special historic or archaeological interest.

We will allow 28 days for the return of written responses. We will tell the owner, occupier and the local planning authority whether or not our decision is to schedule the monument or alter the scheduled area.

### Interim Protection

From the beginning of the consultation period, the monument will receive interim protection as if it is already scheduled. It will be an offence to damage it or to carry out works without scheduled monument consent.

Interim protection will last until a decision is made and we tell the owner, occupier and relevant local planning authority. We publish a list of monuments under interim protection on our website [www.cadw.gov.wales/advice-support/historic-assets/scheduled-monuments/statutory-scheduled-monument-notices#section-consultation-notices](http://www.cadw.gov.wales/advice-support/historic-assets/scheduled-monuments/statutory-scheduled-monument-notices#section-consultation-notices)

If the monument is not scheduled, compensation for loss or damage caused by the interim protection may be payable. Written claims for compensation must be made within six months from the date that interim protection ceased.



The extensive remains of Y Bwlwarcu — a scheduled Iron Age hillfort with traces of later use. The site is of national importance because of its potential to enhance our knowledge of late prehistoric defensive organisation.

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## 5. How to Request an Independent Review of a Decision to Schedule –

You may apply to The Planning Inspectorate for a review of the scheduling decision within 12 weeks of that decision on the grounds that the monument is not of national importance or that an addition to a scheduled area is unjustified. You will need to include full particulars of the case. The Planning Inspectorate will contact any interested parties who contributed to the original consultation and any other appropriate

people so that they may contribute to the review. This may take the form of written representations, a hearing, or a public local inquiry.

Once The Planning Inspectorate has reached a decision, it will let the participants know its findings and we may need to amend the scheduling depending on the review decision.



Segontium Roman auxiliary fort dates from AD 77 and continued in use until about AD 394. It was set out in a typical Roman fort layout, shaped like a playing card, with defences of earth and timber and a standard military arrangement of timber-framed buildings including barracks, officer's house and granaries.

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## 6. How to Request a Descheduling –

If you believe that a scheduling should be reconsidered, you should send us the evidence, together with photographs of the monument and a location plan. The evidence must relate to the national importance of the monument.

We will investigate your evidence and may need to visit the monument before we reach an initial decision. If we recommend a descheduling, we will consult:

- the monument's owner and occupier
- the relevant local planning authority
- any other person that we believe to have special knowledge of, or interest in, the monument, or monuments of special historic or archaeological interest.

We will allow 28 days for the return of written responses. We will tell the owner, occupier and the local planning authority whether or not our decision is to deschedule.



Dinas Dinlle is a hillfort defended by two banks which now run around three sides of the fort. Although it is a scheduled monument, there is little that can be done to prevent the gradual destruction of this Iron Age monument as the side facing the sea is being slowly eroded away. Over time, it is likely that most of the fort will be lost and excavation may be the only way to recover the archaeological evidence it contains.

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## 7. Owners' Responsibilities –

Like the owner of any asset, owners of scheduled monuments are responsible for looking after their property. Maintaining a scheduled monument in good repair helps to ensure its long-term survival for future generations.

You will need scheduled monument consent from us for most work that physically alters the site, including repairs (see section 8). Before planning any work, it is a good idea to understand what makes your scheduled monument special so that any work can take that into account.

*Managing Scheduled Monuments in Wales*  
[www.cadw.gov.wales/advice-support/historic-assets/scheduled-monuments/best-](http://www.cadw.gov.wales/advice-support/historic-assets/scheduled-monuments/best-practice-guidance#section-managing-scheduled-monuments-in-wales)

[practice-guidance#section-managing-scheduled-monuments-in-wales](http://www.cadw.gov.wales/advice-support/historic-assets/scheduled-monuments/best-practice-guidance#section-managing-scheduled-monuments-in-wales) explains how to understand the significance of a scheduled monument and the best way to care for it.

There is a list of other useful sources of information at the end of this guidance. You can also contact our inspectors of ancient monuments and field monument wardens who will answer your questions and provide advice about how best to manage your scheduled monument. [cadw@gov.wales](mailto:cadw@gov.wales)

We also visit scheduled monuments and their owners periodically to check the condition of the site and to offer advice on managing the monument. We will contact you before visiting.



**It is important that owners look after their scheduled monuments for the benefit of people today and in the future. With care, it is possible to balance the needs of the present with those of our precious monuments. For example, this well-preserved medieval motte and modern farm sit comfortably side by side and contribute equally to the story of this landscape.**

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# 8. Managing Scheduled Monuments –

Many scheduled monuments are stable and may need no more attention than simply avoiding activities that might cause damage. Others may need more active management to slow or avoid the effects of natural deterioration.

You will need to take care that you do not carry out any work that would result in damage or make any changes that may alter the scheduled monument or its setting without scheduled monument consent. This includes work designed to improve your scheduled monument.

