

Written Scheme of Investigation for

25 ROCHDALE ROAD MANCHESTER

For Wyngrove Ltd

Blair Poole Ba MSc MCIfA



Written Scheme of Investigation for

25 ROCHDALE ROAD MANCHESTER

Client: Wyngrove Ltd

Local Authority: Manchester City Council

NGR: 384538,398993

Planning App: 127537/FO/2020

Author(s): B Poole

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A trading name of MOLA Chester

York House | York Street | Chester | Cheshire | CH1 3LR | +44 [0]1244 313100 |



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1. Introduction

- 1.1. This written scheme of investigation (WSI) has been prepared by Blair Poole of MOLA on behalf of Wyngrove Ltd. The site is located at 25 Rochdale Road, Manchester, M4 4HT. National Grid Reference NGR 384538,398993 (FIGURE 1).
- 1.2. The site has been granted planning permission (127537/FO/2020) for the erection of an 11 storey 229 bedroom hotel (Use Class C1) with ancillary ground floor bar/restaurant together associated public realm and other associated work.
- 1.3. As a condition of the planning consent archaeological works are required in advance of development. With the exception of the slab edge thickening works defined on Structural GA: Ground Level Plan (Ref: 870 SK-102 P01) the development shall not commence.
- 1.4. This document seeks to satisfy the initial part of the condition in line with the recommendations from the Greater Manchester Archaeological Advisory Service (GMAAS).
- 1.5. This WSI sets out the methodology for the archaeological evaluation and subsequent excavation works at the site. The first phase of the archaeological approach will consist of eight 10m evaluation trenches across the site. The information from this phase of works will inform the scale and location of any potential open area excavation. The methodology for the open area excavation is included below, however, the scale and location of this excavation will be defined at a later date.
- 1.6. The archaeological element of the project will be directed by Blair Poole of MOLA and all site staff will be suitably qualified and experienced. All site staff will undergo full site induction upon arriving for any relevant site visit, and all relevant health and safety procedures will be adhered to at all times.
- 1.7. The work will be carried out in accordance with CIfA Standards and Guidance for an Archaeological Evaluation (CIfA 2020B), and the CIfA Standards and Guidance for Archaeological Excavation (CIfA 2020C).
- 1.8. The site code, allocated by MOLA is LP4520C.

2. Planning Background

2.1.PLANNING

- 2.1.1. A planning application (127537/FO/2020) for the erection of an 11 storey 229 bedroom hotel (Use Class C1) with ancillary ground floor bar/restaurant together associated public realm and other associated work.
- 2.1.2. In February 2019 the Ministry for Housing Communities and Local Government (HCLG) updated the 2018 Revised National Planning Policy Framework (NPPF) (HCLG 2019). Chapter 16 of this document sets out policies for the conservation and enhancement of the historic environment.
- 2.1.3. The NPPF indicates planning decisions should be made based on the significance of Heritage Assets. These are defined as buildings, monuments, sites, places, areas or landscapes positively identified as having a degree of significance meriting consideration in planning decisions.
- 2.1.4. In considering any planning application for development the Local Planning Authority, Manchester City Council (MCC) is bound by the policies within the The Manchester Local Plan guides development within Manchester. It was previously known as the Local Development Framework. Specifically policies CC9 Design and Heritage, and EN3 Heritage. On matters concerning archaeology and the historic environment MCC are advised by GMAAS.
- 2.1.5. The following works have been requested in accordance with NPPF paragraph 199:

No development shall take place until a scheme has been submitted for approval in writing by the City Council, as Local Planning Authority, for the implementation of a programme of archaeological works. The works shall then 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:
 - targeted archaeological excavation and recording
 - a targeted historic building survey
 - a targeted 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. Deposition of the final report with the Greater Manchester Historic Environment Record and 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 set out within the approved WSI.

Reason - To record and advance understanding of heritage assets impacted on by the development and to make information about the archaeological heritage interest publicly accessible pursuant to policy EN3 and DM1 of the Manchester Core Strategy (2012) and saved policy DC20 of the Unitary Development Plan for the City of Manchester (1995) and in accordance with NPPF Section 12, Paragraph 141.

- 2.1.6. Following correspondence with GMAAS the requirement for the historic building survey has been removed. GMAAS also note that the watching brief element may be an archaeological excavation. This WSI outlines the methodology to be employed for an archaeological evaluation, excavation, post investigation, publication and archiving.
- 2.1.7. The site does not lie within any Conservation Areas, Areas of Archaeological Importance; Registered Parks and Gardens or Registered Battlefields. There are no Scheduled Monuments or Listed buildings within the site.

