

Land off Ducie Street, Manchester
Archaeological Written Scheme of Investigation
September 2019

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Report

Archaeological Written Scheme of Investigation

Site

Land off Ducie Street, Manchester

Date

September 2019

Planning Authority

Manchester City Council

Approximate Site Centre

NGR SJ 83826 99196

Prepared By

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Approved By

Rob Bourn MCIfA

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PN2175

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1.0 Introduction

- 1.1 This document represents a Written Scheme of Investigation (WSI) for undertaking an archaeological programme of works on land off Ducie Street, Manchester (Figure 1). The site (hereafter referred to as the 'study site') is located at grid reference NGR SJ 83826 99196.
- 1.2 The archaeological works will comprise a programme of archaeological fieldwork; initially taking the form of a trial trench evaluation.
- 1.3 It is acknowledged that should archaeological remains be discovered during the trial trench evaluation then further additional excavation work (comprising strip and record of parts of the site) may be required by the Greater Manchester Archaeological Advisory Service (GMAAS).
- 1.4 The strip and record excavation will be discussed with GMAAS and their approval secured, prior to this work commencing.
- 1.5 The proposed development is for a new city centre college campus.

2.0 Aims and Objectives

2.1 The principal aim of the archaeological programme of works will be to determine the character, extent, date, integrity, state of preservation and quality of any archaeological remains present; therefore, ensuring their preservation by record.

2.2 To address the main aim, the general objectives are to:

- Ensure the recording of archaeological assets discovered during the archaeological works;
- Ensure that any below-ground archaeological deposits exposed are promptly identified; and
- Ensure the recording of archaeological remains, to place this record in its local context and to make this record available.

2.3 This specification conforms to the requirements of current national and local planning policy (including *NPPF* [2018]). It has been designed in accordance with current best archaeological practice. All archaeological works will conform to the standards and guidance of the Chartered Institute of Archaeologists (CIfA), and the appropriate national and local standards and guidelines; these include:

- *Management of Recording Projects in the Historic Environment: MORPHE* (English Heritage 2006);
- *Code of Conduct* (Institute of Field Archaeologists [revised edition] 2014);
- *Standard and Guidance for Archaeological Field Evaluation* (Chartered Institute for Archaeologists [revised edition] 2014); and
- *Standard and Guidance for Archaeological Excavation* (Chartered Institute for Archaeologists [revised edition] 2014).

3.0 Methodology

Programme of Archaeological Works

3.1 As highlighted above, the archaeological programme of works will comprise the following:

- The excavation of eleven archaeological trial trenches of varying sizes (TR3 and TR6 measure 15 m x 1.8 m; TR1, TR4, TR8, TR9 and TR10 measure 20 m x 1.8 m; TR2 and TR7 measure 25 m x 1.8 m; TR5 measures 30 m x 1.8 m; and TR11 measures 40 m x 1.8 m). The locations of the proposed trial trenches are shown on Figures 2 and 3;
- The strip and record excavation on certain areas of the site (the extent of the strip and record will be determined by the results of the evaluation trenches); and
- Report production.

Recording

3.2 The trial trenches and any areas subject to strip and record will be accurately tied into the National Grid, preferably by an Electronic Distance Measurer (EDM) or Total Station and located onto a 1:2,500 scale map of the area.

3.3 The trial trenches/areas of strip and record may be opened and the modern overburden removed (after utilisation of a suitable breaker) down to the first significant archaeological horizon in successive level spits of a maximum 0.2 m. thickness, by the use of an appropriate machine using a wide toothless ditching blade. Under no circumstances should the machine be used to cut arbitrary trenches down to natural deposits. Any machine work must be carried out under direct archaeological supervision and the machine halted if significant archaeological deposits are encountered. The top of the first significant archaeological horizon may be exposed by the machine but must then be cleaned by hand and inspected for features, and then dug by hand.

3.4 All archaeological remains will be hand excavated in an archaeologically controlled and stratigraphic manner sufficient to meet the aims and objectives of the project. The complete stratigraphic sequence, down to naturally occurring deposits will be excavated and the work will investigate and record all inter-relationships between features. Provision should be made for the use of shoring/stepping to accomplish this if necessary. All trenches are to be the stated dimensions at their base. The following strategy will be employed:

- Linear features: a minimum sample of 20% of each linear feature, such as ditches. Each section should be at least 1 m wide and, where possible, sections will be located and recorded adjacent to the trench edge. All intersections will be investigated to determine the relationship(s) between the component features. All termini will be investigated. If upon excavation of the sample section no datable artefacts are recovered, then the remainder of the feature within the trench should be rapidly excavated up to 100%. A mechanical excavator may be employed to remove the upper fills but the primary fills should be quickly hand excavated to maximise retrieval of artefacts.
- Other linear and discrete features: all stake-holes, post-holes, pits, ring ditches, kilns, and other structural/funerary/industrial features will be 50% excavated in the first instance, recorded in section, and then fully excavated. All intersections will be investigated to determine the relationship(s) between the component features. Where possible, sections will be located and recorded adjacent to the trench edge.

