



Figure 1. Site Location



Plate 1: Example of Mains Extension Trench.



Plate 2: Example of Excavated Lamppost Hole.



Plate 3: Example of Mains Connection Trench.



Plate 4: Example of Mains Connection Trench.

**STANDARD WRITTEN SCHEME OF INVESTIGATION (WSI)
FOR LIMITED ARCHAEOLOGICAL RECORDING ("WATCHING BRIEF")
FOR SERVICES WORKS**

- 1 The purpose of the work is to enable the recording and recovery of archaeological remains affected to a limited and clearly defined extent by narrow cable, pipe or culvert trenches, electricity pole or lamp standard emplacement, valve or inspection chamber trenches, or access pits for trenchless technology. The archaeological work should not require the emplacement of services to be held up while recording takes place, although some utilities contractors may give such a facility.
- 2 The Archaeologist should notify by letter or e-mail the County Archaeology Service (archaeology@northyorks.gov.uk) at least 10 working days in advance of the start of work on site.
- 3 The excavation of all trenches should be supervised by the Archaeologist contracted to carry out the WSI. The Archaeologist should be informed of the correct timing and schedule of excavation works. Overburden such as tarmac, concrete, turf, topsoil, made ground, rubble or other superficial fill materials should be removed by machine, using a back-acting excavator fitted with a toothless, ditching or grading bucket. Where surface materials are exceptionally difficult to lift, they should be broken up first, and a toothed bucket used temporarily to open up the materials for lifting.
- 4 Metal detecting of the trenches and spoil should only be carried out subject to archaeological supervision and recording so that metal finds are properly located, identified, and conserved. All metal detection should be carried out following the Treasure Act 1996 Code of Practice.
- 5 Where structures, soil deposits and features, or finds of archaeological interest are uncovered or disturbed by trenching, the Archaeologist should be provided with the opportunity to observe, clean, assess, and where appropriate, hand-excavate, sample and record these features and finds. If the contractors or plant operators observe archaeological remains during the course of works, they should immediately notify the Archaeologist. Although most services works may be unlikely to require the application of archaeological science to recovered artefacts and samples, this is a standard requirement for all archaeological investigations and the Archaeologist should make arrangements to ensure that specialist advice and analysis are available if appropriate.
- 6 Heavy plant or excavators should not be operated in the near vicinity of archaeological remains until the remains have been recorded and the Archaeologist on site has allowed operations to recommence at that location. Subsoils and sterile parent materials below archaeological deposits can be removed without archaeological supervision using a toothed bucket.

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Version 1.2 January 2006

- 7 Upon completion of archaeological field recording work, samples should be processed and evaluated, and all finds identified, assessed, spot-dated, properly stored, and subject to investigative conservation as needed. A field archive should be compiled consisting of all primary written documents, plans, sections, and photographs. The Archaeologist should arrange for either the County Archaeologist or an independent post-excavation specialist to inspect the archive before making arrangements for the transfer of the archive to an appropriate museum or records office.
- 8 A summary report shall be produced following NYCC guidelines on reporting. The report should contain planning or administrative details of the project, a summary of works carried out, a description and interpretation of the findings, an assessment of the importance of the archaeology including its historical context where appropriate, and a catalogue of finds, features, and primary records. All excavated areas should be accurately mapped with respect to nearby buildings and roads. All significant features should be illustrated with conventionally scaled plans, sections or photographs. Where few or no finds are made, it may be acceptable to provide the report in the form of a letter with plans attached.
- 9 Copies of the summary report should be provided to the utility company, services provider or highways divisional office, the County Heritage Unit (SMR), to the museum accepting the archive, and if the works were carried out on or near to a Scheduled Ancient Monument, to English Heritage. A licence should be granted to the accepting museum and the County Council to use the documentation arising from the work for its statutory functions and to give to third parties as an incidental to those functions.
- 10 Upon completion of the work, the Archaeologist should make their work accessible to the wider research community by submitting digital data and copies of reports online to OASIS (<http://ads.ahds.ac.uk/project/oasis/>). Submission of data to OASIS does not discharge the planning requirements for the Archaeologist to notify the County Archaeology Service of the details of the work and to provide the Historic Environment Record (HER) with a summary report on the work.
- 11 Under the Environmental Information Regulations 2005 (EIR) information submitted to the HER becomes publicly accessible, except where disclosure might lead to environmental damage, and reports cannot be embargoed as 'confidential' or 'commercially sensitive'. Requests for sensitive information are subject to a public interest test, and if this is met, then the information has to be disclosed. The Archaeologist should inform the client of EIR requirements, and ensure that any information disclosure issues are resolved before completion of the work. Intellectual property rights are not affected by the EIR.
- 12 This WSI represents a summary of the broad archaeological requirements to mitigate the effects of services works on sites of archaeological or historic interest as recognised in the Electricity Act 1989, Gas Act 1995, Pipelines Act 1962 and Water Act 1989. It does **not** comprise a full specification, and the County Council makes no warranty that the archaeological works are fully or exactly described. The details of implementation must be specified in a standard ICE Conditions of Contract for Archaeological Investigation or similar agreement between the services provider and the selected archaeological contractor. The County Archaeologist should be notified immediately of any unexpected archaeological remains or variations to work.
- 13 If there is a need to remove human remains, an exhumation licence should be obtained from the Department for Constitutional Affairs (coroners@dca.gsi.gov.uk), or a faculty obtained where the remains are buried in land consecrated according to the rites of the Church of England.