

# **Former RAF Upper Heyford Oxfordshire**

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Written Scheme of Investigation for  
Recording of Buildings to be demolished

Oxford Archaeology

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# Former RAF Upper Heyford, Oxfordshire

## Written Scheme of Investigation for Recording of Buildings to be Demolished

### 1 INTRODUCTION

#### 1.1 Background to project

- 1.1.1 Oxford Archaeology have been asked by The Dorchester Group to produce a Written Scheme of Investigation for the recording of a large number of buildings at RAF Upper Heyford which are to be demolished as part of a forthcoming development at the former airbase.
- 1.1.2 The recording is to be undertaken as a condition of various Conservation Area Consents for the demolition of structures at Upper Heyford (including, but not limited to Condition 4 of Conservation Area Consent granted on 14 February 2011; App No. 10/01619/CAC, Condition 4 of Conservation Area Consent granted on 11 January 2010; App No. 07/02350/CAC and Condition 4 of Conservation Area Consent granted 30 September 2013; App No. 13/01097/CAC). These consents, and therefore the recording, just covers the structures at the site proposed for demolition rather than every building at Upper Heyford. Details of the 172 buildings to be recorded are included in the table at **Appendix D** of this WSI.
- 1.1.3 This WSI has previously been approved by Cherwell District Council under reference 11/00275/DISC dated 15 August 2012, but has been updated to include a number of other structures which are to be demolished as part of the redevelopment of the site.
- 1.1.4 Upper Heyford Airbase closed in 1994, since which time it has served a number of commercial functions including car storage. Mixed use redevelopment proposals were prepared and an application was submitted in 2007. In 2008 an appeal was submitted to Cherwell District Council on the grounds of the non-determination of this application, and following a public inquiry in 2009 the inspector ruled in favour of the development in January 2010.
- 1.1.5 The current document replaces a previous WSI which was issued in October 2011 and on which Cherwell District Council provided comments in February 2012.
- 1.1.6 This WSI is partly based on a specification for Building Recording at RAF Upper Heyford produced by Chris Welch of English Heritage (EH) in January 2006 in relation to a previous application which proposed the demolition of virtually all the buildings within the new settlement area. The 2006 EH specification is included at the rear of the current document as **Appendix A**.
- 1.1.7 English Heritage guidelines on the photographic recording of military wall art is also included as **Appendix B** although wall art recording (which is subject to separate conditions) is not covered by the current document.

#### 1.2 Aims and objectives

- 1.2.1 The overall aims of the project would be to preserve for posterity a record of the buildings at RAF Upper Heyford prior to their demolition in the forthcoming development.
- 1.2.2 More specific objectives are:

- To meet the requirements of the condition of Conservation Area Consent;
- to relate each building to the wider complex;
- to make the record publicly accessible through a report (a public document), and a project archive deposited with a public institution.

## **1.3 Historical background**

### **1.3.1 Summary of Upper Heyford Airbase**

- 1.3.2 The history of RAF Upper Heyford and the US Air Force base has been detailed in other recent studies and it is outside the scope of the current project to produce any more than a brief summary.
- 1.3.3 The origins of RAF Upper Heyford lie in the latter stages of the First World War and the establishment of a landing field with six hangars in 1918. After the war the airfield was released by the Air Ministry and the land reverted to New College, Oxford. In 1924 the site was re-purchased by the Government as part of the planned expansion of the Royal Air Force and Upper Heyford became the model on which airfields of this type were based in the 1925-1934 period. In the later 1930s, as the prospect of war with Germany became ever more likely, the aerodrome was attached to the RAF's Central Area which became No 1 Bomber Group of the new Bomber Command in 1936.
- 1.3.4 During the war Upper Heyford principally served as a training base and this continued in the immediate post-war period. In 1950 the British Government approved the formation of permanent bases for the US Air Force and Upper Heyford was remodelled extensively to become one of the principal such bases. The base was upgraded between 1957 and 1959 but up to the mid 1960s it remained technically an RAF base. In 1965 it was officially transferred to the Americans as an USAF base and in the early 1970s it was again remodelled to create the 'landscape of flexible response'. By July 1971 it could claim to be the largest fighter base in Europe (Acta, 2005). Between 1977 and 1980 the airbase was equipped with hardened shelters to protect the F111 fighters.
- 1.3.5 With the end of the Cold War in c.1989-91 the USAF began to close their European bases and in 1994 Upper Heyford was handed back to the RAF.
- 1.3.6 The historical significance of the site has been gradually recognised, particularly in the last decade, with the greater appreciation of military and Cold War structures nationwide. Many other pre-World War Two airfields survive better than Upper Heyford but the level of survival of its Cold-War airfield landscape is perhaps unique in Britain. As a reflection of this many structures were designated as Scheduled Ancient Monuments and the area has been awarded Conservation Area Status.

## **2 METHODOLOGY**

### **2.1 Assessment of significance and proposed levels of recording**

#### **2.1.1 Introduction**

- 2.1.2 An assessment of the historical/heritage significance of each building to be demolished has been prepared and from this an appropriate level of recording has been proposed based on English Heritage guidelines (*Understanding Historic Buildings: A Guide to Good Recording Practice*, EH, 2006a).

#### **2.1.3 Assessment of significance**

- 2.1.4 The assessment of significance of each building was initially based on the findings of the Environmental Impact Assessment of the site from 2007. This document divided the site

into a series of character areas with its own level of historical significance. Within each area the key buildings were highlighted and given their own OA number and intrinsic level of significance (*Very High, High, Medium or Low*). For example the Sergeants Mess was numbered OA12B.1 and is of medium significance while the ration shop (OA12B.4) was of low significance).

