

CMIB14-001

Caerlee Mills, Innerleithen, Scottish Borders

Planning Application Reference 14/00639/LBC

**Written Scheme of Investigation for Historic Building Recording
(Enhanced)**

Client: CWP Innerleithen Ltd

DRAFT v.2

Date 8/1/15

**Headland Archaeology (UK) Ltd
13 Jane Street
Edinburgh
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1. INTRODUCTION

- 1.1 An application for development (14/00639/LBC), by CWP Innerleithen Ltd (the client), at Caerlee Mills, Innerleithen was submitted to Scottish Borders Council. Planning permission was granted in accordance with the terms of the application and subject to conditions.
- 1.2 The client is currently ensuring that all planning conditions are taken into account ahead of construction works. A condition (No. 9) relating to historic building recording states:

No development shall take place until the applicant has secured a programme of archaeological work in accordance with a Written Scheme of Investigation outlining an Historic Building Survey. This will be formulated by a developer contracted archaeologist(s) and approved in writing by the Planning Authority. In accordance with the WSI, access shall be afforded to the nominated archaeologist(s) to allow archaeological investigation, at all reasonable times. Results will be submitted to the Planning Authority for review in the form of a Historic Building Survey Report prior to development commencing. The results of the DSR will be used by the Council's Archaeologist to make recommendations to the Planning Authority for further archaeological investigations, reporting and dissemination of results as required. The developer will be expected to fund and implement all further archaeological work.

Reason: To preserve by record a building of historical interest.

- 1.3 The client has commissioned Headland Archaeology to agree a programme of archaeological work with Scottish Borders Archaeology Officer, who advises the Local Planning Authority on archaeological matters and to encapsulate that programme within a written scheme of investigation (WSI - this document) to be submitted for agreement in line with this condition.
- 1.4 A Conservation Study relating to the development has been undertaken in connection with the planning application (LDN Architects 2011). This document takes this work into account and is designed in cognisance of relevant guidance (PPS5: Planning for Historic Environment).
- 1.5 This WSI is designed to conform with the outline contained in Appendix 2 of the Management of Archaeological Projects and takes into account relevant IfA Standards and Guidance.

2 DESCRIPTION OF THE SITE

- 2.1 The proposed development site is located in Innerleithen, Scottish Borders at National Grid Ref NT 330 369 (site centre) and covers an area of approximately 1.5 ha. It comprises a B-listed (ref: 34968) complex of upstanding mill buildings and is bounded to the south by Victoria Park, to the east by Chapel Street and to the north and west by residential gardens and open ground. It lies around 150 m OD.

3 ARCHAEOLOGICAL BACKGROUND

- 3.1 As noted above a Conservation Study relating to the site has been supplied and consulted (LDN Architects 2011).

- 3.2 The full results will not be repeated here. Caerlee Mill was founded by Alexander Brodie in 1778 and represented the first water-powered textile mill to be built in the Borders and the first woollen mill of the Industrial Revolution in Scotland.
- 3.3 During the subsequent centuries the site expanded in size to reflect production demands and the buildings were B-listed in 1971. In the early 21st century a rapid decline ensued and the mill, operating as JJ & HB Cashmere Mills Limited, fell into administration. The mill was occupied until 2010. The surviving complex of structures on the site include the original 18th century Brodie Mill and lade, as well as subsequent buildings reflecting the mill's expansion over time.

4 OBJECTIVES

- 4.1 In general, the purpose of the work is to provide an appropriate level of record to mitigate the loss and alteration of standing structures through demolition and conversion (following PPS 5 *Planning for the Historic Environment Historic Environment Planning Practice Guide* 2010).
- 4.2 The resulting archive will be organised and deposited with National Monuments Record of Scotland (NMRS); to facilitate access for future research and interpretation for public benefit.

5 SCHEDULE

- 5.1 Subject to receipt of the necessary approval from Scottish Borders Archaeology Officer, the historic building recording will be completed within 4 days (on-site). A draft report will then be delivered to the client and, on approval, to Scottish Borders Archaeology Officer within one month of the completion of fieldwork.

6 PROJECT TEAM

- 6.1 The project will be managed for Headland Archaeology by Alistair Robertson (Project Manager); the field team will consist of Jurgen van Wessel (Project Officer). *Curricula vitae* of key personnel can be supplied on request. The project team will familiarise themselves with the background to the site and will be aware of the project's aims and methodologies.
- 6.2 Headland Archaeology (UK) Ltd is a Registered Organisation and abides by the Codes of Conduct and Approved Practice and Standards of the Institute for Archaeologists. The company has all the necessary technical and personnel resources for the satisfactory completion of the evaluation.

7 INSURANCE & COPYRIGHT

- 7.1 Headland Archaeology (UK) Ltd is fully indemnified and all necessary insurances can be presented on request.
- 7.2 Copyright will be retained by Headland Archaeology (UK) Ltd. Headland will licence the client, Scottish Borders Archaeology Officer and other bodies as necessary for use in matters relating to the project and for use of the project archive by the relevant museum. This licence will also extend to non-commercial use.

