Written Scheme of Investigation for Archaeological Monitoring and Recording: 382 Bath Road, Heathrow, London

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Submitted to:	Prepared by:
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Quality Assurance

ADAS Contract Code	ADAS Project Code	Document No.	Date Issued
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NGR	ADAS Site Code	Planning Permission Ref.	Scheduled Monument Consent Ref.	OASIS Reference No.
TQ 05962 76993	*TBC*	*76608/APP/2022/197*	*NA*	*adasuk-528012*

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Where field investigations have been carried out, these have been restricted to a level of detail required to achieve the stated objectives of the work.

This work has been undertaken in accordance with the quality management system of RSK ADAS Limited.

Revision History

Revision	Date	Amendment
00	06.12.2022	Initial Draft
01	17.09.2024	Update following consultation with GLAAS

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1 Introduction

1.1 This document sets out details of a Written Scheme of Investigation (WSI) by RSK ADAS Limited for archaeological monitoring and recording of groundworks at 382 Bath Road, Heathrow, Greater London, UB7 0DH as shown on Figure 1.

1.2 In December of 2022, RSK ADAS Limited were instructed to prepare this WSI by Masonwood Design Limited, on behalf of Mr Jay Verma, to carry out archaeological monitoring of groundworks for the demolition of the existing building and construction of four residential dwellings. Archaeological monitoring and recording were required under Condition 7 of the granted planning application for the development (App ref: 76608/APP/2022/197). Any archaeological remains identified during the archaeological monitoring were to be assessed and recorded.

1.3 ADAS was informed in June 2023 that the residential dwellings had already been constructed on-site without an archaeologist present, contrary to the methodology contained in the WSI and in breach of the condition wording (Plates 1-8). The Greater London Archaeological Advisory Service (GLAAS) advised that the WSI for the archaeological monitoring and recording should be updated with the details of the situation to date, including narrative and photographic content on the recent groundworks, explaining why the conditioned works could not be carried out, and to incorporate Desk-Based Assessment methodologies of impact assessment and remaining potential of the Site.

1.4 Subsequently, in August 2024, RSK ADAS Limited was asked to update this WSI by Total Planning Limited, on behalf of Mr Jay Verma, to address the breach of the archaeological condition.

1.5 This WSI has been guided in its composition by the Standard for archaeological monitoring and recording (CIfA, 2023), the Management of Archaeological Projects 2 (English Heritage, 1991), the Management of Research Projects in the Historic Environment (MORPHE): Project Manager's Guide (Historic England, 2015), the ADAS Technical Manual (ADAS, 2023) and any other relevant standards or guidance contained within Appendix A.

2 Site Location, Description of the Development and Geology

Site Location

2.1 The development (hereafter, 'the Site') is situated at 382 Bath Road, between Pinglestone Close and Hatch Lane, to the north of Heathrow Airport, London (NGR TQ 05963 76993; Figure 1).

2.2 The ground level of the Site is flat, sitting at 25 m Above Ordnance Datum (AOD).

Description of the Development

2.3 The proposed works were to firstly demolish the disused residential dwelling and remove associated debris, and then secondly to construct four residential dwellings with associated landscaping within the cleared plot (Figure 4).

Works Carried out to Date

2.4 It is understood at this time, the disused residential dwelling has been demolished, the associated debris removed and the four residential dwellings have been constructed, with below-ground drainage (Plates 1-8).

2.5 The only remaining element of the construction of the development is the soft landscaping to the rear of the plot (Figure 4).

Geology

2.6 The underlying bedrock geology consists of clay, silt and sand of the London Clay Formation. This is overlain by sand and gravel of the Taplow Member (BGS, 2022).

2.7 The overlying soils of the Site are recorded as loamy and clayey floodplain soils with naturally high groundwater (LandIS, 2022).

2.8 The closest borehole data is situated approximately 250 m to the southwest (Borehole Ref TQ07NE356), it records made ground down to a depth of 0.40 m below ground level (bgl), firm grey clay to 0.70 m bgl, very dense course to fine gravel with a little sand to 2.50 m bgl, very dense course to fine gravel with a little brown sand to 5.00 m bgl, stiff silty brown clay with numerous fine gravel sized stones and pockets of light brown sand to 5.40 m bgl, finally stiff fissured London Clay was recorded to the base of the borehole at 7.00 m bgl (BGS, 2022). This correlates with the bedrock and superficial deposits that are predicted under the Site, as recorded by BGS.

3 Planning Background

3.1 This WSI was initially prepared in response to comments issued by the Local Authority in the Planning Decision Notice (Planning Ref: 76608/APP/2022/197) regarding the proposed development.

3.2 In September 2022, a Planning Decision Notice (Planning Ref: 76608/APP/2022/197) was issued by Hillingdon Council which granted permission for the demolition of the current building on the site and the construction of four residential dwellings, under the following conditions which pertain to the historic environment:

"*7 No development shall take place until a written scheme of investigation (WSI) has been submitted to and approved in writing by the Local Planning Authority in writing. For land that is included within the WSI, no demolition or development shall take place other than in accordance with the agreed WSI, which shall include the statement of significance, research objectives and:*

A. The programme and methodology of site investigation and recording and the nomination of a competent person(s) or organisation to undertake the agreed works.

B. Where appropriate, details of a programme of delivering related positive public benefits

C. The programme for post investigation assessment and subsequent analysis, publication and dissemination and deposition of resulting material. This part of the condition shall not be discharged until these elements have been fulfilled in accordance with the programme set out in the WSI.

Reason: To safeguard the sites archaeological interest in line paragraph 205 of the NPPF and Policy DMHB 7 of the Hillingdon Local Plan Part 2 (2020)."

