



**Alloa Park Phase 8, Alloa. Archaeological Evaluation
Data Structure Report
Project 5007**

Alloa Park Phase 8, Alloa. Archaeological Evaluation Data Structure Report

On behalf of: Bracewell Stirling Consulting

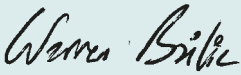
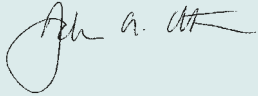
NGR: NS 89180 92024

Project Number: 5007

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

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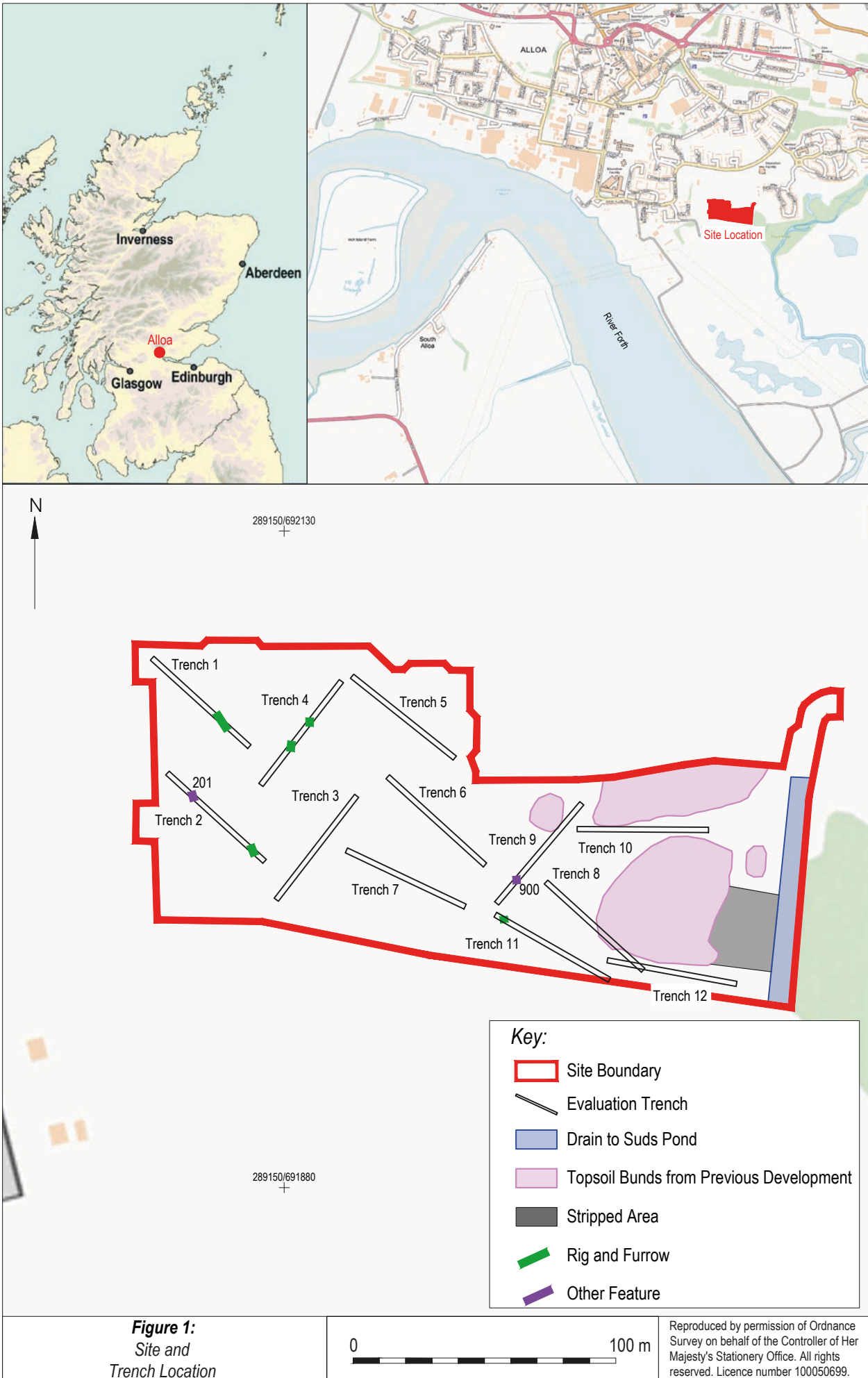


