

Land off Till Road,
Lowestoft,
Suffolk.
LWT 192

Archaeological Evaluation Report

SCCAS Report No. 2013/46

Client: Wellington Construction

Author: Linzi Everett

May 2013

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HER Information

Report Number: 2013/46

Site Name: Land off Till Road

Planning Application No: n/a (pre-determination)

Date of Fieldwork: 4th April 2013

Grid Reference: TM 5460 9321

Commissioned by: Wellington Construction

Curatorial Officer: Jess Tipper

Project Officer: Linzi Everett

Oasis Reference: suffolkc1-149217

Site Code: LWT 192

Digital report submitted to Archaeological Data Service:
<http://ads.ahds.ac.uk/catalogue/library/greylit>

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.

Prepared By: Linzi Everett
Date: May 2013

Approved By: Rhodri Gardner
Position: Senior Project Officer
Date:
Signed:

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Summary

Four trenches were excavated on land off Till Road, Lowestoft, prior to submitting a planning application to redevelop the site. Modern disturbance was evident throughout in varying degrees but a single north west-south east aligned undated ditch was also recorded.

1. Introduction

A trial trench evaluation was carried on land off Till Road, Lowestoft (LWT 192; TM 5460 9321). The proposed development area (hereafter referred to as 'the site') consisted of an area of c.0.3 hectares.

The evaluation was carried out prior to submission of a planning application for development, according to a Brief and Specification issued by Jess Tipper, which outlined the manner of the fieldwork, and a Written Scheme of Investigation (WSI) detailing the archaeological methodology and risk assessment (Appendix I).

The trial trenching was conducted by the Field Team of the Suffolk County Council Archaeological Service (SCCAS) on the 4th April 2013.

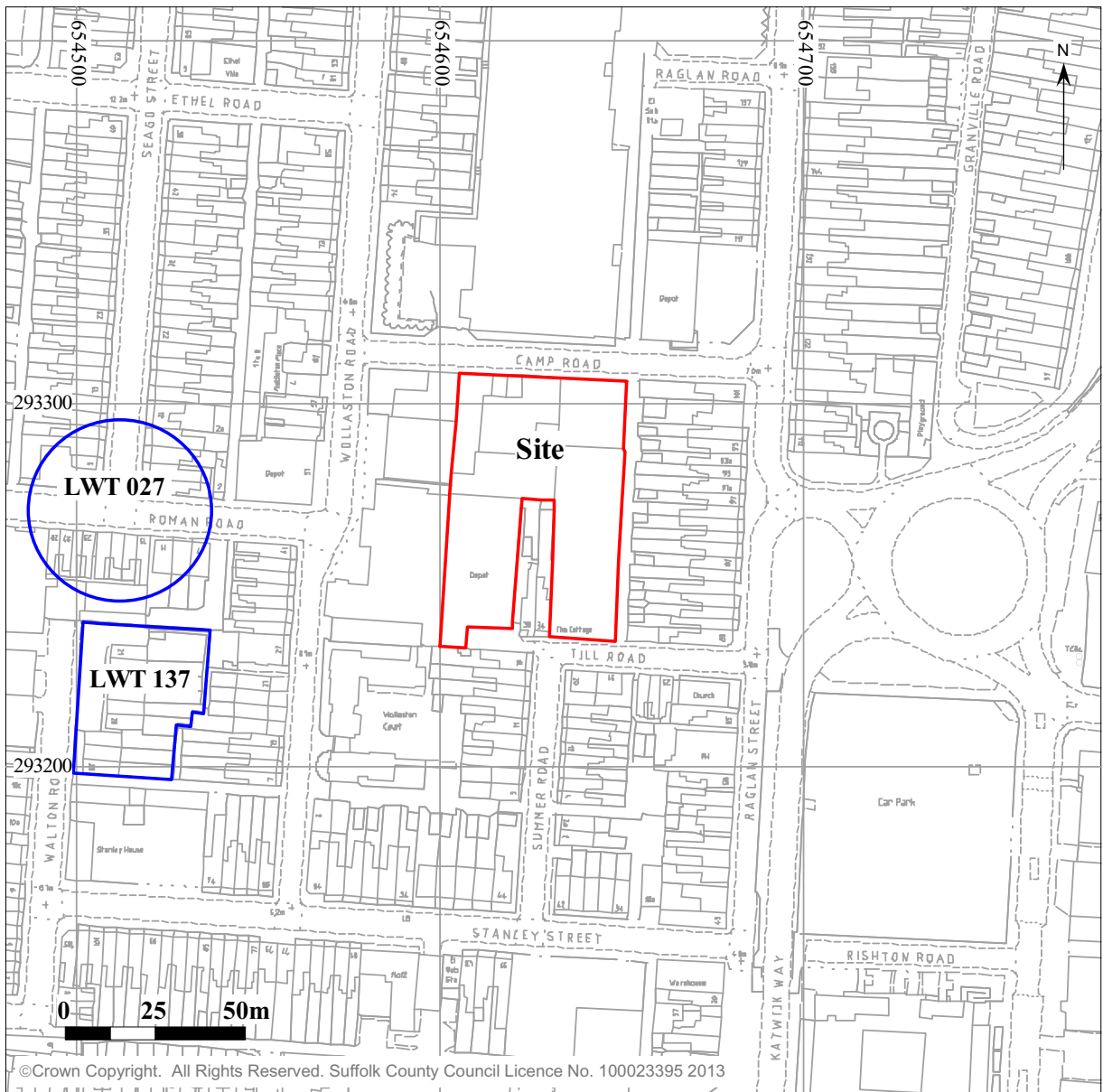
The site has been recorded with the County Historic Environment Record (HER) code LWT 192.

2. Geology and topography

The site is located on chalky clay tills and sandy drift deposits at a height of 7m OD. The site, most recently occupied by industrial buildings including a smokehouse, lies in the middle of a residential area.

3. Archaeology and historical background

The sites potential was based on its location within an area of archaeological interest recorded in the Suffolk HER. It lies close to find spots of Neolithic (LWT 137) and Roman date (LWT 027).



