

Portugal Street East, Piccadilly, Manchester

Written Scheme of Investigation for a Historic Building Survey, Archaeological Watching Brief and Evaluation

Planning Ref: 121467/FO/2018





Project Name:	Portugal Street East
Project Code:	TBC
Site Location:	The site is bounded by Adair Street, Portugal Street East, Longacre Street and Great Ancoats Street, Manchester (postcode M1 2WX)
National Grid Reference:	NGR SJ 57722 95143
Planning Ref:	121467/FO/2018
Document Title:	Portugal Street East, Piccadilly, Manchester: Historic Building Investigation and Archaeological Watching Brief and Evaluation
Document Type:	Written Scheme of Investigation
Version:	Version 1.0
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Date:	6 th October 2021	

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1. Introduction

1.1 Planning Background

- 1.1.1 Portugal Street East Ltd has secured planning consent from Manchester City Council for the redevelopment of land bounded by Adair Street, Portugal Street East, Longacre Street and Great Ancoats Street in Manchester city centre (NGR 385155 397960). The consented scheme allows for the phased demolition of existing buildings that occupy the site and delivery of public realm (including hard and soft landscaping, tree planting and street furniture), including a public square, highways improvements and associated works (Planning Ref: 121467/FO/2018).
- 1.1.2 An archaeological desk-based assessment of the site was prepared by Salford Archaeology in 2018 to support the planning application. This identified some small areas of potential archaeological interest across the site, including 19th-century back-to-back workers' housing, a 19th-century iron works and a later coppersmiths works.



Plate 1: Satellite image across the development area (Google Earth)

1.1.3 In view of the historic interest in one of the extant buildings (a former coppersmiths on the south-eastern side of Heyrod Street), and the potential below-ground archaeological interest, the Greater Manchester Archaeological Advisory Service (GMAAS), in their capacity as Archaeological Advisors to Manchester City Council, recommended that a historic building investigation and associated documentary research of the former coppersmiths works was carried out in advance of demolition, coupled with an archaeological watching brief and a programme of evaluation trenching that is intended to establish the presence or absence of any below-ground remains of archaeological interest (Plate 1).

1.1.4 In the light of this recommendation, Manchester City Council attached a condition (no 17) to planning consent:

‘No demolition or development shall take place until the applicant or their agents or successors in title has secured the implementation of a programme of archaeological works. The works are to be undertaken in accordance with a Written Scheme of Investigation (WSI) submitted to and approved in writing by Manchester Planning Authority. The WSI shall cover the following:

1. A phased programme and methodology of investigation and recording to include:

- historic building assessment;
- informed by the above, a historic building survey;
- archaeological evaluation;
- targeted archaeological excavation (informed by the above and subject to a new WSI);
- archaeological watching brief.

2. A programme for post-investigation assessment to include:

- analysis of the site investigation records and finds;
- production of a final report on the significance of the archaeological and historical interest represented.

3. A heritage display on the history and archaeology of the area.

4. Provision for archive deposition of the report and records of the site investigation.

5. Nomination of a competent person or persons/organisation to undertake the works set out within the approved WSI.

Reason: In accordance with NPPF Section 16, Paragraph 199 - To record and advance understanding of heritage assets impacted on by the development and to make information about the archaeological heritage interest publicly accessible.’

1.1.5 Following further consultation with GMAAS it was recommended that the scheme of historic building investigation should be commensurate with a Historic England Level 2 survey (Historic England 2016), coupled with documentary research to elucidate the development of the former coppersmiths in order to place the results of the building investigation in context.



Plate 2: Site boundary, highlighting the former coppersmiths (green) and the areas of potential below-ground archaeological interest (purple)

- 1.1.6 A Level 2 historic building investigation, as defined by Historic England, is a descriptive record of the exterior and interior of the building. This will comprise a photographic, drawn and written record that will produce an analysis of the development and use of the building, but will not discuss in detail the evidence on which this analysis is based. A plan and sometimes other drawings may be made, but the drawn record will normally not be comprehensive (Historic England 2016, 26).
- 1.1.7 An archaeological evaluation is defined as 'a limited programme of non-intrusive and/or intrusive fieldwork which determines the presence or absence of archaeological features, structures, deposits, artefacts or ecofacts within a specified area or site. If such archaeological remains are present field evaluation defines their character, extent, quality and preservation, and enables an assessment of their worth in a local, regional, national and international context as appropriate' (ClfA 2014).
- 1.1.8 In order to address this recommendation, Portugal Street East Ltd commissioned Salford Archaeology within the University of Salford to prepare a Written Scheme of Investigation for the recommended Level 2 historic building survey, archaeological watching brief and evaluation trenching, and to carry out the work in accordance with the approved scheme.

