

Ancoats Dispensary, Old Mill Street, Ancoats, Manchester

Written Scheme of Investigation for an Archaeological Watching Brief

Planning Reference: 130356/FO/2021



Project Name:	Ancoats Dispensary
Project Code:	Not yet confirmed
Site Location:	The proposed development lies on Old Mill Street in the Ancoats District of Manchester
Planning Reference:	130356/FO/2021
NGR:	NGR 385455 398415
Document Title:	Written Scheme of Investigation for an Archaeological Watching Brief
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1. Introduction

1.1 Circumstances of the Project

- 1.1.1 Eric Wright Construction are progressing a redevelopment at Ancoats Dispensary, Old Mill Street, Ancoats Manchester (planning reference: 130356/FO/2021; centred on NGR 385455 398415; Figure 1).
- 1.1.2 Historical mapping has identified that the area to the immediate southeast of the Dispensary was formerly known as 'Brick Field'. This suggests that during the 18th century, or earlier, the area was used for the manufacture of bricks and could potentially contain the remains of early brick kilns.
- 1.1.3 Following consultation with the Greater Manchester Archaeological Advisory Service (GMAAS), in their capacity as Archaeological Advisors to Manchester City Council, it was recommended that an archaeological watching brief be maintained during any intrusive groundworks in the area immediately southeast of the dispensary (Figure 2).
- 1.1.4 This Written Scheme of Investigation (WSI) for the recommended programme of archaeological watching brief has been prepared by Graham Mottershead of Salford Archaeology on behalf of Eric Wright Construction Ltd. The document has been prepared in consultation with the Greater Manchester Archaeological Advisory Service (GMAAS). Any change to the proposed WSI will be agreed between the Client, the GMAAS and Salford Archaeology.
- 1.1.5 In the event of particularly significant archaeological remains being discovered during the watching brief, further archaeological investigation may be required in advance of or during development works; this may take the form of an open-area excavation, or a targeted watching brief during the earth-moving works necessitated by the construction programme. Any such additional works would be beyond the scope of the watching brief and would be subject to an updated WSI and costs.

1.2 Purpose of the Document

- 1.2.1 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 publicly available;

4: An archive is created, and deposited for future research.'

1.3 National and Local Planning Policies

1.3.1 The revised *National Planning Policy Framework* 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. Section 16 specifically deals with this historic environment (paragraphs 189-208). In accordance with Paragraph 190, local planning authorities should consider in their strategy for conservation and the enjoyment of the historic environment:

- 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.

1.3.2 Paragraph 194 states that local planning authorities when determining applications, should require an applicant to describe the significance of any heritage assets affected, 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'.

1.3.3 Paragraph 195 states that the local planning authorities should identify and assess the particular significance of any heritage asset that may be affected by a proposal (including by development affecting the setting of a heritage asset) taking account of the available evidence and any necessary expertise. They should take this into account when considering the impact of a proposal on a heritage asset, to avoid or minimise any conflict between the heritage asset's conservation and any aspect of the proposal.

1.3.4 Paragraph 205 states that the local planning authorities should 'require developers to record and advance understanding of the significance of any heritage assets to be lost (wholly or in part) in a manner proportionate to their importance and the impact, and to make this evidence (and any archive generated) publicly accessible. However, the ability to record evidence of our past should not be a factor in deciding whether such loss should be permitted'.

1.3.5 The NPPF outlines the need for local planning policies to create 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 outlined in

Objective 6: Environment and summarises the approach the local authority will take in determining planning applications which may affect the historic environment.

1.3.6 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.'

1.3.7 Manchester City Council is advised on archaeological matters by the development control archaeologist at Greater Manchester Archaeological Advisory Service (GMAAS).

2. Aims and Objectives

2.1 Academic Aims

- 2.1.1 The principal aims of the project are: to record any remains of archaeological significance encountered during intrusive groundworks within the designated area (Figure 2). This will be achieved a watching brief, which will be maintained during any excavations or surface stripping.
- 2.1.2 The methodology has been developed in consultation with GMAAS. This approach to devising proposals to mitigate 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 record, as far as is reasonably possible, the location, extent, condition, significance and quality of any surviving archaeological remains observed;
 - to make available the results of the work.

