

## Design Manual for Roads and Bridges



Highway Structures & Bridges  
General information

# CG 304

## Conservation of highway structures

(formerly BD 89/03)

Revision 0

### Summary

This document contains the requirements for the conservation of highway structures.

### Application by Overseeing Organisations

Any specific requirements for Overseeing Organisations alternative or supplementary to those given in this document are given in National Application Annexes to this document.

### Feedback and Enquiries

Users of this document are encouraged to raise any enquiries and/or provide feedback on the content and usage of this document to the dedicated Highways England team. The email address for all enquiries and feedback is: [Standards\\_Enquiries@highwaysengland.co.uk](mailto:Standards_Enquiries@highwaysengland.co.uk)

**This is a controlled document.**

Contents

Release notes 2

Foreword 3

    Publishing information . . . . . 3

    Contractual and legal considerations . . . . . 3

Introduction 4

    Background . . . . . 4

    Assumptions made in the preparation of this document . . . . . 4

    Mutual Recognition . . . . . 4

Abbreviations 5

Terms and definitions 6

1. Scope 7

    Aspects covered . . . . . 7

    Implementation . . . . . 7

    Use of GG 101 . . . . . 7

2. Procedures 8

    Applications for scheduled monument and listed buildings consent . . . . . 8

3. Conservation strategies 9

    Principles of conservation . . . . . 9

    Materials . . . . . 9

4. Application of principles 11

    Strengthening . . . . . 11

    Widening . . . . . 11

    Change of use . . . . . 11

5. Management 12

    Planning . . . . . 12

    Maintenance . . . . . 12

6. Normative references 13

7. Informative references 14

## Release notes

Version	Date	Details of amendments
0	Mar 2020	CG 304 replaces BD 89/03. This full document has been re-written to make it compliant with the new Highways England drafting rules.

## **Foreword**

### **Publishing information**

This document is published by Highways England.

This document supersedes BD 89/03, which is withdrawn.

### **Contractual and legal considerations**

This document forms part of the works specification. It does not purport to include all the necessary provisions of a contract. Users are responsible for applying all appropriate documents applicable to their contract.

## Introduction

### Background

There is a general public interest in historic bridges, to maintain them and to resist modernisation or replacement. The publication 'Conservation of Bridges' Wallsgrave et al 2002 [Ref 1.] provides background examples and advice on conservation methods and techniques for bridges. This document complements the publication by dealing with procedural requirements of conservation.

Where maintenance work is required for highway structures it is usually preferable to conserve and retain wherever practicable. Replacement should only be undertaken as a last resort. Conservation is economical in the use of natural resources and is a particularly sustainable form of construction, which does not necessarily add to the costs of managing historic structures.

This document provides requirements and advice on the procedures required for conservation of the different types of highway structures managed by Overseeing Organisations. The document applies to scheduled monuments, listed structures, structures within conservation areas and structures deemed by the Overseeing Organisation to be of conservation merit. It covers procedures, conservation strategies, applications and management.

Highway structures that are neither scheduled or listed that merit conservation include the following:

- 1) structures having historic, cultural, and/or architectural merit as determined by the Overseeing Organisation; and,
- 2) structures within conservation areas, National Parks, World Heritage Sites, sites in the inventory of gardens and designed landscapes etc, where the Overseeing Organisation deems that conservation measures need to be applied.

As procedures for conservation differ across the UK, this document has a common core supplemented by annexes dealing with the differing legislation and requirements.

### Assumptions made in the preparation of this document

The assumptions made in GG 101 [Ref 2.N] apply to this document.

### Mutual Recognition

Where there is a requirement in this document for compliance with any part of a "British Standard" or other technical specification, that requirement may be met by compliance with the Mutual Recognition clause in GG 101 [Ref 2.N].

# Abbreviations

## Abbreviations

Abbreviation	Definition
LBC	Listed building consent
LPA	Local planning authority
SMC	Scheduled monument consent

# Terms and definitions

## Terms

Term	Definition
Conservation	Conservation is an approach where something of historic or aesthetic merit is preserved.
Conservation merit	Description applied to highway structures, which are neither scheduled nor listed, but are deemed by the Overseeing Organisation to require the application of conservation principles.
Highway structures	Bridges and other structure types owned by the Overseeing Organisation as defined in CG 302 [Ref 1.N]. NOTE: References in this document to bridges apply equally to other highway structures.

## 1. Scope

### Aspects covered

- 1.1 This document shall be used for the conservation of highway structures.
- 1.2 The document shall apply to:
  - 1) structures that are scheduled monuments;
  - 2) structures that are listed;
  - 3) structures within a conservation area;
  - 4) structures of conservation merit.
- 1.2.1 This document should be read in conjunction with 'Conservation of Bridges' Wallsgrave et al 2002 [Ref 1.] on methods of conservation.

### Implementation

- 1.3 This document shall be implemented forthwith on all schemes involving scheduled or listed structures, or structures of conservation merit on the Overseeing Organisations' motorway and all-purpose trunk roads according to the implementation requirements of GG 101 [Ref 2.N].
- 1.4 This document shall be implemented in conjunction with the principal legislation and guidance relevant to conservation of scheduled and listed structures as set out in the Annexes for respective parts of the UK.

### Use of GG 101

- 1.5 The requirements contained in GG 101 [Ref 2.N] shall be followed in respect of activities covered by this document.