3. Site Background

3.1.GEOLOGY

- 3.1.1. The underlying bedrock geology is of Chester formation sandstone, with superficial deposits of Devensian till, consisting of clay, sands, gravels and silts (BRITISH GEOLOGICAL SURVEY 2017).

3.2.TOPOGRAPHY

- 3.2.1. The site is located approximately 1.2km northeast of Manchester City Centre, at 25 Rochdale Road, Manchester, M4 4HT (384538,398993). The site area is formed by a rectangular boundary and measures approximately 1,350m² (FIGURE 2). The site is located to the north of Rochdale Road, and south of Dyche Street. Ludgate Street forms the western boundary. The site lies at approximately 50mOD.

3.3.ARCHAEOLOGICAL INTEREST

- 3.3.1. A detailed heritage statement (STENTON 2020) has been submitted as supporting evidence for this planning application. GMAAS has made a formal comment on the application which states:

The application is supported by an Archaeological Desk Based Assessment and Heritage Statement report prepared by ArchHeritage in April 2017. This identified that the principal archaeological interest relates to former workers' housing and commercial properties from the late 18th and early 19th century. Later land-use suggests that there is good potential for well-preserved below-ground archaeological remains. However, the extent, depth, character and relative significance of these remains is not yet known. In particular, remains relating to back-to-back cellared workers' housing will be of especial archaeological interest, based on our knowledge of similar archaeological remains in the adjacent area. These investigations are poorly referenced in the report but they have successfully shown the significance of archaeological remains to inform our understanding of the condition of the working class in Manchester during this period (as described by, amongst others, Friedrich Engels in the 1840s), and also how later improvements were made by the city to living conditions and house construction. GMAAS anticipate that this site, which is mainly in use as car parking, will produce good archaeological evidence on this theme.

4. Scope and Aims and Research Agenda

4.1.PHASE 1 - ARCHAEOLOGICAL EVALUATION

4.2.SCOPE

4.2.1. Following comments from GMAAS the following archaeological approach has been proposed:

- ◆ Target trenching across potentially surviving structural elements associated with previous dwellings. This will comprise the excavation of eight trenches at 10m by 1.8m (FIGURE 3). The location of these trenches has been defined by historic maps, however service drawings should be addressed in advance of works to determine the safety of excavations at these locations. Any potential movement of trenching must be discussed with GMAAS prior to commencement on site.

4.3.AIMS

4.3.1. The general aims of the evaluation are to:

- ◆ To determine the presence or absence of archaeological deposits or remains.
- ◆ To record the character, date, location and preservation of any archaeological remains on the site.
- ◆ To record the nature and extent of any previous damage to archaeological remains on the site.

4.4.PHASE 2 - ARCHAEOLOGICAL EXCAVATION

4.4.1. SCOPE

- ◆ Following the results of the target trenching noted above, excavation would be required to better understand, characterise and record well persevered below ground remains.

4.4.2. AIMS

- ◆ The general aims of the excavation are to:

- ◆ Adequately expose the surviving elements of the early structures to better understand them.
- ◆ Record all exposed archaeological remains within the open area.

4.5. RESEARCH AGENDA

4.5.1. In line with the revised North West Regional Research Framework (<https://researchframeworks.org/nwrf/industrial/>), this site has the potential to address several questions:

IND22: How did industrial period towns affect the pre-existing historic landscape?

IND23: What evidence do we have for the improvement of urban public health during this period?

IND32: To what extent did houses and shops incorporate workshops and warehousing?

IND33: How well studied and understood are the backyards of workers housing and what is their significance?

IND39: What do we know about pre By law workers housing and where are significant examples?