Figure 1:
Site and
Trench Location

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Executive Summary

- 1.1 GUARD Archaeology Ltd were commissioned by Bracewell Stirling Consulting to undertake an archaeological trial trench evaluation prior to the commencement of residential housing development works at Alloa Park Phase 8, Alloa. The archaeological evaluation took place between the 11th July and 12th July 2018. Putative rig and furrow cultivation marks and part of an infilled ditch were found across the western part of the proposed development.

Introduction

- 2.1 This report sets out the results of an archaeological evaluation undertaken by GUARD Archaeology Ltd, on behalf of Bracewell Stirling Consulting at Alloa Park Phase 8, Alloa. The archaeological evaluation was carried out to address the Negative Suspensive Condition related to Planning Reference: 18/00413/APP on the recommendation of Dr Murray Cook, Stirling Council's Archaeologist (hereafter SCA), to establish the presence or absence, extent and nature of any significant archaeological remains within the development area.

Site Location

- 3.1 The development site is located at the south side of Alloa, Clackmannanshire (NGR: NS 89180 92024). The total development area measures 23,832 m². The development area lies approximately 850 m ESE from Alloa town centre and lies approximately 190 m north-west of the course of the Devon River. The area is bounded by trees to the east, by recreational ground to the north with other residential areas beyond to the west and east.

Archaeological Background

- 4.1 No archaeological sites have been identified within the proposed development site. However, Roy's map of 1752-1755 depicts the development site as arable fields with a collection of buildings possibly representing a small farm steading. The site continued to be used for agricultural purposes to the present day.

Aims and Objectives

- 5.1 The aim of the archaeological work was to identify:
- the extent and nature of as yet unknown archaeological features and deposits within the development area.
- 5.2 The objectives were therefore to:
- 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 agreement of the SCA, who advises the Planning Authority, on completion of the archaeological fieldwork, which includes an outline of the scope of any further excavation works should any significant archaeology be encountered.

Methodology

- 6.1 All work was conducted in line with the following standards and guidance of the Chartered Institute for Archaeologists (CIfA), of which GUARD Archaeology is a Registered Organisation:
- *Code of conduct* (2014);
 - *Standard and guidance for archaeological field evaluation* (2014), and
 - *Standard and guidance for the creation, compilation, transfer and deposition of archaeological archives* (2014).

Archaeological Evaluation

- 6.2 The evaluation trenches across the development area comprised the machine excavation of trenches amounting to 5% (i.e. 1,192 m²) of the 23,832 m² development area. A series of 11 trenches measuring 50 m in length and one trench measuring 46 m in length, all measuring 2 m wide, were machine excavated under archaeological supervision at regular intervals across the development area (Figure 1). Trenches were excavated using a 360 back acting machine, equipped with a flat (toothless) bucket, under the constant supervision of a GUARD Archaeologist. The machine excavator was fitted with a c 2 m wide flat-bladed (toothless) ditching bucket.
- 6.3 The topsoil at each trench location was removed in spits to the first archaeological horizon or, where none was found, to the natural subsoil. Any archaeological features encountered were cleaned by hand by the on-site Archaeologist to determine their character and extent.
- 6.4 Any significant archaeological features encountered were dealt with by the on-site archaeologist. A representative sample of negative-cut features encountered, were 25-50% excavated in order to determine their significance, date and function. A full record of excavated features was made using a single context recording system using pro forma sheets, drawings and photographs. All archaeological features were photographed and recorded at an appropriate scale. All trenches were accurately surveyed using a sub-cm GPS and located within the National Grid.
- 6.5 All archaeological finds were dealt with by the on-site Archaeologist. Finds and animal bone were collected as bulk samples by context. Significant small finds were 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.
- 6.6 All excavated feature fills and horizons were sampled as appropriate, using bulk soil samples, for palaeo-environmental evidence.
- 6.7 A representative section for each trench 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.
- 6.8 On completion of the recording of the evaluation trenches, the backfilling of trenches was undertaken by machine. No specialist backfilling was undertaken, and the backfilling of trenches was not supervised by the on-site archaeologist.

