The Mill, Oughtibridge, Sheffield

Archaeological Watching Brief

ArcHeritage

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NON-TECHNICAL SUMMARY

This report describes the results of an archaeological watching brief at The Mill, Oughtibridge, Sheffield. The work was required by SYAS and comprised the monitoring of groundworks associated with the construction on two new dwellings on the site.

Archaeological interest in the site is focused on the extant mill pond and associated wheel pit, and any potentially associated buildings surviving on the site as below-ground remains. The mill pond and a cluster of buildings within the site is shown as a Corn Mill on the 1890 OS map, although the mill buildings appear to have been demolished or greatly modified in the first half of the 20th century, with industrial units on the site since.

The work revealed the limited presence of both sandstone of brick structures, and industrial deposits of coal, clinker and slag. A collection of several discarded grinding wheels were also revealed. Due to the limited confines of the test pits and footings, none of the remains were fully exposed.

1. INTRODUCTION

This report describes the results of an archaeological watching brief at The Mill, Oughtibridge, Sheffield. The work was required by SYAS and comprised the monitoring of groundworks associated with the construction on two new dwellings on the site.

Archaeological interest in the site is focused on the extant mill pond, and any potentially associated buildings surviving on the site as below-ground remains. The mill pond and a cluster of buildings within the site is shown as a Corn Mill on the 1890 OS map, although the mill buildings appear to have been demolished or greatly modified in the first half of the 20th century, with industrial units on the site since.

2. SITE LOCATION & DESCRIPTION

The site, centred on NGR SK305933, is located on the north side of church Street, Oughtibridge (Figure 1). The western end of the site is occupied by the mill pond and a large, stone-built wheel pit is exposed to the east of the mill pond (Plate 1). The eastern half of the site has recently been cleared of industrial buildings and stood empty at the time of work.

The underlying geology is Rough Rock Sandstone (BGS).

3. AIMS

The aims of the watching brief were:

- to determine the extent, condition, character, importance and date of any archaeological remains present, with the focus being on the former mill buildings;
- to undertake preservation by record of any archaeological deposits;
- to recover any artefactual remains associated with archaeological features;
- to provide information that will enable the remains to be placed within their local, regional, and national context.

4. RESULTS

Prior to the watching brief commencing, the initial concrete strip of the two housing plots (Area A and Area F) had already been completed. The monitored works comprised the excavation of the footings within Areas A and F, plus a number of small test pits (Test Pits B-F4). The areas of investigation are detailed in Figure 2 and are discussed separately, below.

4.1. Area A Footings

Area A (Plates 2-5; Figure 3) was located at the southern end of the site, and contained the footings for one of the housing plots. The area measured approximately 11m by 6m and achieved an overall depth of 1.20m.

The stratigraphic sequence comprised an upper layer of concrete (101), which made up the current ground surface, approximately 0.25m thick. Directly beneath the concrete (101) was demolition deposit (102), comprising loose sandstone rubble. The stones were roughly squared, and likely to be demolition material. The deposit measured between 0.30-0.60m in thickness

and was present across the whole of Area A. The natural geology (103), comprising mid yellow-brown clay silt with occasional light yellow mottles and horizontally bedded sandstone, was present immediately beneath demolition deposit (102).

One large slab of roughly shaped sandstone (112) (Plates 3-4) was present within Area A. The stone was present at the base of (102), immediately overlying the natural geology (103). The slab measured approximately 1.7m in length by 0.6m in width with a height of 0.35m. The stone was found in isolation with no others observed within the vicinity.

4.2. Test Pit B

Test Pit B (Plate 6 and 7; Figure 3) measured approximately 1.60m by 1.60m and achieved a maximum depth of 1.25m.

The concrete surface (101) was present for a thickness of approximately 0.25m. Immediately beneath this was a 0.35m thick layer of mixed brown coarse silty sand (109), with occasional fragments of coal and cinders. This overlay a crude sandstone wall foundation (110), aligned roughly north to south. The sandstone blocks were roughly shaped with uneven coursing and no apparent bonding material. The wall measured 0.3m in height and extended in length beyond the limits of the test pit. The wall appeared to be cut into the natural geology (103), which was immediately underlying it. A black, gritty lamination (111) (Plate 7) was present within the south-facing section of the test pit, declining towards the east. The height was simultaneous with the upper remaining course of wall (110), indicated that perhaps it represents a levelling/bedding layer for the wall. Both the deposit (111) and the wall (110) were sealed by deposit (109).

4.3. Test Pit C

Test Pit C (Plates 8 and 9; Figure 4) was effectively two square test pits joined at the corners, with maximum dimensions of 4m by 2m, and a maximum overall depth of 1.35m.

Immediately beneath concrete surface (101) was demolition layer (102), with a maximum thickness of 0.3m. This directly overlay the remains of a linear red brick structure (107), observed within the west-facing section at the northern end of the pit. The bricks were batch-produced and un-frogged, of a poor and brittle nature. The structure measured 0.7m in length by 0.18m in height, and was cut into the upper surface of natural subsoil (103). Although only a small amount of the structure was exposed, it appeared fairly crude with little bonding material, although sporadic applications of white lime mortar were visible at the southern end of the structure. A single sandstone block was observed approximately 0.40m to the south of brick structure (107), at the same depth. It is unclear whether the sandstone block was part of the brick structure, or a separate structure; too little of it was exposed within the confines of the test pit to fully determine. A brown coarse silty sand deposit with occasional inclusions of brick and cinder fragments (108) was present in-between the red-brick structure (107) and single sandstone block, measuring 0.14m in thickness. It seems likely that the brick structure (107) is a former drain, with the sandstone block either part of the same structure, or possibly part of a different or earlier drain.

4.4. Test Pit D

Test Pit D (Plate 10; Figure 5) measured approximately 2.30m by 2.30m and achieved a maximum overall depth of 3.10m.

The concrete surface (101) was present for a maximum thickness of 0.25m, immediately below which was demolition rubble (102), which had a maximum thickness of 0.45m. At the western end of the test pit, the natural geology (103) immediately underlay demolition layer (102). At the eastern end of the test pit, a roughly north to south aligned stone wall (106) was cut [105] into the natural subsoil (103). The wall was approximately 0.5m wide and survived for a height of 1m, with the base terminating 1.7m below the current ground surface. The stones of the wall were of roughly shaped sandstone, with no apparent bonding. To the east of the wall, fill (104) was present, comprising very loose silty shale with frequent inclusions of coal and clinker. One fragment (base sherd) of post medieval red earthenware with an inner dark brown glaze was recovered from this deposit. The base of the deposit coincided with the base of wall (106), beneath which was the natural geology (103), suggesting that it was the bedding layer for the wall (106).

