LAND AT ROTHWELL NORTH
ROTHWELL
NORTHAMPTONSHIRE

WRITTEN SCHEME OF INVESTIGATION
FOR A PROGRAMME OF
ARCHAEOLOGICAL EXCAVATION, RECORDING,
ANALYSIS AND PUBLICATION

Albion
archaeology
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Preface

All statements and opinions in this document are offered in good faith. This document has been prepared for the titled project or named part thereof and was prepared solely for the benefit of the client. This document should not be relied upon or used for any other project without an independent check being carried out as to its suitability and the prior written authority of Albion Archaeology (a trading unit of Central Bedfordshire Council).

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Key Terms

Throughout this document the following terms or abbreviations are used:

Albion: Albion Archaeology
CAA: County Archaeological Advisor
CgMs: Strategic Partner & Consultant
Client: Persimmon Homes
HER: Historic Environment Record
CIfA: Chartered Institute for Archaeologists
LPA: Local Planning Authority (Kettering Borough Council)
(Persimmon Homes 2015)
PDA: Permitted development area
NCC: Northamptonshire County Council
WSI: Written Scheme of Investigation
1. INTRODUCTION

1.1 Project background

Kettering Borough Council granted planning permission (KET/2007/0461) for a large urban extension north of Rothwell, Northamptonshire. The development is known as Rothwell North.

An initial desk-based assessment (CgMs 2007) of the site was followed by geophysical survey and trial trenching (Walford 2007 and 2015; Jarvis 2015). The evaluation identified areas of predominately late Iron Age activity in the form of enclosures in the area south-west of the B576 Desborough Road.

Given the site’s demonstrable archaeological potential, a condition (no. 18) was attached to the planning consent:

No development shall take place until a programme of archaeological work, in accordance with a written scheme of investigation, has been submitted to and approved in writing by the Local Planning Authority. The development shall only be carried out in accordance with the approved details.

REASON: These details are required prior to the commencement of development, to ensure that features of archaeological interest are properly examined and recorded, in accordance with Policy 16 Paragraph 199 of the NPPF and Policy 2 of the North Northamptonshire Joint Core Strategy.

A brief was issued by Northamptonshire County Council’s County Archaeological Advisor (CAA), setting out the programme of work required to address the condition (NCC 2018).

1.2 Status of WSI

This written scheme of investigation (WSI) describes the circumstances of the project, the scope of the work required, and the procedures, methodologies and resources that are to be employed for its successful completion. This information is provided to assist the CAA in monitoring and assessing the archaeological work on behalf of the Local Planning Authority (LPA).

1.3 Site Location, Topography and Geology

The permitted development area (PDA) lies on the north-facing valley slope of the River Ise, a tributary stream of the River Nene. It lies north and west of Rothwell town in an area of Jurassic limestone characterised by areas of outcropping ironstone. The town occupies a low ridge at c.133m AOD above the valley of the Ise. The countryside to the south and east, towards Northampton is formed by a series of ridges characteristic of the Northamptonshire limestone. In the west the ground rises towards more undulating country and the small hills characterised by the Lower Lias clays and villages such as Ashley, Medbourne and Weston by Welland.
The PDA is c.63ha in extent and is located on either side of the B576. It is bordered to the south by the urban edge of Rothwell and to the west by the A6 Bypass. The Rothwell Gullet nature reserve forms the northern boundary. To the north-east lie hedgerows and the woodlands of Stanion plantation. The site is broadly centred on NGR SP 80635 81587.

Bands of ‘calcareous ironstone’, geologically a sideritic sandy limestone, characterise the area. The British Geological Survey indicates that the solid geology of the PDA comprises Oxford Clay.

1.4 Archaeological Background

The archaeological background to the PDA has been previously discussed in the desk-based assessment and the reports on the various stages of evaluation. It is briefly summarised here.

The desk-based assessment initially identified the potential for Iron Age and prehistoric activity (CgMs 2007).

Subsequent geophysical survey and, in particular, trial trenching identified late Iron Age activity dated from the 1st century BC to the early 1st century AD, centred on a rectilinear enclosure in the north-west corner of the PDA, and an isolated Roman enclosure with three pits to the east, dated to the early to late 1st century AD. The remnants of medieval ridge and furrow cultivation were also present as indicated by the geophysical survey, along with modern field boundary ditches. The combined results of the evaluation allowed the identification of four core areas of significant archaeological remains and one area of undated activity (Figure 1).
2. **AIMS AND OBJECTIVES**

2.1 **Introduction**

The principal objective of the forthcoming investigation is to determine and understand the nature, function and character of the important archaeology on the site in its cultural and environmental setting. To ensure that the investigations of the remains within the PDA are appropriately targeted it is necessary to establish both general and more period-specific project objectives linked to regional and national research priorities. In particular, the range of evidence revealed by the evaluation suggests that this site has significant potential to address many of the key issues raised within the regional research agenda for the Iron Age in Northamptonshire.

2.2 **Relevant National, Regional and County Research Frameworks**

2.2.1 **National advice and research priorities for heritage**

The national research context is provided by English Heritage (1991 and 1997). Historic England (officially the Historic Buildings and Monuments Commission for England) is a non-departmental public body that replaced English Heritage advises the government on heritage issues within England. Historic England is producing updated guidance on the application of NPPF. A number of Good Practice Advice (GPA) notes have also been issued, which provide information to assist the relevant parties in implementing historic environment policy in the NPPF and the related guidance given in the national Planning Practice Guide. Historic England's advice acknowledges the primacy of relevant legislation, the NPPF and PPG; it supports the implementation of national policy, but does not constitute a statement of Government policy, itself. It is not intended to be prescriptive and alternative approaches may be equally acceptable, provided they comply with legislation, national policies and objectives. Currently the documents comprise:

- GPA1 - The Historic Environment in Local Plans
- GPA2 - Managing Significance in Decision-Taking
- GPA3 - The Setting of Heritage Assets
- A fourth GPA on enabling development is forthcoming.

The current context and objectives for Historic England’s work are currently expressed in its *Research Strategy* (2016). Historic England also supports the draft *Heritage 2020 Framework* (Heritage Alliance 2015), which sets out the shared strategic priorities for organisations working together to maximise the public benefit of the historic environment in England.