Results (Figure 1 and Plates 1-6)

- 7.1 The results should be read in conjunction with Appendices A-D. The east end of the study area was found to have extensive areas of banded topsoil deriving from topsoil stripping across an earlier phase of the Alloa Park housing development scheme, and an unknown service pipe was found positioned towards the wood forming the eastern boundary of the site. This service pipe drained rainwater from the existing development to a recently formed SuDS pond located to the south-east of the proposed Phase 8 development. As a consequence of the stockpiles of topsoil and the service trench, the trenches across the eastern side of the site were redistributed.



Plate 1: General view of the east end of site showing topsoil bunds.

- 7.2 Topsoil 001 ranged in thickness from 0.20 m to 0.34 m across the site and overlay a mottled orange/brown/grey clay 002. Due to the recent prolonged dry weather the surface of the clay

across part of the site was found cracked by shrinkage due to dehydration, tile drain trenches were visible cut into the clay orientated N/S and E/W.

- 7.3 A linear cut feature 201, aligned roughly N/S was recorded in trench 2. The feature was aligned obliquely across the trench, which was subsequently expanded to facilitate a machine excavated slot perpendicular to the longitudinal axis of the cut. The cut 201 was filled by an upper layer of redeposited clay 200 with broken orange clay tile fragments and occasional modern ceramic and animal bone fragments and thin discrete spreads of lime mortar along the central area and west edge of the deposit. This layer measured up to 1.2 m thick and overlay a lower fill of blue grey clay 202 with animal bone fragments, and organic matter concentrated along the west edge of the cut. This deposit was excavated to a depth of 0.1 m, although it continued below this level. Further excavation was deterred by the swater ingress at the base of the trench. The overall dimensions of the cut, which continued below the trench edges to the north and south, were 6.7 m long by 3.2 m wide; this feature was excavated to a maximum depth of 1.38 m during this evaluation.



Plate 2: Linear cut 201, pre-excitation in trench 2, from the east.



Plate 3: General view during machine excavation of the upper fill 200 of cut 201, modern ceramic and clay tile visible at far end of ranging rod, from the east.



Plate 4: View of lower fill 202 with organics in cut 201, from the east.

- 7.4 Putative remnants of rig and furrow cultivation marks 1100 were recorded in trenches 1, 2, 4 and 11, orientated N/S. These appeared as smears of dark brown sandy clay with small coal fragments, occasional modern pottery sherds and clay tile fragments (not retained). These varied in width from 3.0 m to 4.5 m.
- 7.5 A further possible linear feature 900 was recorded in trench 9. This comprised a band of sterile blue/grey clay orientated NW/SE that measured 1.8 m wide and continued below the trench edges to the north-west and south-east, this feature was only recorded in plan.



Plate 5: Putative rig and furrow remnant in trench 11, from the east.



Plate 6: Possible linear feature 900 in trench 9, from the north-east.

Discussion

- 8.1 The evaluation took place in the vestigial remnants of the designed landscape forming the policies to the south of the gardens around Alloa House, an eighteenth century mansion destroyed by fire in 1800 and rebuilt in the early nineteenth century by George Angus for the Earl of Mar and Kellie. The house was demolished in the mid-1950s and the site of the house and much of the ground forming the gardens and policies around the house have recently been developed for residential housing.
- 8.2 The ephemeral rig and furrow cultivation remnants 1100, from which only nineteenth and twentieth century pottery fragments were recovered, may represent the remnants of an agricultural regime prior to the formalisation and planting of trees forming parkland to the south of Alloa House gardens. Roy's map of Scotland (Plate 7, below) depicts a small unnamed farm, to the south-east of the site located in what is now woodland, surrounded by fields of rig and furrow.



Plate 7: Extract from Roy's Military Survey of Scotland showing approximate site location in red. Reproduced courtesy of the trustees of the National Library.

