

# Archaeological Impact Assessment

In support of an application  
for a docking station on the  
footway adjacent to:

**16 Northumberland Avenue, WC2**

Reference Number: 01/615103  
Status: Final  
Date: 17 June 2009



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## **EXECUTIVE SUMMARY**

This Archaeological Impact Assessment is provided in support of a full planning application for the installation of a Cycle Hire docking station on the footway adjacent to 16 Northumberland Avenue in the City of Westminster.

The general principles of the docking station design have been developed in consultation with the boroughs, Royal Parks and other key stakeholders. Pre-application advice has been sought from the Greater London Archaeological Advisory Service. This Assessment includes an appraisal of the recorded archaeological remains in the area and the extent to which the docking station would impact on any significant archaeological remains. The groundworks for the docking station will not penetrate deeper than 450mm below the current ground surface.

It is proposed that an archaeological site investigation be undertaken at an early stage of the construction process to ascertain if there are any archaeological remains on the Site. If archaeological remains are identified all groundworks will be undertaken archaeologically and by hand. A written scheme of investigation is appended.

# 1 INTRODUCTION

## 1.1 Statement Overview

Cycling within London has experienced rapid growth. It is estimated that there has been a 91 percent increase in the number of cycling trips within London since the year 2000 with around 500,000 cycle trips currently taking place every day. In 2006/07 cycling accounted for 1.6 percent of all modal trips in London and 3.7 percent of all journeys to work within inner London. The Mayor's aspiration is to increase the modal proportion of cycling trips within London to 5 percent and more generally, improve conditions for cyclists. The Mayor has set Transport for London (TfL) a target to increase cycle trips by 400 percent by 2025.

To help achieve this growth TfL has been tasked with implementing the Cycle Hire Scheme within central London by May 2010. The Scheme will deliver around 6,000 bicycles across approximately 400 sites.

The Scheme will allow people to hire a bicycle from a docking station, use it as desired and return it to either the same or another docking station. To ensure the adequate availability of docking points and bicycles for those hiring and returning bicycles, approximately 10,200 docking points at around 400 sites at a density of approximately nine sites per square kilometre are required.

The Scheme has been developed in collaboration with the Royal Parks and the following nine London Boroughs:

- London Borough of Camden;
- London Borough of Hackney;
- London Borough of Islington;
- Royal Borough of Kensington and Chelsea;
- London Borough of Lambeth;
- City of London;
- London Borough of Southwark;
- London Borough of Tower Hamlets; and
- City of Westminster.

## 1.2 Purpose of the Document

TfL wish to apply for planning permission for a Cycle Hire docking station, comprising a terminal and 37 docking points adjacent to 16 Northumberland Avenue in the City of Westminster.

Following discussions with the Archaeological Advisor to the Planning Authority, Ms Diane Walls at Greater London Archaeological Advisory Service (GLAAS), this Site has been identified as requiring further archaeological intervention.

The document

- describes the archaeological background to the area;
- describes the proposal;

- assesses the likely impact of the scheme on the basis of the available information; and
- provides a written scheme of investigation for further archaeological intervention.

### 1.3 Methodology

A list of cultural heritage sites has been compiled (Appendix 1) through consultation carried out by Hyder Consulting in April 2009.

The Assessment draws together the available archaeological, topographic and land-use information to clarify the archaeological potential of the Site.

The Assessment comprises an examination of evidence in the Greater London Sites and Monuments Record (SMR). It considers the results of nearby archaeological investigations, incorporates published and unpublished material and charts historic land-use through examination of any readily available historic maps.

Clearly, any information on the depth of overburden for the archaeological assets would be a key consideration in determining whether the construction of the docking station would be likely to impact on archaeology. Detailed discussions to establish the nature of the archaeological potential have been undertaken with Ms Diane Walls and Mr Rob Whytehead at the Greater London Archaeological Advisory Service (GLAAS) and Mr Gordon Malcolm of the Museum of London Archaeological Service, who has undertaken a number of archaeological fieldwork interventions in the immediate area.

