

37 Liverpool Road,
Castlefield,
Manchester

**Written Scheme of Investigation for an Historic Building
Investigation and Watching Brief**

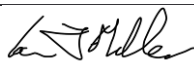
Planning Refs: 119848/FO/2018 and 119849/LO/2018





Project Name:	37 Liverpool Road, Manchester
Site Location:	37 Liverpool Road, Castlefield, Manchester
NGR:	SJ 83327 397720
Planning Refs:	119848/FO/2018 and 119849/LO/2018
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1. Introduction

1.1 Circumstances of the Project

- 1.1.1 Dr Jimmy Charro has obtained planning and listed building consent for a proposed refurbishment of 37 Liverpool Road in the Castlefield area of Manchester city centre (centred on NGR SJ 83327 397720). The three-storey property forms part of a terrace of seven artisans' workshop dwellings that were afforded statutory protection as a Grade II listed building in 1994 on account of their historical interest as well-preserved examples of Georgian industrial housing (List Entry 1219402). The list entry description states that these workshop dwellings were erected in c 1820-30, although it is clear from the sequence of historical mapping for the area that they had been constructed by the late 18th-century.
- 1.1.2 The consented scheme allows for the change of use of the building from a cafe (A3) to a three bedroom house (C3), including the demolition of a single-storey element to the rear and construction of a single-storey extension with roof terrace (Planning Refs: 119848/FO/2018 and 119849/LO/2018). The proposals have been very carefully designed to minimise impact on historic fabric, and it is intended to expose considerable elements of original brickwork that is currently hidden behind modern wall finishes, providing an opportunity to better understand the historical development of the buildings.
- 1.1.3 The terrace lies on the south side of Liverpool Road, forming part of the Castlefield Conservation Area and lying within the area of the former settlement associated with the Roman fort in Castlefield. The importance of the sub-surface archaeological resource of the area has been amply demonstrated from several excavations in the vicinity of Liverpool Road. In 2006, for instance, an archaeological excavation at the site of the Barton Place development (adjacent to the rear boundary of the present study area) revealed significant physical evidence for a Roman temple complex, with a precinct ditch and wall dating from the late 1st to early 3rd centuries AD.
- 1.1.4 In order to secure heritage and archaeological interests, Manchester City Council attached a condition to planning consent (Planning Ref: 119848/FO/2018). Following consultation with the Greater Manchester Archaeological Advisory Service (GMAAS), in their capacity of archaeological advisors to Manchester City Council, it has been agreed that the scheme of archaeological works will comprise an historic building survey, coupled with a targeted archaeological watching brief during any intrusive site works. The survey will be consistent with an Historic England Level 3-type building investigation, and will provide a detailed record of the workshop dwellings. This is articulated in Condition 4 attached to planning consent, which 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 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:
 - a Historic England Level 3 historic building survey;
 - a watching brief during stripping out work to record historic fabric;
 - an archaeological excavation or watching brief to record below-ground remains affected by development ground works.
2. A programme for post investigation assessment to include:
 - an analysis of the site investigation records and finds;
 - the production of a final report on the significance of the archaeological and historical 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 set out within the approved WSI.

Reason: In accordance with NPPF Section 12, Paragraph 141 - 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 NPPF Section 12, Paragraph 141 and policy DM1 of the Core Strategy.'

- 1.1.5 This Written Scheme of Investigation (WSI) for the recommended programme of historic building survey and watching brief has been prepared by Ian Miller, Assistant Director of Salford Archaeology at the Centre for Applied Archaeology (CfAA) on behalf of Dr Charro. The document has been prepared in consultation with the Greater Manchester Archaeological Advisory Service (GMAAS) in their capacity as archaeological advisors to Manchester City Council. Any change to the proposed WSI will be agreed between the Client, GMAAS and Salford Archaeology.

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 [of PPS5, now paragraph 141 of the NPPF] 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, including recording and sampling, 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.

The steps to be taken by the developer to achieve these aims can be controlled through a Written Scheme of Investigation (WSI), usually drafted by the applicant. The local planning authority can advise as to what the scheme should cover. Conditions can then be applied to the consent to secure the implementation of the Written Scheme of Investigation.

2. Aims and Objectives

2.1 Academic Aims

2.1.1 The principal aims of the project are: to provide a detailed drawn, photographic and textual record, as appropriate, of 37 Liverpool Road prior to, and during, refurbishment works; and record any buried archaeological remains that are exposed during ground-breaking works associated with the new extension to the rear of the property.

