

135, Bucklesham Road,
Purdis Farm,
Suffolk
PFM 022

Archaeological Evaluation Report

SCCAS Report No. 2014/03

Client: Barnes Construction

Author: Linzi Everett

January 2014

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135, Bucklesham Road,
Purdis Farm,
Suffolk
PFM 022

Archaeological Evaluation Report

SCCAS Report No. 2014/03

Author: Linzi Everett

Contributions By: Cathy Tester, Anna West

Illustrator: Crane Begg

Report Date: January 2014

HER Information

Report Number: 2014/03
Site Name: 135, Bucklesham Road, Purdis Farm
Planning Application No: C/12/1431
Date of Fieldwork: 9th January 2014
Grid Reference: TM 2072 4258
Commissioned by: Barnes Construction
Curatorial Officer: Jess Tipper
Project Officer: Linzi Everett
Oasis Reference: suffolkc1-167299
Site Code: PFM 022

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: January 2014

Approved By: Rhodri Gardner
Position: Contracts Manager
Date:
Signed:

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Summary

An area of 2.7 hectares was evaluated by trial trenching prior to development of the site comprising new housing and additional roads/driveways. Whilst no features were present within the three trenches in the eastern half of the site, seven ditches were revealed in three trenches to the west. These are likely to represent former field boundaries. Dating is extremely limited, with only one small sherd of Roman pottery recovered from one of the north-south aligned ditches.

1. Introduction

A trial trench evaluation was carried out on land at 135, Bucklesham Road, Purdis Farm (PFM 022; TM 2072 4258). The proposed development area (hereafter referred to as 'the site') consisted of an area of c.2.7 hectares.

The evaluation was carried out as a condition of consent for planning permission, according to a Brief issued by Jess Tipper, which outlined the manner of the fieldwork, and a Written Scheme of Investigation (WSI) detailing the archaeological methodology (Brooks, 2014; Appendix 1).

The trial trenching was conducted by the Field Team of Suffolk County Council's Archaeological Service (SCCAS) on the 9th January 2014.

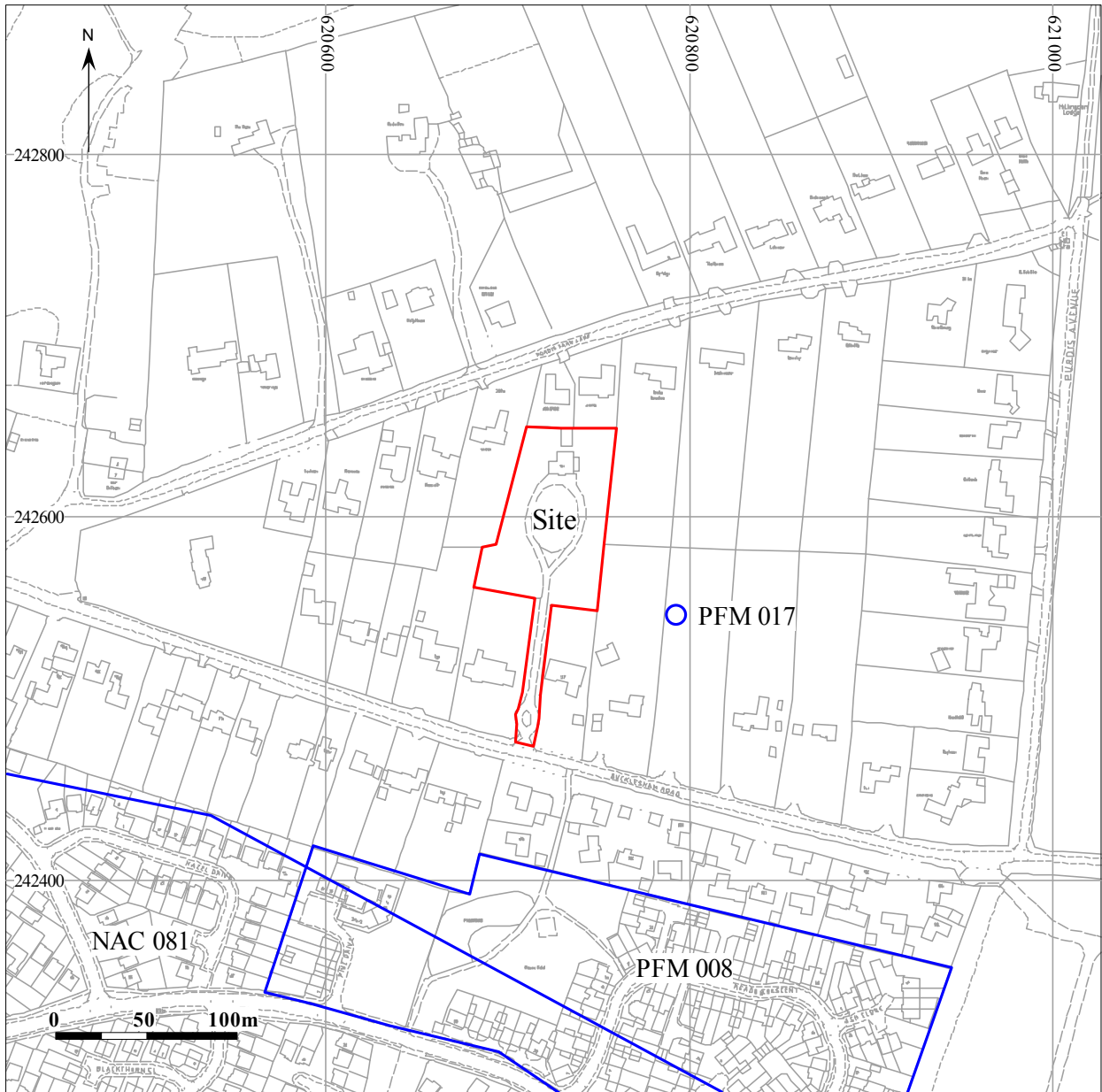
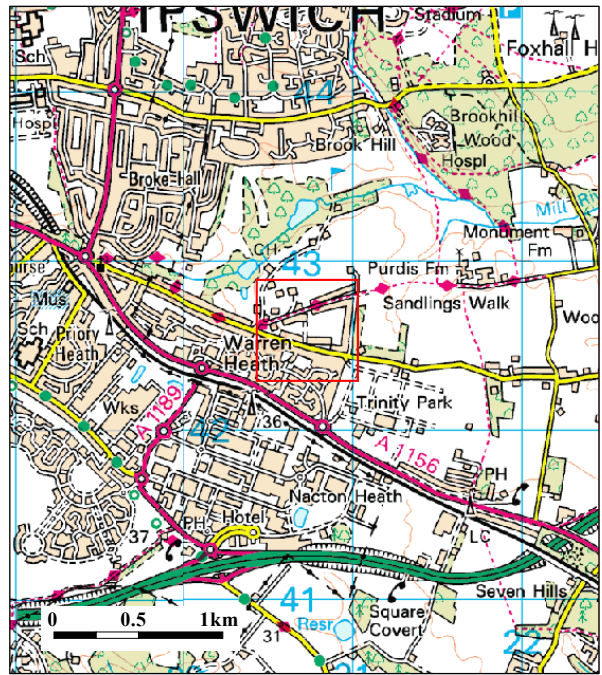
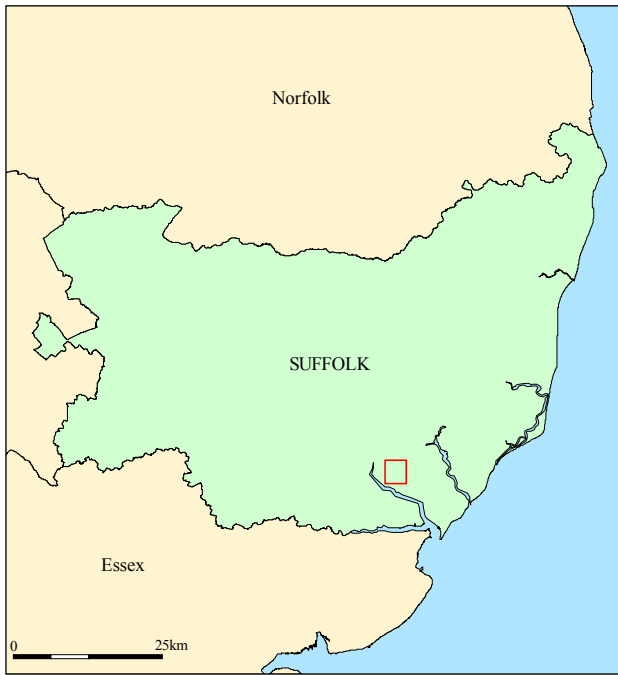
The site has been recorded with the County Historic Environment Record (HER) code PFM 022.