Historic England has also produced an extensive library of more specific guides covering a wide range of heritage topics, and most of these are available for free download2.

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2.2.2 Relevant regional and county research frameworks

The programme of archaeological investigation will be conducted within the general research parameters and themes identified in the archaeological research framework for the East Midlands (Knight et al. 2012). This builds on previous work on the research context for Northamptonshire provided in the East Midlands Regional Research Frameworks Project (Cooper 1999, 2006). The online version of the research framework now supersedes previous versions and, where appropriate, contractors can add project results to the wiki. (http://archaeologydataservice.ac.uk/researchframeworks/eastmidlands/wiki)

A useful overview of Northamptonshire archaeology has been published by Northamptonshire Archaeological Society (Tingle 2004). The county also benefits from the results of Historic England’s (English Heritage) National Mapping Programme (Deegan and Foard 2007).

Rothwell lies within the historic area of Rockingham Forest, an entity subject to extensive survey and analysis published by Foard, Hall and Partida 2009. The medieval history of Rothwell developed by Foard et al., complements the Extensive Urban Survey carried out by Northamptonshire County Council during the later 1990s. Together these commentaries provide the research context for medieval and later Rothwell.

2.2.3 Iron Age frameworks

It is likely that the majority of the known archaeological remains within the development area are related to a late Iron Age settlement.

For the Iron Age, Champion et al. (2001) sets out five themes: chronology, settlement patterns, material culture, regionality and socio-economic change. Late Iron Age and Roman rural settlement has also been mapped/characterised by Taylor (2007) and Smith et al. (2016).

2.2.4 Roman period frameworks

Area 5 produced material of Roman date from Trenches 68–77, suggesting it lies on the periphery of a settlement area to the north.

For the Roman period Smith et al., have questioned the need to excavate further Roman period rural settlements with some 2500 excavated to date. However, the patchy nature of data collection in the past and the recognition that it is only in the past 20 years that excavation standards have reached such a level as to allow detailed analytical work to take place have led to the identification of a series of current research objectives. The most relevant to this project are: recovery of structures and materials, in particular wood, though it is recognised that the greatest potential lies in areas which have not been ploughed. Further data is sought in areas where investigation contributes to understanding of the wider landscape and where datasets from geophysical survey, trenching and excavation can be integrated with environmental

3 http://archaeologydataservice.ac.uk/researchframeworks/eastmidlands/wiki/Main. Accessed: 07/12/18
sampling (Smith et al. 2016, 420). The nature of the trial trenching data, however, precludes the identification of further detailed research objectives and these will be determined after the initial overburden strip and mapping.

2.3 **Research Objectives**

The evaluation of the site has indicated that the north-western part of the PDA contains part of an Iron Age settlement with evidence for additional contemporary more dispersed activity in the remainder of the PDA. More peripheral, less significant Roman remains have also been identified.

The archaeological remains on the site have the potential to address a number of the research topics for the Iron Age identified in Knight (2012, 58–9). The specific research objectives for the archaeological investigations can therefore be formulated as follows:

**Iron Age**
1. What are the character, type, layout and internal organisation of the core of the late Iron Age farmstead / settlement?
2. What was the character and nature of the activity outside the main settlement area?
3. Is there any evidence within the settlement for ritual / structured deposition?
4. Can environmental sampling elucidate the agricultural economy and landscape of the settlement?
5. Can evidence for finds, craft and industry elucidate the economic basis of the settlement or identify connections with the wider region?
6. Is it possible to determine when and why the settlement was abandoned?
7. Is there evidence for Roman activity on the site, and if so at what date did it commence, how did it develop, what was its status and how does it relate to other recorded activity of this period in the area?

The research aims will be reviewed regularly throughout the project to ensure that:
- they are still relevant to the data being uncovered;
- methodologies are still appropriate.

A preliminary key review stage will take place once overburden has been removed. It is at this stage that an all-features plan can be created and detailed strategies for sample excavation established.
3. IMPLEMENTATION OF THE FIELDWORK

3.1 Introduction
This section of the WSI describes how the aims and objectives outlined in the previous section will be addressed. The key archaeological approaches to the project are described, along with other factors that will impact on the implementation of the strategy.

3.2 Overview of the Fieldwork Methodology
This section briefly describes the methodologies that will be used during fieldwork. For more detailed information see Appendix 1.

Four core areas of investigation (Areas 1, 3, 4 and 5) and one peripheral area of investigation (Area 2) are proposed (Figure 1). Provision has been made for the extension of the initial investigation areas, should archaeological remains extend beyond them. CgMs Heritage will agree the extent of any such work with the CAA.

The methodological approach to all five areas of investigation (and any contingency areas) will essentially be similar.

3.2.1 Methodological standards
The project will adhere throughout to the standards set out in the following documents:

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<tr>
<td>CI/IA</td>
<td>Charter and by-law; Code of conduct (2014)</td>
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<td></td>
<td>Standard and guidance for archaeological excavation (2014)</td>
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<td></td>
<td>Standard and guidance for the collection, documentation, conservation and research of archaeological materials (2014)</td>
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<tr>
<td></td>
<td>Environmental Archaeology: A guide to the theory and practice of methods, from sampling and recovery to post-excavation, (2nd edn, 2011)</td>
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<tr>
<td>NCC</td>
<td>Northamptonshire Archaeological Archive Standards (2014)</td>
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3.2.2 Overburden machining methods and programme

Machining under archaeological supervision will proceed to the top of the archaeological deposits or the natural subsoil/geology, whichever is encountered first. The trial trenching suggests that the depth of the overburden will be less than 600mm. All machining will be undertaken by a 360° tracked excavator fitted with a flat-edged bucket, working under archaeological supervision. Spoil heaps, separated into topsoil and subsoil, will be stored immediately in the vicinity of the investigation areas.

The identification of archaeological features will be made during machine stripping. These will be marked on the ground to prevent features ‘disappearing’ (this is a common phenomenon on archaeological sites) and will ensure their location is known. Where possible, some hand excavation will be undertaken during earthmoving to characterise any archaeological features.

During earthmoving, metal detecting will be undertaken over archaeological features to counter the danger of illicit metal detectorists.

3.2.3 Pre-excavation planning strategy

After machining is complete, pre-excavation planning will be undertaken. The plans will be captured digitally and used as the framework for formulation of a detailed hand excavation strategy. As part of this process survey stations and/or a grid will be established on the site. Drone photography will also be used during the investigations to capture elements of the site layout.