2.2 Objectives

2.2.1 The principal objectives of the archaeological investigation are:

- to produce a detailed archaeological record of the standing remains of 37 Liverpool Road;
- to establish whether the cellar of the building was intended as a dwelling;
- to establish the existence of any features or fittings related to the late 18th-century handloom weaving;
- to compile an archival record of any buried archaeological remains within the development area that are exposed during intrusive site works;
- to make available the results of the work.

3. Method Statement

3.1 Historic Building Investigation

- 3.1.1 The Historic Building Investigation of the 37 Liverpool Road will be conducted following the ClfA Standards and guidance for archaeological building surveys and will be commensurate with an Historic England Level 3-type survey.
- 3.1.2 *Historical Research:* any relevant documents relating to the building that were not examined during the compilation of the Heritage Statement that was produced to support the planning application will be examined to enhance the historical context for the building investigation. The research will include a review of available Census Returns and other historical documents to shed light on former residents, their occupations, and how many people occupied the building at various times.
- 3.1.3 *Photographic Archive:* a comprehensive photographic archive for the building will be produced utilising a high-resolution digital camera. All frames, excluding general contextual views, will incorporate a graduated metric scale. A plan showing the view point directions 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. Special attention will be focussed on the features that survive in the cellars.
- 3.1.4 *Site Drawings:* measured plans and elevations of the building supplied by the Client will be checked for accuracy, and annotated with archaeological detail (historic features, fixtures and fittings) to produce the final illustrations, which will include interpretative phase drawings. These drawings will then be used as the basis of CAD drawings, which will be included within the final report as figures. Additional measured survey will be undertaken, if required, utilising a combination of laser scanning, rectified photography, reflectorless electronic distance meter (REDM) and manual survey techniques.
- 3.1.5 *Written Description:* a description of the buildings will be maintained to Historic England Level 3 standard, as appropriate. The records will be essentially descriptive and provide a systematic account of the origin, development and use of the building, which will include a description of the plan, form, fabric, function, age and development sequence. The written description will comprise:

- an account of the building's past and present use, with the evidence for the interpretation;
- an account of the fixtures and fittings associated with the building, and their purpose;
- identification of key architectural features, including fixtures and fittings;
- a discussion of the relative significance of individual historic features identified in the building.

3.2 The Watching Brief

- 3.2.1 **Rationale:** it is anticipated that some archaeological monitoring during aspects of the refurbishments works will be required. In particular, any intrusive works that require ground-breaking/earth-moving works during the construction of the extension to the rear of the property or within the cellars, including new services trenches, will be undertaken under archaeological supervision. This will be intended to record any buried archaeological remains that are exposed.
- 3.2.2 All archaeological work shall be conducted following the relevant ClfA Standards and Guidance. A unique text-number site code will be created prior to the commencement of the programme of works. Separate contexts should be recorded individually on *pro-forma* context sheets and, where necessary, incorporated into a Harris matrix. Any hand-drawn plans and sections will be recorded on drawing sheets at an appropriate scale of 1:10, 1:20, or 1:50, depending on the complexity of the data and features encountered. All drawings will be individually identified and cross-referenced, contexts enumerated and features annotated with OD level information.
- 3.2.3 **Photographic Archive:** a comprehensive digital photographic archive will be produced. Where necessary, artificial lighting will be employed to ensure that the images are of high quality. All frames, excluding general contextual views, will incorporate a graduated metric scale.
- 3.2.4 **Planning:** the precise location of all archaeological structures encountered will be surveyed by EDM tacheometry using a total station linked to a pen computer data logger. 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 to the final output scale. All information will be tied in to Ordnance Datum. All plan drawings will be geo-referenced based on the Ordnance Survey National Grid.
- 3.2.5 **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. An osteoarchaeologist will be available to give advice on site.

- 3.2.6 **Finds Policy:** all finds will be collected and handled following the guidance set out in the ClfA guidance for archaeological materials. Unstratified material will not be kept unless it is of exceptional intrinsic interest. Material discarded as a consequence of this policy will be described and quantified in the field.
- 3.2.7 **Treasure:** any gold and silver artefacts recovered during the course of the programme of archaeological works will be removed to a safe place and reported to the local Coroner according to the procedures relating to the Treasure Act, 1996.

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, 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 and method statement will be produced by the archaeological contractor prior to the commencement of any on-site archaeological works. 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.
- 4.1.3 **Access:** reasonable access to the site will be granted to representatives of the relevant archaeological curatorial body (GMAAS), who may wish to be satisfied that the scope and practice of the archaeological works are being conducted according to professional standards and in accordance with any agreements made.

