

Castle Street, Dumbarton
Archaeological Watching Brief and Evaluation
Data Structure Report
Project 4151

Castle Street, Dumbarton
Archaeological Watching Brief and Evaluation
Data Structure Report

On behalf of: West Dunbartonshire Council

NGR: NS 4000 7524

Project Number: 4151

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DRAFT 29/10/15	Bob Will Project Manager	FINAL 03/11/15	Bob Will Project Manager
			

*This document has been prepared in accordance
with GUARD Archaeology Limited standard operating procedures.*

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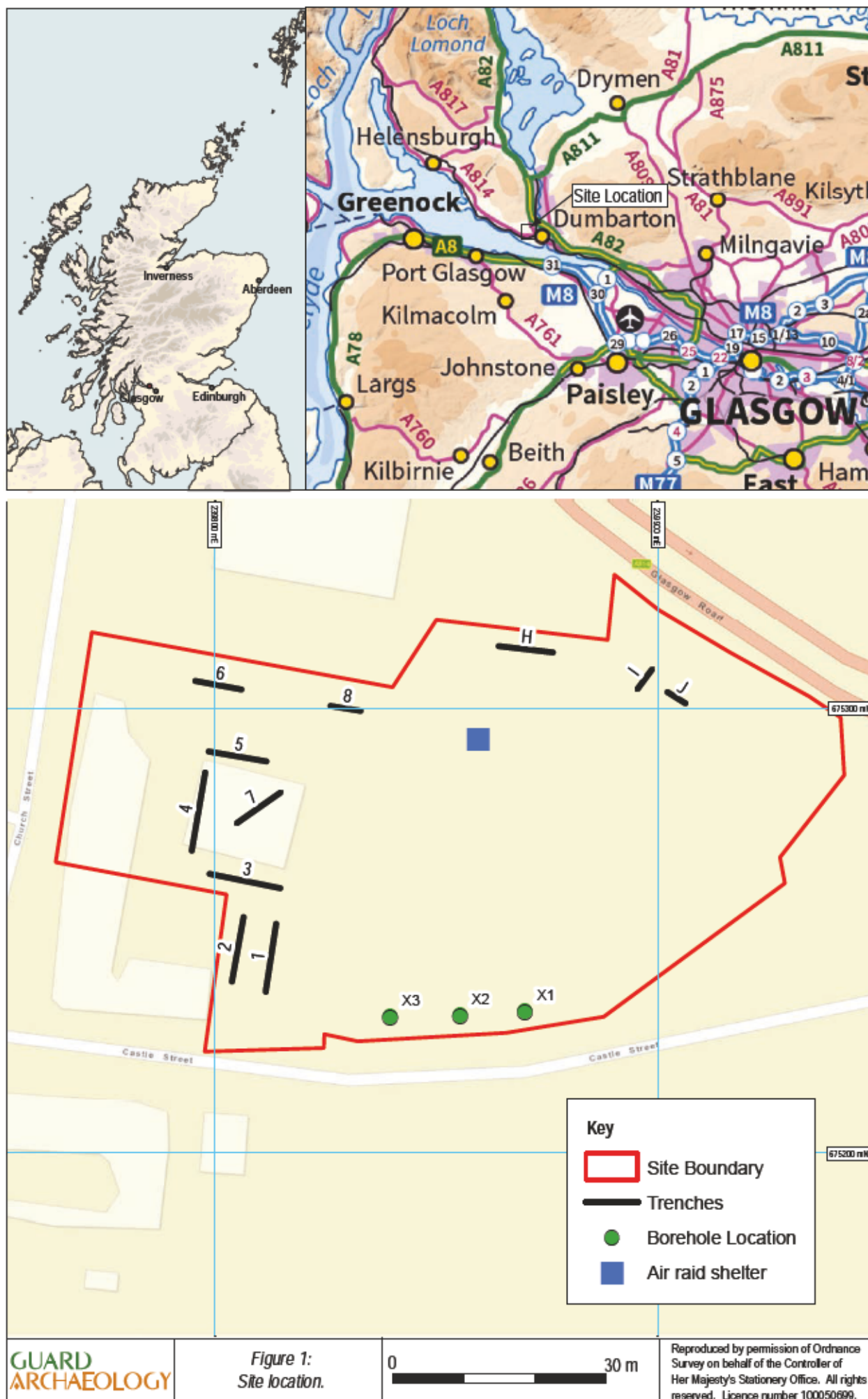
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Executive Summary

- 1.1 GUARD Archaeology undertook an archaeological evaluation during site clearance works required by the redevelopment of the site of Dumbarton Burgh Hall and associated car park, located at Castle Street, Dumbarton. No archaeologically significant remains were encountered.

