

Southampton City Council Archaeology Unit

Written Scheme of Investigation for an Archaeological Evaluation of land adjacent to the Eastpoint Centre, Bursledon Road, Southampton

30/1/14

1 Aims of the Project

1.1 A proposal to build an energy centre on the site is being considered. Previous work to the west revealed late Iron Age activity (SOU 1521). Trial trenches will be dug to check for the survival of archaeological deposits on the new site. An ordered archive will be produced which will allow for a written report to be created. The report will consider the archaeology and its significance and the likely impact of the development and will inform a decision to be made as to the need for further work.

2 Introduction

2.1. This written scheme of investigation for an archaeological evaluation has been commissioned by Tom Hall of the Property and Infrastructure Section of Capita, One Guildhall Square, Above Bar Street, Southampton, SO14 7FP.

2.2 The site lies in an area of scattered prehistoric occupation and the Historic Environment Team (HET) of Southampton City Council (SCC) has requested an evaluation of the site.

3 Site Location and Description

3.1 The site lies close to the eastern boundary of Southampton, on the north side of Bursledon Road, north-west of its junction with Botley Road. It is open grassland, with trees and shrubs which will remain in place, close to Bursledon Road.

4 Archaeological and Historical Background

4.1. The site lies in Area 15 (Netley Common) of the Local Areas of Archaeological Potential (LAAP) as defined in the City of Southampton Core Strategy 2010. 'This area is part of a Bronze Age barrow cemetery that extends beyond the city boundary. There are three known barrow sites inside the city boundary. The Roman road between Bitterne Manor and Chichester crosses the area' (LAAP).

4.2 A desk-based assessment of the site was carried out by the Southampton City Council Archaeology Unit in 2009 (Southampton Archaeology Report 939). It showed that the site lay within an area of scattered prehistoric finds and was immediately adjacent to the Bronze Age barrow cemetery. The route of the Roman road from Chichester to the Roman settlement of Clausentum at Bitterne Manor, Southampton could be seen to pass close to the north of the site. The report demonstrated the potential for important archaeological remains to be present, and an evaluation and watching brief (SOU 1521) took place in the in the west half of the site when the Eastpoint Centre was built. This work revealed nine probable prehistoric features, marked by charcoal, burnt flints, and flint flakes. One feature was dated by the radiocarbon method to 160BC to 60AD at 95% probability (Southampton Archaeology Report 979).

5 Aims of the Investigation

5.1 The evaluation aims to determine the extent, condition, nature, character, quality, and date of any archaeological remains encountered, as dictated by current best practice.

6 Archaeological Methodology

6.1 Location of the Evaluation Trenches

6.1.1 The evaluation trenches will be set out as shown in Figure 1. They will be 3m wide and some 8m apart, with the aim of the trenches being wide enough to expose ephemeral features that might be mistaken for variations in the natural, and close enough together so as not to miss a small Bronze Age barrow.