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Figure 1. Site location, showing Historic Environment Record entries

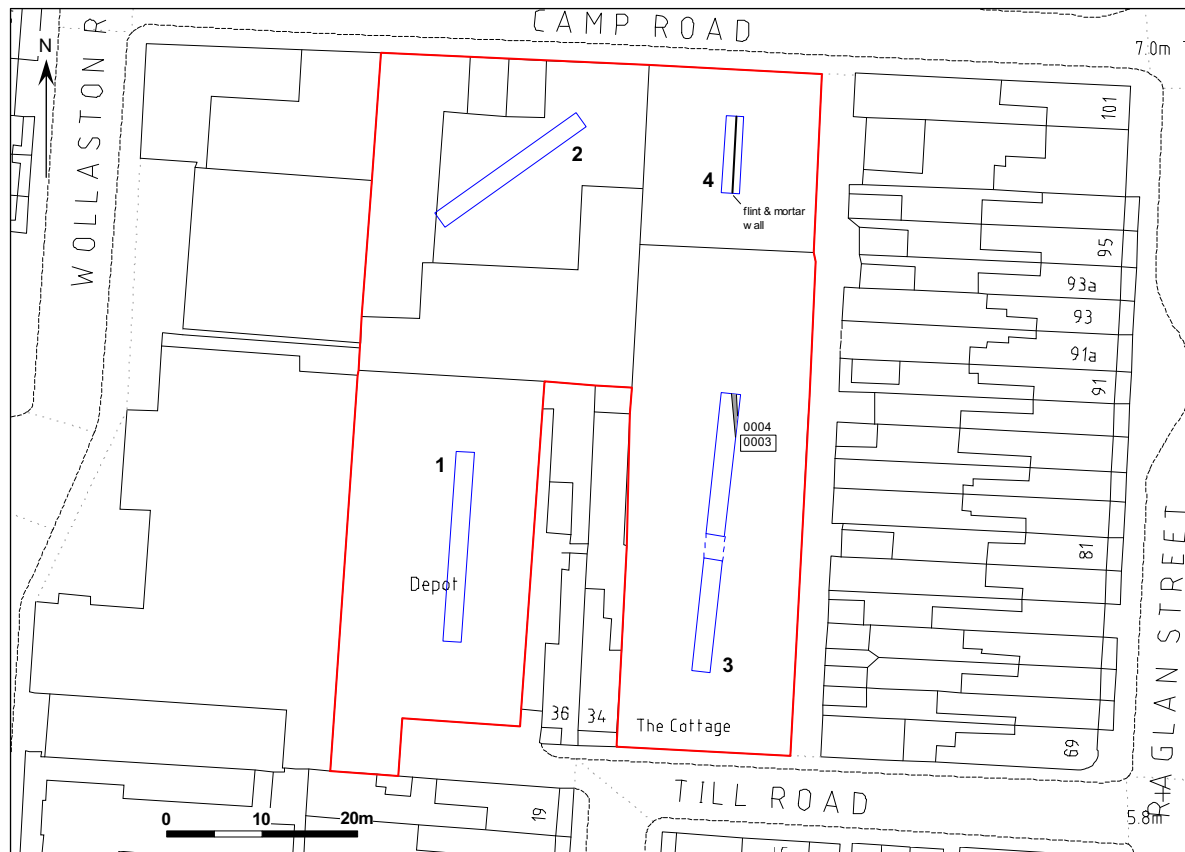


Figure 2. Location of trenches

4. Methodology

Trenching was conducted using a mechanical digger equipped with a breaker and a 2m wide toothless ditching bucket. All machining was observed by an archaeologist standing adjacent to the trench. Concrete and overburden layers were removed by machine to reveal undisturbed natural subsoil and/or archaeological deposits.

The base of each trench was examined for features or finds of archaeological interest and the upcast soil was examined visually for any archaeological finds. Records were made of the position and length of trenches and the depths of deposit encountered.

The site has been given the Suffolk HER code LWT 192. All elements of the site archive are identified with this code. An OASIS record (for the Archaeological Data Service) has been initiated and the reference code suffolkc1- 149217 has been used for this project.

5. Results

Four trenches were excavated across the site (Fig. 2), the dimensions of which are recorded in Table 1. A total area of 120 square metres was excavated, cutting through c.0.25m of concrete or hardcore and associated sub-base in each trench.

Trench	Length	Area	Depth	Features	m OD
1	20m	14m ²	0.95m-1.3m (N-S)	-	6.54
2	18m	36m ²	1.1m	-	6.86
3	27m	54m ²	1.4m	0003	6.48
4	8m	16m ²	1.55		7.03

Table 1. Trench dimensions

The natural subsoil comprised a pale to mid yellowish brown mottled sand with regular-occasional pebbles.

Trenches 1 & 2

The concrete slab overlaid 0.3m of dark brown loamy sand containing building rubble and regular coal fragments. This layer sealed a homogenous mid brown silty sand subsoil layer (0002), measuring up to 0.75m thick in Trench 1, below which was the undisturbed natural subsoil. Modern services and footings were present in both trenches but no other features were observed within the trenches, nor any pre-modern finds recovered from the upcast spoil.

Trench 3

This trench was cut through a compacted hardcore surface some 0.25m thick. The southern end was heavily disturbed by modern footings and services and a gap was left after 11.8m to avoid an active inspection chamber. Where digging recommenced, a water-filled redundant brick manhole was left intact. In the northern end of the trench, a similar soil sequence to that seen in Trenches 1 and 2 was observed, with c.0.3m of mid-dark brown loamy sand sealed up to 0.5m of subsoil layer 0002. In the north east corner of the trench, a NNW-SSE aligned trench was observed below 0002 and cutting the natural subsoil (Figure 3). 0003 measured 0.45m wide and 0.2m deep, with a rounded profile. It was filled by 0004, a homogenous mid brown silty sand with very occasional charcoal flecks from which no finds were recovered but an environmental sample was taken.

Trench 4

This trench was cut within a standing warehouse and had to be cut short as a result. The soil sequence was approximately the same as the previous trenches. Modern footings were present cutting the upper layers of the trench, amongst which was a mixed brick/flint and mortar footing, aligned N-S through the trench. The exact age of this feature was not clear, although it shared the same alignment and appeared to be related to the Victorian footings present. No cut features were observed, nor were any pre-modern finds recovered from this trench.