- Built structures: walls, floors, etc. will be excavated sufficient to establish their form, phasing, construction techniques. All intersections will be investigated to determine the relationship(s) between the component features.

- 3.5 No archaeological deposits should be entirely removed unless this is unavoidable in achieving the objectives of this evaluation, although all features identified are expected to be half-sectioned and the full depth of archaeological deposits must be assessed. All trenches are to be the stated dimensions at their base.
- 3.6 All artefacts are to be retained for processing and analysis except for unstratified 20th century material, which may be noted and discarded. Finds will be stored in secure, appropriate conditions following the guidelines in *First Aid for Finds* (3rd edition).
- 3.7 The excavation areas will be cleaned sufficiently to enhance the definition of features and a base plan produced at a suitable scale using a GPS.
- 3.8 All structures, deposits and finds will be recorded according to accepted professional standards.
- 3.9 Individual descriptions of all archaeological strata and features exposed or excavated will be entered onto prepared pro-forma recording sheets. Sample recording sheets, sample registers, finds recording sheets, access catalogues, and photo record cards will also be used.
- 3.10 Plans indicating the location of all archaeological features encountered will be drawn at an appropriate scale. The location and extent of archaeological features will be recorded by EDM or Total Station.
- 3.11 Archaeological features will be plotted on an overall plan at a scale of either 1:100 or 1:50. Areas of significant remains or areas of complex stratigraphy will be planned in greater detail at 1:20 or 1:10 scale as appropriate. Plans and sections will include context numbers and Ordnance Datum (OD) spot heights for all principal strata and features.
- 3.12 A photographic record of the project will be maintained. This will include colour prints, and digital images, illustrating the detail and context of the principal features and finds discovered. A photographic scale should be used for each photo and the size of the scale divisions be stated. The photographic record will also include working shots to illustrate more generally the progress of the programme of archaeological works.

Finds and Samples

- 3.13 A high priority will be given to dating any finds exposed. All artefactual and ecofactual material revealed during the excavation will be retained for recording and assessment and, where appropriate, further analysis and will be treated in accordance with the CIfA *Guidelines for the collection, documentation, conservation and research of archaeological material* (2008).
- 3.14 All finds will be exposed, lifted, cleaned, conserved, marked, bagged and boxed in accordance with the guidelines set out in the UK Institute for Conservation's *Conservation Guideline No 2* (1983). Appropriate guidelines set out in the Museums and Galleries Commissions *Standards in the Museum Care of Archaeological Collections* (1991) will also be followed.
- 3.15 Bulk environmental samples must be taken from all securely stratified deposits using a strategy which combines systematic and judgement sampling, but which also follows the methodologies outlined in the English Heritage (2011) *Environmental Archaeology: A Guide to the Theory and Practice of Methods, from Sampling and Recovery to Post-Excavation* (2nd edition) guidance.

- 3.16** Samples for specialist environmental analysis and scientific dating (soil profiles, archaeomagnetic dating, dendrochronology, etc.) should be taken if suitable material is encountered during the excavation. The Historic England Science Advisor should be consulted, and provision should be made for an appropriate specialist(s) to visit the site, take samples and discuss the sampling strategy, if necessary.
- 3.17** Techniques employed may include: sampling working surfaces; sieving for glass fragments; checking for hammer scale; and intensive sampling within a closely spaced grid. Appropriate analytical techniques should be employed in both laboratory assessment and the field (e.g. portable XRF). General environmental sampling should be employed to examine evidence of environmental pollution and the origins of industrial fuels.
- 3.18** If appropriate scientific dating techniques should be used. In addition to C14 dating thermoluminescence and archaeomagnetic dating should also be considered.
- 3.19** A conservation strategy must be developed in collaboration with a recognised laboratory. All finds must be assessed in order to recover information that will contribute to an understanding of their deterioration and hence preservation potential, as well as identifying potential for further investigation. Furthermore, all finds must be stabilised and packaged in accordance with the requirements of the receiving museum. As a guiding principle, only artefacts of a “displayable” quality would warrant full conservation, but metalwork and coinage from stratified contexts would be expected to be x-rayed if necessary, and conservation costs should also be included as a contingency.
- 3.20** Should finds and features be made that might constitute ‘Treasure’ under the definition of the *Treasure Act* (1996), these will, if possible, be archaeologically excavated and removed to a safe place. Such finds will also be reported immediately to the local coroner (within 14 days, in accordance with the Act).
- 3.21** Any human remains that are discovered will initially be left in-situ, covered and protected, and GMAAS informed of their discovery. If removal is necessary, this will comply with the relevant legislation, any Ministry of Justice and local environmental health regulations, and the appropriate Historic England advice.