4.5. Test Pit E

Test Pit E (Plate 11; Figure 6) measured approximately 1.80m by 1.80m, with a maximum overall depth of 1.60m.

The concrete hard standing (101) was present for a thickness of 0.25m, directly beneath which was demolition deposit (102), comprising loose sandstone rubble, measuring between 0.50-0.60m in thickness. The natural geology (103), comprising mid yellow-brown clay silt with occasional light yellow mottles and horizontally bedded sandstone, was present immediately beneath demolition deposit (102).

No archaeological finds or features were recorded in Test Pit E.

4.6. Test Pit F1

Test Pit F1 (Plate 12; Figure 6) measured approximately 1.60m by 1.60 and achieved a maximum overall depth of 0.70m.

The test pit was located within an area which had already been reduced by approximately 0.70m, removing the concrete hard standing (101) and much of demolition rubble (102). As such, the uppermost deposit in the test pit was the remaining demolition rubble (102), which had a maximum thickness of 0.12m. Immediately beneath this was the natural geology (103).

No archaeological finds or features were recorded in Test Pit F1.

4.7. Test Pit F2

Test Pit F2 (Plate 13; Figure 7) measured approximately 2.10m by 2.10 and achieved a maximum overall depth of 1m.

The test pit was located within an area which had already been reduced by approximately 0.70m, removing the concrete hard standing (101) and demolition rubble (102). As such, the uppermost deposit in the test pit was the remaining demolition rubble (102), which had a maximum thickness of 0.10m. Immediately beneath this was the natural geology (103).

No archaeological finds or features were recorded in Test Pit F2.

4.8. Test Pit F3

Test Pit F3 (Plate 14; Figure 7) measured approximately 2.20m by 2m and reached a maximum overall depth of 1.35m.

The concrete hard standing (101) was present for a thickness of 0.25m, immediately beneath which was demolition rubble layer (102), which had a thickness of 0.60m. The natural subsoil directly underlay deposit (102).

No archaeological finds or features were recorded in Test Pit F3.

4.9. Test Pit F4

Test Pit 4 (Plate 15; Figure 7) measured approximately 4m by 2.60m and achieved a maximum depth of 1.40m.

The majority of the test pit was located within an area which had already been reduced by approximately 0.60m, removing the concrete hard standing (101) and much of the demolition rubble layer (102). However, the southern end of the test pit was located just outside of the reduced area, showing that the concrete hard standing (101) was present for a thickness of 0.25m, immediately beneath which was demolition rubble layer (102), which had a thickness of 0.60m. The natural subsoil directly underlay deposit (102).

No archaeological finds or features were recorded in Test Pit F4.

4.10. Area F Footings

Area F (Plates 16-19; Figures 6-7) was located at the northern end of the site, and contained the footings for one of the housing plots. The area measured approximately 15m by 10m and achieved an overall depth of 1.40m.

Area F had already been reduced prior to the watching brief, removing all of the concrete hard standing (101) and the vast majority of demotion rubble deposit (102). Approximately 0.10m of demolition rubble (102) remained, immediately beneath which was natural subsoil (103). This sequence was consistent across Area F, with the exception of a small area in the south-eastern corner. Within this area, beneath deposit (102), was a mixed deposit of black ash, coal and clinker (113), at the base of which contained numerous stone grinding wheels, all laid on their faces (Plate 16). The grinding wheels continued beyond the confines of the footings. Sixteen and a half grinding wheels were recovered in total, comprising a variety of sizes, some with round holes and some with square holes, and some of which had been inscribed (Plates 17-18).

5. CONCLUSIONS AND DISCUSSION

The stratigraphy of the site was fairly consistent, with a layer of hard standing (101) overlaying a demolition rubble layer (102). The natural geology (103) was generally encountered between 0.75 and 1m below the current ground level.

The limited remains observed during this work are difficult to interpret due to the confines of the excavations in which they were exposed. Two sandstone walls were recorded; (110) in Test Pit B, and (106) in Test Pit D. These walls were both aligned roughly north to south and were of

similar construction, made out of roughly hewn sandstone blocks with no apparent bonding. In both cases, the full dimensions of the wall could not be determined due to the limited confines of the test pit. The wall (106) in Test Pit D is located in the approximate location of a wall depicted on the 1890-1892 OS map, which appears to be the external wall of a large square building. No structures are depicted on this map that correspond with the wall (110) in Test Pit B, although the 1922-1923 OS map depicts a new building in which Test Pit B is located, which may relate to the wall (110).

The brick drain (107) in Test Pit 7 is located within the large square building which may correspond to Wall (106) in Test Pit D, hence the drain may also be associated with this structure. The collection of grinding stones in Area F are depicted in an undeveloped area of the site in 1890. By 1922 they are shown to be within a building, which by 1959 had been demolished.

The limited remains do present evidence of industrial activity at the site, although full interpretation of the structures and deposits recorded is limited by their restricted exposure. It is understood that the collection of grinding stones recovered from Area F will be retained by the client and used within the landscaping of the development.

PLATES

Plate 1: Exposed wheel pit, looking west

Plate 2: Area A, looking east. Scale 0.4m

Plate 3: Working shot of the excavation of the footings within Area A. Looking east, scale 0.4m

Plate 4: Sandstone slab (112) *in situ* within Area A. Looking east, scale 0.4m

Plate 5: Sandstone slab (112) *ex situ*. Scale 0.4m

Plate 6: Pit B and Wall (110), looking north-east. Scale 0.4m

Plate 7: South-facing section of Test Pit B, showing post-demolition levelling (111). Scale 0.4m

Plate 8: Pit C and brick structure (107). Looking east, scale 0.4m

Plate 9: Southern half of Pit C, looking north-west. Scale 0.4m

Plate 10: Pit D, looking north. Scale 0.4m

Plate 11: Pit E, looking north. Scale 0.4m

Plate 12: Pit F1, looking east. Scale 0.4m

Plate 13: Pit F2, looking west. Scale 0.4m

Plate 14: Pit F3, looking west. Scale 0.4m

Plate 15: Pit F4, looking south. Scale 0.4m

Plate 16: Working shot of the excavation of the footings within Area F. Looking north-east

Plate 17: Grinding wheels *in situ* within the footing trench in Area F. Scale 0.4m