## 2. Procedures

- 2.1 Specific procedures shall be undertaken as set out by the Overseeing Organisation in the respective National Application Annexes.

*NOTE 1 Although the processes relating to structures requiring conservation are similar throughout the UK, the terminology and the various bodies involved in the consultation and consent process differ between Overseeing Organisations.*

*NOTE 2 The relevant statutory processes for applications for scheduled monument consent (SMC) and listed building consent (LBC) are set out in the National Application Annexes for the respective Overseeing Organisation.*

### **Applications for scheduled monument and listed buildings consent**

- 2.2 Applications shall address the historic or aesthetic value of existing ancillary furniture including parapets, lighting equipment, signs, etc.
- 2.3 Applications shall include the details of any new fixtures, where these fixtures affect the historic or aesthetic value of the structure.
- 2.3.1 The schedule of conservation work should include conservation issues, archaeological recording and investigations (if required) and the planning of the works to avoid undue disturbance.
- 2.4 Applications shall include issues which interact with the schedule of conservation.
- NOTE Other issues include but are not limited to, interaction with utilities, traffic management, consultation with special interest groups and presentation of planned works to the public.*

### 3. Conservation strategies

#### Principles of conservation

3.1 The following principles of conservation shall be applied:

- 1) structures kept in use and maintained in their original form and performing the same function and structural action;
- 2) minimal changes to the structure and its appearance;
- 3) modifications involve no loss in character, minimal loss of historic fabric and minimal adverse effect on the setting;
- 4) minimal introduction of new material additional to the original fabric;
- 5) any new materials to be in keeping with the original fabric;
- 6) all work undertaken using methods of working and materials to reflect the appearance and local impact of the structure;
- 7) modifications to be reversible where feasible;
- 8) where conservation is carried out, records kept of the work and any archaeological artefacts that may be uncovered; and,
- 9) if deemed appropriate by the Overseeing Organisation, a long-term conservation management plan drawn up for structures of conservation merit.

3.1.1 A historic environment assessment or investigation may be required prior to commencing the work.

3.1.2 Any structures built at least 75 years ago that are not listed or scheduled monuments, or within a conservation area, that require maintenance to any external facing features, should be investigated with findings documented to determine if the structure is of conservation merit using the following themes:

- 1) evidential value – there is evidence of value to the local community;
- 2) historical value – the structure has historical value in the local community;
- 3) aesthetic value – the structure has aesthetic value in terms of design, location or appearance;
- 4) communal value – the structure has links with the local communities in terms of commemorative, symbolic, social or spiritual value.

3.1.3 Other younger structures may be included, where there is evidence to do so.

3.1.4 Decisions about structures of conservation merit should be based on discussions with local authority archaeologists and conservation officers and local communities.

3.1.5 Any structures that are proposed as having conservation merit should be agreed with the Overseeing Organisation and recorded in the asset information system.

#### Materials

3.2 The appropriate conservation techniques and use of materials shall be agreed with the Overseeing Organisation before the application for consent is submitted for SMC or LBC as required.

3.3 Where materials are replaced, their positions in the structure and details of their source shall be recorded in the maintenance manual in accordance with CG 302 [Ref 1.N] and in the Overseeing Organisation's environmental database as set out in the National Application Annexes.

3.3.1 Traditional materials should be used, applied using traditional methods, unless they are no longer permitted by health and safety regulations, or cause greater safety hazards to construction workers and the public.

**NOTE** *For example, mortar joints are pointed in the original style and appearance etc. Traditional materials such as masonry (brick, stone), lime mortar, timber, cast iron, wrought iron, can be obtained from specialist suppliers.*

- 3.3.2 Existing bridge furniture of historic and aesthetic value should be retained whenever possible.
- 3.3.3 Modern fixtures that are not in keeping with the age and type of structure should be assessed for replacement at the next maintenance intervention, subject to approval by the Overseeing Organisation.
- 3.4 For materials used in the conservation of highway structures that require specialist contractors, those employed shall have appropriate experience and skills.
- 3.4.1 Specialist suppliers and contractors should have knowledge of the composition, properties and correct method of use of materials used in conservation.
- NOTE Reference can be made to the Conservation Accreditation Register for Engineers (CARE) formed jointly by the Institution of Civil Engineers and the Institution of Structural Engineers.*

## 4. Application of principles

4.1 All structural modifications shall be subject to technical approval, refer CG 300 [Ref 3.N].

### Strengthening

4.2 The design of a strengthening scheme shall be sympathetic to the historic context, originality of the visible and unseen fabric, uniqueness of the structure and aesthetics.

**NOTE** *Where a structure requires strengthening, the choice of the strengthening method can depend on the nature of the problem, construction material, design of the original structure, and requirements of conservation.*

4.2.1 The external appearance, particularly of parapets and edge beams of aesthetic significance, should not be changed.

4.3 Early consultation with the relevant heritage or local planning authority (LPA) shall be undertaken.

4.4 Assessment of structures covered by the scope of this document shall be carried out in accordance with current assessment documents and management strategy and scheme and operational requirements.

4.5 Urgent work on structures covered by the scope of this document shall be carried out;

- 1) where works are needed in the interests of health and safety or preservation of the structure; and,
- 2) where it is not practical to secure health and safety or the preservation of the structure by works of repair or works affording temporary shelter or support.