Introduction

- 2.1 This Data Structure Report sets out the results of an archaeological evaluation commissioned by West Dunbartonshire Council and undertaken by GUARD Archaeology Ltd between 24 August 2015 and 1 October 2015 during site clearance works required for the redevelopment of the former site of Dumbarton Burgh Hall and associated car park. The archaeological work was undertaken in accordance with planning condition 5 (Planning Reference: DC14/087), adhering to the specification provided by the West of Scotland Archaeology Service (WoSAS).

Site Location

- 3.1 The evaluation area is located near the junction of Castle Street and Church Street, to the east of Dumbarton High Street (NGR: NS 4000 7524; Figure 1).
- 3.2 The underlying bedrock is Kinnesswood Formation sandstone with no drift geology present, although the previous line of the River Leven ran very near to the site and may have deposited silts as part of flooding events (British Geological Survey).

Archaeological Background

- 4.1 The redevelopment area lies within an area of archaeological potential between the historic core of Dumbarton and Castle Rock. There was potential for domestic remains and industrial activity dating to the medieval period in the surrounding area and along the line of the former natural burn, which defined the burgh's eastern limits. It was possible that the remains of medieval and later milling and other industrial sites were located here. The burn was canalised in its later history, and parts of its original natural course may have survived later development disturbance. Although later developments will have damaged much of the medieval and early modern archaeological deposits within the redevelopment area, parts of it may have suffered less disturbance of this kind and still retain significant archaeological remains, which could lie close to the surface. If significant archaeological remains had survived, they would be of considerable importance to improving understanding of the town's development and of its early industrial past.

Aims and Objectives

- 5.1 The main aim of the archaeological evaluation was to ensure that important archaeological remains were not destroyed without first being properly recorded. Therefore the aims and objectives of the archaeological watching brief were as follows:
- Identify the extent and nature of archaeological features within the development area;
 - conduct archaeological monitoring during site investigation works to determine whether archaeological remains survive within the development site;
 - conduct an archaeological watching brief during the grubbing up of existing foundations to determine whether archaeological deposits survive around the footprint of the buildings;
 - conduct an archaeological evaluation within the development area to establish the presence or absence of any archaeological remains and their character, date and extent if surviving; and

- submit a report to data structure level for validation by West of Scotland Archaeological Service (WoSAS) who advise West Dunbartonshire Council, on completion of the archaeological fieldwork, which includes an outline of the scope of any further works should any significant archaeology be encountered.

Fieldwork Methodology

- 6.1 The methodology adhered to the Written Scheme of Investigation (see Appendix D) agreed in advance with WoSAS. The scope of the evaluation included archaeological monitoring of below ground interventions to ensure that no significant archaeological remains were disturbed, without first being recorded. The evaluation included the monitoring of geotechnical boreholes within the car park area, trenches within the wooded area and the grubbing up of the foundations of the former Burgh Hall. The evaluation also monitored eight trenches within the western extent of the site, as ground-breaking works could have revealed remains or deposits that relate to the earlier use of the site.
- 6.2 All ground disturbances were monitored by an archaeologist, under the overall guidance of an archaeological project manager. During the works on site only one archaeologist was required. All machines used for evaluation trenches were fitted with a flat-bladed (toothless) ditching bucket for removal of any overburden layers (apart from concrete surfaces) to ensure the subsoil interface is not disturbed and any archaeological features could be clearly identified.
- 6.3 The overburden was removed in spits to the first archaeological horizon or, where none was found, to the required depth of ground-works. Any archaeological features encountered were cleaned by hand by the Watching Brief Archaeologist to determine the date of the deposits, their character and extent. Such features were recorded by written description on pro forma recording sheets, by photograph and by measured drawing.
- 6.4 All archaeological finds were dealt with by the on-site Archaeologist. The general practice was to bulk recover all artefacts by context.
- 6.5 A representative section was recorded denoting depth of topsoil, any stratigraphy present and the nature of the soil. This information was logged in the day book together with a sketch drawn to scale and a photographic record of deposits.