5. Evaluation Methodology

- 5.1. All works will be carried out in accordance with the Code of Approved Practice as set out by the Chartered Institute for Archaeologists (CIFA 2019). Accordingly the project team will abide by the Cifa's code of approved practice and GLAAS guidance papers nos 2, 4 and 5 (ENGLISH HERITAGE 2014).
- 5.2. All works will be undertaken by an appropriately qualified and experienced archaeologist.
- 5.3. All trenches will be excavated using appropriately sized plant. This will normally be a tracked excavator with a 1.8m wide toothless ditching bucket.
- 5.4. The trench location is subject to reasonable change by the Project Manager dependent on conditions on site, to avoid services or obstructions. No changes will be made that affect the aims of the project. The trench locations will be accurately surveyed prior to excavation and related to the National Grid. No changes will be made without notifying GMAAS.
- 5.5. Any modern overburden will be removed to the top of the first archaeological horizon or natural drift geology, whichever arises first. This will be done by machine under the supervision of an archaeologist. Using professional judgement recent make-up deposits and bulk deposits can be removed by machine after identification with hand investigation.
- 5.6. Should archaeological features of significance be encountered appropriate time must be set aside for excavation of these features to allow for preservation by record.
- 5.7. Examination and cleaning of all archaeological deposits will be by hand using appropriate hand tools. Any archaeological deposits exposed will be examined and recorded both in plan and section.
- 5.8. It is expected that all features shall be fully excavated by hand and recorded. However, the following guidance will be used for the investigation of features where full excavation is not possible or warranted:
- ◆ 50% of each intrusive feature (pits, postholes).
 - ◆ 25% of the exposed surface area and all terminals and intersections of

linear features.

- ◆ 50% structural features (beamslots, ring ditches) - actual surviving structural elements (walls, collapse/debris fields) only require exposure, cleaning and preservation for excavation in more appropriate circumstances..
- ◆ 50-100% domestic/industrial working features (hearths, ovens) - unless large and structural, in which case see above.

5.9. Should significant archaeological deposits be encountered a site meeting will be held to assess the significance of the deposits and to determine a suitable strategy for the open area excavation.

6. Excavation Methodology

- 6.1. The scope of the open area excavation will be defined on site by the results of the evaluation. As soon as is reasonably practical the requirement and scope of the excavation will be determined to allow for adequate notice for community engagement.
- 6.2. The groundworks will be undertaken using appropriately sized plant. This is suggested as being an 8 or 13 tonne 360 degree machine. A breaker attachment and toothed bucket can be used to break out any areas of tarmac and begin excavation of the compacted gravel sub-base. However, a toothless ditching bucket must be used beyond this or wherever requested on site by the archaeological team.
- 6.3. A suitably qualified and experienced archaeologist will monitor all machine excavation activities to ensure that appropriate care is taken during the removal of homogeneous modern and/or disturbed deposits. No machine excavation is to be undertaken on the site without a direct archaeological presence. All machine excavation will be undertaken in spits and closely monitored, and care will be taken to observe all deposits for archaeological significance.
- 6.4. Under no circumstances will the site simply be machine excavated to natural without regard for the possible survival of archaeological deposits above the natural.
- 6.5. Where structures or other archaeological features are identified, these will be investigated by hand using suitable tools to identify and clean any features present. All archaeological features will be excavated by hand and fully recorded.
- 6.6. Where significant features extend beyond the section, the area will be opened up to expose the extent of the feature. This will be initially carried out by machine to the top of the feature under supervision. The feature will subsequently be hand excavated and fully recorded.
- 6.7. In areas where bulk deposits are encountered, these would be excavated by machine under supervision.
- 6.8. All features are to be recorded stratigraphically. Features will be recorded archaeologically, both in plan and section.

- 6.9. Hand cleaning by context will be undertaken to clearly identify the extent of any features. All features will be hand excavated to meet the research requirements of the project and to adequately record the archaeological deposits and associated features or remains.
- 6.10. Excavated material will be examined in order to retrieve artefacts to assist in the analysis of the spatial distribution of artefacts. Basic metal detecting will be carried out in hand cleaned areas to aid in the recovery of finds.
- 6.11. Archaeological features will normally be fully excavated. However, subject to agreement with GMAAS, where appropriate, the following sampling strategy may be adopted:
- ◇ 50% of each intrusive feature (pits, postholes);
 - ◇ 25% of the exposed surface area and all terminals and intersections of linear features;
 - ◇ 50% structural features (beam slots, ring ditches); and
 - ◇ 50-100% domestic/industrial working features (hearths, ovens) – unless large and structural, in which case see above.
- 6.12. All archaeological deposits will be examined and recorded both in plan and section.
- 6.13. All works will be carried out in accordance with the Code of Conduct as set out by the Chartered Institute for Archaeologists (CIFA 2019). Accordingly the project team will abide by the CIFA's code of approved practice and GLAAS guidance papers.
- 6.14. All finds which constitute Treasure Trove under the 1996 Treasure Act for England and Wales will be reported to the coroner by the finder within 14 days of discovery.
- 6.15. Any human remains must also be left *in situ*, covered and protected. If removal is essential it can only take place under appropriate Home Office and environmental health regulations. Such removal must be in compliance with the Disused Burial Grounds Amendment Act 1981.
- 6.16. Relevant specialists will be used if required, however, only under agreement by the

client. Specialist input will be sought from the following:

