



REPORT ON ALGAO:ENGLAND STATE OF SERVICES SURVEY 2014

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ALGAO:ENGLAND STATE OF SERVICES SURVEY 2014 SUMMARY REPORT

Executive summary

This report summarises the responses to a questionnaire survey of ALGAO members undertaken by ALGAO:England to gather statistics on staffing and service provisions in February 2014. The survey was undertaken in a different format to previous years in response to the need to gather up-to-date data as information to provide as part of the Government review into local authority services in advance of the scheduled date for the annual survey. The questionnaire circulated attempted to gather as much data as possible to follow on from earlier staffing surveys in 2008, 2010, 2012 and 2013, as well as data collected as part of casework data 2003-2007/8. The figures show an overall reduction of 9.48% in staffing in archaeological services in the 11 months since March 2013.

The headline results from the survey are

- *the number of FTE staff in Local Authority archaeological services continues to fall rapidly with a total FTE equivalent of 31.49 being lost in the last year*
- *there is low confidence in respondents to commit to longer term estimates for service provision and staffing due to continued uncertainty of the level of cuts still to come*
- *in some service areas the confidence that there is an adequate service provision is only 50%*

Acknowledgement: ALGAO would like to thank English Heritage for their support for the funding of the production of this report; the Executive committee also thanks ALGAO members for their input and comments provided in such a short timescale.

INTRODUCTION

In 2013-14 the Association had 87 members. This is the same as in 2012; there is no ALGAO membership in Colchester, Portsmouth, Hereford, Merseyside and Bradford. A total of 71 completed questionnaires were received for 2014 (c. 80%), with completed returns from two regions (South East and North West).

There were no responses from 16 members: all small urban unitaries, two of which have no nominated contact due to retirement. In all cases, a reasonable estimate of staffing levels was made (from a combination of last year's figures and local intelligence).

Qualifier for all answers

In order to obtain both qualitative and quantitative evidence of the future problems, members were asked to include a qualifier using the following four categories. If necessary, for the longer-term projections, it was suggested that two categories were used e.g. 1c/0c = maybe inadequate service or no service.

a = will happen

b = likely to happen

c = unsure, but possible

? = no idea

Responses provided a very varying range of qualifiers. For the summaries below responses were grouped according to eg 2, 1, 0 to give a general indication of the anticipated future level of local government services.

ANALYSIS

Question 1: Service Provision

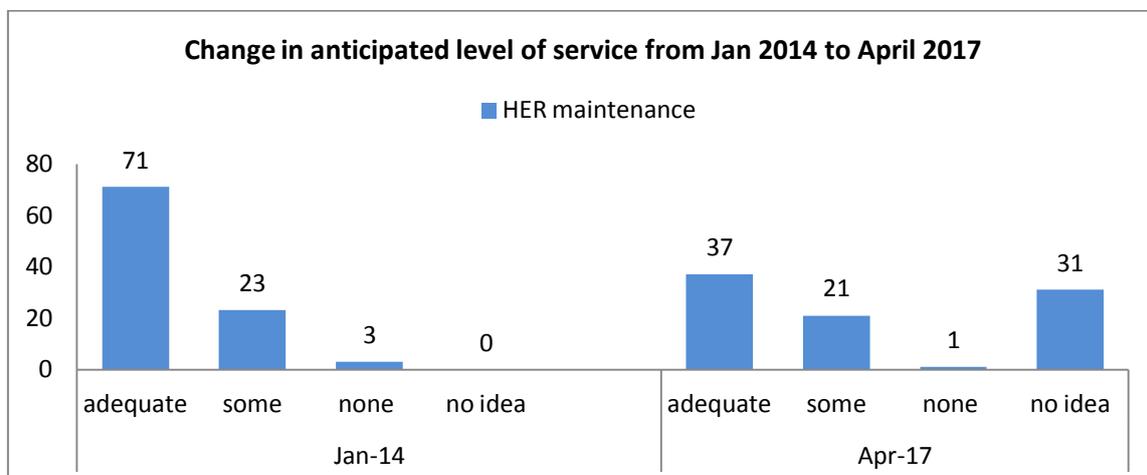
This question was based on the section heading of the IfA Standard and Guidance for Advice by Local Government Services as it is felt that this provides the best – and easiest – method of listing service areas and key aspects of the planning processes. A summary of the relevant sections of the S & G was included as an appendix to the questionnaire. It was suggested to the respondents that a way of answering the question was to consider, hypothetically, that they were an IfA RO and were subject to inspection based on the current S & G.

Respondents were asked to indicate whether the following service provisions were of adequate provision, some, but inadequate provision, or had no provision of service in that area. They were also asked to give a prediction of how each service provision would be from April 2014, April 2015, April 2016 and April 2017.

Various qualifiers were added to some of the responses so the summaries for each service are based on the general indications from the range of responses. Headline percentage information has been given in the summaries below. A full breakdown of these are included in appendix 2.

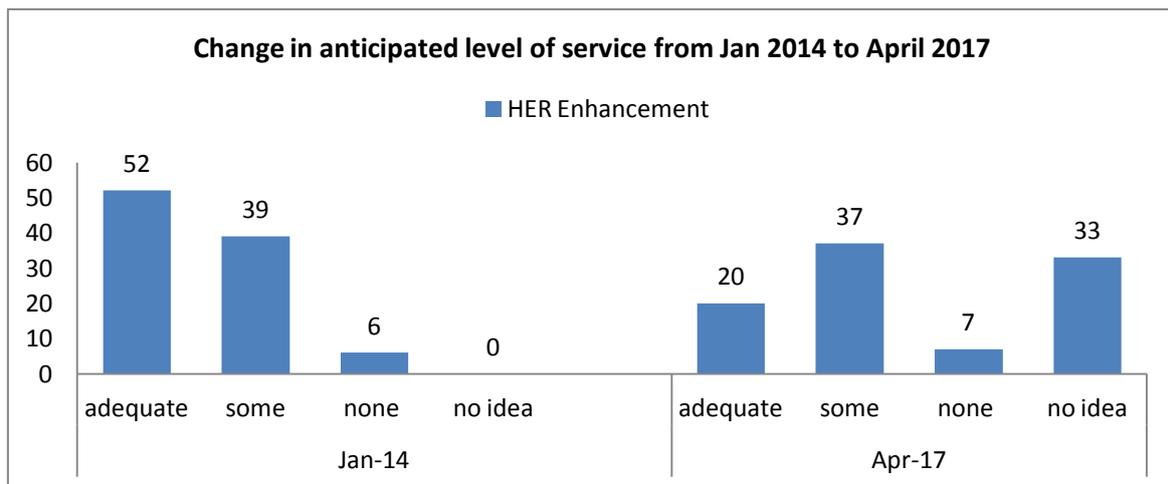
6 HER Maintenance – maintain a dynamic and up-to-date HER

Of the 71 respondents, 70 provided information on this service. Of these, two (3%) stated that this service was not applicable to their authority (Lincolnshire Heritage and City of London). For January 2014, 71% of responses indicated that the level of service was considered to be adequate, with 23% indicating that there was some, but inadequate level of provision. 3% of responses said there was no provision for this service. The forecast responses for April 2014 showed a reduction in the provision of an adequate service to 67% and an increase to 26% for some, but inadequate provision. By 2017 the responses indicate that only 37% were confident they would be providing an adequate service, 27% would be making some, but inadequate provision, while 31% were unable to give an indication of what the level of service provision might be.