3. Method Statement

3.1 Watching Brief Methodology

- 3.1.1 An archaeological watching brief will be maintained during all intrusive groundworks within the designated area (Figure 2).
- 3.1.2 **General Methodology:** all archaeological work shall be conducted following the ClfA Standards and Guidance for archaeological watching briefs (ClfA 2020). The client will provide all excavation plant and will be responsible for all excavations and service avoidance. The watching brief will be undertaken by a qualified and experienced archaeologist.
- 3.1.3 **Watching Brief:** an archaeologist will be present to monitor all designated excavations. If archaeologically significant remains are encountered the archaeologist will stop the machine for a brief time in order to clean, photograph and record any such features. If remains are encountered that are beyond the scope of recording via watching brief then all works must cease until a suitable mitigation methodology has been designed and implemented in consultation with GMAAS.
- 3.1.4 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.
- 3.1.5 **Context Recording:** where appropriate, 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.
- 3.1.6 **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. The photography will be carried out in accordance with HE guidelines *Digital Image Capture and File Storage: Guidelines for Best Practice* (2015).
- 3.1.7 **Planning:** where appropriate the precise location of all archaeological structures encountered will be surveyed using either manual or digital methods. 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 tied in to Ordnance Datum.
- 3.1.8 **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.

- 3.1.9 ***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*, ClfA 2020) and subject to expert advice in order to minimise deterioration. Finds storage during fieldwork and any site archive preparation will follow professional guidelines (UKIC).
- 3.1.10 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.
- 3.1.11 ***Environmental Sampling:*** environmental samples will be collected from any suitable deposits encountered during the excavation of the evaluation trenches 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.

4 Health and Safety

4.1 Health and Safety

- 4.1.1 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).
- 4.1.2 A risk assessment/method statement and will be produced by Salford Archaeology and submitted to the Client prior to the commencement of any onsite archaeological works. All Salford Archaeology staff associated with the excavation will be given a copy of the WSI and the risk assessment prior to the beginning of the works and will be required to read both documents.
- 4.1.3 Salford Archaeology undertakes to safeguard, so far as is reasonably practicable, the health, safety and welfare of its staff and of others who may be affected by our work. This applies in particular to providing and maintaining suitable premises, and providing all reasonable safeguards and precautions against accidents. The University of Salford will also take all reasonable steps to ensure the health and safety of all persons not in their employment, such as volunteers, students, and members of the public.
- 4.1.4 At present the profession of Archaeologist is largely covered by the CSCS; other cards are available for site visitors etc. All Salford Archaeology staff likely to undertake fieldwork must pass a CITB Health and Safety Test at least to operative level. Where a member of staff has not yet received their card they will produce a certificate to prove that they have passed the test. As a minimum the site supervisor will be a trained and certified first-aider.

4.1.5 **Personal Protective Equipment (PPE):** all staff will wear PPE at appropriate times dictated as by the Senior Archaeologist on site. All Salford Archaeology staff are supplied with the following PPE:

- Safety Helmets (EN397);
- Ear Defenders (EN 352-3);
- Safety spectacles (EN166);
- Goggles (Chemical BSEN 166 Type 3);
- Dust masks plain and valved (EN149 2001);
- Disposable overalls (Type 5/6 disposable EN340);
- Hi-visibility vests (EN471);
- Gloves Nitrile and latex disposable, PVC, EN374;
- Heavy-duty nitrile rubber gloves (EN420, 388);
- Safety footwear - steel toecap and mid-sole boots and Wellingtons EN345-47.

4.1.6 Any other PPE required by the client and/or Principal Contractor must be provided or funded by them.

4.1.7 **Services (Gas, Electricity, Water, Sewers, Telecoms):** all service avoidance is the responsibility of the client/groundworks contractor.

4.1.8 **Access:** during the COVID-19 outbreak curatorial visits will be carried out only where absolutely necessary. Any necessary visits to the excavation area will be pre-arranged with the Site Director, in consultation with the client. Visitors will be met and issued with PPE as required, and accompanied on site at all times; visitors will be signed in and out, and will be explicitly told not to wander off on their own.