Results

- 7.1 The archaeological investigations were undertaken between 24 August 2015 and 1 October 2015 and comprised the monitoring of three geotechnical boreholes along the southern extent of the Site Boundary, three evaluation trenches within the wooded area of the site and eight trenches within and adjacent to the site of the former Burgh Hall. The detailed results of the evaluation are set out in Appendices A-B.

7.2 Geotechnical Boreholes

- 7.2.1 Three geotechnical boreholes were monitored along the southern boundary of the Site, to the east of the entrance. Each borehole reached a depth of approximately 10 m.
- 7.2.2 All three boreholes encountered a deposit of modern made ground associated with the previous function of the site as a car park. This overlaid a substantial deposit of made ground in the form of demolition material. The natural was recorded at an average depth of 1.55 m.

7.3 Evaluation Trenches (Wooded Area)

- 7.3.1 Within the north eastern area of the site, a total of three exploratory/evaluation trenches were opened. Trench H was located near the northern boundary wall and extended for 12 m (Figure 1). Within this trench two sections of red brick wall foundations (context 006 and 007) were exposed (Plate 1). Within the trench, the subsoil (context 008) was found to be highly contaminated with

significant levels of cyanide, a derivative of the gas works that once occupied this section of the site. As a consequence the developer instructed that the trench was immediately closed for health and safety reasons.

- 7.3.2 To the east of Trench H, two further trenches were machine excavated (Trench I and J; Figure 1) as a means of defining the extent of the contaminated soil. Both of these trenches uncovered a concrete skin (context 010) immediately below the layer of woodland leaf litter (context 005).



Plate 1: General photograph Trench H, facing east.



Plate 2: Opened entrance into possible air raid shelter, facing south.



Plate 3: General photograph Trench I.



Plate 4: General photograph Trench J.

- 7.3.3 Prior to arrival on Site, a concrete structure that appeared to be an air raid shelter had been uncovered within the wooded area, to the immediate north of the car park. The shelter was L-shaped in plan with four air holes along the roof and measured approximately 6.5 m by 5 m and 2 m wide. As a means of verifying the structure was an air raid shelter and to gain entrance, attempts were made to break open one of the corners of the structure, however the thickness of the bricks and concrete meant this was unachievable. The entrance to the shelter had previously been located, exposed and backfilled. As this was the most practical entrance to the shelter it was re-excavated and the steel doors opened. The entrance and interior to the shelter was found to contain a number of glass bottles as well as make-shift cooking facilities.

There was no datable material within the shelter, therefore it could date to the Second World War or potentially associated with the nearby gas works. Due to the reduction in height of the ground levels for the new development, the air raid shelter will be partly reduced in height and the interior filled with hard core or another suitable material.

7.4 Evaluation Trenches (*Western extent of Site*)

7.4.1 The foundation that once supported the former Burgh Hall was found to be a flat poured reinforced concrete pad rather than traditional foundations that would have been grubbed out. This concrete pad was broken up, initially to be removed from Site which would have allowed archaeological monitoring of the ground conditions beneath the foundation pad. However the crushed concrete was subsequently re-laid as hard core across the site preventing observation of this area of the Site. As a means of archaeologically investigating the area of the former new Burgh Hall, eight trenches were opened across the western extent of the Site (Figure 1).

7.4.2 During the evaluation of this area, a variety of modern deposits were identified, however the predominant deposit is demolition material relating to the recent Burgh Hall as well as the demolition of the old Burgh Hall and Dumbarton Academy which were destroyed by fire in the 1970's. This material included glazed bricks, large blocks of structural red sandstone, burnt wooden beams and fragments of metal. This demolition material extended for a depth of 1 m, exposing the natural at a depth of about 1.3 m.

7.4.3 Trenches 1 and 2 produced limited evidence of demolition material, apart from a few red sandstone blocks. The subsoil layer (context 102) included a number of services which included a copper water pipe, red ceramic pipes and a plastic conduit pipe containing a BT cable. Underlying the subsoil there was a layer of a rich brown loamy soil (context 104) that was devoid of any inclusions. This layer of soil is interpreted to be the potential remains of burgage plots which once occupied the site as indicated on Wood's 1818 Town Plan.