3.3 Following the breach in condition, this WSI for archaeological monitoring and recording was designed following consultation with Mr Sandy Kidd, Team Leader of the Greater London Archaeology Advice Service, (*pers comm* dated: 07/08/2024) and will address the Client's archaeological obligations to the treatment of the historic environment, and to ensure that all impacts on the historic environment resource from the breach in condition are assessed in accordance with the requirements of the Greater London Archaeology Advice Service.

4 Archaeological and Historical Background

4.1 A search was made of online sources, the Greater London Historic Environment Record (GLHER, 2024) and the National Heritage List for England (NHLE, 2024) for known heritage assets. All designated heritage assets are referred to in the text by their Historic England and/or HER reference numbers. The heritage assets recorded by the HER within the 500 m Study Area are referenced by their HER number. A summary of the archaeological and historical background is provided below.

Summary of Archaeological and Historical Background

4.2 Historic England, the GLHER, and Slough Council record no World Heritage Sites, Scheduled Monuments, Grade I, II* or II Listed Buildings, Designated Wrecks, Designated Battlefields or Registered Parks and Gardens within the 500 m Study Area.

4.3 The southern limits of Harmondsworth Village Conservation Area lie 370 m to the north of the development area. This conservation area is characterised by medieval (1066 CE – 1539 CE) and post-medieval (1540 CE – 1799 CE) buildings that are located in the village, these lie outside the Study Area.

4.4 The Site, and the 500m Study Area, are covered by the Heathrow Archaeological Priority Zone. This is due to the significant archaeological remains recovered from the site, and the potential for the site to reveal further significant finds. The evidence from the prehistoric periods recovered from Heathrow is important in understanding the changing landscape in the Lower Thames region. This site is the only site in London from which a flint assemblage of the early Upper Palaeolithic has been recovered, albeit in small quantities. However, this Upper Palaeolithic site is not within the 500m Study Area. This area is designated as an APZ rather than an APA because it has been assessed that small-scale development would not contribute much to the archaeological record.

4.5 There are no heritage assets recorded by the HER within the boundary of the development area.

4.6 There are 19 heritage assets recorded by the HER within the 500 m study area, as shown in Figure 2.

4.7 The earliest non-designated archaeological activity within the study area is a Mesolithic (8000 BCE - 4000 BCE) pit (MLO66120) discovered underneath the Staff West Carpark of Heathrow Airport, *c.* 45 m to the south of the Site. A Neolithic (4000 BCE – 2400 BCE) ditch (MLO76056) was discovered during the Ivor South Sewage Treatment Works *c.* 375 m north of the development

area at Tarmac Way along with medieval ditches dating to the 12th – 13th century CE (MLO76926) and undated gullies (MLO76927).

4.8 Two findspots of prehistoric flint and pottery have been recorded on the HER, with the first (MLO2679) being recovered from a field north of Bath Road, *c.* 320 m to the northeast of the development. This find comprised an unspecified flint and six sherds of pottery with black grit. The second findspot (MLO2680) consisted of calcined flint and unspecified pottery at Hatch Lane, *c.* 345 m north of the development area.

4.9 The development of Heathrow Airport immediately south of the Study Area has necessitated frequent archaeological investigation. This has led to the discovery of a large-scale Bronze Age (2400 BCE – 700 BCE) settlement (MLO74238) and subsequent Early Iron Age (700BCE – 43 CE) (MLO64492, MLO17757) to Romano-British (43 CE – 410 CE) (MLO74239) settlement which is known to have existed underneath Heathrow Airport and the Perry Oaks Sludge Works *c.* 200 m south of the development area. Medieval field systems (MLO66122) were identified during a watching brief in 1994 underneath the airport *c.* 60 m south of the development area, whilst a post-medieval ditch, water channel (MLO64494) and prehistoric pit (MLO64493) were identified during an evaluation underneath Heathrow *c.* 190 m to the southwest of the development area.

4.10 Under the current Combined Operations Centre Heathrow c. 440 m east of the development area several features were identified during an archaeological evaluation, this included a shallow hollow containing early Iron Age pottery (MLO58521), post-medieval plough marks (MLO58560), post-medieval quarry (MLO58563) and an undated pit (MLO58512).

4.11 A 19th – 20th century orchard (MLO66123) was discovered at Northolt Road *c.* 190 m southwest of the development area during excavation for the Heathrow Airport Staff West Carpark, and a (1714 CE – 1837 CE) beam slot (MLO68118) was discovered during an evaluation at The Grove on Bath Road, c. 460 m east of the development area.

Summary of Previous Archaeological Events

4.12 There are no archaeological events recorded by the HER within the development area.

4.13 Within the 500 m study area there are 21 archaeological events recorded by the HER, as shown in Figure 3. The closest of these was a trial trench (ELO2793) excavated by the Museum of London in 1998 on the adjacent plot to the west of the Site where no archaeological deposits were identified. Aside from this, a watching brief (ELO560) was conducted for the sewage works *c.* 250 m north of the Site. The remaining investigations within the 500 m study area comprise desk-based assessments and archaeological evaluations/watching briefs centred around the development of Heathrow Airport south and west of the Site (ELO516, ELO1367, ELO9588,

ELO1364, ELO2734, ELO3664, ELO4161, ELO4273, ELO5215, ELO8704, ELO11461, ELO14037, ELO15272, ELO3551, ELO4157, ELO6762, ELO9548).