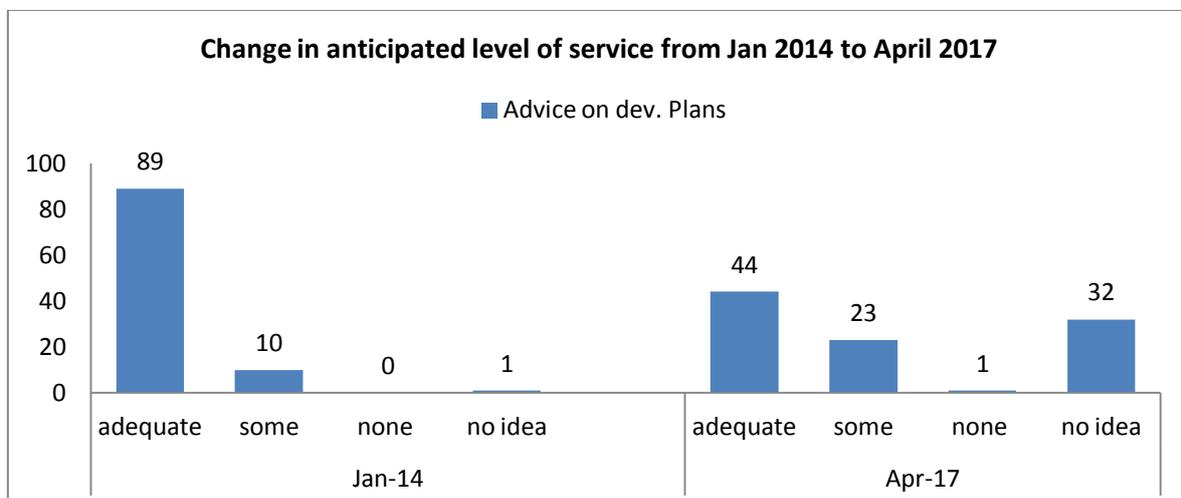
6 HER Enhancement – e.g. improving the scope of the record and/or adding new datasets

Of the 71 respondents, an average of 70 provided information on this service. Of these, two (3%) stated that this service was not applicable to their authority (as above). For January 2014 52% of responses which indicated that the level of service was considered to be adequate, with 39% indicating that there was some, but inadequate level of provision. 6% of responses said there was no provision for this service. The forecast responses for April 2014 showed a reduction in the provision of an adequate provision of service to 48% and an increase to 42% for some, but inadequate provision; 3% were unable to give an estimate for the level of provision at this stage. By 2017 the responses indicated that only 20% were confident they would be providing an adequate service, that the confidence of some, but inadequate provision would reduce to 37%, and 33% of responses were unable to give an indication of what the level of service provision might be.



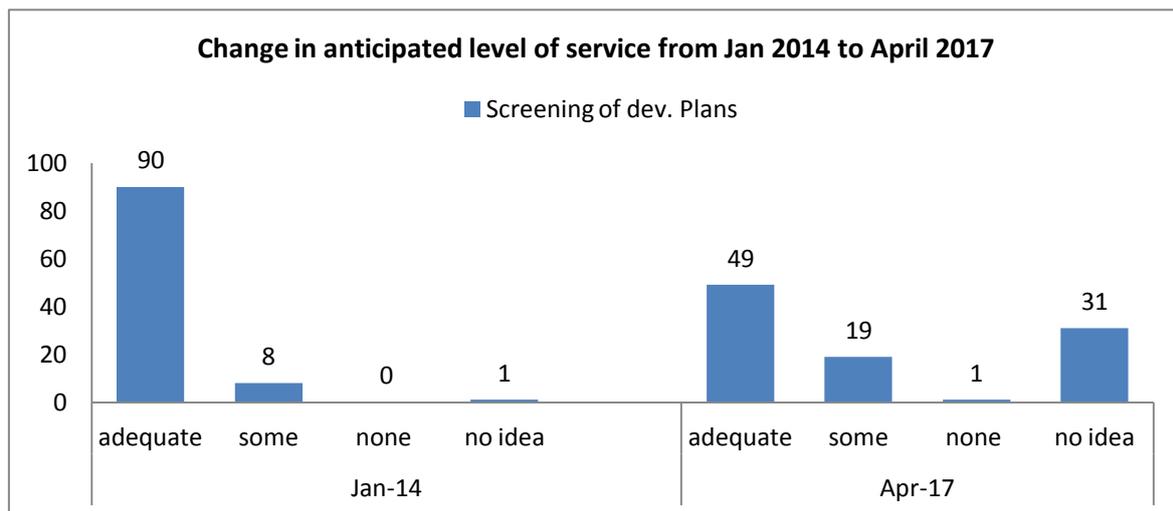
7 Advice on Development Plans

Of the 71 respondents, an average of 70 provided information on this service. For January 2014 89% of responses indicated that the level of service was considered to be adequate, with 10% indicating that there was some, but inadequate level of provision. The forecast responses for April 2014 showed a slight reduction in the provision of an adequate provision of service to 84% and an increase to 13% for some, but inadequate provision; 3% were unable to give an estimate for the level of provision. By 2017 the responses indicated that only 44% were confident they would be providing an adequate service, that the confidence of some, but inadequate provision would increase to 23%, and 32% of responses were unable to give an indication of what the level of service provision might be.



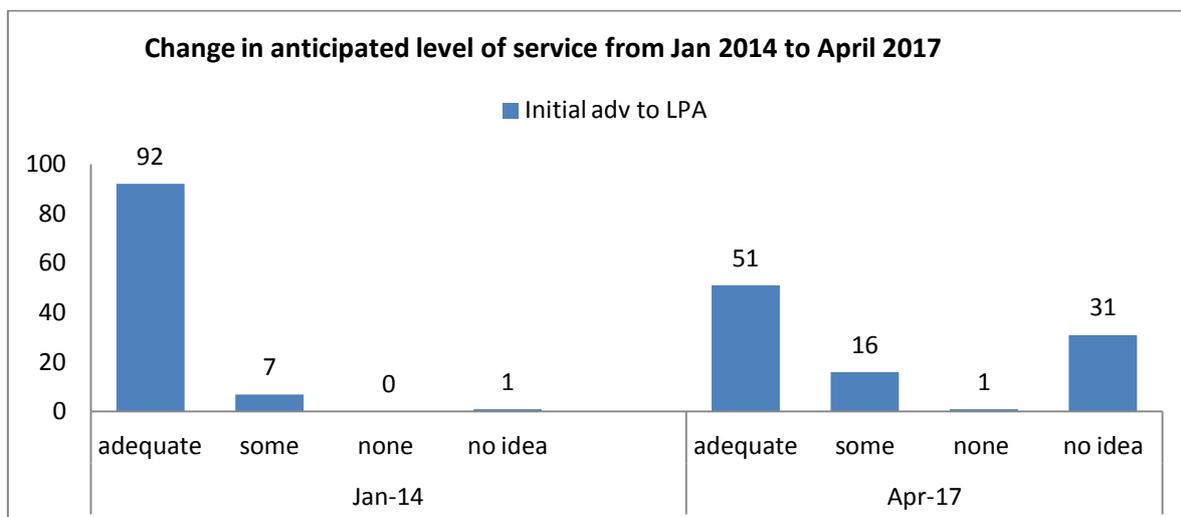
8.2 Screening development proposals

Of the 71 respondents, an average of 70 provided information on this service. For January 2014 90% gave responses which indicated that the level of service was considered to be adequate, with 8% indicating that there was some, but inadequate level of provision. The forecast responses from April 2014 showed a slight reduction in the provision of an adequate provision of service to 85% and an increase to 13% for some, but inadequate provision; again 3% were unable to give an estimate for the level of provision. By 2017 the responses indicated that only 49% were confident they would be providing an adequate service, 19% would be making some, but inadequate provision, and 31% were unable to give an indication of what the level of service might be.