1.2 Historical Background

- 1.2.1 The development site is shown on late 18th-century maps of the area, including those produced by Charles Laurent in 1793 and William Green in 1789-93, as former agricultural land being prepared for development, with numerous new roads being laid out immediately to the south. By 1841, Aspden Street, Fletcher Street and Long Street (known latterly as Longacre Street) had been laid out as residential streets across the development site, with entries in trade directories indicating that some of the residents were skilled workers, and included mechanics, joiners, cabinet makers, managers and beer retailers.
- 1.2.2 The detailed Ordnance Survey 60": 1 mile map of 1850 and Adshead's map of 1851 confirm that the area had been developed almost entirely for residential purposes, although Adshead's map shows that a small number of the buildings were used for commercial / retail purposes. Long Street was the principal new thoroughfare, which was laid out on an approximate north-east/south-west alignment between Portugal Street East and Great Ancoats Street. A block of double-depth workers' housing was erected on the northern side of the street, with a parallel row to the rear fronting onto Aspden Street. All of these houses appear to have had a privy to the rear, which were accessed via a narrow alley from Fletcher Street. The lack of pavement lights shown on the detailed Ordnance Survey map suggests that none of these houses had basements.
- 1.2.3 A block of 24 back-to-back houses to the south of Long Street, with the rear properties fronting onto Paris Street, represented the cheapest form of dwelling. This is reflected in entries in trade directories, which suggest that the occupants of Paris Street were employed in unskilled and semi-skilled trades. The Ordnance Survey shows a covered passageway in the centre of the block, affording a direct connection between Long Street and Paris Street. The lack of pavement lights shown on the detailed Ordnance Survey map again suggests that none of these houses had basements.
- 1.2.4 The Ordnance Survey map of 1893 shows the layout of the buildings occupying the development area as largely unchanged. Slight differences that are noticeable concern the houses forming the western end of the Long Street and Heyrod Street blocks of dwellings, which appear to have been remodelled into a single properties, suggesting that they were used for commercial or retail purposes. This is confirmed to some degree by entries in trade directories. A directory for 1895, for instance, identifies William Wootton as a shopkeeper at No 17 Portugal Street East, situated between Aspden Street and Long Street, and John Revill as a hardware dealer at No 21 Portugal Street East, between Paris Street and Heyrod Street.
- 1.2.5 By the late 1940s, all of the 19th-century buildings occupying the development site had been demolished, and the entire plot of land redeveloped in the 1950s as the Burlington Warehouse, which was known subsequently as Rammon House.

1.3 Purpose of the Document

- 1.3.1 An Archaeological Written Scheme of Investigation (WSI) is a comprehensive document detailing the requirements and methodological approaches of a programme of archaeological works. It is defined by Historic England as:

‘Where development will lead to the loss of a material part of the significance of a heritage asset, policy HE12.3 requires local planning authorities to ensure that developers take advantage of the opportunity to advance our understanding of the past before the asset or the relevant part is irretrievably lost. As this is the only opportunity to do this it is important that:

- 1: Any investigation is carried out to professional standards and to an appropriate level of detail proportionate to the assets likely significance, by an organisation or individual with appropriate expertise;
2. The resultant records, artefacts and samples are analysed and, where necessary, conserved;
- 3: The understanding gained is made publically available;
- 4: An archive is created, and deposited for future research.’

