1071 Southampton Road
Heathrow
TW6 3AQ

WRITTEN SCHEME OF INVESTIGATION FOR A PREDETERMINATION ARCHAEOLOGICAL EVALUATION

Date 28 Jan 2022

Project Manager: S Hoad

1071 Southampton Road
Heathrow
TW6 3AQ

Written scheme of investigation for an archaeological pre-determination evaluation

Site code – SRW22

Sign-off history:

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Graphics: James Ladocha

© MOLA
Mortimer Wheeler House, 46 Eagle Wharf Road, London N1 7ED
tel 0207 410 2200 email: business@mola.org.uk

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1 Introduction

1.1 Project background

1.1.1 This Written Scheme of Investigation (or WSI) for an archaeological evaluation on the site of 1071 Southampton Road, Heathrow, TW6 3AQ has been commissioned from MOLA by Avison Young on behalf of the client AIPUT (Airport Industrial Property Unit Trust).

1.1.2 The site measures 2.1ha and is bounded by Southampton Road to the north, an industrial building to the east, South Perimeter Road to the south and Stanstead Road to the west. The centre of the site lies at National Grid reference 506894, 174401. The site is currently occupied by a warehouse unit formerly known as the Gate Gourmet Building. Modern pavement level near to the site lies at c 22.90mOD.

1.1.3 Plans for the proposed scheme are still in development.

1.1.4 The potential archaeological interest on the site comprise prehistoric and Romano British deposits.

1.1.5 The purpose of archaeological evaluation as defined by the Chartered Institute for Archaeologists is to 'determine, as far as is reasonably possible, the nature of the archaeological resource within a specified area using appropriate methods and practices' (CIFA, 2014). The results of the evaluation will inform the construction design and allow the Project Team and Local Planning Authority to identify an appropriate mitigation strategy for any archaeological remains that would be affected by the development. Should any archaeological mitigation be necessary an additional written scheme of investigation will be prepared and submitted for approval, specifying the archaeological works and covering fieldwork, post-excavation analysis, publication and archiving

1.1.6 The evaluation works at this stage consist of seven trenches, outlined further in Section 3. MOLA will be working with a Principal/Attendance Contractor, who will undertake the setting out of the trenches, the breaking out of the reinforced concrete slab and the location of utilities.

1.1.7 The results of the evaluation will be set out in a report to be issued within 3-6 weeks of completing the fieldwork. The site archive will be deposited with the Museum of London Archaeological Archive (LAA)within 12 months of issuing the report.

1.1.8 This document sets out the methodologies which will be followed during the excavation of the evaluation trenches and during the post-excavation analysis and reporting stages. These will follow the Standards and Code of Practice laid down by the Chartered Institute for Archaeologists (CIFA 2014, updated 2020), and Historic England Centre for Archaeology Guidelines where appropriate

1.1.9 Other relevant documents include:

- the Archaeological desk-based assessment (MOLA 2021). This presented the initial assessment of archaeological potential on the site.

1.2 Planning and legislative framework

1.2.1 The Planning and legislative background to the site has been adequately summarised in the previous Archaeological desk-based assessment (MOLA 2021 section 9).

National Planning Policy Framework

The Government issued the *National Planning Policy Framework* (NPPF) in March 2012 (DCLG 2012) and supporting *Planning Practice Guidance* in 2014 (DCLG

2014). The 2012 NPPF was revised and a new NPPF published in July 2018, with minor revisions in February and June 2020.

Conserving and enhancing the historic environment

The NPPF section concerning "Conserving and enhancing the historic environment" (section 12 of the NPPF 2012) has been replaced by NPPF 2018 Section 16 (unchanged in February and June 2020), reproduced in full below:

> **Para 184.** Heritage assets range from sites and buildings of local historic value to those of the highest significance, such as World Heritage Sites which are internationally recognised to be of Outstanding Universal Value. These assets are an irreplaceable resource, and should be conserved 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.
>
> **Para 185.** Plans should set out a positive strategy for the conservation and enjoyment of the historic environment, including heritage assets most at risk through neglect, decay or other threats. This strategy should take into account:
>
> - a) the desirability of sustaining and enhancing the significance of heritage assets, and putting them to viable uses consistent with their conservation;
> - b) the wider social, cultural, economic and environmental benefits that conservation of the historic environment can bring;
> - c) the desirability of new development making a positive contribution to local character and distinctiveness; and
> - d) opportunities to draw on the contribution made by the historic environment to the character of a place.
>
> **Para 186.** When considering the designation of conservation areas, local planning authorities should ensure that an area justifies such status because of its special architectural or historic interest, and that the concept of conservation is not devalued through the designation of areas that lack special interest.
>
> **Para 187.** Local planning authorities should maintain or have access to a historic environment record. This should contain up-to-date evidence about the historic environment in their area and be used to:
>
> - a) assess the significance of heritage assets and the contribution they make to their environment; and
> - b) predict the likelihood that currently unidentified heritage assets, particularly sites of historic and archaeological interest, will be discovered in the future.
>
> **Para 188.** Local planning authorities should make information about the historic environment, gathered as part of policy-making or development management, publicly accessible.
>
> **Proposals affecting heritage assets**
>
> **Para 189.** In determining applications, local planning authorities 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. Where a site on which development is proposed includes, or has the potential to include, heritage assets with archaeological interest, local planning authorities should require developers to submit an appropriate desk-based assessment and, where necessary, a field evaluation.
>
> **Para 190.** 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.

Para 191. Where there is evidence of deliberate neglect of, or damage to, a heritage asset, the deteriorated state of the heritage asset should not be taken into account in any decision.

Para 192. In determining applications, local planning authorities should take account of:

- a) the desirability of sustaining and enhancing the significance of heritage assets and putting them to viable uses consistent with their conservation;
- b) the positive contribution that conservation of heritage assets can make to sustainable communities including their economic vitality; and
- c) the desirability of new development making a positive contribution to local character and distinctiveness.

Considering potential impacts

Para 193. When considering the impact of a proposed development on the significance of a designated heritage asset, great weight should be given to the asset's conservation (and the more important the asset, the greater the weight should be). This is irrespective of whether any potential harm amounts to substantial harm, total loss or less than substantial harm to its significance.