## 2 ANALYSIS OF ARCHAEOLOGICAL BACKGROUND

### 2.1 Scheduled Ancient Monuments (SAMs)

There are no SAMs on the Site or within a distance where their setting would be affected by the proposed development.

### 2.2 Greater London Archaeology Advisory Service


#### *Archaeological Advisor*

Ms Diane Walls at GLAAS has advised that the Site requires an archaeological assessment to assess its archaeological potential. She has confirmed that the Site lies in the Lundenwic and Thorney Island Area of Special Archaeological Priority because it is within *Lundenwic*, the Saxon settlement of London.

#### *Greater London Sites and Monuments Record (SMR) and unpublished archaeological sources*

The SMR identifies a number of assets within 50m of the Site and these are listed in Appendix 1.

The Site lies within the settlement of Saxon London, *Lundenwic*. The Site is close to the Saxon shoreline and the extent to which the slope down from the Strand to that shoreline may have been terraced in subsequent developments from later medieval times onward is unrecorded.



The area to the Thames side of the Strand was occupied by a series of large houses and palaces as the Agas map (see 2.3 below) illustrates. The extent to which such developments were levelled is also unrecorded. There is, therefore, a potential for 16<sup>th</sup> century remains from the levelling of the Site and a potential for earlier remains if the Site were terraced.

## **2.3 Historic Maps**

The Agas Map (1561-71) shows the area to be occupied by large houses and palaces fronting onto the Strand and leading down to the River Thames.

Although Craven Street at this point does not seem to have changed significantly since Rocque's 1746 map and Horwood's map of 1799, Northumberland Avenue is a 19<sup>th</sup> century development associated with the construction of the Victoria Embankment between 1865 and 1870.

Individual properties that were indicated in the 18<sup>th</sup> century no longer exist.

## **3 THE PROPOSALS AND THEIR POTENTIAL IMPACT**

### **3.1 Site Description**

The Site lies on the footway adjacent to 16 Northumberland Avenue. Please refer to the Planning Design and Access Statement for further information.

### **3.2 Docking Station**

The development comprises a terminal and 37 docking points. The foundations would be no deeper than 450mm below the current ground level. The form that the foundations will take has not been finalised. Further information regarding the docking station can be found in the Planning Design and Access Statement.

### **3.3 The Potential Impact**

Foundations would be no deeper than 450mm but this may be sufficient to penetrate significant archaeological deposits. As explained above (2.2, 2.3) there may have been Saxon occupation on the slope down from the Strand to the Thames foreshore, followed by early post-medieval occupation and subsequent 19<sup>th</sup> century development. The extent to which each of these successive developments terraced or levelled the ground is unrecorded. It is therefore possible that the proposed works will penetrate significant archaeological remains.

## **4 CONCLUSIONS**

This Assessment has revealed that there is potential for significant archaeological remains in the footway adjacent to 16 Northumberland Avenue, WC2.

The Site will be investigated in case significant archaeological remains exist and, if they do, all the groundworks should be undertaken archaeologically, by hand. A method statement for this investigation is attached in Appendix 2. If initial investigation fails to reveal any significant archaeological remains, there will be no need for further archaeological intervention.





**Appendix 1**  
**Consultation response from the Greater London Archaeology Service Sites and Monuments Record.**



Contact: Stuart Cakebread  
Direct Dial: 020 7973 3731  
Date: 20/05/2009

## Greater London Sites and Monuments Record - Search Report

### Enquiry: Report 8253 Cycle Hire Scheme Northumberland Street\_Craven Street TQ 30282 180331 50m radius search

Thank you for your enquiry to the GLSMR. Please find below all records held on the GLSMR database within the area specified in your request. Please note that there is a backlog of listed buildings and archaeological reports awaiting entry into the system and we cannot guarantee that the information supplied is fully up to date.

\*\*\* GLSMR NEWS \*\*\*

3-Aug-2006 *Record Sort Order Changed*

The records within the SMR search report are now sorted by 'Name' (and then by 'MonUID') rather than 'MonUID' as this should display multiple records for a single site together in the indexes and report. However, many site names begin with numbers from the address and so records from same street will not necessarily appear together. All new records added to the GLSMR, and those altered during data rationalisation and other projects, are being named with the street name before the number (for example The Street (No. 1), London) so that in future results from the same street will appear together.