8 HEALTH & SAFETY

- 8.1 All of Headland's work is undertaken in accordance with current H&S legislation. A risk assessment and method statement will be prepared prior to the commencement of fieldwork. All staff will wear appropriate PPE and this will include high-visibility clothing, hard hats and safety footwear. Suitable site welfare facilities will be located at an appropriate location after consultation with the landowner.

9 ACCESS

- 9.1 This WSI is submitted on the understanding that there will be unhindered access to all relevant areas of the site.

10 STRATEGY

- 10.1 A 2 stage survey (pre and post demo) has been requested by Scottish Borders Archaeology Officer (response to planning consultation of 11/6/14).
- 10.2 In the first phase (pre demo), a Basic to Enhanced (ALGAO: Scotland 2013) standing building survey will be undertaken of the structures to be demolished. It is envisaged the 20th century buildings will undergo a Basic survey and the pre-20th century buildings an Enhanced survey. It is proposed a site meeting with Scottish Borders Archaeology Officer will provide confirmation. The written record will incorporate all relevant materials from earlier studies (eg the Conservation Study), and any additional records held at RCAHMS, NLS, local HER or other readily available sources.
- 10.3 In the second phase (post demo), a Detailed survey of the original 18th century mill building and an Enhanced survey of all later structures to be retained will be undertaken.

11 METHOD

FIELDWORK

- 11.1 The levels of survey requirements can be found in the ALGAO: Scotland 2013 guidelines and will not be repeated here.
- 11.2 For illustration, the requirements of an Enhanced survey include:
- Annotated plans (to scale) of all main floors and elevations as existing. Plans will show any phasing and the form and location of structural features of historic significance (e.g. blocked doors & windows, former fireplace openings, masonry joints, changes in internal level). Where only a façade or limited historic fabric survives, buildings will only be shown in outline.
 - General photographic view or views of the exterior of buildings in their wider context.
 - Photographic coverage of all external and main internal elevations, with details as appropriate

11.3 The written or descriptive record will include:

- The precise location of the buildings.
- The date the record was made and the name of the recorders.
- An expanded summary statement describing each building's type, purpose, materials and possible date (s). An outline account of the building complex's plan, form, function, age and development sequence. The names of architects, builders, patrons and owners if known.
- A note of each building's past and present relationship to its setting: for example, its part in a larger functional group of buildings.
- Incorporation of relevant sections from the Conservation Study and any additional consultation of records held at RCAHMS, NLS, local HER or other readily available sources.

RECORDING

- 11.4 Recording will follow IfA Standards and Guidance for the archaeological investigation and recording of standing buildings or structures (IfA 2008). Recording will be undertaken on *pro forma* record sheets. Digital images will be taken; a graduated metric scale will be clearly visible and a register kept.
- 11.5 Floor plans and elevations supplied by the client in CAD format will be annotated and reproduced as necessary for the report.

12 MONITORING

- 12.1 Access to the site will be afforded to Scottish Borders Archaeology Officer for monitoring purposes.

13 REPORTING AND ARCHIVE

- 13.1 An archive report describing the background, method and results of the survey, with accompanying analysis of the structures' current form, development and nature will be produced. This will include: a scale plan of the whole site showing the location of each of the recorded buildings and a scale plan of each floor and relevant elevations of the buildings (where only a façade or limited historic fabric survive the modern building will only be shown in outline). It will also include a broad selection of photographs.
- 13.2 Final report contents and format will be in line with Scottish Borders requirements and the minimum set out in the IfA 2008 guidance (Section 3.4.12). Copies of the report will be sent to the client for onward transmission to the local planning authority; All reports will be submitted within one month of the completion of fieldwork. An online OASIS report will be completed and will be accompanied by a pdf report and boundary file. A summary report will be submitted for inclusion in *Discovery and Excavation Scotland*.

- 13.3 The project archive will be compiled in accordance with the guidelines published by the Institute for Archaeologists on behalf of the Archaeological Archives Forum (July 2007). The documentary and digital archive will be submitted to RCAHMS within six months of completion of all work on this project.

14 BIBLIOGRAPHY

ALGAO:Scotland 2013 Historic Building Recording Guidance for Curators, Consultants and Contractors.

Archaeological Archives Forum Archaeological Archives: a guide to best practice in creation, compilation, transfer and curation (published by the IfA 2007).

IfA Standards and Guidance for the archaeological investigation and recording of standing buildings or structures (revised October 2008).

LDN Architects 2011 Caerlee Mill. Conservation Study.

PPS 5 Planning for the Historic Environment: Historic Environment Planning Practice Guide (2010)

RCHME 1996 Recording Historic Buildings: A Descriptive Specification. Third Edition.