- 2.1.5 Only the key structures were highlighted in this way and the general significance of each of the other buildings has therefore been reassessed in the preparation of the current WSI. This reassessment has been based on the significance of their character area and known information such as date of construction, function, design and survival. These buildings have been divided into structures of *Low* and *very low* significance.
- 2.1.6 In general the older airfield buildings, from the Second World War or before, have been considered to be of low significance while the later structures are largely of very low significance.
- 2.1.7 Although the two water towers on Camp Road (291, UH74) are post-war structures of limited architectural interest they will be recorded at Level 2 rather than Level 1 to reflect their prominence and the fact that they are easily recognisable local landmarks.
- 2.1.8 The assessment of significance and recording will be revised during the site work or during the research if evidence comes to light to show that the significance of any of the structures is higher than that previously supposed.

### 2.1.9 *Levels of recording*

- 2.1.10 The proposed levels of recording are:
- those structures defined as being of *medium significance* will be recorded at Level 3 (as defined by English Heritage). This will cover **5 buildings**;
  - those structures defined as being of *low significance* will be recorded at Level 2. This will cover **49 buildings**
  - Those structures defined as being of *very low significance* will be recorded at Level 1. This will cover **118 buildings**
- 2.1.11 The table in Appendix D summarises the assessment of significance of each building as well as the phase within which it would be demolished and the proposed recording level. The building numbers follow the overall existing Upper Heyford base numbering system. The English Heritage guidance document states that:
- *Level 1 is essentially a basic visual record supplemented by the minimum of information needed to identify the building's location, age and type. This is the simplest record, not normally an end in itself but contributing to a wider aim.... Level 1 surveys will generally be of exteriors only, although they may include superficial interior inspection for significant features. Only if circumstances and objectives allow will any drawings be produced, and these are likely to take the form of sketches.*
  - *Level 2 is a descriptive record, made in circumstances similar to those of Level 1 but when more information is needed. It may be made of a building which is judged not to require any fuller record or it may serve to gather data for a wider project. Both the exterior and interior will be viewed, described and photographed. A plan and sometimes other drawings may be made but the drawn record will normally not be comprehensive.*
  - *Level 3 is an analytical record, and will comprise an introductory description followed by a systematic account of the buildings origins development and use.... It will also*

*include all drawn and photographic records that may be required to illustrate the building's appearance and structure and to support an historical analysis'. A level 3 record would include a plan of the building and other drawings such as elevations, sections, detail drawings, 3-dimensional projections when they would be of use in interpreting the building.*

## 2.2 Site recording

2.2.1 The site recording would consist of three main elements: a drawn record, a descriptive, written record and a photographic record (detailed further below). Particular attention would be paid to evidence of the former uses of the buildings and their operations. Any evidence relating to the primary or historic use would be recorded and interpreted to inform the overall understanding of the site.

### 2.2.2 *Photographic Record*

2.2.3 The photographic record is intended to act as a general record of the historic buildings in their final state, prior to the development. It will generally include both general shots (exterior and interior) of accessible areas as well as detail shots of items/features of archaeological detail.

- It will consist of 35mm monochrome (black and white) film to produce an archive-stable photographic record and digital photography with an 8 megapixel camera. Digital images will be stored on CD and in an appropriate format to conform to the requirements of the archiving authority. Photographs in archives deposited with Oxfordshire County Museums Service are generally of jpeg format.

<b>Indication of levels of photographic coverage</b>	
Level 1	General views of all accessible external areas  General views of particularly significant internal areas (where accessible and appropriate). Sometimes the photographic record of Level 1 buildings may be relatively extensive (eg large structures such as the hospital).
Level 2	General views of all accessible external areas  General views of particularly significant internal areas  Close-up images of particularly significant and easily accessible features or details which demonstrate important elements of the building's history, structure or use.
Level 3	General views of the exterior of the building;  The overall appearance of the principal rooms / areas;  Detailed coverage of the building's external appearance  Any detail, structural or decorative, which is relevant to the building's design, development and use and which does not show adequately on general photographs These may include blocked doors/windows, changes in construction, evidence of machinery, hoists, trap doors etc.  Views showing the building's relationship to it's setting, to other buildings or to a significant viewpoint.

2.2.4 All photographic records will be accompanied by a photographic register. Each film will have a unique film number, related to an agreed site code (agreed with Oxfordshire Museums Service).

- 2.2.5 A photographic scale will be used in images of features or artefacts. It is anticipated that a flash will be required for most of the internal photographs.
- 2.2.6 Drawn Record**
- 2.2.7 The drawn record will comprise the preparation of an appropriate number of scaled drawings to explain, describe and interpret each structure. The number and type of drawings produced will depend on the level of recording specified for each building (Levels 1, 2 or 3), their intrinsic significance and what type of drawing is most appropriate for detailing that significance.
- 2.2.8 Wherever possible the drawn record will utilise the existing plans and other drawings held on site in the Upper Heyford Archives. These drawings will be scanned, printed and when appropriate taken to site to allow descriptive and interpretative annotation to be added. This annotation will help to explain and record the buildings in terms of their construction, development, history and use. Phasing and archaeological detail (eg location of blocked doors / windows, changes in construction, evidence of former walls etc) will be added to the drawings.
- 2.2.9 However, although many drawings are known to exist of the buildings this will not be comprehensive new survey drawings will have to be produced of a number of the structures to be recorded at Levels 2 and 3.
- 2.2.10 This additional survey work will be undertaken with a combination of digital metric survey (REDM, rectified photography, GPS etc) and traditional hand-drawn survey techniques as appropriate. In addition it may be that in some instances the outline footprint of a building is taken from a historic plan and then this is enhanced through the addition of the internal layout.
- 2.2.11 Other significant details in Buildings to be recorded at Level 3 would be drawn at appropriate scales (1:1-1:10) and these would be annotated to show materials (particularly cast-iron, wrought-iron, steel) and maker's plates (if present). Features of historic joinery such as glazing bars and doors would also be recorded at appropriate scales (eg 1:1- 1:20) prior to removal.
- 2.2.12 The drawn record will also include an overall site plan showing with all the buildings covered by the current recording shown and numbered.
- 2.2.13 The exact type of drawings produced for each building will depend on the level of recording required and the particular significance of each structure. For example in one building there may be an elevation which is of particular importance and where detailed recording would be of value while in another building the elevations may be entirely featureless and where detailed recording would not be of value.
- 2.2.14 Although it will be necessary to be flexible regarding the final list of drawings to be produced, in order to allow discoveries and assessments of significance made during the site work to guide the recording, it is possible to provide a good indication of the drawings required at each level (detailed in table below).

