

ARCHAEOLOGICAL EVALUATION REPORT

SCCAS REPORT No. 2011/207

**SITA Energy from Waste Facility (former SCC Highways Depot), Lodge Lane, Great Blakenham
BLG 026**

HER Information

Date of Fieldwork:	6th-9th December 2011
Grid Reference:	TM 123 496
Funding Body:	SITA UK
Curatorial Officer:	Jess Tipper
Project Officer:	Linzi Everett

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Summary

An archaeological evaluation was carried out on the former SCC Highways Depot, Lodge Lane, Great Blakenham (TM 123 496; BLG 026) in advance of development of the site. Three trenches were opened, focussed on an area where a thick subsoil layer with the potential to seal archaeological deposits had been identified in an earlier phase of evaluation. Whilst this layer was shown to continue south, no archaeological evidence was revealed.

1. Introduction

The site is centred on approximately TM 123 496 and comprises a total of approximately 3.8 hectares of which only 1.8 hectares in the northern half of the site has not previously been used for landfill.

The site was subject to trial trenching in July 2010 which established the fact that much of the site had been subject to significant levels of truncation (Everett, 2010). Only two trenches had survived considerable disturbance, Trench 7 and Trench 13 (Figure 2). In the former, a layer of probable hillwashed deposits was identified and in the latter, features of medieval date survived, sealed by a layer of subsoil. As such, there was an requirement for further work in these areas prior to development of the site, as outlined in a Brief and Specification produced by RPS Planning and Development (Appendix I). The Suffolk County Council Archaeological Service (SCCAS) Field Team was subsequently commissioned to carry out the work which was funded by SITA UK.

2. Geology and topography

The site lies on the western side of the River Gipping valley at approximately 10-15m OD, and gently slopes down eastwards. The drift geology underlying the site comprises well-drained loam and sandy soil over gravel in the northern part of the site and river alluvium over peat in the south east.

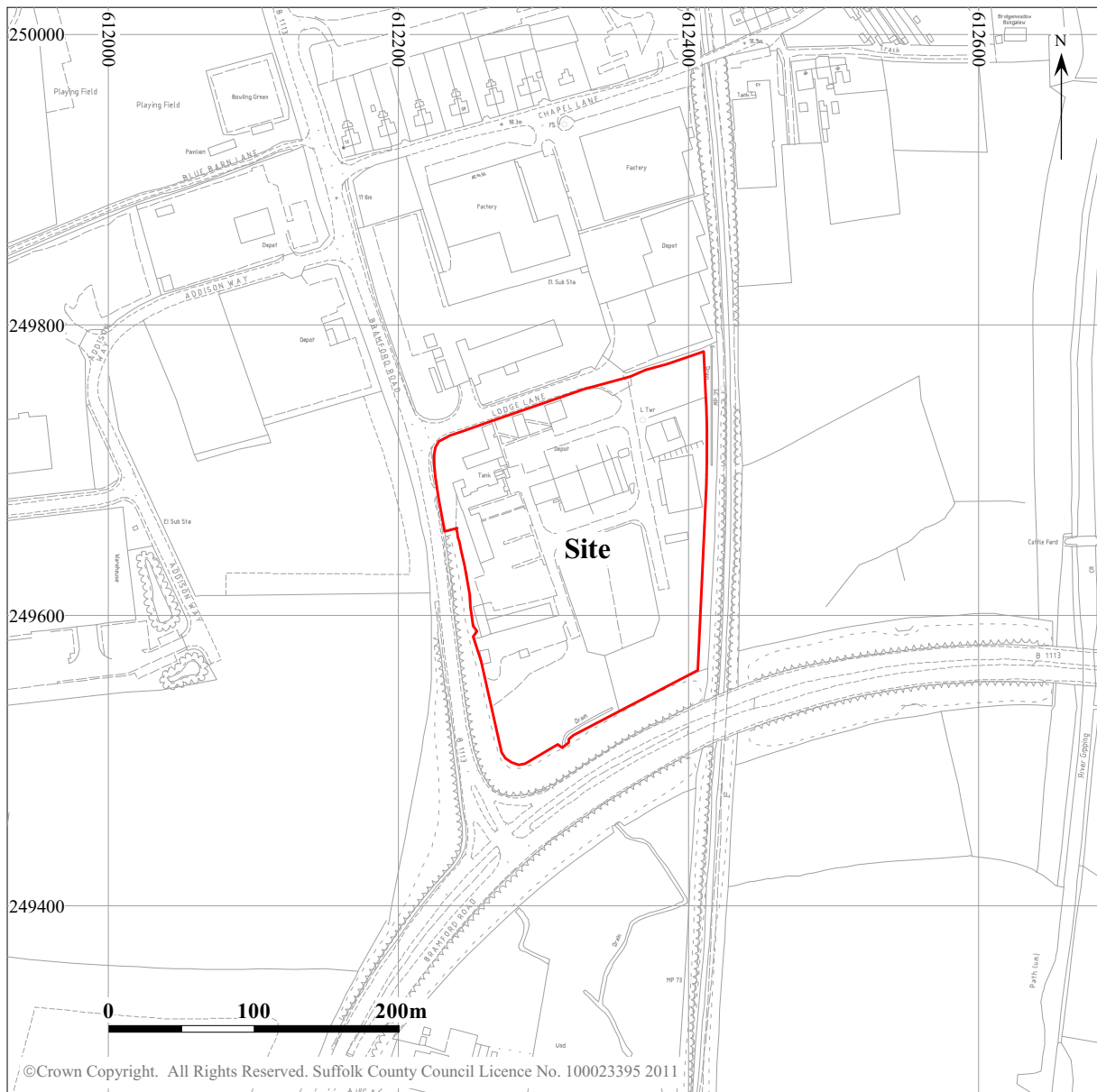
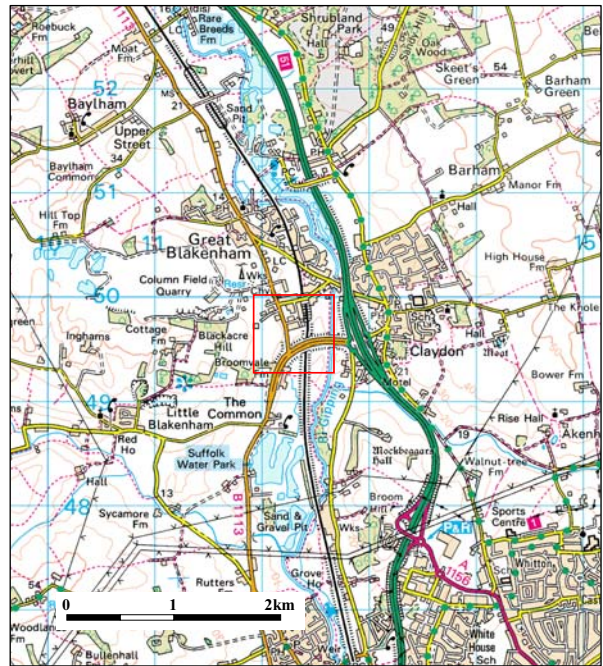