4.6 Urgent work carried out on structures covered by the scope of this document shall be limited to the minimum measures immediately necessary and designed to cause least permanent damage to the fabric of the structure.

4.7 Methodology for undertaking urgent works shall be approved by the Overseeing Organisation and the LPA.

### Widening

4.8 Widening of a structure covered by the scope of this document shall be designed in accordance with CD 367 [Ref 4.N].

4.9 The structure widening design shall be sympathetic to:

- 1) the setting, environment and historic context and character of the structure;
- 2) final appearance of the side elevation, parapet and visible deck construction; and,
- 3) appearance and balance of the approaches at road level.

4.9.1 Widening in the form of an adjacent structure should be designed to leave an uncluttered and clear view of the original structure.

### Change of use

4.10 When a structure requires a change of use involving higher loading, a structural assessment shall be undertaken.

4.11 Where a structure is to be used to serve a lower volume of traffic, non-vehicular traffic, or becomes redundant, it shall be maintained in a safe condition, posing no risk to users of the structure.

**NOTE 1** *This can be aided by designing alternative uses for the redundant bridge, for example, to carry a bridleway or cycle track, or serve as part of a lay-by.*

**NOTE 2** *Some sources of deterioration are liable to change, such as reduced salt spray, or increased vegetative growth, which can be taken into account in the maintenance planning.*

4.12 Where ownership is transferred from the Overseeing Organisation, the prospective owner shall be advised of the heritage status of the structure.

## 5. Management

- 5.1 When undertaking work on structures covered by the scope of this document, archaeological recording shall be entered into the maintenance manual in accordance with CG 302 [Ref 1.N] and in the Overseeing Organisation's environmental database as set out in the National Application Annexes.

### Planning

- 5.2 Management planning shall be provided in accordance with principles of conservation.

**NOTE** *Drawings or surveys can be incorrect for historic bridges. Important details, such as earlier strengthening measures or the presence of redundant structural elements, can be hidden within the structure and not recorded.*

- 5.3 For structures crossing watercourses the relevant river authority and environmental protection organisation shall be consulted.
- 5.4 Potential reuse of materials shall be assessed.
- 5.4.1 Redundant materials that may be suitable for future maintenance of historic bridges should be salvaged and stored where possible.

### Maintenance

- 5.5 Maintenance of structures covered by the scope of this document shall be carried out in accordance with the principles of conservation to ensure safety and serviceability.
- 5.6 Routine or other minor preventative maintenance on scheduled and listed structures involving materials or appearance shall be agreed with the relevant heritage authority prior to works.
- 5.7 Existing trees which are the subject of preservation orders shall be assessed as part of the maintenance works undertaken.
- 5.8 Existing vegetation providing an established sight or noise screen shall be assessed as part of the maintenance works undertaken and the existing effects maintained.
- 5.8.1 Where there are no trees subject to preservation orders, or there are no vegetation noise or sight screens, a no-tree zone should be established and maintained around the structure to avoid consequential damage.

6. Normative references

The following documents, in whole or in part, are normative references for this document and are indispensable for its application. For dated references, only the edition cited applies. For undated references, the latest edition of the referenced document (including any amendments) applies.

Ref 1.N	Highways England. CG 302, 'As-built, operational and maintenance records for highway structures'
Ref 2.N	Highways England. GG 101, 'Introduction to the Design Manual for Roads and Bridges'
Ref 3.N	Highways England. CG 300, 'Technical approval of highway structures'
Ref 4.N	Highways England. CD 367, 'Treatment of existing structures on highways widening schemes'

**7. Informative references**

The following documents are informative references for this document and provide supporting information.

Ref 1.I	Spon Press, New York, 2002. Tilly GP, Frost A, & Wallsgrove J. Wallsgrove et al 2002, 'Conservation of bridges'
---------	---

© Crown copyright 2020.

You may re-use this information (not including logos) free of charge in any format or medium, under the terms of the Open Government Licence. To view this licence:

visit [www.nationalarchives.gov.uk/doc/open-government-licence/](https://www.nationalarchives.gov.uk/doc/open-government-licence/),  
write to the **Information Policy Team, The National Archives, Kew, London TW9 4DU**,  
or email [psi@nationalarchives.gsi.gov.uk](mailto:psi@nationalarchives.gsi.gov.uk).





Highway Structures & Bridges  
General information

## CG 304

# England National Application Annex to CG 304 Conservation of highway structures

(formerly BD 89/03)

Revision 0

### Summary

This National Application Annex sets out the Highways England specific requirements on the conservation of highway structures.

### Feedback and Enquiries

Users of this document are encouraged to raise any enquiries and/or provide feedback on the content and usage of this document to the dedicated Highways England team. The email address for all enquiries and feedback is: [Standards\\_Enquiries@highwaysengland.co.uk](mailto:Standards_Enquiries@highwaysengland.co.uk)

**This is a controlled document.**

Contents

**Release notes** 2

**Foreword** 3

    Publishing information . . . . . 3

    Contractual and legal considerations . . . . . 3

**Introduction** 4

    Background . . . . . 4

    Assumptions made in the preparation of this document . . . . . 4

**Abbreviations** 5

**Terms and definitions** 6

**E/1. Procedures** 7

**E/2. Management** 8

**E/3. Normative references** 10

**E/4. Informative references** 11

## Release notes

Version	Date	Details of amendments
0	Mar 2020	Highways England National Application Annex to CG 304.