- ◇ Roman Ceramics - Dan Garner (MOLA)
- ◇ Faunal remains – Kelly Griffiths (MOLA)
- ◇ Geoarchaeology and Palaeoenvironmental - Matthew Law (MOLA)
- ◇ Human Remains – Joyce Heberden (MOLA)
- ◇ Glass - Hugh Wilmott
- ◇ Lithics - Ian Brooks (Engineering Archaeological Services Ltd)
- ◇ Prehistoric Ceramics - Melanie Johnson (CFA Archaeology)
- ◇ Medieval Ceramics - Paul Blinkhorn/Julie Edwards
- ◇ Samian Ware - Margaret Ward
- ◇ Post Medieval Ceramics - Dan Garner (MOLA)
- ◇ CBM - Dan Garner (MOLA)
- ◇ Clay Tobacco Pipe - Dan Garner (MOLA)

7. Recording

- 7.1. A site code, LP4520C, has been allocated to the site by MOLA. This code will be used to label (using appropriate materials not adhesive labels) all sheets, plans and other drawings; all context and recording sheets; all photographs (but not negatives); all other elements of the documentary archive.
- 7.2. The written recording system used will follow the Museum of London Archaeological Site Manual (SPENCE 1994).
- 7.3. Context sheets will include all relevant stratigraphic relationships and for complex stratigraphy a separate matrix diagram will be employed. This matrix will be fully checked during the course of the excavation. If there is any doubt over recording techniques, the Museum of London Archaeological Site Manual will be used as a guide.
- 7.4. Individual descriptions of all archaeological strata and features excavated or exposed will be entered onto prepared pro-forma recording sheets. Sample registers, finds recording sheets, access catalogues, and photo record cards will also be used.
- 7.5. A site location plan (at an appropriate scale, usually OS 1:25,000) will be prepared showing investigation area and development site in relation to the surrounding locality.
- 7.6. This will be supplemented by a detailed plan (at an appropriate scale, usually OS 1:200 or 1:100), which will show the location of the areas investigated in relation to the investigation area.
- 7.7. Detailed plans will be drawn at an appropriate scale, usually 1:10 or 1:20.
- 7.8. The extent of any visible archaeological deposits will be recorded in plan. Long sections showing layers and any cut features will be drawn at 1:50. Short sections will be drawn at 1:20.
- 7.9. Sections containing significant deposits, including half sections, will be drawn at an appropriate scale, usually 1:10 or 1:20. All sections will be related to the Ordnance Datum using spot heights and registers of sections and plans will be kept.
- 7.10. Upon completion of each significant feature a minimum of one section will be

drawn. The stratigraphy will be recorded, even if no archaeological deposits have been identified.

7.11. An adequate photographic record will be made of any significant archaeological remains in both plan and section. This will be in the form of digital images using a 12MP digital SLR camera in accordance with Historic England guidelines (HISTORIC ENGLAND 2015A). Photographs will illustrate in both detail and general context the principal features and finds discovered. The photographic record will also include working shots to illustrate more generally the nature of the archaeological operation.

7.12. A register of all photographs taken will be kept on standardised forms.

8. Finds and Samples

8.1.FINDS

- 8.1.1. All finds which constitute Treasure Trove under the 1996 Treasure Act for England and Wales will be reported to the coroner by the finder within 14 days of discovery. Metal artefacts will be x-rayed where required by the advisor to the local planning authority in line with the 2006 English Heritage guidelines to enable them to be identified, dated and their significance determined.
- 8.1.2. All artefactual and ecofactual material excavated during the watching brief (including 19th and early 20th century material) should be retained prior to assessment, and, where appropriate, further analysis and will be treated in accordance with Guidelines for the collection, documentation, conservation and research of archaeological materials.
- 8.1.3. All identified finds, artefacts, industrial and faunal remains will be collected and retained. Certain classes of building material can sometimes be discarded after recording if an appropriate sample is retained. No finds will, however, be discarded without the prior approval of the nominated representative of the local authority.
- 8.1.4. Unstratified material recovered from the spoil is to be recovered and a representative sample included within the finds assemblage.
- 8.1.5. All finds will be washed and processed to CIfA standards (CIfA 2020D) by MOLA Chester.
- 8.1.6. The finds assemblage will be subject to analysis, dating classification and storage according to CIfA standards (CIfA 2020D).
- 8.1.7. All recovered finds will undergo a basic in house assessment for date and to assess the potential requirement for further specialist assessment or analysis. The following specialists will be contacted should this be deemed necessary, following consultation with the archaeological advisor to the local planning authority. All ceramic material will be recorded by sherd count and weight within ware and where appropriate form groups by context.