31-July-2006 *Full Address Data Added*

The HTML report and XML data file have been altered to include the full address which was perviously missing.

25-Jan-2006 *Listed Building Data and Designations Updated*

All of the Listed Buildings entries within the GLSMR have been updated using the latest dataset from the National Monuments Record and the GLSMR search report (the document you are reading now) has been updated to display the full designation description for the listed buildings encountered within your search area.

\*\*\* END \*\*\*

**NOTE: Please ensure you read this document from a saved version and not directly from the e-mail as this may cause problems with the displayed data and hyperlinks.**

If you have any further enquiries, or if you have any problems interpreting the data, please do not hesitate to contact us.

Yours Sincerely,

The Greater London SMR Team

Greater London Archaeology Advisory Service  
English Heritage - London Region  
1 Waterhouse Square, 138-142 Holborn, London EC1N 2ST  
[smr@english-heritage.org.uk](mailto:smr@english-heritage.org.uk)

Note: Commercial SMR search requests are charged at a cost of 35 pounds plus VAT each and collected via invoice

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## Monument Index:

(Click on the MonUID to view full details for each record)

### Archaeology

<i>MonUID</i>	<i>Pref. Ref.</i>	<i>Name</i>	<i>Monument Types</i>	<i>Date Range</i>
<a href="#">MLO9175</a>	081354/00/00	CRAVEN ST	BREWHOUSE, BREWHOUSE	Medieval to 19th Century (1066 AD to 1900 AD)
<a href="#">MLO36471</a>	081346/01/00	NORTHUMBERLANDAVE	WHARF, WHARF	Medieval to 19th Century (1066 AD to 1900 AD)
<a href="#">MLO38554</a>	081349/24/00	WHITEHALL	WALL, WALL	15th Century to 19th Century (1485 AD to 1900 AD)

### Listed Buildings

<i>MonUID</i>	<i>Pref. Ref.</i>	<i>Name</i>	<i>Monument Types</i>	<i>Date Range</i>
<a href="#">MLO97767</a>	MLO97767	PLAYHOUSE THEATRE	THEATRE	19th Century (1881 AD to 1882 AD)

### Maritime

<i>MonUID</i>	<i>Pref. Ref.</i>	<i>Name</i>	<i>Monument Types</i>	<i>Date Range</i>
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### Other

<i>MonUID</i>	<i>Pref. Ref.</i>	<i>Name</i>	<i>Monument Types</i>	<i>Date Range</i>
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## Event Index:

<i>Event ID</i>	<i>Event Name</i>	<i>Event Description</i>
Not Applicable	No Associated Event	Location: not specified

### ***Associated Monuments***

- [MLO36471](#) - NORTHUMBERLANDAVE - [Medieval to 19th Century (1066 AD to 1900 AD)]
  - [MLO38554](#) - WHITEHALL - [15th Century to 19th Century (1485 AD to 1900 AD)]
  - [MLO9175](#) - CRAVEN ST - [Medieval to 19th Century (1066 AD to 1900 AD)]
  - [MLO97767](#) - PLAYHOUSE THEATRE - [19th Century (1881 AD to 1882 AD)]
- 

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## Record Details - Archaeology:

---

### Start of record

<b>MonUID</b>	MLO9175
<b>Monument Type</b>	Archaeology
<b>Preferred Ref.</b>	081354/00/00
<b>Name</b>	CRAVEN ST
<b>Map Sheet</b>	TQ38SW
<b>Grid References</b>	Centre Point: Centroid TQ 3028 8036 (MBR: 10m by 10m)
<b>Summary</b>	
<b>Description</b>	BEER-HOUSE OF KNIGHTS OF ST JOHN OF JERUSALEM, 1530 PASSED TO CROWN, 1613-4SOLD BY JAMES I FOR CASH. AREA REDEVELOPED BY WILLIAM, 5TH BARON OF CRAVEN,C 1730.