Discussion

8.1 The presence of multiple modern deposits in the form of demolition material, contaminated soil and services indicate a high level of twentieth century and modern activity across the site. The trenching and geotechnical boreholes across the site indicated there is limited potential for survival of any archaeological remains within the development area.

Conclusion

9.1 The development area has been extensively developed and redeveloped during the twentieth century. The evaluation demonstrated that the potential for surviving archaeology is unlikely due to the extent of demolition material. Consequently no further archaeological work is recommended.

9.2 A summary of the project results will be submitted to *Discovery and Excavation in Scotland*. A copy of this is included in Appendix C. The archive for the project, including a copy of the report, will be submitted to the National Monuments Records for Scotland within six months.

9.3 The online OASIS form at <http://ads.ahds.ac.uk/project/oasis/> (OASIS Reference: guardarc1-228324) will be completed within 3 months. Once the Data Structure Report has become a public document by submission to or incorporation into the SMR, WoSAS will validate the OASIS form thus placing the information into the public domain on the OASIS website.

Acknowledgements

10.1 GUARD Archaeology Ltd would like to thank West of Scotland Archaeology Service (WoSAS) for their advice. Technical support was from Aileen Maule. The illustration was produced by Diarmuid O'Conner. The report was desk top published by Gillian McSwan. The project was managed for GUARD Archaeology Ltd by Bob Will.

Castle Street, Dumbarton
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Data Structure Report

Section 2: Appendices



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Appendices

Appendix A: Trench Details

Tr No	Length (m)	Width (m)	Depth (m)	Topsoil/Overburden	Subsoil	Details
x3	-	-	10m	(001) is a layer of Type 2 gravel extending to a depth of 0.10m. Below that there is a layer of modern base material for the Type 2 (002), extending for a depth of 0.25m. There is then a thick layer (0.50m) of made ground (003) in the form of demolition material containing brick fragments, small - med stones and large fragments of grey sandstone.	Natural (004) hit at 1.45m	Borehole located near the southern extent of the site boundary. This area of the site is covered in Type 2 gravel, possibly to form a hard standing for the former parking area.
x2	-	-	10m	(001) is a layer of Type 2 gravel extending to a depth of 0.15m. Below that there is a layer of modern base material for the Type 2 (002), extending for a depth of 0.25m, there were bricks in the lower section of this layer. There is then a thick layer (2.40m) of made ground (003) in the form of demolition material containing brick fragments, small - med stones and large fragments of grey sandstone.	Natural (004) hit at 3.00m	Borehole located near the southern extent of the site boundary. This area of the site is covered in Type 2 gravel, possibly to form a hard standing for the former parking area.
X1	-	-	10m	(001) is a layer of Type 2 gravel extending to a depth of 0.15m. Below that there is a layer of modern base material for the Type 2 (002), extending for a depth of 0.25m, there were bricks in the lower section of this layer. There is then a thick layer (2.40m) of made ground (003) in the form of demolition material containing brick fragments, small - med stones and large fragments of grey sandstone.	Natural (004) hit at 2.4m	Borehole located near the southern extent of the site boundary. This area of the site is covered in Type 2 gravel, possibly to form a hard standing for the former parking area.

Appendix B: List of Contexts

Context No.	Area	Description	Interpretation
001	Southern area of the development Site.	A layer of Type 2 gravel extending covering the extent of the former carpark.	Layer of Type 2 gravel
002	Southern area of the development Site	Underlying layer of modern base material for the Type 2 that covers the extent of the former carpark.	-
003	Southern area of the development Site	Made ground (003) in the form of demolition material containing brick fragments, small - med stones and large fragments of grey sandstone	Demolition Material
004	Southern area of the development Site	Natural	Natural
005	Northern area of the development Site - Within wooded area	Topsoil. 0.15m thick, loose compaction and dark brown in colour. Composed of silt/sand loam. Inclusions include tree roots.	Topsoil - woodland flooring with leaf litter
006	Northern area of the development Site - Within wooded area	Extending to a depth of 0.70m, composed of red bricks.	Wall foundations orientated N-S
007	Northern area of the development Site - Within wooded area	Extending to a depth of 0.70m, composed of red bricks.	Wall foundations orientated N-S
008	Northern area of the development Site - Within wooded area	Extending to a depth of 0.20m. Moderate - loose in compaction and near black in colour. Composed of silt sand. Soil contains cyanide - a waste product from the gas works.	Subsoil - Contaminated. Trench immediately backfilled
009	Northern area of the development Site - Within wooded area	Light brown in colour, composed of silty sand with fragments of brick, sandstone and cyanide.	Subsoil - Contaminated. Trench immediately backfilled
010	Northern area of the development Site - Within wooded area	Located below the topsoil is a layer of concrete hard standing.	Concrete hard standing. In an attempt to establish the extent of the cyanide another trench was opened but this revealed a layer of concrete.