<b>Indication of requirements of different levels of drawn record</b>	
Level 1	Outline footprint of building, principally intended to show its location within the Upper Heyford complex. This will not generally show the internal layout of the building although when there is an existing plan in the Upper Heyford archives then this will be collected and will form part of the record of the Level 1 structures.
Level 2	Floor plan showing internal layout

Level 3	Full floor plans Significant elevations (internal and/or external) Other significant details
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### 2.2.15 *Written Record*

- 2.2.16 The written record is intended to supplement and support the other two elements of the recording and to provide additional descriptive analysis of the buildings, in terms of their architecture, setting construction, development and use.
- 2.2.17 It will provide a detailed description of the buildings in terms of their function, history, phasing, relationship with other parts of the complex, evolution, significance, structure, construction and condition.
- 2.2.18 With such a large complex as Upper Heyford it will be essential that the existing numbering system is continued in the current recording. All records will show the building number and the area in which the building is located.

<b>Indication of requirements of different levels of written record</b>	
Level 1	Building number and area in which the building is located (consistent with the Conservation Plan and EIA)  Outline description of exterior in terms of function, construction, materials, size and approximate age  General location in overall complex  Outline description of principal internal rooms or areas
Level 2	Building number and area in which the building is located (consistent with the Conservation Plan and EIA)  Detailed description of exterior  Detailed description of all accessible internal rooms/areas  Description of important features/plant/fixtures within building  Outline analysis of function of building, growth of building
Level 3	Building number and area in which the building is located (consistent with the Conservation Plan and EIA)  Site details  Detailed description of interior and exterior in terms of function, history, phasing, relationship with other parts of the complex, evolution, significance, structure and construction  An account of the buildings' development (with evidence)  An account of the buildings' past uses, and the uses of its parts, with evidence. An account of any fixtures, fittings plant or machinery associated with the building or its parts  evidence for demolished structures or plant  copies of other records of the building or a note of their existence and location

- 2.2.19 An important element of the written survey will be the preparation of a *proforma sheet* for every building to be recorded. It is anticipated that this will then be used in recording of

other buildings at the site and it will also be used for other functions (eg with information on the condition of the buildings to assist in preparing management recommendations). For some of the simpler Level 1 buildings it may be that the proforma sheet will essentially form the pre-demolition record of that building but for the Level 2 and 3 buildings it will merely form of a part of the record.

2.2.20 An example of the proposed proforma sheet is included at Appendix C of the current document.

### **2.2.21 *Numbering of buildings***

2.2.22 As the current recording project will cover 172 separate buildings it will be crucial to use a clear and easily understandable numbering system to allow each individual building to be identified individually.

2.2.23 Upper Heyford already has a numbering system which covers all the buildings at the complex and OA believes strongly that the primary numbering of buildings in the current recording should follow this system. Existing building plans and archive records follow this system and it would cause unnecessary confusion to introduce a new system.

### **2.2.24 *Historical research and consultation***

2.2.25 The project would be supported by a programme of historical research to add to the overall understanding of the history and development of the site and of the significance of the buildings. This research would be partly based on the considerable historical data on the site which OA has gathered in previous investigations but it will also include analysis of plans and drawings held at the Upper Heyford archives.

## **2.3 Reporting, Archiving and Publication**

2.3.1 After completion of the site recording an A4 bound report would be produced detailing the project and including the records on all the buildings recorded. The report will contain:

- Introduction and background to the project;
- Aims and objectives, Methodology; date of recording;
- An historical background;
- An internal and external description of the buildings placed in their wider context;
- An analysis of the historical form, development, significance and use of the building;
- Conclusions.

#### *Illustrations:*

- Copies of significant historical maps or plans;
- A site location plan;
- A plan of the site showing its context within the station;
- Copies of the site drawings produced;
- A selection of photographs;

2.3.2 The report will be submitted to Cherwell District Council as well as English Heritage for their comments/approval). Copies will also be sent to the National Monuments Record in Swindon and the Oxfordshire Historic Environment Record (HER).

2.3.3 The archive will be compiled in accordance with the standards contained in MAP2 (English Heritage) and with the receiving museums guidance (Oxfordshire County Museums Service). It will include all records collected and produced during the works (photographs, negatives, notes, drawings, report. All archive storage material will comply with the requirements of the UKIC. The archive will be indexed and internally consistent.

- 2.3.4 A digital data archive of primary field data will be produced. This will adhere to ADS guidelines, and the Employers Information Management standards and procedures. It will be submitted, virus free, on correctly labelled CD-R or DVD.

### 3 MISCELLANEOUS

#### 3.1 Health and safety

3.1.1 In line with the Health and Safety at Work Act 1974, The Management of Health and Safety Regulations 1992 and The Construction (Design and Management) Regulations 1994 the archaeological contractor will prepare project specific Risk Assessments prior to commencement of the work and will provide copies of the company's Health and Safety Policies. There should be a nominated safety officer, and appropriate provision of first aid, telephone and safety clothing as advised in the SCAM manual on archaeological health and safety and further identified in the site specific risk assessment.

3.1.2 The fieldwork should be undertaken in accordance with all relevant current Health and Safety Legislation. This includes in particular the following regulations (the list is not intended to be exhaustive):

- Health and Safety at Work Act 1974
- Construction (Design and management) Regulations 1994
- The management of Health and Safety at Work Regulations 1992
- Personal Protective Equipment at Work Regulations 1992
- Work Equipment Regulations 1992
- Manual Handling Operations Regulations 1992
- Workplace (Health, Safety and Welfare) Regulations 1992

#### 3.2 Additional details

3.2.1 As a Registered Archaeological Organisations Oxford Archaeology comply with, or exceed, all professional standards set by the Institute for Archaeologists.