- 1.3.2 This document provides the methodology to be employed during the course of the historic building investigation and the archaeological evaluation by trial trenching. The WSI conforms to guidelines and standards laid down in the following documents:

- *Standard and Guidance for an Archaeological Evaluation*, Chartered Institute for Archaeologists: Reading (CIfA 2020);
- *Code of Approved Conduct for the Regulation of Arrangements in Field Archaeology*, Chartered Institute for Archaeologists: Reading (CIFA 2019);
- *Standards and Guidance for the Collection, Documentation, Conservation and Research of Archaeological Materials*, Chartered Institute for Archaeologists: Reading (CIfA 2014);
- *Management of Archaeological Research Projects in the Historic Environment (Morphe)*, Historic England: London (Historic England 2015).

1.4 National and Local Planning Policies

- 1.4.1 The revised *National Planning Policy Framework* (NPPF) sets out the Government’s planning policies and outlines the presumption in favour of sustainable development, which is defined by three principles: economic, social and environmental (Ministry of Housing, Communities and Local Government, July 2021). Of the core planning principles underpinning decision making, conserving heritage assets ‘in a manner appropriate to their significance, so that they can be enjoyed for their contribution to the quality of life of existing and future generations’ is one.
- 1.4.2 Section 16 deals specifically with this historic environment (paragraphs 189-208), and local planning authorities should consider:

- the desirability of sustaining and enhancing the significance of heritage assets and putting them to viable uses consistent with their conservation;
- the wider social, cultural, economic and environmental benefits that conservation of the historic environment can bring;
- the desirability of new development making a positive contribution to local character and distinctiveness; and
- opportunities to draw on the contribution made by the historic environment to the character of a place.

1.4.3 Paragraph 194 states that local planning authorities, when determining applications, should require the applicant to describe the significance of any affected heritage assets, including any contribution made by their setting. 'The level of detail should be proportionate to the assets' importance and no more than is sufficient to understand the potential impact of the proposal on their significance. As a minimum the relevant historic environment record should have been consulted and the heritage assets assessed using appropriate expertise where necessary. Where a site on which development is proposed includes, or has the potential to include, heritage assets with archaeological interest, local planning authorities should require developers to submit an appropriate desk-based assessment and, where necessary, a field evaluation'.

1.4.4 Paragraph 203 states that the effect of a proposal on non-designated heritage assets (designated assets are covered in paragraphs 199-202) should be taken into account in determining a planning application. Paragraph 205 states that local planning authorities should require developers to record and advance understanding of any heritage assets to be lost, in a manner appropriate to their importance and impact, and to make this evidence publicly accessible.

1.4.5 The NPPF outlines the need for local planning policies to create local plans and frameworks to implement the NPPF at a local level. Manchester adopted a Core Strategy in 2012, which is scheduled until 2027. The heritage strategy is outline in *Objective 6: Environment* and summarises the approach the local authority will take in determining planning applications which may affect the historic environment.

Policy EN3 states:

'Throughout the City, the Council will encourage development that complements and takes advantage of the distinct historic and heritage features of its districts and neighbourhoods, including those of the City Centre.

New developments must be designed so as to support the Council in preserving or, where possible, enhancing the historic environment, the character, setting and accessibility of areas and buildings of acknowledged importance, including scheduled ancient monuments, listed buildings, registered parks and gardens, conservation areas and archaeological remains. Proposals which enable the re-use of heritage assets will be encourage where they are considered consistent with the significance of the heritage asset.'

2. Aims and Objectives

2.1 Academic Aims

- 2.1.1 The principal aim of the historic building investigation, given the commercial nature of the project, will be to provide a written, drawn and photographic record of the former coppersmiths works, coupled with documentary research into its development.
- 2.1.2 A watching brief will be maintained during the removal of the floor slab of Rammon House to establish whether any foundations of the 19th-century back-to-back houses survive;
- 2.1.3 The main aim of the evaluation trenching will be to characterise the level of preservation and significance of the archaeological remains, and provide a good understanding of their potential. This will be achieved via the excavation of two evaluation trenches. These will be targeted upon the footprint of buildings of potential archaeological interest that were highlighted in the desk-based assessment, pending the results obtained from the initial watching brief during the removal of the floor slab to Rammon House:
 - the back-to-back workers' housing between the Longacre Street and Paris Street;
 - a late 19th-century iron works on the corner of Bentley Street and Adair Street
- 2.1.4 It is anticipated that the results obtained from the evaluation will enable a decision to be reached as to whether any further archaeological investigation is merited in advance of development. This approach to devising proposals to offset the impact of development on the archaeological resource of the development area is in accordance with national guidelines set out in the National Planning Policy Framework: Section 16 – *Conserving and enhancing the historic environment*.

