

Managing Scheduled Monuments

What are they and why are they important?

c8,000 monuments in the countryside are scheduled under the Ancient Monuments and Archaeological Areas Act 1979. Scheduled monuments are legally protected and are by definition of national importance. The scheduling process is carried out by Historic Scotland (HS) on behalf of Scottish Ministers. Monuments are selected for scheduling on the basis of criteria, as published in Scottish Historic Environment Policy (SHEP, Annex 1: <http://www.historic-scotland.gov.uk/shep-dec2011.pdf>).

Scheduling can be applied to sites and monuments of any age or type, located anywhere in Scotland – from prehistoric burial mounds and stone circles, Roman forts, ruined castles and churches, to relatively recent monuments, such as 19th- or 20th- century industrial and wartime sites (for example, shale bings and Second World War coastal batteries). Scheduling can also be applied to monuments that are no longer visible above ground, for example, sites visible only from the air as cropmarks.

What does this mean to me as an owner or tenant?

Scheduling does not affect ownership: a scheduled monument remains the property of its owner. However, it does mean that works that might damage the monuments such as dumping of materials, fencing, drainage or deep ploughing, including proposed works to repair or restore the monument, require the prior written consent of HS. The onus is on the owner or land manager to check before carrying out potentially damaging activities. You must protect Scheduled Monuments as part of the cross compliance requirements for receipt of the [Basic Payment Scheme](#).

How do I find out where they are?

All owners are consulted during the scheduling process and formally notified of the presence of a scheduled monument on their land at the point of scheduling. The scheduling documentation includes a Statement of National Importance and a map showing the boundaries of the protected area. For some older schedulings, the map and scheduling



Some 345 Scheduled Monuments, such as this broch at Carloway in Lewis, are displayed to the public by Historic Scotland as Properties in Care. Most of these remain in private ownership.

document may be out-of-date: HS is working to improve the quality of the Schedule, but this will take some time. If you would like a copy of the scheduling map and accompanying legal document for your monument (s), you can download the information from Historic Scotland's data website at <http://data.historic-scotland.gov.uk> or from Scotland's Environment website: <http://www.environment.scotland.gov.uk/>

Alternatively, you can apply directly to HS for a copy by writing to Historic Scotland, Heritage Management Directorate, Longmore House, Salisbury Place, Edinburgh EH9 1SH, or by email to hs.schedulingteam@scotland.gsi.gov.uk.

How can I look after my Scheduled Monument better?

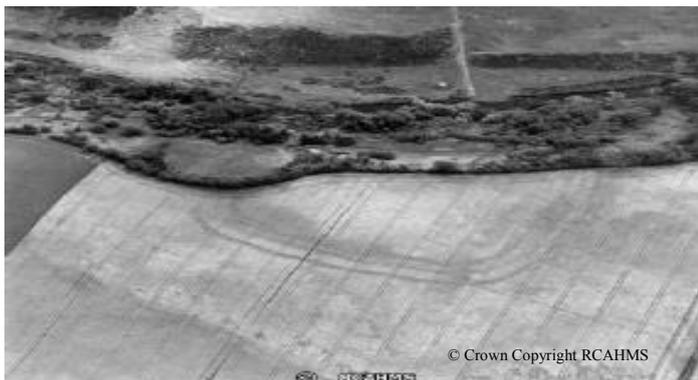
Many Scheduled Monuments would benefit from active management or enhancement. Funding may be available through Scottish Rural Development Programme or directly from Historic Scotland grant schemes. HS staff are happy to advise on how best to manage a specific monument and HS Field Officers visit all sites on a regular basis to monitor and record the current condition of these monuments.

Ideally, a management plan should be drawn up for each monument. Advice on drawing up a plan is available directly from Historic Scotland.

GOOD PRACTICE

- Check whether you have a scheduled monument on your land by consulting Historic Scotland's [data website](#) . This allows you to search, view and download maps and information on scheduled monuments, including PDF versions of the legal documents and maps. For a map-based search you can also consult [Scotland's Environment website](#). Alternatively you can write to Historic Scotland, Longmore House, Salisbury Place, Edinburgh EH9 1SH Tel. 0131 668 8600 or contact them by [email](#). If possible send a map showing the extent of your land holding.
- Copy the extent of the protected area onto any farm plans you may have. Remember that the protected area extends to the full extent of the area marked on the formal plan, not just the visible edge of any obvious remains. Identify any activities that might impact on the integrity of the site and if necessary define buffer zones to prevent future damage.
- Make sure that anyone working for you and/or for your landlord/ tenant is fully aware of the location of Scheduled Monuments and that they have a legal responsibility not to damage such sites. Make a copy of the scheduling map or farm plans showing any scheduled monument for use as cab cards if necessary.
- Check with HS that you do not require Scheduled Monument Consent for any works you are currently carrying out, or plan to do in the future, on or near to a Scheduled Monument.
- Consult Historic Scotland in good time if you think any works will require formal written consent.
- Consider beneficial management of the site to maintain or improve its condition. Funding may be available as part of an SRDP [Agri-Environment Climate Measure](#) or by accessing a Historic Scotland [Ancient Monument Grant](#).
- Consider drawing up a Management Plan to ensure the long-term protection of your site. If it would be helpful, your local HS Field Officer would be pleased to advise on this..

For further information see Historic Scotland general [Scheduled Monument](#) advice and the SRDP 6-page guidance document [Management of Scheduled Monuments](#)



Some sites, such as this prehistoric fort visible from the air as a cropmark site, may not be visible on the ground today, but can still be protected as a Scheduled Monument. - see Archaeology Scotland Advice Note 15.



Scheduled sites include more recent remains such as this coastal defence battery, a relic of Scotland's 20th-century wartime history - see Archaeology Scotland Advice Note 24.

Archaeology Scotland | Suite 1a | Stuart House | Station Road | Musselburgh | Edinburgh | EH21 7PB **Tel. 0300 0129878**
info@archaeologyscotland.org.uk | www.archaeologyscotland.org.uk
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