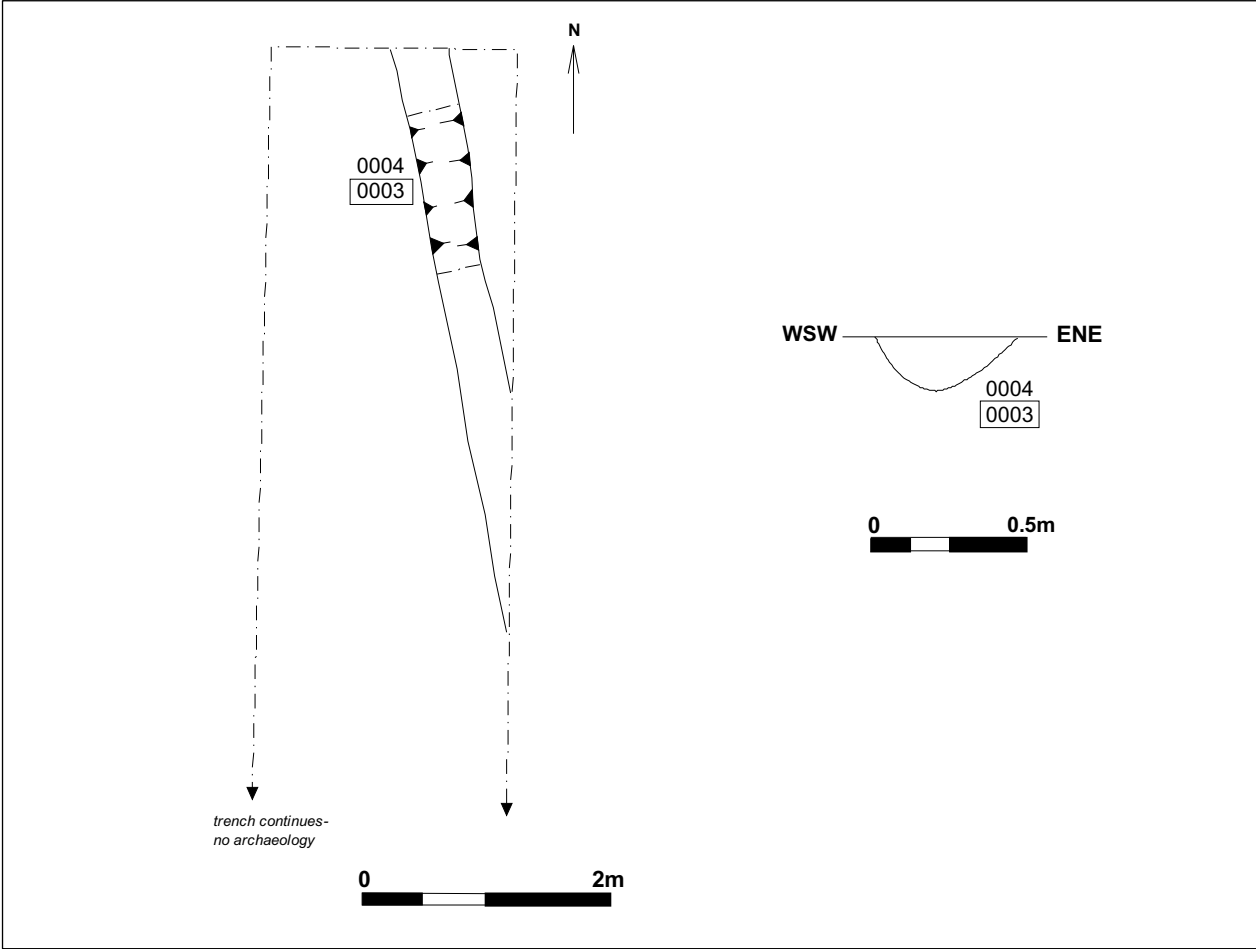


Figure 3. Plan and section of ditch 0003, Trench 3



Plate 1. Trench 1, looking north



Plate 2. Trench 1, soil profile



Plate 3. Trench 3, looking south. Ditch 0003 visible, bottom left.



Plate 4. WSW-ENE section through ditch 0003

6. Environmental evidence

Anna West

Introduction and method statement

A single 20 litre sample was taken from fill (0003) of ditch 0004. The sample was processed in order to assess the quality of preservation of plant remains and their potential to provide useful data as part of further archaeological investigations.

The sample was processed using manual water flotation/washover and the flot was collected in a 300 micron mesh sieve. The dried flot was scanned using a binocular microscope at x16 magnification and the presence of any plant remains or artefacts were noted. Identification of plant remains is with reference to New Flora of the British Isles, 3rd Ed (Stace, 1995).

The non-floating residues were collected in a 1mm mesh and sorted when dry. No artefacts/ecofacts were recovered from these residues.

Results

The sample produced 50ml of dried flot, the majority of which was made up of fibrous rootlets. The flot was scanned in full but no plant macro fossils were observed within this material. The only charred plant remains present were fragments of wood charcoal, these were highly comminuted and as a result may be too small to be identifiable or of use in dating. Small fragments of coal and cokey material were also present but may be intrusive within the archaeological deposit.

No archaeological finds were recovered from the non-floating residue from this sample.

Conclusions and recommendations for further work

It is not recommended that any further work is carried out on the flot material from this sample as it would offer little extra information of value to the results of the evaluation. However if further intervention is planned on this site, it is recommended that further sampling should be carried out from well sealed and dated contexts. Any plant macro

fossils within future samples could provide insight into to the utilisation of local plant resources, agricultural activity and economic evidence from this site.

7. Discussion

Trenching revealed a significant amount of modern disturbance associated with the various buildings shown on the 1880's-1920's Ordnance Survey maps (Figure 4 & 5) The flint and mortar wall footing in Trench 4 matches a N-S boundary line shown on these maps. Whilst this disturbance could have destroyed shallow archaeological deposits, a thick layer of subsoil present over the site proved to have sealed and preserved a ditch of uncertain date in the north of Trench 3. Although no other features were seen in the trenches, it is possible that further features could exist within the study area, although at a depth where groundworks associated with the proposed development should not have a major impact.