2. Geology and topography

The site of the proposed development is immediately to the north of Bucklesham Road in Purdis Farm, Ipswich (Figure 1), at a height of c.33m OD. At the time of the evaluation the site was occupied by garden to the front of the existing dwelling and is bounded by housing and gardens on all sides. The underlying geology is glaciofluvial drift (deep sand).

3. Archaeology and historical background

The site's potential was based on its location within an area of archaeological interest recorded in the Suffolk HER, to the north of the remains of a medieval church and churchyard (PFM 008) and to the west of a site of Middle Saxon activity (PFM 017). NAC 081 represents World War II activity. There is potential for evidence relating to medieval settlement to be disturbed by this development.



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Figure 1. Site location and HER entries

4. Methodology

Trenching was conducted using a tracked mechanical digger equipped with a 1.8m wide toothless ditching bucket. All machining was observed by an archaeologist standing adjacent to or within the trench. Topsoil was 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. 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 PFM 022. 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 suffolkc1-167299 has been used for this project.

The pottery was identified by Cathy Tester.

5. Results

Six trenches were excavated across the site (Figure 2), a total area of 108m². Trench dimensions are recorded in the table below:

Trench	Length	Area	Depth	Depth to top of archaeology	Features
1	10m	18m ²	0.6m	0.55m	0001, 0003, 0005
2	10m	18m ²	0.6m	0.6m	0009, 0011
3	10m	18m ²	0.42m	0.42m	0013
4	10m	18m ²	0.55m	-	-
5	10m	18m ²	0.55m	-	-
6	10m	18m ²	0.55m	-	-

Table 1. Trench dimensions

Seven linear features were recorded in three of the six excavated trenches.

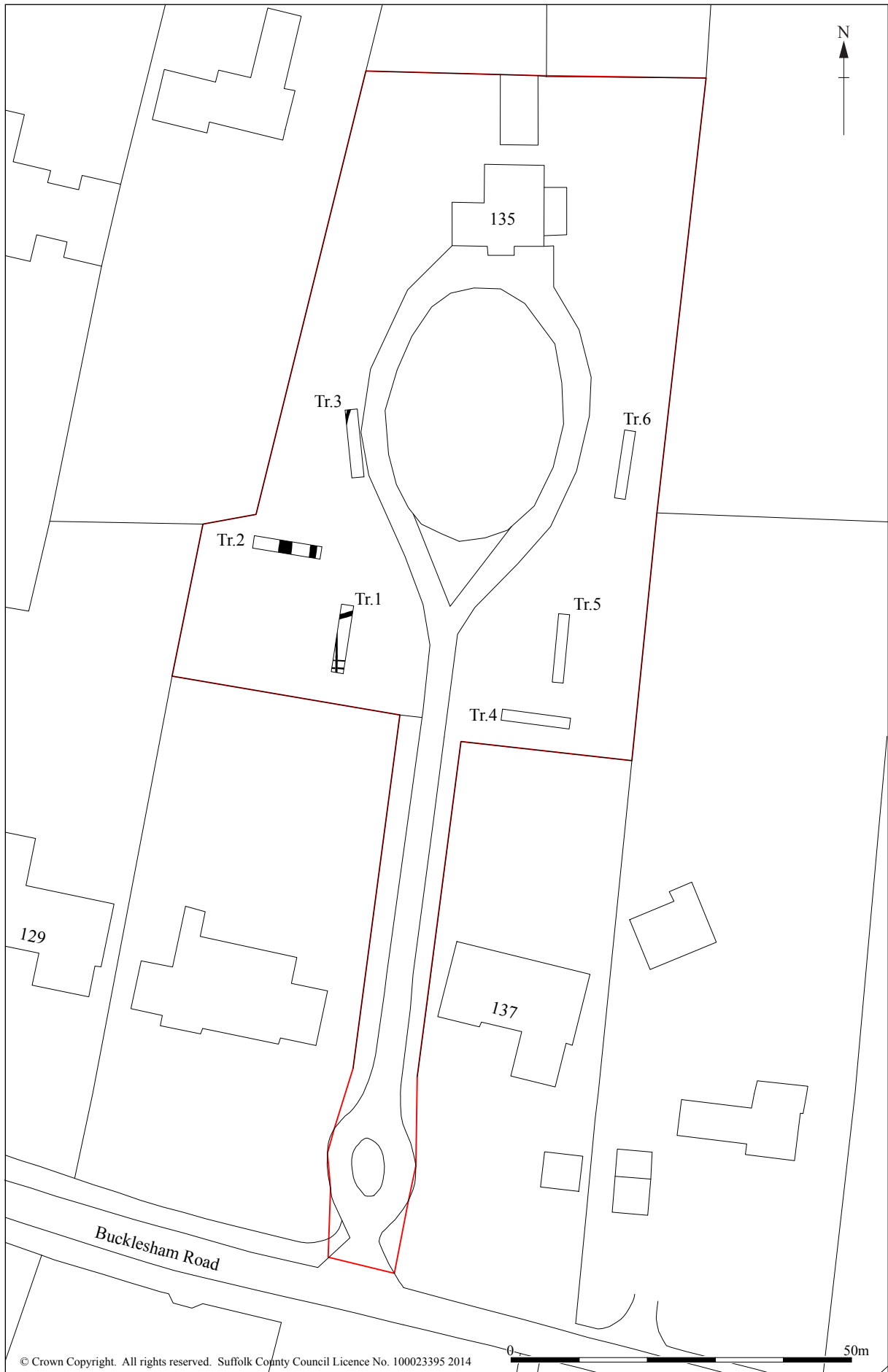


Figure 2. Trench locations showing recorded archaeological features (black)

Trench 1

0001 was a shallow, narrow ditch with a rounded profile, orientated approximately N-S. No finds were recovered from its mid brown silty sand fill.