## **Foreword**

### **Publishing information**

This document is published by Highways England.

This document supersedes BD 89/03, which is withdrawn.

### **Contractual and legal considerations**

This document forms part of the works specification. It does not purport to include all the necessary provisions of a contract. Users are responsible for applying all appropriate documents applicable to their contract.

## **Introduction**

### **Background**

This National Application Annex gives the Highways England-specific requirements and advice about conservation of highway structures in England that are a listed building, a scheduled monument, a structure within a conservation area, or a structure of conservation merit.

### **Assumptions made in the preparation of this document**

The assumptions made in GG 101 [Ref 3.N] apply to this document.

# Abbreviations

## Abbreviations

Abbreviation	Definition
LBC	Listed building consent
LPA	Local planning authority
SMC	Scheduled monument consent

## Terms and definitions

### Terms

Term	Definition
Conservation merit	Description applied to highway structures, which are neither scheduled nor listed, but are deemed by the Overseeing Organisation to require the application of conservation principles.
Listed building in England	Building included under the Planning (Listed Buildings and Conservation Areas) Act 1990 ( Planning 1990 [Ref 4.N]). NOTE: Listed buildings are classified in grades of relative importance: 1) Grade I. Buildings of exceptional importance. 2) Grade II*. Buildings of particular importance and more than special interest. 3) Grade II. Buildings of special interest and warranting preservation.
Schedule ancient monument in England	Monument included under the Ancient Monuments and Archaeological Areas Act 1979 ( AMAAA 1979 [Ref 1.N]).

## E/1. Procedures

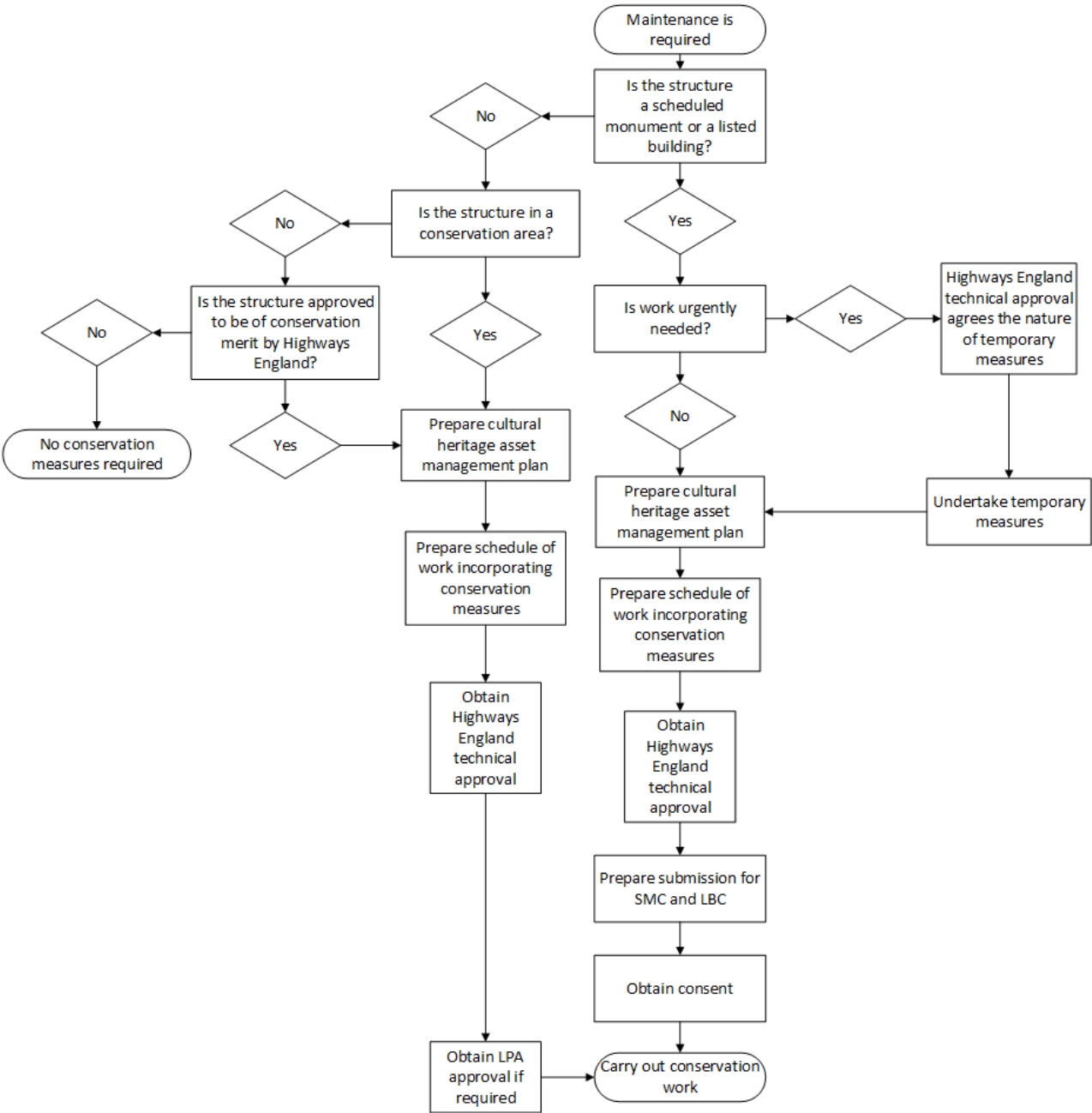
- E/1.1 Procedures below shall be followed for all highway structures coming under the scope of this document, as applying to definitions relevant to England.
- E/1.2 The status and age of structures, whether a scheduled monument, a listed building, a structure within a conservation area, or a structure of conservation merit, shall be confirmed with:
- 1) Highways England's structures asset information system and the environmental database system; and
  - 2) Historic England.
- NOTE** *Historic England has an online National Heritage List for England [Ref 2.I] containing records of listed buildings and scheduled monuments.*
- E/1.2.1 Structures proposed as having conservation merit should initially be based on discussions with Highways England technical approval, operational and environmental teams.
- E/1.2.2 Following Highways England initial agreement of conservation merit, further discussions with local authority archaeologists and conservation officers, and local communities, should be undertaken to understand local conservation views.
- E/1.3 Structures proposed as having conservation merit, following Highways England and external stakeholder discussions, shall be approved by Highways England technical approval.
- E/1.4 A cultural heritage asset management plan shall be prepared for all structures covered by the scope of this document in accordance with LA 116 [Ref 2.N].
- E/1.5 The cultural heritage asset management plan shall be approved by Highways England.
- E/1.6 Structural modifications to all categories of bridge shall require Highways England technical approval in accordance with CG 300 [Ref 5.N].
- E/1.7 Liaison with the local planning authority (LPA) and Historic England, shall be maintained throughout the planning and execution of the work.
- E/1.8 Where required, approvals shall be obtained from the LPA and Historic England.
- E/1.8.1 Structures within conservation areas may require LPA approval.
- E/1.9 Applications for scheduled monument consent (SMC) shall be made through the Historic England SMC process.
- NOTE** *The Ancient Monuments (Class Consents) Order 1994 SI 1994/1381 [Ref 1.I] grants SMC to carry out works which are urgently necessary in the interests of safety and health, provided that: the works are limited to the minimum measures immediately necessary; and notice in writing, justifying in detail the need for the works, is given to the Secretary of State.*
- E/1.10 Applications for listed building consent (LBC) shall be made through LPA LBC process.
- E/1.11 Works shall not be carried out before SMC or LBC consent is obtained.
- NOTE 1** *The LPA can insist that all work carried out without consent is reversed.*
- NOTE 2** *Conservation work on structures that are neither scheduled monuments nor listed buildings but deemed by the Overseeing Organisation to merit conservation do not require statutory consent.*