The hand excavation strategy will be based on the methodology outlined in Appendix 1. It will be reviewed with CgMs Heritage and with the CAA at monitoring meetings.

3.2.4 Hand excavation sampling strategy

Deployment of methodologies will be appropriate to the nature of the archaeological remains. The hand excavation methodology outlined in Appendix 1 will be adhered to unless agreed otherwise with the CAA. Any changes to the sampling strategy thought necessary in light of continual reviews (including feedback of artefactual and ecofactual information) will be made in conjunction with the client and the CAA (see below).

3.2.5 Unexpected or unusual discoveries

The client and CAA will be informed immediately of any discoveries that are of an unexpected or unusual nature. Once an instruction to proceed has been received sufficient resources will be made available to deal with such discoveries as soon as possible.

3.2.6 Feedback into and adjustment of excavation strategy

Albion has an established system to ensure that, during fieldwork, there is rapid feedback of information on recovered artefact and environmental
material. This utilises Computer Aided Drawing (CAD), databases and a GIS (Gsys). It involves:
• pre-excavation plan;
• the processing of artefact and environmental data concurrently with fieldwork;
• the entering of the results of processing into the Context Assemblage Table of the project database;
• the entering of basic context information into the Context Assemblage Table;
• the interrogation via the GIS of all input data using the pre-excavation plan as a backdrop.

In summary, the database records basic information about the excavated deposits (context type, feature type, formation process, location etc.), along with a basic identification/quantification of the artefactual and environmental material that they contain. Spot-dates are assigned to both the pottery assemblage (in its own right) from a deposit, and for the context itself (taking into account other dated artefact evidence). All this information is used as a basis for reviewing the excavation strategy. It will also provide the basis for the post-fieldwork assessment of the excavated data.

3.3 Provisional Project Programme
It is currently anticipated that the fieldwork will commence in March 2019. The investigations will be undertaken in one episode of fieldwork to ensure a consistent approach. It is anticipated that all fieldwork will be completed within a 24-week period.

The post-fieldwork elements of the project will begin immediately upon completion of the site works.

3.4 Liaison with CAA
Monitoring will be carried out on behalf of the local planning authority by the CAA. They will ensure that this project design is adhered to and that professional standards are maintained. CgMs Heritage will give the CAA advance notification of the start of the project and all reasonable access to the site and site documentation will be afforded to them.

Any variation to the WSI will be agreed by CgMs Heritage with the CAA before its implementation.

3.5 Overview of Finds Processing

3.5.1 Ceramic artefacts (pottery and ceramic building material)
Where practicable, processing will be carried out concurrently with fieldwork in accordance with Albion Archaeology’s Procedures Manual, the CIfA standards for finds work (CIFA 2014), and the relevant guidelines and standards for the archiving of prehistoric, Roman (Darling 1994) and post-Roman (Slowikowski et al. 2001) pottery. During fieldwork, material will be
quantified by fabric, sherd and weight; relative assemblage size and spot-date will also be recorded. This information will be fed back into the excavation strategy by means of the Context Assemblage Table (see Appendix 1).

Where appropriate, all ceramic artefacts will be classified in accordance with the Northamptonshire Ceramic Type Series. Where appropriate, fabrics will be identified and referenced to the National Roman Fabric Reference Collection (Tomber and Dore 1998).

3.5.2 Non-ceramic artefacts
All registered and non-ceramic bulk artefacts will be allocated a broad term and functional category. Each registered artefact receives a separate entry. Bulk artefacts, entered by context and artefact type/broad term, are quantified by weight or number as appropriate. This is entered into the Non-ceramics Table, which is linked to the Context Assemblage Table. This information will be fed back into the excavation strategy by means of the Context Assemblage Table.

All ironwork will be submitted for x-ray, according to the CIfA standards for finds work. Non-ferrous metals will be submitted for x-ray where clarification of the identity of an object is required.

3.6 Overview of Environmental Studies
A site-specific sampling strategy, based on guidelines in *Environmental Archaeology* (Historic England 2011) and Albion’s Procedures Manual (Albion 2017), will be prepared in conjunction with the appropriate specialists once the pre-excavation plan is complete and the nature of the archaeological features/deposits known. The strategy and processing methodologies will be compatible with the guidelines issued by Historic England (2011). Specialist advice will be sought during fieldwork where appropriate, specifically with regard matters like pollen, soils, waterlogged deposits etc.

A pilot sample of ecofact samples will be processed concurrently with fieldwork. The resultant material will be scanned in order to feedback into the excavation process.

3.7 Post-fieldwork Assessment, Analysis and Publication
Fieldwork is only the ‘data gathering’ stage of an archaeological investigation. All the subsequent stages are office-based. The next stage after fieldwork comprises the production of an Assessment and Updated Project Design (UPD). When the latter is approved by the CAA, any necessary analysis and publication of the records, artefacts and ecofacts will be undertaken (See Appendix 1).

3.7.1 Assessment and Updated Project Design
Following completion of the fieldwork and consolidation of the archive, the excavation results will be assessed in order to establish the potential of the
data for further analysis. A research seminar, with invited external specialists, will be convened as appropriate.

If required, the methodologies and timetable for post-excavation and publication will be included in the Updated Project Design (UPD). The document will be based on Historic England’s *Management of Archaeological Projects* (2015). It is likely to comprise the following sections:

- Introduction - planning and project background, site location, results of adjacent archaeological investigations etc;
- Original Aims and Objectives of the Investigation;
- Provisional Summary of Results - an integrated text (combining structural, artefactual and ecofactual) divided by chronological period;
- Data Quantification - divided by data type (structural, artefactual and ecofactual);
- Potential of the Data to Address the Original and New Research Objectives - realistic discussion linked to the information presented in preceding sections;

Updated Project Design - revised research objectives appropriate to the recovered data, timetable, description of analysis, publication and archiving.

### 3.8 Archiving

In line with Historic England, Albion will seek to obtain ‘in principle’ agreement from the landowner to donate the recovered artefacts to the Northamptonshire Archaeological Resource Centre (subject to statutory laws concerning human remains and treasure trove).

