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<Name of person consulting>

<Address of consulting organisation>

Your Ref: <Reference>

Our Ref: <Primary Reference Number>

Contact:

<Casework Officer>

<Casework Officer Number>

<Casework Officer Email>

<Completion Date>

Dear <Contact Name>,

**TOWN & COUNTRY PLANNING ACT 1990 (AS AMENDED)**

**NATIONAL PLANNING POLICY FRAMEWORK 2021**

**<Consultation Name>**

**<Proposal Description>**

**Recommend Archaeological Historic Building Recording Condition**

Thank you for your consultation received on <Log Date>.

The **[YOUR TEAM NAME]** gives advice on archaeology and planning. Our advice follows the National Planning Policy Framework (NPPF).

Assessment of Significance and Impact

<Assessment of Significance>

Planning Policies

NPPF Section 16 recognises the positive contribution of heritage assets of all kinds and make the conservation of archaeological interest a material planning consideration. NPPF paragraph 194 says applicants should provide an archaeological assessment if their development could affect a heritage asset of archaeological interest. Some historic buildings are of archaeological interest and this interest can be harmed by the loss of historic fabric.

If you grant planning consent, paragraph 205 of the NPPF says that applicants should record the significance of any heritage assets that the development harms. Applicants should also improve knowledge of assets and make this public.

Recommendations

I advise that the development could cause harm to the archaeological interest of the building(s). I therefore recommend the following condition on any consent:

Condition No demolition shall take place until a written scheme of historic building investigation (WSI) has been submitted to and approved by the local planning authority in writing. For buildings that are included within the WSI, no demolition or development shall take place other than in accordance with the agreed WSI, which shall include the statement of significance and research objectives, and:

A. The programme and methodology of historic building investigation and recording and the nomination of a competent person(s) or organisation to undertake the agreed works

B. The programme for post-investigation assessment and subsequent analysis, publication & dissemination and deposition of resulting material. This part of the condition shall not be discharged until these elements have been fulfilled in accordance with the programme set out in the WSI

Informative The written scheme of investigation will need to be prepared and implemented by a suitably professionally accredited heritage practice in accordance with **[YOUR AUTHORITY’S GUIDELINES]**.

This pre-commencement condition is necessary to safeguard the archaeological interest on this site. Approval of the WSI before works begin on site provides clarity on what investigations are required, and their timing in relation to the development programme. If the applicant does not agree to this pre-commencement condition, please let us know their reasons and any alternatives suggested. Without this pre-commencement condition being imposed the application should be refused as it would not comply with NPPF paragraph 204.

The archaeological work should include:

<Mitigation>

You can find more information on archaeology and planning in **[YOUR AUTHORITY AREA NAME]** on our website.

This response relates solely to archaeological considerations. If necessary, Historic England’s Development Advice Team should be consulted separately regarding statutory matters.

Yours sincerely

<Casework Officer>

**[YOUR ROLE]**

**[YOUR TEAM NAME]**