### Sources

Number	Reference
SLO14699	Article in monograph: Survey of London. ST MARTIN IN THE FIELDS, PT 2 VOL 18, P 27,
SLO14700	Published map/plan: PROCKTER A & TAYLOR R. A-Z ELIZABETHAN LONDON, X 119,
SLO14701	Article in monograph: HONEYBOURNE MB. CHARING CROSS RIVERSIDE, LTR VOL 21,
SLO14702	Unpublished document: Inner London Archaeological Unit. INDEX, WM MED 96,

### Location

**Administrative Area**  
- [Borough] WESTMINSTER

**Address**  
- CRAVEN ST

### Monument/Component Types

- BREWHOUSE (Medieval - 1066 AD to 1539 AD)
- BREWHOUSE (Post Medieval - 1540 AD to 1900 AD)

### Find Types

### Designations

Type/Grade	Reference/Title	Description
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### Other Statuses and References

Type/Grade	Reference/Title
Sites & Monuments Record	081354/00/00

### Associated Activities/Events

Event ID	Name/Ref	Brief Description (click Event ID for details)
<a href="#">Not Applicable</a>	No Associated Event	

**Return to [Top of page](#)**

### End of record

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**Start of record**

<b>MonUID</b>	MLO36471
<b>Monument Type</b>	Archaeology
<b>Preferred Ref.</b>	081346/01/00
<b>Name</b>	NORTHUMBERLANDAVE
<b>Map Sheet</b>	TQ38SW
<b>Grid References</b>	Centre Point: Centroid TQ 3030 8029 (MBR: 10m by 10m)
<b>Summary</b>	
<b>Description</b>	WHARF POSSIBLY CONTINUED TO BE HELD BY CROWN AS PART OF WHITEHALL PALACE (SMR REF 081349)

**Sources**

<b>Number</b>	<b>Reference</b>
---------------	------------------

**Location****Administrative Area**

- [Borough] WESTMINSTER

**Address**

- NORTHUMBERLANDAVE

- WHITEHALL PLACE

**Monument/Component Types**

- WHARF (Medieval - 1066 AD to 1539 AD)
- WHARF (Post Medieval - 1540 AD to 1900 AD)

**Find Types****Designations**

<b>Type/Grade</b>	<b>Reference/Title</b>	<b>Description</b>
-------------------	------------------------	--------------------

**Other Statuses and References**

<b>Type/Grade</b>	<b>Reference/Title</b>
-------------------	------------------------

Sites & Monuments Record	081346/01/00
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**Associated Activities/Events**

<b>Event ID</b>	<b>Name/Ref</b>	<b>Brief Description (click Event ID for details)</b>
<a href="#">Not Applicable</a>	No Associated Event	

**Return to [Top of page](#)****End of record**[Export generated by HBSMR from exeGesIS SDM](#)

**Start of record**

<b>MonUID</b>	MLO38554
<b>Monument Type</b>	Archaeology
<b>Preferred Ref.</b>	081349/24/00
<b>Name</b>	WHITEHALL
<b>Map Sheet</b>	TQ38SW
<b>Grid References</b>	Centre Point: Centroid TQ 3016 8008 (MBR: 260m by 400m) (Centred on)
	Bounding Point: TQ 30050 79940
	Bounding Point: TQ 30050 80180
	Bounding Point: TQ 30250 79900
	Bounding Point: TQ 30300 80290

**Summary****Description**

BOUNDARY WALL OF WHITEHALL PALACE FOLLOWED AN IRREGULAR LINE AROUND THE PALACE BUILDINGS. EXC BY GREEN 1961 FOUND REMAINS WEST OF THE ROAD & IT WAS FOUND TO SURVIVE TO ITS FULL HEIGHT BENEATH 17th century STRUCTURES OF 10 DOWNING ST.