An integrated project archive (including both artefacts/ecofacts and project documentation) will be prepared upon completion of the project. As the NCC brief notes, there is currently no archaeological archive depository able to accept material from this part of the county, although the issue is being actively addressed and it is hoped that suitable facilities will be available within 3–5 years.

The archive will adhere to the specified standard set out in the *Northamptonshire Archaeological Archive Standards* (NCC 2014).

In the case of Rothwell North the archive will be created over the 3 years of the project from start of fieldwork (2019) to completion of analysis in 2022. Once the project is completed it is intended that the archive will go to the county store, in this case to Chesters Farm, near Wellingborough. This is not yet complete. Building work is almost complete with commissioning expected in Spring 2019. Meanwhile an archive curator is to be appointed by March–April 2019. As soon as possible thereafter, legacy archives will be moved into the new ARC and systems established for current archives generated by projects like Rothwell North.
At present the County Council is in special measures and in October consultations indicated that the resulting reorganisation would lead to the creation of two unitary authorities for the county. Staff are to be told the position in December 2018. Sarah Bridges the Project Manager for the Chesters Farm ARC will be the lead officer with whom the project team will liaise as appropriate.

Albion Archaeology employs a full time Archives Officer to ensure that all archives are completed to the correct standards and deposited according to the relevant guidelines.

Details of the project and its findings will be submitted to the OASIS database (albinar1-336859) in accordance with the guidelines issued by Historic England and the Archaeology Data Service.

3.9 Public Outreach and Community Engagement

Albion Archaeology staff have long-standing experience of taking the results of their work to the wider community.

If appropriate to site conditions and the on-going results of the fieldwork, CgMs Consulting will agree a programme of public outreach and community engagement with the client and the CAA. Options could include: site tours given to local school pupils and/or the local community during the investigations; opportunities for members of Young Archaeologists’ Clubs to gain experience of a commercial archaeological excavation; local press releases; outreach via the internet and presentations to local schools and archaeological/historical societies.
4. RESOURCES AND PROGRAMMING

4.1 Albion Archaeology Company Profile
Albion Archaeology, formerly called Bedfordshire County Archaeology Service, was established in 1974. In keeping with its commitment to the maintenance of the highest standards of professional practice, it has been a Registered Organisation with the Institute for Archaeologists since August 1997. Albion Archaeology is one of the region’s leading archaeological organisations and for more than 25 years has undertaken major fieldwork and evaluation projects in Bedfordshire and surrounding counties. It offers a comprehensive service to local and national government, statutory bodies, and the private sector. Current clients include David Wilson Homes, Gallaghers, Historic England and Morgan Sindall.

4.2 Albion Archaeology Staff Resources
Albion Archaeology employs over 45 full time, professional archaeological staff. Additional staff are recruited as required by the organisation’s workload. The following individuals will be deployed on this project (details in Appendix 2).

Drew Shotliff MA, MCIfA, Operations Manager: quality control and Albion management
Mike Luke BSc, MCIfA, Project Manager: overall project management
TBC, Project Officer: off-site direction and management
TBC, Archaeological Supervisor: on-site supervision
Jackie Wells MA, Finds Officer: finds processing and reporting
Holly Duncan MLitt, MCIfA, Artefacts Manager: non-ceramic artefacts

Archaeological Technicians will be assigned to the project team as necessary. Technical support will be provided by in-house specialist staff in the areas of surveying, illustration and computing.

4.3 CgMs Company Profile
CgMs Ltd was formed in 1997 and provides specialist consultancy advice to clients in the combined disciplines of planning and development, archaeology, historic buildings, conservation and associated environmental consultancy issues. The archaeology team are the leading providers of independent advice to land owners and developers. Free of links to local authority departments and field units, our professional approach and extensive contacts ensure that clients' interests are dealt with effectively and a balance between the often conflicting demands of profitable development and conservation is achieved.

Dr Michael Dawson FSA, MCIfA, Director: Strategic Project direction, client liaison.

4.4 External Sub-contracted Specialists
All sub-contracted specialists employed by Albion Archaeology are established and well-respected in their fields of expertise. Each has a proven track record of providing quality services within set deadlines. Pro forma
contracts are used to ensure work is correctly specified and delivered to time and budget. Albion Archaeology continually reviews the quality of work received from sub-contractors and continually seeks competitive quotes in order to avoid over-reliance on a single supplier.

The following external specialists will be used, as required, on this project:

- Dr. Corrine Duhig, Cambridge University: human remains
- Dr. Mike Allen, freelance: soil formation processes and micromorphology
- Dr. James Rackham, The Environmental Archaeology Consultancy: environmental archaeology and palynology
- John Giorgi, freelance: charred plant remains
- Dr. Mark Maltby, Bournemouth University: animal bone
- Dr. Peter Guest, Cardiff University: coinage
- Drakon Heritage Ltd: x-ray and artefact conservation
- SUERC: scientific dating
5. **APPENDIX 1: METHODOLOGY**

5.1 *Machine Stripping and Observation*

Machining under archaeological supervision will proceed to the top of the archaeological deposits, or the natural subsoil/natural whichever is encountered first.

Machine stripping will be supervised by an archaeologist(s) who will have experience of working in the vicinity of heavy plant. They will at all times adhere to site health and safety rules with regards to machine monitoring, including wearing a high visibility safety vest, hardhat and safety boots.

Where machine stripping is conducted by a 360° tracked excavator it will be fitted with a toothless ditching bucket. The machining of subsoil will be undertaken by an experienced driver under close archaeological supervision.

5.2 *Preliminary Surveying*

- After machine stripping and initial characterisation the appropriately sized stripped areas will be surveyed and planned using GPS and/or a Total Station.
- The surveys will be tied into the OS Grid. As the plans will be produced digitally they can be printed out at whatever scale is deemed appropriate.
- Survey stations will be established at suitable locations to form the basis for planning control.
- Digitally compiled drawings from survey will form a base plan for use during hand excavation and recording.

