

ARCHAEOLOGY WALES LIMITED:

**Written Scheme of Investigation
For Archaeological Building Recording
Level 3**

Tonyrefail Comprehensive School

**Prepared for:
Opus International Consultants (UK) Ltd**

Project No: 2457

15 July 2016

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NON TECHNICAL SUMMARY

This Written Scheme of Investigations details a proposal for archaeological building recording (Level 3) in advance of proposed structural alterations at Tonyrefail Comprehensive School, Porth, Rhondda Cynon Taf (Planning Application Number: 03/1827/21). It has been prepared by Archaeology Wales Ltd for Opus International Consultants (UK) Ltd.

1. Introduction

The planned development works encompass the site of Tonyrefail Comprehensive School, Gilfach Road, Tonyrefail, Porth, Rhondda Cynon Taf, CF39 8HG (Planning Application Number: 03/1827/21; NGR: SN 68681 01255).

The development proposal has been prepared by Opus International Consultants (UK) Ltd, Unit 2, Fountain Court, Fountain Lane, St Mellons, Cardiff, CF3 0FB and Boyes Rees Architects, Greyfriars House, Greyfriars Road, Cardiff, CF10 3AL. The local planning authority is Rhondda Cynon Taf County Borough Council and the planning application number is 03/1827/21. The agent is Andrew Gunter, Education & Childrens Services, Premises & Facilities, Ty Trevithick, Abercynon, CF45 4UQ.

The easternmost of the school buildings (**see Figure 1**) is Grade II listed (Cadw ref. 24282) and will be subject to renovation and minor alterations.

This Written Scheme of Investigation has been prepared by Mark Houliston, Managing Director, Archaeology Wales Ltd (Henceforth - AW) at the request of Opus International Consultants (UK) Ltd. It provides information on the methodology that will be employed by AW during Level 3 archaeological building recording at the site (Historic England, 2006, revised 2016).

Tonyrefail School, was built as a grammar school in 1931 by the County Architect, D Pugh Jones, and opened in 1933. It comprises two reflected blocks constructed in the neo-Georgian style, with two-storeys and a square plan with ranges around two courtyards divided by an assembly hall. The northern block was for girls and the southern block was for boys. The main, listed, element of the school was constructed of red brick with prominent stone dressings under hipped slate roofs, with brick stacks.

The school has been listed as an especially fine example of the work of the County Architect in the pre-war period, with the interior being of particular merit with good retention of detail.

Modernisation of the school complex is now required. The development proposal will replace the existing main school building (a non-Listed structure of limited archaeological importance) and supplement the existing space within the Listed Building, which will be refurbished as part of the development. Whilst elements of

the Listed Building will be retained, there will be a significant impact on its historic fabric.

Glamorgan-Gwent Archaeological Trust Curatorial Division (Henceforth – GGAT), in its capacity as archaeological advisors to the local planning authority, have recommended that archaeological building recording be undertaken prior to any alteration work being undertaken. The work has been set as a condition of the planning application decision, which states:

No development including structural alterations shall be undertaken until an appropriate programme of building recording and analysis has been submitted to and agreed in writing by the Local Planning Authority. The programme shall be carried out by a specialist acceptable to the Local Planning Authority and in accordance with the agreed written specification. The completed programme shall be submitted to the Local Planning Authority within 3 months of the commencement of development.

Reason: As the buildings are of architectural and cultural significance the specified records are required to mitigate the impact of the development.

The details set out in this document outline procedures to be undertaken during the building recording work at Tonyrefail Comprehensive School, which will result in an archive standard drawn and photographic record and an illustrated report.

All work will be undertaken by suitably qualified staff and in accordance with the standards and guidelines of the CIfA.

2 Site specific objectives

The primary objective of the Building Recording will be to describe and record, by means of high resolution digital photography and measured drawings, all of the key internal and external components of the Listed school buildings, so that a permanent record survives prior to renovation. This will be completed by means of a Historic England Level 3 Building survey.

The work will result in a report, which will provide a comprehensive record of all the work undertaken. It will include interpretive statements and provide an assessment of the regional context within which the site is located.

3 Building Survey

Recording will be undertaken in accordance with HE level 3 requirements (Historic England 2006, revised 2016). Level 3 is an analytical record and will comprise an

introductory description followed by a systematic account of the structure's origins, development and use. The record will include an account of the evidence on which the analysis has been based, allowing the validity of the record to be re-examined in detail. It will also include all drawn and photographic records that may be required to illustrate the structure's appearance and to support an historical analysis.

Recording

The recording will be undertaken by a suitably experienced Building Recording Archaeologist who will be able to 'read' the structure and record the important details. The photographic and drawn record will be a comprehensive record to archive standard of the existing buildings and structures, both externally and internally.