0003 and 0005 were two shallow, narrow ditches running parallel with each other in an ESE-WNW direction and 0.75m apart. They were of near identical dimensions, profile and fill, and were both cut by ditch 0001. No datable material was recovered from either excavated section.

0007 was a NE-SW aligned ditch in the northern end of the trench 0.75m wide, 0.3m deep with a rounded profile. Its fill was a mid brown sand from which no finds were recovered.

Trench 2

Two parallel NNE-SSW aligned ditches were recorded in this trench. 0009 measured 1.05m wide and 0.3m deep, with a rounded profile. A single sherd of pot was recovered from its mid brown sandy fill, weighing 3g and made in black-surfaced ware fabric (BSW). The sherd is from a necked jar or bowl but cannot be dated with any accuracy. The best that can be said is that it is Roman in date.

Approximately 2.5m to the west of 0009 was ditch 0011, which was wider and deeper at 2m x 0.6m, with sloping sides breaking gradually to a flattish base. No finds were recovered from its mid brown sandy fill.

Trench 3

0013 was a shallow, narrow ditch orientated approximately NNE-SSW, with sloping sides breaking to a flattish base. No finds were recovered from its mid brown sandy fill.

The natural subsoil exposed by the trenches was an orange gravelly sand. No artefactual evidence was recovered from the upcast spoil.

Environmental samples were collected from ditches 0007, 0009 and 0011 but no finds or macrofossils were recovered from these.