Para 194. Any harm to, or loss of, the significance of a designated heritage asset (from its alteration or destruction, or from development within its setting), should require clear and convincing justification. Substantial harm to or loss of:

- a) grade II listed buildings, or grade II registered parks or gardens, should be exceptional;
- b) assets of the highest significance, notably scheduled monuments, protected wreck sites, registered battlefields, grade I and II* listed buildings, grade I and II* registered parks and gardens, and World Heritage Sites, should be wholly exceptional.

Para 195. Where a proposed development will lead to substantial harm to (or total loss of significance of) a designated heritage asset, local planning authorities should refuse consent, unless it can be demonstrated that the substantial harm or total loss is necessary to achieve substantial public benefits that outweigh that harm or loss, or all of the following apply:

- a) the nature of the heritage asset prevents all reasonable uses of the site; and
- b) no viable use of the heritage asset itself can be found in the medium term through appropriate marketing that will enable its conservation; and
- c) conservation by grant-funding or some form of not for profit, charitable or public ownership is demonstrably not possible; and
- d) the harm or loss is outweighed by the benefit of bringing the site back into use.

Para 196. Where a development proposal will lead to less than substantial harm to the significance of a designated heritage asset, this harm should be weighed against the public benefits of the proposal including, where appropriate, securing its optimum viable use.

Para 197. The effect of an application on the significance of a non-designated heritage asset should be taken into account in determining the application. In weighing applications that directly or indirectly affect non-designated heritage assets, a balanced judgement will be required having regard to the scale of any harm or loss and the significance of the heritage asset.

Para 198. Local planning authorities should not permit the loss of the whole or part of a heritage asset without taking all reasonable steps to ensure the new development will proceed after the loss has occurred.

Para 199. 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.

Para 200. Local planning authorities should look for opportunities for new development within Conservation Areas and World Heritage Sites, and within the setting of heritage assets, to enhance or better reveal their significance. Proposals that preserve those elements of the setting that make a positive contribution to the asset (or which better reveal its significance) should be treated favourably.

Para 201. Not all elements of a Conservation Area or World Heritage Site will necessarily contribute to its significance. Loss of a building (or other element) which makes a positive contribution to the significance of the Conservation Area or World Heritage Site should be treated either as substantial harm under paragraph 195 or less than substantial harm under paragraph 196, as appropriate, taking into account the relative significance of the element affected and its contribution to the significance of the Conservation Area or World Heritage Site as a whole.

Para 202. Local planning authorities should assess whether the benefits of a proposal for enabling development, which would otherwise conflict with planning policies but which would secure the future conservation of a heritage asset, outweigh the disbenefits of departing from those policies.

1.3 Regional policy

The London Plan

The overarching strategies and policies for the whole of the Greater London area are contained within *The London Plan: The Spatial Development Strategy for Greater London* (GLA 2021), formally published on 2nd March 2021.

Policy HC1 “Heritage conservation and growth” of the *Publication London Plan* relates to London’s historic environment.

A Boroughs should, in consultation with Historic England, local communities and other statutory and relevant organisations, develop evidence that demonstrates a clear understanding of London’s historic environment. This evidence should be used for identifying, understanding, conserving, and enhancing the historic environment and heritage assets, and improving access to, and interpretation of, the heritage assets, landscapes and archaeology within their area.

B Development Plans and strategies should demonstrate a clear understanding of the historic environment and the heritage values of sites or areas and their relationship with their surroundings. This knowledge should be used to inform the effective integration of London’s heritage in regenerative change by:

- 1) setting out a clear vision that recognises and embeds the role of heritage in place-making
- 2) utilising the heritage significance of a site or area in the planning and design process
- 3) integrating the conservation and enhancement of heritage assets and their settings with innovative and creative contextual architectural responses that contribute to their significance and sense of place
- 4) delivering positive benefits that conserve and enhance the historic environment, as well as contributing to the economic viability, accessibility and environmental quality of a place, and to social wellbeing.

C Development proposals affecting heritage assets, and their settings, should conserve their significance, by being sympathetic to the assets’ significance and appreciation within their surroundings. The cumulative impacts of incremental change from development on heritage assets and their settings, should also be actively managed. Development proposals should avoid harm and identify enhancement opportunities by integrating heritage considerations early on in the design process.

D Development proposals should identify assets of archaeological significance and use this information to avoid harm or minimise it through design and appropriate mitigation. Where applicable, development should make provision for the protection of significant archaeological assets and landscapes. The protection of undesignated heritage assets of archaeological interest equivalent to a scheduled monument should be given equivalent weight to designated heritage assets.

E Where heritage assets have been identified as being At Risk, boroughs should identify specific opportunities for them to contribute to regeneration and place-making, and they should set out strategies for their repair and re-use.

Para. 7.1.8 adds 'Where there is evidence of **deliberate neglect** of and/or damage to a heritage asset to help justify a development proposal, the deteriorated state of that asset should not be taken into account when making a decision on a development proposal'.

1.3.1 Para 7.1.11 adds 'Developments will be expected to avoid or minimise harm to significant archaeological assets. In some cases, remains can be incorporated into and/or interpreted in new development. The physical assets should, where possible, be made available to the public on-site and opportunities taken to actively present the site's archaeology. Where the archaeological asset cannot be preserved or managed on-site, appropriate provision must be made for the investigation, understanding, recording, dissemination and archiving of that asset, and must be undertaken by suitably-qualified individuals or organisations.

1.4 Local planning policy

London Borough of Hillingdon Local Plan

The Local Plan Part 1 - Strategic policies sets out the overall level and broad locations of growth up to 2026. Together with the Local Plan Part 2 Development Management Policies and Site Allocations and Designation documents it forms the Council's future development strategy for the borough.