- 8.1.8. Bulk finds will be bagged in clear self-sealing plastic bags marked with the museum Accession Number and Context Number. Storage will be by standard storage boxes that comply with relevant museum requirements and Cifa standards (CIFA 2020E).
- 8.1.9. The finds assemblage will be retained for deposition with the site archive in the relevant Museum. Documentary material including the paper archive will be stored in boxes to comply with relevant museum requirements and Cifa standards (CIFA 2020E).
- 8.1.10. Packaging of all organic finds and metalwork will follow the UKIC/Rescue guidelines, 'First Aid for Finds'. 3rd edition 1998 (LEIGH 1998). Any necessary, conservation and treatment of wood or metalwork will be arranged in conjunction with NAAS and specialist conservators.
- 8.1.11. All finds and samples will be treated in a proper manner and to Cifa standards (CIFA 2020D) and to English Heritage guidelines (CAMPBELL ET AL. 2011).
- 8.1.12. Finds will be exposed, lifted, cleaned, conserved, marked, bagged and boxed in accordance with the guidelines set out in the United Kingdom Institute for Conservation "Conservation Guideline No. 2" (UNITED KINGDOM INSTITUTE FOR CONSERVATION 1983). Appropriate guidance set out in the Museums and Galleries Commissions "Standards in the Museum Care of Archaeological Collections (1992)" (MUSEUMS AND GALLERIES COMMISSION 1992) will also be followed, as will the current Cifa guidelines (CIFA 2020D).

8.2. PALAEO-ENVIRONMENTAL SAMPLES

- 8.2.1. Should potentially significant environmental deposits be encountered, and where the advisor to the local planning authority requires, samples will be taken and processed in line with English Heritage guidelines (CAMPBELL ET AL. 2011) and our internal policy (ALLEN 2008). As a minimum, provision will be made for the requirement of the following samples:

- ◆ Bulk samples of 30-60 litres, or 100% of the context, for process using a floatation tank for the recovery of charred plant remains from the 'flot' and artefacts such as small bones, mineralised plant remains, charcoal and

hammer scale from the residues.

- ◆ Samples of 1-5 litres from waterlogged deposits for analysis of waterlogged plant remains. These may be taken as sub-samples from bulk samples.
- ◆ Samples of 5-15 litres from waterlogged deposits for analysis of insect remains and other macroscopic artefacts. These may be taken as sub-samples from bulk samples.
- ◆ Bulk samples of 100 litres for coarse sieving on site for specific artefacts such as animal bone.
- ◆ Samples of 2 litres for mollusc analysis, with associated continuous column samples.
- ◆ Monolith samples which may be sub-sampled for diatom, spore or pollen analysis.
- ◆ Monolith samples for soil micromorphology.

8.2.2. All environmental samples will be assessed for potential through summary analyses by an environmental specialist.

8.2.3. Bulk samples will be processed as soon as possible or discarded with the agreement of the Local Authority Archaeological Advisor. Residues will be treated as part of the finds assemblage.

8.3.SCIENTIFIC DATING

8.3.1. Where appropriate, samples for scientific dating will be taken. Provision will be made for:

8.3.2. C14 dating from organic material, which may be taken as sub-samples from bulk or monolith samples.

8.3.3. Archaeomagnetic dating from hearths or other suitable deposits.

9. Health and Safety

- 9.1. This section represents pertinent supplementary information. A full risk assessment has been prepared separately and is available on request.
- 9.2. All relevant health and safety regulations will be followed. Safety helmets/boots and high visibility jackets will be used by all personnel as necessary. All staff will hold a current CSCS card. Where community engagement is present, this area will be located away from any machine works, with suitable access, ingress and egress, and all volunteers will be given a full site induction.
- 9.3. Should the works be carried out during the current Covid 19 pandemic, social distancing measures will be put in place in line with best practice, including travel to and from site, welfare provision and distance working.
- 9.4. No personnel will work in deep unsupported excavations. Where the installation of temporary support work and other attendance are required, these will be provided as necessary.
- 9.5. The site shall have at least one qualified first aider present at any time and all accidents and injuries shall be reported accordingly to HSE and RIDDOR guidelines. All relevant procedures are held within the full risk assessment.
- 9.6. All staff and visitors shall undergo a full site induction and will be shown the Risk Assessment. Staff shall sign and date the induction register and visitors shall be required to sign a declaration stating that they shall abide by the site safety guidelines. Copies of these documents are available on request.