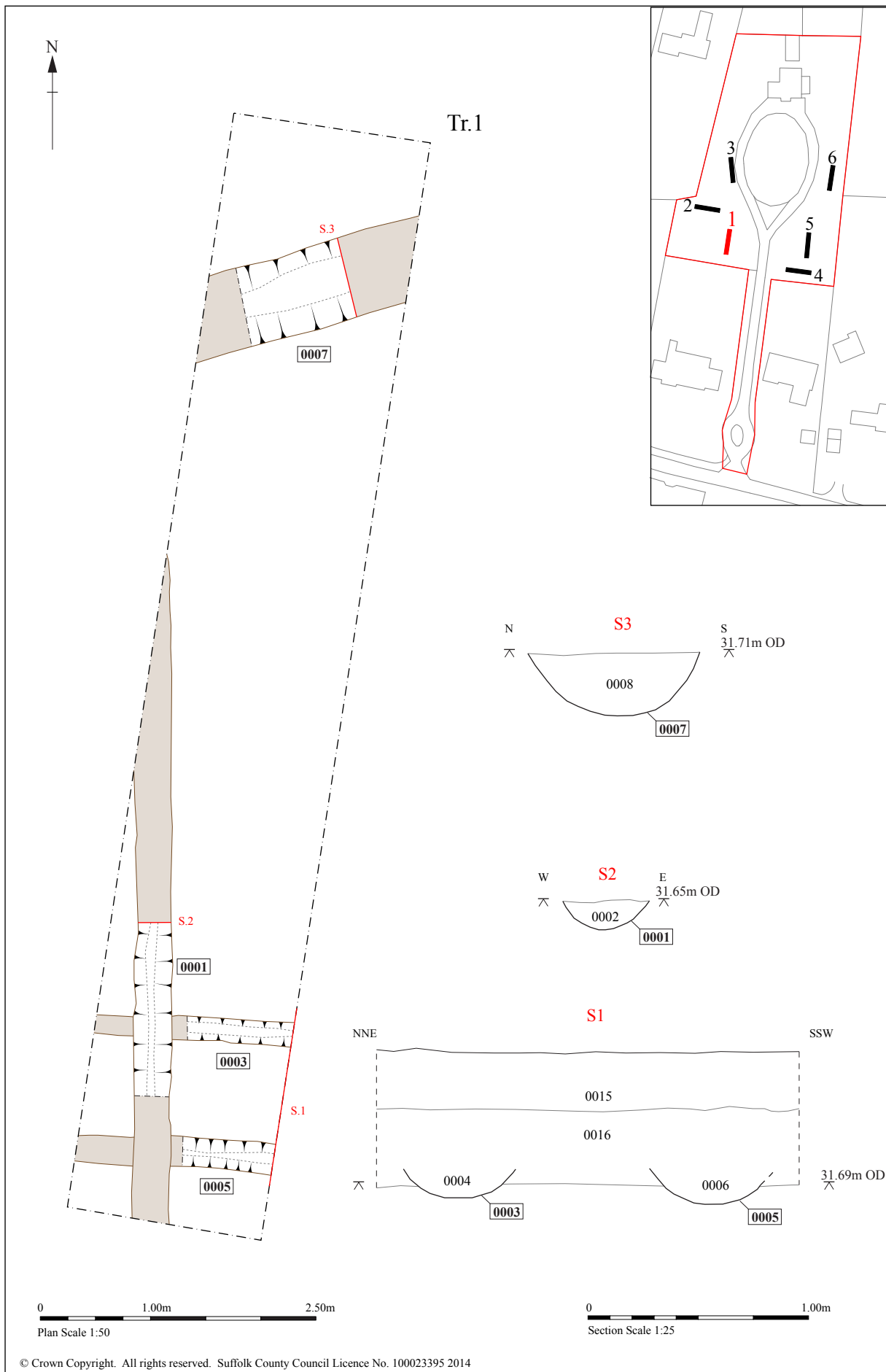


Figure 3. Trench 1 plan and sections

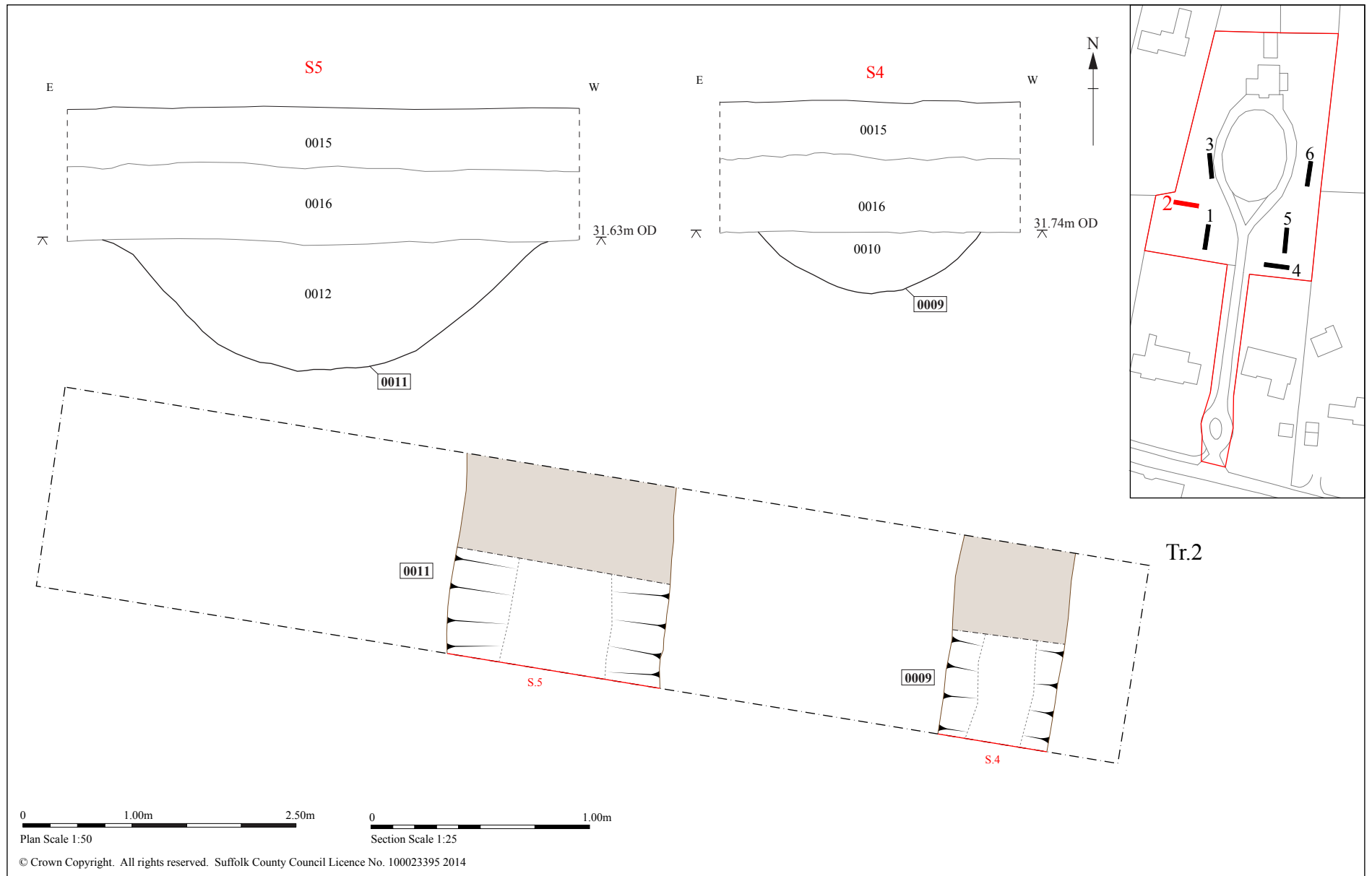


Figure 4. Trench 2 plan and sections

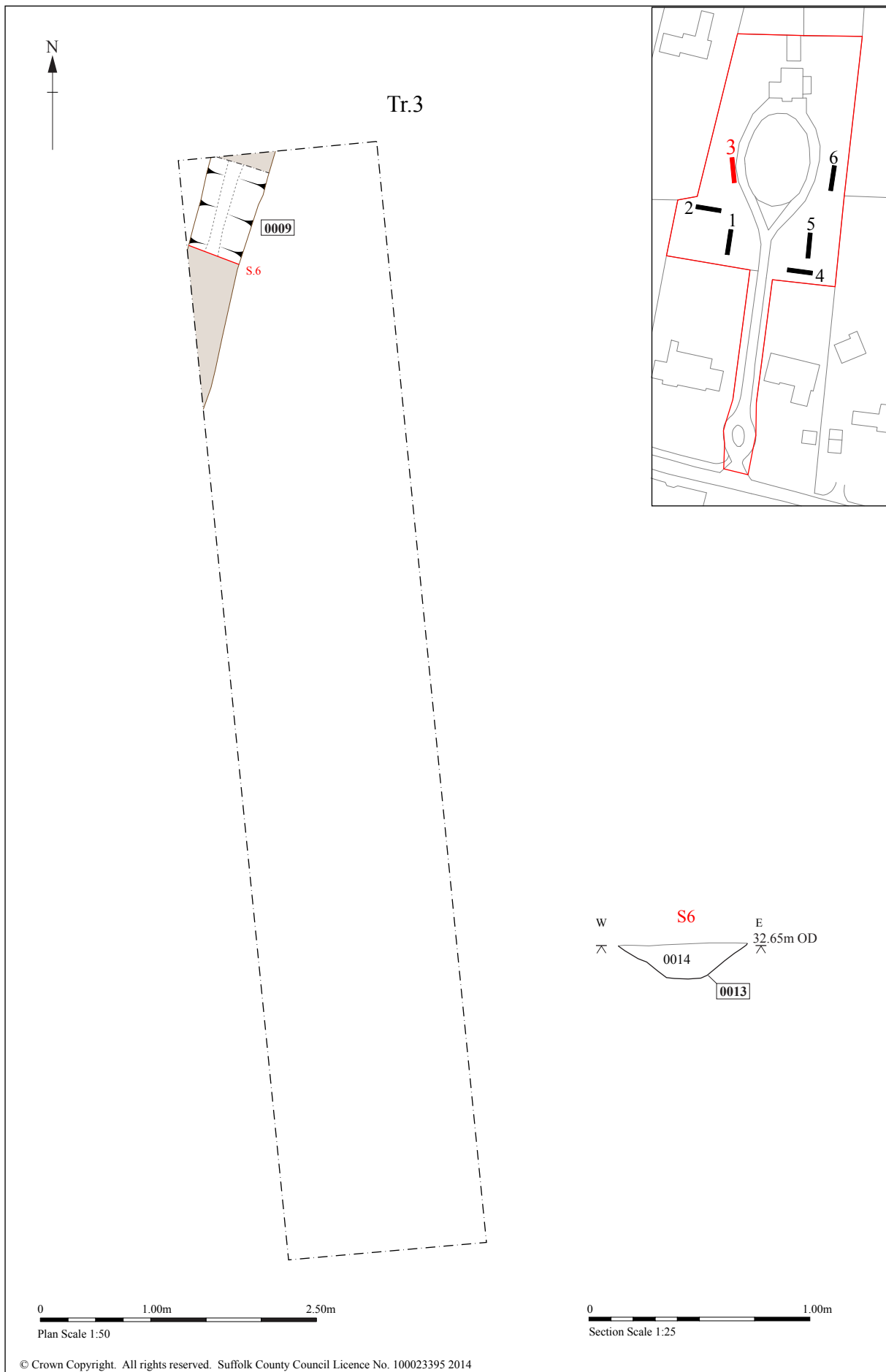


Figure 5. Trench 3 plan and section



Plate 1. Trench 1, looking NNE



Figure 2. Trench 1 soil profile and NNE-SSW sections of ditches 0003 and 0005



Plate 3. Trench 2, looking WNW



Plate 4. Trench 2 soil profile and ESE-WNW section through ditch 0009

6. Discussion

Whilst three of the trenches were devoid of archaeology, seven ditches represents quite a dense spread of features in the western half of the site, located no more than 0.6m below the current land surface. They may all represent field boundaries, with the two sets of parallel features suggesting a fence or hedge line bounded on each side by a ditch. Alternatively, in the case of 0009 and 0011, the distance between the two could be enough for it to have been a narrow trackway.

The only dating evidence found during the evaluation was a small sherd of Roman pottery from ditch 0009 in Trench 2, but this can not be used in isolation as reliable dating for the backfilling of the ditch. It is interesting to note that the nearest recorded Roman finds are around 1.2km to the west or 1.4km north east of the site.

