



University of  
**Leicester**

**Archaeological Services**



**An Archaeological Watching Brief on land at  
1 The Green, Thringstone, Leicestershire**


NGR: SK 4275 1707

Wayne Jarvis

**An Archaeological Watching Brief on land at  
1 The Green, Thringstone, Leicestershire**

**Wayne Jarvis**

**For: B.J. Knapp**

Approved by:

<b>Signed</b>
<b>Date:</b> 30/10 /2012
<b>Name:</b> Richard Buckley

**University of Leicester  
Archaeological Services**  
University Rd., Leicester, LE1 7RH  
Tel: (0116) 2522848 Fax: (0116) 2522614  
[www.le.ac.uk/ulas](http://www.le.ac.uk/ulas)

**ULAS Report Number 2012-170**  
**©2012**  
**Accession Number XA.99.2012.**

## CONTENTS

Summary .....	1
1. Introduction.....	1
2. Site Description, Land use, Topography and Geology .....	1
3. Historical and Archaeological Background .....	3
4. Aims and Objectives .....	4
5. Methodology .....	4
6. Results.....	4
11. Discussion and Conclusion .....	6
12. Archive.....	6
13. Publication .....	7
14. Bibliography .....	7
15. Acknowledgements.....	7
Appendix 1: Written Scheme of Investigation.....	8

## FIGURES

<b>Figure 1.</b> Site location (area of interest highlighted). .....	2
<b>Figure 2.</b> Site location (highlighted) .....	2
<b>Figure 3.</b> Site development proposals (areas in red show trial holes).....	3
<b>Figure 4.</b> View from The Green frontage, looking south-west after reduced level dig. The lower, orangey material also produced modern material.....	5
<b>Figure 5.</b> Trial hole at north-west of building footprint, shows sequence of modern deposits on to sandstone bedrock. Looking north-west .....	5

## **An Archaeological Watching Brief on land adjacent to 1 The Green, Thringstone, Leicestershire**

**Wayne Jarvis**

### **Summary**

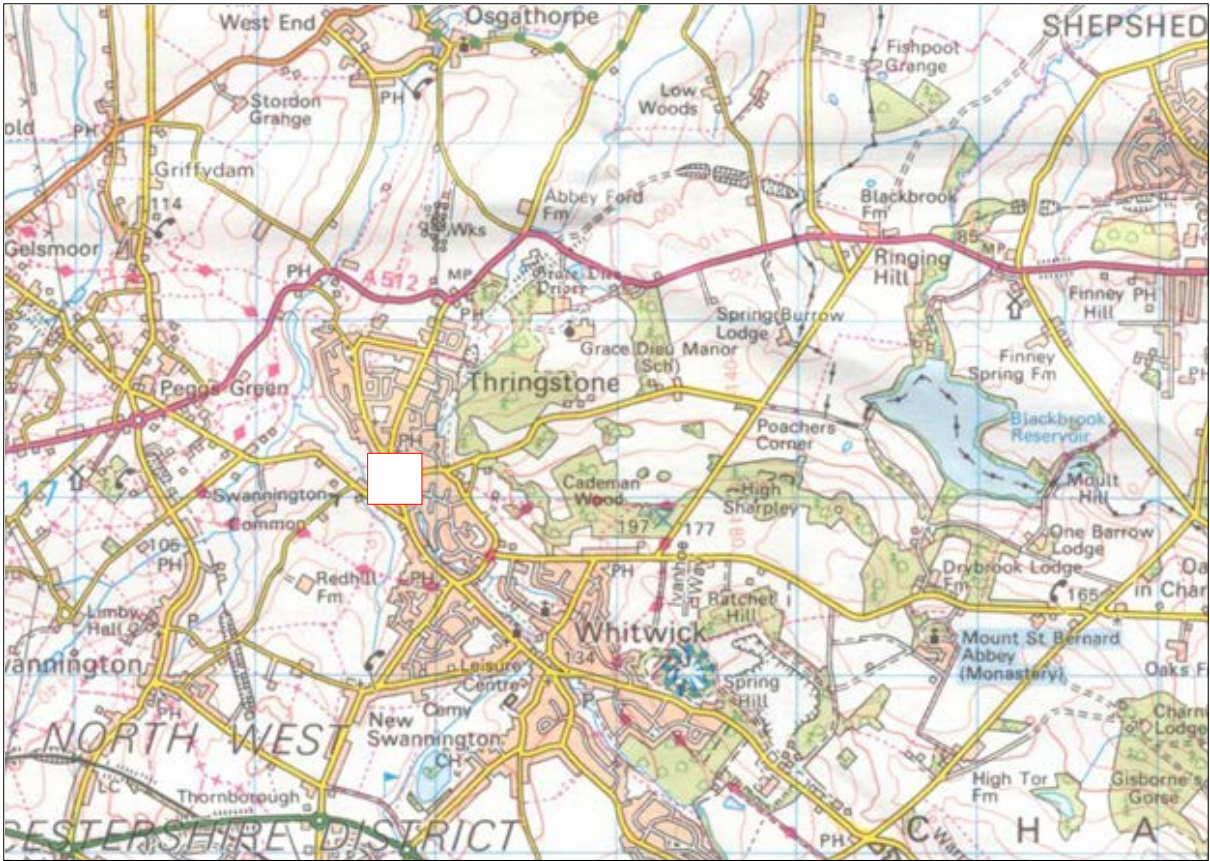
University of Leicester Archaeological Services (ULAS) carried out an archaeological watching brief of groundworks on land adjacent to 1 The Green, Thringstone, Leicestershire on behalf of B.J. Knapp. The initial groundwork comprised removal of overburden and a reduced level dig over the area of a proposed semi-detached house. Following this initial groundwork the excavation of trial holes was carried out within the footprint of the new foundations. Attendance at the site was undertaken on the 24th October 2012. The watching brief revealed no archaeological deposits or pre-modern artefacts during the inspection of the site. The Planning authority is North West Leicestershire District Council (Planning application No. 12/00161/FUL). The archive will be deposited with Leicestershire County Council, subject to their confirmation. Accession No. X.A99.2012.

### **1. Introduction**

An archaeological watching brief of groundworks on land adjacent to 1 The Green, Thringstone, Leicestershire was carried out by ULAS on behalf of B.J. Knapp in October 2012 on land adjacent to 1 The Green, Thringstone, Leicestershire (SK 4275 1707). This was undertaken during the groundworks for a proposed development involving the construction of a new semi-detached house and associated works.

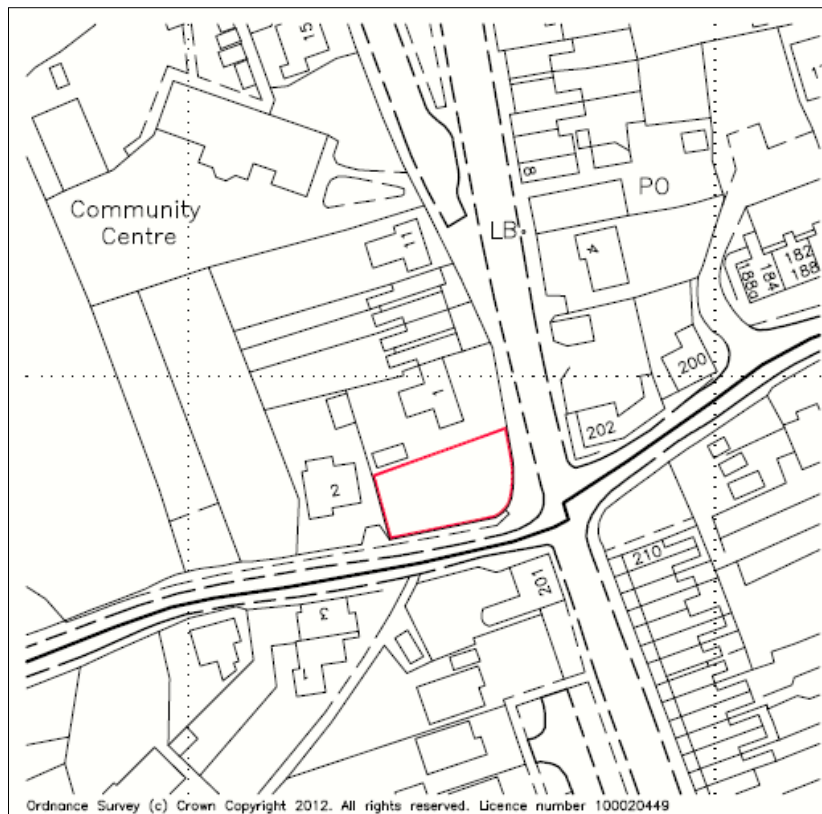
### **2. Site Description, Land use, Topography and Geology**