- 8.3 The large linear cut feature 201 may represent a field boundary or drainage ditch contemporary with the rig and furrow field system or alternatively may have been a feature associated with the designed landscape to the south of Alloa House gardens.

Recommendations

- 9.1 The features encountered during the evaluation all appeared to be associated with agricultural practices or possibly related to the designed landscape around the former Alloa House. There was no evidence to suggest earlier occupation or use of the site prior to the eighteenth century. Given these results, and that this evaluation provides an adequate record of the surviving archaeological features, no further archaeological work is recommended.
- 9.2 GUARD Archaeology Ltd would stress that these recommendations are intended for guidance only and the final decisions on the nature and extent of any further archaeological work rest with the planning authority.
- 9.3 A summary of the project results will be submitted to *Discovery and Excavation in Scotland*. A copy of this is included in Appendix E. The archive for the project, including a copy of the report, will be submitted to the National Record of the Historic Environment (NRHE) within six months of the completion of all fieldwork.
- 9.4 The online OASIS form at <http://ads.ahds.ac.uk/project/oasis/> for this project (OASIS Reference: guardarc1-322591) will be completed within 3 months. Once the Data Structure Report has become a public document by submission to or incorporation into the SMR, the SCA will validate the OASIS form thus placing the information into the public domain on the OASIS website.

Acknowledgements

- 10.1 GUARD Archaeology would like to thank Bracewell Stirling Consulting for commissioning the work. The archaeological evaluation was carried out by Alan Hunter Blair. Technical support was from Aileen Maule, Clark Innes and Jen Cochrane. The report was written by Alan Hunter Blair, with the illustrations produced by Jennifer Simonson. The report was desk top published by Gillian Sneddon. The project was managed for GUARD Archaeology Ltd by Warren Bailie.

**Alloa Park Phase 8, Alloa.
Archaeological Evaluation
Data Structure Report**

Section 2: Appendices



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Appendices

Appendix A: Sources Consulted

<https://canmore.org.uk/site/74672/alloy-house>

<https://www.nls.uk/>

<https://pastmap.org.uk/>

Roy's Military Survey of Scotland, 1752-1755

Appendix B: List of Contexts

Context No.	Area	Description	Interpretation
001	Site	Deposit: Mid-brown sandy clay with occasional small angular stones and modern ceramic pottery sherds. Measured 0.28-0.34 m deep	Topsoil. Occasional concentrations of modern ceramic, most notably at the NW end of Trench 2.
002	Site	Deposit: Pale grey/brown/orange mottled clay with occasional small sub-angular stones.	Natural substrate.
200	Trench 2	Fill: Mottled grey/brown/orange clay with broken orange clay tile fragments and occasional animal bone fragments and thin discrete spreads of lime mortar along central and west side of deposit. Measured 1.2 m deep	Redeposited clay forming upper fill of linear cut 201.
201	Trench 2	Cut: Linear in plan, aligned roughly N-S. Sharp break of slope at top to steep sides base undetermined. Measured 6.7 m long (excavated) continued below trench edges to the N and S x 3.2 m wide and was excavated to a depth of 1.38 m.	Linear cut filled by 200 and 202.
202	Trench 2	Fill: Blue/grey clay with organic matter and occasional animal bone. Excavated to a depth of 0.1 m (continued below limit of excavation).	Lower fill of linear cut 201
900	Trench 9	Deposit: Blue/grey mottled clay with occasional small angular stones but otherwise sterile. Measured 1.8 m wide, continued below trench edges to the NW and SE. Unexcavated.	Band of blue grey clay aligned NW-SE. Possible natural feature.
1100	Trenches 1, 2, 4 and 11	Deposit: Dark brown sandy clay with moderate inclusions of small coal fragments and occasional tile fragments. Unexcavated.	Possible remnants of rig and furrow cultivation marks. Appeared as bands of smeared coal dross rather than cut features.