Work can include:

- anything that results in any part of the scheduled monument being demolished, destroyed or damaged
- work to remove a scheduled monument
- work to repair a scheduled monument
- alterations to a scheduled monument
- work to install signage including interpretation panels
- metal detecting
- flooding/drainage operations
- tipping operations

- planting trees
- forestry operations
- erecting fences
- repairing drains
- archaeological excavations
- development on a scheduled monument
- subsoiling.

It is easy to damage scheduled monuments by accident. If you are not sure if you need consent for any planned work, please contact us for advice.

You will not need to apply for scheduled monument consent for some types of work. This is because consent is issued automatically under what are known as class consents. The activities covered by class consents are defined very narrowly and precisely. They include the continuation of existing agricultural or horticultural activities. For example, if a site has been ploughed within the last six years you will not normally need scheduled monument consent to continue ploughing, providing the depth of disturbance will be no greater than that previously carried out. Otherwise you will require our consent before ploughing takes place.



**Any work that may affect your scheduled monument needs to be thought through carefully before you begin. These photographs of a medieval moated homestead before and after ploughing show how easy it is to damage or destroy a site, especially fragile earthworks.**

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If you are planning any work that you think may be permitted by a class consent, please ask us for advice before you begin the work.

You can find out more about class consents on our website [www.cadw.gov.wales/advice-support/historic-assets/scheduled-monuments/scheduled-monument-consent#section-class-consents](http://www.cadw.gov.wales/advice-support/historic-assets/scheduled-monuments/scheduled-monument-consent#section-class-consents)

It is a criminal offence to carry out any works, or allow any work, that would damage or destroy a scheduled monument without scheduled monument consent. We have a range of powers to deal with unauthorised work, including temporary stop notices and scheduled monument enforcement notices. We will investigate all reports of possible damage and, where appropriate, report them to the police. A conviction can result in a fine or imprisonment.

Any sustainable land management scheme to which the Welsh Government provides financial support will normally include precise conditions restricting works and activities on a scheduled monument. If you take part in such a scheme, it is worth noting that you can incur a severe financial penalty if you breach the scheme's conditions.

Cadw is the main point of contact for all applications for scheduled monument consent. You can find

out more about applying for scheduled monument consent on our website [www.cadw.gov.wales/advice-support/historic-assets/scheduled-monuments/scheduled-monument-consent#section-what-is-scheduled-monument-consent](http://www.cadw.gov.wales/advice-support/historic-assets/scheduled-monuments/scheduled-monument-consent#section-what-is-scheduled-monument-consent)

### Metal Detecting

It is against the law to use a metal detector on a scheduled monument without our prior permission. In general, however, we will only issue consent for the use of metal detectors during formal, consented archaeological excavations.

People must ask the permission of the landowner before using a metal detector on their land and should avoid legally protected sites, including scheduled monuments. If someone asks you for permission to use a metal detector on your scheduled monument, you should tell them that the site is scheduled and that they need consent from us. If you find someone using a metal detector on your scheduled monument without your permission, you should contact us and the police.

You can find more information about the Code of Practice for Responsible Metal Detecting in Wales and England on the Portable Antiquities Scheme website [www.finds.org.uk/getinvolved/guides/codeofpractice](http://www.finds.org.uk/getinvolved/guides/codeofpractice)

**Many activities that involve physical disturbance to a scheduled monument will need scheduled monument consent before they begin. This includes archaeological excavation. Even though the excavation may reveal new and exciting information about a monument and how it was used in the past, the very process of excavation means that the deposits are destroyed for ever. This means that we scrutinise the purpose and reason for excavation carefully before we give consent.**

© Adam Stanford



## 9. Grants –

We can sometimes offer grants to assist with repair work. Details are published on our website. [www.cadw.gov.wales/advice-support/historic-assets/scheduled-monuments/ancient-monument-grant-and-management-agreement](http://www.cadw.gov.wales/advice-support/historic-assets/scheduled-monuments/ancient-monument-grant-and-management-agreement)

Other Welsh Government schemes to support the agriculture industry and sustainable management, such as Cross Compliance, Good Agricultural and Environmental Condition (GAEC) Measures and Glastir, can also help owners to improve the

condition of their scheduled monuments. [www.gov.wales/rural-grants-payments](http://www.gov.wales/rural-grants-payments)

A free and regularly updated online guide to sources of funding for historic buildings, landscapes, parks and gardens, churchyards and cemeteries, industrial heritage, archives, historic churches, museums, archaeology, environmental, heritage skills and conservation is published on the Heritage Funding Directory website. [www.heritagefundingdirectoryuk.org/](http://www.heritagefundingdirectoryuk.org/)



Funding for projects to clear and repair scheduled monuments is sometimes available from Cadw or through Welsh Government agri-environment schemes. Simple clearance work has revealed the full splendour of this Neolithic chambered tomb.