3.2.2 The OA holds Employers Liability Insurance, Public Liability Insurance and Professional Indemnity Insurance (minimum £5,000,000 cover).

3.2.3 Oxford Archaeological Unit (OAU) changed its trading name to Oxford Archaeology (OA) on the 1st November 2001. Oxford Archaeological Unit is still our registered company name and our registered charity name.

#### References

ACTA in association with Oxford Archaeology and The Tourism Company *Former RAF Upper Heyford Conservation Plan* (Sept 05)

ACTA *Former RAF Upper Heyford Airbase Landscape Character Assessment of the Airbase South of the Cold War Zone* March 2006

Oxford Archaeology, *Heyford Park, Oxfordshire Environmental Assessment* August 2007

**APPENDIX A: ENGLISH HERITAGE SPECIFICATION FOR BUILDING RECORDING  
(ISSUED IN 2006 IN RELATION TO A PREVIOUS APPLICATION)**

**Specification for Building Recording**

**RAF Upper Heyford, Oxfordshire**

**1. Introduction.**

- 1.1 RAF Upper Heyford is a former airbase which operated during the period 1918 – 1993. Since 1996 the site has been operated by the North Oxfordshire Consortium. It is anticipated that a planning application will be submitted to Cherwell District Council during 2006 for the construction of about 1000 houses, together with proposals for the sustainable use of the remaining military infrastructure.
- 1.2 A Conservation Plan has been produced by ACTA, and it is recommended that this be read (ACTA, 2005). In particular, vol. 3 contains a gazetteer of structures, and appendix 9 provides a useful list. However, this is not exhaustive, and there may be minor structures not included on the list which will require recording. Before any recording is carried out, the list of structures and features to be recorded will be submitted to and approved by English Heritage.
- 1.3 All of the structures at RAF Upper Heyford will fall into one of three categories:
- i) they may be retained as they are currently, with no reuse;
  - ii) they may be demolished;
  - iii) they may be retained and new uses proposed which may involve intervention into fabric or adaptation.
- 1.4 A Management Plan will be submitted with any planning application, which will indicate how the site is to be managed in the longer term. Subsequently a maintenance plan will be produced, which will indicate how retained structures and surrounding areas will be maintained, and this will be based on a condition survey.
- 1.5 Some structures are statutory protected through listing or scheduling, and RAF Upper Heyford has been designated a Conservation Area.
- 1.6 The recording therefore serves four purposes:
- i) it will provide a record of those structures which are to be retained and not reused, as a basis for their management,
  - ii) it will provide a record of those structures that are to be demolished,
  - iii) it will provide a record against which proposals for intervention or adaptation which will require consent can be considered, and
  - iv) it will provide a base for the condition survey which will inform a maintenance plan.

All structures will require recording under one or other of these categories, and so this specification is intended to provide a standard for all recording, whatever its purpose.

## **2 Methodology for building recording**

### **2.1 Overall**

#### *2.1.1 Numbering System*

Given the scale of the site and the volume of buildings it is important to establish a numbering system for recording to ensure consistency. It is recommended this includes the:

- area in which the building is located - this should be consistent with the Conservation Plan and Cultural Heritage section of the EIA which follow the same system; and
- building number.

For example the Avionics buildings would be identified as A8B, B299.

#### *2.1.2 Identification of Location*

The location of each building should be identified on an overall site plan, a suitable plan is held by the NOC. If structures are identified which are not on the overall plan, their location should be clearly identified in plan at a scale of 1:1000 or greater.

#### *2.1.3 Proforma Sheet*

A standard sheet should be completed for each structure which will provide a basis of information consistent for each built structure. In particular where it is proposed that buildings will be let and continue in use, this will provide information on condition against which future deterioration may be assessed. The proforma sheet should include a photograph of the structure and the following information: function, construction date, materials, fixtures and fittings and condition.

The proforma sheets will enhance the archaeological record but will not replace it. Buildings recording will be required of certain structures which will be determined by the effect of development or future use to the historic fabric (see 1.3) and the significance of the structure. However for structures of low or nil significance the proforma sheet will suffice as an archaeological record.

The airfield contains one of the most significant assemblages of USAF wall art in the country. Where wall art is encountered English Heritage guidelines should be followed to inform its recording and future management English Heritage 2004). [**See Appendix B below**]

## **2.2 Recording**

2.2.1 For general guidance on the recording of historic structures see English Heritage 2006 *Understanding Historic Buildings, a guide to good practice*.

## **2.3 The Drawn Record**

2.3.1 The following are required:

- (1) Overall Site Plan and Numbering System  
All drawn records should be clearly numbered to indicate which structure is referred to, and this should relate to an overall site plan (a suitable plan is held by North Oxfordshire Consortium (NOC)).

- (2) A measured plan as existing, at a scale of 1:50 or larger. An archive of drawings is currently held at RAF Upper Heyford, in the possession of the North Oxfordshire Consortium (NOC). Where a plan exists at a scale of 1:50 or larger, it is not necessary to produce a new plan. However, any such existing plans must be compared with the structure, to ensure that they do depict it as it currently exists.

For the pre war structures drawings of the building types may also be found at the RAF Museum, Hendon.

- (3) In some instances it may be necessary to trace existing drawings to annotate former room function(s).
- (4) Measured elevations and sections, where these are necessary to an understanding of the structure's design, development or function, and where they do not already exist in the NOC archive.
- (5) Measured drawings which are necessary to illustrate significant features, or the location of such features, where this cannot be satisfactorily be recorded through photography.

## **2.4 Photography**

2.4.1 For general guidance on photographing historic buildings *see* English Heritage 2006, 10-12 and Cole 2006 in Schofield *et al* (2006).