**Sources**

<b>Number</b>	<b>Reference</b>
---------------	------------------

**Location****Administrative Area**

- [Borough] WESTMINSTER

**Address**

- 10 DOWNING ST  
 - TREASURY BUILDINGS  
 - WHITEHALL

**Monument/Component Types**

- WALL (15th Century to 16th Century - 1485 AD to 1600 AD)
- WALL (Post Medieval - 1540 AD to 1900 AD)

**Find Types****Designations**

<b>Type/Grade</b>	<b>Reference/Title</b>	<b>Description</b>
-------------------	------------------------	--------------------

**Other Statuses and References**

<b>Type/Grade</b>	<b>Reference/Title</b>
-------------------	------------------------

Sites & Monuments Record	081349/24/00
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**Associated Activities/Events**

<b>Event ID</b>	<b>Name/Ref</b>	<b>Brief Description (click Event ID for details)</b>
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<a href="#">Not Applicable</a>	No Associated Event	
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**End of record**

[Export generated by HBSMR from exeGesIS SDM](#)

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## Record Details - Listed Buildings:

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### Start of record

<b>MonUID</b>	MLO97767
<b>Monument Type</b>	Listed Building
<b>Preferred Ref.</b>	MLO97767
<b>Name</b>	PLAYHOUSE THEATRE
<b>Map Sheet</b>	TQ38SW
<b>Grid References</b>	Centre Point: TQ 30318 80345 (point)
<b>Summary</b>	Record created from imported Listed Buildings On-line dataset 11-Jan-2006; see linked Designation record for full details

### Description

### Sources

Number	Reference
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### Location

**Administrative Area**

**Address**

### Monument/Component Types

- THEATRE (19th Century - 1881 AD to 1882 AD)

### Find Types

### Designations

Type/Grade	Reference/Title	Description
Listed Building (II)	209379 PLAYHOUSE THEATRE	TO 3080 SW CITY OF WESTMINSTER CRAVEN STREET, WC2 83/46 9.1.70 Playhouse Theatre G.V. II Theatre. 1881-82 by F.H. Fowler as the Royal Avenue Theatre, interior reconstructed 1906-07 by Blow and Billerey. Painted stone, concealed roof. Restrained and elegant classical design. 2 storeys. 11 windows wide with curved south east end. Ground floor doorways grouped to corner under canopy, and blind architraved and corniced windows in rusticated ground floor articulated by modified Corinthian pilasters supporting entablature. The tall upper storey has architraved windows with pediments on consoles and blind oculi above, articulated by giant pilasters supporting full entablature and balustraded parapet. The interior is an elegant exercise in Blow and Billerey's Louis XV manner: kidney-shaped outer foyer with cresting of ribboned sprigs to inner archway; panelled inner foyer with cartouche-trophy of musical instruments; the auditorium has basket-arch proscenium set in deep reveal framing the boxes, the arch surmounted by an achievement of figures of Fame crowning Thalia; kidney-shaped lower and upper balconies, the lower continuing the line of the upper boxes, all with turned baluster fronts; caryatids flank the (former) lower boxes, supporting upper ones; sweeping basket arch frames uppermost part of auditorium; circular dome and oval panel of ceiling and the basket arch wall panels all decorated in grisaille. Stage machinery probably dating from 1906-07 reconstruction. The Theatres of London; Mander and Mitchenson. Listing NGR: TQ3031880345

### Other Statuses and References

Type/Grade	Reference/Title
------------	-----------------

### Associated Activities/Events

Event ID	Name/Ref	Brief Description (click Event ID for details)
<a href="#">Not Applicable</a>	No Associated Event	

[Return to Top of page](#)

### End of record

[Export generated by HBSMR from exeGesIS SDM](#)