Reporting and Archive

- 3.22** Details of style and format will be determined by the archaeological contractor. In any event it will include:
- An executive summary of the work undertaken, and the results obtained;
 - The aims and methods adopted during the programme of archaeological works;
 - The nature, location, extent, date, significance and quality of any archaeological deposits and material uncovered;
 - The nature and location of the features and deposits encountered;
 - Appropriate illustrative material such as maps, plans, sections, drawings and photographs; including a site location plan at 1: 2,500, a site plan at 1: 1,250, and where appropriate, large-scale specific plans;
 - A summary of results; and
 - A description of the archive contents and details of its location for long-term storage.

- 3.23** The report will also include a finds report including: any pottery, glass and clay tobacco pipes discovered during the archaeological works, as well as all other artefacts that may be discovered. A specialist report on all animal or human bone discovered during the excavation will also be included. Pottery and ceramic building material will be recorded by sherd count and weight by ware type and, if appropriate, from within context groups.
- 3.24** The discussion of the archaeological potential of the site will also include reference to the potential indicated by the finds and environmental evidence.
- 3.25** Copies of the report will be submitted to GMAAS to demonstrate compliance with the requirements of the archaeological works. One digital copy of the report will also be provided to the Greater Manchester HER. Copies will also be uploaded as part of the ADS OASIS database record.
- 3.26** The site archive, to include all project records and cultural material produced by the archaeological works, will be prepared in accordance with guidance issued by the Archaeological Archives Forum (AAF) (*Archaeological Archives. A guide to best practice in creation, compilation, transfer and curation* [Brown 2011]) and deposited to the Manchester City Museum. Should this not be possible, the archive should be deposited with the County Museums Service. An accession code from the relevant Museum will be obtained prior to the deposition of the archive.
- 3.27** The archive will also be prepared in line with the *ClfA Standard and Guidance for the creation, compilation, transfer and deposition of archaeological archives* (2009).

4.0 Timetable and Personnel

- 4.1 Following approval of this WSI, it is anticipated that the archaeological works will be undertaken in mid-October 2019.
- 4.2 The archaeological works will be undertaken under the overall supervision of Dr Robert Smith (Director, Orion Heritage). Robert is an ClfA member and Orion Heritage is a Registered Archaeological Organisation.
- 4.3 Curriculum Vitaes of key personnel can be provided to GMAAS in advance of the archaeological works commencing.

5.0 Monitoring

- 5.1 The aim of monitoring is to ensure that the archaeological works is undertaken within the limits set out in this WSI, and to the satisfaction of GMAAS.
- 5.2 Robert Smith will monitor the implementation of the archaeological works on behalf of the developers.
- 5.3 GMAAS will be free to visit the site by prior arrangement. They will monitor the implementation of the archaeological works on behalf of Manchester City Council Planning Department and will assess the work being undertaken on site against the methodology detailed in this specification.
- 5.4 GMAAS will also be responsible for considering any changes to the specification of any of the archaeological works. Any such alterations should be agreed in writing with the relevant parties prior to commencement of on-site works, or at the earliest available opportunity thereafter.

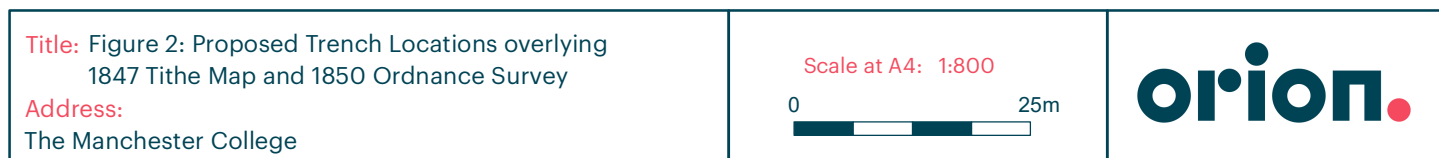
6.0 Insurance

- 6.1** Both Orion Heritage and the nominated archaeological contractor can produce evidence of Public Liability, Professional Indemnity Insurance and/or general 'all risk' insurance.

7.0 Health and Safety

- 7.1 All works will follow the *Health and Safety at Work Act* (1974), applicable regulations and codes of practice, and recommendations of the Standing Conference of Archaeological Unit Managers (SCAUM) *Health and Safety in Field Archaeology* (1986).
- 7.2 All archaeological staff will undertake their operations with safe working practices.
- 7.3 All staff will be made aware of the hazards and any necessary measures which need to be taken regarding those hazards.
- 7.4 A site-specific Risk Assessment can be prepared and submitted, if requested.







Title: Figure 3: Proposed Trench Locations
overlying Google Earth Image

Address:
The Manchester College

Scale at A4: 1:800



orion.