2.2 Objectives

- 2.2.1 The principal objectives of the archaeological investigation are:
 - to carry out an archaeological survey commensurate with an Historic England Level 2-type historic building investigation of the former coppersmiths works. This will comprise the production of measured survey drawings, coupled with a comprehensive photographic record and a written description and documentary research to elucidate the development of the coppersmiths works;
 - to maintain an archaeological watching brief during the removal of the floor slab of Rammon House to establish whether any foundations of the back-to-back houses between Longacre Street and Paris Street survive intact;
 - to investigate below-ground archaeological remains via evaluation trenching;
 - to present the results of the archaeological investigation in a fully illustrated report that provides an account of the site's origins, development and use;
 - to produce an archive for the project;
 - to make the results of the work publically available via the deposition of the final digital report with the Greater Manchester Historic Environment Record.



2.2.2 It is anticipated that the archaeological investigation will address several of the initiatives for archaeological research of the industrial and modern periods stated in the current *Archaeological Research Framework for North West England*. In particular, it is suggested that there are many aspects of 19th-century urban life which are insufficiently covered within the documentary record, and archaeological research is needed to shed light on the urban working classes in general within the region (Newman and McNeil 2007).

- *Initiative 7.6*: 'A study of the development of workers' housing in Greater Manchester and East Lancashire should be undertaken to examine the development of different housing types...' (McNeil and Newman 2007, 139);
- *Initiative 7.7*: 'Study the material culture of industrial workers' households...' (*ibid*);
- *Initiative 7.25*: 'Where threatened with possible redevelopment excavations are required of now undeveloped and cleared former working class areas regarded as slums' (*op cit*, 147);
- *Initiative 7.41*: 'The retention of later period artefacts and their routine analysis as part of all archaeological excavation projects' (*op cit*, 156).

3. Method Statement

3.1 Historic Building Investigation

- 3.1.1 The Historic Building Investigation will be conducted following the ClfA Standards and guidance for archaeological building surveys (updated December 2014), and will be commensurate with a Historic England Level 2-type survey (Historic England 2016).
- 3.1.2 *Photographic Archive:* a comprehensive photographic archive for the building will be produced utilising a high-resolution digital camera with a sensor size of at least 15 megapixels. All frames, excluding general contextual views, will incorporate a graduated metric scale.
- 3.1.3 A plan showing the viewpoint directions of each photograph will be produced, together with a full photographic index. The archive will comprise the following:
- the external appearance and setting of the building, including a mixture of general shots and detailed views taken from perpendicular and oblique angles;
 - general shots of the surrounding landscape;
 - the general appearance of principal rooms and circulation areas;
 - any external or internal detail, structural or architectural, which is relevant to the design, development and use of the building, and which does not show adequately on general photographs;
 - any internal detailed views of features of especial architectural interest, fixtures and fittings, or fabric detail relevant to phasing the building.
- 3.1.4 *Site Drawings:* a set of measured survey floor plans and elevations of the building will be produced utilising a combination of a laser scanner, rectified photography, a reflectorless electronic distance meter (REDM), and manual survey techniques. The resultant data will then be used as the basis of CAD drawings, which will be included within the final report as figures.
- 3.1.5 *Written Description:* a description of the historic structure will be maintained to Historic England Level 2 standard. The records will be essentially descriptive and provide a systematic account of the origin, development and use of the former coppersmiths works, which will include a description of the plan, form, fabric, function, age and development sequence. The written description will include a summary of the building's past and present use, an account of any key architectural features, fixtures and fittings, and a discussion of the relative significance of each individual component structure.
- 3.1.6 *Documentary Research:* a desk-based search of relevant documentary records will be carried out as part of the historic building investigation. This will include, but not limited to, a review of all available historical mapping, trade directories, census returns and 19th-century newspapers.