5.3 *Hand Excavation*

5.3.1 *General recording principles*

- All archaeological recording will be undertaken in line with Albion’s *Procedures Manual*.
- Every archaeological entity encountered will be allotted an individual and unique number (context) based on recognising individual events of construction, use and disuse.
- Unstratified context numbers will be allotted, as appropriate, to cater for finds from machining or initial cleaning. Every effort will be made to ensure that where finds are collected, their provenance is established and ascribed to processually coherent and demonstrable stratigraphic events.
- A drawn record in plan and section/profile will be compiled for all archaeological features. Composite plans will be at a scale of 1:20/1:50 and single feature/context plans at a scale of 1:10/1:20. The latter will be undertaken for “special” features such as graves, hearths/ovens etc along with features that are dispersed across a large area.
- Where appropriate, records will be checked on site.
- The photographic record will comprise shots of excavation areas, groups of features (e.g. buildings, structures, pit clusters etc), features with complexity (e.g. intercutting, multiple filled etc), unusual feature types (e.g. kilns, burials etc), significant artefacts and ecofacts, and other major features. A representative sample of features that fall outside this range will also be photographed. The primary photographic record will be compiled in high resolution digital format. All photographic records will be indexed and fully cross-referenced with the context records.
- Indices of context records, drawings samples and photographs will be maintained and checked. These will form part of the project archive. These indices will be fully cross-referenced.

5.3.2 *General hand excavation principles*

- All archaeological features and deposits will be investigated and recorded.
• Hand excavation will be initially targeted to characterise features/deposits e.g. to provide information on the form, function and date of the feature.
• Stratigraphic relationships between features will be excavated, except where they are obvious at the surface.
• Additional hand excavation will take place to meet the criteria listed below under specific feature types.
• All features demonstrated as being the earliest or latest in a stratigraphic sequence will be considered for full (100%) hand excavation. Selection will largely be based on whether they may belong to a transitional period.
• Strategies for specific feature types are described below.

5.3.3 Ditches
• Excavation segments through boundary ditches will normally be a minimum of 1m long.
• Initial segments will be located in positions to provide an even spatial coverage.
• Where possible, segments will be located away from intersections with other features to obtain unmixed material.
• Irrespective of this, segments will be located at all terminals and corners, along with significant changes in alignment
• With the exception of post-medieval and modern ditches, a minimum sample of 5% of the ditch lengths will be excavated. Segments will be located away from intersections with other features to increase the chances of obtaining an unmixed artefactual assemblage.
• A minimum sample of 25% of all ditch lengths directly associated with the domestic activity, industrial structures or areas of specific activity will be located away from intersections with other features or deposits to obtain unmixed samples of material.
• Further ditch lengths will be considered based on the following situations:
  ▪ Adjacent to contemporary buildings and structures.
  ▪ Where good quality and quantity of artefact/ecofact material is visible on the surface.
  ▪ Where specialists consider, based on the results of an initial segment, that a larger assemblage of material has the potential to enhance their data.
• Entire ditch lengths may be machine excavated under archaeological supervision:
  ▪ Where data may be present to provide firm dating evidence but its location is impossible to determine e.g. burials
  ▪ Where special deposits are expected but whose location is impossible to determine

5.3.4 Pits
• With the exception of post-medieval and modern pits, all will be at half-sectioned (i.e. 50% excavated).
• Where possible, the half-section will be located away from intersections with other features to increase the changes of obtaining an unmixed artefactual assemblage.
• Additional excavation may take place:
  ▪ If pits are adjacent to contemporary buildings and structures.
  ▪ Where good quality and quantity of artefact/ecofact material were recovered from the initial excavation and when specialists consider that a larger assemblage has the potential to enhance their data.
  ▪ When the understanding of the form and function may be enhanced by full excavation (this may be the case for the pits in the pit alignment)
  ▪ A pit is proved to be the earliest or latest stratigraphical feature on the site, but had produced insufficient dating evidence.
  ▪ Any pits of Neolithic or early Bronze Age date which have produced pottery will be subject to 100% excavation.

5.3.5 Postholes
With the exception of post-medieval and modern postholes all will be half-excavated.
Additional excavation may take place where they:
• Are interpreted as door posts
• Are adjacent to contemporary internal activity
• Contain post-packing
• Contain evidence for in situ burning

5.3.6 Tree-throw holes
• A selection of tree-throw holes will be subject to hand excavation if on the surface they appear to contain artefacts or charred plant remains.
• Hand excavation will initially concentrate on a sample of the dark loam fill (not the redeposited gravel fill).
• Where the initial hand excavation demonstrates that the fill contains artefacts, specifically worked flint and Neolithic and early Bronze Age pottery, additional hand excavation will take place.
• Where the initial hand excavation demonstrates that the fill contains charred plant remains, additional hand excavation and ecofact sampling will be considered.

5.3.7 ‘Special’ features
The identification of stone structures, hearths/ovens, burials etc at the pre-excavation planning stage is a critical part of the excavation strategy.

The excavation of hearths/ovens will be undertaken in plan with cumulative sections recorded. No excavation of in situ burning will take place until the possibility of scientific dating has been considered.

The occurrence of artefacts and ecofacts which are “unusual” in nature or which occur in large quantities will be closely monitored during excavation. While it is relatively easy to alert field staff to the potential significance of articulated human/animal bones and complete/semi-complete pottery vessels, the supervisors will be briefed to look for other potential “unusual” deposits. Any “unusual” deposits will be fully excavated.

5.3.8 Human remains
If human remains are encountered, and if excavation is required, Albion Archaeology will seek an exhumation licence from the Ministry of Justice under the Burial Act 1857.

Prior to any excavation of human remains advise from the environmental health officers and if appropriate the Home Office will be sort. Features suspected of being burials will be excavated in plan with either cumulative sections and/or profiles drawn. Rectifiable overhead photographs may be taken, as necessary, to augment or supplant the drawn record. Ultimately they will be subject to full (100%) hand excavation to assist in their understanding.

5.3.9 Deep features
All hand excavation will cease at 1.2m and before if dictated by Health and Safety concerns. Excavation below this depth will only proceed if agreed in advance with the CAA. It is likely to take the form of stepping or shoring and machine excavation. Any subsequent hand excavation below 1.2m will require a “permit to dig” signed by the Project Officer. Deep excavations will be adequately fenced off from the general site with the appropriate warning signs in place.

5.3.10 Furrows
Furrows will be subject to limited hand excavation if their interpretation is uncertain. More extensive excavation will be undertaken if they have the potential to obscure significant archaeological features.
5.3.11 ‘Positive’ features/layers

Although unlikely, it is possible small areas of “positive” features/layers e.g. gravel surfaces may occur. These will be recorded in plan with a number of suitable hand excavated segments undertaken. If there is potential for features to be present below them, they will be machined out, but only once fully recorded and sample excavated.