Appendix C: List of Samples

Sample No.	Area	Context No.	Size	Reason for Sampling					Application/Comments
				Pot	Bone	Lithics	CV	Botanics	
1	Tr 2	200	4 L					X	Organics

Appendix D: Trench descriptions

Tr No	Length (m)	Width (m)	Depth (m)	Topsoil/Overburden	Subsoil	Details
1	50	2	0.32	001	002	Possible furrow remnant 1100 aligned N-S, tile drains aligned N-S
2	50	2	0.32	001	002	201 Linear cut feature filled by 200 and 202, possible furrow remnant 1100 and tile drains aligned N-S
3	50	2	0.32	001	002	Tile drains aligned N-S, area of subsidence associated with site investigation test-pit
4	50	2	0.3	001	002	Possible furrow remnants 1100 aligned N-S, tile drains aligned E-W
5	50	2	0.28-0.3	001	002	Site investigation test-pit, tile drains aligned N-S
6	50	2	0.34	001	002	N/A

Tr No	Length (m)	Width (m)	Depth (m)	Topsoil/Overburden	Subsoil	Details
7	50	2	0.36	001	002	Tile drains aligned N-S
8	50	2	0.3	001	002	Tile drains aligned N-S
9	50	2	0.3	001	002	Dark band of clay 900, tile drains aligned N-S
10	50	2	0.28-0.32	001	002	Tile drains aligned N-S
11	50	2	0.3	001	002	Possible furrow remnant 1100, tile drains aligned N-S
12	45	2	0.3	001	002	Tile drains aligned N-S

Appendix E: List of Digital Images

Film No.	001			
Frame	Area	Context No.	Subject	Taken from
1			ID shot	
2	Tr 6		General view of trench 6	NW
3	Tr 7		General view of trench 7	WNW
4	Tr 9		General view of trench 9	NE
5			General view of spoil heaps at the east end of site	ENE
6			General view of spoil heaps at the east end of site	WSW
7	Tr 11	1100	General view of trench 11	ESE
8	Tr 11		Possible furrow remnant 1100	ESE
9	Tr 8		General view of trench 8	NW
10	Tr 10		General view of trench 10	E
11	Tr 9	900	General view of possible linear feature in trench 9	NE
12	Tr 12		General view of trench 12	E
13			General view of spoil heaps at the east end of site	ESE
14	Tr 1	1100	General view of trench 1 possible rig and furrow remnant visible beyond ranging rod	SE
15-16	Tr 2		General view of pottery dump at the NW end of trench 2	NW
17	Tr 2	201	General view of linear cut 201 in trench 2	E
18	Tr 2	201	General view of linear cut 201 in trench 2	E
19	Tr 2	1100	Possible furrow remnant in trench 2	NW
20	Tr 2	1100	Possible furrow remnant in trench 2	SE
21	Tr 3		Area of subsidence in trench 3 associated with a site investigation test-pit	SW
22	Tr 3		Area of subsidence in trench 3 associated with a site investigation test-pit	WSW
23	Tr 3		General view of trench 3	NE
24	Tr 4		General view of trench 4	NE
25	Tr 5		General view of trench 5	NW
26			General view of manhole associated with outfall of drain to SuDS pond	N
27			Stripped area to east of main topsoil bund at east end of site	E
28	Tr 2	201	General view machining out fill 200 of linear cut 201	NE
29	Tr 2	201	General view machining out fill 200 of linear cut 201	E
30	Tr 2	201	General view machining out fill 200 of linear cut 201	E
31	Tr 2	201	General view machining out fill 200 of linear cut 201	E
32	Tr 2	201	General view showing top of organic rich fill along the west edge and base of cut 201	E