Thringstone lies around 4km north-north-east of Coalville, Northwest Leicestershire (Figure 1). The site lies on land adjacent to 1 The Green, Thringstone on the western side of the road. It currently consists of a rectangular garden area formerly part of the land with 1 The Green, with a driveway access in the west (Figure 2, 3). The Ordnance Survey Geological Survey of Great Britain, Sheet 155 indicates that the underlying Geology of the site is likely to be sandstone. The site measures around 375 square metres and lies at a height of c.120m aOD.



**Figure 1.** Site location (area of interest highlighted).

By permission of Ordnance Survey on behalf of The Controller of Her Majesty's Stationery Office. © Crown Copyright 1996. All rights reserved. Licence number AL 100029495.



**Figure 2.** Site location (highlighted)



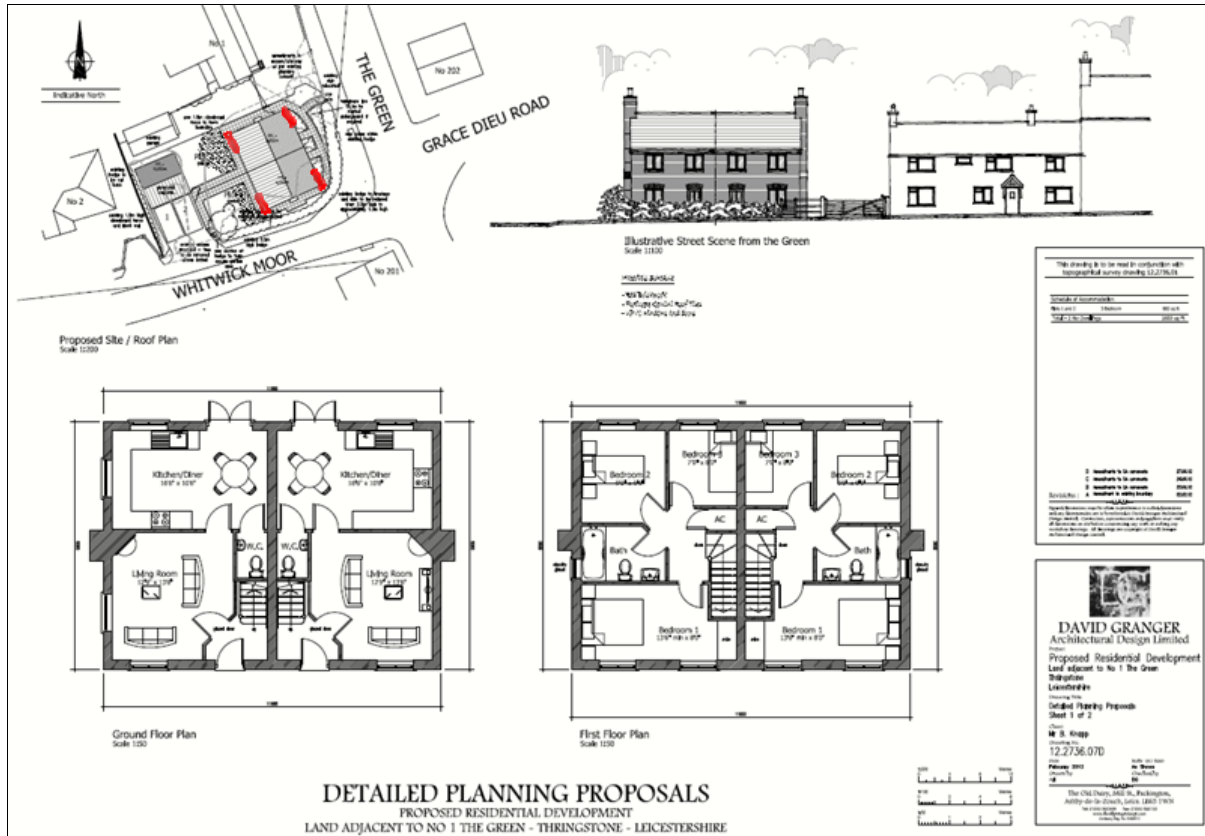


Figure 3. Site development proposals (areas in red show trial holes)

### 3. Historical and Archaeological Background

The villages of Leicestershire and the wider English Central Midlands appear to have evolved alongside their open field systems during the later 1st millennium AD. Buried archaeological evidence, constituting one or more as yet unidentified heritage asset(s) (National Planning Policy Framework (NPPF) Section 12, paragraph 128 and Appendix 2), spanning the period from the earliest evolution of the village to its more recent past might be expected within the development area. Consequently, there was thought to be a likelihood that buried archaeological remains will be affected by the development.

More specifically, the Leicestershire and Rutland Historic Environment Record (HER) shows that the application site lies in an area of archaeological interest, within the historic settlement core of the medieval and post-medieval village of Thringstone (HER ref.: MLE8481). Map evidence for the area shows that a number of buildings once lay along the street front of The Green, and several historic buildings including a Grade II listed building survive. Post-medieval remains have been found close to the site during archaeological work along Main Street. The site is believed to contain the former site of a 18th/19th century tollhouse. The latter appears to have administered traffic passing along the Loughborough to Ashby and Markfield turnpikes. There are a number of prehistoric and Roman sites in the vicinity of Thringstone, mainly focussed in the areas close to Red Hill Farm, to the south-west of the site area and at the edge of Grace Dieu Wood to the north-east (Hunt 2011). The evidence from these sites points to possible prehistoric and Roman settlement in the area. There is therefore, some potential for prehistoric and Roman archaeology to be discovered during any groundworks on the site. There is high potential for the remains of post-medieval or 19th century buildings to be discovered during groundworks along the street frontage at The Green.

#### **4. Aims and Objectives**

The project was to carry out an archaeological watching brief (archaeological attendance and monitoring) at the above site, in accordance with NPPF (Section 12 Enhancing and Conserving the Historic Environment). This was carried out, as a requirement by the Planning Authority, on any groundworks in connection with the erection of the new buildings and associated works. This work followed a Written Scheme of Investigation (WSI - appendix, Buckley 2012), recommended by the Principal Planning Archaeologist as specialist adviser to north-west Leicestershire District Council. The purpose of the archaeological work may be summarised as follows:

- To identify the presence/absence of any archaeological deposits.
- To establish the character, extent and date range for any archaeological deposits to be affected by the proposed ground works.
- To record any archaeological deposits to be affected by the ground works.
- To advance understanding of the heritage assets
- To produce an archive and report of any results.

#### **5. Methodology**

The fieldwork followed the approved design specification (WSI, Buckley 2012) and adhered to the Institute for Archaeologists (IfA) *Code of Conduct* and adhered to their *Standard and Guidance for Archaeological Watching Briefs (2008)*.