Figure 4. Extract from the 1st edition Ordnance Survey Map, c.1884

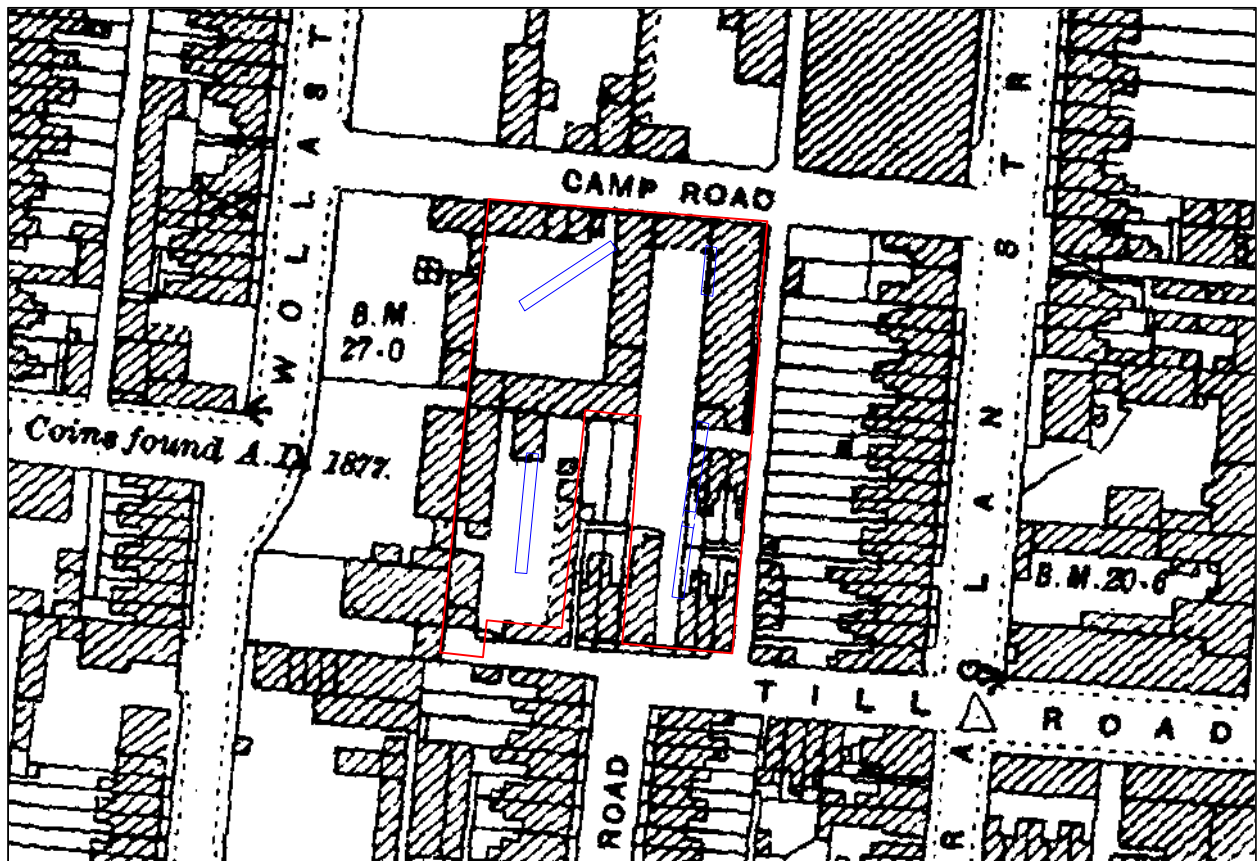


Figure 5. Extract from the 3rd edition Ordnance Survey Map, c.1924

8. Archive deposition

The archive is lodged with the SCCAS at its Bury office under the HER reference LWT 192. A summary of this project has also been entered onto OASIS, the online archaeological database, under the reference suffolkc1-149217.

Digital archive: R:\Environmental Protection\Conservation\Archaeology\Archive\
Lowestoft\LWT 192 Land off Till Road

Bibliography

Stace, C., 1995, *New Flora of the British Isles*

Land off Till Road, Lowestoft, Suffolk

Archaeological Evaluation

Written Scheme of Investigation and Risk Assessment

**Prepared by
Suffolk County Council Archaeological Service Field Team
March 2013**

Document Control

Title: Land off Till Road, Lowestoft: Archaeological Evaluation, Written Scheme of Investigation and Risk Assessment.

Date: March 2013

Issued by: Suffolk County Council Archaeological Service Field Team

Author: Rhodri Gardner

Checked by: Stuart Boulter

Issued to: Jess Tipper, Suffolk County Council Archaeological Service Conservation Team and Paul Pitcher, Wellington Construction

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1 Background

- 1.1 Suffolk County Council Archaeology Contracting (hereafter SCCAC) have been commissioned by Wellington Construction to carry out a programme of archaeological evaluation by trial trench at Land of Till Road, Lowestoft (Figure 1).
- 1.2 This WSI covers that work only. Any further stages of archaeological work that might be required would be subject to new documentation.
- 1.3 The works have been requested at the pre-determination stage of the planning process. A Brief for the work was produced by Suffolk County Council Conservation Team archaeologist Jess Tipper in a document dated 2nd October 2012. All work will adhere to the requirements of this document.
- 1.4 The Brief states the evaluation works will involve the mechanical excavation of trenches with a total area equating to 5% of the site area. In this instance this means c. 80m of 1.8m wide trench. This will be broken up into four individual trenches to give as even coverage of the site as possible. Proposed trench locations are shown in Figure 2.
- 1.5 The perceived archaeological potential of the site is highlighted by two significant entries in the County Historic Environment Record (hereafter HER) which record the nearby presence of a Neolithic pit (LWT 137) and a findspot of Roman coins (LWT 027).
- 1.6 The fieldwork will be carried out by SCCAS/FT under the supervision of Project Officer Linzi Everett and the project will be managed by Rhodri Gardner.
- 1.7 It is proposed that the fieldwork will be undertaken on April 4th and 5th 2013, with two archaeologists in attendance along with mechanical plant and a driver.

2 Research Aims

These are highlighted in Section 4.2 of the Brief and Specification as follows:

RA1: Identify the date, approximate form and purpose of any archaeological deposit together with its likely extent, localised depth and quality of preservation.

RA2: Evaluate the likely impact of past land uses, and the possible presence of masking colluvial/alluvial deposits.