3.2 Archaeological Watching Brief

- 3.2.1 An archaeological watching brief will be maintained during the removal of the floor slab to Rammon House. The watching brief will be targeted on the footprint of the former back-to-back houses between Long Street and Paris Street, which was aligned north-east / south-west beneath the approximate centre of Rammon House. The watching brief is intended specifically to establish whether any foundations of the back-to-back houses survive intact, and thereby inform the requirement for further investigation via evaluation trenching.
- 3.2.2 Pending the results obtained from the historic building investigation of the former coppersmiths works, it may also be necessary to maintain a watching brief during the demolition of the building, and the removal of its floor slab.

3.3 Archaeological Evaluation

- 3.3.1 The principal aim of the archaeological evaluation will be to establish the presence or absence of any buried remains of archaeological interest within the development area and, if present, characterise the level of preservation and significance, and provide a good understanding of their potential. This will be achieved by the excavation of up to two archaeological evaluation trenches. The trenches will be targeted on the footprint of the former back-to-back houses between Longacre Street and Paris Street (pending the results obtained from the initial watching brief) and the former iron works on the corner of Bentley Street and Adair Street. The trenches will examine a representative sample of the back-to-back houses, and the full footprint of the former iron works.
- 3.3.2 **General Methodology:** all archaeological work shall be conducted following the ClfA Standards and Guidance for archaeological field evaluation (ClfA 2020). Prior to the commencement of any excavation works, the location of the area targeted for archaeological investigation will be laid out accurately with respect to the Ordnance Survey national grid. The position of the areas will then be scanned for any live services using a cable avoidance tool. The excavations will be regularly scanned as work progresses.
- 3.3.3 **Archaeological Excavation:** machine excavation will be used to carefully define the extent of any surviving structures, features, and other remains. This will be carried out using a mechanical excavator of appropriate size and power under the supervision of an experienced archaeologist. Thereafter, remains will be cleaned manually to define their extent, nature, form and, where possible, date. Once the extent of buried archaeological remains has been established they will then be subject to detailed archaeological excavation and recording. Hand excavation will be undertaken by trained professional archaeologists. All information identified in the course of the site works will be recorded stratigraphically, utilising *pro-forma* context sheets, and will be accompanied with sufficient pictorial record (plans, sections and photographs) to identify and illustrate individual features.

- 3.3.4 All information identified in the course of the site works will be recorded stratigraphically. Results of the evaluation will be recorded on *pro-forma* context sheets, and will be accompanied with sufficient pictorial record (plans, sections and high-resolution digital photographs) to identify and illustrate individual features. Primary records will be available for inspection at all times.
- 3.3.5 **Context Recording:** all contexts will be recorded using *pro-forma* sheets, and details will be incorporated into a Harris matrix. All written recording of survey data, contexts, photographs, artefacts and ecofacts will be cross-referenced from record sheets using sequential numbering.
- 3.3.6 **Photography:** a full and detailed photographic record of individual contexts will be maintained and similarly general views from standard view points of the overall site at all stages of the excavation will be generated. Photography will be undertaken in accordance with HE guidance, *Digital Image Capture and File Storage Guidelines for Best Practice* (July 2015). All frames will include a visible, graduated metric scale. Photographs records will be maintained on photographic *pro-forma* sheets.
- 3.3.7 **Planning:** the precise location of all archaeological remains encountered will be surveyed using a combination of total station/GPS survey, 3D laser scanning, and aerial drone / hi-view photogrammetry. This process will generate scaled plans within AutoCAD, which will then be subject to manual survey enhancement. The drawings will be generated at an accuracy appropriate for 1:20 scale, but can be output at any scale required. All information will be geo-rectified to the Ordnance Survey National Grid and all levels will be tied into Ordnance Datum.
- 3.3.8 **Human remains:** human remains are not expected to be present, but if they are found they will, if possible, be left *in-situ* covered and protected. The removal of human remains will only take place in compliance with environmental health regulations and following discussions with, and with the approval of, the Ministry of Justice. If human remains are identified, the Ministry of Justice and curator will be informed immediately.
- 3.3.9 **Finds policy:** finds recovery and sampling programmes will be in accordance with best practice (following current Chartered Institute for Archaeologists' guidelines, *Standard and guidance for the collection, documentation, conservation and research of archaeological materials* (CIfA 2020) and subject to expert advice in order to minimise deterioration.
- 3.3.10 Any gold and silver artefacts recovered during the course of the excavation will be removed to a safe place and reported to the local Coroner according to the procedures relating to the Treasure Act, 1996.
- 3.3.11 **Environmental Sampling:** environmental samples will be collected from any suitable deposits encountered during the excavation with the aim of identifying any residual palynological evidence or potential dating evidence. The samples should be collected in line with the Historic England guidelines (*Environmental Archaeology: A Guide to the Theory and Practice of Methods, from Sampling and Recovery to Post-Excavation*, Second Edition EH 2011), appropriating 30 – 40 litres per sample, and sampled in as close to sterile conditions as feasible in external areas.