2.4.2 If a digital camera is used the photographs should be taken at a minimum of 12 megapixels. They can be supplied as a minimum 8-bit TIFF file stored on CD, with each image being between 30 and 40Mb. Two sets of CDs should be provided, together with one set of hard copy prints at 12" by 10" format or similar, incorporated within the site archive. A grey card should be included in all photographs, together with a standard and suitable scale.

2.4.2 The following are required:

- (1) A general view of the structure establishing its relation to other structures within its immediate setting.
- (2) A record of the structure's external appearance. Typically a series of oblique views will show all external elevations of the structure, and give an overall impression of its size and shape. Where an individual elevation embodies complex historical information, views at right angles to the plane of the elevation may also be appropriate.
- (3) Overall appearance of principal rooms, and significant elevations within them.
- (4) Any external or internal detail, feature, fixture or fitting which is relevant to the structure's design, development or use and which does not show adequately on records made under (1)-(3) above, together with any specific items included in a building specific appendix.
- (5) Any contents, markings or ephemera which have a bearing on the structure's design, development or use.

## **2.5. The Written Account**

2.5.1 Many of the structures at Upper Heyford have been discussed in detail in the Conservation Plan, and it is not necessary to repeat this. As a minimum the following is necessary:

- (1) The number and title of the structure.
- (2) A brief description of its function (e.g. 'pillbox', 'hardened aircraft shelter')
- (3) Where the Conservation Plan does not have a detailed description, the function of the structure should be ascertained and explained more fully.
- (4) A description of the materials of which the structure is composed, and any external treatments.
- (5) An analysis of the structure describing its development and the operations carried out within it as they may be reconstructed from the physical fabric, documentary and other sources.

## **3 Archive**

3.1/1 All recording will be incorporated into a single archive (hereafter referred to as the Site Archive).

### **CMW 101106**

[Chris Welch 2006]

#### *Useful sources*

ACTA 2005 *Former RAF Upper Heyford; Conservation Plan* ACTA typescript report

English Heritage 2004 *Military Wall Art: Guidelines on its significance, conservation and management*

English Heritage: London

<http://www.english-heritage.org.uk/upload/pdf/militarywallartguidelines.pdf> on

English Heritage 2006 *Understanding Historic Buildings, a guide to good recording practice* English

Heritage: Swindon

Francis, P 1996 *British military airfield architecture: from airships to the jet age* Patrick Stephens

Lake J 2000 *Survey of military aviation sites and structures summary report* English Heritage typescript report

Schofield, J., Klausmeier, A. and Purbrick, L. (eds) 2006 *Re-mapping the field: new approaches in conflict archaeology*. Berlin: Verlag Bauwesen.

## *Appendix*

### Key features of **Hardened Aircraft Shelters**

1. Door motors
2. Electrical equipment
3. Floor markings
4. Altitude/orientation board (Internal)
5. Commanding Officer Board (External, on doors)
6. Rear Blast Doors (Including any artwork)
7. Reversing pulley
8. Reversing Winch
9. Air pumps

## **APPENDIX B: ENGLISH HERITAGE SPECIFICATION FOR RECORDING OF MILITARY WALL ART**

### **PHOTOGRAPHIC RECORDING OF WALL ART**

SOURCE: *Military Wall Art: Guidelines on its significance, conservation and management* [English Heritage 2004]

Accurate and competent photographic recording will be appropriate where *in situ* preservation is impossible, or where removal is impractical. The choice of photographic equipment, materials and technique will vary according to the work of art and the conditions of its location and preservation. Such work is technically demanding and not something to be taken on lightly. Indeed forensic standards and techniques should be adopted to obtain the maximum amount of information. A number of basic principles do however remain constant and should form the basis of any recording brief.

#### **Equipment**

- Camera: minimum requirement of a good quality 35-mm, or 6 to 9-Megapixel digital SLR with a range of lenses including a macro lens. Ideal requirement is medium format SLR, or 4 x 5 large-format camera using either a film or digital back
- Tripod
- Cable release
- Filters: polarising, red, far red, infra-red transmission and absorption
- Portable electronic flash with a large guide number and battery capacity
- Flash filters: infra-red and ultra-violet transmission filters
- Tape measure and note book

#### **Materials**

- ISO 100/21° or lower speed, colour film
- False-colour infra-red film
- ISO 400/27° or lower speed, black and white film
- Infra-red black and white colour film

#### **Viewpoint**

Six basic view points should always be sought:

- general site view of building
- exterior view of relevant building
- general view of location of artwork within a room or building
- pictorial image of artwork
- 'square-on' record photograph featuring an appropriate measurement scale and Kodak positive colour scale on edge of image area
- any other relevant details.

## APPENDIX C: UPPER HEYFORD BUILDING RECORDING PROFORMA SHEET

<b>UPPER HEYFORD BUILDING RECORDING PROFORMA</b>	
<b>Building No.</b>	<b>Date of construction</b>
<b>OA No.</b>	<b>Function/type</b>
<b>OA Character Area</b>	<b>Historic plans:</b>
<b>NGR:</b>	
<b>Site code: UPHF11</b>	
<b>DESCRIPTION</b>	
<b>No of storeys:</b>	<b>Approx plan size:</b>
<b>Roof type:</b>	<b>Plan type:</b>
<b>Roof covering:</b>	<b>Window type:</b>
<b>Main walling material:</b>	<b>Phasing:</b>
<b>Elevation 1:</b>	
<b>Elevation 2:</b>	
<b>Elevation 3:</b>	
<b>Elevation 4:</b>	
<b>Features of interest/evidence of use:</b>	
<b>Interior:</b>	
<b>Condition</b>	
In use	Good condition but disused
Derelict and poor condition	Very poor condition/partially collapsed
<b>Other notes:</b>	

**Appendix D: Upper Heyford Air Base: Schedule of buildings proposed for demolition with proposed level of recording  
(17 February 2014)**

The information on the buildings proposed for demolition has been provided to OA by Chris Knott Business Kinetics. The other information relating to date of construction, significance and character areas has been taken from various studies of the site undertaken by Oxford Archaeology.