Policy HE1: Heritage

The Council will:

1. Conserve and enhance Hillingdon's distinct and varied environment, its settings and the wider historic landscape, which includes:
    - Historic village cores, Metro-land suburbs, planned residential estates and 19th and 20th century industrial areas, including the Grand Union Canal and its features;
      Designated heritage assets such as statutorily Listed Buildings, Conservation Areas and Scheduled Ancient Monuments;
    - Registered Parks and Gardens and historic landscapes, both natural and designed;
      Locally recognised historic features, such as Areas of Special Local Character and Locally Listed Buildings; and
    - Archaeologically significant areas, including Archaeological Priority Zones and Areas.
2. Actively encourage the regeneration of heritage assets, particularly those which have been included in English Heritage's 'Heritage at Risk' register or are currently vacant.
3. Promote increased public awareness, understanding of and access to the borough's heritage assets and wider historic environment, through Section 106 agreements and via community engagement and outreach activities.
4. Encourage the reuse and modification of heritage assets, where appropriate, when considering proposals to mitigate or adapt to the effects of climate change. Where negative impact on a heritage asset is identified, seek alternative approaches to achieve similar climate change mitigation outcomes without damage to the asset.

1.5 Archaeological background

1.5.1 A detailed description of the geology, archaeology and history of the site was provided in the earlier Archaeological desk-based assessment (MOLA 2021). A brief resume is provided here:

1.5.2 The Ordnance Survey spot heights show the area of the site slopes down gradually from the north towards the south. To the south of the site the ground level begins to fall in height from 23.2m OD, c 225m north-west to 21.9m OD, c 230m to the south along Love Lane. The site lies on relatively flat land close to the floodplain of the Colne River, a natural communication corridor exploited from the prehistoric period onwards.

1.5.3 The underlying geology of the site comprises Taplow Gravel formation of sand and gravel overlying London Clay.

1.5.4 In places the Gravels are capped by fine-grained silt known in London as Langley Silt Complex (‘brickearth’), which was laid down as alluvium and/or wind-blown deposits during the last glaciation around 17,000 BC. This produced fertile soils but was often exploited for the manufacture of bricks and much has been removed by quarrying or by subsequent building development.

1.5.5 A total of 13 sites have been investigated within a 750m-radius of the site, comprising watching briefs, evaluations, and excavations. The archaeological remains consist of prehistoric and Roman settlement activity as well as medieval field systems.

<u>Prehistoric period (800,000 BC–AD 43)</u>

1.5.6 During excavations c 265m to the east of the site, six long blade artefacts characteristic of the Upper Palaeolithic were exposed (this is incorrectly listed on the HER as being to the north of the site).

1.5.7 The projected line of a Neolithic ceremonial monument known as the Stanwell Cursus, lies c 1.7km to the west of the site. The cursus can be traced on aerial photographs as cropmarks of two parallel ditches c 20m apart (now partially covered by Terminal 5) and is the second-longest known cursus in the country. The cursus may have been used as a processional way. Cursus monuments usually occur in association with, and probably formed a focus for, a landscape of ritual monuments, e.g. mortuary enclosures, barrows, and henges, and this reflected in the considerable number of cropmarks in the vicinity of the cursus.

1.5.8 An excavation c 225m south west of the site found the area had been divided into fields and enclosures with two phases of activity dating to the middle Bronze Age and ariel photographs of the area found ring ditches, c 255m to the north west.

1.5.9 A Romano-Iron Age settlement was discovered c 665m to the south east of the site (Mayfields Farm). The features included a short curvilinear ditch with possible external postholes, and possibly the south-west corner of a sub rectangular ditch which contained Iron Age pottery.

1.5.10 Features dating to the prehistoric period have been discovered within the vicinity of the site, but dating evidence was limited. Activity linked to prehistoric settlement consisting of ditches, gullies, pits and postholes was found c 345m east of the site, three ditches of possible prehistoric date were discovered c 455m to the south east and linear features, ditches and ring ditches were seen in cropmarks, c 545 to the south east of the site.

<u>Roman period (AD 43–410)</u>

1.5.11 There are no large settlements within the immediate vicinity of the site, but Staines, a Roman settlement, lies c 1.1km to the south-east of the site. The main arterial road from London to Silchester passed through Staines c 1.1km to the south of the site and the Verulanium to Laleham Roman road runs c 1.3km to the east of the site (Margary, 1967).

1.5.12 A scheduled monument of a Romano-British site, Mayfield Farm, lies within the study area, c 695m to the south east (NHL reference 1002042).

1.5.13 A scattered rural Romano-British settlement within the Scheduled Monument lies c 665m south east of the site. The next phase of this settlement comprised an early Roman field system, with a series of aligned ditches and gullies being excavated; the fill contained Roman pottery.

Early medieval (Saxon) period (AD 410–1066)

1.5.14 Only one excavation within the area has produced evidence from this period, c 225m to the south west. This included several wells, pits and postholes, including a group that formed a structure. However, the limited evidence within the area suggest that settlement was dispersed and indicates that throughout this period the site may have been located in open fields or woodland, away from the potential structure.

Later medieval period (AD 1066–1485)

1.5.15 No evidence of later medieval activity has been discovered in the vicinity of the site. It is probable that throughout the medieval period the site lay in open fields on the outskirts of the settlement at Stanwell.

Post-medieval period (AD 1485–present)

1.5.16 In 1543 the King ordered the cutting of the Duke of Northumberland's River, c 95m to the south, to provide a greater flow of water to Isleworth Mill (VCH Middlesex iv, 1). The river can be seen on Rocque's Topographical map of the County of Middlesex 1754 to the south of the site which is situated in open land with a faint road towards the east of the site boundary.

1.5.17 The Ordnance Survey 1st edition 25" mile map of 1866 shows the site remained undeveloped, but is now situated within field systems with the addition of a pond to the south of the site boundary. The road seen in earlier maps can be seen more clearly running through the north-eastern corner of the site towards the south and is labelled 'Goathouse Road' (possibly gaining its name because it crosses Goat House Close. The Ordnance Survey 3rd edition 25" mile map of 1914 shows only one change within the site, with the pond to the south decreasing in size. The OS 1:2500 scale map of 1934 shows no change.

1.5.18 Heathrow Airport originated in 1929 as a small airfield (Great West Aerodrome) on land south-east of the hamlet of Heathrow. Development of the whole Heathrow area as a much larger airport began in 1944.