3.4 Health and Safety

- 3.4.1 Full regard will be given to all constraints during the course of the project, and all relevant Health and Safety legislation, CDM, COSHH regulations and codes of practice will be respected. The University of Salford provides a Health and Safety Statement for all projects and maintains a Safety Policy. Salford Archaeology is advised on its Health and Safety matters by the University of Salford, who provide ongoing advice on health and safety matters to all departments in the organisation. All site procedures are in accordance with the guidance set out in the Health and Safety Manual compiled by the Federation of Archaeological Employers and Managers (FAME), and in accordance with current legislation, including:
- The Health and Safety at Work Act (1974);
 - Management of Health and Safety at Work Regulations (1999);
 - The Construction (Design and Management) Regulations (2015);
 - The Control of Asbestos Regulations (2006);
 - Construction (Health, Safety and Welfare) Regulations (1996);
 - The Health and Safety (Miscellaneous Amendments) Regulations (2002);
 - The Control of Substances Hazardous to Health Regulations (2002);
 - The Health and Safety (First-Aid) Regulations (1981);
 - The Regulatory Reform (Fire Safety) Order (2005);
 - The Provision and Use of Work Equipment Regulations (1998);
 - Lifting Operations and Lifting Equipment Regulations (1998).
- 3.4.2 A risk assessment will be produced by the archaeological contractor and submitted to the Client prior to the commencement of any on-site works. Once approved this WSI will be used for the purposes of a method statement. All Salford Archaeology staff associated with the project will be given a copy of the method statement and the risk assessment prior to the beginning of the works and will be required to read both documents.
- 3.4.3 Personal Protective Equipment (PPE): all staff will wear PPE at appropriate times. All Salford Archaeology staff are supplied with safety helmets (EN397), hi-visibility vests (EN471), ear defenders (EN 352-3), safety spectacles (EN166) and safety footwear (EN345-47).
- 3.4.4 All machines will be operated and provided by a suitably experienced subcontract plant hire firm and all relevant Licences and Permits checked prior to commencement of working; no archaeological staff will operate machinery.
- 3.4.4 **COVID-19:** All procedures set out in the Risk Assessment (to be produced by the archaeological contractor) relating to the COVID-19 outbreak will be adhered to by all staff at all times. Any staff that repeatedly fail to adhere to these procedures will be required to leave site.

4. Other Matters

- 4.1 **Project Monitoring:** the aims of monitoring are to ensure that the archaeological survey is undertaken within the limits set by the Written Scheme of Investigation, and to the satisfaction of the local planning authority. Monitoring will be carried out by Greater Manchester Archaeological Advisory Service (GMAAS) on behalf of Manchester City Council.
- 4.2 As a minimum requirement, GMAAS will be given a minimum of one week's notice of work commencing on site.
- 4.3 Salford Archaeology will notify GMAAS of any discoveries of archaeological significance so that site visits can be made, as necessary. Any changes to this agreed WSI will only be made in consultation with the Client and GMAAS, acting on behalf of the local planning authority.
- 4.4 **Working Hours:** normal working hours are variable between 7.30 am and 6.00 pm, Monday to Friday. It is not normal practice for the University of Salford staff to be asked to work weekends or bank holidays, and should the Client require such time to be worked during the course of a project a contract variation to cover additional costs will be necessary.
- 4.5 **Insurance:** the University of Salford has professional indemnity to a value of £50,000,000, employer's liability cover to a value of £50,000,000 and public liability to a value of £50,000,000. Written details of insurance cover can be provided if required.