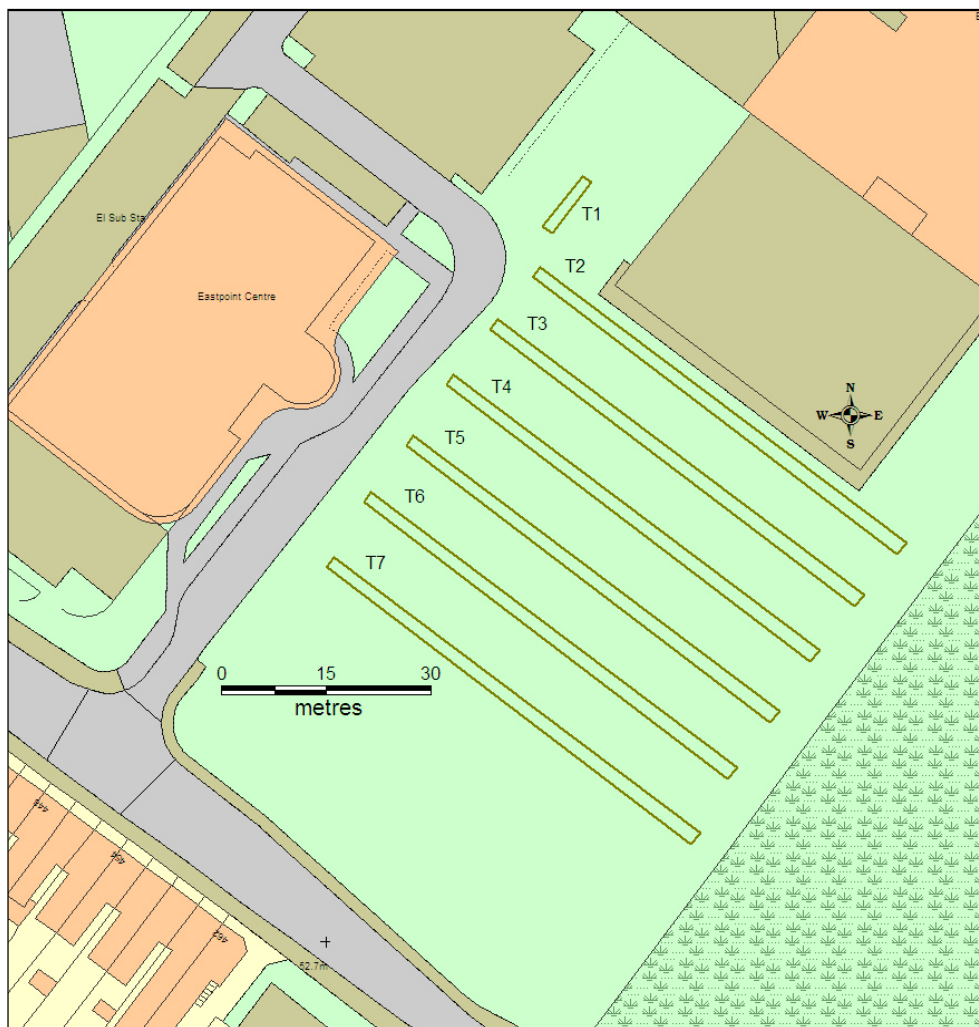


Fig 1 showing the site and proposed trenches.

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6.2 Excavation Methodology

6.2.1 The topsoil will be removed by machine, using a 13 ton, 360 degree, tracked machine with a wide toothless bucket, under constant archaeological supervision. Machining will cease when natural or archaeology is revealed, and further investigation will be by hand. All features will be mapped to a grid based on the National Grid and established by GPS or Total Station. The Total Station will be a Topcon Gpt-7005i with an accuracy with prism to 25m of +/- 3mm. The GPS will be a Topcon Hiper Plus model with a horizontal accuracy of 3mm and a vertical accuracy of 5mm.

6.2.2 The excavated spoil will be examined for any archaeological finds. A metal detector will be used.

6.2.3 Archaeological features will be identified by changes in colour and texture of the soil.

6.2.4 Enough of the archaeological features will be excavated in order to ascertain their extent, date, and nature.

6.2.5 Any finds of human remains will be left *in situ*, covered and protected, while the client, the coroner, and the Local Planning Authority are informed. If removal of human remains is undertaken it will be in accordance with the latest advice from the Ministry of Justice. All excavation and treatment of cremated and inhumed human remains will be undertaken in cognisance of IFA Technical Paper Number 13 *Excavation and Post-excavation Treatment of Cremated and Inhumed Human Remains* by Jacqueline I McKinley and Charlotte Roberts 1993, and *Guidance for Best Practice for Treatment of Human Remains excavated from Christian Burial Grounds in England* English Heritage 2005. Current best practice standards and guidance will be adhered to as well as the Environmental Health Regulations. If cremations are encountered and need to be removed then urned cremations will be lifted intact and excavated in 20mm spits by an experienced archaeologist under laboratory conditions. Urned cremations excavated on site will be excavated in 20mm spits and in quadrants. Each spit/quadrant will be allocated a unique context number. Each spit will be photographed and planned at an appropriate scale (1:2 or 1:5). The spoil from each spit/quadrant will be taken as an environmental sample.

6.2.6 All finds of gold and silver will be moved to a safe place and reported to the coroner's office according to the procedures relating to the Treasure Act 1996. Where removal cannot be effected on the same working day as the discovery, suitable security measures will be taken to protect the artefacts from theft or damage.

6.2.7 On completion of the work the trenches will be backfilled. The trenches will be roughly compacted by machine. After allowing for sinkage the trenches will be rotovated and seeded.