The recording levels shown are those defined by English Heritage in *Understanding Historic Buildings: a Guide to Good Recording Practice* (2006).

PHASE 1: BUILDINGS PROPOSED FOR DEMOLITION							
No	OA No.	Date	Description/type	Intrinsic Significance	Character Area	Significance of character area	Recording Level
67	-	u/d	Sub-station	VERY LOW	OA14B (Service Area)	Low	1
79	-	1940	Garage	VERY LOW	OA14B (Service Area)	Low	1
101/102		1939	Fire-party House	LOW	OA14B (Service Area)	Low	2
293	OA8A.2	1971	Workshop (flight simulator)	LOW	OA8A (built-up edge)	Low	2
293A	-	u/d	Gatehouse	VERY LOW	OA8A Built-up edge	Low	1
294	OA8A.2	1971	Office	VERY LOW	OA8A (built-up edge)	Low	1
300A-E	OA8A.2	1953	Collaboration & admin	LOW	OA8A (built-up edge)	Low	2
301	-	1953	Generator	VERY LOW	OA8A (built-up edge)	Low	1
440b	-	u/d	Boiler Room	VERY LOW	OA12B: Parade Ground Buildings	Low	1
441	-	1970	Boiler House	VERY LOW	OA12C: West Barracks	Low	1
467	OA12B.7	1925	Boiler House	LOW	OA12B (Parade Ground)	Low	2
474	OA12B.3	1925	Dining Room/ cookhouse	MEDIUM	OA12B (Parade Ground)	Low	3
475	OA12B.4	1925	Ration store & shop	LOW	OA12B (Parade Ground)	Low	2
484	-	1940/77	Disused	VERY LOW	OA12B (Parade Ground)	Low	1
486	-	1976	Offices	VERY LOW	OA12B (Parade Ground)	Low	1
491		1935	Store	VERY LOW	OA12B	Low	1
493	OA12A.3	1985	Petrol Station	VERY LOW	OA12A (Barracks & Institutions)	Low	1
515		1983	Leisure	VERY LOW	OA10A (Sports fields)	Low	1
527		1976	Electric substation	VERY LOW	OA10	Low	1
528		1982	Store	VERY LOW	OA10A (Sports Field)	Low	1
566		1989	Store	VERY LOW	OA10B (supermarket/hospital)	Low	1
567		1977	Baseball dugouts	VERY LOW	OA10A (Sports Field)	Low	1
570			Store	VERY LOW	OA10A	Low	1
577	-	70s/80s	Baseball dugout	VERY LOW	OA10A (sports field)	Low	1
578	-	1955	Fuel inlet	VERY LOW	OA10A Sports Field	Low	1

579		1980	B House	VERY LOW	OA10B (supermarket/hospital)	Low	1
581	OA10B.1	1975	Supermarket	VERY LOW	OA10B (supermarket/hospital)	Low	1
582	OA10B.2	1982	Hospital	VERY LOW	OA10B (supermarket/hospital)	Low	1
584		1982	Store	VERY LOW	OA10A	Low	1
590		1940	Waste disposal	VERY LOW	OA10A Sports Field	Low	1
595		1970/80	Baseball dugout	VERY LOW	OA10A	Low	1
599		1980	Baseball dugout	VERY LOW	OA10A	Low	1
712		1957	Bungalows	VERY LOW	OA11A: South Bungalows	Low	1
UH3		u/d	Substation	VERY LOW	OA10A (sports fields)	Low	1
UH5		U/d	Former viewing tower	VERY LOW	OA10A	Low	1
UH15		u/d	office	VERY LOW	OA10A (sports fields)	Low	1
UH31		u/d	Store	VERY LOW	OA1D: South Aircraft Shelters	Low	1
UH32		u/d	Store	VERY LOW	OA1D: South Aircraft Shelters	Low	1
UH33		U/d	Sub-station	VERY LOW	OA8A: Built Up South Edge	Low	1
UH74		1972 (?)	Water Tower at W end of Camp Rd	LOW	OA9		2

PHASE 2: BUILDINGS PROPOSED FOR DEMOLITION

No	OA No.	Date	Description/type	Intrinsic Significance	Character Area	Significance of character area	Recording Level
400	-	1939	Offices	VERY LOW	OA13 (Eastern Huts)	Negligible	1
401	-	1939	Offices	VERY LOW	OA13 (Eastern Huts)	Negligible	1
402	-	1939	Offices	VERY LOW	OA13 (Eastern Huts)	Negligible	1
403	-	1939	Offices	VERY LOW	OA13 (Eastern Huts)	Negligible	1
404	-	1939	Offices	VERY LOW	OA13 (Eastern Huts)	Negligible	1
405	-	1939	Offices	VERY LOW	OA13 (Eastern Huts)	Negligible	1
409	-	1939	Offices	VERY LOW	OA13 (Eastern Huts)	Negligible	1
410	-	1939	Boiler House	VERY LOW	OA13 (Eastern Huts)	Negligible	1
406		1982	Incinerator	VERY LOW	OA13 (Eastern Huts)	Negligible	1
407		1939	Offices	VERY LOW	OA13 (Eastern Huts)	Negligible	1
440	OA12B.5	1925	Barrack Block - Type C	LOW	OA12B: Parade Ground Buildings	Low	2
442		1984	Child care centre	VERY LOW	OA12B: Parade Ground Buildings	Low	1
443	-	1971	Store	VERY LOW	OA12D (1930s area)	Low	1
444	-	1982	Unknown	VERY LOW	OA12D (1930s area)	Low	1
445	-	1970/2	Barrack Blocks	VERY LOW	OA12C: West Barracks	Low	1
446	-	1970/2	Barrack Blocks	VERY LOW	OA 12D: 1930s Area	Low	1
449	-	1940/77	Disused	VERY LOW	OA12B (Parade Ground)	Low	1