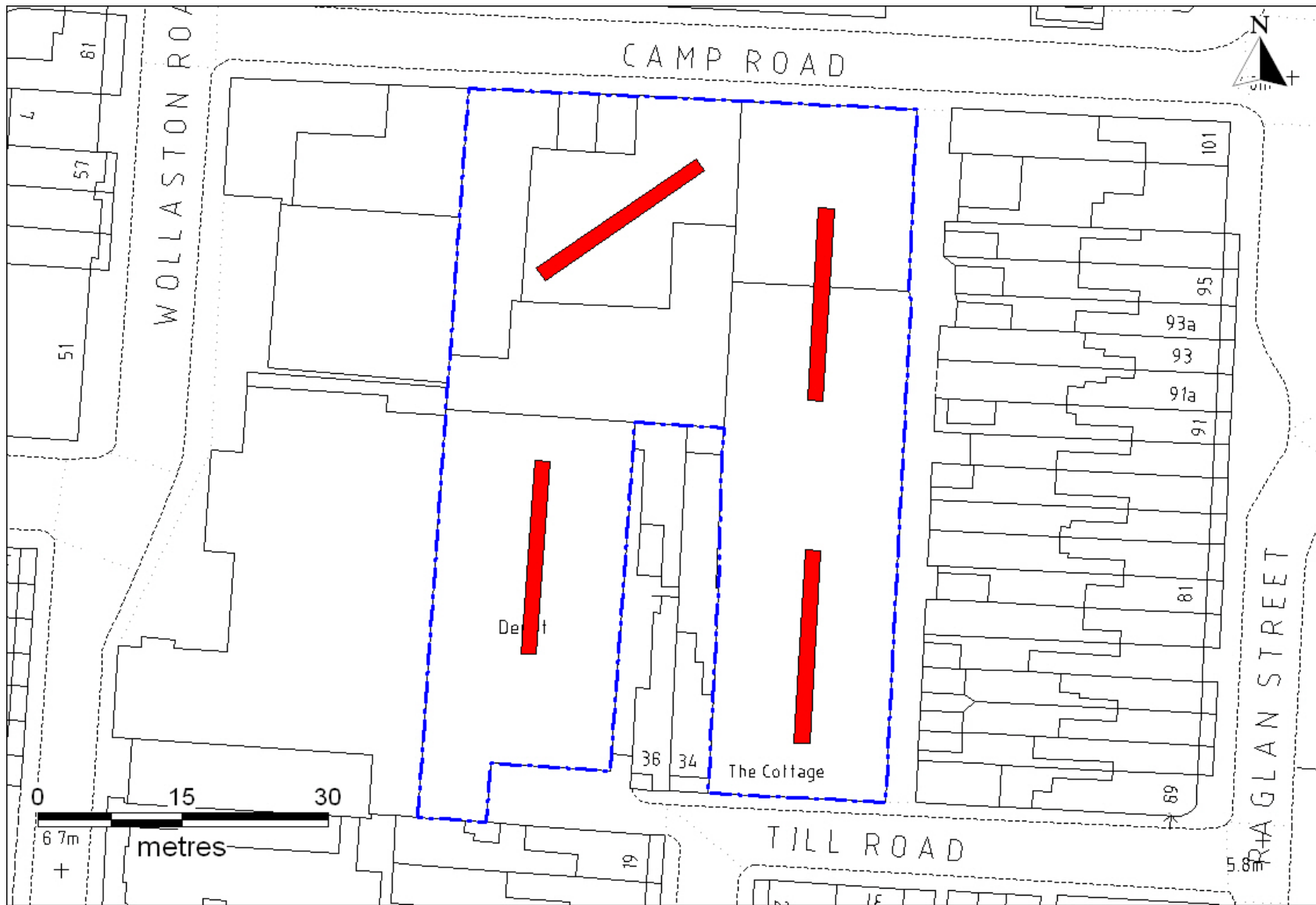
RA3: Establish the potential for the survival of environmental evidence.

RA4: Provide sufficient information to construct an archaeological conservation strategy, dealing with preservation, the recording of archaeological deposits, working practices, timetables and orders of cost.



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Figure 1. Site location (red)



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Figure 2. Proposed trench locations (red).

3 Project Details

Site Name	Land off Till Road
Site Location/Parish	Lowestoft
Grid Reference	TM 546 932
Access	From Till Road
Planning No	Pre-determination
HER code	LWT 192
OASIS Ref	TBA
SCCAS Job Code	LOWETIL001
Type:	Mechanically excavated evaluation trenches
Area	c.0.3ha
Project start date	April 4 th 2013
Duration	Two days fieldwork, then reporting
Number of personnel on site	Projected as up to 2 SCCAS staff and 1 mechanical plant operator

Personnel and contact numbers

Project Manager	Rhodri Gardner	01473 265879
Project Officer (first point of on-site contact)	Linzi Everett	07753 788606
Outreach Officer	Duncan Allan	07768 430556
Finds Dept.	Richenda Goffin	01284 741233
EH Regional Science Advisor	Dr Helen Chappell	01223 582707
Sub-contractors	N/A	-
Curatorial Officer	Jess Tipper	01284 741225
Consultant/Contact	-	-
Developer	Wellington Construction	-
Site landowner	-	-

Emergency contacts

Local Police	Old Nelson Street, Lowestoft NR32 1PE	01473 613500
Location of nearest A & E	Tennyson Rd, Lowestoft, Suffolk NR32 1PT	01502 587311
Qualified First Aiders	SCC Project Officer attending (see above)	-
Base emergency no.	N/A	-

Hire details

Plant:	Wellington Construction	-
Welfare Hire	N/A	-
Tool hire:	N/A	-

Other Contacts

Suffolk Fleet Maintenance		01359 270777
Suffolk Press Office		01473 264395
SCC Environment Strategy Manager (James Wilson)		01473 264301
SCC Health and Safety Advisor (Martin Fisher)		01473 265299

4 Archaeological Method Statement

Evaluation by trial trench

- 4.1 The archaeological fieldwork will be carried out by members of the SCCAS/FT led in the field by Project Officer Linzi Everett and the project will be managed by Rhodri Gardner.
- 4.2 The area of investigation comprises c. 0.3ha of previously developed/urban land.
- 4.3 Overburden will be removed stratigraphically, by a mechanical excavator equipped with a toothless ditching bucket. The trenches will be excavated down to the top of the first undisturbed archaeological horizon, or the upper surface of the naturally occurring subsoil. Spoil will be temporarily stockpiled next to the trenches with topsoil stored separately to any underlying colluvial material. All excavation will be under the direct supervision of an archaeologist.
- 4.4 After excavation and recording, the trenches will be backfilled by pushing the upcast spoil back in sequentially using the mechanical excavator. Formal reinstatement of the tarmac is not the responsibility of the archaeological contractor.
- 4.5 Although the trenches are unlikely to be excessively deep (<1200mm is anticipated), they will be backfilled as soon as possible. If it becomes necessary to leave a trench open overnight, to facilitate a visit by the advisor to the LPA, fencing will be employed if required.
- 4.6 Archaeological features and deposits will be sampled by hand excavation and the trench bases and sections cleaned and recorded as necessary in order to satisfy the project aims. While there is a presumption that the excavation work will cause minimum disturbance consistent with adequate evaluation, with solid or bonded structural remains, building slots or post-holes preserved intact (even if sampled), the following guidelines will be maintained: (1) A minimum of 1m wide slots will be excavated across linear features. (2) 50% of discrete features, such as pits, will be sampled, although in some instances 100% may be required.

- 4.7 Sufficient excavation will be undertaken to provide clear evidence for the period, depth and nature of any archaeological deposit. The depth and character of any colluvial or any other masking deposit will be established across the site.
- 4.8 A site plan, which will show the trench location and other areas of investigation, feature positions and levels will be recorded, where necessary, a RTK GPS or TST will be used, otherwise trenches will be located by triangulation from extant structures and boundaries. Feature sections and plans will be recorded at 1:20 or 1:50 as appropriate. Normal SCC Field Team conventions, compatible with the County HER, will be used during the site recording.
- 4.9 The site will be recorded under a Suffolk HER code (LWT 192). All archaeological features and deposits will be recorded using standard *pro forma* SCCAS Context Recording Sheets.
- 4.10 A photographic record (high resolution digital) will be made throughout the evaluation.
- 4.11 Metal detector searches will be made at all stages of the project.
- 4.12 All pre-modern finds will be kept and no discard policy will be considered until all the finds have been processed and assessed. Finds on site will be treated according to 'First Aid for Finds' and a conservator will be available for on-site consultation as required.
- 4.13 All finds will be taken to the SCCAS Bury St. Edmunds office for processing, preliminary conservation and packing. Much of the archive and assessment preparation work will be done at the Bury St. Edmunds office, but in some circumstances it may be necessary to send some categories of finds to specialists working in archaeology and university departments in other parts of the country.
- 4.14 In order to obtain palaeoenvironmental evidence, bulk soil samples (30-40 litres each) will be taken from selected archaeological features, particularly those which are both datable and interpretable, and retained until an appropriate

specialist has assessed their potential for palaeo-environmental remains.