Context No.	Area	Description	Interpretation
101	Western side of development Site. Trenches 1 and 2	Tosoil	-
102	Western side of development Site	Demolition Material	Across the site there various buildnigs have been demolished and there is a general spread across the site of this material.
103	Western side of development Site	Loamy soil	Rich loamy soil that may be indicative of burgess plots.
104	Western side of development Site	Natural	Varies across site from coarse sand to silt.
105	Western side of development Site	Crushed concrete	The concrete base that the former burgh hall stood on - broken up and crushed to form hard standing across the site.
106	Western side of development Site	Made ground - demolition material	-
107	Western side of development Site	Reinforced concrete	-
108	Western side of development Site	Silty sand	-

Appendix C: List of Photographs

Film No.	001			
Frame	Area	Context No.	Subject	Taken from
1	Borehole X3	-	General photo of borehole X3	S
2	Trench H	-	General photo of trench H from west	W
3	Trench H	-	General photo of trench H from east	E
4	-	-	-	-
5	Air Raid shelter	-	General photo of the air raid shelter	NW
6	Air Raid shelter	-	Eastern side of air raid shelter	W
7	Air Raid shelter	-	Opened door to air raid shelter	NW
8	Trench I	-	General photo of trench I	S
9	Trench J	-	General photo of trench J	E
10	Trench K	-	General photo of the broken concrete skin in trench K	E
11	Trench K	-	General photo of deposit below concrete skin	S
12	-	-	ID shot	-
13	Trench	-	General photo of deposit below concrete skin	S
14	-	-	General photo of deposit below concrete skin	S
Film No.	2			
1	-	-	ID Shot	-
2	Trench 1	-	General photo from southern end of trench	S
3	Trench 1	-	General photo from northern end of trench	N
4	Trench 2	-	General photo from southern end of trench	S
5	Trench 2	-	General photo from northern end of trench	N
6	Trench 4	-	General photo from southern end of trench	S
7	Trench 4	-	General photo from northern end of trench	N
8	Trench 3	-	General photo from western end of trench	W
9	Trench 3	-	General photo from eastern end of trench	E
10	Trench 6	-	General photo from western end of trench	W
11	Trench 6	-	General photo from eastern end of trench	E
12	Trench 5	-	General photo from eastern end of trench	E
13	Trench 5	-	General photo from western end of trench	W
14	Trench 7	-	General photo from south - western end of trench	SW
15	Trench 7	-	General photo from north - eastern end of trench	NE
16	Trench 8	-	General photo from western end of trench	W
17	Trench 8	-	General photo from eastern end of trench	E

Appendix D: Discovery and Excavation Scotland Entry

LOCAL AUTHORITY:	West Dunbartonshire Council
PROJECT TITLE/SITE NAME:	Castle Street, Dumbarton
PROJECT CODE:	4151
PARISH:	Dumbarton
NAME OF CONTRIBUTOR(S):	Claire Shaw
NAME OF ORGANISATION:	GUARD Archaeology Ltd
TYPE(S) OF PROJECT:	Evaluation
NMRS NO(S):	None
SITE/MONUMENT TYPE(S):	None
SIGNIFICANT FINDS:	None
NGR (2 letters, 6 figures)	NS 4000 7524
START DATE (this season)	24 August 2015
END DATE (this season)	1 October 2014
PREVIOUS WORK (incl. <i>DES</i> ref.)	Church Street, Dumbarton; Archaeological Desk-based Assessment, Project 4012.
MAIN (NARRATIVE) DESCRIPTION: (May include information from other fields)	<p>Due to the proximity of the medieval core of Dumbarton, an archaeological evaluation was undertaken by GUARD Archaeology Ltd across the former site of the Burgh hall located near the junction of Castle Street and Church Street. A number of evaluation trenches and boreholes were opened up, revealing that the Site has been extensively developed and redeveloped during the eighteenth and twentieth century. The evaluation demonstrated that the potential for surviving archaeology is limited due to the extent of demolition material.</p> <p>No archaeological features were encountered other than the remains of a possible air raid/explosion shelter associated with the gas works.</p>
PROPOSED FUTURE WORK:	None
SPONSOR OR FUNDING BODY:	West Dunbartonshire Council
CAPTION(S) FOR ILLUSTRS:	---
ADDRESS OF MAIN CONTRIBUTOR:	52 Elderpark Workspace, 100 Elderpark Street, Glasgow, G51 3TR
EMAIL ADDRESS:	john.atkinsonl@guard-archaeology.co.uk
ARCHIVE LOCATION	Archive to be deposited in NMRS