5. Report and Archive

5.1 **Report:** a draft copy of a final report will be submitted for comment to GMAAS within eight working weeks of the completion of the fieldwork. This will present the results obtained from the historic building investigation watching brief and evaluation, and will include:

- a title page detailing site address, NGR, author, client's name and address;
- full content's listing;
- a non-technical summary of the findings of the fieldwork;
- an account of the historical development of the coppersmiths works;
- a description of the methodologies used during the fieldwork;
- a description of the findings of the fieldwork;
- detailed plans and elevation drawings of the building;
- detailed plans of the excavated trenches, showing the archaeological features exposed;
- appropriate photographs of specific archaeological features;
- a plan showing the view points of each of the photographs taken;
- a consideration of the importance of the building;
- a summary, assessment, and interpretation of the results of the archaeological evaluation;
- a catalogue of archive items, including a list of photographs, and details of the final deposition of the project archive.

5.2 **Archive:** the results of the archaeological investigation will form the basis of a full archive to professional standards, in accordance with current ClfA guidelines (updated 2014). The project archive represents the collation and indexing of all the data and material gathered during the course of the project. The deposition of a properly ordered and indexed project archive in an appropriate repository is considered an essential and integral element of all archaeological projects by the ClfA in that organisation's code of conduct. As part of the archiving process, the on-line OASIS (On-line Access to Index of Archaeological Investigations) form will be completed.

5.3 The site archive will be so organised as to be compatible with the other archaeological archives produced in Manchester. All drawn records will be transferred to and stored in digital format, in systems which are easily accessible. The integrity of the site archive will be maintained upon completion of the archaeological works.

5.4 The archaeological archive will consist of the following:

- Digital material created from written, drawn or photographed original records;
- Digital indexes to the photographic archive;
- All born digital material;
- Digital material created from written, drawn or photographed original records;
- The final project report;
- A list of contents of the archive.



- 5.4 It is likely that the entire project archive will be in digital format. Any records that are created in hard copy during the course of the project will be scanned and added to this digital archive.
- 5.5 **Dissemination:** as a minimum, the information will be finally disseminated through the deposition of the final report with the Greater Manchester Historic Environment Record, with a copy uploaded onto OASIS. In addition, a short summary (c. 300 words) will be submitted to *Post Medieval Archaeology* for inclusion in their annual roundup of fieldwork, with a copy supplied to GMAAS. Should significant archaeological remains be uncovered it may be that a higher level of dissemination is required in order to fulfil this element of the planning condition. This may include publication and / or the erection of an information panel as part of the development design.

6. Timetable

- 6.1 The historic building investigation will take one day to complete on site.
- 6.2 The duration of the watching brief will be dependent upon the demolition contractor's timetable, although as it will be targeted on the footprint of the back-to-back houses, it is anticipated that only one or two days on site will be required.
- 6.3 The evaluation trenching will require a two to three day period to complete. It should be noted that further, more detailed excavation may be required in the event of uncovering significant remains in the initial trenches.
- 6.4 A draft report will be submitted to the Client for comment within eight weeks of completion of the fieldwork. The project archive will be entirely digital, and will be deposited with OASIS within six months of completion of the fieldwork.