1.5.19 The Ordnance Survey 25" mile map of 1970 shows that a carpark has been constructed within the site and a road leading from Southampton Road extends into the western area of the site; Stanstead Road to the west now covers the south-western corner. The plot that forms the site today has now been created, Southampton Road, Stanstead Road and the Southern Perimeter Road have all been established. Cargo buildings, cargo terminals and roads have been constructed within the vicinity to aid the developing Heathrow Airport.

1.5.20 The Ordnance Survey 1:1250 scale map of 1983–85 shows little change within the site. The carpark to the south now appears larger and the carpark for the cargo terminal to the west has now expanded into the western area of the site, covering the existing road. The Ordnance Survey 1:1250 scale map of 1988–92 shows the development of the Catering centre and the removal of both carparks. The site has stayed the same since this construction until current day.

1.6 MOLA team and other responsibilities

In the document below the following terms should be understood:

1.6.1 *MOLA (Museum of London Archaeology)* is a company limited by guarantee registered in England and Wales with company registration number 07751831 and charity registration number 1143574. Registered office: Mortimer Wheeler House, 46 Eagle Wharf Road, London N1 7ED.

1.6.2 *Project Manager* - MOLA office based manager who is the client's principal point of contact and who has overall responsibility for the project budget and delivery.

1.6.3 *Site Supervisor* - MOLA site based manager who is responsible for the direction of the field team. Site supervisors on larger sites will tend to be Project Officers in grade, whilst on other sites they will be Senior Archaeologists. On some sites there may be both a Project Officer and/or one or more Senior Archaeologists.

1.6.4 *Archaeologists* - MOLA excavation staff responsible on site for archaeological excavation.

1.6.5 *Field Services Operations Manager* - MOLA office based manager responsible for allocation of staff and supply of equipment and resources.

1.6.6 *Health and Safety Compliance Manager* – The MOLA manager with sole responsibility for site inspections, reporting and issuing of recommendations for the Site Supervisor and Project Manager to implement. Reports directly to MOLA CEO

1.6.7 *Principal Contractor* - appointed directly by the Client with overall responsibility for site H&S under CDM regulations.

1.6.8 *Attendance Contractor* - the contractor responsible for providing such attendances to MOLA as are deemed necessary to carry out their archaeological work (see section 4.2**Error! Reference source not found.**). These might for instance include but not be restricted to shoring, lighting, facilities, fencing, additional labour, spoil removal, etc The Attendance Contractor may be the same as the Principal Contractor, or it may be subcontracted to the Principal Contractor or it may sub-contracted to MOLA.

1.6.9 *Sub-contractor* – where this term is used in this document it refers to any contractor employed directly by MOLA during the course of its work on the site. MOLA sub-contractors are specified in para **Error! Reference source not found.**.

2 Objectives of the evaluation

2.1 General considerations

2.1.1 The purpose of an archaeological field evaluation as defined by the Chartered Institute for Archaeologists (CIFA, 2014, updated 2020) is to 'determine, as far as is reasonably possible, the nature of the archaeological resource within a specified area using appropriate methods and practices.'

2.1.2 This is further explained as 'a limited programme of non-intrusive and/or intrusive fieldwork which determines the presence or absence of archaeological features, structures, deposits, artefacts or ecofacts within a specified area or site… . If such archaeological remains are present field evaluation defines their character, extent, quality and preservation, and enables an assessment of their worth in a local, regional, national or international context as appropriate.'

2.1.3 The CIFA guidelines also states that, where evaluation takes place in support of a planning application, the archaeological resource should not be 'needlessly disturbed or damaged or inappropriate or excessive cost incurred'

2.1.4 An evaluation should thus augment any previous desk-based assessment, and provide all parties, particularly the Local Planning Authority, with sufficient material information upon which to base informed decisions regarding mitigation. An evaluation may therefore result in the need for further archaeological action and a further written scheme of investigation may be required in order to comply with planning conditions.

2.1.5 MOLA's archaeological evaluation methodology will conform to best professional practice as summarised in the appropriate Chartered Institute for Archaeologists Guideline for Evaluation (CIFA 2014)

2.2 Site specific objectives

2.2.1 Although the proposed development plans have yet to be finalised, it is likely that the redevelopment of the site may have an impact on underlying deposits. The primary objective of this initial phase of evaluation is to confirm the extent, nature and significance of any surviving archaeological deposits or structures within the open areas of the site and to provide information on archaeological survival, to inform the next phase of development across the remainder of the site.

2.2.2 The assessment of significance of any surviving remains is undertaken in the context of the wider archaeological research priorities for London. These are set out in the Museum of London's '*A research framework for Greater London*' (MOL, 2002).

2.2.3 A number of broad objectives and research questions have been identified for this evaluation:

- What is the nature and level of the natural topography?
- Is there any evidence for archaeological survival associated with the Bronze Age remains uncovered at the Cargo Distribution Site to the east and Cargo Point to the south?
- Is there any evidence for Iron Age/Roman field systems, related to those found on recent excavations along Bedfont Lane, to the south of the site?
- Is there any evidence associated with medieval settlement activity uncovered at Cargo Point, Bedfont Lane, to the south?
- If archaeological deposits do survive, can they be related to the modern deposits found immediately to the east?
- What is the extent of modern disturbance?

3 Evaluation methodology

3.1 Archaeological considerations

3.1.1 The evaluation involves the excavation of seven archaeological trenches within the open area of the site, south of the existing building. Due to the density of utilities and the location of the London Underground Piccadilly Line, passing under the north eastern part of the site, the trenches have in some cases been split or shorten to enable them to be opened safely.

3.1.2 The archaeological investigations are detailed in Table 1. Also provide as much detail as you think necessary to describe how the archaeology is going to interface with any other works current on the site. Repeat for each trench if necessary.

Investigation Type	Location	Dimensions	Aprox. Depth
Trench 1 (split)	NE Corner	27m x 1.8m	c. 1.0m
Trench 2	Eastern side	30m x 1.8m	c. 1.0m
Trench 3 (split)	Eastern side	25m x 1.8m	c. 1.0m
Trench 4	SE Corner	25m x 1.8m	c. 1.0m
Trench 5 (split)	South side	20m x 1.8m	c. 1.0m
Trench 6 (split)	South side	27m x 1.8m	c. 1.0m
Trench 7	South side	30m x 1.8m	c. 1.0m

Table 1 Archaeological investigations

3.1.3 Initial location of the trenches will be undertaken by the Principal/Attendance Contractor. Specialist contractors will mark out and locate buried utilities on the site, prior to the opening of the trenches. These services will be disconnected/made safe by the Principal/Attendance Contractor prior to breaking out. The trenches will be broken out by the Principal/Attendance Contractor monitored by the MOLA senior archaeological.