## **E/2. Management**

- E/2.1 Results of archaeological recordings before and during the work shall be referenced in the environmental information system as required by LA 116 [Ref 2.N].
- E/2.2 Structure routine maintenance schedules shall be agreed with the Overseeing Organisation.
- E/2.3 The sequence of activities and decision making shall be as outlined in the management flow chart in Figure E/2.3.

Figure E/2.3 Activities and decision making management flowchart



### E/3. Normative references

The following documents, in whole or in part, are normative references for this document and are indispensable for its application. For dated references, only the edition cited applies. For undated references, the latest edition of the referenced document (including any amendments) applies.

Ref 1.N	The National Archives. <a href="https://www.legislation.gov.uk">legislation.gov.uk</a> . AMAAA 1979, 'Ancient Monuments and Archaeological Areas Act 1979'
Ref 2.N	Highways England. LA 116, 'Cultural heritage asset management plans'
Ref 3.N	Highways England. GG 101, 'Introduction to the Design Manual for Roads and Bridges'
Ref 4.N	The National Archives. <a href="https://www.legislation.gov.uk">legislation.gov.uk</a> . Planning 1990, 'Planning (Listed Buildings and Conservation Areas) Act 1990'
Ref 5.N	Highways England. CG 300, 'Technical approval of highway structures'

**E/4. Informative references**

The following documents are informative references for this document and provide supporting information.

Ref 1.I	The National Archives. <a href="https://www.legislation.gov.uk">legislation.gov.uk</a> . SI 1994/1381, 'Ancient Monuments (Class Consents) Order 1994'
Ref 2.I	Historic England. 'National Heritage List for England <a href="https://historicengland.org.uk">https://historicengland.org.uk</a> '

© Crown copyright 2020.

You may re-use this information (not including logos) free of charge in any format or medium, under the terms of the Open Government Licence. To view this licence:

visit [www.nationalarchives.gov.uk/doc/open-government-licence/](https://www.nationalarchives.gov.uk/doc/open-government-licence/),  
write to the **Information Policy Team, The National Archives, Kew, London TW9 4DU**,  
or email [psi@nationalarchives.gsi.gov.uk](mailto:psi@nationalarchives.gsi.gov.uk).

# Design Manual for Roads and Bridges



Highway Structures & Bridges  
General information

## CG 304

# Northern Ireland National Application Annex to CG 304 Conservation of highways structures

(formerly BD 89/03)

Revision 0

### Summary

This National Application Annex sets out the Department for Infrastructure Northern Ireland specific requirements on the conservation of highway structures.