7. Staffing Proposals

- 7.1 The project will be under the overall charge of **Chris Wild BSc** (Historic Buildings Project Manager, Salford Archaeology), who specialises in historic building recording. Chris has more than 30 years' continuous experience as a professional archaeologist working across Great Britain, and with projects undertaken in Turkey, France, and Ireland. His major role has been specialised in the recording and analysis of historic buildings of a wide range of types and periods, including medieval castles, manor houses, and farm complexes, early-post medieval housing, and vernacular, industrial, domestic and military structures from the 18th century to the present date. This role has including a variety of levels of recording and instrument survey work, with extensive experience of Total Station survey, Reflectorless Total Station survey using the TheoLT AutoCAD interface, three-dimensional laser survey, and GPS survey, and the manipulation of this data to produce report quality drawings via three-dimensional CAD packages, and in creating three-dimensional models of historic structures using both data recorded during fieldwork and historical sources.
- 7.2 The historic building investigation will be undertaken by **Lewis Stitt BA** (Historic Buildings Project Supervisor, Salford Archaeology). Lewis has more than 12 years' continuous experience as a professional archaeologist working across Great Britain, but for the past five years has specialised in historic building recording. Lewis has carried out numerous historic building investigations ranging from Level 1 photographic surveys to detailed and comprehensive Level 4 surveys of historic hotels and public houses, workshop dwellings, and industrial buildings across the North West. He recently carried out a Level 3 survey of the Grade II listed Black Friar public house on Chapel Street in Salford, and has just completed a Level 2 survey of the late 19th-century Black Horse Hotel on The Crescent in Salford. Lewis extensive experience of Total Station survey, Reflectorless Total Station survey using the TheoLT AutoCAD interface, three-dimensional laser survey, and GPS survey, and the manipulation of this data to produce report quality drawings via three-dimensional CAD packages, and in creating three-dimensional models of historic structures using both data recorded during fieldwork and historical sources.
- 7.3 The archaeological watching brief and evaluation trenching will be managed by **Graham Mottershead** (Excavations Manager, Salford Archaeology). Graham is an experienced field archaeologist with over 30 years' experience and has undertaken many excavations across the country. His role will be to ensure that the Written Scheme of Investigation is implemented within the framework of the Project Objectives. He will be responsible for all aspects of staff and resource logistics, ensuring the smooth running of the project programme. Graham holds current valid SMSTS and PRINCE2 certificates.
- 7.4 **Oliver Cook** (Project Officer, Salford Archaeology) will carry out the role of Site Director. Oliver has considerable experience in running commercial archaeological projects across the country and has recently directed similar evaluations and excavations in Manchester, Lancashire and Merseyside. In this role he will oversee all archaeological site works and be responsible for Health and Safety on the site. He is a qualified first aider and holds current valid certificates in SSSTS, Cable Avoidance and Asbestos Awareness.

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Secondary Sources

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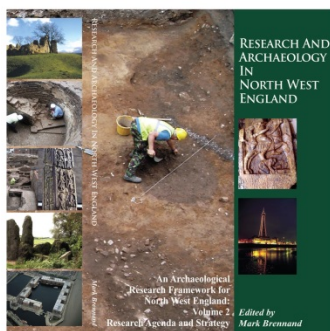
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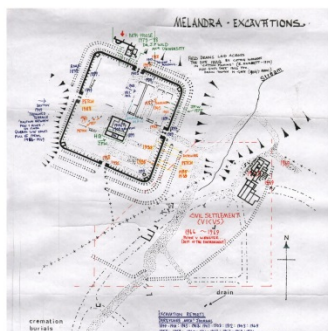
University of
Salford
MANCHESTER



CONSULTANCY



DESK BASED ASSESMENTS



WATCHING BRIEF & EVALUATION



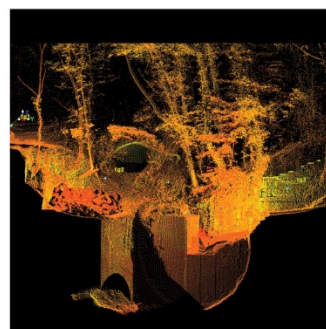
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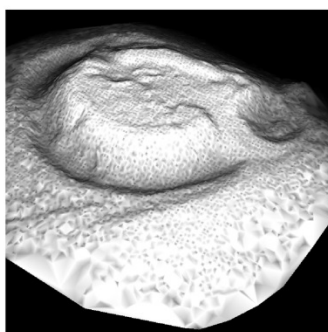
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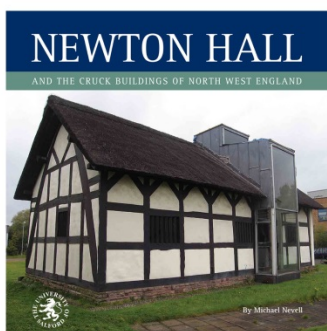
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