#### **6. Results**

Stripping of the building footprint area was carried out, initially reducing the topsoil level by up to 0.5m, this depth thinning to 0.25m away from the frontages. This revealed only a level of disturbance of modern date, including much demolition material in a very charcoaly deposit, presumably from the adjacent former smithy. Because this was the final reduced level across the site it was agreed to dig sections of the footings trenches out at the four corners of the proposed building to expose more of the buried sequence (see Figure 3). These four 'trial holes' exposed a comparable sequence across the area of site, with little variation. This consisted of a modern garden soil, levels of modern demolition, and a further garden soil below also of earlier modern date. These deposits sat on the natural, which varied between a clayey sand to a cemented soft orange sandstone bedrock. Only modern material (not retained) was recovered from the overburden deposits, no features potentially of an archaeological origin were observed, and no unstratified material of an earlier date was recovered. Because the frontages were totally negative, groundworks at the rear (north-west) of the plot were not watched, also as these were very minor, consisting of construction of a carport and reworking of the current driveway.





**Figure 4.** View from The Green frontage, looking south-west after reduced level dig. The lower, orangey material also produced modern material.



**Figure 5.** Trial hole at north-west of building footprint, shows sequence of modern deposits on to sandstone bedrock. Looking north-west



## 11. Discussion and Conclusion

The watching brief did not reveal any archaeological features or finds other than demolition material and stray finds of modern date. The demolition material may relate to the 18th/19th century tollhouse reputed to have stood here. There were no indications of earlier activity however, perhaps due the site being location too far from the core of the village.

## 12. Archive

The site archive will be held by Leicestershire County Council, with the accession no. XA.99.2012. The archive contains:

- 1 watching brief recording sheet
- 1 photographic index
- Thumbnail prints of digital photographs
- CD containing digital photographs
- Unbound copy of this report 2012-170

The report is listed on the Online Access to the Index of Archaeological Investigations (OASIS) held by the Archaeological Data Service at the University of York. Available at: <http://oasis.ac.uk/>

ID	OASIS entry summary
Project Name	1 The Green, Thringstone, Leics.
Summary	University of Leicester Archaeological Services (ULAS) carried out an archaeological watching brief of groundworks on land adjacent to 1 The Green, Thringstone, Leicestershire on behalf of B.J. Knapp. The initial groundwork comprised removal of overburden and a reduced level dig. Following this the excavation of trial holes was carried out on the footprint of new foundations for new semi-detached housing. The watching brief revealed no archaeological deposits or pre-modern artefacts during the inspection of the site.
Project Type	Watching Brief
Project Manager	Richard Buckley
Project Supervisor	Wayne Jarvis
Previous/Future work	None
Current Land Use	Garden
Development Type	Residential
Reason for Investigation	NPPF Section 12 Conserving and Enhancing the Historic Environment
Position in the Planning Process	Condition
Site Co ordinates	SK 4275 1707
Start/end dates of field work	24/10/12
Archive Recipient	Leicestershire County Council
Study Area	0.4ha
Associated project reference codes	Museum accession XA.99.2012

### 13. Publication

A summary of the work will be submitted for publication in the local archaeological journal *Transactions of the Leicestershire Archaeological and Historical Society* in due course. The report has been added to the Archaeology Data Service's (ADS) Online Access to the Index of Archaeological Investigations (OASIS) database held by the University of York.

### 14. Bibliography

Buckley, R., 2012 *Written Scheme of Investigation for archaeological attendance, inspection and recording (watching brief) land Adjoining 1 The Green, Thringstone, Leicestershire*. ULAS Report.

Hunt, L. 2011 *An archaeological desk-based assessment for the Rose & Crown Public House, The Green, Thringstone, Leicestershire (SK 427 171)*. ULAS Report 2011-088.

Richards, G. 2011 *An Archaeological Standing Building Assessment of the Former Rose & Crown Public House, The Green, Thringstone, Leicestershire, (NGR SK 427 171)*. ULAS Report 2011-159.

### 15. Acknowledgements

The fieldwork was undertaken on behalf of Brian J. Knapp, and was carried out by Wayne Jarvis of ULAS. I am grateful to the contractors for their cooperation on site. Richard Buckley managed the project, and Richard Clark of LCC HNET monitored the work on behalf of the planning authority.

Wayne Jarvis  
Field Officer  
University of Leicester Archaeological Services (ULAS)  
University Road  
Leicester  
LE1 7RH  
[wj5@le.ac.uk](mailto:wj5@le.ac.uk)  
Tel: 0116 252 2836  
Fax: 0116 252 2614

25/10/2012

**Appendix 1: Written Scheme of Investigation**  
**UNIVERSITY OF LEICESTER ARCHAEOLOGICAL SERVICES**

**Written Scheme of Investigation for archaeological attendance,  
inspection and recording (watching brief)**

land Adjoining 1 The Green, Thringstone, Leicestershire

SK 4275 1707

**For: B.J. Knapp**

**Planning application: 12/00161/FUL**

**Planning Authority: North-West Leicestershire District Council**

**1 Introduction**

**Definition and scope of the specification**

- 1.1 This document is a Written Scheme of Investigation (WSI) for archaeological attendance and monitoring at the above site, in accordance with NPPF (Section 12 Enhancing and Conserving the Historic Environment). This specification provides a written scheme for an archaeological watching brief, as required by the Planning Authority, of any groundworks in connection with the erection of an extension at School Street, Rothley.
- 1.2 The document provides details of the following work proposed by ULAS on behalf of the client as recommended by the Principal Planning Archaeologist as specialist adviser to north-west Leicestershire district Council.
- Archaeological monitoring of development groundworks

**2. Background**

**2.1 Context of the Project**

- 2.1.1 The planning consent is for the construction of two dwelling houses with associated driveways, car ports and landscaping. In view of the archaeological potential of the site, the planning authority has added a condition for the implementation of a programme of archaeological work in accordance with a Written Scheme of Investigation to ensure that any archaeological remains disturbed by the proposals are adequately recorded.

**2.2 Archaeological and historical background (taken from the advice letter)**

- 2.2.1 The Leicestershire and Rutland Historic Environment Record (HER) shows that the application site lies in an area of archaeological interest, within the historic settlement core of the medieval and post-medieval village of Thringstone (HER ref.: MLE8481) and believed to contain the former site of a 18th/19th century tollhouse. The latter appears to have administered traffic passing along the Loughborough to Ashby and Markfield turnpikes.
- 2.2.2 The villages of Leicestershire and the wider English Central Midlands, appear to have evolved alongside their open field systems, during the later 1st millennium AD. Buried archaeological evidence, constituting one or more as yet unidentified heritage asset(s) (National Planning Policy Framework (NPPF) Section 12, paragraph 128 and Appendix 2), spanning the period from the earliest evolution of the village to its more recent past can be expected within the development area. Consequently, there is a likelihood that buried archaeological remains will be affected by the development.

**3. Archaeological Aims and Objectives**

- 3.1 The purpose of the archaeological work may be summarised as follows:
- To identify the presence/absence of any archaeological deposits.
  - To establish the character, extent and date range for any archaeological deposits to be affected by the proposed ground works.
  - To record any archaeological deposits to be affected by the ground works.
  - To advance understanding of the heritage assets
  - To produce an archive and report of any results.

#### 4. Methodology

##### *General methods*

- 4.1 All work will follow the Institute for Archaeologists (IfA) *Code of Conduct* (2010) and adhere to their *Standard and Guidance for Archaeological Watching Briefs* (2008).
- 4.2 Staffing, recording systems, health and safety provisions and insurance details are included below.
- 4.3 An accession number will be obtained prior to commencement of the project and used to identify all records and artefacts.