### Feedback and Enquiries

Users of this document are encouraged to raise any enquiries and/or provide feedback on the content and usage of this document to the dedicated team in the Department for Infrastructure, Northern Ireland. The email address for all enquiries and feedback is: [dcu@infrastructure-ni.gov.uk](mailto:dcu@infrastructure-ni.gov.uk)

**This is a controlled document.**

Contents

Release notes 2

Foreword 3

    Publishing information . . . . . 3

    Contractual and legal considerations . . . . . 3

Introduction 4

    Background . . . . . 4

    Assumptions made in the preparation of this document . . . . . 4

Abbreviations 5

Terms and definitions 6

NI/1. Procedures 7

NI/2. Principal legislation and guidance 8

NI/3. Normative references 9

NI/4. Informative references 10

## Release notes

Version	Date	Details of amendments
0	Mar 2020	Department for Infrastructure Northern Ireland National Application Annex to CG 304.



## **Foreword**

### **Publishing information**

This document is published by Highways England on behalf of the Department for Infrastructure, Northern Ireland.

This document supersedes BD 89/03, which is withdrawn.

### **Contractual and legal considerations**

This document forms part of the works specification. It does not purport to include all the necessary provisions of a contract. Users are responsible for applying all appropriate documents applicable to their contract.

## **Introduction**

### **Background**

This National Application Annex provides requirements and advice about conservation of highway structures in Northern Ireland that are a listed building, a scheduled monument, a structure within a conservation area, or a structure of conservation merit.

### **Assumptions made in the preparation of this document**

The assumptions made in GG 101 [Ref 2.N] apply to this document.

# Abbreviations

Abbreviations

Abbreviation	Definition
DfCHED	Department for Communities Historic Environment Division
LBC	Listed building consent
SMC	Scheduled monument consent

# Terms and definitions

## Terms

Term	Definition
Listed building in Northern Ireland	A building included under the Planning Order (NI) 1991 SI 1991/1220 (NI 11) [Ref 3.N].
Scheduled ancient monument in Northern Ireland	A monument included under the Historic Monuments and Archaeological (NI) Order 1995 SI 1995/1625 (NI) [Ref 1.N].

## NI/1. Procedures

- NI/1.1 The procedures below shall be followed for all highway structures coming under the scope of this document, as applying to Northern Ireland through the definitions relevant to Northern Ireland.
- NI/1.2 Appropriate liaison with the appropriate planning authority shall be maintained throughout the planning and execution of the work.
- NI/1.3 Where required, approvals shall be obtained from the planning authority.
- NI/1.4 Structural modifications to all categories of structures shall require the approval of the Department for Infrastructure, or its successors.
- NI/1.5 The status of structures, whether a scheduled monument or a listed building, shall be confirmed with the Department for Communities Historic Environment Division (DfCHED).
- NI/1.6 Work to a structure that is a scheduled monument shall require scheduled monument consent (SMC) by DfCHED.
- NI/1.7 Work to a structure that is a listed building shall require listed building consent (LBC) by the appropriate planning authority. This includes demolition and also alterations and extensions which would affect its character as a building of special architectural or historic interest.
- NOTE The appropriate planning authority will consult DfCHED on applications affecting listed buildings.*
- NI/1.8 Where any new construction is planned at or in the vicinity of a scheduled monument or a listed building, such as a new structure alongside the original, the appropriate planning authority and the DfCHED shall be consulted.

## **NI/2. Principal legislation and guidance**

NI/2.1 The following principal acts must be followed:

- 1) The Historic Monuments and Archaeological Objects (NI) Order 1995 SI 1995/1625 (NI) [Ref 1.N] for works to Scheduled Ancient Monuments; and,
- 2) Planning Order (NI) 1991 SI 1991/1220 (NI 11) [Ref 3.N] for works to listed buildings.

NI/2.1.1 PPS 6 Planning Policy Statement 6: Planning, Archaeology and the Built Heritage PPS 6 [Ref 1.I] should be followed.

**NI/3. Normative references**

The following documents, in whole or in part, are normative references for this document and are indispensable for its application. For dated references, only the edition cited applies. For undated references, the latest edition of the referenced document (including any amendments) applies.

Ref 1.N	The National Archives. <a href="http://legislation.gov.uk">legislation.gov.uk</a> . SI 1995/1625 (NI), 'Historic Monuments and Archaeological Objects (Northern Ireland) Order 1995'
Ref 2.N	Highways England. GG 101, 'Introduction to the Design Manual for Roads and Bridges'
Ref 3.N	The National Archives. <a href="http://legislation.gov.uk">legislation.gov.uk</a> . SI 1991/1220 (NI 11), 'The Planning (Northern Ireland) Order 1991'

**NI/4. Informative references**

The following documents are informative references for this document and provide supporting information.

Ref 1.I	Department for Infrastructure, Northern Ireland. Planning Service (DOE). PPS 6, 'Planning Policy Statement 6: Planning, Archaeology and the Built Heritage (1999)'
---------	--



© Crown copyright 2020.

You may re-use this information (not including logos) free of charge in any format or medium, under the terms of the Open Government Licence. To view this licence:

visit [www.nationalarchives.gov.uk/doc/open-government-licence/](https://www.nationalarchives.gov.uk/doc/open-government-licence/),  
write to the **Information Policy Team, The National Archives, Kew, London TW9 4DU**,  
or email [psi@nationalarchives.gsi.gov.uk](mailto:psi@nationalarchives.gsi.gov.uk).