Figure 1. Site location

3. Archaeological and historical background

The archaeological potential for the site was based predominantly on its proximity to known sites within 350m of the proposed development (BLG 017; BLG 024). The site location on the edge of the flood plain of the River Gipping is also topographically favourable for early occupation. Following the earlier evaluation, the presence of medieval activity along the road frontage was established, as well as a layer of assumed hillwash with the potential to contain or seal archaeological deposits.

4. Methodology

Fieldwork was carried out on between 6th and 9th December 2011. The trenches were excavated under the supervision of an archaeologist, using a 360° excavator fitted with a 1.8m wide toothless ditching bucket, removing overburden until the top of the first undisturbed archaeological deposit or natural subsoil was revealed. Hand cleaning of the exposed surfaces was carried out where necessary in order to clarify the nature of the deposits. Both the exposed trench surfaces and upcast spoil were examined visually for artefactual evidence. The site was recorded under the HER code BLG 026, continuing the sequence started during the earlier evaluation.

A photographic record of digital shots, was made throughout. The evaluation archive will be deposited in the County HER at Shire Hall, Bury St Edmunds.

5. Results

Three trenches were opened, the dimensions of which were as follows.

Trench	Length (m)	Area sq. m	Width (m)	Depth (m)
14	13.5	24.3	1.8	0.9 (SE) - 1.25 (NW)
15	13.5	24.3	1.8	0.8 (SE) -1.00 (NW)
16	18	32.4	1.8	0.5

Table 1. Trench dimensions

Figure 2 shows the location of the excavated trenches within the development area. An area of open excavation had been specified in the north west corner of the site where medieval evidence had been established in Trench 13 (see Appendix I). However, this was abandoned following consultation with the SCCAS Conservation Team as planned landscaping of the area ensured preservation *in situ*.