3.1.4 Where live services exist, the trenches will be split to 'step' over these services.

3.1.5 All undifferentiated material of recent origin (normally defined as twentieth century and later) within trenches will be removed down to the first significant archaeological horizon. This will be done by the Principal/Attendance Contractor under archaeological supervision by MOLA. The MOLA Site Supervisor will decide when remains of archaeological significance requiring recording are revealed.

3.1.6 Following initial exposure of archaeological horizons, investigation will be by hand, with cleaning, examination and recording both in plan and section. Any archaeological remains revealed will be recorded in the appropriate manner (see 3.2). Resort to machine excavation may be necessary. This technique is only appropriate for the removal of homogeneous and 'low-grade' layers where it can reasonably be argued that more detailed attention would not produce information of value, and where their removal may give a 'window' onto underlying levels.

3.1.7 Archaeological excavation will proceed only until significant archaeological levels have been reached and will be sufficient to allow the nature and extent of these to be identified. The levels at which all excavations will cease will be determined by on-site consultations between the Archaeology & Planning Officer of the local Authority (or their agent), the MOLA Project Manager and a representative of the client or his agent.

3.1.8 Investigation will not be at the expense of any structures, features or finds which might reasonably be considered to merit preservation in-situ. Where archaeological remains are to be preserved in-situ they will be adequately protected from deterioration. This might involve for instance protective boxing; or wrapping deposits or features in a geo-textile such as Terram; or sealing with sand or other suitable soft materials; or other means as deemed suitable/appropriate at the time by the local authority.

3.1.9 Some features, such as pits and wells may merit excavation to a greater depth, and modern cut features will be used to provide a 'window' onto earlier levels.

3.1.10 In addition to the excavation of man-made deposits some assessment of 'naturally deposited' levels may be necessary, especially when these are organically preserved and laid down within archaeological timescales; for example alluvial or peat deposits.

3.1.11 Any finds of human remains will be left in situ, covered and protected. If removal is essential it can only take place under appropriate Faculty jurisdiction, Ministry of Justice (Coroner's Division) licence, environmental health regulations, coroner's permission, and if appropriate, in compliance with the Disused Burial Grounds (Amendment) Act 1981 or other local Act. It will be necessary to ensure that adequate security is provided.

3.1.12 Because the timing of the evaluation is dependent on the client it remains the client's responsibility to give adequate notice to MOLA of when access is possible.

3.2 Recording systems

3.2.1 A unique-number site code has been agreed with the Museum of London Archaeological Archive (LAA) - SRW22.

3.2.2 The recording systems adopted during the investigations will be fully compatible with those most widely used elsewhere in London, and those required by the Archive Receiving Body, the Museum of London.

3.3 Treatment of finds and samples

3.3.1 All recovery, retention and treatment of finds and samples will be carried out mindful of the overall purpose of the exercise, ie to evaluate for further decision making, as expressed in CIFA (2014, updated 2020) guidelines. To this end, all artefactual and ecofactual material will be reviewed on site for its capability to inform the evaluation report.

3.3.2 Where necessary, a supplementary strategy for sampling archaeological and environmental deposits and structures may be developed by MOLA in accordance with GLAAS and CIFA guidelines. Advice will be sought from the LPA Archaeological Advisor and the Historic England Regional Archaeological Science Advisor throughout the project, as appropriate. Subsequent off-site work and analysis of the processed samples and remains will be undertaken by MOLA Specialists

3.3.3 All retained finds and samples will be exposed, lifted, cleaned, conserved, marked, bagged and boxed in a proper manner and to standards agreed in advance with the Museum of London.

3.3.4 All finds of gold and silver, or other objects definable as 'treasure', will be removed to a safe place and reported to the local Coroner according to the procedures of the Treasure Act 1996 and the Treasure (Designation) Order 2002. Where removal cannot be effected on the same working day as the discovery suitable security measures will be taken to protect the finds from theft

3.4 Ownership of finds

3.4.1 Whereas ownership of any finds on the site lies with the landowner, it is necessary that the landowner gives the necessary approvals, licences and permissions to donate any finds recovered from the site to the Museum of London, to enable that body to carry out its obligations to curate the finds, in perpetuity, as part of the archaeological Archive from this site.

3.4.2 These approvals, licences and permissions shall be either confirmed in the Agreement and Contract regulating the archaeological works and/or confirmed by the completion of the relevant Deed of Transfer form (draft appended).

3.4.3 The client (or their agent) will make arrangements for the signing of the Deed of Transfer Form by the client or, if the landowner is different to the client, by the landowner.

3.4.4 Notwithstanding the above, subsequent arrangements may be made if required between the landowner and/or the client and the Museum for the conservation, display, provision of access to or loan of selected finds in or near their original location.

3.5 Reports and archives

3.5.1 On completion of the fieldwork an *Evaluation report* will be made available to the client and the Local Planning Authority within 3-6 weeks six weeks of the completion of fieldwork.

3.5.2 A short summary of the results of the evaluation will be submitted to the Greater London HER and NAR [using the appropriate archaeological report forms] and for publication in the appropriate academic journals.

3.5.3 Details of the project will be submitted to the online database maintained by the Online Access to the Index of Archaeological Investigations (OASIS) Project

3.5.4 GIS data will also be made available to the GLHER.

3.5.5 Finds and records will be curated by a single organisation, and be available for public consultation in a site archive compatible with other archaeological archives in the Museum of London and adhering to standards set out in the following:

- Archaeological Archive Forum, Archaeological Archives: *a guide to best practice in creation, compilation transfer and curation* (2011)
- Museum of London, *General Standards for the preparation of archaeological archives deposited with the Museum of London*, (2009),
- Museums and Galleries Commission's Standards in the Museum Care of Archaeological Collections (1992),
- Society of Museum Archaeologists' draft Selection, Retention and Dispersal of Archaeological Collections (1992).
- Society of Museum Archaeologists (1995) *Towards an Accessible Archive. The Transfer of Archaeological Archives to Museums: Guidelines for Use in England, Northern Ireland, Scotland and Wales*.
- United Kingdom Institute for Conservation Guidelines for the preparation of excavation archives for long term storage (1990)

3.5.6 Copyright of the written archive will be vested in the Museum.

3.5.7 Pursuant to these agreements the archive will be presented to the archive officer or relevant curator of the Museum within 12 months of the completion of fieldwork (unless alternative arrangements have been agreed in writing with the local planning authority). If there is further field work the archive for the evaluation will be presented with the archive for that field work.