Decisions will be made on the need for further analysis following this assessment. If necessary advice will be sought from Dr Helen Chappell, English Heritage Regional Advisor in Archaeological Science, on the need for specialist environmental sampling.

- 4.15 In the event of human remains being encountered on the site, guidelines from the Ministry of Justice will be followed and a suitable licence obtained before their removal from the site. Human remains will be treated at all stages with care and respect, and will be dealt with in accordance with the law. They will be recorded *in situ* and subsequently lifted, packed and marked to standards compatible with those described in the IFA's Technical Paper 13 Excavation and post-excavation treatment of Cremated and Inhumed Human Remains, by McKinley & Roberts. Following full recording and analysis, where appropriate, the remains will be reburied.
- 4.16 Fieldwork standards will be guided by 'Standards and Guidance for Archaeological Excavation' (IFA, 1995, revised 2001) and 'Standards for Field Archaeology in the East of England (EAA Occasional Papers 14).
- 4.17 SCCAS staff will work from their vehicle and use the main contractor's welfare facilities.

Post-excavation

- 4.18 Post-excavation work will be managed by SCCAS Field Projects Team Finds Manager Richenda Goffin. Specialist finds staff will be used who are experienced in local and regional types and periods for their field. Members of the project team will be responsible for taking the project to archive and assessment levels.
- 4.19 The site archive will be consistent with 'Management of Archaeological Projects' (English Heritage, 1991).
- 4.20 All site data will be entered on a computerised database compatible with the County HER. All site plans and sections will be copied to form a permanent archive on archivally stable material. Ordnance Datum levels will be on the

section sheets. The photographic archive will be fully catalogued within the County HER photographic index.

- 4.21 All finds will be processed, marked and bagged/boxed following ICON guidelines and the requirements of the County HER. All finds will be marked with a site code and a context number.
- 4.22 Bulk finds will be fully quantified on a computerised database compatible with the County HER. Quantification will fully cover weights and numbers of finds by OP and context with a clear statement for specialists on the degree of apparent residuality observed.
- 4.23 Metal finds on site will be stored in accordance with ICON guidelines, initially recorded and assessed for significance before dispatch to a conservation laboratory within four weeks of the end of the excavation. All pre-modern silver, copper alloy and ferrous metal artefacts will be x-rayed and coins will be x-rayed if necessary for identification. Sensitive finds will be conserved if necessary and deposited in bags/boxes suitable for long term storage to ICON standards. All coins will be identified to a standard acceptable to normal numismatic research.
- 4.24 The site archive will meet the standards set by 'The Guideline for the preparation of site archives and assessments of all finds other than fired clay vessels' of the Roman Finds Group and Finds Research Group AD700 - 1700 (1993).
- 4.25 The pottery will be recorded and archived to a standard consistent with the Draft Guidelines of the Medieval Pottery Research Group and Guidelines for the archiving of Roman Pottery, SGRP (ed. M.G. Darling, 1994).
- 4.26 Environmental samples will be processed and assessed to standards set by the Regional Environmental Archaeologist (Dr Helen Chapell) with a clear statement of potential for further analysis.
- 4.27 Animal and human bone will be quantified and assessed to a standard acceptable to national and regional English Heritage specialists.

- 4.28 An industrial waste assessment will cover all relevant material (i.e. fired clay finds as well as slag).
- 4.29 The evaluation report will contain a stand alone summary and a description of the excavation methodology. It will also contain a clear separation of the objective account of the archaeological evidence from its archaeological interpretation and recommendations to assist the Planning Officer. It will contain sufficient information to stand as an archive report should further work not be required.

5 Risk Assessment

The project will be carried out following the Suffolk County Council statement on Health and Safety at all times. Particular hazards to SCCAS/FT staff and subcontractors identified with this project are as follows:

- **Outdoor working** – hazards to staff from weather conditions and uneven ground.
- **Manual excavation** – the main hazards are to staff from the use of tools, shallow holes and the resultant trip hazards, live services and ground contamination.
- **Mechanised excavation** – the most significant hazard from this activity is working in close proximity with plant machinery.

Specific risk assessments for each are provided in Appendix 3.

All SCCAS/FT staff are experienced in working under similar conditions and on similar sites and are aware of all SCCAS H&S policies. Permanent SCCAS/FT excavation staff are holders of CSCS (Construction Skills Certification Scheme) cards. All staff will be issued with a copy of the project's risk assessment and will receive a safety induction from the Project Officer. From time to time it may be necessary for site visits by external specialists, SCCAS/CT members and other SCC staff. All staff and visitors will be issued with the appropriate PPE and will undergo the required inductions.

PPE required in this case includes:

- Hard Hat (to EN397)
- High Visibility Clothing (EN471 Class 2 or greater)
- Safety Footwear (EN345/EN ISO 20346 or greater – to include additional penetration-resistant midsole)
- Gloves (to EN388)
- Eye Protection (safety glasses to at least EN 166 1F)

Site staff, official visitors and volunteers are all covered by Suffolk County Council insurance policies (see Appendix 2).

Only limited information has been provided by the client regarding existing services (Figure 2). A CAT detector will be used in advance of trenching. However, should previously unknown services be encountered in the trenches, any damage/costs will not be the responsibility of SCCAS/FT.

SCCAS/FT staff will work from their van for the duration of the fieldwork. Welfare facilities (a portable toilet) will be hired in if required.

Environmental controls

Suffolk County Council maintains an internal Environmental Management System run in accordance with the ISO14001 standard by a dedicated EMS officer. The council has a publicly available [Environment Policy](#), which commits us meeting all relevant regulatory, legislative and other requirements, and preventing pollution, and to the continual improvement of our environmental performance, as well as:

- Preventing environmental pollution and minimise waste.
- Reducing our carbon emissions.
- Continually improving our energy efficiency and reduce our use of resources.
- Reducing the impact of vehicle travel by county council employees.
- Implementing sustainable procurement.
- Minimising the impact on the environment of all existing and planned county council activities.
- Enhancing biodiversity, conserve distinctive landscapes and protecting the historic environment.