Given the positive results of the evaluation, further archaeological work may be required in the western part of the development area in order to better understand the nature and date of the features observed in the trenches, where the development design does not allow for *in situ* preservation of archaeological deposits.

7. Archive deposition

The archive is lodged with the SCCAS at its Ipswich office under the HER reference PFM 022. A summary of this project has also been entered onto OASIS, the online archaeological database, under the reference suffolkc1-167299.

Digital archive: R:\Environmental Protection\Conservation\Archaeology\Archive\Purdis Farm\PFM 022 135, Bucklesham Road

PFM 022, 135 Bucklesham Road, Purdis Farm, Suffolk

Archaeological Evaluation by Trial Trench

**Written Scheme of Investigation
&
Safety Statement and Risk Assessment**

**Prepared by Suffolk County Council Archaeological Service
January 2014**

Document Control

Title: 135 Bucklesham Road Evaluation, Purdis Farm
Date: 07/01/2014
Issued by: Suffolk County Council Archaeological Service Field Team
Author: Rob Brooks
Issued to: Dr Jess Tipper (SCCAS Conservation Team)

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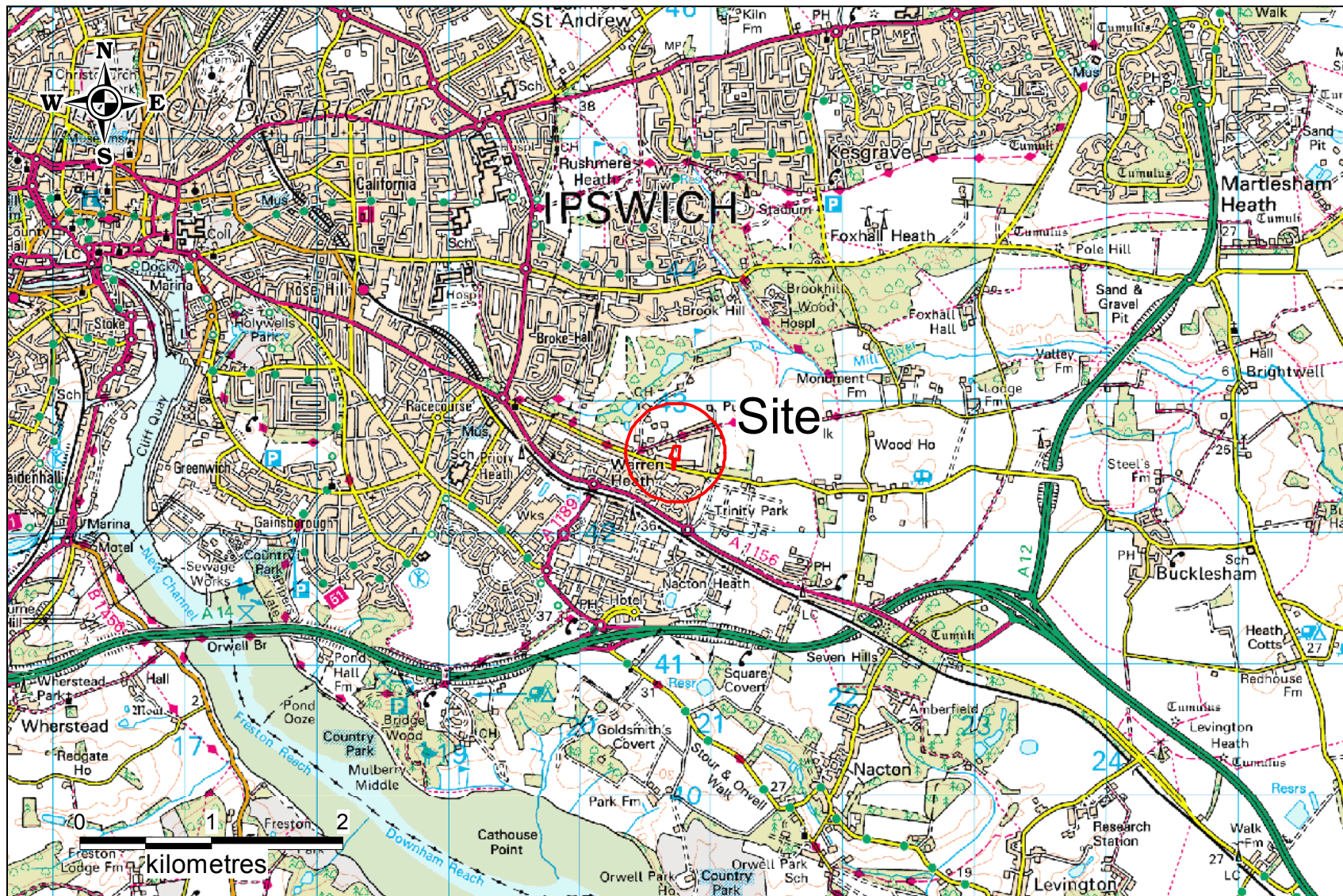
1. Background

- 1.1 The Field Team of the Suffolk County Council Archaeological Service (SCCAS) have been asked by Barnes Construction to prepare documentation for a programme of archaeological evaluation by trial trench at the above site (Fig 1). This Written Scheme of Investigation (WSI) covers the evaluation only. Any further stages of archaeological work that might be required in relation to the proposed development would be subject to new documentation.
- 1.2 The site is an irregularly shaped strip covering c.2.7ha, located at NGR TM 2072 4258.
- 1.3 The work is to be undertaken as a condition during the application for planning permission on application C/12/1431. This is at the request of the local planning authority, following guidance set out in the National Planning Policy Framework.
- 1.4 The archaeological investigation will be conducted in accordance with a Brief produced by Dr Jess Tipper of the SCCAS Conservation Team.
- 1.5 This application lies in an area of archaeological interest defined in the Historic Environment Record, to the north of the remains of a medieval church and churchyard (HER no. PFM 008) and to the west of the site of Middle Saxon activity (HER no. PFM 017). There is potential for medieval settlement deposits to be disturbed by this development (taken from Tipper, J., 2013 – Brief for a Trenched Archaeological Evaluation).
- 1.6 The proposed development comprises the construction of new housing and additional roads/driveways.
- 1.7 The site outline and trench pattern are shown on Figure 2. Deposits in this area will be directly affected by the foundations and other groundworks associated with the construction of the housing.
- 1.8 This WSI complies with the requirements of SCC's standard Requirements for a Trenched Archaeological Evaluation (2012 Ver 1.1), as well as the following national and regional guidance 'Standards and Guidance for Archaeological Excavation' (IFA, 1995, revised 2001) and 'Standards for Field Archaeology in the East of England (EAA Occasional Papers 14, 2003).