##### *Archaeological attendance for inspection and recording*

- 4.4 The project will involve a watching brief during groundworks by an experienced professional archaeologist. During these ground works, if any archaeological deposits are seen to be present, the archaeologist will record areas of archaeological interest.
- 4.5 Excavation should be undertaken by a mechanical excavator using a toothless bucket for stripping in level spits. A toothed bucket may be used for removing modern overburden or rubble deposits.
- 4.6 If the initial monitoring identifies areas of no archaeological interest (e.g. modern made ground or disturbed areas), then the archaeologist may stand down monitoring of that area.
- 4.7 If significant archaeological deposits are discovered work may need to be halted in order for contingency excavation and recording to be carried out. The archaeologist will co-operate at all times with the contractors on site to ensure the minimum interruption to the work.
- 4.8 Any archaeological deposits located will be hand cleaned and planned as appropriate. Samples of any archaeological deposits located will be hand excavated. Measured drawings of all archaeological features will be prepared at a scale of 1:20 and tied into an overall site plan of 1:100. All plans will be tied into the National Grid.
- 4.9 Archaeological deposits will be excavated and recorded using standard ULAS procedures. Sufficient of any archaeological features or deposits will be hand excavated in order to provide the stratigraphic and chronological sequence of deposits, recognising and excavating structural evidence and recovering economic, artefactual and environmental evidence. Standard sampling amounts are:
  - 50% of the exposed area of each pit and other discrete archaeological features.
  - 10% (minimum 1m section) of the exposed lengths of linear features (including slotted and interrupted ditches and pit alignments). Excavation sections will be placed to provide adequate coverage of the features and will include excavation of terminals and intersections. A flexible approach will be adopted to the location of excavation samples such that areas of exposed ditch fill with higher artefact or ecofact content may be targeted.
  - 25% of ring gullies will normally be excavated to include excavation of the terminals. Special regard will be given to significant stratigraphic relationships and concentrations of artefactual material.
  - Structural and foundation deposits will be exposed and cleaned with a view to defining their nature and any relationships.
- 4.10 All below ground stratigraphy will be recorded. Particular attention will be paid to the potential for buried palaeosols and waterlogged deposits in consultation with ULAS's environmental officer.
- 4.11 All excavated sections will be recorded and drawn at 1:10 or 1:20 scale, levelled and tied into the Ordnance Survey datum. Spot heights will be taken as appropriate.
- 4.12 Spoil will be monitored for artefacts. A representative sample of unstratified finds may be retained.
- 4.13 Any human remains encountered will be initially left in situ, covered and protected, and only be removed in accordance with a Ministry of Justice licence and in compliance with relevant environmental health regulations. The landowner and/or developer, the Planning Authority and the coroner will be informed immediately of their discovery.



***Preservation in situ and Contingency Provisions***

- 4.14 In the event of significant archaeological remains being located during the archaeological investigation there may be the need for contingency time and finance to be provided to ensure adequate recording is undertaken.
- 4.15 On the discovery of potentially significant remains the archaeologist will inform the developer and the planning authority in order for detailed discussion between all relevant parties to take place.

**Recording Systems**

- 4.16 The ULAS recording manual will be used as a guide for all recording.
- 4.17 Individual descriptions of all archaeological strata and features excavated or exposed will be entered onto pro-forma recording sheets.
- 4.18 A site location plan based on the current Ordnance Survey 1:1250 map (reproduced with the permission of the Controller of HMSO) will be prepared. This will be supplemented by a trench plan at appropriate scale, which will show the location of the areas investigated in relationship to the investigation area and OS grid.
- 4.19 A record of the full extent in plan of all archaeological deposits encountered will be made. Sections including the half-sections of individual layers of features will be drawn as necessary. The relative height of all principal strata and features will be recorded. The stratigraphy of all trenches shall be recorded even where no archaeological features are identified.
- 4.20 A photographic record of the investigations will be prepared as per the brief, illustrating in both detail and general context the principal features and finds discovered. The photographic record will also include 'working shots' to illustrate more generally the nature of the archaeological operation mounted.
- 4.21 This record will be compiled and checked during the course of the excavations.

**5 Finds & samples**

- 5.1 The IfA Guidelines for Finds Work will be adhered to.
- 5.2 An Accession number will be obtained prior to the commencement of any on-site works, that will be used to identify all records and finds from the site.
- 5.3 Any finds that may constitute 'treasure' under the Treasure Act, 1996 will be reported to the local Coroner and removed to a safe place.
- 5.4 All antiquities, valuables, objects or remains of archaeological interest, other than articles declared by Coroner's Inquest to be subject to the Treasure Act, discovered in or under the Site during the carrying out of the project by ULAS or during works carried out on the Site by the Client shall be deemed to be the property of ULAS provided that ULAS after due examination of the said Archaeological Discoveries shall transfer ownership of all Archaeological Discoveries unconditionally to LCC for storage in perpetuity.
- 5.4 All identified finds and artefacts are to be retained, although certain classes of building material will, in some circumstances, be discarded after recording.
- 5.5 Although the environmental potential of the site is uncertain, if significant archaeological features are sample excavated, the following environmental sampling strategy will be adopted, following consultation with the ULAS Environmental Officer.
- i. A range of features to represent all feature types, areas and phases will be selected on a judgmental basis. The criteria for selection will be that deposits are datable, well sealed and with little intrusive or residual material.
  - ii. Any buried soils or well-sealed deposits with concentrations of carbonised material present will be intensively sampled taking a known proportion of the deposit.
  - iii. Spot samples will be taken where concentrations of environmental remains are located.

- iv. Waterlogged remains, if present, will be sampled for pollen, plant macrofossils, insect remains and radiocarbon dating provided that they are uncontaminated and datable. Consultation with the specialist will be undertaken.
- 5.6 Wet sieving with flotation will be carried out using a York Archaeological Trust sieving tank with a 0.5mm mesh and a 0.3mm flotation sieve. The small size mesh will be used initially as flotation of plant remains may be incomplete and some may remain in the residue. The residue > 0.5mm from the tank will be separated into coarse fractions of over 4mm and fine fractions of > 0.5-4mm. The coarse fractions will be sorted for finds. The fine fractions and flots will be evaluated and prioritised; only those with remains apparent will be sorted. The prioritised flots will not be sorted until the analysis stage when phasing information is available. Flots will be scanned and plant remains from selected contexts will be identified and further sampling, sieving and sorting targeted towards higher potential deposits.
- 5.7 Where there is evidence for industrial activity, macroscopic technological residues (or a sample of them) may be collected. Separate samples (c. 10ml) may be collected for micro-slugs (hammer-scale and spherical droplets). All industrial samples will be undertaken with reference to the Centre for Archaeology Guideline on Archaeometallurgy (English Heritage 2001).
- 5.8 All finds and samples will be treated in a proper manner. Where appropriate they will be cleaned, marked and receive remedial conservation in accordance with recognised best practice. This will include the site code number, finds number and context number. Bulk finds will be bagged in clear self sealing plastic bags, again marked with site code, finds and context
- 6. Report and Archive**
- 6.1 Arrangements will be made for the archive, consisting of record sheets, original drawings, drawn plans, photographs, notes, copies of all reports along with an index to the archive to be deposited at Leicestershire Museums in accordance with the relevant procedures.
- 6.3 The archive will be quantified, ordered, indexed and internally consistent and marked with the site accession number.
- 6.4 The archive will be prepared in line with appropriate professional guidelines (e.g. UKIC and ADS guidelines for the preparation of archaeological archives for long term storage and *Archaeological Archives: A Guide to Best Practice in creation, compilation, transfer and curation* (AAF 2007).
- 6.7 The full report in A4 format will usually follow within six weeks of the completion of the fieldwork and copies will be directed to the client, the Planning Authority and to the Historic Environment Record.
- 6.8 The report will include consideration of:
- A non-technical summary.
  - The aims and methods adopted in the course of the work.
  - The location, date, significance and quality of the building.
  - The nature, location and extent of any structural, artefactual and environmental material uncovered.
  - The anticipated degree of survival of archaeological deposits.
  - The local, regional and national context as appropriate highlighting any research priorities where applicable.
  - Appropriate illustrative material including maps, plans, sections, drawings and photographs.
  - The location and size of the archive.
  - Contents of the archive
- 7 Publication and Dissemination of Results**
- 7.1 A summary of the work will be submitted to the local archaeological journal. A larger report will be submitted for inclusion if the results of the evaluation warrant it.

7.2 University of Leicester Archaeological Services supports the Online Access to the Index of Archaeological Investigations (OASIS) project. The online OASIS form at <http://ads.ac.uk/project/oasis> will be completed detailing the results of the project. Once the report has become a public document following its incorporation into the HER it may be placed on the web-site.

