Brief for Historic Building Recording at 69 - 75 Brighton Road, Shoreham-by-Sea

Date: 15/08/23

Essex County Council

Title: Brief for Historic Building Recording at 69 - 75 Brighton Road, Shoreham-by-Sea

Consultant: HCUK Group

Planning Reference: AWDM/2039/22

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Museum: Archaeological Data Service

This archaeological brief is only valid for six months. After this period the Historic Environment Advisor should be contacted to assess whether any changes are required. Any Written Scheme of Investigation resulting from this brief shall only be considered for the same period.

The contractor is advised to visit the site before completing their ***Written Scheme of Investigation*** *as there may be implications for accurately costing the project.*

1. Introduction

The Historic Environment Advisor of Essex County Council has prepared this brief for archaeological building recording at 69 - 75 Brighton Road, Shoreham-by-Sea prior to the demolition of the current buildings on site.

This document forms the basis for any Written Scheme of Investigation submitted by an archaeological contractor for approval by this office. It is recommended that an individual or organisation with membership of the Chartered Institute for Archaeologists is instructed for this work. Details of CIfA registered organisations can be found at: https://www.archaeologists.net/ro.

2. Site Location and Description

The proposed development site lies in the town of Shoreham-by-Sea, on the southern side of Brighton Road, bordering the River Adur immediately to the south (TQ 22037 05083). The site is currently occupied by a series of commercial structures and car-parking. Details of the development proposals can be found on the Adur and Worthing Planning website.

3. Planning Background

A planning application was submitted to Adur and Worthing Councils in December 2022 and permitted, with conditions, in June 2023. The proposed development comprises the *Demolition of existing buildings, construction of 176 no. one and two bedroom residential apartments and commercial development over 4 blocks between 5 and 9 levels, basement parking and raised deck, new highway access, flood defences, drainage infrastructure, landscaping and ancillary development.*

As one of the buildings is flint-built and of historic interest, an archaeological building recording condition was recommended to the local authority, in line with the National Planning Policy

Framework paragraphs 204-205 and the Adur Local Plan 2017 (Policy 16). The recommendation that was made is:

> **Prior to commencement of enabling works an archaeological investigation of the area subject to those works, including below ground and investigation and recording of the existing flint building on the site, shall be carried out at the expense of the developer in accordance with a specification (written scheme of investigation) to be submitted to and agreed by the Local Planning Authority in writing before the commencement of building works, excluding demolition.**

4. Archaeological Background

The following archaeological background utilises the West Sussex Historic Environment Record (HER). Prospective contractors are advised to obtain the HER data prior to the completion of any Written Scheme of Investigation.

One of the buildings to be demolished on the site has elements of flint-walling on its rear elevation, and it may relate to earlier buildings shown on historic mapping.

The building may contain fixtures or fittings that relates to its historic use, and/or evidence that relates to its association with any earlier buildings on the site (such as re-used timbers or other structural elements).

5. Requirement for Work

The archaeological work will comprise a building record of the flint-walled building, carried out prior to its demolition. The recording will be carried out to a Level 3 standard.

It may be necessary to carry out the survey in multiple stages. An initial survey visit should record the building as it stands currently, followed by, if required, additional visits during the demolition of the structure. Sufficient survey visits should be carried out to record the outbuilding to the required Level 3 standard, and the archaeological contractor should liaise with the applicant's demolition contractors to ensure that access is provided to the structure at appropriate times during the demolition process.

Specific research questions are:

- To identify the original structural elements, features and fittings of the building.
- To determine the evolution of the building, including ascertaining its construction date.
- To ascertain the presence of any earlier building remains or elements within the fabric of the building.

6. General Methodology

6.1 The building recording work shall be undertaken by a professional team of building recorders. The number of staff involved, the structure of the team and an indicative timetable for the work shall be stated in the Written Scheme of Investigation.

6.2 The building recording contractor is expected to follow the Code of Conduct of the Chartered Institute for Archaeologists and the document Sussex Archaeological Standards (2019).

6.3 All of the latest Health and Safety guidelines must be followed on site.

6.4 Notification of the supervisor/project manager's name for the project shall be provided to the Historic Environment Advisor one week in advance of commencement of work.

6.5 At the start of work (immediately before fieldwork commences) an OASIS online record (http://ads.ahds.ac.uk/project/oasis/) must be initiated and key fields completed on Details, Location and Creators forms.

7. Building Recording Methodology

7.1 The scheme of archaeological building recording should be commensurate with a Level 3 record as detailed in Historic England publication 'Understanding Historic Buildings' (https://content.historicengland.org.uk/images-books/publications/understanding-historic-buildings/heag099-understanding-historic-buildings.pdf/).