1.1 Research aims

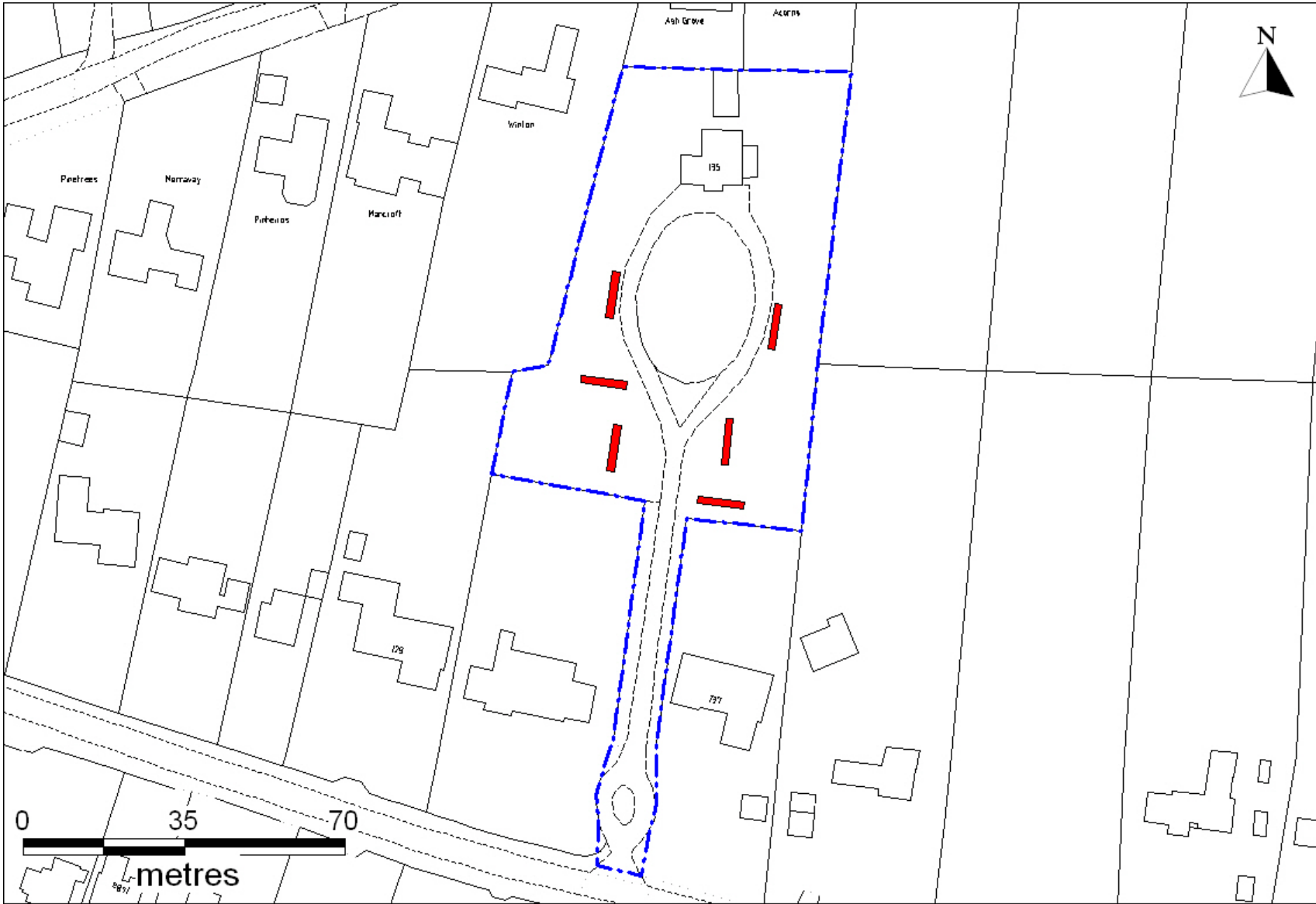
The research aims of this trial trench evaluations are as follows, as typically described by an LPA brief:

- RA1: Establish whether any archaeological deposit exists within the application area, with particular regard to any which are of sufficient importance to merit preservation in situ.*
- RA2: Identify the date, approximate form and purpose of any archaeological deposit within the application area, together with its likely extent, localised depth and quality of preservation.*
- RA3: Evaluate the likely impact of past land uses, and the possible presence of masking colluvial/alluvial deposits.*
- RA4: Establish the potential for the survival of environmental evidence.*
- RA5: 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



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Figure 2. Trench layout

2 Project details

Site Name	135 Bucklesham Road evaluation, Purdis Farm
Site Location/Parish	Purdis Farm
Grid Reference	TM 2072 4258
Access	Bucklesham Road
Planning No	C/12/1431
HER code	PFM 022
OASIS Ref	suffolkc1-167299
SCCAS Job Code	N/A
Type:	Trial trench evaluation
Area	2.7ha
Project start date	09/01/2014
Fieldwork duration	1 day (estimated)
Number of personnel on site	1-2

Personnel and contact numbers

Contracts Manager	Rhodri Gardner	01473 581743
Project Officer (first point of on-site contact)	TBA	-
Finds Dept	Richenda Goffin	01284 352447
Sub-contractors	N/A	
Curatorial Officer	Dr Jess Tipper	01284 741225
Consultant	N/A	
Developer	Barnes Construction	
Site landowner	Barnes Construction	

Emergency contacts

Local Police	Ipswich Police Station, Civic Drive, Ipswich, IP1 2AW	101
Location of nearest A&E	Heath Road, Ipswich, Suffolk, IP4 5PD	01473 712233
Qualified First Aiders	SCC Project Officer attending	

Hire details

Plant:	Holmes Plant (STC)	01473 890766
Toilet Hire	TBC	
Tool hire:	N/A	

Other Contacts

Suffolk Fleet Maintenance		01359 270777
Suffolk Press Office		01473 264395
SCC EMS (Jezz Meredith)		01473 583288
SCC H&S (Stuart Boulter)		01473 583290

3 Archaeological method statement

3.1 Evaluation by trial trench

- 3.1.1 The archaeological fieldwork will be carried out by members of the SCCAS field team led in the field by an experienced member of staff of Project Officer Grade (Linzi Everett). The excavation team will comprise up to 2 experienced excavators and surveyors from a pool of suitable staff at SCCAS.
- 3.1.2 Evaluation of the development area will employ six trial trenches to sample the footprints of the four houses, as well as areas of the new road/driveway construction within the proposed development area (PDA).
- 3.1.3 The PDA covers an area of approximately 2.7ha.
- 3.1.4 The trenches will be 10m long x 1.8m wide (Fig. 2).
- 3.1.5 No information has been provided about the presence or otherwise of services by the developer. If previously unknown services or similar restrictions are encountered during work on site then trench layout will be amended accordingly. CAT scans of the trenches will be carried out prior to excavation.
- 3.1.6 *General trial trench methodology*
- 3.1.7 All trenches will be cut using a tracked mechanical excavator equipped with a toothless ditching bucket, under the constant supervision of an archaeologist. All overburden (topsoil and subsoil) will be removed stratigraphically until either the first archaeological horizon or natural deposits are encountered. Spoil will be stored adjacent to each trench and topsoil, subsoil and concrete/overburden will be kept separate for sequential backfilling if requested by the client prior to excavation.
- 3.1.8 Archaeological deposits and features will be sampled by hand excavation and the trench bases and sections cleaned as necessary in order to satisfy the project aims and in compliance with the SCCAS Requirements for Archaeological Evaluation, 2012.
- 3.1.9 Trenches requiring access by staff for hand excavation and recording will not exceed a depth of 1.2m. Any trench in which this depth is not sufficient to meet the archaeological requirements of the Brief and Specification will be brought to the attention of the client or their agent and the Archaeological Advisor to the LPA so that further requirements can be discussed (and costed).
- 3.1.10 Deeper excavation can be undertaken provided suitable trench support is used or, where practicable, the trench sides are stepped or battered.
- 3.1.11 A site plan, which will show all trench locations, feature positions and levels AOD will be recorded using an RTK GPS or TST, depending on the specific requirements of the project. A minimum of one to two sections per trench will be recorded at 1:20. Feature sections and plans will be recorded at 1:20 and trench and feature plans at 1:20 or 1:50 as appropriate. Normal Field Team

conventions, compatible with the County HER, will be used during the site recording.