Plate 18: Detail of grinding stone from the footing trench in Area F. Scale 0.4m

Plate 19: Grinding wheels from the footing trench in Area F. Scale 0.4m

FIGURES

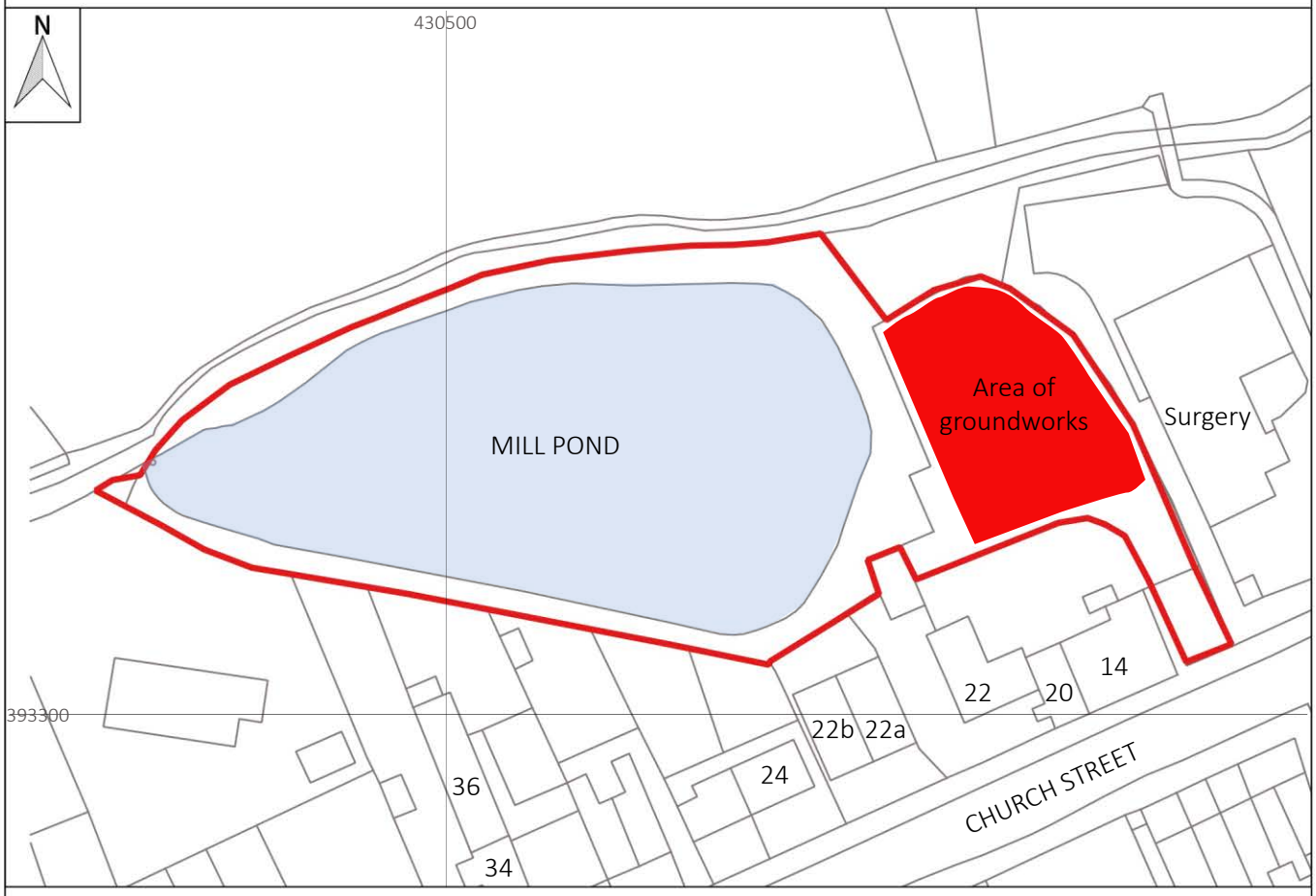

Figure 1: Site location

Figure 2: Site plan

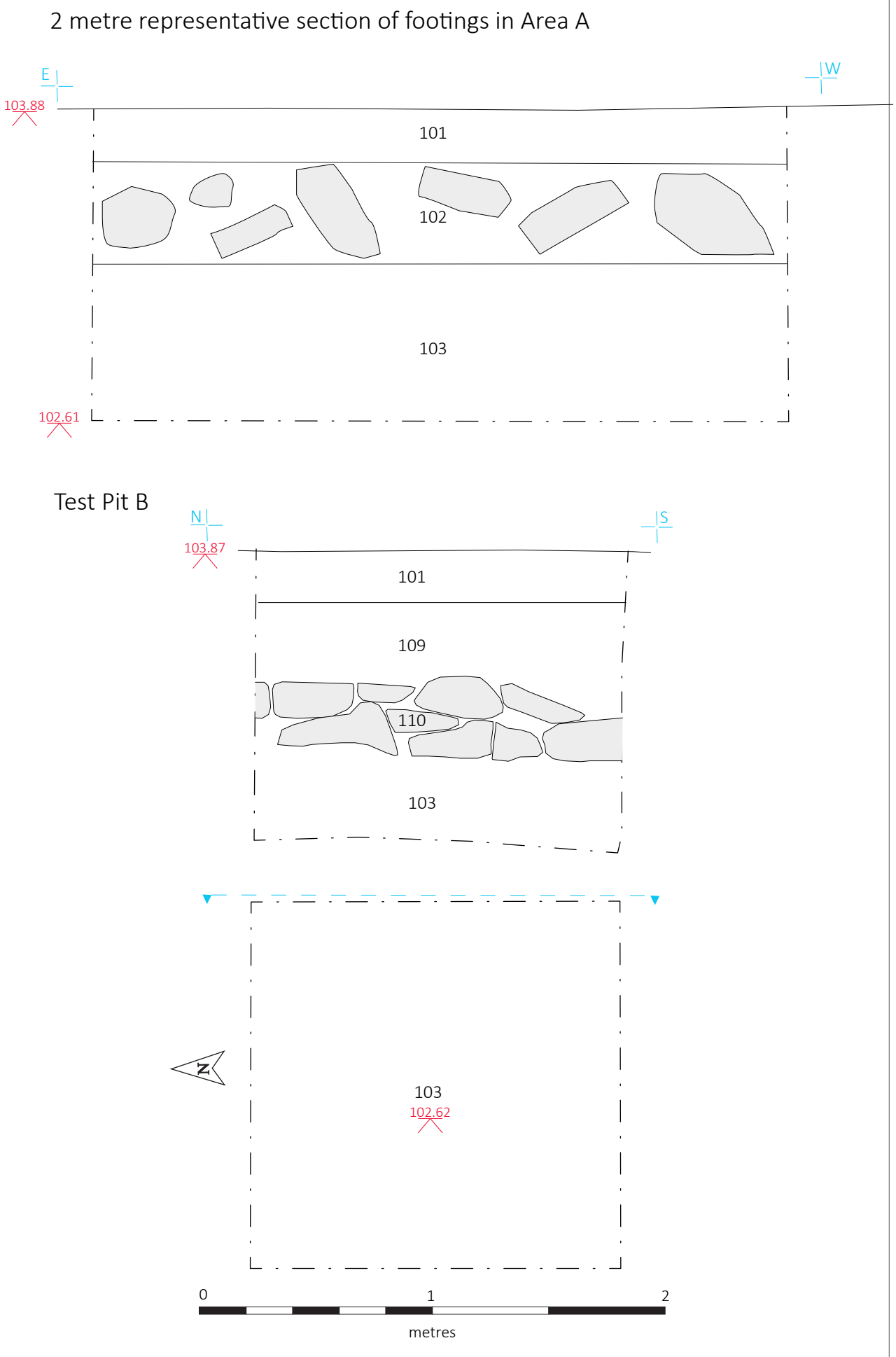

Figure 3: Plans and sections of Area A and Test Pit B

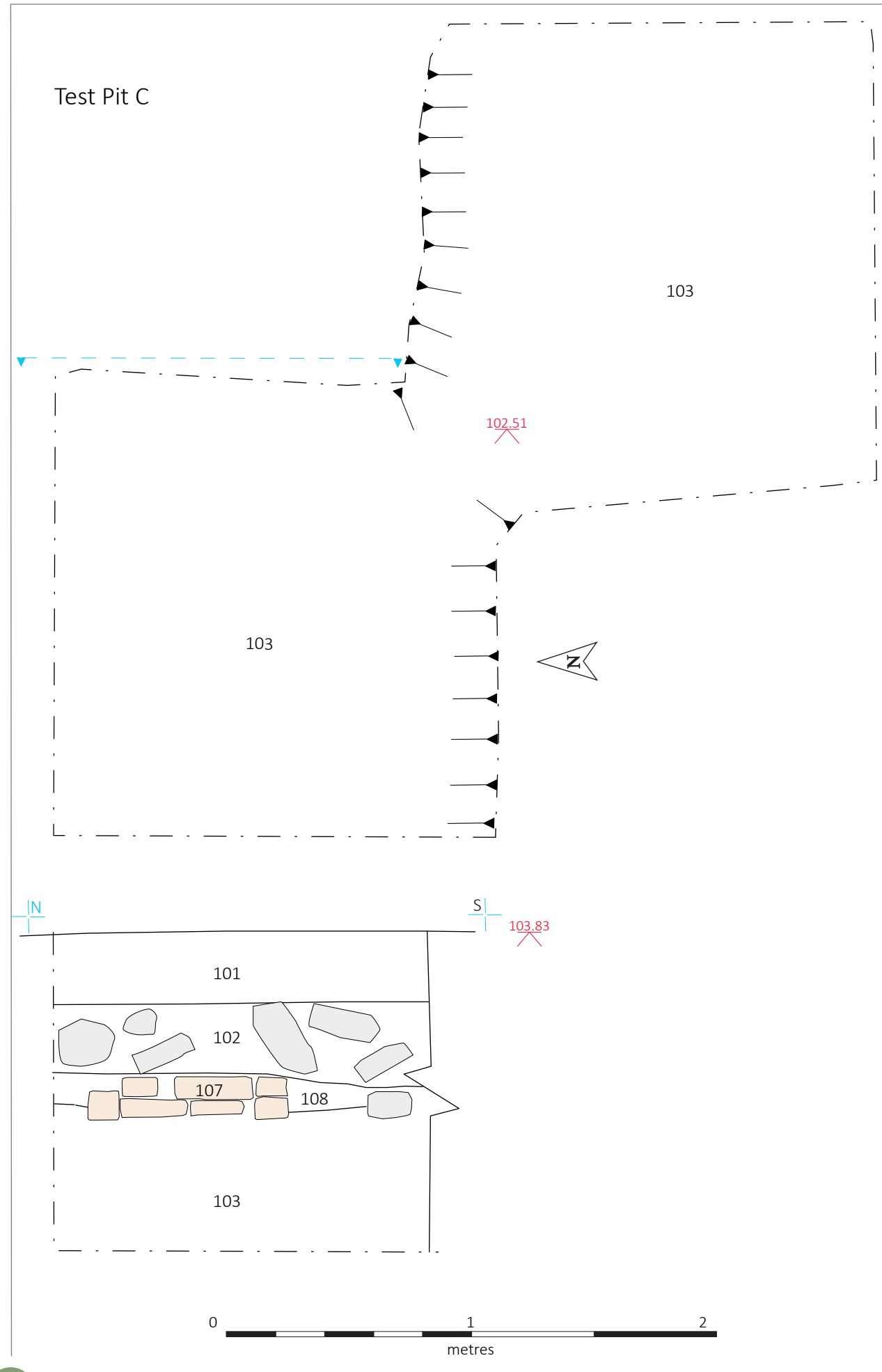

Figure 4: Plan and section of Test Pit C

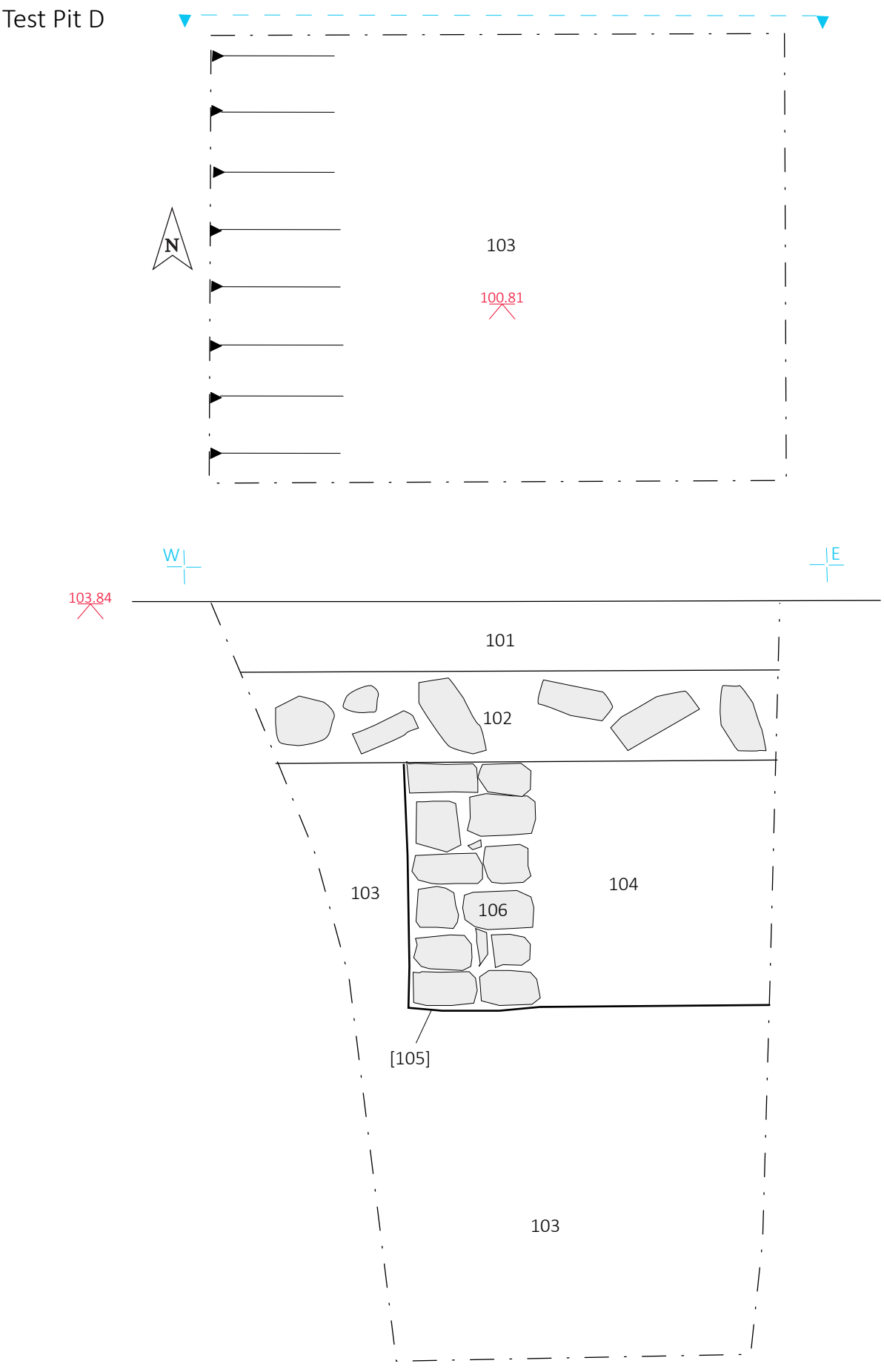

Figure 5: Plan and section of Test Pit D

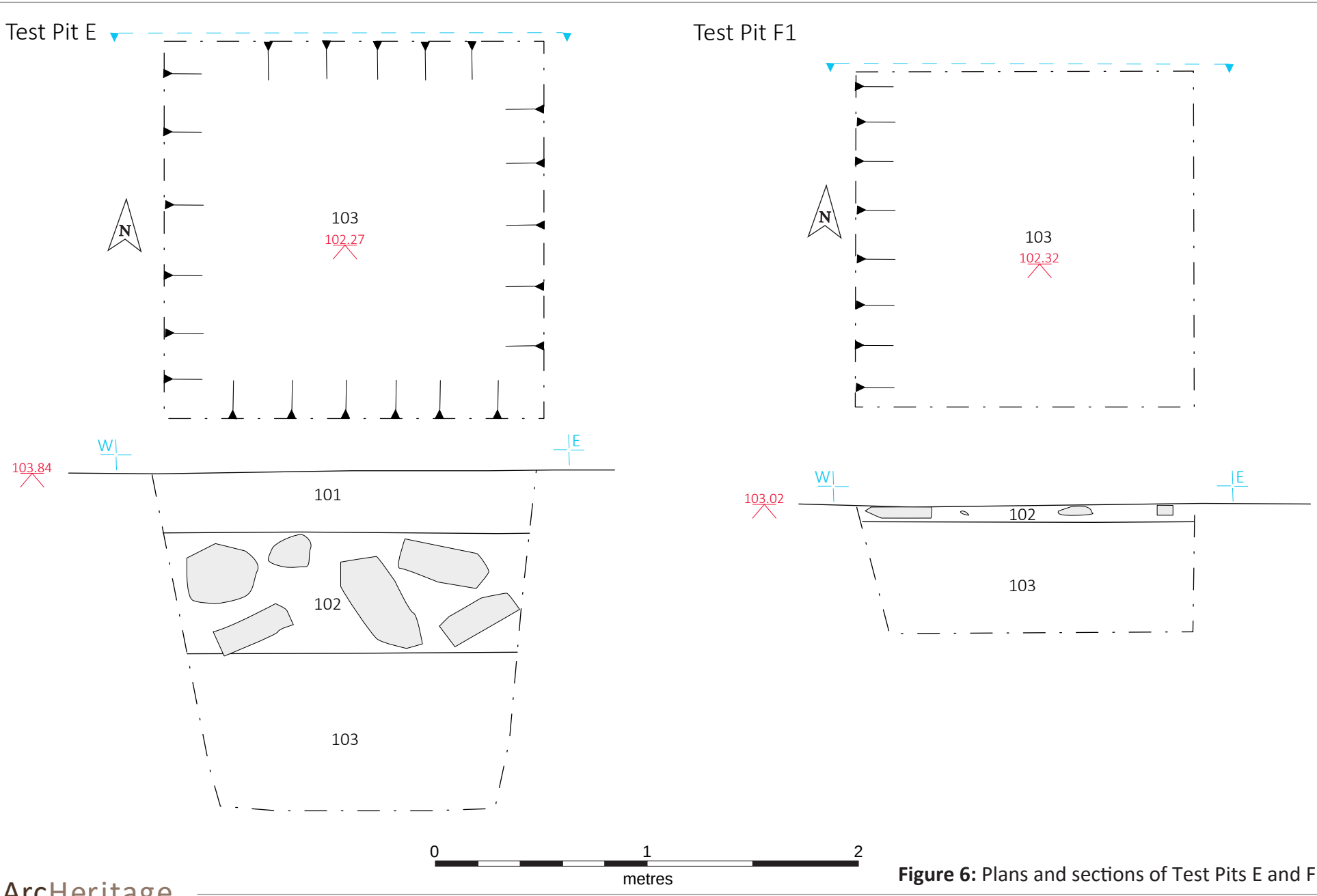

Figure 6: Plans and sections of Test Pits E and F1

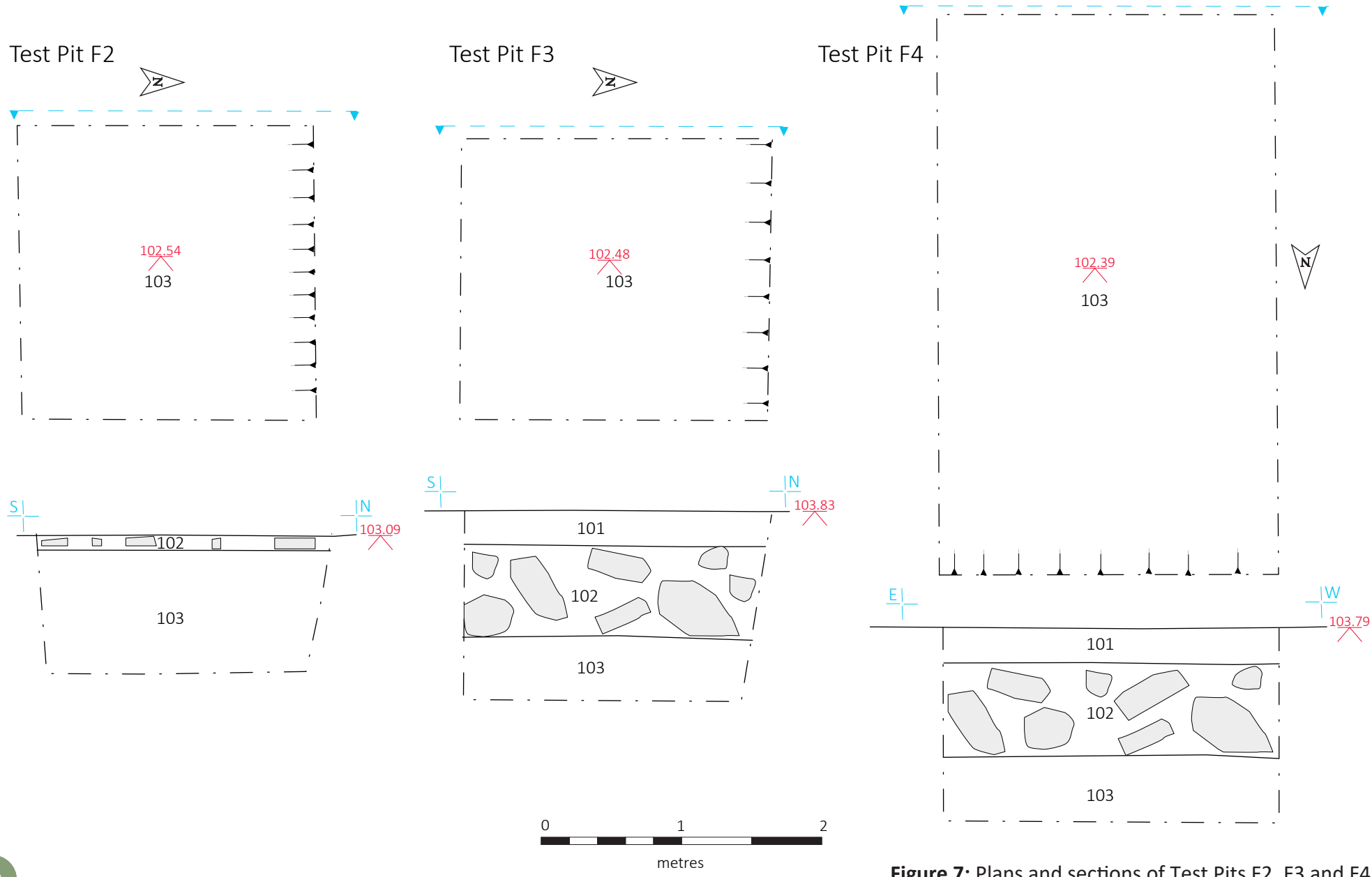

Figure 7: Plans and sections of Test Pits F2, F3 and F4

APPENDIX 1: INDEX TO ARCHIVE

Item	Quantity
Context Register	1
Context Sheets	18
Black and white photo register	1
Black and white photos	17
Digital photo register	2
Digital photos	102
Drawing register	1
Original drawing sheets	5
Report	2

APPENDIX 2: CONTEXT LIST

Context Number	Description	Location
101	Concrete hard standing/ current yard surface	Site wide
102	Sandstone rubble/demolition layer	Site wide
103	Natural geology	Site wide
104	Coal/clinker deposit	Pit D
