



## **BRIEF FOR ARCHAEOLOGICAL DESK-BASED ASSESSMENT**

### **1 ASSESSMENT**

1.1 This work is needed to establish the nature of the site's archaeological potential, to assess how this would be affected by the proposed development.

1.2 In order for the archaeological implications of the proposal to be fully considered, an assessment of available sources of archaeological information, for an area of not less than 1km around the site, needs to be made. The information compiled will establish the likely archaeological significance of the site and the implications of the proposal. If the assessment reveals insufficient information to fully clarify these issues, the need for further work will be highlighted.

#### **1.2 Sources to be consulted, in order to complete the assessment (constraints on source availability should be noted):**

- a) Visual inspection of the site.
- b) Geotechnical data.
- c) Survey drawings of any existing/former buildings on the site, including foundations and basements.
- d) Plans and maps of the site and its environs, including historical pictorial and surveyed maps and including pre- and post-war Ordnance Surveys up to the present day.
- e) Trade and Business Directories.
- f) Place name evidence.
- g) Historical documents and photographs held in libraries, archives and museums.
- h) Relevant archaeological archives held by museums.
- i) Appropriate archaeological and historical journals and books.
- j) The Sites and Monuments Record (SMR) entries for 1km around the site.
- k) Listed Building/Conservation records.
- l) Aerial photographs, including those held by the National Library of Aerial Photographs (verticals & obliques) for 1 km around the site.

### **2 CONTEXT OF THE DEVELOPMENT PROPOSAL**

2.1 The degree of disturbance/destruction by existing and previous buildings/structures on the site should be noted and recorded on plan. (These may include basements, foundation trenches, services, etc.)

2.2 The identification of areas of archaeological survival should similarly be recorded on plan.

2.3 If sufficient information is available, sections illustrating the likely depth and extent of areas of archaeological survival and areas of disturbance should be produced.

2.4 The impact of the development proposal on both the identified buried archaeological resource and on standing structures of archaeological interest should be assessed, with reference to architects' and engineers' drawings, as appropriate.

### **3 REPORT PRESENTATION**

3.1 A report will be produced that assembles and summarises the known evidence.

3.2 The results will be synthesised and put in context. The character of the archaeology likely to be present will be discussed.

3.3 The report will comment on the quality and reliability of the evidence and indicate whether it might need to be supplemented by site evaluation.

3.4 The report will be suitably illustrated with clear plans and sections.

3.5 A rectified plan of crop mark evidence on & immediately adjacent to the site (for a minimum of 500m around the site) will be included; a plot of cropmarks within the remainder of the search area can be indicated by sketching only.

3.6 A representative selection of photos (of not less than laser photocopy quality) of the site will be included to illustrate key points.

3.7 All maps examined will be reproduced (if possible) with the site outline marked on them. If reproduction is not possible, the reasons for this must be given.

3.8 Borehole logs (if available) should be included.

3.9 All sources referred to should be included in the bibliography, even if the results were negative; N.B. publication references should always include relevant page numbers.

### **4 GENERAL POINTS**

4.1 The South Yorkshire Archaeology Service will be responsible for monitoring the project.

4.2 A printed and bound copy of the report must be supplied to SYAS for incorporation into the South Yorkshire Sites and Monuments Record.

4.3 A digital copy of the report must also be supplied. Acceptable digital formats are:

- text (Word and ASCII);
- images (.JPG at no less than 300 dpi. resolution).

4.4 Copies of the report should be sent to the client and the South Yorkshire Archaeology Service.

4.5 The rectified aerial photographic information will be supplied to SYAS in digital format. Acceptable digital formats are:

- MAPINFO Interchange format(\*.MIF)
- CAD (\*.DXF)

4.6 The information content of the report will become publicly accessible once it has been deposited in the South Yorkshire SMR (normally 6 months after receipt by the South Yorkshire Archaeology Service).

4.7 The archaeological contractor must complete the online OASIS form at <http://ads.ahds.ac.uk/project/oasis/>.