6.3 Personnel

6.3.1 Excavation Personnel

The excavation team will consist of experienced archaeologists under the supervision of Mathew Garner BA MfA.

6.3.2 Specialist personnel and methodology

Retained specialists will consist of the following:

Animal bones	S Hamilton-Dyer
Dating	Radiocarbon dating by Beta-Analytic. Geomagnetic dating Geoquest/MOLAS
Geoarchaeology	M Allen
Glass	Rose Broadley
Human Remains	J McKinley of Wessex Archaeology
Lithics	M Garner
Macrofossils	R Scaife
Metalwork	Professor David Hinton
Metalworking residues	P Andrews
Mollusca	M Allen
Pollen	R Scaife
Prehistoric Pottery	E Morris
Roman Pottery and Ceramics	A Russel
Stone	A Russel

6.4 Recording Systems

6.4.1 The Southampton Archaeology Unit recording system (a single context system) will be used. Proforma context sheets will include all relevant stratigraphic relationships. For complex stratigraphy a separate matrix diagram will be employed. Plans and sections will be made as follows;

- Site location plan: general plan (eg OS 1:2500) showing investigation area and development site in relation to surrounding locality and street pattern;
- Site plan: the opened area in relation to investigation area and OS grid (eg 1:100 or 1:200). This will incorporate the extent of any significant features;
- Archaeological plans: a record of the full extent in plan of all archaeological deposits. All significant deposits will be planned in relation to the trench and OS grid;
- Typical sections of trench edges will be drawn. All sections through features will be drawn to the full extent of the feature except where this is in conflict with health and safety considerations or with the explicit agreement of the SCC HET. All section drawings will include heights related to the Ordnance Datum;
- All archaeological plans and sections will be drawn on gridded film, and will usually be at a scale of 1:10 or 1:20 and will include context numbers and OD spot heights for all principal strata and features
- An adequate photographic record of all significant archaeological remains will be made, in both plan and section. General photographs will also be taken to show the general context and relationship between features, any significant finds, and the site as a whole. Black and white film and colour slide will be used. Digital photography will also be used.

7 Finds Methodology

7.1 All finds from features and layers of archaeological interest will be retained. They will be bagged up by context, with two context labels giving site code and context.

Some finds may be washed on site to give immediate feedback to the site programme. Other finds will be taken to the Southampton office, washed, weighed, counted and identified, and this information will be entered into an Access Database. If required by SCC the finds will be made available at monitoring meetings.

7.2 All finds and samples will be treated in a proper manner to prevent deterioration. Finds will be treated in accordance with *First Aid for Finds* (Leigh 1998) UKIC.

7.3 Finds will be stored in appropriate containers; bulk finds in acid-free cardboard boxes, metal finds in air-tight plastic boxes with dry silica gel.

8 Environmental and other Samples

8.1 Samples of soils and archaeological deposits will be taken in order to achieve the aims and objectives of the investigation. Generally samples will be taken from discrete well-dated and well-sealed features or deposits to assess the presence of environmental or industrial material. Sampling will conform to the relevant sections of *Environmental Archaeology; a guide to the theory and practice of methods, from sampling and recovery to post-excavation*, (English Heritage 2011).

8.2 If suitable materials are present samples will be taken for absolute dating and examination of structural materials. The most likely dating technique to be used will be radiocarbon dating. It is likely to be used on human or animal bones or on charcoal.

8.3 Discussions will take place with Southampton Museums to ensure that finds are marked, bagged and boxed according their requirements. A Finds Assessment will be held with Southampton Museums during the post-excavations stage to discuss sampling and retention of finds and samples.

9 Monitoring

9.1 SCC will be allowed to inspect the archaeological works to ensure that they are being conducted to the proper professional standards and in accordance with the specification.

10 Health and Safety

10.1 The archaeological contractor will make available the Safety Policy, Risk Assessments, and Safe Working Procedures. The archaeological contractor will liaise with the Client to ensure that all potential risks are minimised.

10.2 All staff will wear safety boots, hi-vis jacket or vest and hard hat while on site, except in designated safe areas. Copies of the Southampton Archaeology Unit Risk Assessments will be kept on site.