## **8. Copyright**

8.1 The copyright of all original finished documents shall remain vested in ULAS and ULAS will be entitled as of right to publish any material in any form produced as a result of its investigations.

## **9. Timetable**

9.1 The watching brief is due to commence at a date to be confirmed.

## **10. Health and Safety**

10.1 A Risks Assessment form will be completed prior to work commencing on-site, and updated as necessary during the site works (see end of this document).

## **11 Insurance**

11.1 All ULAS work is covered by the University of Leicester's Public Liability and Professional Indemnity Insurance. The Public Liability Insurance is with St Pauls Travellers Policy No. UCPOP3651237 while the Professional Indemnity Insurance is with Lloyds Underwriters (50%) and Brit Insurances (50%) Policy No. FUNK3605.

## **12. Monitoring arrangements**

12.1 Unlimited access to monitor the project will be available to both the Client and his representatives and to the Planning Authority subject to the health and safety requirements of the site. Notice will be given to the Development Control Archaeologist before the commencement of the archaeological survey in order that monitoring arrangements can be made.

12.2 Internal monitoring will be carried out by the ULAS project manager.

## **13. Bibliography**

- AAF 2007 *Archaeological Archives: A Guide to Best Practice in creation, compilation, transfer and curation*  
 Advice Letter LCC 2012 CLE8766/RC  
 English Centre for Archaeology Guidelines on Archaeometallurgy  
 Heritage 2001  
 Institute for *Standard and Guidance for Archaeological Watching Briefs*  
 Archaeologists  
 (IfA) 2008 *Code of Conduct*  
 Institute for  
 Archaeologists  
 (IfA) 2010

Richard Buckley  
 Director  
 ULAS  
 University of Leicester  
 University Road  
 Leicester LE1 7RH

Tel: 0116 252 2848  
 Fax: 0116 252 2614  
 Email: [rjb16@le.ac.uk](mailto:rjb16@le.ac.uk)

© ULAS 16/7/2012

**ARCHAEOLOGICAL WATCHING BRIEF METHOD STATEMENT & RISK ASSESSMENT**

Site Name	Job No	Start Date	PM	Contact
<b>1 The Green Thringstone</b>	12-219	TBC	Richard Buckley	0116 252 2848
Site Director	Site Contacts		Team (Nos)	
TBC			1	

**SITE WORKS & METHOD STATEMENT**

The work will involve the monitoring of groundworks across the area as detailed in the specification followed by excavation of archaeological deposits.

All work will adhere to the University of Leicester Health and Safety Policy and follow the guidance in the ULAS Health and Safety Manual (2001)

**Watching Brief Method Statement**

Any known services will be marked on the ground and avoided. All machine excavation will be carefully monitored.

**Excavation:** Work will be conducted as per the *Methodology* detailed in the specification. Machining will be conducted using ULAS SSOW1. Any lone working on site will be undertaken according to ULAS SSOW2 (Appendix 1).

A first aid kit and a site phone will be available on site at all times. At least one member of staff will have first aid training.

**Equipment**

All plant will be the responsibility of the client.

ULAS vehicles or personal cars will be used (all appropriately insured and maintained).

Besides the plant, equipment will include a variety of hand tools (e.g. shovels, mattocks, trowels), recording materials (e.g. photographic equipment, computers, levels etc.), survey equipment (e.g. EDM, DGPS) CAT scanners and metal detectors may be used.

**Personnel**

The site director (as above) will be responsible for the day to day running of the site. Specialists and visitors may be invited to visit the site during fieldwork. It is expected to hire plant and operators from a reputable local company.

All personnel are experienced in working with plant and in the excavation of trenches. All site staff hold CSCS cards and many also hold a SPA quarry passport. All site staff have some first aid training.

Normal working hours are 7 hours a day between 8am and 6pm Monday to Friday.

**Monitoring and communications**

ULAS management and site staff details are as above.

Work will be monitored internally by the ULAS Project Manager and/or Health & Safety Co-ordinators.

ULAS method statements are prepared following standard guidelines and after consultation with the University Safety Services Department. Communication of the contents of the method statement to site staff is the responsibility of the Site Director. The risk assessment will be updated weekly or when conditions change.

**Accident Reporting**

All accidents will be logged using ULAS accident forms and report to the ULAS Main Office (0116 2522848) and if necessary to the University of Leicester Safety Services Dept (Appendix 2).



**INSURANCE DETAILS**

**Employers Liability Insurance and Public/Products Liability Insurance Allianz Insurance plc Policy No. SZ/21696148  
Professional Indemnity Insurance – Newline Underwriting Management Ltd Policy No. WD1100541**

158 Edmund Street  
Birmingham  
B3 2HB  
t: 0121 253 3100  
f: 0121 212 1200

**AON**

University of Leicester  
Insurance Services  
106 New Walk  
Leicester  
LE1 7EA

15<sup>th</sup> August 2011

**CLIENT INFORMATION LETTER: UNIVERSITY OF LEICESTER**

We, Aon Limited, are insurance brokers acting on your behalf only in accordance with our terms of business agreement. We have agreed to provide this letter to confirm that to the best of our knowledge the contract of insurance described below (the "Insurances") are in force at the date of this letter.

**Employers Liability**

**Insurer:** Allianz Insurance plc  
**Policy Number:** SZ/21696148  
**Period of Insurance:** 1<sup>st</sup> August 2011 to 31<sup>st</sup> July 2012 (both days inclusive)  
**Limit of Indemnity:** £10,000,000 any one occurrence

Yours Sincerely,



Chris Barley  
Client Service Specialist  
Direct Dial: 0121 253 3009  
Email: christopher.i.barley@aon.co.uk  
For and on behalf of Aon Limited

**Disclaimer**  
All of the Insurances are subject to their specific policy terms, conditions and exceptions, not all of which may be summarised in this letter. Please refer to the actual policies for the full terms and conditions.  
In the event that you disclose this letter to any third party, such third party shall not be entitled to rely on its contents, and you should inform them of the same. Under no circumstances shall any person or entity to whom this letter is disclosed by you become insured, nor does such disclosure modify the Insurances in any way.  
This letter is provided for information only and is not to be understood as providing advice to you or anyone else on any decision that is under consideration. The reader of this letter is responsible for any assumptions they make as to the coverage afforded by the Insurances, which may be subject to important conditions and/or exclusions.  
We accept no obligation to inform any other person or entity should any of the Insurances be cancelled, assigned or changed in such manner as to affect the accuracy of this document. Unless we specifically agree otherwise in writing, and to the fullest extent permitted by law, we do not accept any liability to anyone other than you, our client (and any such liability to you will be subject to the limitations contained in our terms of business agreement, and/or any other agreement, with you) for the content of this letter and its attachments.

**Aon Risk Solutions | Corporate**  
Aon Limited is authorised and regulated by the Financial Services Authority in respect of insurance mediation activities only

1

158 Edmund Street  
Birmingham  
B3 2HB  
t: 0121 253 3100  
f: 0121 212 1200

**AON**

University of Leicester  
Insurance Services  
106 New Walk  
Leicester  
LE1 7EA

16<sup>th</sup> August 2011

**CLIENT INFORMATION LETTER: UNIVERSITY OF LEICESTER**

We, Aon Limited, are insurance brokers acting on your behalf only in accordance with our terms of business agreement. We have agreed to provide this letter to confirm that to the best of our knowledge the contract of insurance described below (the "Insurances") are in force at the date of this letter.