The following will be consulted:

- Cadw, RCAHMW and HER data relating to the listed structure
- Published sources including Jones (1997) and Newman (1995).
- Local archive centres, with a view to locating the original plans/drawings

The following will be considered:

- Site layout and organisation
- Function
- Materials, method of construction
- Fenestration
- Internal arrangements
- Original fixtures and fittings
- Subsequent fixtures and fittings
- Evidence of use and status
- Date/period of initial build and subsequent alterations

The building is in active use and the interior of the structure is in relatively good condition and accessible. It is not anticipated that there will be any significant constraint to the ability to record the exterior or interior of the structure. However, a ladder will be necessary to get access to the high level gable ends of the assembly hall roof.

Should this prove to be the case, however, further consultation with GGAT will be undertaken on the appropriate level of internal recording required.

The recording will be completed in accordance with CIfA Standard and Guidance for the archaeological investigation and recording of standing buildings or structures (2014) and to a standard equivalent to Historic England Level 3 (Historic England (formerly English Heritage) 'Understanding Historic Buildings: A Guide to Good Recording Practice' 2006, revised 2016).

All photographs will be taken in a high resolution (10+ Mega Pixel) digital format. For both general and specific photographs, a photographic scale shall be included. The photographic record shall be accompanied by a photographic register detailing as a minimum, feature number, location and direction of shot.

A site plan and measured plans of the buildings will be produced. Wherever possible, existing plans and elevations will be used to supplement the report and further measured plans and elevations may also be provided to illustrate features not more readily obtained by photography. Plans will be used to highlight photographic locations

within the final report.

Monitoring

GGAT will be contacted at least one week prior to the commencement of site works, and subsequently once the work is underway.

Any changes to this Written Scheme of Information that AW may wish to make after approval will be communicated to GGAT for approval on behalf of the Planning Authority.

Representatives of GGAT will be given access to the site so that they may monitor the progress of the building recording. GGAT will be kept regularly informed about developments, both during the site works and subsequently during the post-fieldwork programme.

5 Post Field-work programme

Site archive

An ordered and integrated site archive will be prepared in accordance with: Management of Research Projects in the Historic Environment (MoRPHE) (Historic England (formerly English Heritage) 2006 (revised 2016) upon completion of the project. The requirements for archive storage will be agreed with the appropriate organisation.

The archive including a copy of the written report shall be deposited with the National Monuments Record of Wales (NMR) held and maintained by the Royal Commission on the Ancient and Historical Monuments of Wales (RCAHMW), Plas Crug, Aberystwyth, SY23 1NJ, within three months of the completion of the full report and confirmed in writing with GGATC.

A summary of the contents of the archive will be supplied to GGATC.

Final reporting

A draft report will be submitted to the client for comments within 4 weeks of the survey being complete.

A full client report of the results of the archaeological work will be prepared within 6 months of the end of the survey. Copies of the report will be sent to the client and for inclusion in the regional Historical Environment Record (held and maintained by GGAT). Digital copies will also be provided in pdf format.

Terminology will be consistent with the Historic England Thesaurus.

The client report will contain, as a minimum, the following elements:

- A concise non-technical summary of the results
- The aims and methods adopted in the course of the investigation with details of how all the buildings and structures were surveyed and recorded
- A brief history of the site

- A written record of the building(s)
- Location plans tied into the national grid showing the positions all drawn and photographic records relating to the survey
- Conclusions as appropriate
- A statement of the local and regional context of the remains
- Bibliography
- A copy of the AW Written Scheme of Investigations

6 Resources and timetable

Standards

The field work will be undertaken by AW staff using current best practice.

Staff

The project will be undertaken by suitably qualified AW staff. Overall management of the project will be undertaken by Philip Poucher.

Equipment

The project will use existing AW equipment.

Timetable of archaeological works

The work will be undertaken at the convenience of the client. No start date has yet been agreed.

Insurance

AW holds Public Liability Insurance through Aviva Insurance Ltd, with a £5,000,000 Limit of Indemnity (expires 05/12/16), Employers Liability Insurance through Aviva Insurance Ltd, with a £10,000,000 Limit of Indemnity (expires 05/12/16) and Professional Indemnity Insurance through Hiscox Insurance Company Ltd, with a £1,000,000 Limit of Indemnity (expires 05/12/16).

Arbitration

In the event of any dispute arising out of this Agreement (including those considered as such by only one of the parties) either party may forthwith give to the other notice in writing of such a dispute or difference and the same shall be and is hereby referred for decision in accordance with the Rules of the Chartered Institute of Arbitrators' Arbitration scheme for the Chartered Institute for Archaeologists applying at the date of this Agreement.