Appendix E: Written Scheme of Investigation

CASTLE STREET, DUMBARTON

ARCHAEOLOGICAL EVALUATION

WRITTEN SCHEME OF INVESTIGATION

PROJECT 4151

Executive Summary

- 1.1 This archaeological Written Scheme of Investigation (WSI) is for the archaeological evaluation required for the redevelopment of Castle Street in Dumbarton. This WSI will require to be agreed by the archaeological advisers to the local authority prior to the commencement of archaeological fieldwork. Due to the nature and the changing conditions on site the proposed schedule of work has had to change to accommodate further site investigation work.

Introduction

- 2.1 This WSI sets out the methodology for the archaeological mitigation works required for the redevelopment of Castle Street in Dumbarton, to be undertaken by GUARD Archaeology, on behalf of hub West Scotland. In compliance with the West of Scotland Archaeology Service's (WoSAS) specification for Condition 5 of planning consent (Planning Reference: DC15/145). An archaeological evaluation of the development area will be undertaken to establish the presence, extent and nature of any significant archaeological remains. Should significant remains be identified and it is not possible to preserve them *in situ* a further requirement for archaeological works to ensure their preservation through record is likely to be required
- 2.2 This WSI outlines the programme of archaeological works that may be needed to mitigate the effects of the proposed development. It details the methodology to be employed in implementing Stage 1 archaeological works. The mitigation methodology to be employed during Stage 2 excavation and Stage 3 post-excavation analysis and publication, if required, will be specified in further WSI addendums. These WSI addendums, if required, will be submitted for the agreement of WoSAS and the approval of the Planning Authority, prior to the commencement of any archaeological work. All phases of work will be funded by the developer.
- 2.3 It should be noted that the eastern part of the site was previously used as a gasworks which has caused a great deal of disturbance to this area and led to serious contamination, therefore it is not proposed to evaluate this area. In addition extensive site investigations works have recently taken place that consisted of linear trenching and test pits which were subject to archaeological monitoring. These site investigation works have confirmed that there has been extensive disturbance over the eastern part of the site. A watching brief and monitoring has also been undertaken when the foundations for the Burgh Hall were broken out. The foundations consisted of a thick raft of reinforced concrete on a deep deposit of hard core rubble rather than the expected deep linear foundations. It is not proposed to remove the hard core layer as this will be used as the foundation for the proposed development.

Site Location

- 3.1 The development site (NGR: NS 3984 7527; Figure 1) is located on Castle Street with Church Street to the west and Glasgow Road and the Sheriff Court to the north. Current land use includes car parking, municipal buildings, an area currently used for material storage and derelict ground.

Archaeological Background

- 4.1 The redevelopment area lies within an area of archaeological potential between the historic core of Dumbarton and Castle Rock. Although the early burgh appears to have been centred on High Street, Kirk Vennel (now Church Street) was also an important thoroughfare, and it is most likely that dwellings with burgage plots to the rear were built along Church Street and Castle Street. Therefore there is potential for domestic remains and evidence for early land divisions and industrial activity dating to the medieval period to survive in the surrounding area. Although later developments will have damaged much of the medieval and early modern archaeological deposits within the redevelopment area, parts of it may have suffered less disturbance of this kind and still retain significant archaeological remains, which could lie close to the surface. Should any significant archaeological remains have survived, they would be of considerable importance to improving understanding of the town's development and of its early industrial past.