**Professional Indemnity & Clinical Trials**

**Insurer:** Newline Underwriting Management Limited  
**Policy Number:** WD1100541  
**Period of Insurance:** 1<sup>st</sup> August 2011 to 31<sup>st</sup> July 2012 (both days inclusive)  
**Limit of Indemnity:**  
Public Liability:  
£10,000,000 any one occurrence  
Products Liability / Completed Operations:  
£10,000,000 any one claim and in the aggregate  
Legal Liability for Human Clinical Trials:  
£10,000,000 any one claim and in the aggregate  
Errors and Omissions:  
£10,000,000 any one claim and in the aggregate  
Products Liability / Completed Operations, Legal Liability for Human Clinical Trials, Errors & Omissions, and all endorsements combined:  
£10,000,000 in the aggregate

**Aon Risk Solutions | Corporate**  
Aon Limited is authorised and regulated by the Financial Services Authority in respect of insurance mediation activities only

1

158 Edmund Street  
Birmingham  
B3 2HB  
t: 0121 253 3100  
f: 0121 212 1200

**AON**

University of Leicester  
Insurance Services  
106 New Walk  
Leicester  
LE1 7EA

15<sup>th</sup> August 2011

**CLIENT INFORMATION LETTER: UNIVERSITY OF LEICESTER**

We, Aon Limited, are insurance brokers acting on your behalf only in accordance with our terms of business agreement. We have agreed to provide this letter to confirm that to the best of our knowledge the contract of insurance described below (the "Insurances") are in force at the date of this letter.

**Public & Products Liability**

**Insurer:** Allianz Insurance plc  
**Policy Number:** SZ/21696148  
**Period of Insurance:** 1<sup>st</sup> August 2011 to 31<sup>st</sup> July 2012 (both days inclusive)  
**Limit of Indemnity:** £10,000,000 any one occurrence in respect of Public Liability  
£10,000,000 any one occurrence and in the annual aggregate in respect of Products Liability

Yours Sincerely,



Chris Barley  
Client Service Specialist  
Direct Dial: 0121 253 3009  
Email: christopher.i.barley@aon.co.uk  
For and on behalf of Aon Limited

**Disclaimer**  
All of the Insurances are subject to their specific policy terms, conditions and exceptions, not all of which may be summarised in this letter. Please refer to the actual policies for the full terms and conditions.  
In the event that you disclose this letter to any third party, such third party shall not be entitled to rely on its contents, and you should inform them of the same. Under no circumstances shall any person or entity to whom this letter is disclosed by you become insured, nor does such disclosure modify the Insurances in any way.  
This letter is provided for information only and is not to be understood as providing advice to you or anyone else on any decision that is under consideration. The reader of this letter is responsible for any assumptions they make as to the coverage afforded by the Insurances, which may be subject to important conditions and/or exclusions.  
We accept no obligation to inform any other person or entity should any of the Insurances be cancelled, assigned or changed in such manner as to affect the accuracy of this document. Unless we specifically agree otherwise in writing, and to the fullest extent permitted by law, we do not accept any liability to anyone other than you, our client (and any such liability to you will be subject to the limitations contained in our terms of business agreement, and/or any other agreement, with you) for the content of this letter and its attachments.

**Aon Risk Solutions | Corporate**  
Aon Limited is authorised and regulated by the Financial Services Authority in respect of insurance mediation activities only

1

**EMERGENCY NOS*****IN AN EMERGENCY DIAL 999*****Local Police:** 01162 222222**Gas:** Gas Emergency Contact Number: 0800 111 999**Electricity**

Central Networks Eastern Region: 0800 056 8090

Npower: 0845 331 331

Yorkshire Electricity DL: 0800 375 675

**Water**

Severn Trent Water

Water services and emergencies (including Leakline): 0800 783 4444

Anglian Water: 0345 145145

**RISK ASSESSMENT****Possible Outcomes based on levels of Estimated Risks**

	Likely	Probable	Possible	Remote	Improbable
Fatal	Intolerable	Intolerable	Substantial	Substantial	Significant to Moderate
Major Injury/ Permanent Disability	Intolerable	Substantial	Significant	Moderate to Acceptable	Acceptable
Minor Injury	Moderate	Moderate	Acceptable	Trivial	Trivial
No injury					

**Likely** – Occurs repeatedly/to be expected; **Probable** – will occur several times/not surprising; **Possible** – could occur sometimes; **Remote** – unlikely though conceivable; **Improbable** – freak event, so unlikely that probability is close

**Risk Levels/Actions**

RISK LEVEL	ACTION AND TIME-SCALE
<b>TRIVIAL</b>	No action is required to deal with trivial risks, and no documentary records need to be kept
<b>ACCEPTABLE</b>	No further preventive action is necessary, but consideration should be given to more cost-effective solutions, or improvements that impose no additional cost burden. Monitoring is required to ensure that controls are maintained
<b>MODERATE</b>	Efforts should be made to reduce the risk, but the costs of prevention should be carefully measured and limited. Risk reduction measures should normally be implemented within three to six months, depending on the number of people exposed to the hazard.
<b>SIGNIFICANT</b>	If an extremely harmful situation may arise, even if highly unlikely, a specific re-evaluation of the task should be undertaken to establish more stringent controls. Work should be closely monitored until the risk has been significantly reduced. This reduction in risk should be achieved within a short time period.
<b>SUBSTANTIAL</b>	Work should not be started until the risk has been reduced. Considerable resources may have to be allocated to reduce the risk. Where the risk involves critical work in progress, the problem should be remedied as soon as reasonably practicable but within one to three months, depending on the number of people exposed to the hazard.
<b>INTOLERABLE</b>	Work should not be started or continued until the risk level has been reduced. While the control measure selected should be cost-effective, legally there is an absolute duty to reduce the risk. This means that if it is not possible to reduce the risk even with unlimited resources, then work must not be begun, or must remain prohibited.

Derived from BS8800

<b>Site Name: 1 The Green Thringstone</b> <b>Activity: Watching brief</b>		<b>Completed by: RJB</b> <b>Date: 16/7/2012</b>	
<b>HAZARDS</b>	<b>RISK</b>	<b>CONTROL MEASURES</b>	<b>Residual Risk</b>
Hazard = A condition or practice with the potential to cause damage, ill health, injury or other loss	Likelihood x Severity = Risk	A short summary of the control measure and standards/guidance.	Likelihood x Severity = Risk
<b>Site Access/Egress</b> Entering/Leaving site and parking vehicles	Substantial	1. Only use designated access onto site. 2. Only park in designated areas on site parking facilities. 3. Hi Vis clothing to be worn. Roads only to be crossed at safe locations. 4. Be aware of obvious hazards and take care when entering/exiting gateways.	Moderate
<b>Driving</b> Tiredness driving to and from site	Substantial	1. Have 2 drivers where possible. 2. Limit of 1 ½ hours drive to site on a regular basis before risk is reassessed.	Moderate
<b>Existing Services</b> Contact with service - electrocution, fire, explosion Damage to service	Substantial	1. All services to be located before excavation using plans and CAT scanner 2. Move trenches to avoid services where known. 3. Be aware of changes in the soil that may indicate services	Moderate
<b>Members of the Public, Visitors &amp; Others</b> Inexperienced people on site, unsuitable clothing, Falling, tripping slipping	Moderate	1. Agreed and supervised visitors only allowed on site. 2. Trenched area to be assessed for security to avoid unauthorised visitors and appropriate actions taken (e.g. extra fencing etc.)	Acceptable
<b>Excavations</b> Deep/unstable trenches - Sections liable to collapse, Falling into trenches, Spoil heap collapse, Working in small spaces.	Substantial	1. All trenches regardless of depth will be risk assessed by a competent person with regard to collapse and the use of stepping/battering. 2. All sections to be checked every day by supervisor and after bad weather for potential problems. 3. Backfilling to be done as soon as possible. 4. Fencing and warning signs to be used as required 5. ULAS SSOW3: <i>Safe working with Trenches</i> to be followed.	Moderate
<b>Spoil</b> Unmanaged spoil heaps - collapse or falling into trenches	Significant	1. Spoil heaps to be kept away from trench sides 2. No walking on or digging beneath spoil heaps. 3. ULAS SSOW3: <i>Safe working with Trenches</i> to be followed.	Moderate
<b>Plant &amp; Machinery</b> Collisions with plant, persons Contact with moving parts Over turning of machines	Substantial	1. Use certificated personnel for machine operations. 2. A competent banksman to be used during excavations. 3. ULAS SSOW 01: <i>Working with plant</i> to be followed	Moderate
<b>Hand Tools</b> Incorrect Use, Strains and muscle injuries	Significant	1. All tools to be used correctly and broken tools replaced. 2. Store tools carefully when not in use.	Acceptable
<b>Slips, Trips &amp; Falls</b> Untidy site Hidden obstacles	Moderate	1. Visual awareness on site 2. Site to be kept tidy – particularly around trenches 3. Agreed access to trenches to be used 4. Suitable PPE	Acceptable
<b>Manual Handling</b> Musculoskeletal injuries Falling/tripping Trapping toes/fingers	Substantial	1. Use correct lifting procedures 2. Apply mechanical assistance where possible or tandem lifting. 3. Be aware of heavy loads when shovelling 4. ULAS Manual Handling Assessment 1 to be followed	Acceptable
<b>Noise</b> Excessive noise from machinery, Industrial deafness/tinnitus, Noise pollution, Inability to hear other things	Substantial	1. Use Ear protection when ever the excavator is running. 2. Ear plugs to be available at all times .	Moderate
<b>Infection &amp; Disease</b> From contact with soil, water etc. and minor cuts and scrapes.	Significant	1. Adequate washing and toilet facilities available. 2. First aid kit and first aider on site	Acceptable