105	Cut for wall (106)	Pit D
106	Sandstone wall within cut [105]	Pit D
107	Red-brick structure (drain?)	Pit C
108	Brown coarse silty sand deposit	Pit C
109	Mixed levelling deposit	Pit B
110	Sandstone wall	Pit B
111	Post-demolition levelling	Pit B
112	Large sandstone slab	Area A footings
113	Coal/clinker deposit containing discarded grinding stones	Area F footings

APPENDIX 3: WRITTEN SCHEME OF INVESTIGATION

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SUMMARY

Planning consent has been received for new construction on land to the rear of The Mill, Church Street, Oughtibridge, South Yorkshire, S35 0FW.

The scheme comprises the erection of two dwelling houses and landscaping works.

The following archaeological condition has been imposed:

'Planning Condition 17

No development shall commence until a Written Scheme of Archaeological Investigation has been submitted to and approved by the Local Planning Authority in writing.

The scheme shall include an assessment of significance and research questions; and the following:

- *The programme and methodology of site investigation and recording.*
- *Community involvement and/or outreach proposals.*
- *The programme for post-investigation assessment.*
- *Provision to be made for analysis of the site investigation and recording.*
- *Provision to be made for publication and dissemination of the analysis and records of the site investigation.*
- *Provision to be made for archive deposition of the analysis and records of site investigation.*
- *Nomination of a competent person or persons/organisation to undertake the works set out within the Written Scheme of Investigation.*

No development shall take place other than in accordance with the Written Scheme of Investigation approved. The development shall not be occupied until the site investigation and post-investigation assessment has been completed in accordance with the programme set out in the Written Scheme of Investigation approved and the provision made for analysis, publication and dissemination of results and archive deposition has been secured.

Reason:

This condition is imposed in accordance with Section 12 of the NPPF as the site is of archaeological interest.'

This Written Scheme of Investigation (WSI) has been prepared in response to the planning condition. The work will be carried out in accordance with the WSI, and according to the principles of the Institute for Archaeology (CIfA) Code of Conduct and all relevant standards and guidance.

SITE LOCATION & DESCRIPTION

The site, centred on NGR SK305933 is located on the north side of Church Street, Oughtibridge (Figure 1).

The underlying geology is Rough Rock Sandstone (BGS).

DESIGNATIONS & CONSTRAINTS

The site does not include any designated heritage assets, Scheduled Monuments or Listed Buildings.

ARCHAEOLOGICAL INTEREST

The mill pond is present and the site is shown as a Corn Mill on the 1890 OS map. the original mill building appear to have been demolished or greatly modified in the first half of the 20th century, and industrial units have been on the site since.

AIMS

The aims are:

- to determine the extent, condition, character, importance and date of any archaeological remains present, with the focus being on the former mill buildings;
- to undertake preservation by record of any archaeological deposits;
- to recover any artefactual remains associated with archaeological features;
- to provide information that will enable the remains to be placed within their local, regional, and national context.