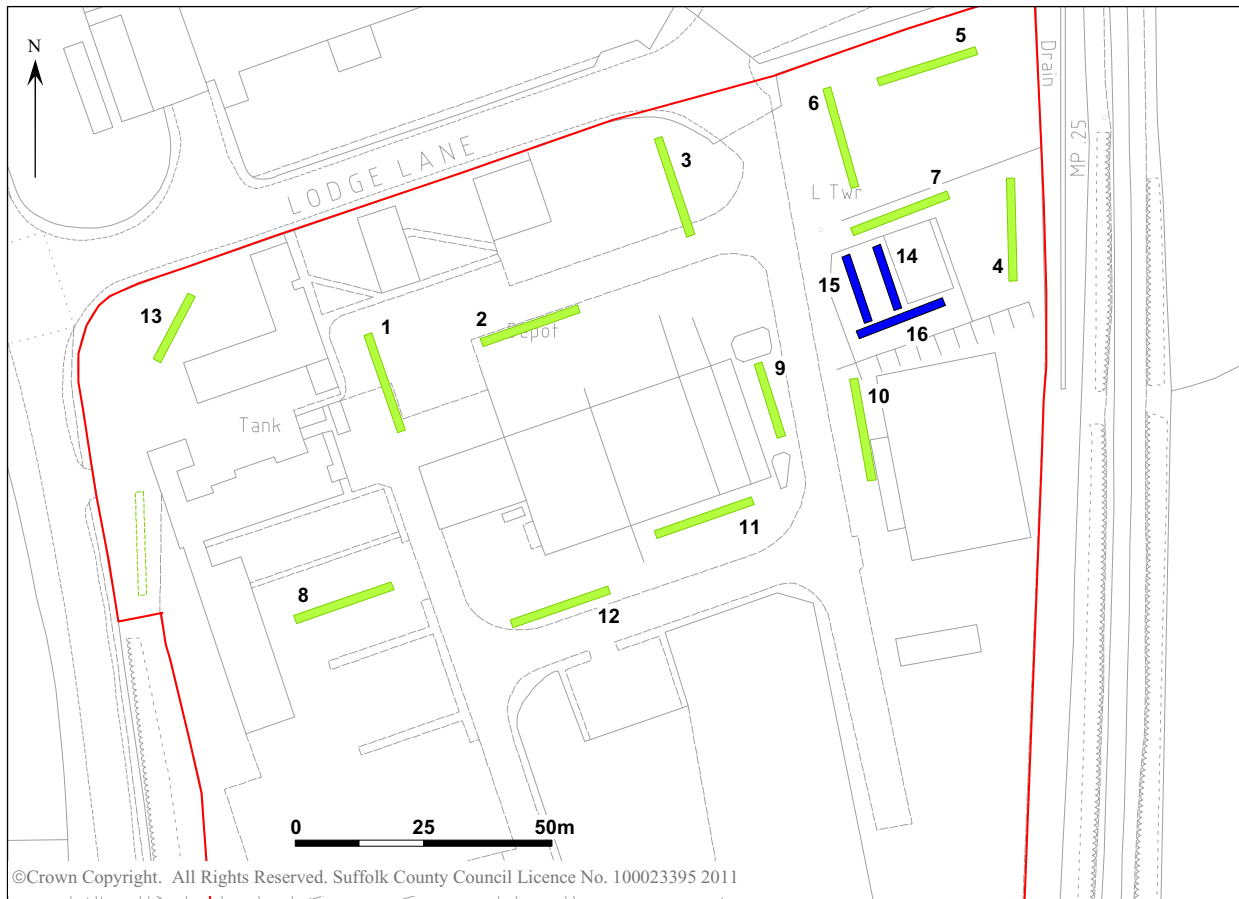


Figure 2. Trial trench locations

Trenches 14 & 15 (plates 1 & 2)

Both trenches were all cut through c.0.65m of concrete and associated sub-base revealing a thick layer of mid brown homogenous silty sand subsoil with occasional flint pebbles. This layer measured between 0.4m thick at the south end increasing to 0.85m at the north, sealing a pale yellowish brown silty sand natural subsoil with gravel patches. The subsoil was assumed to be a hillwash deposit. No artefacts were observed within the exposed sections or the upcast spoil.

Trench 16 (plate 3)

This trench was excavated through c.0.85m of concrete and sub-base, which directly sealed the natural subsoil. Modern disturbance was noted throughout the base of the trench.



Plate 1. View of Trench 14, looking south east



Plate 2. Trench 14 profile



Plate 3. Trench 16 profile

6. Discussion

The three excavated trenches demonstrated the continuation of the colluvial layer identified in the previous evaluation, showing that it shallowed at the south ends of Trenches 14 and 15. It was not present at all in Trench 16, where significant truncation had also taken place. Whilst the colluvium could have sealed and thus preserved archaeological features, none were observed in the trenches, nor was there any indication of activity in the vicinity in the form of artefacts incorporated into the subsoil layer.

Bibliography

Everett, L., 2010, BLG 026 SCC Highways Depot, Great Blakenham, SCCAS report no. 2010/136

Disclaimer

Any opinions expressed in this report about the need for further archaeological work are those of the Field Projects Team alone. Ultimately the need for further work will be determined by the Local Planning Authority and its Archaeological Advisors when a planning application is registered. Suffolk County Council's archaeological contracting services cannot accept responsibility for inconvenience caused to the clients should the Planning Authority take a different view to that expressed in the report.

SITA Energy from Waste Facility

Great Blakenham, Suffolk

(NGR TM 123 496)

**Specification for a Programme of
Archaeological Excavation and Recording**

Prepared by:
RPS Planning and Development

On behalf of:
SITA UK

September 2011

RPS Planning and Development
Mallams Court
18 Milton Park
Abingdon
Oxon OX14 4RP

Tel	01235 821888
Fax	01235 820351
Email	rpsox@rpsgroup.com

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Figure 1 Site location showing trial trenches excavated 2004

Figure 2 Site plan showing locations of proposed further investigation

1 Background

- 1.1 Planning consent has been granted by Suffolk County Council for the construction of an Energy from Waste facility on land at Lodge Lane, Great Blakenham in Suffolk.
- 1.2 There are a number of conditions attached to the consent, including one (no. 15) relating to archaeology:

No development shall take place within the area affected by the current development until the applicant or their agents or successors in title have secured the implementation of a programme of archaeological work in accordance with a written scheme of investigation which has been submitted by the applicant and approved in writing by the Waste Planning Authority.