		3. PPE esp gloves available if needed	
<b>Working Close to Water</b> Potential flooding due to high water table, proximity of rivers etc, bad weather. Falling into water, drowning, infection	Substantial	1. Keep well clear of water wherever possible and be particularly careful when working close to water sources. 2. If trenches are filling with water assess safety and act accordingly - fence, backfill if necessary 2. Never use still/stagnant water for any purpose. 3. Good personal hygiene -washing hands, carry wet wipes	Acceptable
<b>Weather</b> Heat exhaustion, sunburn, sunstroke, cold, hyperthermia, damp.	Moderate	1. Suitable clothing to be worn for conditions. 2. PPE available if required. 3. Drinking water to be available 4. Personnel to be aware of tetanus, leptospirosis etc.	Acceptable
<b>Human / Animal Remains</b> Contamination and infection – from deer, cattle, pigeons, rats, human remains etc.	Substantial	1. Set up proper procedures for recovery/excavation 2. Wear necessary PPE 3. Stay away from any animal remains 4. Be aware of Leptospirosis	Acceptable
<b>Waste Management</b> Damage to health through contact Damage to the environment	Acceptable	1. Place all waste in appropriate waste containers. Do not litter.	Acceptable
<b>Lone Working</b> Risk of illness, accidents, assault	Substantial	1. No Lone working on site unless approved 2. ULAS <i>SSOW:02 Lone working</i> to be followed 3. Mobile phones to be carried & buddy system to be set up.	Acceptable
<b>SITE SPECIFIC RISK ASSESSMENT</b>			
			Acceptable

This form is to be checked and kept up to date during time on site.

Form checked by..... Date.....



Amended by:.....

Date.....

## HOSPITAL LOCATION

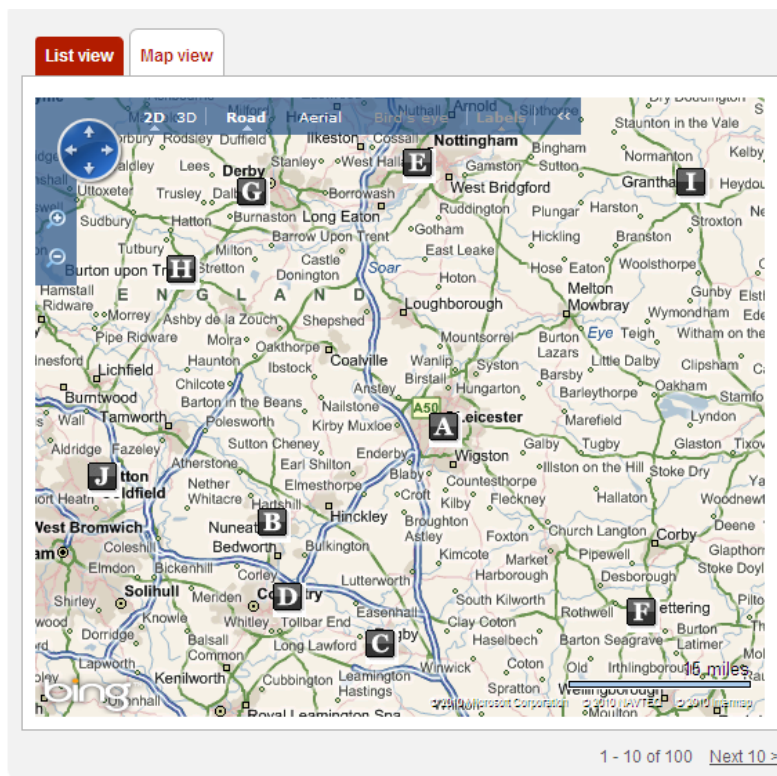


Figure 1: Location to location of nearest Accident and Emergency services.

- **A**
- [Leicester Royal Infirmary providing services for University Hospitals Of Leicester NHS Trust](#)
- (0.9 miles)
- Infirmary Square, Leicester, Leicestershire, LE1 5WW
- Tel: 0300 303 1573
- 
- **E**
- [Nottingham University Hospitals NHS Trust - Queen's Medical Centre Campus providing services for Nottingham University Hospitals NHS Trust](#)
- (21.1 miles)
- Derby Road, Nottingham, Nottinghamshire, NG7 2UH
- Tel: 0115 924 9924

**Appendix 1: Safe Systems of Work (SSOW)****ULAS – SSOW1-Working with plant and heavy machinery****Guidance Used:** FAME Manual Section 4.1 – 4.3

All machine operators must be competent in their operation and must have correct certification for the work.

PPE must be worn by all persons while machinery is working on site. Minimum PPE includes, high visibility clothing, hard hats and suitable footwear. Ear protection should be available if required. Note – ear plugs are better at noise reduction than ear defenders.

Plant should not be left running where exhaust gases can build up.

**Excavators**

At least one member of staff should act as a banksman to supervise the machine during all archaeological work. All other staff should keep away from the working area.

Members of staff working with the machine should stand at a safe vantage point, away from the radius of the bucket arm and in full view of the driver. They should make sure that the driver has fully stopped the machine and is aware of their intentions before inspecting the stripped ground.

Basic signals should be agreed with the driver before work commences (See below).

Passengers are not allowed on the machine at any time unless on a seat or safe riding position.

Do not approach machinery particularly from behind unless you are sure that the driver has seen you.

Banksmen should be particularly aware of the dangers involving the changing of buckets/breakers. The machine operator should confirm the bucket/breaker has been attached properly by crowning (lifting) the attachment away from other people before work re-commences (see ULAS safety alert 10/04/06)

Members of staff should be aware that the weight of machinery can affect the stability of the sides of an excavation.

Members of staff should also be aware of the possibility of unforeseen hazards in the ground (such as services) or any overhead hazards (as for example power cables, telephone wires etc).

