ARCHAEOLOGICAL WRITTEN SCHEME OF INVESTIGATION

FOREST MILL
HENRIETTA STREET
BACUP
ROSSENDALE

May 2014
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1.0 INTRODUCTION

Background and Scope of Document

1.1 This Archaeological Written Scheme of Investigation (WSI) has been researched and prepared by Dr Robert Smith (Director, CgMs Consulting) on behalf of JJ Omerod Plc.

1.2 The demolition of an industrial building (part of Forest Mill) is sought for the development of land (also referred to as the ‘study site’) at Henrietta Street, Bacup, Rossendale (Figure 1). As such, a WSI is being submitted to the planning authority for consideration in informing its decision. This document therefore presents the written scheme.

1.3 The study site is centred on National Grid Reference SD 868 226.

Site Description

1.4 The site lies to the east of Market Street, Bacup and has a set-back frontage thereto. To the rear (east), the site is bounded by a narrow strip of land forming rear access. The site lies c. four miles to the east of the connector road (A68/A56) which links to the M56 and M66 motorways.

1.5 The general vicinity is one of mainly industrial/commercial uses, with terraced dwelling houses interspersed.
2.0 AIMS AND OBJECTIVES

2.1 The principal aim would be to undertake an appropriate archaeological programme of works which would be agreed with the Local Planning Authority and Doug Moir (Planning Officer [Archaeology], Lancashire County Council).

2.2 In order to address the main aim, the general objectives may comprise the following:

- Prepare a comprehensive Heritage Assessment, including an archaeological desk-based study, a building assessment, followed by archaeological building survey (at an appropriate level);

- Undertake an archaeological watching brief/evaluation during, and subject to, any post-demolition ground-works, following demolition.

- Ensure the recording of any archaeological assets discovered during the ground-works;

- Ensure that any below-ground archaeological deposits exposed are promptly identified;

- Ensure the recording of all archaeological remains, to place this record in its local context and to make this record available;

- Undertake a programme of post-investigation assessment;

- Produce a report disseminating the results; and

- Make provision for archive deposition.

2.3 This specification conforms to the requirements of current national and local planning policy (including the National Planning Policy Framework (NPPF) [2012]). It has been designed in accordance with current best archaeological practice, and the appropriate national and local standards and guidelines, including:

- Understanding Historic Buildings (English Heritage 2006);

- Management of Recording Projects in the Historic Environment: MORPHE (English Heritage 2006);
• *Code of Conduct* (Institute of Field Archaeologists [revised edition] 2010); and

3.0 **METHODOLOGY**

**Programme of Archaeological Works**

3.1 As highlighted above, the archaeological programme of works could comprise the following:

- Preparation of a comprehensive Heritage Assessment (including an archaeological desk-based study, and a building assessment followed by archaeological building survey);

- Archaeological watching brief/evaluation of all ground-works associated with the development;

- Excavation and recording of any archaeological deposits that may be present; and

- Report production.

**Archaeological Desk-Based Assessment**

3.2 The desk-based assessment would be based on examination of the development site in the context of a surrounding study area. It would comprise analysis of relevant information provided by the Lancashire Historic Environment Record (HER), other online catalogues and sources, and our own in-house resources; documentary and cartographic searches will be undertaken at the local Archive/Record Office. HER data would normally be acquired for an area based upon a 1 km radius from the proposed development boundary. Information on Scheduled Monuments, Registered Battlefields, and Registered Parks and Gardens will be obtained from English Heritage (magic.gov.uk); details of Listed Buildings and Conservation Areas would be obtained from either the Local Planning Authority or the National Monuments Record.

3.3 A site visit and walkover survey would be undertaken to examine the topography and current land use of the site, and to identify any previously unrecorded above ground archaeology. The walkover survey would also inform assessment of the potential impact on the setting of assets in the surrounding area.
3.4 Following the assessment, conclusions would be drawn and an indication provided of the archaeological interest of the development area. An assessment would also be made of the impact of the development upon the significance of any heritage assets within the study area. Where appropriate, recommendations would be made about the need for and scope of any further intrusive or non-intrusive survey work to properly assess the interest in the site.