- 3.1.12 The site will be recorded under HER site code PFM 022, acquired from the Suffolk HER Office and archaeological contexts will be recorded using standard SCCAS Context Recording sheets and associated database.
- 3.1.13 A digital photographic record will be made throughout the evaluation.
- 3.1.14 All pre-modern finds will be kept and no discard policy will be considered until all the finds have been processed and assessed.
- 3.1.15 All finds will be brought back to the SCCAS Bury St Edmunds office for processing, preliminary conservation and packing. Much of the archive and assessment preparation work will be done in house, but in some circumstances it may be necessary to send some categories of finds to specialists working in other parts of the country.
- 3.1.16 Bulk environmental soil samples (40 litres each) will be taken from suitable archaeological features 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 English Heritage's Regional Advisor in Archaeological Science on the need for specialist environmental sampling.
- 3.1.17 In the event of human remains being encountered on the site, guidelines from the Ministry of Justice will be followed. The evaluation will attempt to establish the extent, depth and date of burials whilst leaving remains *in situ*. During the evaluation any exposed human remains will be securely covered and hidden from the public view at all times when they are not attended by staff. At the conclusion of the work backfilling will be carried out in a manner sensitive to the preservation of such remains.
- 3.1.18 If circumstances dictate that the lifting of human remains is unavoidable then a Ministry of Justice Licence for their removal will be obtained prior to their removal from site.

3.3 Reporting, archive and OASIS record

- 3.3.1 A unique HER number has been acquired from the Suffolk HER – PFM 022. This will be clearly marked on all documentation relating to the project.
- 3.3.2 All artefactual material recovered will be held by the SCC Contracting Team until their analysis of the material is complete. Ownership of all such archaeological finds will then be given over to the relevant authority. There is a presumption that this will be SCCAS/CT, who will hold the material in suitable storage to facilitate future study and ensure its proper preservation.
- 3.3.3 In the event that artefacts of significant monetary value are discovered separate ownership arrangements may be negotiated, provided they are not subject to Treasure Act legislation.
- 3.3.4 The project archive shall be compiled in accordance with the guidelines issued by the SCCAS/CT (2010). The client is aware of the costs of archiving and provision has been made to cover these costs in our agreement with them. The archive will be deposited with the County Archaeology Store unless another suitable repository is agreed with SCCAS/CT.
- 3.3.5 Specialist finds staff will be used, who are experienced in local and regional types and periods for their field.
- 3.3.6 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.
- 3.3.7 All finds will be processed, marked and bagged/boxed to County HER requirements. Where appropriate finds will be marked with a site code and a context number.
- 3.3.8 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 context with a clear statement for specialists on the degree of apparent residuality observed.
- 3.3.9 Metal finds on site will be stored in accordance with ICON guidelines, initially recorded assessed for significance before dispatch to a conservation laboratory within 4 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.
- 3.3.10 The site archive will meet the standards of SCCAS/CT.
- 3.3.11 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) and to The Study of

Later Prehistoric Pottery: General Policies and Guidelines for analysis and Publications, Occasional Papers No.1 and No. 2, 3rd Edition (Revised 2010, Prehistoric Ceramic Research Group).

- 3.3.12 Environmental samples will be processed and assessed to standards set by the Regional Environmental Archaeologist with a clear statement of potential for further analysis.
- 3.3.13 Animal and human bone will be quantified and assessed to a standard acceptable to national and regional English Heritage specialists.
- 3.3.14 An industrial waste assessment will cover all relevant material (i.e. fired clay finds as well as slag).
- 3.3.15 A report on the results of the evaluation will be completed c. 6 weeks after the completion of the fieldwork. A draft of the report will be submitted to SCCAS/CT for approval.
- 3.3.16 On receipt of approval of the report from SCCAS/CT hard and digital copies will be sent to the Suffolk HER.
- 3.3.17 The Suffolk HER is registered with the Online Access to Index of Archaeological Investigations (OASIS) project. The SCCAS Contracting Team will provide appropriate details relating to this project by completing the OASIS form at <http://ads.ahds.ac.uk/project/oasis>. The completed form (reference suffolkc1-167299) will be included as an appendix to the final report.

4 Risk assessment

4.1 General

4.1.1 The project will be carried out in accordance with the Suffolk County Council statement on Health and Safety at all times. Particular hazards to SCCAS 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, site stripping etc. – the most significant hazard from this activity is working in close proximity with plant machinery.

4.1.2 Specific risk assessments for each are provided in Appendix 2.

4.1.3 All SCCAS staff are experienced in working under similar conditions and on similar sites to the present site and are aware of all SCCAS H&S policies. All staff will be issued with a copy of the project's risk assessment and will receive a safety induction from the Project Officer. All permanent SCCAS excavation staff are holders of CSCS cards.

4.1.4 It may be necessary for site visits by external specialists, SCCAS Conservation Team members and other SCC staff. All such staff and visitors will be issued with the appropriate PPE and will undergo the required inductions. PPE is not restricted to the list below – additional items will be provided if circumstances require it.

4.1.5 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)

4.1.6 Other PPE that may be deployed as necessary includes:

- Gloves (to EN388)
- Eye Protection (safety glasses to at least EN 166 1F)

4.1.7 Site staff, official visitors and volunteers are all covered by Suffolk County Council insurance policies (available upon request).

4.1.8 A van will be available with fresh water and a first aid kit.

4.2 Environmental controls

- 4.2.1 Suffolk County Council is firmly dedicated to following an EMS policy. All our preferred providers and subcontractors have been issued with environmental guidelines.
- 4.2.2 On site the SCCAS Project Officer will police environmental concerns. In the event of spillage or contamination EMS reporting and procedures will be carried out in consultation with Jez Meredith (SCCAS EMS Officer). All rubbish will be bagged and removed either to areas designated by the client or returned to SCC property for disposal.

4.3 Plant and equipment details

- 4.3.1 A 360° tracked mechanical excavator equipped with a full suite of buckets will be required for the trial trenching. The sub-contracted plant machinery will be accompanied by a fully qualified operator who will hold an up-to-date Construction Plant Competence Scheme (CPCS) card (approved by the Construction Industry Training Board).
- 4.3.2 The plant machinery will be well serviced and be as quiet a model as is practicable. It will come equipped with appropriate spill kit and drip trays. It will only refuel in a single designated area, as defined by the SCCAS. If required all refuelling, will be carried out using electrically operated pumps and will only be done when drip trays are deployed.
- 4.3.3 Other plant details and appropriate certification can be supplied by the machine provider.