5.4 Recovery and Treatment of Finds/Ecofacts

All finds will be exposed, lifted, cleaned, conserved, bagged and boxed in accordance with:
- United Kingdom Institute for Conservation’s Conservation Guidelines No. 2.
- First Aid for Finds (CBA 1987).

More specifically:
- Artefacts and ecofacts will be collected by hand and retained.
- All finds will be collected, retained and allocated with the context number accorded to the deposit from which they came. Labels and bags will be waterproof and will be marked with the appropriate number in an indelible, lightproof and waterproof marker.
- All artefacts will be processed in a manner that is suitable to their material type by or under the supervision of a specialist recognised in their field.
- Unstratified animal bones and modern material will not be collected
- If human remains are found the relevant authorities will be notified and a burial licence obtained.
- The Finds Officer will be available to advise and assist (e.g., complex lifting, fragile or unusual finds)
- A metal detector will be used to scan spoil and the surfaces of features.
- Arrangements will be made for the appropriate conservation of artefacts and x-ray of metal finds.
- Fragile or unstable finds will be stabilised as appropriate.
- Conservation specialists assigned to the project are Lincoln Museum.

5.5 Environmental Sampling

A site-specific sampling strategy, based on guidelines in Environmental Archaeology (Historic England 2011) and Albion’s Procedures Manual (Albion 2017), will be prepared in conjunction with the appropriate specialists once the pre-excavation plan is complete and the nature of the archaeological features/deposits known. Sampling will focus on retrieval of evidence for economy, diet, environment and dating.

Analysis of samples can only proceed if ecofactual material survives in the deposit and is representative. Therefore, the initial strategy will sample deposits that visually contain ecofactual material (such as charred seeds, snails, bone etc.), or where conditions, such as waterlogging, suggest preservation may be good. Samples will usually be taken for specific reasons, usually based on the potential of a sample to contain certain types of ecofactual or artefactual information. These types comprise:

<table>
<thead>
<tr>
<th>Charred plant</th>
<th>Charred wood is usually fairly common within deposits.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Charred seeds</td>
<td>If it is possible, deposits with charred seeds (as opposed to the more common charred wood) will be targeted.</td>
</tr>
<tr>
<td>Waterlogged</td>
<td>Usually distinctively black and organic in nature not simply below the current water level.</td>
</tr>
<tr>
<td>Animal bone</td>
<td>Either where large quantities of large bone are preserved or where small bones are visible.</td>
</tr>
<tr>
<td>Human bone</td>
<td>It is sometimes necessary to take samples in the vicinity of burials for example to assist collection of the loose, small bones of a hand or within a foetus.</td>
</tr>
<tr>
<td>Molluscs</td>
<td>If snails are visible in moderate numbers a sample should be considered, although a column may be more appropriate.</td>
</tr>
</tbody>
</table>
The second stage of the strategy will comprise taking control samples from deposits that have no obvious ecofactual potential. These will not be taken at “random”, but will be targeted from a range of features/deposits to ensure that there are samples from the following criteria:

1. From a range of feature types e.g. pits, ditches, postholes etc and fills (primary, secondary and tertiary)
2. In the vicinity of buildings/structures, ditch terminals, corners of enclosures etc
3. From a range of dated contexts (and stratigraphic locations) e.g. from the earliest contexts etc
4. From a range of spatial locations

- All samples will be collected, labelled and recorded, according to their stratigraphic context.
- All samples will be subject to appropriate assessment and, where appropriate analysis by an appointed specialist

### 5.6 Scientific Dating

Samples will be taken in anticipation of being used for dating, but the decision to proceed will only take place during the Assessment of the major data-sets. In all cases, the advice of specialists will be sought to determine the most suitable technique, e.g. with radiocarbon dating there may be issues with the calibration curve in the Iron Age period, precision within the 200 year period that the settlement may have been occupied, and the application of Bayesian modelling to stratigraphically sequenced dates.

Radiocarbon dating is likely to be the most used technique, although other forms of scientific dating will be considered where appropriate. The establishment of reliable dating frameworks depends on the selection of appropriate samples from reliable contexts. In general, single-entity dates will be sought through AMS dating of individual pieces of wood, bone or seeds. This will avoid the danger of residual charcoal from bulk samples producing dates that are too early. Material which is likely to be at its original point of deposition (e.g. articulated burials (animal or human), timber structures, discrete dumps of cereal processing waste etc.) will be particularly targeted.

Consideration will also be given to the use of other scientific dating techniques, such as: archaeomagnetic dating of kilns, hearths etc.; dendrochronology; optically-stimulated luminescence (OSL) dating of buried sediments; and thermoluminescence (TL) dating of pottery and daub. Although these techniques may avoid some of the problems associated with radiocarbon dating (particularly plateaux in the calibration curve), they are not without their own limitations. For example, archaeomagnetic dating often produces a number of alternative, and often quite widely varying, dates for individual structures.

### 5.7 Post-Fieldwork Analysis and Reporting

#### 5.7.1 Record checking and consolidation

- During or immediately after fieldwork all records will be checked and cross-referenced to ensure they are internally consistent.
- Recording, cleaning and conservation of finds will be undertaken adhering to the CI A guidelines.
- All environmental samples will be processed and assessed as appropriate.
- Site drawings will digitised and geo-referenced.
- Contextual, artefactual and ecofactual data will be entered onto a networked Access database.
- Consolidation of the archive will be completed within 4 months of the end of fieldwork.
5.7.2 Assessment of results

- The results will be rapidly assessed and where appropriate a provisional chronological sequence will be established based on the context/feature spotting undertaken during fieldwork.
- This will be discussed in terms of provisional chronological development with any major changes in layout or spatial organisation highlighted.
- The structural, artefactual and ecofactual data will be assessed (by internal and external specialists) and the results presented within quantifiable groups of information. The potential of each will be discussed, linked to the provisional chronological sequence both in terms of the original project objectives and any new ones that arose during fieldwork.
- Recommendation for further analysis will be presented. Any data, which is deemed insignificant within the terms of the project objectives, will not progress beyond the assessment stage.