Appendix F: Discovery and Excavation Scotland entry

LOCAL AUTHORITY:	Clackmannan
PROJECT TITLE/SITE NAME:	Alloa Park Phase 8, Alloa
PROJECT CODE:	5007
PARISH:	Alloa
NAME OF CONTRIBUTOR(S):	Alan Hunter Blair
NAME OF ORGANISATION:	GUARD Archaeology Ltd
TYPE(S) OF PROJECT:	Trial Trench Evaluation
NMRS NO(S):	n/a
SITE/MONUMENT TYPE(S):	Mansion House and designed landscape (Alloa House)
SIGNIFICANT FINDS:	None
NGR (2 letters, 6 figures)	NS 89180 92024
START DATE (this season)	11 th July 2018
END DATE (this season)	12 th July 2018
PREVIOUS WORK (incl. <i>DES</i> ref.)	N/A
MAIN (NARRATIVE) DESCRIPTION: (May include information from other fields)	An archaeological evaluation was carried out prior to the commencement of development works for residential housing at Alloa Park Phase 8, Alloa. Putative rig and furrow cultivation marks and a ditch associated with an eighteenth century agricultural regime, or part of a designed landscape around the former Alloa House were recorded. No evidence to suggest earlier occupation or use of the site prior to the eighteenth century was found.
PROPOSED FUTURE WORK:	None
SPONSOR OR FUNDING BODY:	Bracewell Stirling Consulting
CAPTION(S) FOR ILLUSTRS:	---
ADDRESS OF MAIN CONTRIBUTOR:	52 Elderpark Workspace, 100 Elderpark Street, Glasgow G51 3TR
EMAIL ADDRESS:	bob.will@guard-archaeology.co.uk
ARCHIVE LOCATION (intended/deposited)	Archive to be deposited in NRHE.

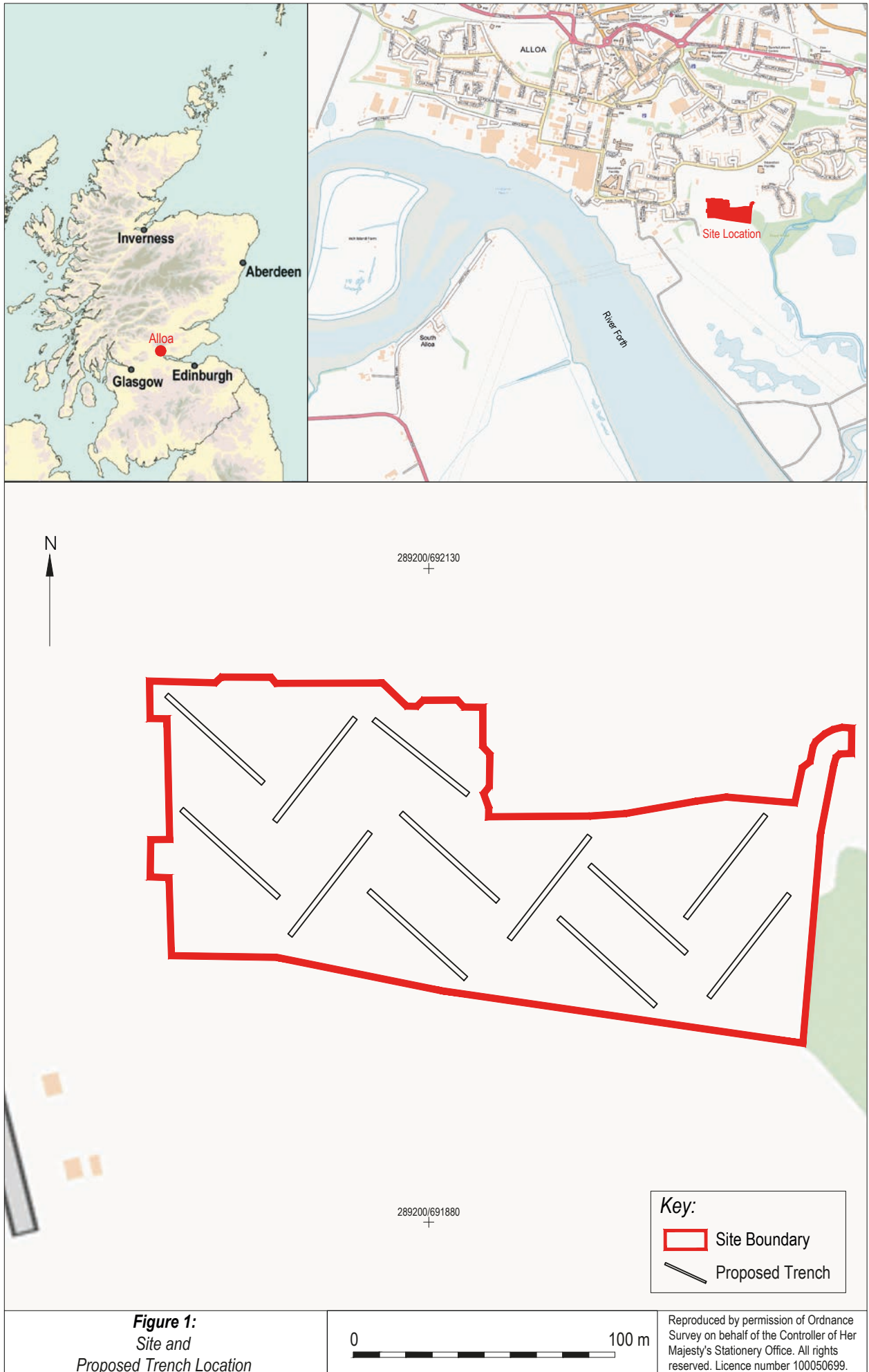
Appendix G: Written Scheme of Investigation**ALLOA PARK PHASE 8, ALLOA**