10. Reporting

10.1. A single report containing the results of both phases will be submitted at the completion of fieldwork. This approach is suggested to enable the open area excavation to be undertaken rapidly after the evaluation. The report will comprise a written description of the sources consulted, significant features identified during research and can be used to inform the client of any potential archaeological issues on the site in question. The report will also aid the curatorial service in their determination of any further work that may be required on the site. The report will be submitted within six months of the completion of site work.

10.2. Additional research will be carried out during and on completion of the fieldwork in order to better understand the site and its development. Both professional archaeologists employed on the project and community volunteers will be able to undertake this element of the project.

10.3. The report will include:

- ◆ A non-technical summary (abstract).
- ◆ Introductory statements and site background.
- ◆ Reason for the project.
- ◆ The aims and methods adopted in the course of the monitoring.
- ◆ Historic and archaeological research.
- ◆ A description of the nature, extent, date and condition of all features and archaeological deposits recorded during works.
- ◆ Illustrative material including maps, plans, sections, drawings and photographs as necessary.
- ◆ A finds report and catalogue including appropriate specialist reports. All ceramic material will be recorded by sherd count and weight within ware and where appropriate form groups within context groups.
- ◆ A discussion and summary of the results.
- ◆ An index of the contents and location of the archive.

◆ Sources consulted.

10.4. Digital copies of the report will be sent to the client, the Greater Manchester Archaeological Advisory Service (GMAAS) to Manchester City Council and a copy to the Greater Manchester Historic Environment Records. If warranted the results will be published in an appropriate journal; the scope and costs of the publication should be agreed with all parties, including the editor of the relevant journal. A site notification form will be deposited with the OASIS project.

10.5. Copyright of all material within the programme shall remain with MOLA Chester, however the client and the local planning authority will be given a license to use such material for educational, public and research purposes.

11. Archive

- 11.1. The site code will be used to mark all plans, drawings, context and recording sheets, photographs and other site material during excavation. Where the relevant museum service issues accession numbers, this will be used to mark all indexes, containers, storage items and relevant documentation.
- 11.2. The site archive will be so organised as to be compatible with current requirements of the recipient museum. Individual descriptions of all archaeological strata and features excavated or exposed will be entered onto pro-forma recording sheets. Relevant context, sample and photograph registers and environmental sample sheets will also be used.
- 11.3. The integrity of the site archive will be maintained. All finds and records will properly be curated by the recipient museum and be available for public consultation. Appropriate guidance set out in the MGC “Standards in the Museum Care of Archaeological Collections” (MUSEUMS AND GALLERIES COMMISSION 1992), and the SMA’s draft “Selection, Retention and Dispersal of Archaeological Collections” (SOCIETY OF MUSEUM ARCHAEOLOGISTS 1993) will be followed in all circumstances.
- 11.4. The minimum acceptable standard for the archival report is defined in the “Management of Research Projects in the Historic Environment” (HISTORIC ENGLAND 2015B). It will include all materials recovered (or the comprehensive record of such materials) and all written, drawn and photographic records relating directly to the investigations undertaken. It will be quantified, ordered, indexed and internally consistent. It will also contain a site matrix, a site summary and brief written observations on the artefactual and environmental data.
- 11.5. United Kingdom Institute for Conservation guidelines for the preparation of excavation archives for long-term storage (WALKER 1990) will be followed. With consent of the landowner, arrangements for the curation of the site archive will be agreed with the appropriate Museum.
- 11.6. Pursuant to these agreements the archive will be presented to the appropriate museum within 6 months of the completion of the fieldwork (unless alternative arrangements have been agreed in writing with the Local Planning Authority). In addition, written confirmation from the client will be provided for the transfer of

ownership.

11.7. The recipient museum shall be granted licence for the use of the archive for educational purposes, including academic research, as long as such use is non-profit making and conforms to the Copyright and Related Rights regulation 2003.

11.8. The project archive will be prepared in line with the CIfA Standard and Guidance for the creation, compilation, transfer and deposition of archaeological archives (CIfA 2020E) and in consultation with Manchester Museum. As per current CIfA standards, metal artefacts will be x-rayed where required by the advisor to the local planning authority.