Conclusion

4.14 The HER records suggest the landscape surrounding the development area has undergone substantial habitation and land use in the past, from the Mesolithic until the present day. The large Bronze Age, Iron Age and Romano-British settlement which has been uncovered by archaeological investigations to the south of the Site is particularly significant, as the understanding of transition periods forms one of the research framework objectives (TC2) of the Greater London Research Framework (GLRF, 2022). The presence of medieval habitation is also of some import; however, it would appear the main focus of activity for this period is located further north, outside of the study area.

4.15 Based on the above there is likely to be a moderate potential for Bronze Age, Iron Age and Romano-British, Medieval, and Post-medieval buried archaeological remains and artefacts, and a low potential for other periods of prehistory and the Early Medieval period in the immediate vicinity of the site.

5 Aims and Objectives of the Project

5.1 The original general aims of the archaeological monitoring and recording were:

a. to ensure that any archaeological features/deposits exposed during ground works associated with the development are identified, recorded, and interpreted to an acceptable standard;

b. to ensure that any discoveries of artefactual evidence are recorded and analysed to an acceptable standard;

c. to inform a strategy to avoid or mitigate the impacts of the proposed development on any surviving archaeological remains identified.

5.2 The original specific aims of the project were to:

a. identify and record any unknown buried archaeological remains, artefacts or earthworks discovered during the works

5.3 The results of the fieldwork may still have the potential to contribute to the goals of the regional frameworks set out in the Greater London Research Framework.

5.4 The results of any archaeological monitoring and recording that will now be carried out will be reported as appropriate (see Section 9 below).

5.5 The aims of this updated Written Scheme of Investigation are:

- to provide a narrative of the works that have been carried out up to this date
- to assess the Site's relationship to nearby investigations
- to assess whether any part of the site might still preserve archaeological remains

6 Impact Assessment

6.1 The demolition of the disused residential dwelling, the removal of the associated debris and the construction of the four residential dwellings, with below ground drainage, were all carried out without archaeological monitoring and recording.

6.2 The extent of the as built new development, and how it relates to the location of the former disused building (now demolished) is shown on Figure 4. Outside of the footprint of the former disused building, which would have already caused significant ground disturbance during its construction, an additional area of 146 m^2 to the north of the former building appears to have been impacted by the construction of the development. Ten linear metres of drainage trenching has also impacted the area immediately to the rear of the four residential dwellings which have been constructed to date.

6.3 All of the demolition and construction works have now been completed with the only remaining works to be undertaken include soft landscaping within the enclosed gardens. The total area of the enclosed gardens at the back of the properties comprises approximately 222 m^2. This total area is divided into four separate garden plots with wood panel fencing and concrete foundation.

6.4 The construction of the development has potentially had a negative impact on the archaeological resource of the area.

6.5 Based on the extent of the groundworks completed on the site to date, it is considered likely that the remaining parts of the site have a negligible potential to contain in situ buried archaeological deposits and artefacts.

7 Methodology

7.1 In order that any archaeological monitoring and recording carried out for this project is of the required industry quality, this WSI conforms with the *Code of Conduct: professional ethics in archaeology* (2022) and the *Standard for archaeological monitoring and recording* (2023) issued by the Chartered Institute for Archaeologists (CIfA).

7.2 As outlined in the written brief provided by the GLAAS, archaeological monitoring should have covered all groundworks associated with the development, including below-ground works for the demolition of the existing building, foundation trenches for the new buildings, and associated services (HE Reference, 208129).

7.3 If any further archaeological monitoring is required by GLAAS to discharge the planning condition the following methodology will apply.

7.4 Prior to the commencement of any fieldwork ADAS will contact the accepting museum to obtain a site code and museum accession number for the project.

7.5 The Construction Contractors, the landowner and all other relevant third parties will be notified by the commissioning organisation of the need for the archaeological monitoring and recording to be undertaken.

7.6 The Construction Contractors will allow the archaeologist conducting the archaeological monitoring and recording, access to their works for the purpose of the archaeological monitoring and recording. Where archaeological remains are observed, works may have to cease while archaeological recording/sampling is completed.

7.7 Excavation of the groundworks will be carried out under constant archaeological supervision. A mechanical excavator will be fitted with a ditching bucket or similar with no teeth unless obstructions make this impractical. The mechanical excavator will be used only for the removal of non-archaeological overburden. Machining should stop at the first archaeological horizon to allow for the attending archaeologist to inspect the surface as required. Any archaeological features identified will be cleaned, excavated and recorded in plan at an appropriate scale.

7.8 The location of the area of the works shall be identified on a site plan that has been related to the OS National Grid. North shall be clearly indicated. Any archaeological features identified will be cleaned and recorded in plan at an appropriate scale.

7.9 The various types of features and deposits revealed following the removal of non-significant overburden will be subject to the following sampling levels.

7.10 Any deposits relating to domestic/industrial activity (post holes, hearths, floor surfaces/floor make up deposits) will be sampled to a degree that is sufficient to characterise them and achieve the objectives of the archaeological monitoring. Where appropriate, excavation will not compromise the integrity of the archaeological record, and will be undertaken in such a way as to allow for their subsequent protection or through the opportunity for better excavation under the conditions pertaining to investigation of a larger area.

7.11 Discrete features will be subject to the following sampling levels. Pits will require a minimum of a 50% sample of the deposits from each feature. Linear features (e.g. ditches/gullies, paths/tracks) will require a minimum of a 10% sample or 1m wide section of these deposits from each feature and all terminals, junctions and relationships will be investigated.

7.12 There may be cases when individual features do not merit these sampling levels. Any sampling variation would be agreed following discussion with the Greater London Archaeological Advice Service.