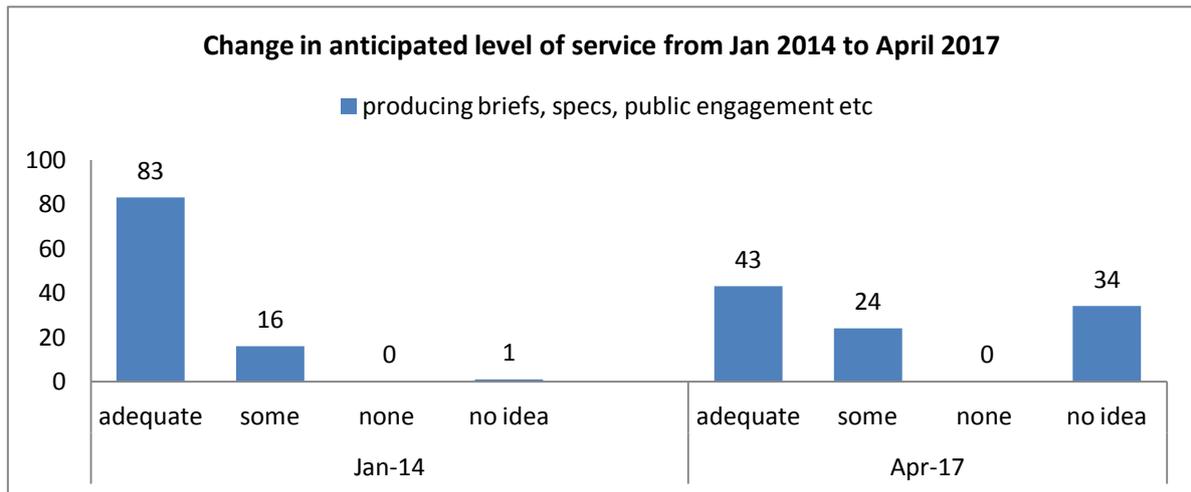
8.3 Initial advice to the LPA

All 71 respondents provided information on this service. For January 2014 92% gave responses which indicated that the level of service was considered to be adequate, with 7% indicating that there was some, but inadequate level of provision. The forecast responses from April 2014 showed a slight reduction in the provision of an adequate service to 87% and an increase to 10% for some, but inadequate provision; again 3% were unable to give an estimate for the level of provision. By 2017 the responses indicated that on 51% were confident they would be providing an adequate provision of this service, 16% would be making some, but inadequate provision, while 31% of responses were unable to give an indication of what the level of service might be.



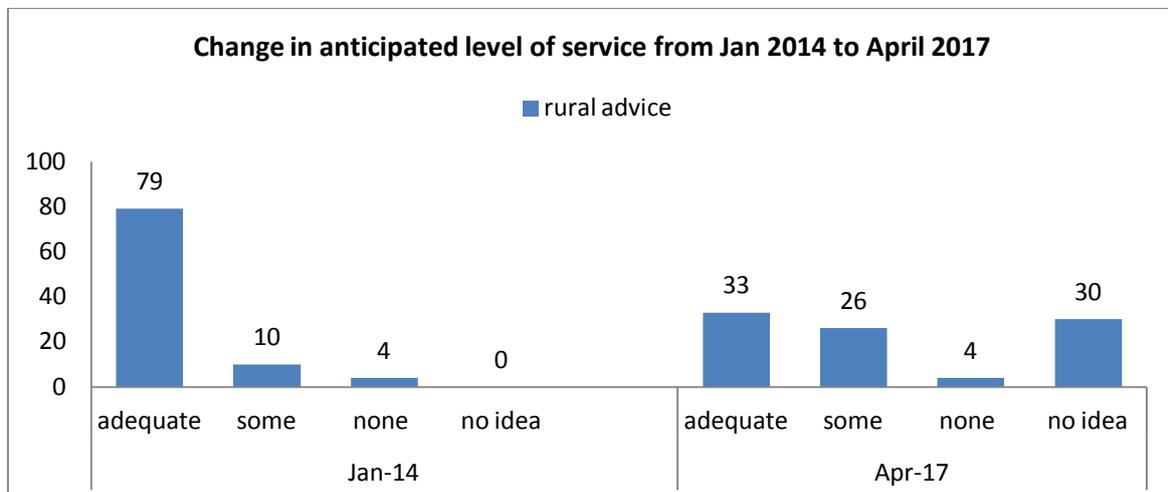
8.4 -5 producing briefs, approving specifications, implementing planning provisions

Of the 71 respondents, an average of 69 provided information on this service. For January 2014 83% gave responses which indicated that the level of service was considered to be adequate, with 16% indicating that there was some, but inadequate level of provision. The forecast responses from April 2014 showed a reduction in the provision of an adequate provision of service to 79% and an increase to 19% for some, but inadequate provision; again 3% were unable to give an estimate for the level of provision. By 2017 the responses indicated that adequate provision of this service would fall to 43%, 24% would be making some, but inadequate provision, while 34% of responses were unable to give an indication of what the level of service might be.



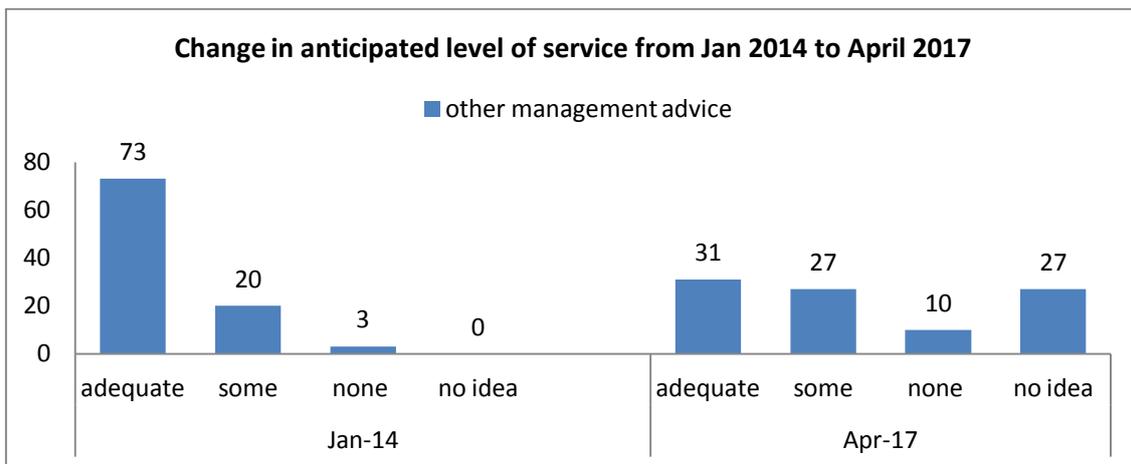
9 Rural advice on agri-environment schemes

Of the 71 respondents, an average of 69 provided information on this service. Of these, four (6%) stated that this service was not applicable to their authority (Lincolnshire Heritage, City of London, Southampton and Exeter). For January 2014 79% gave responses which indicated that the level of service was considered to be adequate, with 10% indicating that there was some, but inadequate level of provision. 4% of responses said there was no provision for this service. The forecast responses from April 2014 showed a reduction in the provision of an adequate provision of service to 72% and an increase to 14% for some, but inadequate provision; again 3% were unable to give an estimate for the level of provision. By 2017 the responses indicated that only 33% were confident they would be providing an adequate service, 26% would be making some, but inadequate provision, while 30% of responses were unable to give an indication of what the level of service might be.