Reason: requested by the County Archaeologist to enable and ensure appropriate archaeological investigation, recording, excavation and protection is undertaken prior to the development taking place. This condition is in accordance with Policy WDM2 f) of the Waste Core Strategy, setting out general considerations relevant to all waste management facilities and which are required in order to make the development acceptable and in accordance with Planning Policy Statement 5.

- 1.3 As made clear in the *Reason* quoted above, this condition is in line with government planning guidance. *Planning Policy Statement 5: Planning and the Historic Environment* (March 2010) provides guidance to planning authorities with regard to the impacts of development on buried archaeological remains. Policy HE12.3 states:

Where the loss of the whole or a material part of a heritage asset's significance is justified, local planning authorities should require the developer to record and advance understanding of the significance of the heritage asset before it is lost, using planning conditions or obligations as appropriate. The extent of the requirement should be proportionate to the nature and level of the asset's significance. Developers should publish this evidence and deposit copies of the reports with the relevant historic environment record. Local planning authorities should require any archive generated to be deposited with a local museum or other public depository willing to receive it. Local planning authorities should impose planning conditions or obligations to ensure such work is carried out in a timely manner and that the completion of the exercise is properly secured.

- 1.4 This Written Scheme of Investigation (WSI) has been produced in part fulfilment of Condition No. 15. It represents the written scheme of investigation referred to within the condition. Once this document has been agreed in writing by Suffolk County Council (the Waste

Planning Authority) it will be used in the procurement of an appropriate specialist contractor (the Archaeological Contractor) who will undertake the works described in this WSI.

- 1.5 The Archaeological Contractor will produce a Method Statement or Project Design that will respond to the works described in this WSI. The Method Statement or Project Design will be submitted to the Archaeological Service at Suffolk County Council for written approval prior to the commencement of the programme of archaeological work.
- 1.6 This WSI does not address the issue of any archaeological work that may be required in regard to the route of the electricity cable that will connect the Energy from Waste facility to Stowmarket / Needham Market. If required, a separate WSI would be prepared that will address this issue.

Location

- 1.7 The development site is located lies to the south of the village of Great Blakenham (**Figure 1**), about 2 km north-west of the built-up area of Ipswich. It is on the western side of the River Gipping at approximately 10-15m above Ordnance Datum (aOD) and slopes gently to the east. It is bounded to the east by a railway line, to the south and west by the B1113 Bramford Road and to the north by Lodge Lane.
- 1.8 It is situated towards the southern end of the Great Blakenham industrial area and until recently was occupied by a County Council highways department depot.
- 1.9 Part of the development site lies on the first river terrace; part is built up over what was formerly valley-bottom meadowland. The Gipping valley is characterised by village settlement, woodland blocks, meadows, flooded gravel workings and the Ipswich- Norwich main line railway.

Archaeological and Historical Background

- 1.10 As part of the site county-wide selection process for the identification of suitable sites for waste treatment facilities, a detailed archaeological desk-based assessment of the Great Blakenham site was produced (Entec 2009). Subsequent work included a paleo-environmental evaluation (Birmingham Archaeo-Environmental 2010) and a trial trench evaluation of the site (SCCAS 2010).
- 1.11 Whilst the development site lies less than 1km south-east of the substantial Column Field Quarry (Blakenham Pit), noted for its highly significant sequence through Early and Middle Pleistocene sediments and soils, there is no evidence for in-situ Palaeolithic or other prehistoric activity or remains within the site. The earliest archaeological /

palaeoenvironmental deposits recovered from the site are valley-bottom peats, dating from the late Roman / early Saxon period.

- 1.12 The local focus for Roman activity would appear to have been the Roman fort and associated civilian settlement at Baylham (*Combretovium*), 2.5 km north of the development site. This marked the crossing point (and likely head of seaborne navigation) of the Gipping and lay at the junction of at least five (and possibly seven) Roman roads. One of these (from London and Colchester to Caistor St Edmund (*Venta Icenorum*)) followed roughly the course of the present B1113, which forms the western boundary of the development site. No evidence of Roman activity has been found on the development site however.
- 1.13 Immediately north of the development site is the site of Blakenham Lodge, a substantial house of 13th- and 15th-century origin, demolished in 1972 in advance of the construction of the A14. Some evidence of medieval occupation has been found within the north-western corner of the development site.

2 Aims and Objectives

- 2.1 The overall aim of the programme of archaeological work is to identify and record archaeological features, deposits, or artefacts that may be exposed, disturbed or destroyed by ground disturbance works associated with the development, thereby off-setting adverse impacts on the archaeological resource.
- 2.2 The results of the archaeological work will be published in an appropriate format and copies of any reports generated will be deposited with the relevant historic environment record. This is in line with guidance provided in Policy HE12.3 of *Planning Policy Statement 5: Planning and the Historic Environment* (March 2010), cited above in paragraph 1.3.
- 2.3 The overall results of the programme of archaeological works will result in the establishment of a clear record of the archaeological resource and thereby enhance the understanding of the past use and environment of the area.