5. Other Matters

- 5.1 **Project Monitoring:** the aims of monitoring are to ensure that the archaeological works are undertaken within the limits set by the Written Scheme of Investigation, and to the satisfaction of the Heritage Management Director (Archaeology) for GMAAS, in the capacity of archaeological advisor to the Greater Manchester Planning Authorities.
- 5.2 As a minimum requirement, GMAAS will be given a minimum of one week's notice of work commencing on site, and will be afforded the opportunity to visit the site during and prior to completion of the on-site works so that the general phasing of the site and results of the fieldwork can be assessed and to discuss the requirement of reporting or any further phases of archaeological work.
- 5.3 **Contingencies:** it is advised that a contingency be set aside should any remains or materials be encountered requiring specific specialist analysis. The contingency will only be implemented following discussion with GMAAS and the Client.
- 5.4 **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.
- 5.5 **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 **Report:** a report will be produced within six working weeks of the completion of the fieldwork, and will include:
- a summary statement of the findings;
 - the background to the archaeological investigation, including location details;
 - an outline of the methodology of the survey and intrusive excavation;
 - results obtained from historical research;
 - a description of the site's setting, including topography and geology;
 - an account of the documented historical background to the site;
 - a summary, assessment, and interpretation of the results of the archaeological watching brief;
 - an assessment of any finds and samples recovered from the investigated area;
 - a description of the significance of the site in its local and regional context;
 - a catalogue of archive items, including a list of photographs, and details of the final deposition of the project archive.
- 6.2 **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 (*The Management of Archaeological Projects*, 2nd edition, 1991), the *Guidelines for the Preparation of Excavation Archives for Long Term Storage* (UKIC 1990), and current ClfA standards and guidance for the creation, compilation, transportation and deposition of archaeological archive (published October 2009). 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.
- 6.3 The initial result of the fieldwork stage will be the site archive, which will be prepared in accordance with the '*Management of Archaeological Projects*' (English Heritage 1991). 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 to be transferred to and stored in digital format, in systems which are easily accessible.
- 6.4 The integrity of the site archive will be maintained upon completion of the archaeological works with the aim of the archive ultimately being deposited to the Local Authority Museum (subject to their approval).

- 6.5 The minimum acceptable standard for the site archive is defined in the '*Management of Archaeological Projects 5.4*' and '*Appendix 3*' as well as '*The Management of Research Projects in the Historic Environment*' (MoRPHE; English Heritage 2006)
- 6.6 The archaeological archive will consist of the following:
- The project specification or research design;
 - The schedule of works or similar documents;
 - All original written records created throughout the course of the project;
 - All original drawings, whether created during fieldwork, in analysis or for publication;
 - Indexes to the drawings;
 - Indexes to the photographic archive;
 - Digital material created from written, drawn or photographed records;
 - Documentation accompanying the digital archive, either in digital or written form;
 - All finds and other archaeological materials selected for retention, and associated documentation;
 - The final project report;
 - Other work published during the life of the project;
 - A list of contents of the archive.
- 6.7 The Centre for Applied Archaeology will retain digital copies of the archive.
- 6.8 **Dissemination:** as a minimum, the information will be finally disseminated through the deposition of the archive with the Museum of Science and Industry in Manchester, 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.

7. Timetable

- 7.1 It is crucial to the successful delivery of the project that the programme of archaeological works is dovetailed with the timetable for the other aspects of the proposed development. In the first instance, an initial survey and checking of existing plans will be carried out prior to any development works. Thereafter, archaeological monitoring will be carried out at key stages during the 'soft strip' works to allow the archaeological record to be enhanced as historic fabric comes to light.
- 7.2 An archaeological watching brief will also be maintained during any ground-breaking works that are required during the construction of the new extension to the rear, or within the cellar of the building.
- 7.3 A report will be submitted within six weeks of the completion of the fieldwork.
- 7.4 The project archive will be deposited with the receiving museum (where applicable) within six months of completion of the final report.

8. Staffing Proposals

- 8.1 The project will be under the overall charge of **Ian Miller BA FSA** (Assistant Director, Salford Archaeology) to whom all correspondence should be addressed. Ian has over 28 years' experience of commercial archaeology, and has a particular interest in the archaeology of the Industrial Period, and especially that of Greater Manchester and Lancashire. 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. Ian is a member of the CBA North West Industrial Archaeology Panel, the Cumberland and Westmorland Archaeological Society Industrial Archaeology Panel, and a Co-opted Member of Council for the Association of Industrial Archaeology. Ian holds a current valid SMSTS certificate.
- 8.2 The historic building investigation is likely to be undertaken by **Chris Wild** (Project Manager, Salford Archaeology), who specialises in building recording, and particular experience of historic textile mills and late 18th- and early 19th-century workers' housing.
- 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.

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