7.13 The development of an appropriate environmental sampling strategy will depend upon the survival and condition of the deposits identified. The Local Authority Archaeologist will be

consulted for site-specific guidance at the earliest possible opportunity. In general terms, should any archaeological deposits be identified which merit environmental sampling it is anticipated that the following strategies will be followed;

7.14 *Bulk environmental soil samples for plant macro-fossils, small animal and fish bones and other small artefacts will be taken from appropriate, well-sealed and dated/datable archaeological deposits. The collection and processing of environmental samples will be undertaken in accordance with Historic England guidelines (English Heritage, 2011).*

7.15 *The residues and sieved fractions of the bulk environmental soil samples will be recorded and retained with the project archive. For charred material, bulk samples of 40-60 litres in volume will be taken for processing by flotation. All samples will be floated on a 250-300µm mesh and the heavy residues washed over a 0.5-1mm mesh. The heavy residues will be scanned with a magnet to recover micro-slags.*

7.16 Other samples will be taken, as appropriate, in consultation with appropriate specialists, the Historic England Regional Adviser in Archaeological Science and with the Local Authority Archaeologist (e.g. dendrochronology, soil micromorphology, monolith samples, C14, etc.). Samples will be taken for scientific dating where necessary for the development of subsequent mitigation strategies.

Recording Systems

7.17 Context sheets should include all relevant stratigraphic relationships and for complex stratigraphy a separated matrix diagram should be employed. This matrix should be fully checked during the course of the investigation.

7.18 The site archive will be so organised as to be compatible with other archaeological archives produced in Greater London. Individual descriptions of all archaeological strata and features excavated or exposed will be entered onto prepared pro-forma recording sheets. Sample recording sheets, sample registers, finds recording sheets, access catalogues and photo record sheets will also be used. This requirement for archival compatibility extends to the use of a computerised database.

7.19 Plans of each area showing the extent of the area (tied to Ordnance Survey National Grid and located on a 1:2,500 plan), should be produced which also show the extent of all stratigraphic units, and appropriate details within stratigraphic units. Overall site plans should be drawn at 1:100. Plans of archaeological features should be drawn at 1:20. Sections should be drawn at 1:10 or 1:20 depending on the complexity of the feature.

7.20 All archaeological plans and sections will be produced in either digital form or in a format that will be scanned and will include context numbers and Ordnance Datum (OD) spot heights for all principal strata and features.

7.21 A digital photographic record of the project is required, illustrating 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 mounted. A photographic scale (including north arrow) shall be included in the case of detailed photographs. The photographic record shall be accompanied by a photographic register detailing as a minimum feature number, location and direction of shot.

7.22 Artefacts from overlying layers and unstratified contexts will normally be noted but not retained, unless they are of intrinsic interest (e.g. worked flint or flint debitage, featured pottery sherds, and other potential 'registered artefacts'). All artefacts will be collected from stratified excavated contexts, except for large assemblages of post-medieval or modern material. Such material may be noted and not retained, or, if appropriate, a representative sample may be collected and retained, following consultation with Historic England and the Local Authority Archaeologist.

7.23 All artefacts and ecofacts identified during the monitoring will be handled according to the requirements of the local museum.

7.24 All finds and samples will be treated in a proper manner and to the standards of the CIfA and the Institute of Conservation (ICON) guidelines (CIfA, 2020; ICON, 2020). They will be exposed, lifted, cleaned, conserved, marked, bagged and boxed in accordance with the appropriate CIfA and ICON guidelines (See Appendix A).

Archaeological Contractor

7.25 The field team deployed by ADAS will include only full time professional archaeological staff. All staff in supervisory positions should be members, at the appropriate level, of the Chartered Institute for Archaeologists (CIfA).

8 Monitoring Arrangements

8.1 Internal monitoring will be the responsibility of the ADAS Project Manager. The Local Authority Archaeologist will be informed of the start of the monitoring programme. They will be kept informed of any unexpected discoveries and regularly updated on the project's progress, and will be free to visit the site for monitoring visits during the course of the fieldwork.

9 Post Fieldwork Analysis, Archive Deposition and Publication

9.1 All post-excavation procedures, archiving and report production (including publication as appropriate) will be in accordance with the CIfA *Standard for archaeological monitoring and recording* (2023).

9.2 If appropriate, the findings will be subject to the requirements of the Management of Research Projects in the Historic Environment (MORPHE) guidance (Historic England, 2015).

9.3 Upon completion of the fieldwork a fully illustrated report will be prepared in accordance with current guidelines. As a minimum requirement the final report will include:

i. A non-technical summary of the project's background
ii. Museum accession number (if required)
iii. The site location
iv. The archaeological and historical background
v. A statement of aims and objectives of the project
vi. A methodology
vii. A description of the project's results
viii. An interpretation of the results in the appropriate context
ix. A summary of the contents of the project archive and its location (including summary catalogues of finds and samples)
x. Site location plan with an OS base-map, with the location of the areas monitored clearly shown at a minimum scale of 1:10,000
xi. Scale plans of each area in which archaeological features were recognised
xii. Scaled section drawings (with OD heights)
xiii. Site matrices where appropriate
xiv. A consideration of the evidence within its wider context
xv. A summary table and descriptive text showing the features, classes and numbers of artefacts located, and soil profiles, with interpretation
xvi. Specialist artefact and environmental reports, as necessary, with reference made to appropriate published type-series.
xvii. Colour photographs, including general views and appropriate details
xviii. Acknowledgements
xix. A bibliography of sources used
xx. Archive deposition location and agreed deposition date
xxi. A summary of the report's presence and location on the OASIS online database
xxii. A summary table and descriptive text showing the features, classes and numbers of artefacts located, and soil profiles, with interpretation

9.4 Digital pdf copies of the final agreed archaeological report arising out of the project shall be forwarded to all relevant parties within three months of the completion of fieldwork.