3 Fieldwork Methodology

- 3.1 The fieldwork strategy for the programme of archaeological investigation will comprise detailed excavation and also additional trial trenches. The work will conform to the guidelines presented in the Institute for Archaeologists' *Code of Conduct* (2000), *Standard & Guidance for Archaeological Excavations* (2001) and *Standard & Guidance for Archaeological Evaluations* (2001), the *Standards for Field Archaeology in the East of England* (East Anglian Archaeology Occasional Paper 14 (2003) and English Heritage's *The Management of Archaeological Projects Version 2* (EH 1991).

Detailed Excavation

- 3.2 The programme of trial trenching established that an area in the north-western part of the development site had not been subject to any previous truncation and that a number of features of likely medieval date were reasonably well-preserved here. The features may represent settlement along the Bramford Road frontage.
- 3.3 Within the defined area (**Figure 2**), topsoil and subsoil will be stripped under the close supervision of appropriately experienced and qualified archaeologists. The stripping will be carried out by 360° tracked excavators equipped with toothless trenching buckets. The tracked excavators will place the topsoil and subsoil behind them as they work, either directly into dumpers for immediate transport to identified storage areas or into temporary spoilheaps for subsequent transport. The topsoil and subsoil will be examined for archaeological material, including the use of a metal detector by an experienced operative. No plant (tracked or wheeled) will be allowed to travel across stripped areas unless cleared to do so by the archaeological team on site.

Trial Trenches

- 3.4 The programme of trial trenching also established that an area in the north-eastern part of the development site had not been subject to the same degree of previous truncation as was encountered over most of the site.
- 3.5 Within the defined area (**Figure 2**), three trial trenches each measuring 20m x 1.8m, will be excavated. This will be undertaken following demolition of the existing buildings at this location, but prior to the removal of any foundations.
- 3.6 At each trench location, topsoil and subsoil will be stripped under the close supervision of appropriately experienced and qualified archaeologists. The stripping will be carried out by 360° tracked excavators equipped with toothless trenching buckets. The topsoil and subsoil will be placed at a safe distance from the trench and will be examined for archaeological material, including the use of a metal detector by an experienced operative.

- 3.7 If archaeological features are identified within the trial trenches, discussion will take place with the Archaeological Service at Suffolk County Council and this may lead to further detailed excavation in this area. Any such excavation will take place in line with procedures described above (para. 3.3) and below (paras. 3.8 – 3.23).

Excavation and Recording

- 3.8 On completion of the removal of the topsoil (and subsoil where appropriate), all archaeological features and deposits will be hand cleaned by the archaeological team and then recorded on plan using appropriate systems for feature planning and data capture. This will be followed by an excavation sampling strategy targeting the identified archaeological features and deposits as follows:

- Any deposits that appear to be related to funerary/ritual activity (e.g. burials, cremations) and domestic/industrial activity (e.g. post-holes, hearths, floor surfaces/floor make-up deposits) will be investigated by removing a 100% sample of the deposit from each feature.
- Pits etc. that appear to be related to agricultural and other activities will require a minimum 50% sample of the deposits from each feature.
- Linear features (e.g. ditches, gullies) that appear to be related to agricultural and other activities will require a minimum 20% sample of the deposits from each feature.

- 3.9 A review of this sampling strategy will be undertaken after completion of the topsoil strip within each area or trench. Any variation to the levels of sampling would need to be approved by the Archaeological Service at Suffolk County Council.

- 3.10 Excavation of archaeological deposits will be by hand unless it can be shown that there will be no loss of evidence if excavation is by machine. The use of a machine for excavation of archaeological features would need to be approved by the Archaeological Service at Suffolk County Council.

General Fieldwork Methodology

- 3.11 The composition of the Archaeological Contractor's project team will be identified within the Method Statement or Project Design that is to be provided to the Archaeological Service at Suffolk County Council. For the site director and other staff likely to have a major responsibility for the post-excavation elements of the work, there should be a statement of their responsibilities and a CV demonstrating appropriate experience. Ceramic specialists should be named and should have demonstrable relevant experience of work within the region including knowledge of local ceramic sequences.