**Dumper trucks**

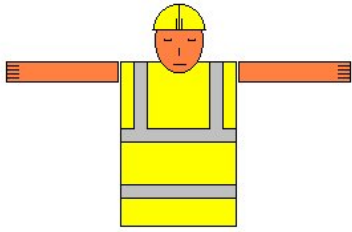
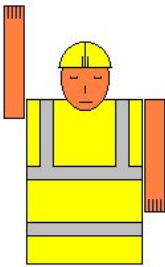
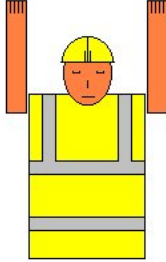
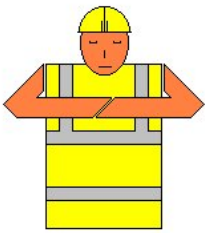
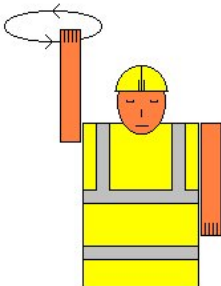
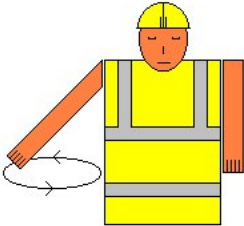
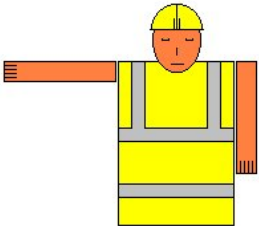
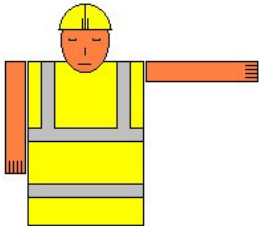
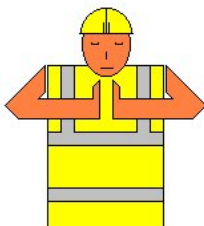
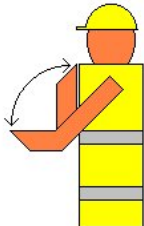
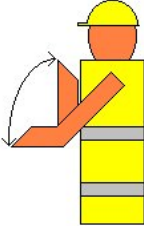
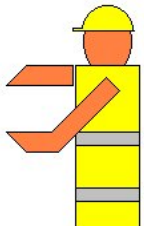
Dumpers are not to be used on roads unless they comply with the Road Traffic Acts.

Loading should be even and the load should not obscure the driver's vision.

Loads must not be tipped while the machine is in motion. During loading/unloading, the handbrake must be applied and the gears put in neutral. Adequate means of preventing an overrun should be provided on all edges.

Dumpers require more room to manoeuvre than is often realised. The driver should be aware of local gradients, obstructions and ground conditions and reduce speed when necessary.

**BANKING: AN INTRODUCTION TO COMMONLY USED SIGNALS**

 <p><b>START</b></p>	 <p><b>STOP</b></p>	 <p><b>DANGER</b></p>
 <p><b>END</b></p>	 <p><b>RAISE</b></p>	 <p><b>LOWER</b></p>
 <p><b>MOVE TO THE LEFT</b></p>	 <p><b>MOVE TO THE RIGHT</b></p>	 <p><b>HORIZONTAL DISTANCE</b></p>
 <p><b>MOVE FORWARD</b></p>	 <p><b>MOVE BACKWARDS</b></p>	 <p><b>VERTICAL DISTANCE</b></p>

**ULAS SSOW2- Working alone in Safety**

Guidance used: HSE Leaflet INDG73 (rev). Working alone in Safety

**Definition**

Lone workers are those who work by themselves without direct supervision. Examples of this type of work include

- Site visits
- Site/building recording
- Walkover surveys
- Some watching briefs
- Office work out of hours
- Starting early/finishing late on site without the team or other contractors.
- Procedures for lone working on site
- No personnel are to work alone on site without their line manager being aware of it.
- Pregnant women should not work alone.
- A mobile phone and personal first aid kit should be carried at all times on site (not buried in the site vehicle parked miles away!).

Emergency procedures (e.g. location of nearest A&E, office contacts) should be set out on the risk assessment form.

A risk assessment should be carried out prior to work taking place and hazards identified that might pose a risk to lone workers. Special consideration should be given to

- the use of any substances, goods and heavy objects.
- the risk of violence
- risks to young or female members of staff
- medical conditions of the staff involved
- what training has been given

All lone workers should be assigned to a 'buddy'. Depending on the circumstances, a system needs to be set up to ensure adequate communication. At the very least this should involve

- knowing when the lone worker is on site (e.g. phone call or text to let the buddy know they are on/off site)
- A failsafe means of regular contact (e.g mobile phone/radio)
- An emergency procedure for the buddy to follow should the lone worker not make contact at the appropriate time.
- Checks that the lone worker has returned home or to base after completion of the work.

The procedures set up MUST be documented either in the risk assessment or as an attachment to the risk assessment.

**Procedures for lone working in the office**

Anyone working in the office outside normal hours (7:30am – 6:00pm), should sign the Out of Hours book located at Reception in the Front Lobby.

A mobile phone or land line should be available when working alone.

No: _____ / _____  Office Use Only
--

**A - TYPE OF REPORT BEING MADE**

1	2	3	4	5	6	7
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Fatality	Major Injury (as defined in attached Guidance)	Violence at Work	Work-Related Illness	Other Injury	Dangerous Occurrence (as defined in attached Guidance)	No Injury  (where an incident occurs that could have led to an injury but did not - and was not a

*Please tick appropriate box:*

**Telephone 2426 IMMEDIATELY:** if you have ticked shaded boxes 1, 2, 3, 4 or 6, or if the injured person has been taken to hospital

 Information on accident/incident reporting can be found at: [www.le.ac.uk/safety/forms/accident-report-form-04.doc](http://www.le.ac.uk/safety/forms/accident-report-form-04.doc)
**B - ABOUT THE INCIDENT (AND THE INJURED PERSON, WHERE APPLICABLE)**

 Date: 

dd	mm	yyyy
----	----	------

--

Place where incident occurred (Room/Lab Number, Department and Building/Hall of Residence, etc.):

--

Forename(s) &amp; Surname

--

Address and Postcode

--

Telephone No:

 Age: 

--

 Gender: 

--

 Female, M=Male)

 Status (tick box)
 

--

--

--

--

--

--

Employee      Undergraduate Student      Postgraduate Student      Visitor      Contractor      Other

Job Title + Department

--

**C - DETAILS OF THE PERSON MAKING THE REPORT**

 Where possible, the person completing this section should be the Departmental Safety Officer, Supervisor or other Manager - **not** the injured party. They should also be the person responsible for initiating remedial action where this is required to prevent a recurrence of the incident.

Name: \_\_\_\_\_ Position: \_\_\_\_\_

Department: \_\_\_\_\_ Date of Report: \_\_\_\_\_

Telephone &amp; Email: \_\_\_\_\_ Signature: \_\_\_\_\_

(NOTE: Completing and signing this report does not constitute an admission of liability of any kind, either by the person making the report or any other person.)

Continued overleaf .....
**D - DETAILS OF THE INCIDENT AND SUBSEQUENT ACTION**



Briefly describe any injury or injuries, and the part(s) of the body affected, e.g. 'Cut to index finger, right hand', or 'Strain of lower back', etc.

Both in the case of a non-injury incident, or an event where an injury was sustained, please give relevant details of what was happening leading up to, during and after the incident. Please feel free to add a diagram or sketch if this will help:

**In the case of an accident involving**

What First Aid treatment was given, and by whom?  
.....

Did the injured party continue working following the accident?

Yes

No  (*tick box*)

Did the injured party go direct to hospital (eg. the A&E at the LRI)?

Yes

No  (*tick box*)

Was the injured party: sent home from work, or likely to be off work, or unable to do their normal work, following the accident?

Yes

No  (*tick box*)

(If 'Yes', the Safety Services Office must be kept informed of developments and the date of the party's return to work)

**NOTE:** Follow up and advise Safety Services if an injury causes subsequent time off work, even if the injured party originally returned to, or carried on working immediately following the accident.

**In the case of an incident - whether involving injury or not - please summarise any action taken and/or planned to prevent a recurrence:**

## Contact Details

Richard Buckley or Patrick Clay  
University of Leicester Archaeological  
Services (ULAS)  
University of Leicester,  
University Road,  
Leicester LE1 7RH

**T:** +44 (0)116 252 2848

**F:** +44 (0)116 252 2614

**E:** [ulas@le.ac.uk](mailto:ulas@le.ac.uk)

**w:** [www.le.ac.uk/ulas](http://www.le.ac.uk/ulas)



INVESTOR IN PEOPLE



**THE UNIVERSITY OF THE YEAR 2008/9**