4.4 Hazardous substances

- 4.4.1 No hazardous substances are specifically required in order to undertake the archaeological works.

4.5 Services

- 4.5.1 A full services survey had not been provided at the time of writing this document. Appropriate measures will be taken to avoid previously unidentified services.

4.6 Lighting

- 4.6.1 No trenches are to be excavated indoors and no special requirements are necessary.

4.7 Access/Egress

- 4.7.1 All movements to and from site will respect any existing perimeter fencing/hoarding with all points of entry returned to their locked condition (if applicable), with the site kept secure via any existing means at all times.

Appendix 1. Suffolk County Council Health and Safety Policy

Health & Safety Policy – HS04



Health & Safety Policy General Statement of Health and Safety Policy

Aim

Suffolk County Council aims to ensure that standards of health, safety and well-being for all our staff, service users and others who may be affected by what we do, are comparable with those of the best and most responsible organisations in the country.

We recognise that good health and safety management benefits our organisation and the community we serve.

- The County Council exists to provide quality services to the community of Suffolk. The delivery of these services relies on people throughout the organisation. The protection of our human resource is therefore essential to maintaining service delivery and contributing effectively to partnerships.

Objectives

To meet this aim, we will:

- Conduct all our activities safely and in compliance with legal requirements and good practice.
- Provide a safe and healthy working environment.
- Promote a positive culture towards health, safety and welfare issues. By the implementation of a Health and safety management system HSG65.
- Continuous Improvement will be measured and monitored across the organisation.

Working together

People, not regulations, are the key to safe and healthy workplaces. Everyone has a responsibility for health and safety.

- Achieving our aim and objectives requires everyone to play their part
- This depends on everyone having a common understanding of the identification, assessment and control of risks based on competence (i.e. knowledge, skill and behaviour). We will therefore ensure that all staff is appropriately trained to enable them to work safely
- We will have identified roles and responsibilities across the organisation on the implementation of the management system
- Managers and supervisors at all levels are directly responsible for ensuring that the council's health and safety policy is known and acted upon. This responsibility cannot be discharged by delegation
- Employees must take care of their own health and safety and that of others who may be affected by what they do, or fail to do, at work

Implementation

The Corporate Health and Safety Management Board will:

- Set the county council's strategy for effectively managing health and safety risks
- Promote high standards of health and safety throughout the organisation
- Monitor the implementation, operation and effectiveness of corporate health and safety management system and arrangements
- Receive from directorate's feedback on the progress against agreed plans for health and safety improvement.

All services will allocate sufficient time and resources to enable health and safety to be managed effectively, within operational parameters.

I am personally committed to making Suffolk County Council one of the safest and healthiest places to work, and I expect a similar level of commitment from all employees to help me achieve this goal.

Andrea Hill, Chief Executive, June 2010.

Appendix 2. Risk Assessments



Specific Risk Assessments for Archaeological Evaluation: PFM 022, 135 Bucklesham Road, Purdis Farm, Suffolk

- 1 Working with plant machinery
- 2 Physical work in an outdoor setting
- 3 Deep excavations
- 4 Use of hand tools
- 5 Damage to services

1-5 = Low risk

6-12 = Medium risk

20-25 = High risk

Risk Assessment 1 Working with plant machinery

Activity	Location	Hazard	Risks	Persons affected	Initial risk	Control measures	Residual risk	Name	Date	Rescue procedures
Direction and supervision of tracked 360 ^o excavator.	Various.	Staff in close proximity to excavation (operation of bucket & manoeuvre of boom).	Accidental contact with boom or bucket or unexpected movement of machine.	Principally SPO/PO, but at times may involve others.	10	Only 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 Brooks	02/01/2013	Call emergency services. 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

Risk Assessment 2 Physical work in an outdoor setting

Activity	Location	Hazard	Risks	Persons affected	Initial risk	Control measures	Residual risk	Name	Date	Rescue procedures
Hand excavations of archaeological features.	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. Regular sweep for trip hazards.	2	R Brooks	02/01/2013	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	Name	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 excavation beyond safe depth in any circumstances (not necessary for evaluation stage of works). No excavation of trenches beyond depth of 1.2m (or shallower where there is risk of collapse in the judgement of the PO if deposits are unconsolidated).	2	R Brooks	02/01/2013	Call emergency services. 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

Risk Assessment 4 Use of hand tools

Activity	Location	Hazard	Risks	Persons affected	Initial risk	Control measures	Residual risk	Name	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 Brooks	02/01/2013	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

Risk Assessment 5 Damage to services

Activity	Location	Hazard	Risks	Persons affected	Initial risk	Control measures	Residual risk	Name	Date	Rescue procedures
Machine cutting of trial trenches.	Various.	Accidental damage to cables or services (water, electrical etc.).	Electrocution, environmental damage/pollution, cost implications.	Machine operator and PO.	6	Client to provide survey of any known services. Carefully observed machine excavation under full supervision. Use of CAT scanner.	2	R Brooks	02/01/2013	Call emergency services. First Aid if required. Any pollution to be reported to Environmental Manager immediately.

	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

OASIS ID: suffolkc1-167299

Project details

Project name	PFM 022 135 Bucklesham Road Evaluation
Short description of the project	Trenched evaluation in advance of new dwellings
Project dates	Start: 07-01-2014 End: 04-02-2014
Previous/future work	No / Not known
Any associated project reference codes	PFM 022 - HER event no.
Any associated project reference codes	PFM 022 - Sitecode
Any associated project reference codes	C/12/1431 - Planning Application No.
Type of project	Field evaluation
Site status	None
Current Land use	Other 5 - Garden
Monument type	Ditch Uncertain
Significant Finds	ceramic Roman
Methods & techniques	'Sample Trenches'
Development type	Rural residential
Prompt	Direction from Local Planning Authority - PPS
Position in the planning process	After full determination (eg. As a condition)

Status Complete

Project location

Site location	SUFFOLK SUFFOLK COASTAL PURDIS FARM PFM 022 135 Bucklesham Road Evaluation
Postcode	IP3
Study area	2.7 Hectares
Site coordinates	NGR - TM 2072 4258 LL - 52.0370636445 1.21851398487 (decimal) LL - 52 02 13 N 001 13 06 E (degrees) Point
Height OD / Depth	Min: 31m Max: 33m

Status	Complete
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Project creators

Name of Organisation	Suffolk County Council Archaeological Service
Project brief originator	Local Authority Archaeologist and/or Planning Authority/advisory body
Project design originator	Jess Tipper
Project director/manager	Rhod Gardner
Project supervisor	Linzi Everett
Type of sponsor/funding body	Developer
Name of sponsor/funding body	Barnes Construction

Status	Complete
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Project archives

Physical Archive recipient	Suffolk County Council Archaeological Service
Physical Archive ID	PFM 022
Physical Contents	'Ceramics'
Digital Archive recipient	AHDS
Digital Archive ID	PFM 022
Digital Contents	'Ceramics'
Digital Media available	'Images raster / digital photography','Text'
Paper Archive recipient	Suffolk County Council Archaeological Service
Paper Archive ID	PFM 022
Paper Contents	'Ceramics'
Paper Media available	'Correspondence','Photograph','Unpublished Text'