450	OA12B.5	1925	Barrack Blocks	LOW	OA12B: Parade Ground Buildings	Low	2
454	-	1950	Water tank	VERY LOW	OA12B (Parade Ground)	Low	1
459	OA12B.1	1925	Single Sergeants Quarters	LOW	OA12A (store/petrol station)	Low	2
460	-	1939	Bus shelter	VERY LOW	OA12A (store/petrol station)	Low	1
461	-	1939	Cabin/sheds	VERY LOW	OA12B (Parade Ground)	Low	1
465		1935	Bunker/command centre	LOW			2
466	OA12B.5	1925	Barrack Block Type C	LOW	OA12B (Parade Ground)	Low	2
468	-	1940	Office/store	LOW	OA12B (Parade Ground)	Low	2
470	-	1940/77	Unknown	VERY LOW	OA12B (Parade Ground)	Low	1
471	OA12B.5	1925	Barrack Block Type C	LOW	OA12B (Parade Ground)	Low	2
472A	OA12B.8	1939	Mess complex	LOW	OA12B (Parade Ground)	Low	2
472B	-	1939	Recreation centre	LOW	OA12B (Parade Ground)	Low	2
476	-	1950	Electric Substation	VERY LOW	OA12B: Parade Ground Buildings	Low	1
480	OA12B.5	1925	Barrack Block Type C	LOW	OA12B: Parade Ground Buildings	Low	2
481	-	1973	Thrift shop	VERY LOW	OA12B (Parade Ground)	Low	1
483	OA12B.5	1925	Barrack Block Type C	LOW	OA12B (Parade Ground)	Low	2
487		1940	Electric substation	VERY LOW	OA12D (1930s area)	Low	1
489	OA12D.2	1926	Barracks Block. Type H	MEDIUM	OA 12D: 1930s Area	Low	3
492	OA12A.2	1985	Store	VERY LOW	OA12A (Store & petrol station)	Low	1
498	OA12D.2	1926	Barracks Block Type H	MEDIUM	OA 12D: 1930s Area	Low	3
500	-	1926	Barracks Block Type H	MEDIUM	OA 12D: 1930s Area	Low	3
502	-	1939	Offices	LOW	OA12C: West Barracks	Low	2
529	-	1935	Leisure Unit	LOW	OA12B (Parade Ground)	Low	2
593		1970-2	Barrack Block	VERY LOW	OA12C: West Barracks	Low	1
594	-	1970-72	Barrack Block Type H	VERY LOW	OA12C (West Barracks)	Low	1
596		1970-2	Barrack Block	VERY LOW	OA12C: West Barracks	Low	1
598	-	1970-2	Barracks	VERY LOW	OA12C: West Barracks	Low	1
uh8	-	u/d	uncertain	VERY LOW	OA12B: Parade Ground Buildings	Low	1
uh9	-	u/d	Generator	VERY LOW	OA 12D: 1930s Area	Low	1
uh10	-		Substation	VERY LOW	OA12C: West Barracks	Low	1
UH11	-	-	Portacabin	VERY LOW	OA12B (Parade Ground)	Low	1
UH12	-	-	Tank	Uncertain*	OA13 (Eastern Huts)	Negligible	1
UH13	-	-	Offices	Uncertain*	OA13 (Eastern Huts)	Negligible	1

**PHASE 3: BUILDINGS PROPOSED FOR DEMOLITION**

<b>No</b>	<b>OA No.</b>	<b>Date</b>	<b>Description/type</b>	<b>Intrinsic Significance</b>	<b>Character Area</b>	<b>Significance of character area</b>	<b>Recording Level</b>
106		1970s	Storage (Battle command)	VERY LOW	OA14B Service Area	Low	<b>1</b>
107	-	1952	Water tank/reservoir	VERY LOW	OA14B Service Area	Low	<b>1</b>
108	-	1952	Water tower	VERY LOW	OA14B Service Area	Low	<b>1</b>
113		1920s	Transformer House	LOW	OA14B Service Area	Low	<b>2</b>
113A		1990	Tanks	VERY LOW	OA14B Service Area	Low	<b>1</b>
113B			electric substation	VERY LOW	OA14B Service Area	Low	<b>1</b>
114	OA14B.7	1940	Power house	LOW	OA14B (service area)	Low	<b>2</b>
115		1939	Motor Transport shed	LOW	OA14B Service Area	Low	<b>2</b>
117		1939	Motor Transport shed	LOW	OA14B	Low	<b>2</b>
118		1935	Office (link trainer)	LOW	OA14B	Low	<b>2</b>
119		1939	Garage and store	LOW	OA14B	Low	<b>2</b>
130	OA14A.2	1940	Main workshop	LOW	OA14A (aircraft sheds)	Medium	<b>2</b>
131	-	1965	Boiler House	VERY LOW	OA14A Aircraft sheds	Medium	<b>1</b>
145	-	1935	Inflammables store	LOW	OA14B (service area)	Low	<b>2</b>
146	-	1926	lubricant store	LOW	OA14B Service Area	Low	<b>2</b>
156	-	1940	Store	LOW	OA14A Aircraft Sheds	Medium	<b>2</b>
UH44			Electric substation	VERY LOW	OA14C Copse & open ground	Negligible	<b>1</b>

**PHASE 4: BUILDINGS PROPOSED FOR DEMOLITION**

<b>No</b>	<b>OA No.</b>	<b>Date</b>	<b>Description/type</b>	<b>Intrinsic Significance</b>	<b>Character Area</b>	<b>Significance of character area</b>	<b>Recording Level</b>
291	-	1972	Water tower	LOW	OA11B Mixed Use Area	Low	<b>2</b>
312	-	1940	Electric substation	VERY LOW	OA 14A (Aircraft sheds)	Medium	<b>1</b>
546	OA11B.5	1977	Credit union	VERY LOW	OA11B (mixed use area)	Low	<b>1</b>
547	OA11B.4	1935	Laundrette/store	LOW	OA11B (mixed use area)	Low	<b>2</b>
548	-	1940	Electric substation	VERY LOW	OA11B (mixed use area)	Low	<b>1</b>
551	-	1935	Water pump	VERY LOW	OA11B Mixed use Area	Low	<b>1</b>
552	-	1952	water tanks	VERY LOW	OA11B Mixed Use Area	Low	<b>1</b>
564	-		Hut by 548	VERY LOW	OA11B Mixed Use Area	Low	<b>1</b>
565	-	1979	water tank	VERY LOW	OA11B Mixed Use Area	Low	<b>1</b>
568	-	1945	Former waste disposal	VERY LOW	OA11B Mixed Use Area	Low	<b>1</b>