7.2 Specifically, the record needs to consider:

- Plan form of the site.
- Materials and method of construction.
- Date(s) of the structure.
- Function and internal layout.
- Fixtures and fittings.
- Original and later phasing, additions and their effect on the internal/external fabric and the level of survival of original fabric.
- The significance of the site on a regional context.

7.3 A documentary and cartographic assessment will be made of the evidence pertaining to the history and evolution of the site.

7.4 A large-scale block plan will be made of the site using existing architect's drawings or the current OS 2500 map extract. The position of the building and the surrounding buildings will be shown.

7.5 Using Historic England (HE) drawing conventions, floor plans and elevations at a scale of 1:100 will be made of the building. Doors, windows, partitions, truss positions, posts together with any surviving fixtures/fittings, carpenters marks, main carpentry joints, surviving wall infill (wattle and daub, etc) must be shown, along with any evidence of phasing.

7.6 Using HE drawing conventions a 1:50 section of the building will be drawn. The drawing will include a truss, least impacted by modern alterations, and its position must be accurately located on the plan (i.e. A, A1). The cross section should show all major components, carpentry marks, joints and evidence of phasing etc.

7.7 All the numbered features on 6.4 will be described. The description should seek to address materials, dimensions, method of construction including brickwork, joinery, fenestration, spatial configuration, phasing and evidence of fixtures/fittings.

7.8 A full photographic record must be made comprising both general and detailed shots (external and internal/features/joinery/timber marks/etc) in colour digital photographs, with a photographic scale. The photographic record must be accompanied by a photographic register and plan detailing (as a minimum) location and direction of shot; where possible, the photographic record should be tied into the drawn record.

8. Results

8.1 The report shall be submitted to the Historic Environment Advisor within a length of time (but not exceeding 2 months) from the end of the fieldwork. A single digital copy shall be supplied to the Historic Environment Advisor.

8.2 This report must contain:

- The aims and methods adopted in the course of the investigation.
- The report should provide a brief overview of the history and development of the site, its original design, date, the form and function of the buildings and any significant modifications.
- Annotated drawings including a location map, an overall plan showing all buildings and copies of all plans and elevations (see section 6). Where appropriate, plan drawings should be tied into the National Grid.
- The discussion and conclusions should be made (where appropriate) with reference to the objectives outlined in the South East Research Framework (https://www.kent.gov.uk/leisure-and-community/history-and-heritage/south-east-research-framework).
- Labelled re-productions of a representative sample of the photographs.

- A concise non-technical summary of the project results.
- An OASIS sheet shall be completed at the end of the project and included in the report.

8.3 If publication of the results is considered appropriate this shall be undertaken in the year following the fieldwork. An allowance shall be made within the costs for full publication in an appropriate journal (i.e. *The Sussex Archaeological Collections*).

9. Archive Deposition

9.1 The report and the digital archive should be submitted for archiving with the Archaeological Data Service, the contractor should allow costs for this archival deposit.

10. Monitoring

10.1 The Historic Environment Advisor will be responsible for monitoring progress and standards throughout the project. This will include the recording of the buildings, and publication stages.

10.2 Notification of the start of the archaeological work shall be given to the Historic Environment Advisor one week in advance of its commencement.

10.3 Any variations of the Written Scheme of Investigation shall be agreed with the Historic Environment Advisor prior to them being carried out.

11. Contractors Written Scheme of Investigation

11.1 In accordance with Standards and Guidance produced by the CIfA this design brief should not be considered sufficient to enable the total execution of the project. A Written Scheme of Investigation (WSI) is therefore required in order to provide the basis for a measurable standard and for submission by the developer to the Local Planning Authority for approval.

11.2 Building recording contractors shall forward a WSI to the Historic Environment Advisor for validation prior to fieldwork commencing.

11.3 The involvement of the Historic Environment Advisor shall be acknowledged in any report or publication generated by this project.

References

-	forthcoming	*South East Research Framework*
CIfA	2014 (updated 2020)	*Standard and guidance for the archaeological investigation and recording of standing buildings or structures*
Historic England	2016	*Understanding Historic Buildings: A Guide to Good Recording Practice*
RCHME	1996	*Recording Historic Buildings, a descriptive specification (RCHME)*

For further information regarding the content of this brief and as part of our desire to provide a quality service, we would welcome any comments you may have on the content and presentation of this archaeological brief. Please address them to the author at the address below.

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