5.7.3 Updated Project Design

- The assessment will determine the potential of the data to address the project objectives and therefore the nature and level of analysis required.
- This will be detailed in an Updated Project Design (UPD).
- Preparation of the UPD will be completed and submitted to the CAA for approval within 12 months of the end of fieldwork.

5.7.4 Analysis, publication and archiving

- The UPD will present the method statement that will result in the preparation of a project report or publication on the results of the archaeological works.
- A draft of the document will be submitted to the CAA for approval.
- Paper and digital copies of the finalised document will be submitted to the CAA and HER.
- The results of the project will be submitted to the online OASIS database.
- Were appropriate, a short article will also be provided for the planning website.
- Once publication production is underway the archive will be checked for future deposition within a depository, once the facility is available.
6. **APPENDIX 2: KEY PROJECT STAFF CVS**

**Drew Shotliff: Operations Manager**

*Technical qualifications*

MA Archaeological Practice, University of Birmingham, 1985  
BA (Hons) Modern History, Mansfield College, Oxford, 1980  
Member of the Chartered Institute for Archaeologists  

*Core skills*

Archaeological project management through design and fieldwork to publication. Post-excavation analysis of large urban and rural sites. Development of fieldwork and post-fieldwork analysis methodologies using database, AutoCAD and GIS applications. Research interests centre on Saxon and medieval rural settlement. Member of the Service Management Team, with specific responsibility for project programming and finance. Member of the Medieval Settlement Research Group. Member of the Society of Landscape Studies.  

*Employment History*

1991 to present, Operations Manager, Albion Archaeology  
1991, Consultant to ODA/British Council, Samanalawewa Project, Sri Lanka  
1990–1991, Project Officer, Cambridgeshire County Council  
1982–1987, various archaeological employment including English Heritage, University of Birmingham (Sutton Hoo), and Ecuador, Cyprus and France

**Michael Dawson CgMs: Director**

*Technical qualifications*

DPhil Cultural Resource Management, University of Oxford 2012  
MPhil Roman Urbanism Romania, Univ Nottingham, 1992  
BA (Hons) Archaeology University Cardiff 1980  
BA Liverpool Poly, Business Studies 1978  
Member and former Chair of the Chartered Institute for Archaeologists  
Fellow of Society of Antiquaries  

*Core skills*

Archaeological project management through design and fieldwork to publication. Post-excavation analysis of large rural sites. Publishing (editor journal *Historic Environment Policy and Practice*). Research interests centre on Roman urbanism, Roman rural settlement. Director of CgMs, East Midlands, with specific responsibility for project design, commissioning, management and finance. Member of the Society of Promotion of Roman Studies, Association for the Study and Preservation of Roman mosaics.  

*Employment History*

2002 to present, Director CgMs  
1998-2002 principal archaeologist Samuel Rose Farm Management Co  
1987 -1998 Project Manager Bedfordshire County Archaeology Service  
1984–1987 Field Officer Chelmsford Archaeological Trust  
1982-1984 Education Officer and field archaeologist Clwyd-Powys Archaeological Trust  
1981–1982 Lecturer, Communication Studies, Salford Col Technology  
1980–1987 various short archaeological research projects in relation to Roman urbanism Transylvania (Romania), Bulgaria, Hungary.

**Project Manager: Mike Luke**

*Technical qualifications*

BSc (Hons) Archaeology, University of Wales (Cardiff), 1986  
Member of the Chartered Institute for Archaeologists  

*Core skills/experience*
Management of multiple projects ranging from evaluations to major excavations. Post-fieldwork analysis, including the preparation of MAP2 style assessments/UPDs and publication.

Mike has managed and published a wide variety of sites in the eastern region and has written the prehistoric chapter for the English Heritage sponsored Archaeological Resource Assessment and Research Agenda for Bedfordshire (Oake et al 2007).

He has published a number of Iron Age and Roman sites in Bedfordshire Archaeology, e.g., Hinksley Road, Flitwick; Yarl’s Wood; Toplers Hill, Haynes Park, Luton Road Wilstead and Shefford. A further article on an early-middle Iron Age settlement at Butterfield Green, Luton, has been submitted to Bedfordshire Archaeology. He has published the results of the more extensive investigations at Biddenham Loop (2008, 2016) and Marsh Leys (2011) as East Anglian Archaeology monographs. He is currently working on the publication draft on the Iron Age settlements at Northampton Road and Radstone Fields, Brackley.

Independent of Albion he has produced an article on the Roman roadside settlement at Alfoldean, West Sussex which was published in Sussex Archaeological Collections. This site was the subject of a Channel 4 Time Team programme and he was involved in the fieldwork element of this in October 2005. He has also worked as a vice-director on excavations in Bulgaria (University of Nottingham), Herefordshire (University of Wales) and Caerleon (joint Institute of Archaeology and University of Wales). He has a particular interest in applying IT to the development of systems which will improve the efficiency and quality of archaeological fieldwork and analysis.

**Employment History**

1999- present Albion Archaeology, Project Manager
1996-1999 Bedfordshire County Archaeology Service, Project Officer
1991-1995 Bedfordshire County Archaeology Service, Senior Supervisor
1989-1991 Bedfordshire County Archaeology Service, Supervisor
1988-1989 Cleveland County Archaeology Service, Supervisor
1986-1991 CADW (Historic Wales), Seasonal Supervisor
1986-1988 various archaeological work including Essex County Council, Trent and Peak, Leicester Museums Service, Northamptonshire County Council, English Heritage
1979-1983 various voluntary archaeological work including work in Surrey, West Sussex, Wroxeter and Caerwent.

**Jackie Wells: Finds Officer**

*Technical qualifications*

MA Post-Excavation Studies, University of Leicester, 1990
BA (Hons) Archaeology and History, University of Nottingham, 1988

*Core skills*

Processing and analysis of ceramic and non-ceramic artefact types. Computer-based artefacts analysis. Establishment and maintenance of County Ceramic Type Series. Jackie has written the ceramic and non-ceramic sections for articles published in Bedfordshire Archaeology, the Bedfordshire Monograph Series and numerous Albion client reports.

*Employment History*

Over 15 years postgraduate experience in processing and analysing artefactual assemblages, gained mainly through work in the Peak District (predominantly prehistoric sites), South Wales (Caerwent Roman town) and Bedfordshire (variety of chronological periods). Independent of Albion, she has analysed the artefacts from the Roman roadside settlement at...
Alfoldean, West Sussex. She is a member of the Study Group for Romano-British Pottery and Roman Finds Group.