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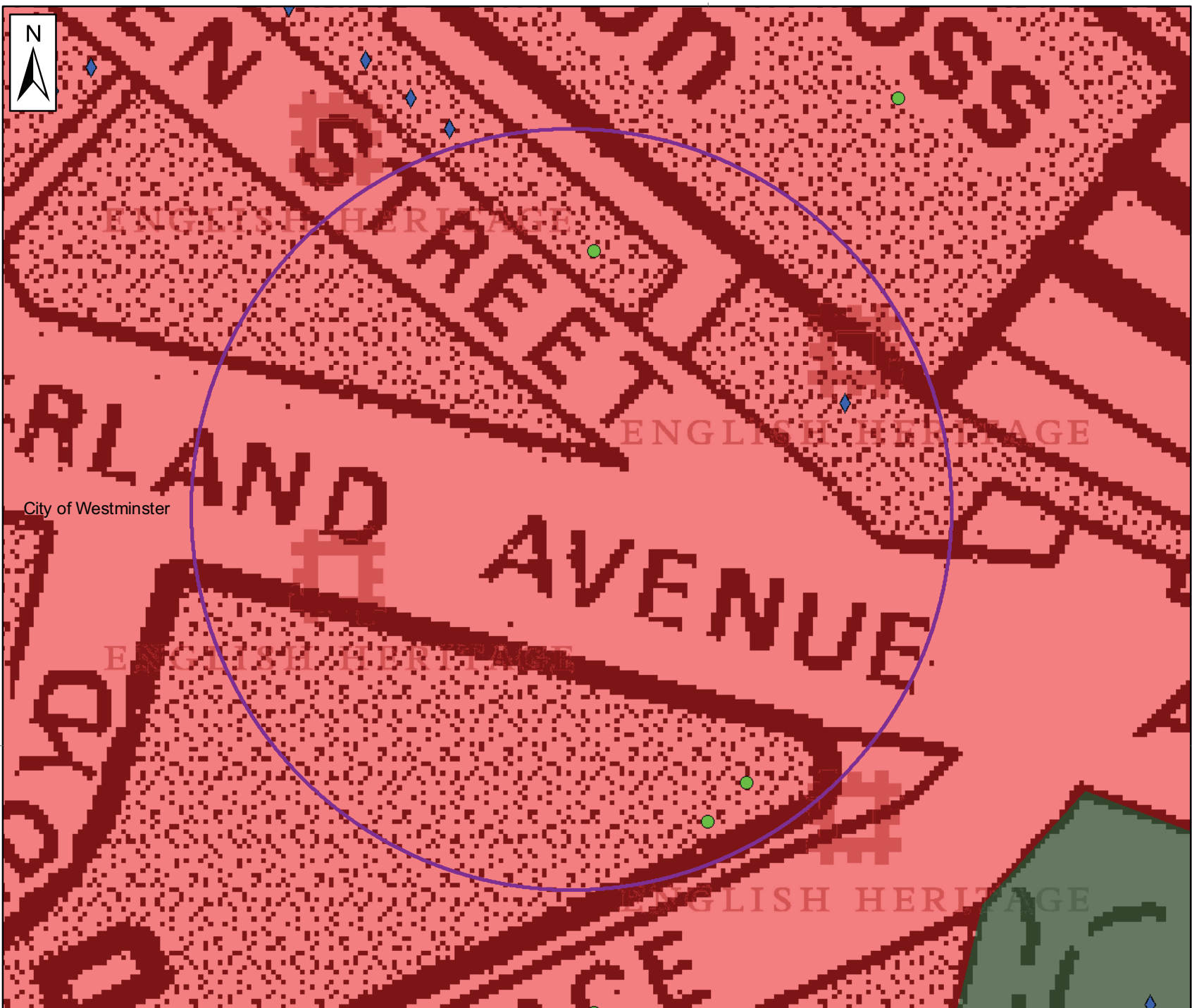
**Record Details - Maritime:**

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**Record Details - Others:**

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GLSMR Report 8253  
Cycle Hire Scheme  
Northumberland Street/  
Craven Street  
TQ 30282 180331  
50m radius search

Print Date: 20 May 2009

-  Archaeology
-  Archaeological Find Spot
-  Building
-  Listed Building
-  Maritime Archaeology
-  Registered Parks & Gardens
-  Archaeological Priority Area
-  Scheduled Ancient Monuments
-  World Heritage Sites
-  Event Location (Archaeology)
-  Requested Search Area

Scale: 1:700

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Notes:  
Any Listed Building information shown on this map extract is provided solely to indicate the location of the listed building(s) and does not attempt to indicate the curtilage or the full extent of the listing(s).  
Any archaeological priority area(s) shown on this map extract are those used by the English Heritage archaeology advisors and there may be minor differences when compared to the relevant borough UDP or LDF.