3.6 Evaluation method agreement

3.6.1 An adequate archaeological methodology and trench layout for the evaluation must be approved by the Local Planning Authority prior to the start of work on site.

3.6.2 This recommended format attempts to define best practice but cannot fully anticipate conditions encountered as the evaluation progresses. Material changes to the approved evaluation format are however only to be made with the prior written approval of the Local Planning Authority.

4 Programme, staffing and attendances

4.1 Timetable and staffing

4.1.1 The timing and duration of the programme of archaeological evaluation will be determined by the contractor's overall programme and the nature and extent of any surviving remains.

4.1.2 A Site Supervisor will monitor the archaeological works, with an archaeologists to help record and level any archaeology. Other specialists may be called in if necessary.

4.2 Attendances

4.2.1 For evaluations the attendances required by MOLA tend to be minimal. However, some provision for welfare and working conditions will need to be anticipated. Some or all of the following attendances may be required and supplied by the client, or the client's agent on behalf of the client.

4.2.2 Groundhog or Oasis unit with toilet and washing facilities and somewhere for up to two archaeologists to do paperwork.

4.2.3 Safety guard-rails and suitable access points into the site and areas of excavation, away from any site traffic and machinery.

4.2.4 Ladders into all areas of excavation when the excavated depth requires such access.

4.2.5 If ground-water is encountered in the trenches, adequate pumps will be required to remove it in order to complete the excavations.

4.2.6 A suitable security system to operate overnight, weekends and holidays.

5 Funding

5.1.1 Agreement on funding for the archaeological field evaluation has been agreed in a separate document.

6 Bibliography

ACAO, 1993 *Model briefs and specifications for archaeological assessments and field evaluations*, Association of County Archaeological Officers

Archaeological Archive Forum, 2011 *Archaeological Archives: a guide to best practice in creation, compilation transfer and curation*

BADLG, 1991 Code of Practice, British Archaeologists and Developers Liaison Group Located on intranet

Chartered Institute for Archaeologists, (CIFA), 2014 (updated 2020) *By-Laws, Standards and Policy Statements of the Chartered Institute for Archaeologists, Standards and guidance*

DCLG [Department of Communities and Local Government], March 2012 *National Planning Policy Framework, updated July 2021.*

English Heritage 2008 *SHAPE 2008: A Strategic framework for Historic environment Activities and Programmes in English Heritage. Guidance for external grant applicants*. Swindon English Heritage.

GLA [Greater London Authority], July 2015 *The London Plan. Spatial Development Strategy for Greater London, Consolidated with Alterations since 2011.*

Historic England Greater London Archaeology Advisory Service, 2015 *Guidelines for Archaeological Projects in Greater London*.

MOLA, 2021, Historic Environment Report *for 1071 Southampton Road, London TW6*, MOLA unpub report

Museum of London, 2002 A research framework for London archaeology 2002

Museum of London, 2009 General Standards for the preparation of archaeological archives deposited with the Museum of London

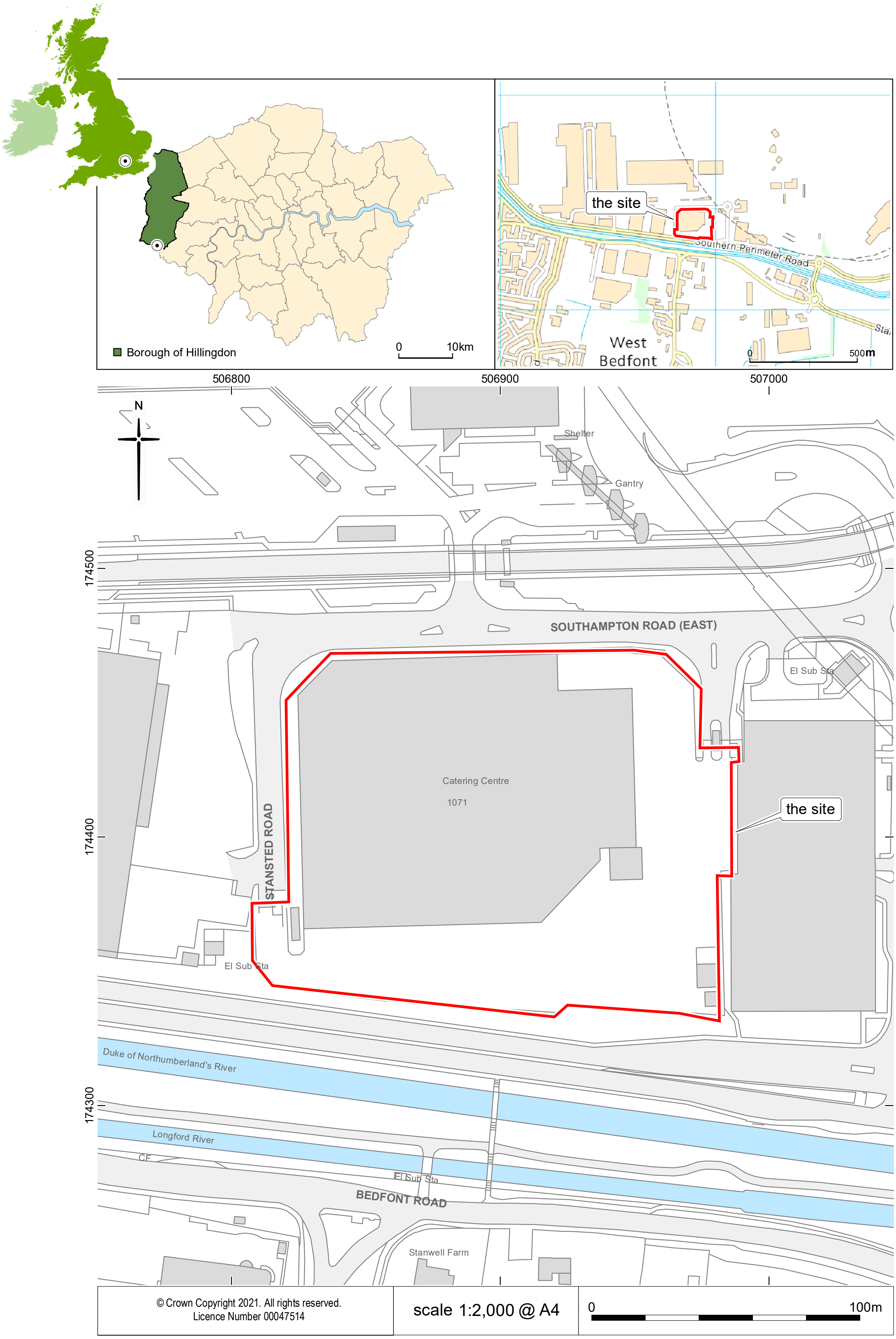
Museums and Galleries Commission (1992) Standards in the Museum Care of Archaeological Collections.