4.1.9 **COVID-19:** all precautions necessary for the safe continuation of fieldwork during the COVID-19 outbreak will be adhered to. These procedures are set out within the accompanying Risk Assessment (*Forthcoming*). Any not adhering to these procedures will be asked to leave site. If any situation arises which makes it not possible to adhere to these procedures then all staff must leave the site immediately and inform their line manager.

5 Other Matters

- 5.1.1 **Project Monitoring:** during the COVID-19 outbreak curatorial visits will be carried out only where absolutely necessary. Any necessary visits to the excavation area will be pre-arranged with the Site Director, in consultation with the client. Visitors will be met and issued with PPE as required, and accompanied on site at all times; visitors will be signed in and out, and will be explicitly told not to wander off on their own.
- 5.1.2 GMAAS will be given a minimum of one week's notice of work commencing on site. Salford Archaeology will provide GMAAS with sufficient information during the fieldwork that the general phasing of the site and results of the fieldwork can be assessed and will discuss the requirement of reporting or any further phases of archaeological work.
- 5.1.3 Salford Archaeology will notify GMAAS of any discoveries of archaeological significance. Any changes to this agreed WSI will only be made in consultation with the Client and GMAAS.
- 5.1.4 **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.
- 5.1.5 **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.

6 Report and Archive

6.1.1 **Report:** a draft copy of an archaeological watching brief report will be submitted for comment to GMAAS within 6 working weeks of the completion of the fieldwork.

6.1.2 The report will present the results obtained from the archaeological investigation, and will include:

- a title page detailing site address, NGR, author/originating body, client's name and address;
- full content's listing;
- a non-technical summary of the findings of the fieldwork;
- a description of the archaeological background;
- an account of the historical development of the site;
- a description of the methodologies used during the fieldwork;
- a description of the findings of the fieldwork;
- detailed plans of monitored areas/excavations, showing the archaeological features exposed;
- appropriate photographs of specific archaeological features;
- a summary, assessment, and interpretation of the results of the archaeological investigation;
- a consideration of the importance of the archaeological remains present on the site in local, regional and national terms;

If significant remains are encountered during the watching brief that are considered to merit further investigation beyond the scope of the watching brief Salford Archaeology can provide an interim statement within one week of the discoveries, if so requested by the client, in order to ensure that any further investigation required can be carried out with the minimum of delay to the client.

6.1.3 **Archive:** the results of the archaeological investigation will form the basis of a full archive to professional standards, in accordance with current Historic England guidelines, and current ClfA standards and guidance for the creation, compilation, transportation and deposition of archaeological archive. 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.

6.1.4 The site archive will be so organised as to be compatible with the other archaeological archives produced in the Greater Manchester area. 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 with the archive ultimately being deposited with Manchester Museum of Science and Industry (MoSI; subject to their approval).

6.1.5 The archaeological archive will consist of the following:

- All original records created throughout the course of the project;
- All original drawings, whether created during fieldwork or post-investigation;
- Indexes to the drawings;
- 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.

6.1.6 It is likely that a large element of the project archive will be in digital format. It would thus be appropriate to deposit a copy of the archive generated from the archaeological investigation with the Archaeological Data Service (ADS), through ADS-Easy. Any records that are created in hard copy during the course of the project will be scanned and added to this digital archive.

6.1.7 **Dissemination:** as a minimum, the information will be finally disseminated through the deposition of the archive at MoSI (subject to their approval), and a final report at the Greater Manchester Historic Environment Record. In the event of significant remains being encountered, however, a higher level of dissemination may be required, such as publication as a journal article, a dedicated volume in the *Greater Manchester's Past Revealed* series, a published monograph and/or the installation of permanent information panels that explain the heritage and archaeology of the site.

7. Timetable

- 7.1 The timetable for the watching brief will be dependent on the groundworks programme.
- 7.2 A draft report will be submitted to GMAAS and the Client for comment within six weeks of completion of the fieldwork. The project archive will be deposited with Manchester Museum of Science and Industry within six months of completion of the fieldwork, subject to their approval.