3.5 The desk-based assessment would form the basis of the over-arching Heritage Assessment, which would also contain the results and methodology used during the building assessment and building survey (see below).

**Building Assessment/Survey**

3.6 The historic buildings recording would be undertaken in line with English Heritage’s guidance document *Understanding Historic Buildings [2006]*).

3.7 The methods employed and the results of the buildings recording would be included in the over-arching Heritage Assessment of the site.

3.8 Copies of the over-arching Heritage Assessment would be submitted to the Local Planning Authority and Doug Moir (Planning Officer [Archaeology], Lancashire County Council).

**Archaeological Watching Brief/Evaluation**

3.9 It is not possible to detail this scope of work, as the archaeological watching brief/evaluation is dependent upon completion of the Heritage Assessment, and subsequent analysis of the results. Nevertheless, the methodology below provides a general indication as to its scope.

3.10 All structures, deposits and finds would be recorded according to accepted professional standards.

3.11 Individual descriptions of all archaeological strata and features exposed or excavated would be entered onto prepared pro-forma recording sheets. Sample recording sheets, sample registers, finds recording sheets, access catalogues, and photo record cards would also be used.
3.12 The site grid would be accurately tied into the National Grid, preferably by an Electronic Distance Measurer (EDM) or theodolite, and located on to the 1:2500 map of the area.

3.13 Plans indicating the location of all archaeological features encountered would be drawn at an appropriate scale. The location and extent of archaeological features would be recorded by EDM or Total Station.

3.14 Plans of archaeological features on the site would be drawn at 1:20 or 1:50, depending on the complexity of the data to be recorded. Sections would be drawn at 1:10 or 1:20 depending on the complexity of the feature. Plans and sections would include context numbers and Ordnance Datum (OD) spot heights for all principal strata and features.

3.15 A photographic record of the project would be maintained. This would include black and white and colour prints, and digital images, illustrating the detail and context of the principal features and finds discovered. The photographic record would also include working shots to illustrate more generally the progress of the programme of archaeological works.

Finds and Samples

3.16 Collected finds/samples would be subject to assessment and appropriate analyses by suitably qualified specialists; to be agreed with Doug Moir (Planning Officer [Archaeology], Lancashire County Council).

3.17 All finds would be exposed, lifted, cleaned, conserved, marked, bagged and boxed in accordance with the guidelines set out in the UK Institute for Conservation's Conservation Guideline No 2 (1983). Appropriate guidelines set out in the Museums and Galleries Commissions Standards in the Museum Care of Archaeological Collections (1991) would also be followed.

3.18 Should finds and features be made that might constitute ‘Treasure’ under the definition of the Treasure Act (1996), these would, if possible, be archaeologically excavated and removed to a safe place. Such finds would also be reported immediately to the local coroner (within 14 days, in accordance with the Act).
3.19 All artefactual and ecofactual material revealed during the watching brief/evaluation would be retained for recording and assessment and, where appropriate, further analysis and would be treated in accordance with the *Guidelines for the Collection, Documentation, Conservation and Research of Archaeological Materials* (IfA 2008). Any decision to discard material would be made after recording and in consultation with the appropriate specialist and Doug Moir (Planning Officer [Archaeology], Lancashire County Council).

3.20 If appropriate, environmental sampling would be carried out in line with English Heritage’s guidelines.

3.21 Any human remains that are discovered would initially be left in-situ, covered and protected. If removal is necessary, this will comply with the relevant legislation, any Home Office and local environmental health regulations, and the appropriate English Heritage advice.

*Report and Archive*

3.22 A report would be prepared within a period of two months of the completion of the fieldwork, describing the methods employed and outlining the results.