9.5 The results of the report will be published and disseminated in an appropriate form. Deposition of the report will be with the Greater London HER, where it will be incorporated into their datasets for public consultation. Uploading the project data to OASIS will be considered as placing the results of the project in the public domain. However, wider publication of the results will be considered, although the content and place of publication will be dependent on what is found, and be subject to discussion with the Local Authority Archaeologist. For example, where a significant discovery is made, consideration will be given to the preparation of a summary note for inclusion in a local journal.

9.6 An allowance shall be made within the costs for the report to be published in an adequately peer reviewed journal or monograph series in the event that a significant discovery is made during the fieldwork.

Archive

9.7 As a minimum standard the site archive will be produced to the specifications set out in *Archaeological Archives: A guide to best practice in the creation, compilation, transfer and curation* (Brown, 2011) and in specifications produced by the Local Museum.

9.8 All digital records made during the project will be securely stored in an appropriate format and media which can be maintained in perpetuity in their original form and in line with current best practice detailed in *Archaeological Archives: A guide to best practice in creation, compilation, transfer and curation* (Brown, 2011).

9.9 An ordered and indexed project archive will be prepared in accordance with the guidelines contained in *Conservation and Care of Archive and Library Collections* (ICON, 2017); *Guidelines for the Preparation of Excavation Archives for Long Term Storage* (UKIC, 1990); *Standards and Guidance in the Care of Archaeological Collections (Society for Museum Archaeology, 2020)*; and *Standard and Guidance for the Creation, Compilation, Transfer, and Deposition of Archaeological Archives (CIfA, 2020a).* The archive will be submitted to the relevant museum, whose requirements will be followed. The archive will be submitted within one month of the completion of the final report with a summary of the contents of the archive supplied to the Historic Environment Advisor.

9.10 An OASIS form will be completed initially prior to commencement of the project and submitted to the Archaeological Data Service (ADS).

10 Other Matters

Communication

10.1 All queries and communication are to be directed through ADAS. No comment is to be made about this WSI or project to the media or other parties.

Copyright

10.2 Working under the terms of the Copyright, Design and Patents Act 1988, RSK ADAS Limited shall retain full copyright with regard to written, digital and graphic material. However, following project completion, the commissioning body, the county HER, the relevant museum and the Archaeology Data Service (ADS) may, in the interest of informing and advancing the profession, make responsible use of the data, provided that any material copied or cited in reports is duly acknowledged and all copyright conditions observed.

Insurance

10.3 SK ADAS Limited has the following insurance cover:

- *Employers Liability: £25,000,000*
- *Public Liability: £15,000,000*
- *Professional Indemnity: £5,000,000*

Staff and Timetable

10.4 The field team will consist of a project leader, supplemented by additional archaeologists if required. The duration of the fieldwork will be dependent upon the contractor's programme. The following external specialists may be invited to advise and report on specific aspects of the project as necessary.

Name	Qualification	Company	Specialism
James McNicoll-Norbury	BA MA	RSK ADAS Ltd	Historic Buildings
Jason Stewart	BSc MSc	RSK ADAS Ltd	Geoarchaeology Paleoenvironment Environmental Archaeology
David Griffiths	BSc MA PhD	archaeology.biz	Later prehistoric pottery Roman pottery Ceramic building materials
Charlotte Britton	MA MA	archaeology.biz	Medieval pottery Post-medieval pottery

			Modern pottery
Elizabeth Foulds	BA BA MA PhD	archaeology.biz	Small finds Coins Clay tobacco pipes Vessel and window glass Leather
Hannah Russ Marina Chorro-Giner Jessica Waterworth	BSc MSc PhD BA BSc MSc BSc MSc	archaeology.biz	Animal bone Fish bone Marine shell Terrestrial shell
Emma Tong	BA MSc	archaeology.biz	Flot assessment Archaeobotany
Kim Devereux-West Emma Tong Sara Goodridge	BA MA BA MSc BA MA	archaeology.biz	Finds processing Sample processing Logistics
Frederick Foulds	BA MA PhD	Independent	Lithics
Michael Bamforth	BSc MA	Independent	Timber
Roderick Mackenzie	PhD	Independent	Industrial Materials
Ellen Simmons	BSc MSc	University of Sheffield	Archaeobotany
Natasha Powers	BSc MSc	Rocket Heritage	Osteology
Karen Barker	BSc	Independent	X-Ray & Conservation
Steve Allen	BA MA	York Archaeological Trust	Waterlogged Conservation
Nicolas Bompard	MSc PhD	SUERC	Radiocarbon Dating

Julie Dunne	MSc PhD	University of Bristol	Residue Analysis
Kamal Badreshany / Patrick Quinn	PhD / PhD	Durham University / University College of London	Petrographic Analysis Specialist
Sam Presslee	BSc MSc PhD	University of York	Zooarchaeological Mass Spectrometry Specialist

Table 2: Specialists

10.5 Depending upon the nature of the deposits and artefacts encountered or the availability of specialists, it may be necessary to consult other specialists not listed here.

Health and Safety

10.6 RSK ADAS Limited will carry out all works under the Health and Safety at Work Act 1974 and all subsequent health and safety legislation. RSK ADAS Limited staff and sub-contractors will also adhere to the Principal Contractor's policies and procedures. A site-specific risk assessment will be prepared before the commencement of the contract and included in the project file.

10.7 In the unlikely event of any munitions or unexploded ordnance being uncovered, all works shall cease within the area, which will be fenced off. Their presence will immediately be reported to the local police authorities, the developer and ADAS. No works will continue in the area until it has been made safe.