TECHNIQUES

The recording will comprise the following elements:

- monitoring groundworks
- reporting

MONITORING GROUNDWORKS

Proposed developer activities relate to all groundworks required for the construction of the foundations for the two dwelling houses; this will include soil stripping, foundation groundworks and service trenches.

The monitoring of groundworks will comprise **a continuous/comprehensive** watching brief on groundworks. Any archaeological features identified will be investigated and recorded following the methodology outlined in Section 8. If the site is stripped first the results of the stripping will be verbally reported to South Yorkshire Archaeology Service who will be consulted to determine if the watching brief should continue to monitor the excavation of foundations, service trenches and any subsequent groundworks involving excavation. The need for an requirements of any further monitoring will be dependent on the results of the watching brief on the stripping:

- if archaeological features are identified the watching brief will continue on subsequent groundworks;
- if the watching brief has produced negligible results it will either be stepped down to occasional visits or terminated in the field.

All earth-moving machinery must be operated at an appropriate speed to allow the archaeologist to recognise, record and retrieve any archaeological deposits and material.

It is not intended that the archaeological monitoring should unduly delay site works. However, sufficient time will be allowed for the archaeologist on site to observe, clean, assess and, where appropriate hand excavate, sample and record any exposed features and finds. In order to fulfil the requirements of this WSI, it may be necessary to halt the earth-moving activity to enable the archaeology to be recorded properly.

If possible soil stripping should be undertaken using a mechanical excavator fitted with a toothless bucket to leave a clean surface, this will enable any archaeological remains to be observed. Plant or excavators shall not track over clean surfaces or operate in the vicinity of archaeological remains, until they have been checked and cleared of archaeology and the archaeologist on site has given explicit permission for operations to recommence at that location.

RECORDING METHODOLOGY

The area subject to monitoring will be determined and planned to Ordnance Survey grid, relative to existing structures.

Unique context numbers will only be assigned if artefacts are retrieved or stratigraphic relationships between archaeological deposits are discernible. Where assigned, each context will be described in full on a *pro forma* context record sheet in accordance with the accepted context record conventions.

All archaeological features will be recorded using standardised *pro forma* record sheets. Plans, sections and elevations will be drawn as appropriate and a comprehensive photographic record will be made where archaeological features are encountered.

Archaeological deposits will be planned at a basic scale of 1:20. Cross-sections of features will be drawn to a basic scale of 1:10 or 1:20, depending on the size of the feature. All drawings will be related to Ordnance Datum. Where it aids interpretation, structural remains will also be recorded in elevation.

Each context, where assigned, will be described in full on a *pro forma* context record sheet in accordance with the accepted context record conventions. Each context will be given a unique number. These field records will be checked and indexes compiled.

Photographs of work in progress and post-excavation of individual and groups of features will be taken. This will include general views of entire features and of details such as sections as considered necessary. The primary record photographs will be on 35mm black and white film and colour slide film. Digital photography will be used to supplement the photographic record but will not form part of the primary archive.

All site photography will adhere to accepted photographic record guidelines.

Areas which do not contain any archaeological deposits will be photographed and recorded as being archaeologically sterile. The natural stratigraphic sequence within these areas will be recorded.

All finds will be collected and handled following the guidance set out in the CIfA guidance for archaeological materials. Unstratified material will not be kept unless it is of exceptional intrinsic interest. Material discarded as a consequence of this policy will be described and quantified in the field. Finds of particular interest or fragility will be retrieved as Small Finds, and located on plans. Other finds, finds within the topsoil, and dense/discrete deposits of finds will be collected as Bulk Finds, from discrete contexts, bagged by material type. Any dense/discrete deposits will have their limits defined on the appropriate plan.

All artefacts and ecofacts will be appropriately packaged and stored under optimum conditions, as detailed in the RESCUE/UKIC publication *First Aid for Finds,* and recording systems must be compatible with the recipient museum. All finds that fall within the purview of the Treasure Act (1996) will be reported to HM Coroner according to the procedures outlined in the Act, after discussion with the client and the local authority.

An environmental sampling programme will be undertaken for the recovery and identification of charred and waterlogged remains where suitable deposits (e.g. the fills of discrete cut features) are identified, and where the archaeological context of these deposits will add to our understanding of the site. The collection and processing of environmental samples will be undertaken in accordance with Historic England guidelines (English Heritage 2011). Environmental and soil specialists will be consulted during the course of the excavation with regard to the implementation of this sampling programme. The sampling regime will include samples of the four types of deposit sample as appropriate. These are described below:

- **Bulk-sieved Sample** (BS). Sample size will depend upon the context/feature size, but should be up to 40-60 litres in size (if the context size allows). They are taken for the recovery of charcoal, burnt seeds, bone and artefacts. The samples will be processed (flotation) on site where possible with 1mm and 500micron sieves on a rack to collect the carbonised washover. The retents and flots will then be dried, sorted and assessed to advise the potential for further analysis.
- **General Biological Sample** (GBA): These are only taken if a deposit is waterlogged. A 10 litre sample size will be used (if the context size allows). These samples will be processed in the laboratory, to recover macrofossils and microscopic remains such as pollen and insects.
- **Column monolith**: Kubiena tin samples may be taken for soils and pollen analysis and to determine soil accumulation processes.
- **Spot samples**: these samples are taken as required. they may be contexts or material not suited to sieving, such as caches of seeds, pieces of eggshell or any specific finds of organic material. They may also be specialist samples (e.g. charcoal for radiocarbon dating).

Other samples will be taken, if appropriate, in consultation with ArcHeritage specialists and the Historic England Regional Science Advisor, as appropriate (e.g. dendrochronology, soil micromorphology, monolith samples, C14, etc.). Samples will be taken for scientific dating where necessary for the development of subsequent mitigation strategies. Material removed from site will be stored in appropriate controlled environments.

In the event of human remains being discovered during the evaluation these will be left *in-situ*, covered and protected, in the first instance. The removal of human remains will only take place in compliance with environmental health regulations and following discussions with, and with the approval of, the Secretary of State or the Church of England, as appropriate.

If **disarticulated** remains are encountered, these will be identified and quantified on site. If trenches are being immediately backfilled, the remains will be left in the ground. If the excavations will remain open for any length of time, disarticulated remains will be removed and boxed, for immediate reburial by the Church.

If **articulated** remains are encountered, these will be excavated in accordance with recognised guidelines and retained for assessment.

Any grave goods or coffin furniture will be retained for further assessment.

Where a licence is issued, all human skeletal remains must be properly removed in accordance with the terms of that licence. Where a licence is not issued, the treatment of human remains will be in accordance with the requirements of Civil Law, CIfA Technical Paper 13 (1993) and Historic England guidance.