Highway Structures & Bridges  
General information

## CG 304

# Scotland National Application Annex to CG 304 304 Conservation of highway structures

(formerly BD 89/03)

Revision 0

### Summary

This National Application Annex sets out the Transport Scotland specific requirements on the conservation of highway structures.

### Feedback and Enquiries

Users of this document are encouraged to raise any enquiries and/or provide feedback on the content and usage of this document to the dedicated Transport Scotland team. The email address for all enquiries and feedback is: [TSSStandardsBranch@transport.gov.scot](mailto:TSSStandardsBranch@transport.gov.scot)

**This is a controlled document.**

Contents

**Release notes** 2

**Foreword** 3

    Publishing information . . . . . 3

    Contractual and legal considerations . . . . . 3

**Introduction** 4

    Background . . . . . 4

    Assumptions made in the preparation of this document . . . . . 4

**Abbreviations** 5

**Terms and definitions** 6

**S/1. Procedures** 7

**S/2. Principal legislation and guidance** 8

**S/3. Normative references** 9

**S/4. Informative references** 10

Release notes

Version	Date	Details of amendments
0	Mar 2020	Transport Scotland National Application Annex to CG 304.

## **Foreword**

### **Publishing information**

This document is published by Highways England on behalf of Transport Scotland.

This document supersedes BD 89/03, which is withdrawn.

### **Contractual and legal considerations**

This document forms part of the works specification. It does not purport to include all the necessary provisions of a contract. Users are responsible for applying all appropriate documents applicable to their contract.

## **Introduction**

### **Background**

This National Application Annex gives the Transport Scotland-specific requirements and advice about conservation of highway structures in Scotland that are a listed building, a scheduled monument, a structure within a conservation area, or a structure of conservation merit.

### **Assumptions made in the preparation of this document**

The assumptions made in GG 101 [Ref 2.N] apply to this document.

# Abbreviations

Abbreviations

Abbreviation	Definition
HES	Historic Environment Scotland
LBC	Listed building consent
LPA	Local planning authority
SMC	Scheduled monument consent

## Terms and definitions

### Terms

Term	Definition
Listed building in Scotland	<p>A building included under the Planning (Listed Buildings and Conservation Areas) (Scotland) Act 1997 Planning (Scotland) 1997 [Ref 3.N]. NOTE: Listed buildings are classified in categories of relative importance:</p> <ol style="list-style-type: none"><li>1) Category A: Buildings of national importance.</li><li>2) Category B: Buildings of regional importance or more than local importance.</li><li>3) Category C: Buildings of special architectural or historic interest which are representative examples of a period, style or building type.</li></ol>
Scheduled ancient monument in Scotland	<p>A monument included in the Schedule of Ancient Monuments produced by the Scottish Ministers acting through Historic Environment Scotland.</p>



## S/1. Procedures

- S/1.1 Procedures shown in this section shall be followed for all highway structures coming under the scope of this document, as applying to Scotland through the definitions relevant to Scotland.
- S/1.2 Appropriate liaison with Historic Environment Scotland (HES) and/or the local planning authority (LPA) shall be maintained throughout the planning and execution of the work.
- S/1.3 Where required by HES and the LPA, approvals shall be obtained from HES and the LPA.
- S/1.4 The status of structures, whether scheduled or listed, shall be confirmed with:
- 1) the local authority and/or HES; and,
  - 2) Transport Scotland's structures management system.
- S/1.5 Structural modifications to all categories of bridge shall require approval by Transport Scotland or its successors.
- S/1.6 Work to a structure that is a scheduled monument shall require scheduled monument consent (SMC) by HES.
- NOTE** *The Ancient Monuments (Class Consents) (Scotland) Order 1996 SI 1996/1507 [Ref 7.I] grants SMC to carry out works which are urgently necessary in the interests of safety and health, provided that: the works are limited to the minimum measures immediately necessary; and notice in writing, justifying in detail the need for the works, is given to the Scottish Ministers.*
- S/1.7 Work to a structure that is a listed building shall require listed building consent (LBC) by the local planning authority, or by HES in cases where the applicant is the local authority.
- NOTE** *The LPA consults HES.*
- S/1.8 Where a structure straddles a local authority boundary, LBC shall be required from each authority.
- S/1.9 When new construction is planned at, or in the vicinity of, a scheduled or listed structure, such as a new bridge alongside the original, advice shall be sought from the Overseeing Organisation and LPA.
- S/1.9.1 Architecture and Design Scotland may be consulted.
- S/1.10 When undertaking work on scheduled monuments or listed buildings, archaeological recording before and during the work shall be entered into the structure file and any relevant database including the National Monuments Record of Scotland and local sites and monument records.

## S/2. Principal legislation and guidance

S/2.1 The following Principal Acts must be followed, all as amended by the Historic Environment Scotland Act 2014:

- 1) Ancient Monuments and Archaeological Areas Act 1979 ( AMAAA 1979 [Ref 1.N]) for works to Scheduled Ancient Monuments;
- 2) Planning (Listed Buildings and Conservation Areas) (Scotland) Act 1997 ( Planning (Scotland) 1997 [Ref 3.N]) for works to listed buildings and to unlisted buildings within conservation areas; and,
- 3) Town and Country Planning (Scotland) Act 1997 ( TCP(S) c.8 [Ref 4.N]) for planning permission in addition to any need for SMC, LBC or Conservation Area Consent.