- 3.12 An overall site plan recording archaeological features and deposits will be georeferenced to the Ordnance Survey National Grid. The survey will be undertaken using a commercial GIS (Geographical Information System) such as ArchGIS 8 or 9 and the archaeological site surveying will utilise TSTs (Total Station Theodolites). Close liaison will be maintained with client's surveyors and if necessary a conversion formula will be used to transform site data from a local grid to Ordnance Survey National Grid. All digital survey data will be regularly downloaded and copies stored off-site.
- 3.13 Archaeological features and deposits will be allocated unique context numbers and recorded on pro-forma context sheets detailing character, contextual relationships, a detailed description, associated finds and interpretation. These context sheets will be cross-referenced to the graphic, photographic and finds records. Matrices will be compiled during the fieldwork such that the results of the written stratigraphical records may be fully analysed and phased.
- 3.14 Sampled archaeological features and deposits will be recorded in detailed plans and section. Plans will normally be drawn at 1:100 or 1:50 with detailed plans and sections drawn at 1:20 or 1:10. The heights of significant archaeological features and deposits will be recorded as reduced levels related to the Ordnance Datum (Newlyn).
- 3.15 A scaled photographic record in black and white prints, colour transparencies and digital formats will be made that records both the detail and context of the principal archaeological features and finds discovered. It will include working shots to illustrate more generally the nature of the archaeological operations during site works. All photographs will be listed and indexed on record sheets.
- 3.16 All artefacts and animal bones will be recorded, collected and labelled according to their individual stratigraphical context. Finds of particular significance will be recorded three-dimensionally on site. Unstratified finds will only be collected where they contribute significantly to the research aims or are of intrinsic value. Artefacts of clearly modern date will be recorded but not retained for off-site analysis. Finds from each archaeological context will be allocated an individual finds tray/bag and waterproof labels will be used to identify individual contexts.
- 3.17 Conservation advice may be necessary on site prior to lifting of, and initial treatment of, fragile objects. All finds and samples will be exposed, lifted, cleaned, conserved, marked, bagged and boxed according to United Kingdom Institute for Conservation's *Conservation Guidelines No.2*, the Council for British Archaeology's *First Aid for Finds* (CBA 1987) and the Institute of Field Archaeologists' *Guidelines for Finds Work* (IFA 1992). Iron finds may require X-rays prior to conservation and similarly residues on pottery may require study ahead of any conservation.

- 3.18 A programme of environmental sampling will be developed by the Archaeological Contractor in consultation with the Archaeological Service at Suffolk County Council and if necessary with the English Heritage Regional Science Advisor. Environmental sampling will normally be carried out in accordance with *Environmental Archaeology: A guide to the Theory and Practice of Methods, from Sampling and Recovery to Post-excavation* (English Heritage 2002).
- 3.19 Environmental sampling will be targeted upon potentially significant archaeological deposits or features, and will predominantly examine sealed and well-dated contexts. Sample size will take into account the frequency with which material appropriate for sampling will occur, but bulk samples will normally be 15-60 (usually 40) litres. Bulk sampling may also be used to collect charcoal for C14 dating where appropriate. Samples will be suitably contained and identified, collected and prepared, stored and transported etc. in accordance with current best practice.
- 3.20 Artefacts and environmental samples will be returned to the Archaeological Contractor's premises at regular intervals. Sufficient work should be undertaken upon them to inform the direction of the fieldwork. It is envisaged that this will involve spot dating of artefacts and the processing and sorting of environmental samples to determine the adequacy of the sampling strategy as well as the presence of scientifically dateable materials.
- 3.21 Provision will be made for scientific dating including radiocarbon and archaeomagnetic methods with an appropriate strategy developed during the course of the fieldwork. This will include any substantial assemblages of ceramics stratigraphically related to radiocarbon dating samples.
- 3.22 Provision will be made for access to specialist advice on finds, environmental materials and scientific dating during the fieldwork component. This will be undertaken by named specialists, with details to be provided in the Method Statement or Project Design prepared by the Archaeological Contractor.
- 3.23 In the event of the discovery of human remains, the client (and/or their nominated representative), the Archaeological Service at Suffolk County Council and the Coroner will be informed immediately. A license will be obtained by the Archaeological Contractor from the appropriate authorities prior to the removal of human remains and all conditions attached to that license will be complied with.
- 3.24 All excavation and post-excavation regarding human remains will be undertaken in line with the standards set out in IfA Technical Paper No. 13 *Excavation and post-excavation treatment of cremated and inhumed remains*.
- 3.25 In the event of the discovery of an artefact that may fall within the remit of the *Treasure Act 1996*, the client (and/or their nominated representative), the Archaeological Service at Suffolk

County Council and the Coroner will be informed immediately. The definition of treasure is provided in the Code of Practice of the above act and primarily refers to items of gold or silver. All finds of potential treasure will be removed immediately to a safe place.

4 Post-Excavation Reporting

- 4.1 Following completion of the fieldwork, post-excavation assessment, analysis and reporting to publication level will be in line with the model set out in the document *Management of Archaeological Projects Version 2* (English Heritage 1991).

Assessment Report

- 4.2 The assessment phase represents detailed characterisation of the materials recovered from the excavation and the records produced. The aim is to determine the potential of the recovered information to contribute towards the answering of specific questions deemed of value in the understanding of past human development and history at local, regional and national levels.
- 4.3 The level of artefact assessment will be sufficient to:
- establish date ranges for features and deposits;
 - provide an overall general appraisal of pottery types and other artefacts to assist in characterising the archaeological remains; and
 - establish the potential for all categories of artefacts should further analysis be necessary.
- 4.4 Sufficient environmental samples will be processed and scanned to establish the sites' potential for providing additional information. Not all samples collected will have to be processed, and some may be retained for possible future detailed analysis.
- 4.5 Following completion of the on-site works, the Archaeological Contractor will produce an assessment report on the results of the works. The report will include, as a minimum:
- A front sheet (setting out the site name, National Grid Reference to minimum eight figures, description of task undertaken, date and duration of the fieldwork, site code/number);
 - A non-technical summary of the work including the results;
 - A general introduction to the project including site description;
 - Aims and objectives;
 - Methodologies employed to undertake the works;
 - Descriptive text presenting the results of the excavation including finds and environmental data where appropriate;
 - Quantifications of the finds recovered and environmental samples taken
 - Confidence rating on the reliability of the results;
 - Interpretation and discussion of the results;