8. Staffing Proposals

- 8.1 The project will be under the overall charge of **Graham Mottershead** (Excavations Manager, Salford Archaeology) to whom all correspondence should be addressed. Graham is an experienced field archaeologist with over 30 years' experience in field archaeology who, has undertaken many excavations within the Northwest of England. Graham has a particular interest in the archaeology of the industrial period and has carried out several investigations within the Ancoats area of Manchester.
- 8.2 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.
- 8.3 It is not possible to provide details of specific technicians that will be involved with the fieldwork at this stage, but all shall be suitably qualified archaeologists with proven relevant experience. It is anticipated that one technician will be required for the watching brief.



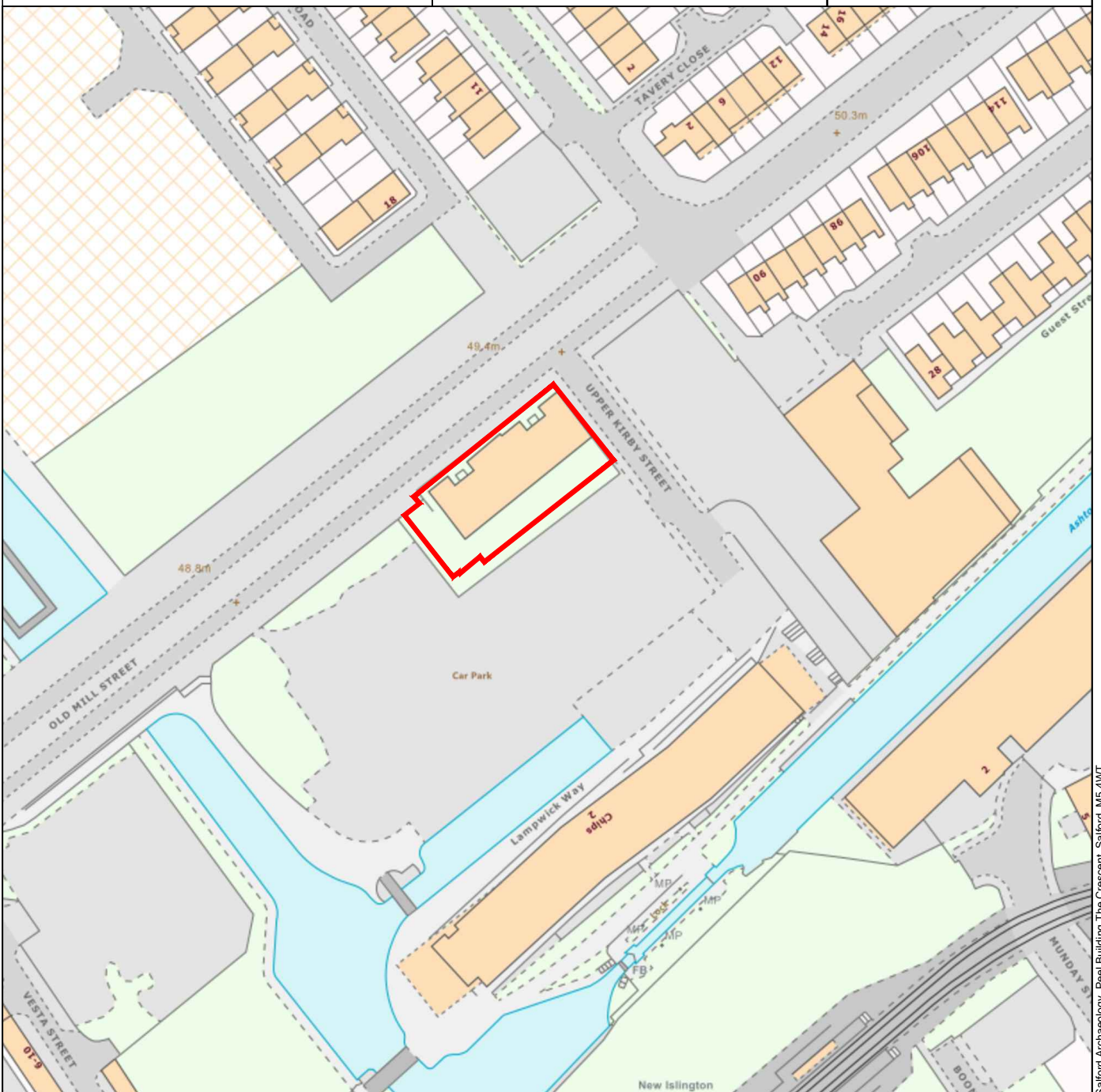
Figure 1:

Site Location

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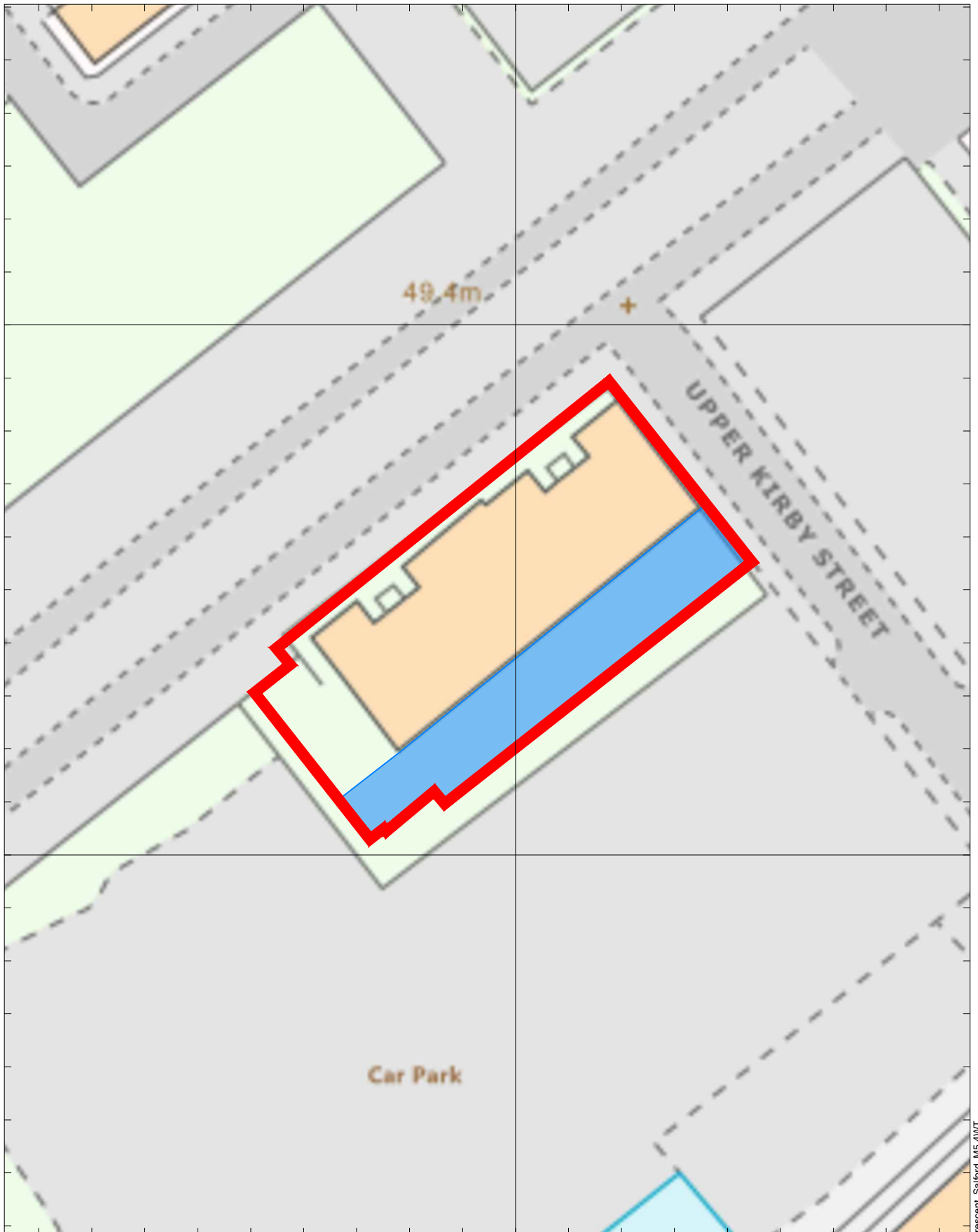


Figure 2:

Ancoats Dispensary. Location of Watching Brief Area

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Key:

- Site Boundary
- Area of Watching Brief



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0 20 m

Scale at A4 1:500