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# Further Information

## Legislation, Planning Policy and Guidance

Ancient Monuments and Archaeological Areas Act 1979  
[www.legislation.gov.uk/ukpga/1979/46/contents](http://www.legislation.gov.uk/ukpga/1979/46/contents)

Planning (Listed Buildings and Conservation Areas)  
Act 1990 [www.legislation.gov.uk/ukpga/1990/9/contents](http://www.legislation.gov.uk/ukpga/1990/9/contents)

Historic Environment (Wales) Act 2016  
[www.legislation.gov.uk/anaw/2016/4/contents/enacted](http://www.legislation.gov.uk/anaw/2016/4/contents/enacted)

*Planning Policy Wales*, Welsh Government  
[www.gov.wales/planning-policy-wales](http://www.gov.wales/planning-policy-wales)

*Technical Advice Note 24: The Historic Environment*,  
Welsh Government, 2017 [www.gov.wales/technical-advice-note-tan-24-historic-environment](http://www.gov.wales/technical-advice-note-tan-24-historic-environment)

Development Management Manual, Welsh Government  
[www.gov.wales/development-management-manual](http://www.gov.wales/development-management-manual)

## Best-practice Guidance

*Conservation Principles for the Sustainable Management of the Historic Environment in Wales*, Cadw,  
Welsh Government, 2011 [www.cadw.gov.wales/advice-support/conservation-principles/conservation-principles](http://www.cadw.gov.wales/advice-support/conservation-principles/conservation-principles)

*Heritage Impact Assessment in Wales*,  
Welsh Government, Cadw, 2017 [www.cadw.gov.wales/advice-support/placemaking/heritage-impact-assessment/heritage-impact-assessment](http://www.cadw.gov.wales/advice-support/placemaking/heritage-impact-assessment/heritage-impact-assessment)

*Managing Change to Listed Buildings in Wales*,  
Welsh Government, Cadw, 2017 [www.cadw.gov.wales/advice-support/historic-assets/listed-buildings/managing-change-to-listed-buildings](http://www.cadw.gov.wales/advice-support/historic-assets/listed-buildings/managing-change-to-listed-buildings)

*Managing Change to Registered Historic Parks and Gardens in Wales*, Welsh Government, Cadw, 2017  
[www.cadw.gov.wales/advice-support/historic-assets/registered-historic-parks-and-gardens/managing-registered-historic](http://www.cadw.gov.wales/advice-support/historic-assets/registered-historic-parks-and-gardens/managing-registered-historic)

*Managing Conservation Areas in Wales*,  
Welsh Government, Cadw, 2017 [www.cadw.gov.wales/advice-support/historic-assets/conservation-areas/managing-conservation-areas](http://www.cadw.gov.wales/advice-support/historic-assets/conservation-areas/managing-conservation-areas)

*Managing Listed Buildings at Risk in Wales*,  
Welsh Government, Cadw, 2017 [www.cadw.gov.wales/advice-support/historic-assets/listed-buildings/listed-buildings-risk#section-managing-listed-buildings-at-risk](http://www.cadw.gov.wales/advice-support/historic-assets/listed-buildings/listed-buildings-risk#section-managing-listed-buildings-at-risk)

*Managing Lists of Historic Assets of Special Local Interest in Wales*, Welsh Government, Cadw, 2017  
[www.cadw.gov.wales/advice-support/historic-assets/other-historic-assets/historic-assets-special-local-interest](http://www.cadw.gov.wales/advice-support/historic-assets/other-historic-assets/historic-assets-special-local-interest)

*Managing Scheduled Monuments in Wales*,  
Welsh Government, Cadw, 2018 [www.cadw.gov.wales/advice-support/historic-assets/scheduled-monuments/best-practice-guidance#section-managing-scheduled-monuments-in-wales](http://www.cadw.gov.wales/advice-support/historic-assets/scheduled-monuments/best-practice-guidance#section-managing-scheduled-monuments-in-wales)

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

*Setting of Historic Assets in Wales*, Welsh Government,  
Cadw, 2017 [www.cadw.gov.wales/advice-support/placemaking/heritage-impact-assessment/setting-historic-assets](http://www.cadw.gov.wales/advice-support/placemaking/heritage-impact-assessment/setting-historic-assets)

## Conservation and Management

Cadw has published a range of publications about caring for, conserving and converting various types of monument. These can be found online at: [www.cadw.gov.wales/advice-support/historic-assets/scheduled-monuments/best-practice-guidance#section-caring-for-coastal-heritage](http://www.cadw.gov.wales/advice-support/historic-assets/scheduled-monuments/best-practice-guidance#section-caring-for-coastal-heritage)

## Historical Information

The following sources may be helpful if you are looking for more information about a scheduled monument.