3.23 Details of style and format would be determined by the archaeological contractor. In any event it would include:

- An executive summary of the work undertaken and the results obtained;
- The aims and methods adopted in the course of the programme of archaeological works;
- The nature, location, extent, date, significance and quality of any archaeological deposits and material uncovered;
- The nature and location of the features and deposits encountered;
- Appropriate illustrative material such as maps, plans, sections, drawings and photographs; including a site location plan at 1:2500, a site plan at 1:1250, and where appropriate, large-scale trench-specific plans;
- A summary of the results;
• A finds report (all pottery and ceramic building material should be recorded by sherd count and weight in context groups and by ware and form [where forms can be identified]); and
• A description of the archive contents and details of its location for long-term storage.

3.24 Copies of the report would be submitted to the Local Planning Authority and Doug Moir (Planning Officer [Archaeology], Lancashire County Council) in order to demonstrate compliance with the WSI. One bound and one digital copy of the report would also be provided to the Lancashire HER. Copies will also be uploaded as part of the ADS OASIS database record.

3.25 The site archive, to include all project records and cultural material produced by the archaeological works, would be prepared in accordance with guidance issued by the IfA (Standard and guidance for the creation, compilation, transfer and deposition of archaeological archives [2009]) and the Archaeological Archives Forum (AAF) (Archaeological Archives. A guide to best practice in creation, compilation, transfer and curation [Brown 2011]).
4.0 TIMETABLE AND PERSONNEL

4.1 Following approval of the WSI, it is anticipated that the archaeological programme of works would commence shortly thereafter.

4.2 The archaeological watching brief/evaluation would take place after demolition.

4.3 It is proposed that the work would be undertaken under the overall supervision of Dr Robert Smith (Director, CgMs Consulting). CgMs Consulting is an Institute for Archaeologists (IfA) Registered Organisation (RO) and the above named individual is an IfA member.

4.4 Curriculum Vitaes of key personnel can be provided to Doug Moir (Planning Officer [Archaeology], Lancashire County Council) in advance of the archaeological works commencing.
5.0 **MONITORING**

5.1 The aim of monitoring is to ensure that the programme of archaeological works is undertaken within the limits set out in this WSI, and to the satisfaction of the Local Planning Authority and Doug Moir (Planning Officer [Archaeology], Lancashire County Council). At least seven days written notice would be given to Doug Moir prior to the commencement of these works.

5.2 Dr Robert Smith would monitor the implementation of the archaeological works on behalf of JJ Omerod Plc.

5.3 Doug Moir (Planning Officer [Archaeology], Lancashire County Council) would be free to visit the site by prior arrangement. He would monitor the implementation of the archaeological works on behalf of the Local Planning Authority and would assess the work being undertaken on site against the methodology detailed in this specification.

5.4 Doug Moir (Planning Officer [Archaeology], Lancashire County Council) would also be responsible for considering any changes to the specification of archaeological works. Any such alterations would be agreed in writing with the relevant parties prior to commencement of on site works, or at the earliest available opportunity thereafter.
6.0 **INSURANCE**

6.1 CgMs Consulting can produce evidence of Public Liability, Professional Indemnity Insurance and/or general 'all risk' insurance, each to the minimum value of £5 m.
7.0 HEALTH AND SAFETY

7.1 All works would be in compliance with the Health and Safety at Work Act (1974), applicable regulations and codes of practice, and the Construction Design Management Regulations (2007).

7.2 All archaeological staff would undertake their operations in accordance with safe working practices.

7.3 A site-specific Risk Assessment would be undertaken and recorded prior to the commencement of work on site.

7.4 A continuous process of dynamic risk assessment would be undertaken and if significant hazards are identified a specific risk assessment would be carried out and recorded. Control measures would be implemented as required in response to specific hazards.
Figure 1: Site Location

Legend

- Site Location

Henrietta Street, Bacup, Rossendale
Figure 1: Site Location