Aims and Objectives

- 5.1 The aim of the archaeological evaluation is to identify:
 - the extent and nature of archaeological features within the development area;
- 5.2 The objectives are therefore to:
 - conduct archaeological monitoring during site investigations works to determine whether archaeological remains survive within the development site
 - conduct an archaeological watching brief during the grubbing up of existing foundations to determine whether archaeological deposits survive around the footprint of the buildings
 - Conduct an archaeological evaluation within the development area to establish the presence or absence of any archaeological remains, and their character, date and extent if surviving;
 - Submit a report to data structure level for validation by the West of Scotland Archaeology Service (WoSAS) who advise West Dunbartonshire Council, on completion of the archaeological fieldwork, which includes an outline of the scope of any further works should any significant archaeology be encountered..

Fieldwork Methodology

- 6.1 A photographic survey of the site will be undertaken prior to any excavation taking place.
- 6.2 The archaeological evaluation of the development area will consist of machine excavated trenches these will be located in areas not affected by the recent use of the site and will be concentrated on the western side of the development site. Most of the eastern part of the site will not be subject to evaluation trenches due to the disturbed nature of the site caused by the gasworks and the risk of possible contamination. The purpose of these trenches is to evaluate area for the presence, nature, significance and extent of any archaeological features.
- 6.3 Due to the known high levels of disturbance, services and the risk of contamination on the site it is proposed to excavate a number of evaluation trenches on the western side of the site. The number of trenches each approximately 25m by 2m will be determined by the ground conditions on site but it is expected that between 6 and 10 trenches will be excavated.
- 6.4 All machine excavation of trenches will be supervised by a GUARD Archaeologist. The machine excavator will be fitted with a c 2 m wide flat-bladed (toothless) ditching bucket.
- 6.5 The topsoil at each trench location will be removed in spits to the first archaeological horizon or, where none was found, to the natural subsoil. Any archaeological features encountered will be cleaned by hand by the on-site Archaeologists to determine their character and extent.
- 6.6 Any significant archaeological features as defined by WOSAS, that are encountered will be dealt with by the on-site Archaeologists. Should negative-cut features be encountered, a representative sample will be 25-50% excavated in order to determine their significance, date and function. A full record of excavated features will be made using a single context recording system using pro forma sheets, drawings and photographs. All archaeological features will be photographed and recorded at an appropriate scale. Sections will be drawn at 1:10, and plans at 1:20. All trenches will be accurately surveyed using a sub-metre GPS and located within the National Grid and all levels will be tied into Ordnance Datum.
- 6.7 All archaeological finds will be dealt with by the on-site Archaeologists. Finds and animal bone will be collected as bulk samples by context. Significant small finds will be three dimensionally located prior to collection. All finds will be processed to MAP2 type standards and subject to appropriate specialist assessment. If necessary, conservation of finds will be appraised to allow for specialist study. Due to the risk of contamination only artefacts thought to date to earlier than 1800 will be retained.
- 6.8 All excavated feature fills and horizons will be sampled as appropriate, using bulk soil samples, for palaeo-environmental evidence.

- 6.9 A representative section will be recorded denoting depth of topsoil, any stratigraphy present and the nature of the soil. This information will be logged in the day book together with a sketch drawn to scale and a photographic record of deposits.
- 6.10 Should human remains be revealed by the excavation, the local police, the client and WoSAS will be informed immediately. Any human remains will be accurately recorded, but left *in situ*, pending the agreement of the police, the client and WoSAS on an appropriate mitigation strategy.
- 6.11 Should significant archaeological remains be encountered by the evaluation, requiring more than the limited evaluation outlined above, the remains will be largely left *in situ* pending the agreement of the client and WoSAS on WSI addenda for an appropriate scope of excavation (Stage 2) and Post-excavation design including scope of finds analysis, conservation & publication (Stage 3).
- 6.12 On completion of the recording of the evaluation trenches, the backfilling of trenches will be undertaken by machine. No specialist backfilling is proposed, nor will the backfilling of trenches be supervised by the on-site archaeologist.