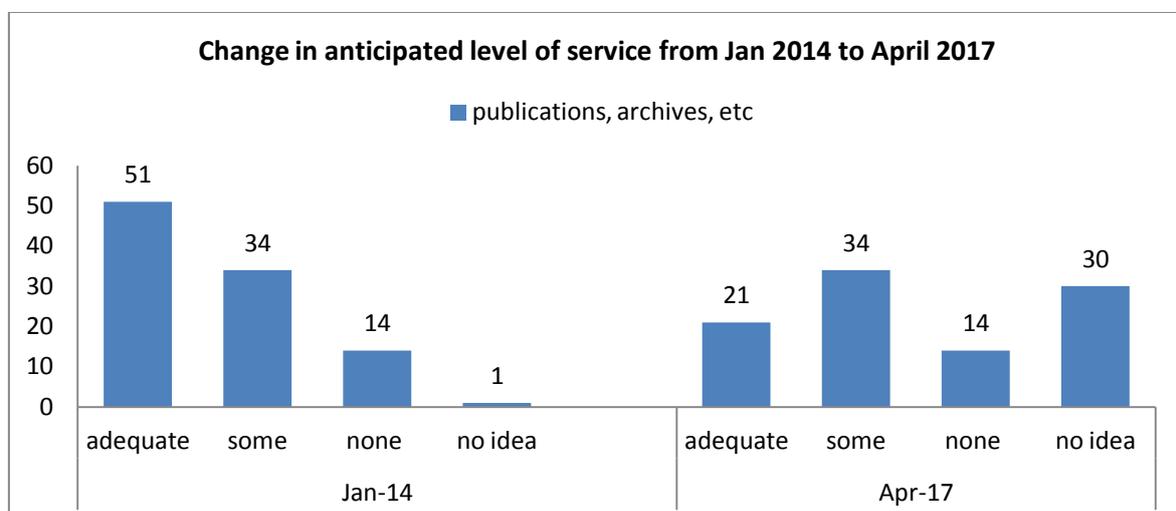
9 Other management advice

Of the 71 respondents, an average of 71 provided information on this service. Of these, three (4%) stated that this service was not applicable to their authority (Lincolnshire Heritage, City of London, New Forest NPA and Chichester). For January 2014 73% gave responses which indicated that the level of service was considered to be adequate, with 20% indicating that there was some, but inadequate level of provision. 3% of responses said there was no provision for this service. The forecast responses from April 2014 showed a reduction in the provision of an adequate provision of service to 66% and an increase to 24% for some, but inadequate provision. The percentage estimate for no provision had increased to 4%. By 2017 the responses indicated that only 31% were confident they would be providing an adequate service, 27% would be making some, but inadequate provision, while no provision would increase to 10%. 27% of responses were unable to give an indication of what the level of service might be.



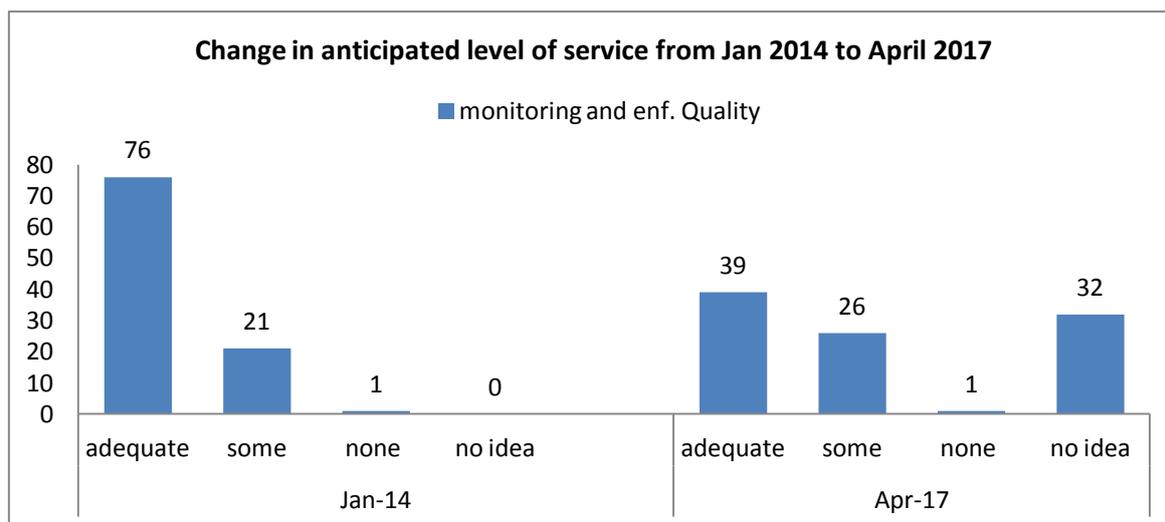
10,11,12 provision for publication, archives, public engagement

Of the 71 respondents, an average of 71 provided information on this service. For January 2014 51% gave responses which indicated that the level of service was considered to be adequate, with 34% indicating that there was some, but inadequate level of provision. 14% of responses said there was no provision for this service. The forecast responses from April 2014 showed a reduction in the provision of an adequate provision of service to 44% and an increase to 39% for some, but inadequate provision. By 2017 the responses indicated that only 21% were confident they would be providing an adequate service, 34% some, but inadequate provision, while no provision remained at 14%. 30% of responses were unable to give an indication of what the level of service might be.



13.1 Monitoring and enforcing quality via the planning process

Of the 71 respondents, an average of 70 provided information on this service. For January 2014 only 76% gave responses which indicated that the level of service was considered to be adequate, with 21% indicating that there was some, but inadequate level of provision. 1% of responses said there was no provision for this service (Lincolnshire Heritage). The forecast responses from April 2014 showed a reduction in the provision of an adequate provision of service to 71% and an increase to 24% for some, but inadequate provision. The percentage estimate for no provision remained the same. By 2017 the responses indicated that only 39% were confident they would be providing an adequate service, with 32% of responses being unable to give an indication of what the level of service might be.



Summary of Question 1

In the case of the majority of services, in January 2014 the level of provision of an adequate service was considered to be 70% or above. However, in the case of HER enhancement and the provision for publications, archives and public engagement the provision of an adequate service was approximately 50%; some, but inadequate, service was provided by approximately 35%, with some authorities providing no service in these areas (6% and 14% respectively). This could be interpreted that although these services are important, current pressures of the reduction in staff have meant that these are no longer seen as priority areas.