12. Project Details & Agreement

12.1.MONITORING

12.1.1.The project will be monitored by GMAAS to whom not less than seven days written notice must be given of the commencement of work to enable monitoring visits to be arranged.

12.2.CONTINGENCY

12.2.1. A contingency allowance of both time and funding should be included in all project designs in the form of a maximum number of additional working days. This contingency must be separately accounted for.

12.2.2. The contingency will not be expended without the prior express consent of the Planning Archaeologist and the client.

12.3. STAFFING

12.3.1.The project will be directed by Blair Poole of MOLA. All site work will be carried out by a suitably qualified and experienced archaeologist.

12.3.2.This recommended format attempts to define best practice but cannot fully anticipate all contingencies. Material changes are only to be made with the prior written approval of GMAAS.

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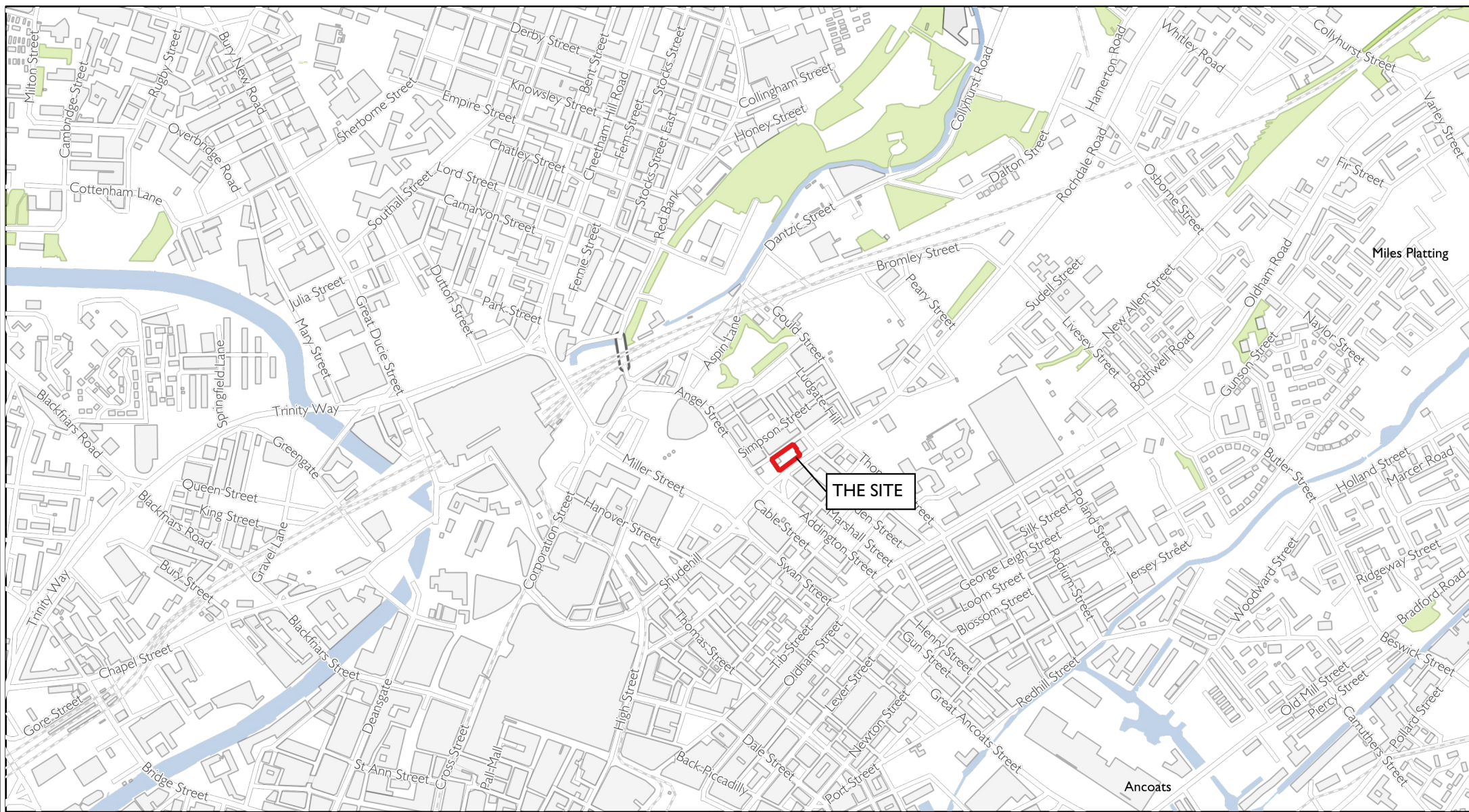
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FIGURES