- Assessment of the significance of any archaeological remains identified by the excavation, described in the context of the Regional Research Framework (East Anglian Archaeology , Occasional Papers 3 & 8, 1997 & 2000);
 - Assessment of the potential of any data for further analysis;
 - Proposals for publication of the further analysis in an appropriate format;
 - An updated Project Design, with a costed task list, as well as a synopsis of the envisaged final report /publication;
 - Details of the scale, nature and location of the archive and the intended place of deposition;
 - Report bibliography; and
 - Sufficient illustrations to support the text including figures to show the location of the site in a regional and local context, location of all trial trenches, detailed trench plans and sections as appropriate.
- 4.6 The assessment report will be produced within sixteen weeks of the completion of the fieldwork. Following agreement of the report with the client (and/or their nominated representative and the Archaeological Service at Suffolk County Council, copies will be provided to Suffolk County Council and the National Monuments Record.
- 4.7 A digital vector plan showing areas of excavation and trial trenches will be included with the report. This vector plan will be compatible with MapInfo GIS software suitable for incorporation into the county HER. AutoCAD files will be exported and saved into a format that can be imported into MapInfo or already transferred to .TAB files.

Final Report

- 4.8 As stated above, the assessment report will include proposals for publication of the further analysis in an appropriate format. This will be referred to as the final report and the Archaeological Contractor will provide a detailed breakdown of the costs of the final report, including archive deposition.
- 4.9 The final report will be to an appropriate academic standard and will be published in a suitable format, probably as a monograph or as an article in a recognised archaeological journal. If appropriate, more than one article will be produced to be published in separate journals.
- 4.10 The final report will be completed to publication standard within one year of the agreement of the programme of further analysis.

Summary Report

- 4.11 A summary report in the established format will be prepared for inclusion in the annual 'Archaeology in Suffolk' section of the *Proceedings of the Suffolk Institute for Archaeology*. This will be included within the Assessment Report or submitted separately to the

Archaeological Service at Suffolk County Council by the end of the calendar year in which the fieldwork takes place, whichever is the sooner.

Copyright

- 4.12 Copyright of all reports will be retained by the Archaeological Contractor under the terms of the *Copyright, Designs and Patents Act (1988)* with all rights reserved, excepting that the Archaeological Contractor provides an exclusive licence to the client and to Suffolk County Council for the use of the reports in all matters relating to the development.
- 4.13 Copies of all reports will be deposited with the Suffolk Historic Environment Record and the National Monuments Record where they can be freely copied without reference to the authors for archaeological research of Development Control within the planning process.
- 4.14 The involvement of the client and the Archaeological Service at Suffolk County Council shall be acknowledged in any report or publication generated.

Archive

- 4.15 The project archive consists of the records relating to the programme of archaeological work, including written records, photographs, drawings and artefacts. The Archaeological Contractor will ensure that the archive is fully catalogued, indexed, cross-referenced and checked for consistency. The digital archive generated by the project will be presented in accordance with the requirements of the receiving body.
- 4.16 The archive will be prepared in accordance with procedures outlined in *Standards in the Museum Care of Archaeological Collections* (Museums and Galleries Commission 1992), the United Kingdom Institute for Conservation's *Guidelines for the Preparation of Excavation Archives for Long Term Storage* (Walker 1990), the *Suffolk County Council Archive Guidelines* (2008) and any procedures adopted by the recipient museum. Consideration will be given to deposition of electronic data with a suitable hosting service, such as the Archaeological Data Service, as part of the strategy for dissemination of the results.
- 4.17 The Archaeological Contractor will contact the Suffolk County Historic Environment Record Officer to obtain an HER number for the work. This number will be unique to the site and will be clearly marked on any documentation relating to the work.
- 4.18 A County HER sheet will be completed as per the County HER manual.
- 4.19 No recovered finds will be discarded without the written consent of the recipient body. Selection and retention policy will be guided by the document *Selection, Retention and Dispersal of Archaeological Collections; Guidelines for Use in England, Wales and Northern Ireland* (Society of Museum Archaeologists 1993).

- 4.20 The retained artefacts remain the property of the landowner with the exception of human remains and any artefacts that fall within the remit of the *Treasure Act* 1996. The Archaeological Contractor will endeavour to obtain written consent from the landowner for transfer of ownership to the recipient body, thus allowing the artefacts to be deposited along with the rest of the archive. If this is not achievable for all or parts of the finds archive then additional recording may be required.
- 4.21 The digital archive relating to the work will be deposited by the Archaeological Contractor with the Archaeology Data Service (ADS).
- 4.22 The information regarding the programme of archaeological work will be entered onto the relevant *Online Access to the Index of Archaeological Investigations* (OASIS) form and submitted to the County HER database by the Archaeological Contractor. Electronic (.pdf) copies of any reports generated will be attached to the form.

5 Other Issues

Monitoring Procedures.