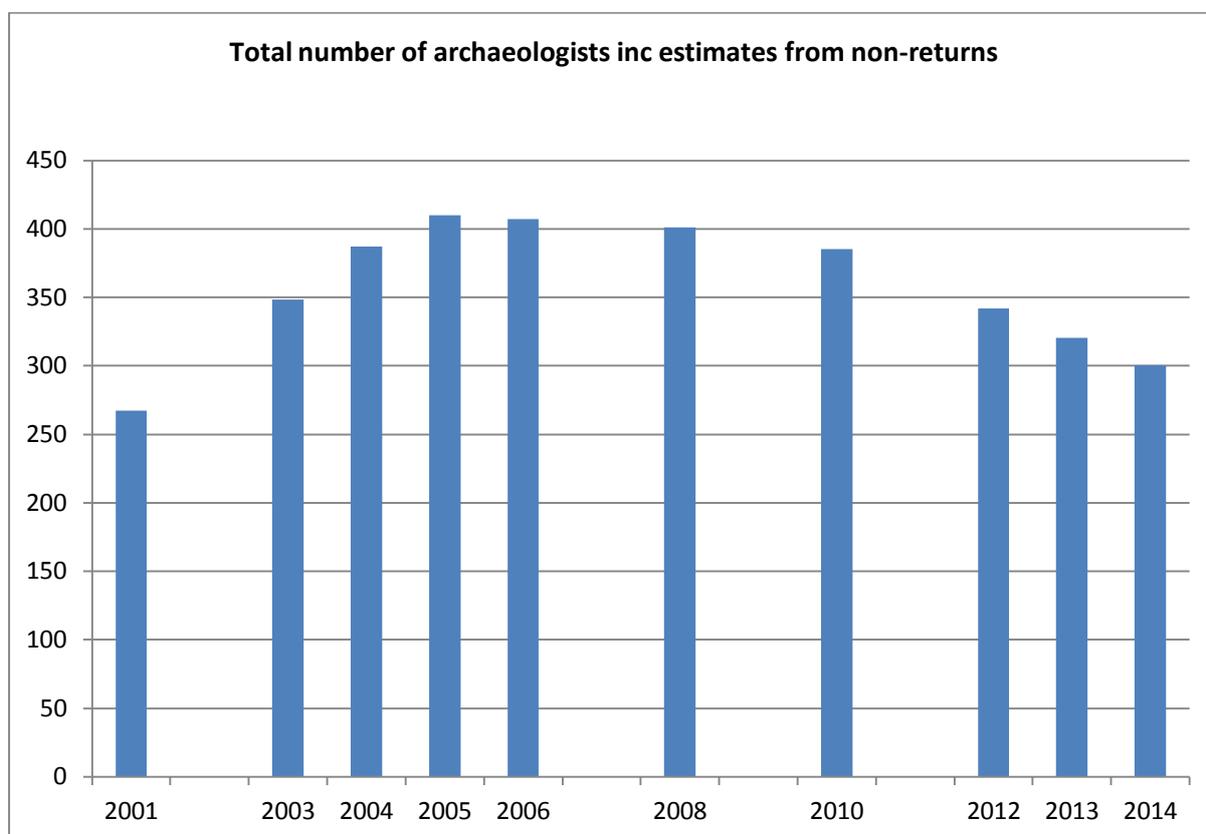
By 2017, less than 50% of respondents were confident that they would be able to deliver an adequate provision for all services, with an average of 31% of responses for all services being unable to indicate what level of service provision might be available.

Question 2: Staffing

The total staffing recorded through completed questionnaires is 284.62. The responders were not asked to provide staffing figures for Conservation Officers unlike the previous questionnaires. These figures will be covered in the Computing and Content Survey due to be circulated later in 2014. Including the estimates, based on various other sources, for total FTE for the remaining ALGAO members (ie the non-returns), gives a total FTE of 300.52. This represents a reduction of 9.5% from 2013 figures of 320.66.

When set against cumulative figures for the years since 2003, this figure indicates a steady decline from a high point of 410.22 FTE in 2005. The total decrease in the period 2005 to 2014 is therefore 99.81 FTE. This represents an overall reduction of 24.33% in that time. It is worth noting however

(see table on following page) that 9.48% of that reduction occurred between 2013 and 2014 (which represents 38.96% of that overall reduction in FTEs).



Total staffing figures for 2003-2012 are sourced as follows: from 2003-2006 from ALGAO Casework and Staffing surveys, and for 2008, 2010, 2012 to 2014 from ALGAO Staffing surveys. There is no data for 2002, 2007, 2009 or 2011.

There are distinct regional variances in evidence as shown below (as relate to English Heritage local office areas)

EH local office area	FTEs advising local authorities as reported in 2013	FTEs advising local authorities as reported in 2014	Change from 2013 to 2014 - FTE	% change from 2013 to 2014 - FTE
North West	20.5	17	-3.5 FTE	-17.07%
North East	15.4	13.9	-1.5 FTE	-9.74%
Yorkshire and Humber	34.15	29.7	-4.45 FTE	-13.03%
East Midlands	38.8	34.5	-4.3 FTE	-11.08%
West Midlands	41.45	34.25	-7.2 FTE	-17.37%
East of England	62.56	61.17	-1.39 FTE	-2.22%
London	9.5	9.6	+0.1 FTE	+1.05%
South West	57.05	47.55	-9.5 FTE	-16.65%
South East	52.6	52.85	+0.25 FTE	+0.48%
Total	332.01	300.52	-31.49 FTE	-9.48%

As can be seen the change from 2013 to 2014 varies between an increase of 0.25% (South East), to a decrease of 17.3% (West Midlands). In 2012-13 Yorkshire and Humber showed the greatest increase of 9.45%. In 2013-14 this region now shows a reduction in FTE of 13.03%.

Unlike 2010, 2012 and 2013, this survey did not look at the breakdown according to the identified functions of HER, archaeological planning/conservation advice, conservation officers, education/outreach/community engagement, and other (inc PAS, admin/management time).

Question 3: Robustness of any current joint funded arrangements in two-tier and unitary areas

Respondents were asked to indicate whether, where relevant, they expected to maintain the current arrangements in two-tier and unitary areas, whether it was anticipated that one or more partner LPAs would withdraw or whether they anticipated the withdrawal of all joint working/SLAs.

Of the 71 responses received, as of January 2014, 68% were confident they would maintain the current arrangements and 1% anticipated that one or more partner LPA would withdraw. By 2017, only 32% were confident that they would be maintaining their current arrangements, while 14% anticipated that one or more partner LPA would withdraw. 1% anticipated the withdrawal of all joint working/SLAs by 2017.

This question was not relevant to 22 respondents, which is equivalent to 31% of responses.