**Archives Wales** — an online catalogue that allows you to search information in more than 7,000 collections of historical records in the holdings of the 21 archives in Wales. [www.archives.wales/](http://www.archives.wales/)

**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/arch/](http://www.archwilio.org.uk/arch/)

**Coflein** — the online catalogue for the National Monuments Record of Wales, the national collection of information about the historic environment of Wales.  
[www.coflein.gov.uk](http://www.coflein.gov.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 2019. [www.cadw.gov.wales/advice-support/cof-cymru](http://www.cadw.gov.wales/advice-support/cof-cymru)

**Cynefin** — an online resource to research Welsh tithe maps and their indexes [www.places.library.wales/](http://www.places.library.wales/)

**Historic Wales** — an online gateway to national and regional historic environment records  
[www.historicwales.gov.uk](http://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.  
[www.historicplacenames.rcahmw.gov.uk/](http://www.historicplacenames.rcahmw.gov.uk/)

**The Inventory of Historic Battlefields in Wales** — is an interpretative, educational and research resource. Over 700 battles appear in the inventory, and this will be amended and added to as and when new information becomes available.  
[www.battlefields.rcahmw.gov.uk/](http://www.battlefields.rcahmw.gov.uk/)

**The National Library of Wales** [www.llgc.org.uk](http://www.llgc.org.uk)

## Grants

The following sources may be helpful if you are looking for more information about grants.

### Cadw

[www.cadw.gov.wales/advice-support/historic-assets/scheduled-monuments/ancient-monument-grant-and-management-agreement](http://www.cadw.gov.wales/advice-support/historic-assets/scheduled-monuments/ancient-monument-grant-and-management-agreement)

### Welsh Government rural payments

[www.gov.wales/rural-grants-payments](http://www.gov.wales/rural-grants-payments)

### Heritage Funding Directory

[www.heritagefundingdirectoryuk.org/](http://www.heritagefundingdirectoryuk.org/)

# Contacts ↗

## **Cadw, Welsh Government**

Plas Carew  
Unit 5/7 Cefn Coed  
Parc Nantgarw  
Cardiff  
CF15 7QQ  
Tel: 03000 256000  
[cadw@gov.wales](mailto:cadw@gov.wales)  
[www.gov.wales/cadw](http://www.gov.wales/cadw)

## **Royal Commission on the Ancient and Historical Monuments of Wales**

Ffordd Penglais  
Aberystwyth  
Ceredigion  
SY23 3BU  
Tel: 01970 621200  
[nmr.wales@rcahmw.gov.uk](mailto:nmr.wales@rcahmw.gov.uk)  
[www.rcahmw.gov.uk](http://www.rcahmw.gov.uk)

## **National Monuments Record of Wales**

[nmr.wales@rcahmw.gov.uk](mailto:nmr.wales@rcahmw.gov.uk)  
[www.coflein.gov.uk](http://www.coflein.gov.uk)

## **The Planning Inspectorate**

Crown Buildings  
Cathays Park  
Cardiff  
CF10 3NQ  
Tel: 029 2082 3866  
[wales@pins.gsi.gov.uk](mailto:wales@pins.gsi.gov.uk)  
[www.planninginspectorate.wales.gov.uk](http://www.planninginspectorate.wales.gov.uk)

## **Local Planning Authorities**

Local planning authorities' conservation and planning officers can be contacted via the relevant local authority website.

## **Welsh Archaeological Trusts**

Clwyd-Powys Archaeological Trust  
41 Broad Street  
Welshpool  
SY21 7RR  
Tel: 01938 553670  
[trust@cpat.org.uk](mailto:trust@cpat.org.uk)  
[www.cpat.org.uk](http://www.cpat.org.uk)

Dyfed Archaeological Trust  
Comer House  
6 Carmarthen Street  
Llandeilo  
SA19 6AE  
Tel: 01558 823121  
[info@dyfedarchaeology.org.uk](mailto:info@dyfedarchaeology.org.uk)  
[www.dyfedarchaeology.org.uk](http://www.dyfedarchaeology.org.uk)

Glamorgan-Gwent Archaeological Trust  
Heathfield House  
Heathfield  
Swansea  
SA1 6EL  
Tel: 01792 655208  
[enquiries@ggat.org.uk](mailto:enquiries@ggat.org.uk)  
[www.ggat.org.uk](http://www.ggat.org.uk)

Gwynedd Archaeological Trust  
Craig Beuno  
Garth Road  
Bangor  
LL57 2RT  
Tel: 01248 352535  
[gat@heneb.co.uk](mailto:gat@heneb.co.uk)  
[www.heneb.co.uk](http://www.heneb.co.uk)

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