- 5.1 Prior to the commencement of the archaeological fieldwork, sufficient notice as to the start of the site works will be made to the Archaeological Service at Suffolk County Council. The minimum acceptable notice period is five working days.
- 5.2 Provision will be made for the Archaeological Service at Suffolk County Council to monitor the programme of archaeological work during the fieldwork and post-excavation strategies.

Health and Safety

- 5.3 All archaeological work will be carried out in accordance with the *Health and Safety at Work Act 1974*, all subsequent Health and Safety Regulations and the SCAUM (Standing Conference of Archaeological Unit Managers) *Health and Safety Manual* (Allen & Holt 1997).
- 5.4 Prior to commencement of the site work, the Archaeological Contractor will prepare a Health & Safety Risk Assessment which will be submitted to the client (or their nominated representative).
- 5.5 Archaeological site staff and visitors will observe all safe working practices and wear Personal Protection Equipment (PPE), which at a minimum will comprise hard hats, high-visibility work-wear and safety footwear.

Insurances

- 5.6 Details of the Archaeological Contractor's insurances will be presented to the client (or their nominated representative) prior to the commencement of work on site.

6 References

Birmingham Archaeo-Environmental 2010, *Great Blakenham Highways Depot: Palaeoenvironmental Evaluation*, Birmingham Archaeo-Environmental BA-E-2068

Entec 2009, *Great Blakenham Residual Waste Treatment Facility: Archaeological Desk-Based Assessment*, Entec 16th December 2009.

SCCAS 2010, *SCC Highways Depot, Lodge Lane, Great Blakenham: Archaeological Evaluation Report*, Suffolk County Council Report No. 2010/136.

Figures

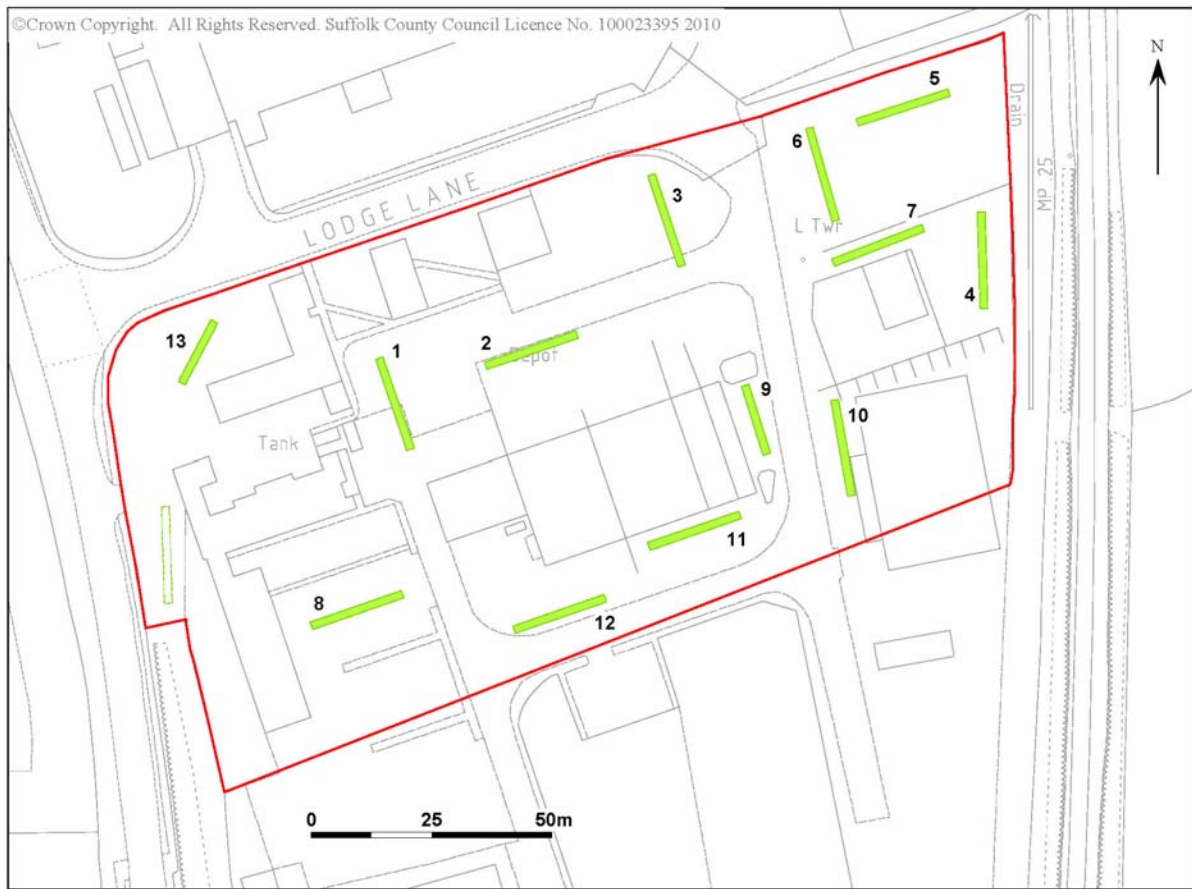


Figure 1: Plan showing previous evaluation trenches (green).



Figure 2: Plan showing previous evaluation trenches (green) and proposed evaluation trenches and excavation area (blue).