Society of Museum Archaeologists (1993) Selection, Retention and Dispersal of Archaeological Collections. Guidelines for use in England, Wales and Northern Ireland.

Society of Museum Archaeologists (1995) Towards an Accessible Archive. The Transfer of Archaeological Archives to Museums: Guidelines for Use in England, Northern Ireland, Scotland and Wales.

Standing Conference of Archaeological Unit Managers, 1991 revised 1997 Health and Safety in Field Archaeology, Manual

Treasure Act 1996 Code of Practice (2nd Revision) 1996, DCMS



scale 1:2,000 @ A4

0 100m

Fig 1 Site location

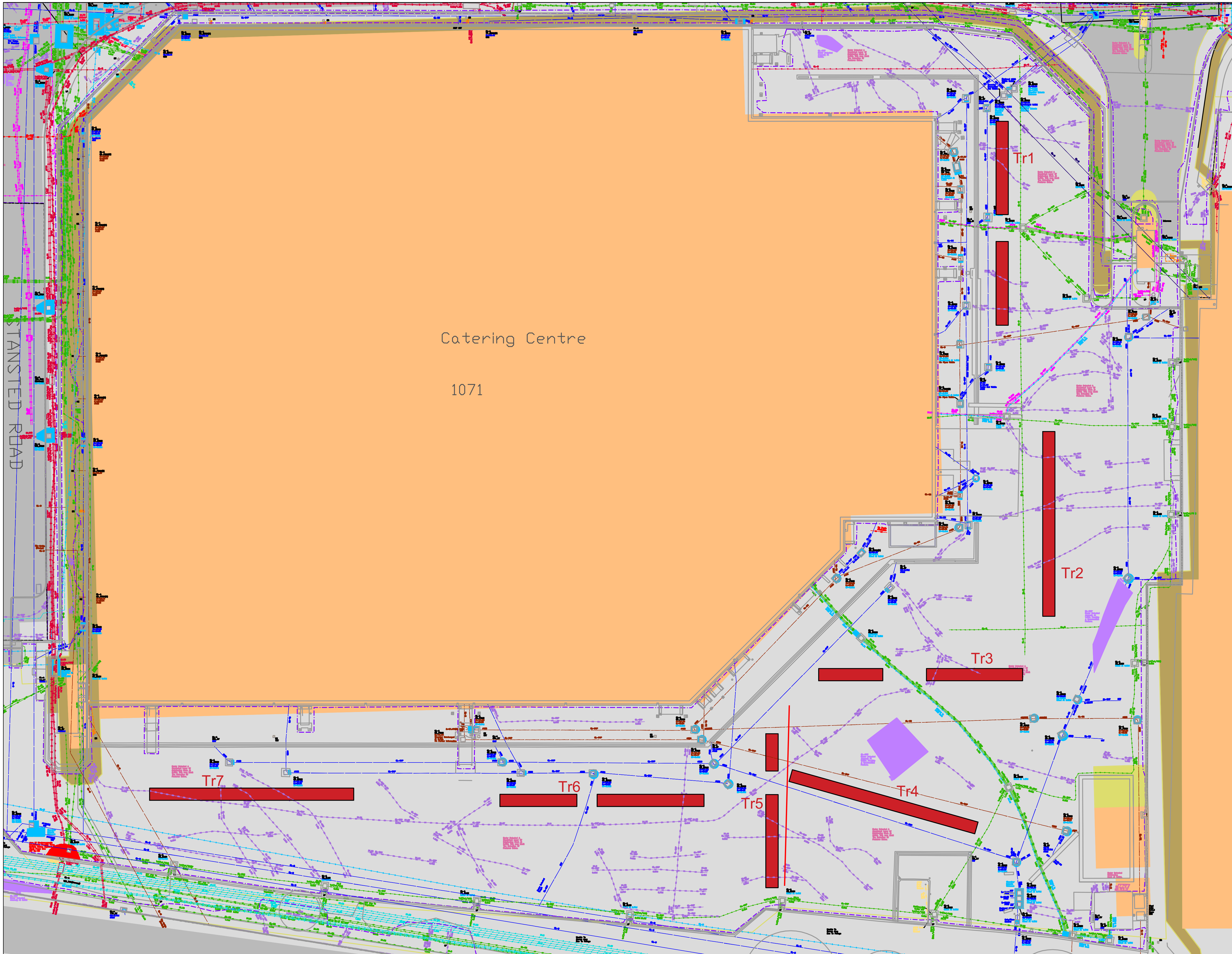


FIG 2 AREAS/TRENCHES

Proposed trench (1.8m wide)

Utility information supplied by Technics Group Limited, survey date 22/07/2021

Legend:

ELECTRIC	11Kv CABLE
	33Kv CABLE
	22Kv CABLE
	11Kv DUCTED
	33Kv DUCTED
	LV CABLE
	DUCTED CABLE
	STREET LIGHTING
	TRAFFIC CONTROL
	EARTHING
	AIRFIELD GROUND LIGHTING PRIMARY DUCTED
	AIRFIELD GROUND LIGHTING PRIMARY UNDUCTED
	AIRFIELD GROUND LIGHTING SECONDARY DUCT
	AIRPORT GROUND LIGHTING CHASE
WATER	POTABLE WATER MAIN
	HIGH TEMP HOT WATER
	LOW TEMP HOT WATER
	FIRE MAIN
GAS	GAS SUPPLY
	GAS MAIN
COMMUNICATIONS	GENERAL DUCTS
	COMMUNICATIONS DUCT
	BAIR CABLE
	BASIS CABLE
	CCTV CABLE
	CONTROL CABLE
	FIBRE OPTIC CABLE
	BT DUCTED CABLE
	BT UNDUCTED CABLE
	FIRE ALARM CABLE
DRAINAGE	FOUL PIPE
	FOUL PUMPING MAIN
	SURFACE WATER PIPE
	SURFACE WATER PUMPING MAIN
FUEL	FUEL MAIN
GPR & UNKNOWN	GPR SURVEY AREA
	SURVEY AREA
	UNKNOWN LINEAR GPR
	GPR AREA OF ANOMALY
	GPR AREA OF REBAR
	UNKNOWN METALLIC PIPE/CABLE
	CHAMBER EXTENT
	UNKNOWN CHAMBER EXTENT

MOLA
Kent House
30 Billing Road
Northampton
NN1 5DQ

Tel: 01604 809800

MOLA

CLIENT

PROJECT
Heathrow Airport, Southampton Road

DRAWING TITLE
Proposed Trenches

DRAWN BY	JL	
DRAWING NO	DRAFT	
SCALE (A3) NTS	DATE 27/01/2022	CHECKED

7 Appendix: Draft Transfer of finds ownership form

DATED 20

[ ]

-AND-

THE BOARD OF GOVERNORS OF
THE MUSEUM OF LONDON

DEED OF TRANSFER
of Finds excavated at
[ ]

Site Code [ ]

THIS DEED OF TRANSFER is made on the day of 20

BETWEEN: -

[ ] a company registered in England under Reg. No [ ] whose registered office is situate at [ ] (“the Site Owner”);

AND

THE BOARD OF GOVERNORS OF THE MUSEUM OF LONDON an exempt charity established under the Museum of London Acts 1965-1986, whose principal place of business is located at 150 London Wall, London EC2Y 5HN, (“the Museum”) which expression shall include any Governors appointed from time to time acting in accordance with the powers vested in them under the Museum of London Acts 1965-1986.

WHEREAS

A The Site Owner is the owner of a property at [ ] known by its site code [ ] whereupon an archaeological intervention has been carried out (“Excavation”).

B The Site Owner is the owner of any items of archaeological interest found during the Excavation.

C The Site Owner wishes to transfer to the Museum title to the items referred to in Recital B.

D The Museum has agreed to provide facilities for the accommodation and, at its discretion, the display of the items referred to in Recital B on condition that the same are assembled as an archive in accordance with the provisions of this Deed.

NOW IT IS HEREBY AGREED as follows: -

1. PREPARATION AND DELIVERY OF THE ARCHIVE

1.1 The Site Owner will procure the preparation of the items of archaeological interest found during the Excavation in accordance with the requirements of the Museum’s *General Standards for the Preparation of Archaeological Archives deposited with the Museum of London*, a copy of which is available to the Site Owner for inspection, and generally in accordance with best archaeological practice. The Site Owner will also procure to be prepared a full inventory of the items so prepared (“the Finds Inventory”) and a list of the boxes and other containers in which those items will be transported to the Museum (“the Final Transfer Summary”). The items of archaeological interest listed in the Finds Inventory are hereinafter referred to as “the Finds”.

1.2 The Site Owner will arrange for delivery of the Finds, Finds Inventory and the Final Transfer Summary to the Museum without cost to the Museum, after consultation with the Museum as to the method and time of delivery.

1.3 Title to and risk in the Finds will pass to the Museum on delivery of the Finds to the Museum in accordance with clause 1.2.

2. WARRANTIES

2.1 The Site Owner warrants to the Museum that:

2.1.1 [to the best of its knowledge and belief ***delete as appropriate***] at the date of this Deed ownership of the Finds is vested exclusively in the Site Owner;

2.1.2 [to the best of its knowledge and belief ***delete as appropriate***] at the date of this Deed the Finds are free of all charges, encumbrances and third party rights and no right has been granted in respect of them which would affect the transfer of title to the Finds by the Site Owner to the Museum or otherwise give rise to any conflict with the provisions of this Deed;

2.1.3 [to the best of its knowledge and belief ***delete as appropriate***] at the date of this Deed the Site Owner has the unfettered right to transfer ownership and possession of the Finds to the Museum;

2.1.4 the Site Owner will at its own cost take all steps which are or may be necessary at any time to cure any defects in the title to the Finds; and

2.1.5 the Site Owner warrants that it or its contractors have complied with all of the requirements of the Treasure Act 1996 and any statutory modification or re-enactment of that Act, and all other legislative requirements relating to the Excavation.

2.2 The Site Owner will indemnify the Museum against any and all claims, demands, proceedings, costs, expenses, loss or damage, of whatever nature which may be made or brought against or incurred by the Museum arising out of or in connection with any breach of the warranties given respectively by the Site Owner in clause 2.1.

3. INTERPRETATION; GOVERNING LAW AND JURISDICTION

3.1 This Deed will be governed by and construed in accordance with the Laws of England and Wales regardless of the place of execution or performance. The English Courts will have exclusive jurisdiction to deal with any dispute or other difference arising out of or in connection with this Deed, unless the Museum chooses to invoke, or voluntarily submits to, the jurisdiction of some other tribunal.

IN WITNESS of which the parties hereto have executed this document as a Deed on the date first written above

[ ]
By means of these signatures:

Director

Director/Secretary

The **COMMON SEAL** of
THE BOARD OF GOVERNORS
OF THE MUSEUM OF LONDON
was hereunto affixed in the presence of:

Chairman

Secretary