Report Preparation and Contents

- 7.1 A Data Structure Report (DSR) is to be produced within four weeks of fieldwork ending. Any Post-Excavation Research Design (PERD) is to be produced within 3 months of WoSAS agreement to the DSR. Any final publication is to be completed within a year of WoSAS agreement to the PERD (subject to availability of specialists etc). The DSR will contain an analysis of the results of the archaeological watching brief. The report will include a full descriptive text that will characterise the results of the watching brief. It will also include lists of all the archaeological records, drawings and photographs.
- 7.2 The report will include the following:
- executive summary
 - a site location plan to at least 1:10,000 scale with at least an 8 figure central grid reference
 - OASIS reference number; unique site code
 - contractor's details including date work carried out
 - nature and extent of the proposed development, including developer/client details
 - description of the site history, location and geology
 - a site plan to a suitable scale and tied into the national grid so that features can be correctly orientated
 - discussion of the results of the watching brief
 - feature descriptions
 - plans and section drawings of the features drawn at a suitable scale
 - bibliography
- 7.3 Digital PDF copies of the report will be sent to the client and WoSAS.
- 7.4 The report will be presented in an ordered state, will be page numbered and supplemented with section numbering for ease of reference.

Copyright

- 8.1 Unless otherwise agreed copyright for any report resulting from the archaeological work undertaken as part of the project will be deemed the intellectual property of GUARD Archaeology Limited.

Publication

- 9.1 A summary of the project results will be submitted to *Discovery and Excavation in Scotland*. In the event of minor archaeological remains being encountered during the work, it is proposed that a comprehensive report submitted to *Discovery and Excavation in Scotland*, will form the final publication of the site. A copy of this will be included in the Data Structure Report.

Archive

- 10.1 The archive for the project, including a copy of the report, will be submitted to the National Monuments Records for Scotland within three months of completion of all relevant work.
- 10.2 The online OASIS form at <http://ads.ahds.ac.uk/project/oasis/> will be completed within 3 months of completion of the work. Once the Data Structure Report has become a public document by submission to or incorporation into the HER, WoSAS will validate the OASIS form thus placing the information into the public domain on the OASIS website.

Finds Disposal

- 11.1 The arrangement for the final disposal of any finds made in connection with the archaeological work, will be deposited in keeping with Scottish legal requirements as set out in the Treasure Trove Code of Practice published by the Scottish Government in December 2008. The laws relating to Treasure Trove and *Bona Vacantia* in Scotland apply to all finds where the original owner cannot be identified. This includes all material recovered during archaeological fieldwork. Accordingly, all assemblages recovered from archaeological fieldwork are claimed automatically by the Crown and must be reported to the Scottish Archaeological Finds Allocation Panel through its secretariat, the Treasure Trove Unit. In the event of the discovery of small finds, a filled-out copy of the form "Declaration of an Archaeological Assemblage from Fieldwork" and two copies of the pertinent Data Structure Report will be submitted to the Panel at the conclusion of the fieldwork. The Panel will then be responsible for recommending to the Queen's and Lord Treasurer's Remembrancer which museum should be allocated the finds. All artefacts will be temporarily stored by GUARD Archaeology until a decision has been made by the panel.

Personnel and Liaison

- 12.1 The GUARD Archaeology team will comprise the following qualified and experienced GUARD archaeologists:
- Project Director (on-site Archaeologist): TBC
 - Technical Support: Ms Aileen Maule
 - Project Manager: Mr Bob Will
- 12.2 The GUARD Archaeology Project Manager, Mr Bob Will, will be the point of contact for the archaeological works. A full CV for individuals concerned can be made available on request.

Monitoring

- 13.1 The proposed start date for the archaeological works is yet to be confirmed. WoSAS and the client will be informed of the site mobile phone number prior to the start date so that monitoring visits can be arranged. Archaeological watching brief work during ground-breaking works will be undertaken in accordance with the main contractor's schedule.

Health & Safety and Insurance

- 14.1 GUARD Archaeology Limited adheres to the guidelines and standards prescribed for archaeological fieldwork set down in the Institute for Archaeologists approved Health and Safety in Field

Archaeology document. It is standard GUARD Archaeology policy, prior to any fieldwork project commencing, to conduct a risk assessment and to prepare a project safety plan, the prescriptions of which will be strictly followed for the duration of all archaeological fieldwork. Copies of the resultant project safety plan and of GUARD Archaeology Limited's Fieldwork Safety Policy Statement may be viewed upon request.

- 14.2 GUARD Archaeology Limited also possesses all necessary insurance cover, proofs of which may be supplied upon request.

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