Written Scheme of Investigation (WSI)

Scope of works - Invicta House

1.1 This WSI relates to **116164/FO/2017 Condition 24** of the 25 August 2017 consent. Condition 24 states:

'No 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 programme is 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 survey (Level 3)*
    - *a watching brief on the soft-strip and demolition (where necessary)*
    - *evaluation trenching, which may lead on to*
    - *open area excavation*
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 heritage interest represented.*
3. *Dissemination of the results commensurate with their significance.*
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 et out within the approved WSI.*

Reason: In accordance with NPPF Section 12, Paragraph 141 - To record and advance understanding of the heritage interest impacted on by the development and to make information about the archaeological heritage interest publicly accessible.'

1.2 The Written Scheme of Investigation (WSI) is the Task Method Statement required to cover both pre-demolition recording of the building, and post-demolition, below ground investigations, as well the archive deposit proposals. The requirement in the GMAAS condition is that the developer first sets out the tasks and identifies who is to undertake the surveys, for the approval of the Council, in consultation with GMAAS. Thus, giving GMAAS a potential veto over the scope and contractor.

1.3 Condition 24 requires the below which must be set out in the WSI. The WSI is thus a document describing the Methodology for collection, recording and archiving of the collated material about the building (the Level 3 Historic Building Survey) and the site below the building (as defined by GMAAS in the condition).

1.4 The WSI prepared by the developer will need to nominate a "*competent person or persons/ organisations*" to undertake the works set out within the approved WSI. These need not be the same for above and below ground, but the WSI should define who/which body is to collate and distribute the Final Report (see below).

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Pre-demolition

1.5 A **historic building survey (Level 3).** This a record which will need to conform to Historic England's very prescriptive definition in its guidance on "Understanding Historic Buildings: A guide to good recording practice 2016" Section 5.3, Page 26. The method for undertaking, and their scope is set out in Section 4.3-4.5 Page 11.

1.6 The required **Level 3 Historic Building Survey** (**L3.HBS**) is an analytical record, comprising drawn and written material, with an introductory description, followed by a systematic account of the building's origins, development and use. The Level 3 Historic Building Survey (L3.HBS) will include an account of the evidence on which the analysis has been based, allowing the validity of the record to be re-examined in detail. It will also include all drawn and photographic records that may be required to illustrate the building's appearance and structure and to support an historical analysis.

1.7 The Level 3 Historic Building Survey (L3.HBS) would thus utilise and expand the information broadly available in the significance section of the Heritage Statement (HS), although the final report would need to be drafted as a simple snapshot record of the building, with a room-by room record conforming to the HE prescriptive form (as above).

1.8 The L3.HBS will usually comprise the following:

I. Review existing documentation and undertake comparative research.

II. A survey, record and analysis of the structural remains. Production of Measured survey plans and elevations drawings annotated and at a scale of 1:50. Photographic recording - digital photography and annotation of existing drawings to show viewpoints directions should be shown on plans). Additional details from the archaeological survey, such as evidence for repair, joints, fittings and fixtures, and key architectural features will be shown on the measured survey drawings.

III. Written Description, including:

- An analysis of the building's plan, form, fabric, function, age and development sequence and of the evidence supporting this analysis (illustrated with plans and photographs).
- An account of the building's past and present use and of the uses of its parts, with the evidence for these interpretations.
- An account of the fixtures, fittings associated with the building, and their purpose.
- Any evidence for demolished structures associated with the building.
- An analysis and discussion of the buildings' relative significance.
- Identify areas that which might hold key information to inform our understanding of the buildings' origin and development and where an archaeological watching brief should be undertaken at a later phase of development ground or structural works.

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During & Post-demolition

1.9 Identify an area for trench analysis phased programme and methodology of investigation and recording to include:

1.10 Draft a method for the **soft strip** and undertake watching brief on the soft-strip and demolition (assuming this will reveal more information about the about the building (may not be necessary)

1.11 evaluation trenching, which may lead on to open area excavation (if MCC/GMAAS consider it necessary – this may not be required as there has already been an extensive archaeological investigation of the adjacent site)

1.12 Programme for post investigation assessment to include:

- analysis of the site investigation records and finds
- definition of the proposed archiving of finds.

Final Report

1.13 The final report should **collate all the above information** on the significance of the site's heritage interest and provide for its deposit on the public record. The WSI will identify how/where it is to be made publicly available by defining the:

- Dissemination of the results commensurate with their significance.
- Provision for archive deposition of the report and records of the site investigation.

1.14 The Final Report will usually include:

I. A copy of the brief which defines the survey (i.e the WSI)

II. A summary statement of the site survey's findings.

III. The background to the survey including location details.

IV. An outline of the methodology of the survey.

V. A history of the buildings, supported by relevant map evidence and historical analysis including census returns and trade directories.

VI. An account of the building's past and present uses and of the uses of their parts, with the evidence for these interpretations.

VII. An account of relevant fixtures, fittings associated with the building, and their purpose.

VIII. A discussion of the buildings in their local and wider context.

IX. A discussion of key architectural and archaeological elements and features related to early use, and their significance.

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X. A discussion and interpretation of the phasing of the building's structural elements.

XI. Comparative analysis, setting the buildings in their local and wider context

XII. A catalogue of archive items, including a list of photographs. To be deposited with the GM Historic Environment Record (GMAAS), Manchester Conservation Officer, Manchester Local Studies Library. An ordered site archive (i.e archaeological finds) will be deposited with Manchester Local Studies Library within 12 months of completion of the project.