10.3 All relevant health and safety regulations will be followed.

10.4 The site will be surrounded by a heras fence. Public access will not be allowed.

10.5 Trench locations will be checked using a CAT and Genny prior to excavation.

10.6 Spoil will be kept at a safe distance from the trench edge.

10.7 Southampton City Council has Employers Insurance, Public Liability Insurance, and Professional Indemnity Insurance.

11 Post-Excavation Methodology

11.1 Fair copies will be made of rough site notes and sketches. Photographs will be catalogued and cross-referenced to the recording forms when they have been returned from processing. The site records will be entered into an Access database. A Harris Matrix will be drawn up to show the relationships recorded on site. The matrix and finds data will be used to phase the site sequence.

11.2 All metal finds other than those made of gold and lead (and those exemptions set out in "Standards for the Creation, Compilation and Transfer of Archaeological Archives") will be x-radiographed as part of the recording process and in advance of the Collections Assessment described below.

11.3 At an early stage of the post-excavation process, Southampton City Council's Curator of Archaeological Collections will carry out a Collections Assessment of the material archive, as stipulated in "Standards for the Creation, Compilation and Transfer of Archaeological Archives". (Contact gill.woolrich@southampton.gov.uk.)

11.4 To ensure the long-term stability of the finds and their availability for future study, all conservation work will be carried out as necessary; full records (which will form a part of the archive) will be kept of any treatment given.

11.5 The assessment of conservation needs and subsequent necessary work will be carried out by a qualified archaeological conservator, or in a recognised conservation laboratory which has been approved by the Curator of Archaeological Collections.

11.6 All finds and other items of archaeological interest removed from the site will be analysed and recorded by specialists, subject to the approval of the HET. All specialist work will be carried out as necessary, to agreed standards, and with the approval of the HET, based on the results of assessments of the material which will be carried out as the first stage of the post-excavation process. Specialist work may need to be carried out on all metalwork; all bone, including worked bone and human remains and other organic remains; industrial waste; ceramic material; glass; and lithic material. The pottery and stone type series housed by Southampton City Council's Archaeology Collections will be used as reference material.

11.7 Data about complete, identifiable, itemised objects will be transferred onto Southampton City Museum's Archaeological Object Record Sheets. The sheets will then be entered into the computerised Archaeological Collections Object Database.

11.8 Any soil samples taken on site will be processed as appropriate.

12 Report

12.1 Once the site data and artefacts have been analysed, a summary report will be written within four weeks of the end of the fieldwork. The report will be structured as in Appendix A. The report will include a summary sheet (see Appendix B).

12.2 The contractor will send a copy of the report in PDF format to the HET for approval. Once it has been approved, the contractor will send a full-colour paper copy of the report to the developer, the HET (for the Historic Environment Record (HER)), and the Special Collections section of Southampton Public Library.

12.3 A full-colour paper copy of the report will be deposited as part of the archive (see below).

12.4 The contractor will supply the HET with one copy of the approved report in PDF format (for the HER), either by email or on disk as appropriate. The PDF should be text searchable with good quality figures and images. All report drawings and photographs are to be included in the PDF file, and the selecting of text and graphics security option must be set at "allowed". At the same time, the contractor will supply the HER Officer (her@southampton.gov.uk) with a trench plan, registered to the National Grid; also a digital copy of trench plans and feature-distribution or phase plans (where phase plans are appropriate). The format will be MapInfo TAB or Auto CAD DWG/DXF.

12.5 At the same time, the contractor will supply the HER Officer with digital copies of the photographs used in the report, for general use by the HET and HER. These will be supplied in TIFF format at least 600 dpi resolution.

12.6 The contractor will retain full copyright of the report under the Copyright, Designs and Patents Act 1988 with all rights reserved; excepting that it hereby provides an exclusive licence to the Client for the use of the report by the Client in all matters directly relating to the project as described in the specification. The contractor in addition gives permission for the HET to freely copy the report and photographs for the purposes of archaeological research or development control within the planning process, without reference to the contractor.

12.7 At the appropriate time, the contractor will send a short report of the evidence for inclusion in the summaries compiled by relevant journals (these are defined as any or all of: "Past", "Britannia", "Medieval Archaeology", "Post-medieval Archaeology").

12.8 On completion of the fieldwork the HET will decide if the results require a wider publication than the limited-distribution report allowed for above. If so, the contractor will prepare a report of an appropriate standard to an agreed timescale and arrange its publication in an appropriate form.