**Holly Duncan: Non-Ceramic Artefacts**

*Technical qualifications*

- M Litt, Department of Archaeology, University of Glasgow, 1982
- BA (Hons) Anthropology, University of Pennsylvania, Philadelphia, 1976

*Member of the Chartered Institute for Archaeologists*

*Core skills*

Project management and analysis of non-ceramic artefacts for Albion Archaeology, with specialist knowledge of the post-Roman and medieval periods and substantial experience in the prehistoric and Roman periods. Also undertakes consultancy work for other archaeological units (CCAFU; WYAS; MoLAS; RPS Clouston). An artefact specialist since 1981, her work has been published in both Scottish and English archaeological journals. She is a member of both the Roman Finds Group and the Finds Research Group (AD700–1700); former committee member of the CIfA Finds Group, having sat on their Standards and Guidance for Finds Work Working Party, and a past member of the MDA Archaeological Objects Thesaurus Working Party.

*Employment History*

1985 – present, Artefacts Manager, BCAS/Albion Archaeology
1983 – 1985, Find Supervisor, Kirkstall Abbey, West Yorkshire Archaeology Service
1981 – 1983, Finds Specialist, Scottish Development Department, Edinburgh

**Joan Lightning: CAD Technician**

*Technical qualifications*

- BA (Hons) Archaeology and Prehistory
- HND (Merit) Practical Archaeology
- City and Guilds: AutoCAD 4351-01, and 4351-03.

*Core skills*

Experienced in using AutoCAD, Gsys versions 2 to 5.0, Aerial 5.12, Surfer 7, IntelliCAD, Access, Word 97, Corel Photopaint, Corel Draw and Corel Trace. Use data collected from field survey to produce landscape survey plans and 3d models/deposit models. Also experienced at aerial photographic interpretation using Aerial. Joan has also undertaken some building recording work.

*Employment History*

1999-present: CAD / Survey Technician for Albion Archaeology
1996-1999: Archaeological Technician /AutoCAD operator for Bedfordshire County Archaeology Service
1985-1996: Excavator on a variety of archaeological excavations covering many periods and in various parts of the country.
7. **APPENDIX 3: QUALITY ASSURANCE AND PROJECT MANAGEMENT**

7.1 **Introduction**

Albion Archaeology’s three principal organisational goals are:

i. delivery of a first class service to clients;
ii. development of the highest professional standards;
iii. rapid dissemination of the results of archaeological projects.

To meet these goals, the following elements of Total Quality Management are under continuing development:

7.2 **Service delivery**

- A networked Projects Database and client contact *pro forma* which underpin our service delivery.
- A networked time and cost recording system which underpins project budget management.
- Use of Microsoft Project for scheduling both individual projects and the work of the organisation as a whole.
- Specific standards reviews at the completion of each project stage.

7.3 **Professional standards**

- Adherence to professional standards set out by the CIIfA.
- Commitment to the utilisation and development of regional and national research frameworks.
- Commitment to staff development to maintain professional expertise.
- Consistent approach to assessment, analysis and archiving by means of standardised database templates and procedures.
- Continual review of service standards provided by sub-contractors.
- Support for Albion Archaeology staff involved in national archaeological organisations.

7.4 **Rapid dissemination**

- Regular publication of the results of fieldwork projects, in both stand-alone format and as part of regional and period-based summaries.
- Safe and secure storage of project archives prior to deposition with relevant museum.
- Provision of an education service for local schools.
- Maintenance of a public display area at St Mary’s Archaeology Centre.
8. **APPENDIX 4: INSURANCE AND HEALTH & SAFETY STATEMENT**

8.1 *Insurance*

As part of Central Bedfordshire Council, Albion Archaeology maintains the following insurance cover.

Insurance for hired-in motor vehicles is provided by the hire company.

- **Professional indemnity**
  £5,000,000 cover with Royal & Sun Alliance Insurance plc.

- **Employers liability**
  £50,000,000 cover for any one occurrence with Travelers Insurance Company Limited.

- **Third party (persons or property)**
  £50,000,000 cover for any one occurrence with Travelers Insurance Company Limited.

- **Hired plant and equipment**
  £320,000 cover with Royal Sun Alliance for hired equipment hire, including temporary accommodation, tools and plant.

8.2 *Summary Health & Safety Statement*

- Standards of safety at work and working practices commensurate with the 1974 Health and Safety at Work Act and The Management of Health and Safety Regulations (1992) will be rigorously observed.


- Any sub-contractors working for Albion Archaeology will be required to provide copies of their health and safety policy, health and safety manuals and a full risk assessment for the work in which they are involved for inclusion in the project Risk Assessment and Method Statement (RAMS).

- A comprehensive risk assessment will be carried out before the start of fieldwork in accordance with current Health & Safety legislation. As part of an initial project briefing all staff will be made aware of their responsibilities and the specific site hazards (identified under the risk assessment). The risk assessment will be reviewed on a regular basis as the project progresses.

- Albion is a CHAS accredited organisation.
9. **APPENDIX 5: SITE CONSTRAINTS AND SAFETY / ENVIRONMENTAL CONSIDERATIONS**

The following issues should be taken into consideration when planning the site works:

1. Existing and potential overhead and underground services
2. Staff welfare
3. Site access and egress
10. BIBLIOGRAPHY

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Walford, J. 2007 *Geophysical Survey of land to the north of Rothwell, Northamptonshire Phase 1 (Oct 2006) & Phase 2 (Jan-Feb 2007)* Northamptonshire Archaeology report, 06/184
Walford, J., 2015, Archaeological geophysical survey of land north of Rothwell, Northamptonshire October 2006 and January to April 2015, MOLA report 15/71
Figure 1: Site location plan, showing archaeological Areas 1–5

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Figure 2: Archaeological Areas 1–5 overlaid onto MOLA geophysical survey results and trial trench locations

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Albion Archaeology
Land South of Turweston Road, Brackley, Northamptonshire:
Written Scheme of Investigation for a Programme of Archaeological Excavation, Recording, Analysis and Publication

Figure 2: Evaluation all features plan and PDA

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