The council has also published its [Environmental Action Plan](#) online, together with the [monitoring report](#) from the previous plan.

Between 2005 and 2010, the SCC was certified to the ISO14001 standard by BSI for all services except schools. We were the first, and until 2009, only council to achieve this. During the eleven external audits undertaken during this period, only two non-conformities were identified. Partially because of this, and also in order to make cost savings, in 2010 a decision was taken to not continue with the certification. However the council will continue to run its internal auditing system, which carries out around 40 audits a year to check issues such as legal compliance and performance against our environmental objectives, and will also participate in an auditor exchange programme with Norfolk County Council to ensure continued external oversight of our system.

Appendix 1. Suffolk County Council Health and Safety Policy

Health & Safety Policy – HS01



Health and Safety Policy Section 1 - General Statement of Policy

Suffolk County Council is fully committed to comply with the Health and Safety at Work Act etc 1974 and associated legislation.

We recognise that good health, safety and wellbeing is integral to our organisational and business performance by reducing injuries and ill health, protecting the environment and reducing unnecessary losses and liabilities. Our service delivery decisions will always consider the impact on health, safety and wellbeing.

We aim to be exemplary in all matters relating to the health, safety and welfare of our staff and all those who may be affected by our activities. To this end we will:

- benchmark our health & safety performance against other similar organisations;
- provide adequate control of the health and safety risks arising from our work activities;
- consult with our employees on matters affecting their health and safety;
- provide and maintain safe plant and equipment;
- ensure safe handling and use of substances;
- provide information, instruction and supervision with adequate professional advice;
- ensure all employees are competent to do their tasks, and give them adequate training;
- prevent incidents, injuries and cases of work-related ill health;
- maintain safe and healthy working conditions;
- commit to progressive improvement in health & safety performance using current recognised good practice such as 'HSG65' and similar models of continuous improvement;
- review and revise this policy as necessary at regular intervals.

Signed:  Chief Executive.

Date: 27th January 2012

Signed:  Leader.

Date: 31st January 2012

Review date: Date: January 2014

If you need help to understand this information in another language or would like this information in another format, including audio tape or large print, please call **08456 066 067**.

Appendix 2. SCC Insurance Certificates



To Whom It May Concern

Our ref: Our Ref: QLA-19A004-0013 17 July, 2012

Zurich Municipal Customer: Suffolk County Council

This is to confirm that Suffolk County Council have in force with this Company until the policy expiry on 31/07/2013 Insurance incorporating the following essential features:

Policy Number: QLA-19A004-0013

Limit of Indemnity:

Public Liability:	£ 50,000,000	any one event
Products Liability:	£ 50,000,000	for all claims in the
Pollution:) aggregate during any one period of insurance	
Employers' Liability:	£ 50,000,000	any one event inclusive of costs

Zurich Municipal
Zurich House
2 Gladiator Way
Farnborough
Hampshire
GU14 6GB

Telephone 0870 2418050
Direct Phone 01252 384594
Direct Fax 01252 0
E-mail
sally.rose@uk.zurich.com@zurich.com

Communications will be monitored regularly to improve our service and for security and regulatory purposes

Zurich Municipal is a trading name of Zurich Insurance plc

A public limited company incorporated in Ireland. Registration No. 13460
Registered Office: Zurich House, Ballsbridge Park, Dublin 4, Ireland.

UK branch registered in England and Wales
Registration No. BR7985.

UK Branch Head Office: The Zurich Centre,
3000 Parkway, Whiteley, Fareham,
Hampshire PO15 7JZ

Authorised by the Irish Financial Regulator and subject to limited regulation by the Financial Services Authority. Details about the extent of our regulation by the Financial Services Authority are available from us on request.

67109102 (18052A02) 10/02 MGH

Excess :

Public Liability/Products Liability/Pollution: £ £311,000 any one event
Employers' Liability: £ £311,000 any one claim

Indemnity to Principals :

Covers include a standard Indemnity to Principals Clause in respect of contractual obligations.

Full Policy :

The policy documents should be referred to for details of full cover.

Yours faithfully

A handwritten signature in blue ink, appearing to read 'Sally Rose'.

Sally Rose
Underwriting Services
Zurich Municipal
Farnborough

To Whom It May Concern

Our ref: SS/PS/B'HAM

14 August, 2012

Zurich Municipal Customer: Suffolk County Council

This is to confirm that Suffolk County Council have in force with this Company until the policy expiry on 31st July 2013 Professional Negligence Insurance incorporating the following essential features:

Policy Number: QLA-19A004-0013

Services covered: Service C - Archeology

Limit of Indemnity: £ 5,000,000 any one claim and *in the aggregate for all claims* first made against the Insured and notified to Zurich Municipal during the period of insurance

Excess : £ 311,507 any one claim

Retroactive Date: 01/08/2006

Exclusions

Standard insurance market exclusions apply, notably exclusion of Pollution other than sudden and accidental; punitive or exemplary damages; express warranties or guarantees; claims the cause of which occurred prior to the Retroactive Date.

This is a brief summary and the full policy should always be referred to for exact details of cover.

Yours faithfully



Sally Rose
Underwriting Services
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Communications will be monitored regularly to improve our service and for security and regulatory purposes

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A public limited company incorporated in Ireland. Registration No. 13460
Registered Office: Zurich House, Ballsbridge Park, Dublin 4, Ireland.

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Registration No. BR7985.
UK Branch Head Office: The Zurich Centre,
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Authorised by the Irish Financial Regulator and subject to limited regulation by the Financial Services Authority. Details about the extent of our regulation by the Financial Services Authority are available from us on request.

Appendix 3. Risk Assessments

Specific Risk Assessments for Archaeological Evaluation at Land off Till Road, Lowestoft, Suffolk (LWT 192)

- 1 Working with heavy plant and machinery
- 2 Physical work in an outdoor setting
- 3 Deep excavations
- 4 Use of hand tools

1-5 = Low risk
6-12 = Medium risk
20-25 = High risk

Risk Assessment 1 Working with heavy plant machinery

Activity	Location	Hazard	Risks	Persons affected	Initial risk	Control measures	Residual risk	Revised by	Date	Rescue procedures
Direction and supervision of mechanical excavator.	Various.	Staff and others in close proximity to excavation (operation of bucket & manoeuvre of boom).	Accidental contact with boom/bucket or unexpected movement of machine.	Principally PO/Site Assistants, but at times may involve others.	10	Only SPO/PO to supervise machinery. No personnel to be within radius of boom. All staff to wear high visibility clothing, hard hats and safety footwear at all times.	5	R. Gardner	28/03/13	Call emergency services. First Aid if required.