Public Engagement, Participation and Benefit

10.8 This project will not afford opportunities for public engagement or participation during the course of the fieldwork. However, the results will be made publicly available on the ADS in due course. If interesting discoveries are made information relating to these finds may be disseminated to the wider public via ADAS or the Client's social media channels.

Staff Training and CPD

10.9 ADAS has a fully documented mandatory Performance Management system for all staff which reviews personal performance, identifies areas for improvement, sets targets and ensures the provision of appropriate training. As part of the company's requirement for Continuous Professional Development, all members of staff are also required to maintain a Personal Development Record (PDR) which is reviewed within the Performance Management system.

Contacts

10.10 Principal contacts are below:

- *Sasha Godson Assistant Archaeology Consultant ADAS 07867 170089*

- *Mr Sandy Kidd Team Leader (Greater London Archaeology Advisory Service)*

11 Bibliography

ADAS (2023) *Archaeological Standards Manual*, Internal Document

BGS (2022) *British Geological Society - Geology of Britain Viewer*, Available at:

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Appendix B: Digital Data Management Plan

Section 1: Project Administration

Project ID / OASIS ID
ADAS Project Code: ART69105-1177-01 ADAS Site Code: OASIS Reference: adasuk- 528012
Project Name
Written Scheme of Investigation for Archaeological Monitoring and Recording 382 Bath Road, Heathrow, London
Project Description
A watching brief was due to be undertaken on a development of residential buildings at 382, Bath Road, Harmondsworth, Heathrow. However, the development was undertaken without archaeological monitoring.
Project Funder / Grant reference
Mr Jay Verma
Project Manager
Callum Allsop
Principal Investigator / Researcher
Sasha Godson
Data Contact Person
Callum Allsop – Principal Archaeology Consultant – 07423408509 – callum.allsop@adas.archaeology.co.uk
Date DMP created
16.09.2024
Date DMP last updated
16.09.2024
Version
001
Related data management policies
RSK GROUP LIMITED Data Protection Policy ADAS Technical Manual 2023 RSK Information Security Management Policy 2023 RSK ADAS GDPR Policy 2023 ISO27001 Framework

Section 2: Data Collection

What data will you collect or create?

Receive: Client site data for utilities, access arrangements, plans, primary and secondary contact details, substation plans.

Collect: Site contact name, phone number, and email.

Collect: GNSS on-site point data (extracted in .csv, shapefile, and .dxf formats), written records including registers (will be digitised) and a digital photographic record of the site.

The table below provides a summary of the data types, formats and estimated archive volume for data collected/created as part of this project. As the project progresses, more detail regarding files will be added to this DMP.

Type	Format	Estimated volume (Data Archive)
Text / documents	Word (.docx) PDF (.pdf/a)	30 objects (size <100MB) (Context register / Finds & Sample Register / Photo Register / Drawing Register / Site Record / Final Report)
Images	Lossy graphic file (.jpg) Intended deposition format – uncompressed (.tiff)	Archive shots x 100, average size 4MB
GIS	ESRI Shapefile (.shp & .shx & .dbf, plus associated files)	Overall GIS files x 10 including 6 shp layers <10MB

Instruments used in the collection of data are calibrated prior to use and checked to ensure they are in full working order. All site records and data collected will be reviewed during the project delivery to ensure data is accurate and secure.

How will the data be collected or created?

The data will be collected in written, photographic, drawn, and GNSS records. Standard methods of data collection will be applied throughout the project, working to best practice guidance where applicable. In general, data acquisition standards are defined against ADS Guides to Good Practice. Specific or additional guidance relevant to this project are listed below, and will be updated as the project progresses.

Methods of collection are specified within the WSI and will meet the requirements of the CIfA Standard and guidance for the collection, documentation, conservation and research of archaeological materials (2020) and the Historic England Digital Image Capture and File Storage; Guidelines for Best Practice (2015).

Section 3: Documentation and metadata

What documentation and metadata will accompany the data?
Data collected will include standard formats which maximise opportunities for use and reuse in the future (see Collection of Data, above). A Collection Level Metadata summary is included in all standard archaeological projects and will be completed as the project is delivered. A working copy will be kept on the organisational server in the Project Folder. The Collection Level Metadata Summary brings together the overarching project details and includes a register of data types and number of objects included in the archive, along with all other archive components. Metadata tables for each data type will be populated as the project progresses and will use the standard format for each data type as recommended by ADS, who are the intended repository for the digital data archive. An archive catalogue documenting both physical and digital archive products will be maintained and submitted with both the Museum and Trusted Digital Repository.

Section 4: Ethics and legal compliance

How will you manage any ethical, copyright and Intellectual Property Rights (IPR) issues?
Working under the terms of the Copyright, Design and Patents Act 1988, RSK ADAS Limited shall retain full copyright with regard to written, digital and graphic material. However, following project completion, the Client, CHET, the Greater Lonfon HER, and the Archaeology Data Service (ADS) may, in the interest of informing and advancing the profession, make responsible use of the data, provided that any material copied or cited in reports is duly acknowledged and all copyright conditions observed. The project archive will include the names and contact details of individuals who intend to participate in the excavation and post-excavation stages. We have a GDPR-compliant Privacy Policy which underpins the management of personal data; any personal data is managed through a secure cloud-based database and not retained in the project-specific folders. Personal data will be removed from the archaeological project archive and permission to include individual's names in any reporting is gained prior to use. Copyright for all data collected by the project team belongs to the organisation, and formal permission to include data from external specialists and contractors is secured on the engagement of the specialist or contractor. Where formal permission and/or license agreements are linked to data sharing, they will be included in the project documentation folders and will accompany the archaeological project archive. Any issues will be managed under RSK ADAS Limited policies: RSK GROUP LIMITED Data Protection Policy ADAS Technical Manual 2023 RSK Information Security Management Policy 2023

RSK ADAS GDPR Policy 2023

ISO27001 Framework

Anti-Bribery & Corruption Policy

Data Protection Policy

Data Protection Privacy Notice

IT Policy

Section 5: Data Security: Storage and Backup

How will the data be stored, accessed and backed up during the research?