**ENGLISH HERITAGE**  
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[www.english-heritage.org.uk](http://www.english-heritage.org.uk)



**Appendix 2**  
**Written Scheme of Investigation**



# Written Scheme of Investigation

In support of applications  
for docking stations

Status: Final  
Date: 06 May 2009





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# **1 INTRODUCTION**

## **1.1 Purpose of the Document**

This document sets out the method for undertaking archaeological investigations on the Sites of docking stations associated with Transport for London's Cycle Hire Scheme.

An Archaeological Impact Assessment has been undertaken for the Site to which this document is attached.

## **1.2 Planning Background**

A planning application is to be submitted for a bicycle docking station as part of Transport for London's (TfL) Cycle Hire Scheme. An Archaeological Impact Assessment has been undertaken to which this generic written scheme of investigation has been attached. Any planning permission is likely to include a condition requiring that no development take place until a programme of archaeological work in accordance with a Written Scheme of Investigation has been submitted to and approved by the Planning Authority. This archaeological work should consist of the investigation of whether there are any archaeological remains within the footprint of the groundworks for the docking station. If the results of the Site investigation are positive then any archaeological features, deposits or finds which lie within the footprint of the docking station groundworks should be preserved by record.

## **1.3 Specific Aims of the Archaeological Work**

The objectives of this archaeological investigation are (not exclusively):

To understand the character, form, function and date of past activities indicated in this area by the archaeological remains;

To record and consider the evidence of the activities present on the Site within the wider context of finds in the area; and

To investigate and record the spatial distribution of activities across the Site in terms of the distribution of features, artefacts and environmental evidence

Although it is usual to include more specific aims than the above, in this instance there is no evidence of any specific remains. However, should these emerge during the works specific project aims shall be formulated and adopted as part of the project design at the start of the post-excavation process.

## 2 SITE INVESTIGATION

### 2.1 Methodology

#### *Site Investigation*

On the Site, the area of the groundworks will be marked out and the carriageway/roadway/footway surface together with any levelling material shall be lifted by the main works contractor.

An archaeologist shall then investigate the area by hand. This will involve the excavation of small investigative trenches by hand with a mattock and/or trowel. The area of these trenches in plan may vary but should be of sufficient size to determine the presence/absence of any archaeological remains on the Site. On some Sites it may be immediately obvious that the whole area consists of undifferentiated rubble and small holes to confirm this every 5m or so would suffice; on others the Site may consist of more complex deposits which require a more sophisticated approach which investigates the nature of the different features which have been revealed.

Excavations will proceed down to the maximum depth of foundations, however this will be no deeper than 450mm.

Any human remains must be left in-situ, covered and protected. Removal can only take place under appropriate Ministry of Justice Licence and environmental health regulations. Such removal must be in compliance with the Burials Act 1957.

Where no significant archaeological remains are revealed, no further archaeological intervention shall be undertaken.


#### *Further Investigation*

Those areas of the Site where initial investigation suggests the presence of features or possible features shall, if necessary, be hand-cleaned to ensure features are properly defined and sufficient information is available to produce a base plan.

Once a Site grid has been established using an EDM or theodolite and this has been converted into the Ordnance Survey National Grid, the stripped surface shall be accurately planned at an appropriate scale (1:50 or 1:100 depending on complexity). Some hand cleaning may be necessary and the archaeological team shall be structured to ensure that the hand cleaning and planning operations run in close sequence. The exposing and planning of the archaeological features shall be undertaken on the same or consecutive days while the uncovered surface is fresh, whether or not those features are exposed by machining or hand cleaning. Should particularly vulnerable deposits be revealed (eg graves or cremations) these shall be given priority.

Where initial data is captured electronically, the archaeologist shall ensure that sufficient points are taken to provide a true reflection of its form in plan. A print out of the plan shall be checked for accuracy on Site.

In addition to capturing plan data, sufficient levels shall be taken across the Site and within any features to support future topographic modelling of the Site.