Question 4: Pressure to form new joint/shared services or other new structures

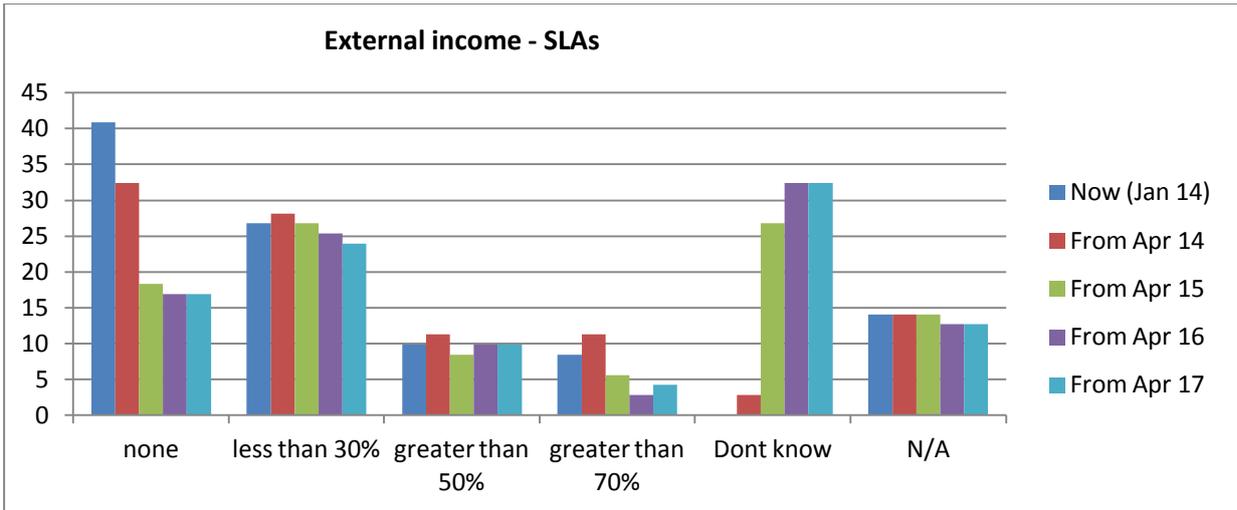
Respondents were asked to indicate whether they anticipated that they would be under pressure to form new joint arrangements and/or new structure or whether the current arrangements would be maintained. Respondents were asked to consider arrangements such as establishing trusts, social enterprises, sub-regional structures etc when considering their response to this question.

Of the responses received 94% expected that the current arrangements would be maintained in January 2014. This fell slightly to 90% from April 2014, with the level of confidence for April 2017 falling significantly to 37%. By April 2014 7% of responses anticipated that there would be pressure to form new joint/shared services or other new structures and, from 2015 onwards, this was anticipated to increase by 26% of respondees. 33% of respondents could not give an indication of what the situation might be by April 2017.

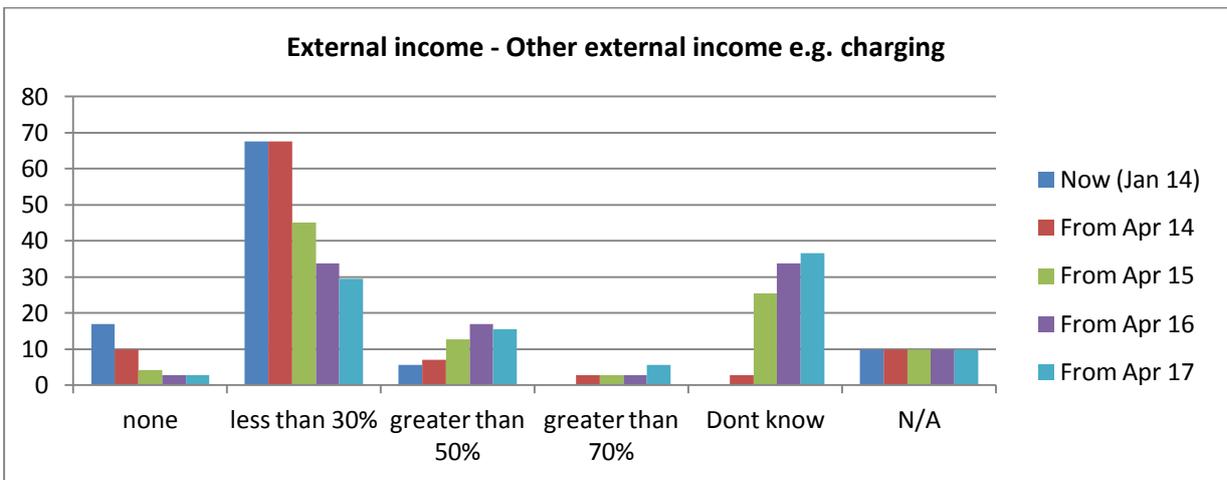
Question 5: External income

Finally, members were asked to give an indication of the expected level of dependency they would anticipate from external income. This was split between SLAs and other income, for example fee charging for services. Respondents were asked to indicate whether the expected levels of dependency would fall into none, less than 30% of their total income, greater than 50% of total income or greater than 70%.

In terms of SLAs, in January 2014 41% said that they were not dependent on any income from SLAs, 27% generated less than 30% of income from this source, 10% were in excess of 50% and 8% more than 70%. This question did not apply to 10 respondents, representing 14%. From April 2014 these percentages did not alter significantly. However, 27% of respondents did not know how dependent they would be on income from SLAs from as early as April 2015, with this increasing to 32% by 2017.



In terms of other income, in January 2014 17% said that they were not dependent on other income, 68% generated less than 30% of income from this source, 6% were in excess of 50%. No responses generated greater than 70% of their income from external sources. This question did not apply to 10 respondents, representing 14%. Again, from April 2014 these percentages did not alter significantly except that 3% now anticipated that their dependency would be greater than 70%. By April 2015, however, 25% of respondents were unable to predict how dependent they would be on other external income, with this increasing to 37% by 2017.



CONCLUSION

From the responses to all the questions it is clear that there is a significant amount of uncertainty about the future of Local Government services, and this is particularly reflected in the responses given for future estimations. It is likely that this uncertainty is based on a continued risk of budget cuts to Local Authorities and the impact these will have on archaeological services. From the staffing figures provided on the level of FTE staff in each service there has been a significant reduction in staffing levels again in the past 12 months; 9.48% compared to 6.19% in 2012 to 2013, equivalent to 31.49 FTE posts.

This continued reduction in staffing levels appears to already be having an impact on some areas of service provision, for example HER enhancement and the provision for publications, archives and public engagement where confidence of a provision of an adequate service was approximately 50%. This may be because these are seen as non-essential services where the investment of reduced staff resources can be saved to ensure that adequate provision of essential service areas are maintained. The long term consequences of this are yet to be seen.

It is clear that it will be important to continue monitoring staffing levels and service provision on an annual basis via surveys and telephone interviews to ensure that up to date information is collected, and the impact of future budget cuts to Local Authorities on archaeological services is monitored. It will also be useful to monitor how services change and develop in relation to sharing service and generating income.