Health and safety

All members of staff will adhere to the requirements of the *Health & Safety at Work Act, 1974*, and the AW Health and Safety Policy.

Any persons undertaking the survey will have undertaken Asbestos awareness training within the last 12 months. Lone working at the building will not be permitted.

Before entering the building a detail plan and risk assessment will be produced.

If AW has sole possession of the site, then AW will produce a detailed Risk Assessment for approval by the client before any work is undertaken. If another organisation has responsibility for site safety, then AW employees will be briefed on the contents of all existing Risk Assessments, and all other health and safety requirements that may be in place.

7. Bibliography

Historic England 2006, revised 2016, *Understanding Historic Buildings: A guide to good recording practice*

Jones, W. 1997, *Tonyrefail: The Story of a Community*, 167

Newman, J. 1995, *The Buildings of Wales: Glamorgan*, 633

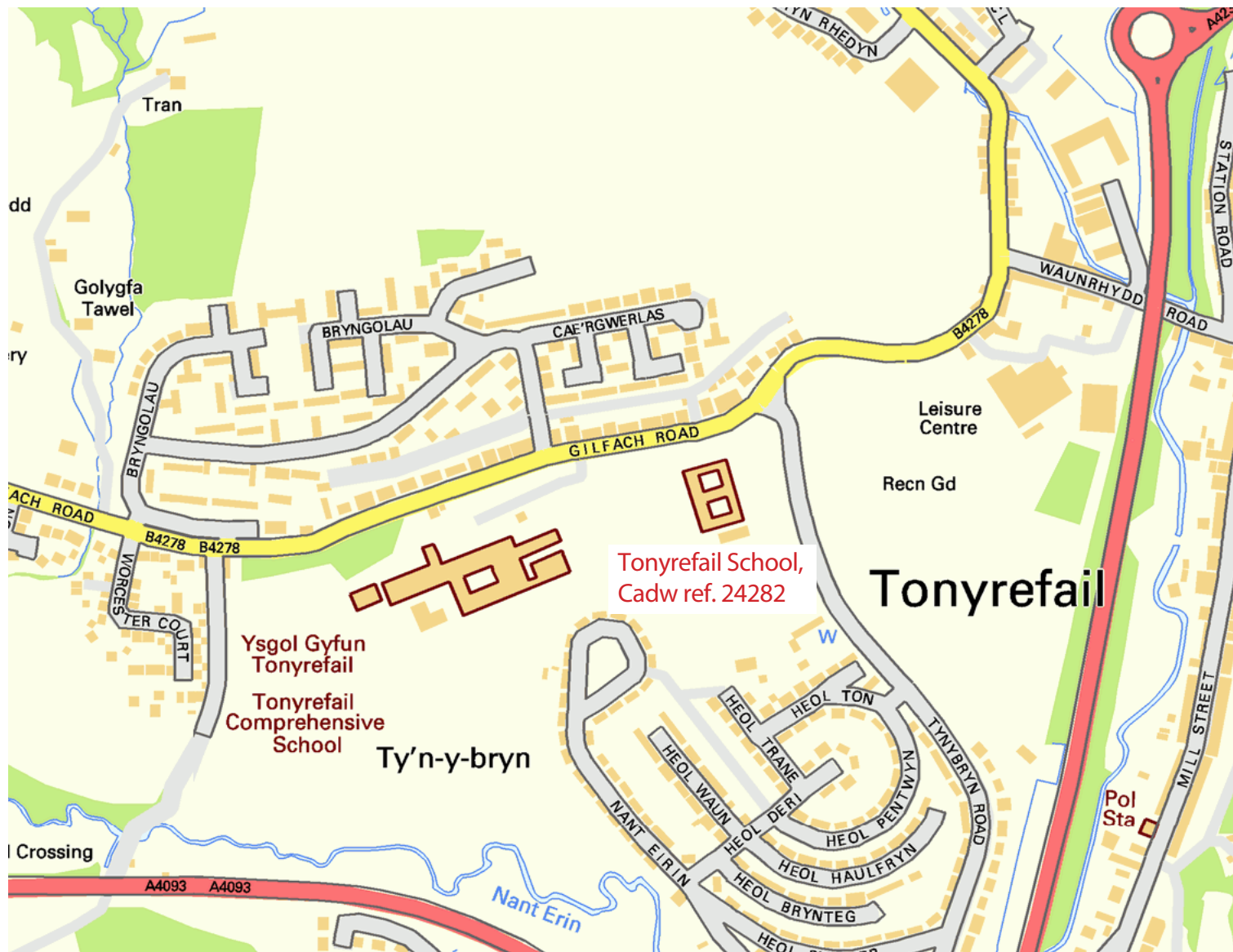


Figure 1, site location