FIGURE I // Site Location General



0

500 m



PROJECT // 3544C - 25 Rochdale Road

DESCRIPTION // Site Location General

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FIGURE 2 // Proposed Trench Layout



0 10 m



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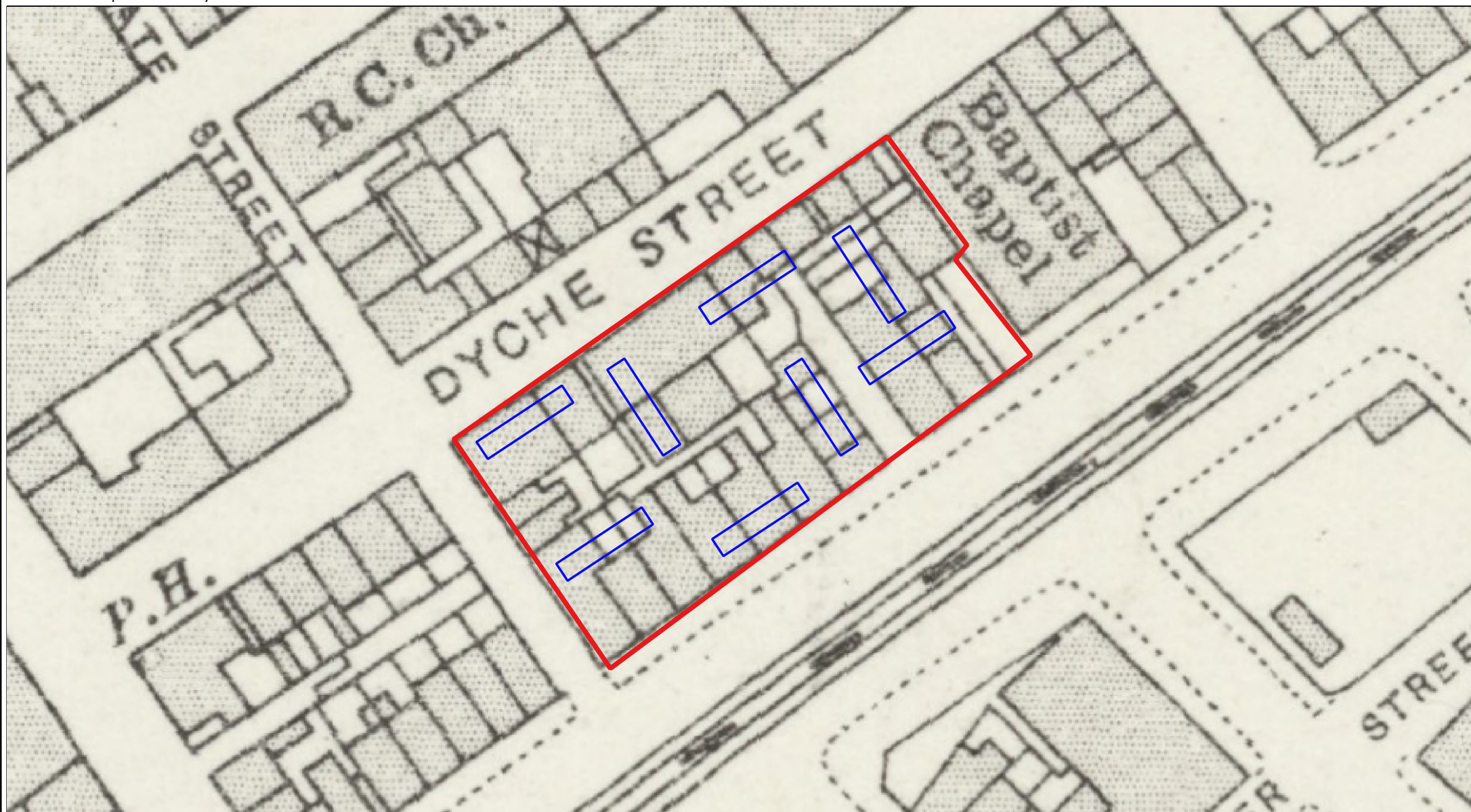
DESCRIPTION // Proposed Trench Layout

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FIGURE 3 // Proposed Trench Layout



0 10 m



PROJECT // 3544C - 25 Rochdale Road

DESCRIPTION // Proposed Trench Layout - Ordnance Survey 1915-22

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