573	-	1987	Water tank	VERY LOW	OA11B Mixed Use Area	Low	1
588	-	1975	Store	VERY LOW	OA11B Mixed use area	Low	1
uh2	-	u/d	Substation	VERY LOW	OA11B Mixed use area	Low	1

**PHASE TBC: BUILDINGS PROPOSED FOR DEMOLITION**

No	OA No.	Date	Description/type	Intrinsic Significance	Character Area	Significance of character area	Recording Level
32	OA14D.3	1947	Commissary	LOW	OA14D: Post-War open landscape	Low	2
33	OA14D.3	1947	Commissary	LOW	OA14D Post war open landscape	Low	2
34	OA14D.3	1947	Commissary	LOW	OA14D: Post war open landscape	Low	2
35	OA14D.3	1947	Commissary	LOW	OA14D: Post-war open landscape	Low	2
36		1970	Office	VERY LOW	OA14D	Low	1
51	OA14E.1	1942	Briefing rooms	LOW	OA14E (1920s core)	Medium	2
53	-	1940	Office	LOW	OA14B Service Area	Low	2
54	-	1940	Single storey hut	LOW	OA14B (service area)	Low	2
56		1951	The works squadron	VERY LOW	OA14B	Low	1
59	-	1940	Works Service Building	LOW	OA14B	Low	2
62/69	-	1981	Workshops	VERY LOW	OA14B	Low	1
63	-	1952	Water tank	VERY LOW	OA14E: 1920s core	Medium	1
64	-	1940s	Building	LOW	OA14B (service area)	Low	2
65	-	1940s	Building	LOW	OA14B	Low	2
66		1939	Offices	LOW	OA14B	Low	2
68		1939	Offices	LOW	OA14B	Low	2
70	-	1972	Conference room	VERY LOW	OA14B (service area)	Low	1
72	-	1940	Storage sheds	LOW	OA14B (service area)	Low	2
86		1981	Type Depot QEK	VERY LOW	OA14C (copse & open ground)	Negligible	1
88		1986	Industrial Shed	VERY LOW	OA7 (tanker area)	Low	1
2x	-	u/d	Metal shed	VERY LOW	OA14D: Post-War open landscape	Low	1
3x	-	u/d	Metal shed	VERY LOW	OA14D Post war open landscape	Low	1
4x			Metal shed	VERY LOW	OA14D: Post war open landscape	Low	1

**ADDITIONAL BUILDINGS ('INITIAL WORKS')**

No	OA No.	Date	Description/type	Intrinsic Significance	Character Area	Significance of character area	Recording Level
38	-	1986	Car wash	VERY LOW	OA14D (post-war open landscape)	Low	1

81	-	1940	uncertain	LOW	OA14A: Aircraft sheds	Medium	2
84	-	1975	Petrol kiosk	VERY LOW	OA14C	Negligible	1
85	-	1981	Store/workshop	VERY LOW	OA14C	Negligible	1
89	-	1939	?	LOW	OA14A (aircraft sheds)	Medium	2
89B	-	1939	Blast separation wall	LOW	OA14A (Aircraft Sheds)	Medium	2
89A	-	1939	Petrol pump booth	VERY LOW	OA14C (Copse and Open Ground)	Negligible	1
147	-	1935	Office-link trainer	LOW	OA14B (service area)	Low	2
171	-	1935-48	Petrol tanker sheds	VERY LOW	OA14A (aircraft sheds)	Medium	1
317	-	1950	Workshop	VERY LOW	OA14A (aircraft sheds)	Medium	1
346	-	-	Fuel tanks	VERY LOW		Medium	1
301A	-	1953	Storage tank	VERY LOW	OA8A (built-up edge)	Low	1
317a	-	1950	Canopy	VERY LOW	OA14A (aircraft sheds)	Medium	1
313	-	1950	Pavilion	VERY LOW	OA14A (aircraft sheds)	Medium	1
UH46	-	-	Office	VERY LOW	OA14B (service area)	Low	1

**ADDITIONAL BUILDINGS (FEBRUARY 2014)**

No	OA No.	Date	Description/type	Intrinsic Significance	Character Area	Significance of character area	Recording Level
804		1930s	School Huts	VERY LOW	OA9	Low	1
805		1930s	School Huts	VERY LOW	OA9	Low	1
806		1930s	School Huts	VERY LOW	OA9	Low	1
807		1930s	School Huts	VERY LOW	OA9	Low	1
808		1930s	School Huts	VERY LOW	OA9	Low	1
809		1930s	School Huts	VERY LOW	OA9	Low	1
810		1930s	School Huts	VERY LOW	OA9	Low	1
811		1930s	School Huts	VERY LOW	OA9	Low	1
812		1930s	School Huts	VERY LOW	OA9	Low	1
813		1930s	School Huts	VERY LOW	OA9	Low	1
814		1930s	School Huts	VERY LOW	OA9	Low	1
815		1930s	School Huts	VERY LOW	OA9	Low	1
488		1938	Dining Room and Institute	LOW	OA12	Low	2
485		1937	B Type Barrack Block	MEDIUM	Oa12	Low	3

<b>Summary table showing numbers of buildings to be recorded at each level</b>			
	Level 1	Level 2	Level 3
Phase 1	33	6	1
Phase 2	34	13	3
Phase 3	7	10	0
Phase 4	11	2	0
Phase TBC	10	13	0
Additional buildings	23	5	0
<b>Total</b>	<b>118</b>	<b>49</b>	<b>5</b>