SPECIALIST ASSESSMENT

The stratigraphic information, artefacts, soil samples, and residues will be assessed as to their potential and significance for further analysis and study. The material will be quantified (counted and weighted). Specialists will undertake a rapid scan of all excavated material. Ceramic spot dates will be given. Appropriately detailed specialist reports will be included in the report.

Materials considered vulnerable should be selected for stabilisation after specialist recording. Where intervention is necessary, consideration must be given to possible investigative procedures (e.g. glass composition studies, residues on or in pottery, and mineral-preserved organic material). Allowance will be made for preliminary conservation and stabilization of all objects and a written assessment of long-term conservation and storage needs will be produced. Once assessed, all material will be packed and stored in optimum conditions, in accordance with Watkinson and Neal (1998), CIfA (2007) and Museums and Galleries (1992).

All finds will be cleaned, marked and labelled as appropriate, prior to assessment. For ceramic assemblages, any recognised local pottery reference collections and relevant fabric Codes will be used.

Allowance will be made for the recovery of material suitable for scientific dating and contingency sums will be made available to undertake such dating, if necessary. This will be decided in consultation with the curator.

REPORT & ARCHIVE PREPARATION

Upon completion of the site work, an assessment report will be prepared to include the following:

- A non-technical summary of the results of the work.
- An introduction which will include the planning reference number, grid reference and dates when the fieldwork took place.
- An account of the methodology and detailed results of the operation, describing, archaeological features, associated finds and any environmental data, and a conclusion and discussion.
- A selection of photographs and drawings, including a detailed plan of the site accurately identifying the areas monitored, trench locations, selected feature drawings, and selected artefacts, and phased feature plans where appropriate.

- Specialist artefact and environmental assessment reports with recommendations for further work if appropriate, and a context list/index.
- Details of archive location and destination (with accession number, where known), together with a context list and catalogue of what is contained in that archive.
- A copy of the key OASIS form details
- Copies of the Brief (if applicable) and WSI
- Additional photographic images may be supplied on a CDROM appended to the report.

A digital copy of the report will be submitted to the commissioning body. A bound and digital copy of the report will be submitted direct to the South Yorkshire SMR for planning purposes and subsequently for inclusion into the SMR.

A field archive will be compiled consisting of all primary written documents, plans, sections and photographs. Catalogues of contexts, finds, soil samples, plans, sections and photographs will be produced. ArcHeritage will liaise with Sheffield Museum Prior to the commencement of fieldwork to arrange archive deposition. This will be undertaken in line with the guidance document *Archaeological Archive Deposition Policy for Museums in Yorkshire and the Humber*. The project initiation form will be completed and submitted prior to work starting in the field. The Sheffield Museum curator would be afforded access to visit the site and discuss the project results.

The owner of the Intellectual Property Rights (IPR) in the information and documentation arising from the work, would grant a licence to the Local Authority and the museum accepting the archive to use such documentation for their statutory functions and provide copies to third parties as an incidental to such functions. Under the Environmental Information Regulations (EIR), such documentation is required to be made available to enquirers if it meets the test of public interest. Any information disclosure issues would be resolved between the client and the archaeological contractor before completion of the work. EIR requirements do not affect IPR.

Upon completion of the project an OASIS form will be completed at http://ads.ahds.ac.uk/project/oasis/.

POST-EXCAVATION ANALYSIS & PUBLICATION

The information contained in the evaluation report will enable decisions to be taken regarding the future treatment of the archaeology of the development site and any material recovered during the evaluation.

A full programme of post excavation analysis and publication of artefactual and scientific material from the watching brief may be required by SYAS. **Where this is required, this work will be a new piece of work to be commissioned.**

Allowance will be made for the preparation and publication in a local and/or national journal of a short summary on the results of the evaluation and of the location and material held within the site archive.

The results of the work may be publicised locally, e.g. by undertaking talks to local societies, as appropriate.

HEALTH AND SAFETY

Health and safety issues will take priority over archaeological matters and all archaeologists will comply with relevant Health and Safety Legislation.

A Risk Assessment will be prepared prior to the start of site works.

PRE-START REQUIREMENTS

The client will be responsible for ensuring site access has been secured prior to the commencement of site works and that the perimeter of the site is secure.

The client will provide ArcHeritage with up to date service plans and will be responsible for ensuring services have been disconnected, where appropriate.

The client will be responsible for ensuring that any existing reports (e.g. ground investigation, borehole logs, contamination reports) are made available to ArcHeritage prior to the commencement of work on site.

STAFFING

Specialist staff available for this project are:

- Human remains - Malin Holst (York Osteoarchaeology Ltd)
- Palaeoenvironmental remains - Sheffield Archaeobotanical Consultancy
- Head of Curatorial Services - Christine McDonnell
- Lithics - George Loffman
- Roman Pottery - Ruth Leary, Gladys Monteil, David Gregory
- Roman glass - Caroline Jackson
- Medieval and post-medieval pottery - Anne Jenner
- Post-medieval pottery - David Barker
- Post-medieval glass - Karen Weston
- Finds Officers - Nienke Van Doorn
- Archaeometallurgy & industrial residues - Rod Mackenzie
- Conservation - Ian Panter
- Worked wood - Steve Allen

Other specialist staff may be commissioned as necessary.

MONITORING OF ARCHAEOLOGICAL FIELDWORK

As a minimum requirement SYAS will be given a minimum of one week's notice of work commencing on site and will be afforded the opportunity to visit the site during and prior to completion of the on-site works so that the general stratigraphy of the site can be assessed and to discuss the requirement any further phases of archaeological work. ArcHeritage will notify SYAS of any discoveries of archaeological significance so that site visits can be made, as necessary. Any changes to this agreed WSI will only be made in consultation with the SYAS Archaeologist.

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KEY REFERENCES

ADS and Digital Antiquity. 2013. Caring for Digital Data in Archaeology: A guide to Good Practice.

Brown, D. H. 2007. Archaeological Archives: a guide to best practice in creation, compilation, transfer and curation. CIfA/AAA

Museum and Galleries Commission. 1992. Standards in the museum care of archaeological collections.

Standing Conference of Archaeological Unit Managers (SCAUM). 2007. *Health and Safety in Field Archaeology*

Neal, V., and D. Watkinson (eds). 1998. *First Aid for Finds: practical guide for archaeologists.* United Kingdom Institute for Conservation of Historic & Artistic Works, Archaeology Section; 3rd Revised Edition.

See also the website of the CIfA for all Guidance and Standards documentation.
http://www.archaeologists.net/codes/ifa

See also the Historic England website for a full list of guidance documents.
http://historicengland.org.uk/advice/technical-advice/recording-heritage/

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