13 Further Work

13.1 The evaluation report will be submitted to the SCC Planning Archaeologist, Historic Environment Team, Southampton City Council, who will review the report and make a decision as to the need for further mitigation work. Should mitigation work be required in association with the development another Written Scheme of Investigation will be produced by Southampton Archaeology for agreement by Southampton City Council.

14 Copyright

14.1 Southampton City Council shall retain full copyright of any commissioned reports, tender documents or other project documents, under the Copyright, Designs, and Patents Act 1988 with all rights reserved; excepting that it hereby provides an

exclusive licence to the client for the use of such documents by the client in all matters directly relating to the project. All documents produced to meet planning requirements can be copied for planning purposes or for bona-fide research by Southampton City Council.

15 Publication of Results

15.1 Where the results justify it the results will be disseminated in a suitable publication.

16 Archive

16.1 "Archive" here means the documentary and material archive as defined in *Standards for the Creation, Compilation and Transfer of Archaeological Archives* (SCC 2007). Southampton City Council will be the depository of the archive, once the period of post-excavation analysis and report-writing is complete, and will assume title to all material recovered from the fieldwork for inclusion in its collections. A timescale for the handing over of the archive will be included in the post-excavation programme.

16.2 The contractor will prepare, compile, and present the archive in accordance with the standards laid down in "Standards for the Creation, Compilation and Transfer of Archaeological Archives" (Southampton City Council, 2007).

16.3 The contractor will deposit the archive, making allowance for the long-term archive-storage costs that will be incurred by Southampton City Council, including the costs of deposition of the digital archive with the Archaeology Data Service (see Appendix 11 of "Standards for the Creation, Compilation and Transfer of Archaeological Archives").

16.4 The contractor will copy the written and drawn archive onto microfiche which satisfies the criteria set out by English Heritage. The microfiche will itself form part of the archive.

16.5 Where part of the archive is defined as treasure, the developer accepts responsibility for any compensation eventually awarded to the landowner.

16.6 A master copy of the microfiche will be deposited with the English Heritage Record Centre in Swindon.

Dr AD Russel
30/1/14

APPENDIX A REPORT CONTENTS

CONTENTS LIST
PRESENT LANDUSE, GEOLOGY AND TOPOGRAPHY. The geology as recorded by the Geological Survey will be discussed with reference to the actual site geology found during fieldwork.
HISTORICAL BACKGROUND Including a map regression and summary of information in secondary/published sources.
ARCHAEOLOGICAL BACKGROUND Known archaeological sites or findspots in the vicinity, with location plan.
REASON FOR PROJECT, PROJECT AIMS
METHODOLOGY Amended from the WSI as appropriate to include trench dimensions and any restrictions on fieldwork.
DETAILED DESCRIPTION OF RESULTS For all areas/trenches with significant archaeology (with interpretation and dating)
CONCLUSION To include all periods present on the site, including those represented only by residual finds in later stratigraphy. The results will be discussed with reference to the documentary evidence, and the significance of the site in its broader archaeological, historical and landscape setting.
BIBLIOGRAPHY
LOCATION PLANS Site and trench location plans based on 1:1250 OS mapping, indicating areas surveyed by different methods.
OTHER PLANS Detailed plans of all areas/trenches with significant archaeology at an appropriate scale.
All plans will be correctly related to the national grid
All drawings will include levels related to ordnance datum
PHOTOGRAPHS To illustrate specific points in the text.
APPENDICES
Appendix 1 CONTEXT LIST with soil descriptions, phases, etc
Appendix 2 FINDS REPORT Table of all artefacts recorded, listed by context and material type, with an assessment (check artefact types and dating included).

APPENDIX B: SUMMARY SHEET CONTENT

The report will include a summary sheet giving the information in the table below.

Site name/address
SOU site code (this should also be included on the front cover)
Contractor site code
HET consultation number
Planning application number (if relevant)
Grid reference of centre of site - 8 figures, including prefix (eg SU).
Fieldwork dates (full start and end dates in form day/month/year)
Type of fieldwork
Name of contracting unit
Report author
Name of client
Non-technical summary to include <u>all</u> periods represented on the site, including those present only as residual finds in later contexts.)