ARCHAEOLOGICAL EVALUATION

WRITTEN SCHEME OF INVESTIGATION

PROJECT 5007





Executive Summary

- 1.1 This document sets out a Written Scheme of Investigation (WSI) for the required photographic record of the current site conditions and a 5 % archaeological evaluation at Alloa Park Phase 8, Alloa to address the Negative Suspensive Condition related to Planning Reference: 18/00413/APP. This document will require to be agreed by the Stirling Council Archaeologist (SCA hereafter) on behalf of Clackmannanshire Council, prior to the commencement of archaeological fieldwork.

Introduction

- 2.1 This WSI sets out the scope and methodology for an archaeological evaluation for the proposed development at Alloa Park Phase 8, Alloa (Figure 1). In accordance with the recommendation from the SCA, a photographic record of the current site conditions will be taken prior to conducting a 5% archaeological evaluation of the development area, 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 development. It details the methodology to be employed in implementing the 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 addenda to this document. These addenda, if required, will be submitted for the approval of the SCA prior to the commencement of any archaeological work. All phases of work will be funded by the developer as required by the Planning Authority.

Site Location

- 3.1 The development site is located at the south side of Alloa, Clackmannanshire (NGR: NS 89180 92024). The total development area measures 23,832 m². The development area lies approximately 850 m ESE from Alloa town centre and lies approximately 190 m north-west of the course of the Devon River. The area is bounded by trees to the east, by recreational ground to the north with other residential areas beyond to the west and east.

Archaeological Background

- 4.1 No archaeological sites have been identified within the proposed development site. However Roy's map of 1752-1755 depicts the development site as arable fields with a collection of buildings possibly representing a small farm steading. The site continued to be used for agricultural purposes to the present day.

Aims, Objectives and Scope

- 5.1 The aim of the archaeological evaluation is to identify:
 - the extent and nature of known archaeological features within the development area;
 - as yet unknown archaeological features and deposits within the development area.
- 5.2 The objectives are therefore to:
 - 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 agreement of the SCA, who advises the Planning Authority, on completion of the archaeological fieldwork, which includes an outline of the scope of any further excavation works should any significant archaeology be encountered.

Evaluation Methodology

- 6.1 All work will be conducted in line with the following standards and guidance of the Chartered Institute for Archaeologists (CIfA), of which GUARD Archaeology is a Registered Organisation:
- Code of conduct (2014);
 - Standard and guidance for archaeological field evaluation (2014);
 - Standard and guidance for the creation, compilation, transfer and deposition of archaeological archives (2014).