Primary storage: Data collection equipment (GNSS, Camera, Trimble/FieldMaps application).

Secondary storage: This section refers to the Working Project Archive and not to long-term preservation, see below. The working project archive will be stored in a project specific folder or data specific folder on the internal organisational server. Project folders are named following established organisational procedures and data collected will be downloaded and raw data will be stored in the appropriate folder.

File naming conventions will follow established organisational procedures, based on ADS file naming guidance, and include version control management. All files included as part of this project archive will include the site code (BED22), the file descriptor and Version number. Final versions of files will include 'FINAL' within the filename.

Sufficient data storage space is available via the organisational server, which includes two factor authentication and permissions-based access. The server is accessible by staff on and offsite through a secure log-in. Off-site access to the project files on the organisation's server is provided to support back-up of raw data while fieldwork is ongoing.

Where internet access for data backup is not possible, the raw data will be backed up to a separate media device (such as a laptop and portable external hard drive). Project files will be shared with external specialists and contractors directly using the same system, with the wider project team gaining access to only the files needed using permissions-based access.

Section 6: Selection and Preservation

Which data should be retained, shared, and/or preserved?

All data will be retained, including draft and raw files. Some personal data will be removed prior to dispersal in accordance with GDPR.

All site data will be shared and submitted for archiving (excluding all personal data).

What is the long-term preservation plan for the dataset?

The selection strategy and DMP will be reviewed and updated as part of the post excavation assessment and following full analysis. Updated documentation will be included in all reporting stages. Prior to

deposition, the selection strategy and DMP will be updated and finalised in agreement with all project stakeholders (including the Local Planning Archaeologist, the Client, Museum and ADS). Selection will be informed by the WSI, defined against the research aims, regional and national research frameworks, specialist advice and the significance of the project results.

The project will be published as an online technical report (accessible via OASIS), with full access to research data.

The project results are likely to provide new research data which can be included in the Historic Environment Record and will contribute to the knowledge of the archaeology at the Site, and aiding the future management of the archaeological site.

The data archive will be ordered, with files named and structured in a logical manner, and accompanied by relevant documentation and metadata, as outlined in Collection of Data and Documentation and Metadata in this DMP.

The digital archive will be deposited with the Archaeology Data Service, which is a certified repository with Core Trust Seal. Internally all data, excluding personnel data which will be removed after 3 years, will be kept on the internal ADAS database for long-term use and reference.

Have you contacted the data repository?

OASIS Form has been commenced

The local museum will be contacted for an archive accession number prior to the commencement of work, in addition to requesting any guidelines or requirements for archives for that repository.

Have the costs of archiving been fully considered?

A minimum archiving cost estimate for digital archive deposition with ADS is included in the project budget, and the preparation of the archive has also been included.

Section 7: Data Sharing

How will you share the data and make it accessible?

The archive and reports will be uploaded to the Archaeological Data Service (ADS) for preservation and dissemination. The ADS will disseminate the digital elements of the Archaeological Archive online under a Creative Commons licence and the dataset will receive a unique identifier (DOI). Uploading the project data to OASIS will be considered as placing the results of the project in the public domain.

As the project progresses reports will be attached to the project OASIS record. The final report is expected to be completed within 6 months of the completion of the fieldwork. The location of the final Archaeological Archive will be added to OASIS when appropriate.

Wider publication of the results will be considered, although the content and place of publication will be dependent on what is found and be subject to discussion with the Local Authority Archaeologist.

Dissemination to interested parties will be considered upon contact, in accordance with Client preferences.

Are any restrictions on data sharing required?

RSK ADAS Limited hold exclusive use of the data while the project is ongoing.

Site data will be Client dependent.

No personal data will be shared in line with GDPR.

Section 8: Responsibilities

Who will be responsible for implementing the data management plan?
The Project Manager will be responsible for implementing the SMP, ensuring it is reviewed and revised at each stage of the project. Data capture, metadata production and data quality are the responsibility of the Project Team, assured by the Project Manager. Storage and backup of data in the field is the responsibility of the field team. Once data is incorporated into the organisation's project server, storage and backup is managed by an external company. Data archiving is undertaken by the project team under the guidance of the Project Manager, who is responsible for the transfer of the Archaeological Project Archive to the agreed repository. Details of the core project team can be found in the WSI.

Appendix C: Plates

Plate 1: Northern elevation of the development post-construction, view facing southeast.

Plate 2: Groundworks during construction.

Plate 3: Construction of development, view facing northeast.

Plate 4: Groundworks in garden of development.

Plate 5: Development after construction, view facing southwest.

Plate 6: Construction of development, view facing west.

Plate 7: Groundworks during construction of development.

Plate 8: Development after construction, view facing south.