APPENDIX 1: COPY OF QUESTIONNAIRE

QUESTIONNAIRE

ALGAO Survey of Member Local Authority Service Provision, 2014

- This survey is necessary to inform the ALGAO submission of evidence to the Parliamentary Investigation into the future of local government archaeological services. It has also been requested by partner organisations (IfA, CBA, FAME, Soc. of Antiquaries) as essential to inform their submissions. The evidence will be presented nationally and regionally. **However, the information on specific local authorities will be treated as confidential unless permission is sought and granted separately, if it is thought that any details might be helpful for either the written or oral evidence by ALGAO or partner organisations.**
- We are mindful of the current pressures on services and the plethora of current surveys and consultations (including the DCMS consultation on EH restructuring). However, the timescale of the Investigation is very short indeed with a deadline of 14th February for written submissions and oral evidence sessions on 17th and 18th March at the Soc. of Antiquaries. The Investigation does nonetheless represent a rare – and possibly unique - opportunity for us to highlight the issues and problems we are facing to Government and to have an important voice in determining the future direction of services. However, without up-to-date evidence of the state of our services, the investigation will be heavily reliant upon anecdotal evidence and statistics that are at best partial and at least a year old. The aim of this survey is therefore to produce a ‘snapshot’ of the current state of services and also an indication of the cuts and other changes that will - or are likely to - occur in future. This will hopefully enable us to assess the extent of problems, where they are most acute and within what timescales will cuts and other changes happen.
- The deadline for this is 14th February, so we would urge you to respond ASAP, and by **Friday 7th at the latest**. ALGAO Exec members and ALGAO Regional Chairs, will also be in communication with members to help with the process and answer any questions or provide clarification.
- It is important that you provide references to any relevant public documents: consultations, budget forecasts etc. If you know there is something, but don’t have the details to hand, please mention this as we can follow up later if necessary.
- Lastly, the ALGAO;England Executive is also very keen to hear of specific problems (confidentially if necessary) involving the damage or destruction of archaeology, or very poor quality fieldwork, that has been due to the lack of local government archaeological advice. This can be in any location or local authority area. It is the nature of undesignated archaeology - and archaeological evidence generally - that most problems are very difficult to detect. However, such evidence of the real impact of the absence of good advice is now an urgent priority. We know that there must be examples, so any intelligence (informal if necessary) would be gratefully received.

Qualifier for all answers

In order to obtain both qualitative and quantitative evidence of the future problems, we ask that you include a qualifier using the following four categories. If necessary, for the longer-term projections, include two categories e.g. 1c/0c = maybe inadequate service or no service.

- a = will happen**
- b = likely to happen**
- c = unsure, but possible**
- ? = no idea**

Question 1. Service Provision

This is based on the section heading of the IfA Standard and Guidance for Advice by Local Government Services as it is felt that this provides the best – and easiest – method of listing service areas and key aspects of the planning processes. A summary of the relevant sections of the S & G is included as an appendix. A way of answering the question is to consider, hypothetically, that you are an IfA RO and were subject to inspection based on the current S & G.

- 2 = adequate provision
- 1 = some, but inadequate provision.
- 0 = no provision/service in this area

Main Service Elements (taken from IfA S & G)	Now (Jan 14)	From Apr 14	From Apr 15	From Apr 16	From Apr 17
6 HER Maintenance – maintain a dynamic and up-to-date HER					
6 HER Enhancement – e.g. improving the scope of the record and/or adding new datasets					
7 Advice on Development Plans					
8.2 Screening development proposals					
8.3 Initial advice to the LPA					
8.4 -5 producing briefs, approving specifications, implementing planning provisions					
9 Rural advice on agri-environment schemes					
9 Other management advice					
10,11,12 provision for publication, archives, public engagement					
13.1 Monitoring and enforcing quality via the planning process					

Question 2: Staffing

A key indicator which together with Question 1 will provide a measure of the impact of reducing staff on the range and quality of service provision

	Now (Jan 14)	From April 14	From April 15	From April 16	From April 17
Permanent					
Temp/fixed-term					

Questions 3 and 4: Joint working with other local authorities

These address questions asked by the investigation concerning alternative models for providing archaeological advice.

Question 3: Robustness of any current joint funded arrangements in two-tier and unitary areas

2 = maintain current arrangements

1 = one or more partner LPAs withdraw

0 = withdrawal of all joint working/SLAs

Now (Jan 14)	From April 14	From April 15	From April 16	From April 17

Question 4: Pressure to form new joint/shared services or other new structures (including trusts, social enterprises, sub-regional structures)

2 = Maintain current arrangements

1 = New joint arrangements and/or new structures

Now (Jan 14)	From April 14	From April 15	From April 16	From April 17

Question 5: external income

We appreciate this is a sensitive issue. Therefore if you would prefer, please leave this final section blank. However, charging opportunities will almost certainly be explored in the inquiry, so if you are able to share your thoughts, it would be much appreciated

Extent of dependency (estimated)

0 = none

1 = less than 30%

2 = greater than 50%

3 = greater than 70%

	Now (Jan 14)	From April 14	From April 15	From April 16	From April 17
SLAs					
Other external income e.g. charging					

Appendix: Selected sections of the IfA S & G: for archaeological advice by historic environment services

5 The role of the advisor

5.1 The core role of advisors is to provide expert archaeological advice based on an up-to-date information base.

6 Information management

6.8 An HER is a dynamic and constantly-evolving resource, requiring a continuous process of maintenance and enhancement, as new research is undertaken and new information about the historic environment comes to light. It requires appropriately-qualified, dedicated expertise for its upkeep and use by the public, both on-site and online.

7 Development planning

7.1 Where consulted on development plans, advisors must ensure that advice adheres to appropriate national policy and guidance.

8 Development management

8.2 Screening and appraisal of development proposals

8.2.1 Advisors should seek to identify at an early stage in the planning process those development proposals with potential implications for the historic environment. Screening forms an essential part of the Environmental Impact Assessment (EIA) process, and may also be undertaken outside the process, through a variety of means.

8.2.2 Advisors may choose to screen weekly application lists or to identify 'alert areas' to trigger consultation by local planners. Alert areas may be a useful tool, but advisors should monitor the use of these areas to ensure that they are not used as a substitute for expert advice, and that they are updated regularly from the HER.

8.2.3 Screening advice on the potential impact of development proposals on the historic environment should be based on an appraisal of an up-to-date HER and appropriate local and national records by staff with appropriate archaeological expertise.

8.3 Advising on development proposals affecting the historic environment

8.3.1 Advice on development proposals affecting the historic environment should be provided in accordance with the guiding principles set out above (Section 4) and with IfA and nationally-agreed standards.

8.3.2 In their response to development proposals, advisors should take into consideration their likely impacts on the significance of known or potential heritage assets and their settings, and on the wider historic landscape.

8.4 Briefs and specifications

8.4.1 Advisors are responsible for advising local planning authorities or other decision making bodies on the scope and nature of archaeological assessment, field evaluation or investigation to be carried out within the development management process, or when consulted on permitted development.

8.4.2 Advice on how to manage the issues relating to a particular development may take the form of a brief. A brief may be a simple instruction supported by generic guidance or a more detailed document. The advisor should ensure that the content and format of the

documentation and any further communication required from the applicant or their agent is fully defined in the brief.

8.4.5 The applicant or their agent should provide a written specification in response to the brief, prepared by a competent archaeologist and setting out in detail the proposed scheme of investigation. The suitability of the specification should be judged by the advisor on its ability to produce the required planning and archaeological outcomes, and will provide a benchmark against which the results of the work may be measured. Advisors should require the contents of the specification to conform to the relevant national and IfA standards and guidance.

8.4.6 Once a specification is approved by the advisor, the brief and specification together provide the scope of work to be carried out. If the scope of work is not delivered in full, the advisor should advise the applicant or their agent or, where appropriate, the local planning authority or other enforcement body, on how to ensure that the work is brought back within scope.

8.5 The use of planning conditions and legal agreements

8.5.1 When required to do so, advisors should make recommendations to the local planning authority on the use of planning conditions and legal agreements to secure the investigation, management, understanding or enhancement of heritage assets, and the dissemination of archaeological information gathered during the planning process in accordance with the guiding principles set out above (Section 4).

8.5.2 Advisors may recommend a staged approach to setting planning conditions if appropriate, ensuring that the number of stages and requirements of each stage are appropriate to the specific case.