	Likelihood				
Severity	1	2	3	4	5
1	1	2	3	4	5
2	2	4	6	8	10
3	3	6	9	12	15
4	4	8	12	16	20
5	5	10	15	20	25

Initial Risk
Residual Risk

Likelihood	Severity	Risk (likelihood x severity)
1. Highly unlikely	1. Slight inconvenience	1-5 Low
2. May occur but very rarely	2. Minor injury requiring first aid	
3. Does occur but only rarely	3. Medical attention required	6-12 Medium
4. Occurs from time to time	4. Major injury leading to hospitalisation	
5. Likely to occur often	5. Fatality or serious injury leading to disablement	13-25 High

Risk Assessment 2 Physical work in an outdoor setting

Activity	Location	Hazard	Risks	Persons affected	Initial risk	Control measures	Residual risk	Revised by	Date	Rescue procedures
Excavation in exposed conditions.	Various.	Extremes of heat, cold and wet weather. Trip hazards.	Hypothermia, heat stroke, sunburn. Minor injuries.	All field staff.	9	All staff provided with appropriate clothing for weather conditions. No staff to work alone in extreme conditions.	2	R Gardner	28/03/2013	First Aid if required. Call emergency services if necessary.

	Likelihood				
Severity	1	2	3	4	5
1	1	2	3	4	5
2	2	4	6	8	10
3	3	6	9	12	15
4	4	8	12	16	20
5	5	10	15	20	25

Initial Risk
Residual Risk

Likelihood	Severity	Risk (likelihood x severity)
1. Highly unlikely	1. Slight inconvenience	1-5 Low
2. May occur but very rarely	2. Minor injury requiring first aid	
3. Does occur but only rarely	3. Medical attention required	6-12 Medium
4. Occurs from time to time	4. Major injury leading to hospitalisation	
5. Likely to occur often	5. Fatality or serious injury leading to disablement	13-25 High

Risk Assessment 3 Deep excavations

Activity	Location	Hazard	Risks	Persons affected	Initial risk	Control measures	Residual risk	Revised by	Date	Rescue procedures
Excavation of trial-trenches and archaeological features within.	Various.	Trench collapse, falls, and work in confined spaces.	Physical injury (minor to rare major examples), suffocation.	All field staff.	12	No staff will be allowed to enter trenches deeper than 1.2m or shallower trenches that are considered to be dangerous. No unfenced deep excavations will be left unsupervised. Deep excavations will be fenced overnight.	2	R Gardner	28/03/2013	Call emergency services. First Aid if required.

	Likelihood				
Severity	1	2	3	4	5
1	1	2	3	4	5
2	2	4	6	8	10
3	3	6	9	12	15
4	4	8	12	16	20
5	5	10	15	20	25

Initial Risk
Residual Risk

Likelihood	Severity	Risk (likelihood x severity)
1. Highly unlikely	1. Slight inconvenience	1-5 Low
2. May occur but very rarely	2. Minor injury requiring first aid	
3. Does occur but only rarely	3. Medical attention required	6-12 Medium
4. Occurs from time to time	4. Major injury leading to hospitalisation	
5. Likely to occur often	5. Fatality or serious injury leading to disablement	13-25 High

Risk Assessment 4 Use of hand tools

Activity	Location	Hazard	Risks	Persons affected	Initial risk	Control measures	Residual risk	Revised by	Date	Rescue procedures
Excavation of archaeological features using shovels, mattocks, forks, wheelbarrows and small tools	Various.	Splinters from poorly maintained equipment, trip hazards from unused equipment, accidental striking of personnel in close proximity, some heavy lifting.	Minor injuries.	All field staff.	8	Ensure all tools in serviceable condition. Careful policing of temporarily unused equipment (e.g. no discarded hand tools near trench edges). Ensure all tools carried appropriately.	4	R Gardner	28/03/2013	First Aid if required.

Severity	Likelihood				
	1	2	3	4	5
1	1	2	3	4	5
2	2	4	6	8	10
3	3	6	9	12	15
4	4	8	12	16	20
5	5	10	15	20	25

Initial Risk
Residual Risk

Likelihood	Severity	Risk (likelihood x severity)
1. Highly unlikely	1. Slight inconvenience	1-5 Low
2. May occur but very rarely	2. Minor injury requiring first aid	
3. Does occur but only rarely	3. Medical attention required	6-12 Medium
4. Occurs from time to time	4. Major injury leading to hospitalisation	
5. Likely to occur often	5. Fatality or serious injury leading to disablement	13-25 High

OASIS ID: suffolkc1-149217

Project details

Project name	LWT 192 Land off Till Road, Lowestoft
Short description of the project	Four trenches were excavated on land off Till Road, Lowestoft, prior to submitting a planning application to redevelop the site. Modern disturbance was evident throughout in varying degrees but a single north west-south east aligned undated ditch was recorded.
Project dates	Start: 04-04-2013
Previous/future work	No / Not known
Any associated project reference codes	LWT 192 - HER event no.
Type of project	Field evaluation
Site status	None
Current Land use	Other 3 - Built over
Monument type	DITCH Uncertain
Significant Finds	N/A None
Methods & techniques	"Sample Trenches"
Development type	Urban residential (e.g. flats, houses, etc.)
Prompt	Direction from Local Planning Authority - PPS
Position in the planning process	Between deposition of an application and determination

Project location

Country	England
Site location	SUFFOLK WAVENEY LOWESTOFT LWT 192 Land off Till Road
Study area	0.30 Hectares
Site coordinates	TM 5460 9321 52 1 52 28 36 N 001 44 58 E Point
Height OD / Depth	Min: 6.00m Max: 7.00m

Project creators

Name of Organisation	Suffolk County Council Archaeological Service
Project brief originator	Local Planning Authority (with/without advice from County/District Archaeologist)
Project design originator	Jess Tipper
Project director/manager	Rhodri Gardner

Project supervisor	Linzi Everett
Type of sponsor/funding body	Developer
Name of sponsor/funding body	Wellington Construction

Project archives

Physical Archive recipient	Suffolk County Council Archaeological Service
Physical Archive ID	LWT 192
Physical Contents	"Environmental"
Digital Archive recipient	AHDS
Digital Archive ID	LWT 192
Digital Contents	"Environmental"
Digital Media available	"Images raster / digital photography","Text"
Paper Archive recipient	Suffolk County Council Archaeological Service
Paper Archive ID	LWT 192
Paper Contents	"Environmental"
Paper Media available	"Correspondence","Photograph","Unpublished Text"

Project bibliography 1

Publication type	Grey literature (unpublished document/manuscript)
Title	LWT 192 Land off Till Road, Lowestoft
Author(s)/Editor(s)	Everett, L.
Other bibliographic details	2013/46
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