Large homogenous linear features shall be sampled (a minimum of 10%) and the intersections of features shall be investigated so that their stratigraphic relationships may be recorded. Discrete features, such as pits and postholes, shall be investigated with a minimum sample of 50% (unless it is agreed with the Archaeological Advisors to the Planning Authority that a smaller sample is adequate).

Excavation shall proceed down to the maximum depth of foundations or the undisturbed natural substratum, whichever is encountered first.

Reasonable access to the Site is to be arranged for the Planning Authority's Archaeological Advisors, who may wish to make Site inspections to ensure that the archaeological investigation is progressing satisfactorily.

## **2.2 Site Recording**

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

The Site archive shall 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 shall be entered using a continuous numbered context system onto prepared pro-forma recording sheets. Sample recording sheets, sample registers, finds recording sheets, access catalogues, and photo record cards shall also be used.

Plans of archaeological features on the Site shall be drawn at a minimum scale of 1:20. Sections shall be drawn at a minimum scale of 1:20.

All archaeological plans and sections shall be on drawing film and would include context numbers and OD spot heights for all principal strata and features.

Other plans shall include a Site location plan, a general plan (e.g. OS 1:1250) showing investigation area and development Site in relation to surrounding locality. These shall be supplemented by trench plans at 1:500 (or 1:200), which shall show the location of the areas investigated in relation to the investigation area, OS grid and Site grid (if any). The locations of the OS bench marks used and Site temporary bench marks (TBMs) shall also be identified.

A photographic record of the project shall be provided. This would illustrate in both detail and general context the principal features and finds discovered. The photographic record would also include working shots to illustrate more generally the nature of the archaeological operation mounted.

## **2.3 Site Reporting and Archiving**

### ***Site Investigation only***

In the event of the Site investigation being negative the archaeologist shall produce a report stating that there were no findings, one unbound, six bound hard copies and one digital copy. Four copies shall be provided to Greater London Archaeological Advisory Service.

Should the Site investigation prove positive, a further investigation will be carried out.

### ***Further Investigations***

Depending on the outcome of the Site investigation, a further Site investigation will be carried out and this will be proportionate to the findings recovered.

A research archive for the Site shall be produced in accordance with MoRPHE (English Heritage 2006). Within 3 months of completion of field work, the archaeologist shall produce a report, one unbound, six bound hard copies and one digital copy. Four copies shall be provided to Greater London Archaeological Advisory Service. A summary report shall be submitted to a suitable regional or national archaeological journal(s) within six months of completion of fieldwork.

Specialist assessment reports shall be produced if required. The following external specialist services may be required: osteoarchaeology; animal bone; Roman, medieval and Post-medieval pottery and metalwork; pollen; soil micromorphology; snails; plant macrofossils. Pottery reports shall refer to the appropriate type series.

The archive shall be used to produce a report including narrative, illustrations and plans as appropriate. It shall give details of the background to the project, the archaeological evidence recorded during the excavation and the archaeological conclusions that can be drawn.

Following completion of the above, a review of the post-excavation programming shall be held in consultation with the Archaeological Advisor to the Planning Authority and the relevant specialists. At this review stage a timetable including a Critical Path Analysis and the aims of specialist research shall be identified and agreed. This timetable shall also contain agreed monitoring points.

After that review, all specialist reports shall be commissioned and the full post-excavation programme implemented through to full archive report and publication.

Data including a copy of the written archive shall be prepared for accession to the Historic Environment Record.

The material archive and one copy of the Site archive shall be prepared for accession to the Museum of London. Agreement for the long-term curation of the archive shall be made with the Museum of London.

## **3 THE SITE ARCHAEOLOGISTS**

The field team deployed shall include only full time professional archaeological staff. All staff in supervisory positions should be Members of the IFA.

The project shall comply with the Institute of Field Archaeologists Code of Conduct and all relevant Standards and Guidance documents

## **4 HEALTH AND SAFETY**

All archaeological work must be undertaken in accordance with relevant health and safety legislation. It is assumed that CDM regulations will apply.