8.5.3 Advisors should seek to ensure that aspects of development-related archaeological work which extend beyond the construction stage of the development, such as community engagement, post-investigation assessment, archiving and publication, are clearly set out in the specification and, if necessary, secured through planning conditions or legal agreements.

8.5.4 When consulted, advisors should advise the local planning authority in writing whether a condition or any of its component stages may be discharged.

9 Heritage asset management

9.1 Advisors are responsible for advising on the identification and management of the historic environment, including both designated and undesignated heritage assets and historic landscapes. They may provide a local perspective on the designation and management of nationally- and internationally-important heritage assets and their settings.

9.2 They may advise on the impact of the many forms of land-use and marine change which fall outside the development planning process, and should seek to ensure that management of the historic environment is recognised as an integral part of countryside, urban and marine management.

9.3 Archaeological advice on the impact of proposed development falling outside the development planning system should apply the same principles as to that falling within it. Such development includes proposed works by statutory undertakers, public utilities, the Crown and defence estates and other forms of permitted development. Where advisors act as diocesan archaeological advisors, they will

provide advice on faculty jurisdiction in those places of worship and churchyards exempt from the normal planning controls.

9.4 Where advisors provide archaeological advice on rural land management, it should be in accordance with any nationally-agreed service standards or consultation procedures. It may include providing advice on agri-environmental stewardship, heritage management agreements, the planting, management and felling of woodland, the protection of important hedgerows and the impact of energy crop schemes. Advisors may also be able to promote the positive management of archaeological monuments and buried remains on farmland.

10 Reporting, publication and dissemination

10.1 Advisors should seek to ensure the timely reporting of all archaeological work carried out within and outside the planning process, in a manner proportionate to the significance of the results and in such a way as to ensure maximum public benefit.

11 Archive deposition

11.1 Advisors should seek to ensure that the archives of archaeological investigations are deposited in a suitable repository.

12 Public benefit

12.1 Advisors should seek to ensure that archaeological investigation is directed toward providing benefit to the public, whether directly through participation and engagement in the process or indirectly through the increase in knowledge that the results of investigation provide to the local and wider community.

13.1 Monitoring and managing the quality of archaeological work

13.1.1 Advisors are responsible for monitoring the quality of development-led archaeological investigation on behalf of the local planning authority. They should ensure that a system for reviewing the quality and the outcomes of development led investigation is in place before advice on the discharge of planning conditions is given.

APPENDIX 2: COMPLETE PERCENTAGE RESULTS FOR ESTIMATES QUESTION 1 AND QUESTIONS 3-5

Main service elements	Percentage %						
	no	some	adequate	no idea	N/A		
6 HER Maintenance – maintain a dynamic and up-to-date HER							
Now (Jan 14)	3	23	71	0	3		100
From Apr 14	3	26	67	1	3		100
From Apr 15	3	26	54	14	3		100
From Apr 16	1	29	39	29	3		100
From Apr 17	1	27	37	31	3		100
6 HER Enhancement – e.g. improving the scope of the record and/or adding new datasets							
Now (Jan 14)	6	39	52	0	3		100
From Apr 14	4	42	48	3	3		100
From Apr 15	7	37	34	19	3		100
From Apr 16	7	37	23	30	3		100
From Apr 17	7	37	20	33	3		100
7 Advice on Development Plans							
Now (Jan 14)	0	10	89	1	0		100
From Apr 14	0	13	84	3	0		100
From Apr 15	0	17	66	17	0		100
From Apr 16	1	21	47	30	0		100
From Apr 17	1	23	44	32	0		100
8.2 Screening development proposals							
Now (Jan 14)	0	8	90	1	0		100
From Apr 14	0	13	85	3	0		100
From Apr 15	0	17	66	17	0		100
From Apr 16	1	19	51	29	0		100

From Apr 17	1	19	49	31	0	100
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8.3 Initial advice to the LPA	no	some	adequate	no idea	N/A	
Now (Jan 14)	0	7	92	1	0	100
From Apr 14	0	10	87	3	0	100
From Apr 15	0	11	72	17	0	100
From Apr 16	1	14	56	29	0	100
From Apr 17	1	16	51	31	0	100

8.4 -5 producing briefs, approving specifications, implementing planning provisions	no	some	adequate	no idea	N/A	
Now (Jan 14)	0	16	83	1	0	100
From Apr 14	0	19	79	3	0	100
From Apr 15	0	19	63	18	0	100
From Apr 16	0	25	45	30	0	100
From Apr 17	0	24	43	34	0	100

9 Rural advice on agri-environment schemes	no	some	adequate	no idea	N/A	
Now (Jan 14)	4	10	79	0	6	100
From Apr 14	4	14	72	3	6	100
From Apr 15	4	24	47	19	6	100
From Apr 16	4	25	36	29	6	100
From Apr 17	4	26	33	30	6	100

9 Other management advice	no	some	adequate	no idea	N/A	
Now (Jan 14)	3	20	73	0	4	100
From Apr 14	4	24	66	1	4	100
From Apr 15	7	30	45	14	4	100
From Apr 16	8	28	34	25	4	100
From Apr 17	10	27	31	27	4	100

10,11,12 provision for publication, archives, public engagement	no	some	adequate	no idea	N/A	
Now (Jan 14)	14	34	51	1	0	100
From Apr 14	14	39	44	3	0	100
From Apr 15	13	38	32	17	0	100
From Apr 16	13	37	23	28	0	100
From Apr 17	14	34	21	30	0	100

13.1 Monitoring and enforcing quality via the planning process	no	some	adequate	no idea	N/A	
Now (Jan 14)	1	21	76	0	1	100
From Apr 14	1	24	71	1	1	100
From Apr 15	1	27	53	17	1	100
From Apr 16	1	29	38	30	1	100
From Apr 17	1	26	39	32	1	100

Robustness of any current joint funded arrangements in two-tier and unitary areas

	withdrawal of all joint working/SLAs	one or more partner LPAs withdraw	maintain current arrangements	no idea	N/A	
Now (Jan 14)	0	1	68	0	31	100
From Apr 14	0	10	59	0	31	100
From Apr 15	0	14	39	15	31	100
From Apr 16	1	13	34	21	31	100
From Apr 17	1	14	32	21	31	100

Pressure to form new joint/shared services or other new structures

	no	new arrangement	maintain current arrangements	no idea	N/A	
Now (Jan 14)	0	3	94	0	3	100
From Apr 14	0	7	90	0	3	100
From Apr 15	1	26	53	17	3	100
From Apr 16	1	26	38	32	3	100

From Apr 17	1	26	37	33	3	100
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external income - SLAs

	none	less than 30%	greater than 50%	greater than 70%	Dont know	N/A	
Now (Jan 14)	41	27	10	8	0	14	100
From Apr 14	32	28	11	11	3	14	100
From Apr 15	18	27	8	6	27	14	100
From Apr 16	17	25	10	3	32	13	100
From Apr 17	17	24	10	4	32	13	100

external income - Other external income e.g. charging

	none	less than 30%	greater than 50%	greater than 70%	Dont know	N/A	
Now (Jan 14)	17	68	6	0	0	10	100
From Apr 14	10	68	7	3	3	10	100
From Apr 15	4	45	13	3	25	10	100
From Apr 16	3	34	17	3	34	10	100
From Apr 17	3	30	15	6	37	10	100