Total Planning Limited

382, Bath Road, Heathrow, London

Figure 1: Location of the Development

Site Location

Study Area

382 Bath Road, Heathrow, London

Drawn by: Sasha Godson Date: 16.09.2024

Verified by: Callum Allsop Date: 16.09.2024

N W E S

0 450

Metres

Scale 1:10,000 at A3 size

RSK ADAS Ltd,
11d Park House,
Milton Park,
Abingdon
OX14 4RS

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Figure 2: Recorded Heritage Assets within the Study Area

- Site Boundary
- Study Area
- Heritage Asset Point
- Heritage Asset Polyline
- Archaeological Priority Zone

Drawn by: Sasha Godson Date: 16.09.2024

Verified by: Callum Allsop Date: 16.09.2024

N W E S

0 250

Metres

Scale 1:10,000 at A3 size

RSK ADAS Ltd,
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Milton Park,
Abingdon
OX14 4RS

ADAS

505500 506000 506500

177500 177000 176500

Moor Lane

Hammondsworth Priory School

Hammondsworth

Bath Road

Northern Perimeter Road

MLO76056 MLO76926 MLO76927 MLO2680 MLO2679 MLO68118 MLO64492 MLO64494 MLO66121 MLO64493 MLO66120 MLO66123 MLO66122 MLO58563 MLO74239 MLO17757 MLO74238

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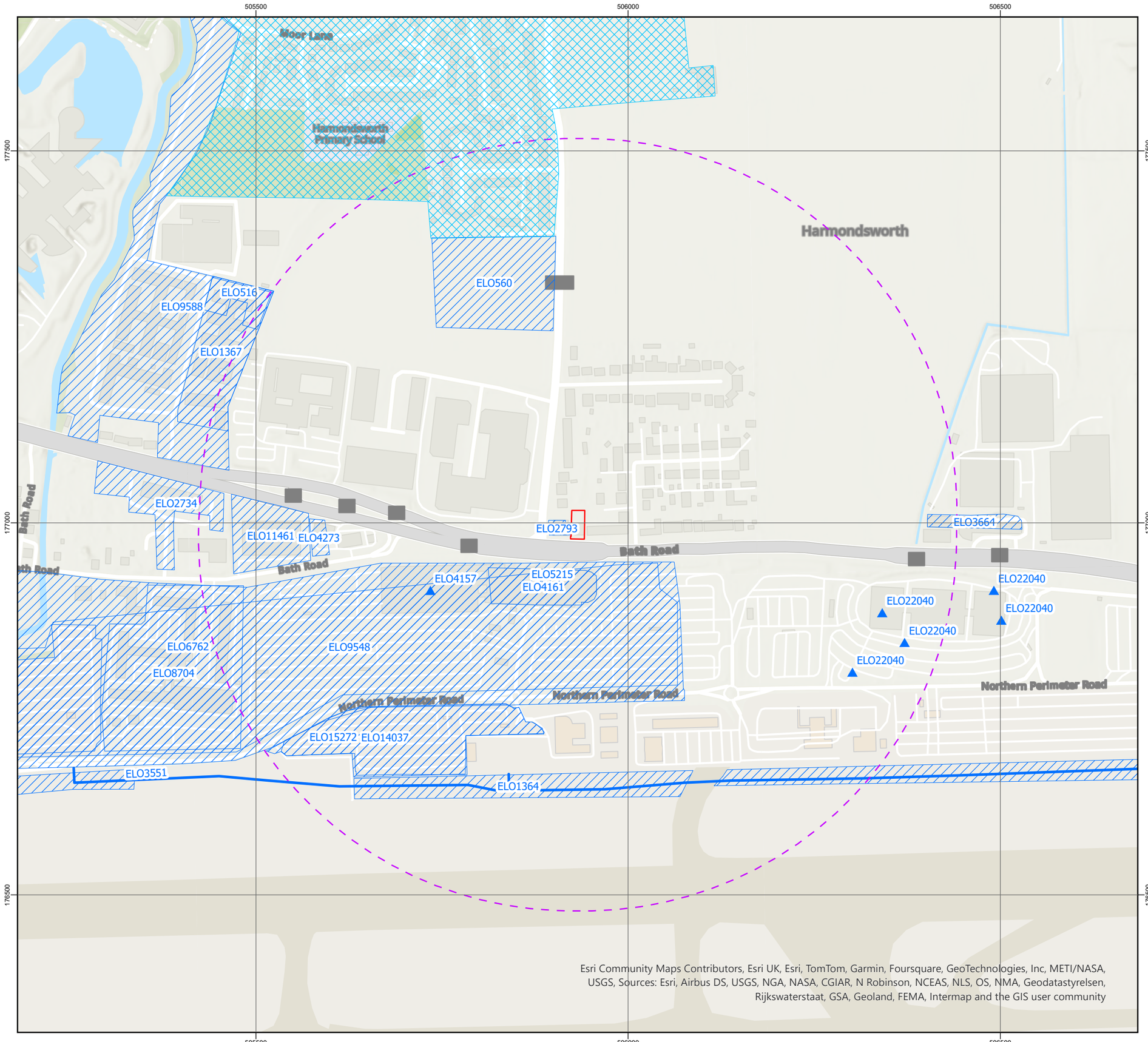

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Figure 3: Recorded Heritage Events within the Study Area

- Site Location
- Study Area
- Heritage Event polyline
- Heritage Event point
- Heritage Event polygon

Drawn by: Sasha Godson Date: 16.09.2024

Verified by: Callum Allsop Date: 16.09.2024

N
W E
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Metres

Scale 1:10,000 at A3 size

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Milton Park,
Abingdon
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Figure 4: New Building Footprint from Client Plans

- Site Boundary
- Footprint of Built Development
- Footprint of Demolished Building

Drawn by: Sasha Godson Date: 16.09.2024

Verified by: Callum Allsop Date: 16.09.2024

N
W E
S

0 25

Metres

Scale 1:10,000 at A3 size

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