S/2.1.1 The following non-statutory guidance notes should be followed:

- 1) Planning Circular 9/2009: memorandum of guidance on listed buildings and conservation areas by the Scottish Government July 2009 - ( Planning Circular 9/2009 [Ref 6.I]);
- 2) 'Managing Change in the Historic Environment' guidance notes by Historic Environment Scotland ( Guidance Notes (various) [Ref 2.I]);
- 3) Managing Change in the Historic Environment: Engineering Structures by Historic Scotland October 2010 ( Engineering Structures [Ref 3.I]);
- 4) Historic Environment Policy for Scotland by Historic Environment Scotland April 2019 ( Environment Policy (S) [Ref 1.I]);
- 5) Archaeology and Planning by the Scottish Government ( NPPG 5 [Ref 5.I]) on national policy for planning and the conservation of archaeology (including Scheduled Monuments); and,
- 6) NPPG 18 Planning and the Historic Environment by the Scottish Government ( NPPG 18 [Ref 4.I]). This document complements NPPG 5.

**S/3. Normative references**

The following documents, in whole or in part, are normative references for this document and are indispensable for its application. For dated references, only the edition cited applies. For undated references, the latest edition of the referenced document (including any amendments) applies.

Ref 1.N	The National Archives. <a href="http://legislation.gov.uk">legislation.gov.uk</a> . AMAAA 1979, 'Ancient Monuments and Archaeological Areas Act 1979'
Ref 2.N	Highways England. GG 101, 'Introduction to the Design Manual for Roads and Bridges'
Ref 3.N	The National Archives. <a href="http://legislation.gov.uk">legislation.gov.uk</a> . Planning (Scotland) 1997, 'Planning (Listed Buildings and Conservation Areas) (Scotland) Act 1997'
Ref 4.N	The National Archives. <a href="http://legislation.gov.uk">legislation.gov.uk</a> . TCP(S) c.8, 'Town and Country Planning (Scotland) Act 1997'

## S/4. Informative references

The following documents are informative references for this document and provide supporting information.

Ref 1.I	Historic Environment Scotland. Environment Policy (S), 'Historic Environment Policy for Scotland'
Ref 2.I	Historic Environment Scotland. Guidance Notes (various), 'Managing Change in the Historic Environment '
Ref 3.I	Historic Scotland. Engineering Structures, 'Managing Change in the Historic Environment: Engineering Structures'
Ref 4.I	Scottish Government - Riaghaltas na h-Alba. Scottish Executive. NPPG 18, 'NPPG 18 Planning and the Historic Environment'
Ref 5.I	Scottish Government - Riaghaltas na h-Alba on <a href="https://www2.gov.scot/Publications/1998/10/nppg5">https://www2.gov.scot/Publications/1998/10/nppg5</a> . NPPG 5, 'NPPG 5 - Archaeology and Planning'
Ref 6.I	Scottish Government Local Government and Communications Directorate. Planning Circular 9/2009, 'Planning Circular 9/2009: memorandum of guidance on listed buildings and conservation areas'
Ref 7.I	The National Archives. <a href="http://legislation.gov.uk">legislation.gov.uk</a> . SI 1996/1507, 'The Ancient Monuments (Class Consents) (Scotland) Order 1996'

© Crown copyright 2020.

You may re-use this information (not including logos) free of charge in any format or medium, under the terms of the Open Government Licence. To view this licence:

visit [www.nationalarchives.gov.uk/doc/open-government-licence/](https://www.nationalarchives.gov.uk/doc/open-government-licence/),  
write to the **Information Policy Team, The National Archives, Kew, London TW9 4DU**,  
or email [psi@nationalarchives.gsi.gov.uk](mailto:psi@nationalarchives.gsi.gov.uk).



Highway Structures & Bridges  
General information

## CG 304

# Wales National Application Annex to CG 304 Conservation of highway structures

(formerly BD 89/03)

Revision 0

### Summary

There are no specific requirements for the Welsh Government supplementary or alternative to those given in CG 304.

### Feedback and Enquiries

Users of this document are encouraged to raise any enquiries and/or provide feedback on the content and usage of this document to the dedicated Welsh Government team. The email address for all enquiries and feedback is: [Standards\\_Feedback\\_and\\_Enquiries@gov.wales](mailto:Standards_Feedback_and_Enquiries@gov.wales)

**This is a controlled document.**

Contents

Release notes	2
---------------	---

## Release notes

Version	Date	Details of amendments
0	Mar 2020	Welsh Government National Application Annex to CG 304.



© Crown copyright 2020.

You may re-use this information (not including logos) free of charge in any format or medium, under the terms of the Open Government Licence. To view this licence:

visit [www.nationalarchives.gov.uk/doc/open-government-licence/](https://www.nationalarchives.gov.uk/doc/open-government-licence/),  
write to the **Information Policy Team, The National Archives, Kew, London TW9 4DU**,  
or email [psi@nationalarchives.gsi.gov.uk](mailto:psi@nationalarchives.gsi.gov.uk).