Archaeological Evaluation

- 6.4 The archaeological evaluation of the development area will comprise the machine excavation of trenches amounting to 5% (ie 1,192 m²) of the 23,832 m² development area. A series of 11 trenches measuring 50 m in length and one trench measuring 46 m in length, all measuring 2 m wide, will be machine excavated under archaeological supervision at regular intervals across the development area (Figure 1). Trenches will be excavated using a 360 back acting machine, equipped with a flat (toothless) bucket, under the constant supervision of a GUARD Archaeologist.
- 6.5 The topsoil or overburden 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 Archaeologist to determine their character and extent.
- 6.6 Any significant archaeological features encountered will be dealt with by the on-site Archaeologist. Should negative-cut features be encountered, a representative sample will be 25-50% excavated 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.
- 6.7 All archaeological finds will be dealt with by the on-site Archaeologist. 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.
- 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 clients and the SCA will be informed immediately. Any human remains will be accurately recorded, but left *in situ*, pending the agreement of the police, the client and the SCA on an appropriate mitigation strategy.
- 6.11 Should significant archaeological remains be encountered within any of the trenches proposed, the area of investigation may be expanded, in consultation with the client and the SCA, with the aim of defining the character and extent of the archaeological features.
- 6.12 The SCA will be the final judge of significance regarding any findings and may well insist on full excavation for any features to be destroyed by the proposals.
- 6.13 Should significant archaeological remains be encountered by the evaluation, requiring more than the evaluation outlined above, the remains will be largely left *in situ* pending the agreement of the clients and the SCA on a WSI addenda for an appropriate scope of excavation (Stage 2) and Post-excavation research design including scope of finds analysis, conservation & publication (Stage 3).

- 6.14 On completion of the recording of the evaluation trenches, the backfilling will be undertaken by a back-acting machine. No specialist backfilling is proposed.

Report Preparation and Contents

- 7.1 A report detailing the results of the archaeological fieldwork will be submitted to the client within two to four weeks of completion of fieldwork and, subject to client approval, then submitted to the SCA. The report will take the form of a Data Structure Report and will contain an analysis of the results of the evaluation. The report will include a full descriptive text that will characterise the date and extent of any archaeological deposits. It will also include plans at an appropriate scale showing the distribution of the evaluation trenches and any archaeological features and will include archiving lists of all finds, samples, field drawings and photographs.
- 7.2 If appropriate, the report will also include any addenda to this WSI for further archaeological fieldwork, should significant archaeology have been encountered.
- 7.3 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;
 - planning application reference number;
 - 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 fieldwork;
 - context & feature descriptions;
 - features, number and class of artefacts, spot dating & scientific dating of significant finds presented in tabular format;
 - plans and section drawings of the features drawn at a suitable scale;
 - initial assessment of relevant finds/samples if appropriate;
 - recommendations regarding the need for, and scope of, any further archaeological work such as excavation (Stage 2) and Post-excavation finds analysis, conservation & publication (Stage 3);
 - bibliography.
- 7.4 At least two copies of the report will be prepared for the client and a further digital PDF copy sent to the SCA.
- 7.5 The DSR is to be submitted to the client within 1 week of fieldwork completion, any PERD within 3 months of agreement to the DSR and any final publication within a year of agreement to the PERD.
- 7.6 The report will be presented in an ordered state and contained within a protective cover/sleeve or bound in some fashion. The report will be page numbered and supplemented with section numbering for ease of reference.

Copyright

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

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 archaeological fieldwork, it is proposed that a comprehensive report submitted to *Discovery and Excavation in Scotland*, will form the Stage 1 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 Record of Historic Environment 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 SMR, the SCA 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 January 2016. 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 until a decision has been made by the panel.

Personnel and Liaison

- 12.1 The GUARD team will comprise the following qualified and experienced GUARD archaeologists:
- Project Manager: Iraia Arabaolaza
 - Project Director (on-site Archaeologist): tbc
 - Finds and Environmental Support and Conservation: Aileen Maule
 - Illustrator: Gillian Sneddon
 - Quality Assurance: Dr John Atkinson
- 12.2 The GUARD Project Manager 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 for the archaeological fieldwork, is early July 2018. The SCA will be given one week notice of the commencement of fieldwork. The SCA will also be informed of the site mobile phone number of the Project Officer prior to the start date so that monitoring visits can be arranged. It is estimated that the evaluation of 5% of the development area will take two days to complete with a further one day of unsupervised backfilling of trenches.

Health & Safety and Insurance

- 14.1 GUARD Archaeology Limited adheres to the guidelines and standards prescribed for archaeological fieldwork set down in the (now Chartered) 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 Ltd also possesses all necessary insurance cover, proofs of which may be supplied upon request.

Sources Consulted

<https://www.nls.uk/>

<https://pastmap.org.uk/>

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