



Hampshire Farm,

Emsworth, Hampshire

Written Scheme of Investigation for

Evaluation Excavation

By GK Heritage Ltd

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1.0 Introduction

An evaluation excavation is required prior to the determination of a planning application for a proposed development of residential housing at Hampshire Farm, Emsworth, Grid Ref: SU 752 076. Full Grid Ref: 475276, 107620. This archaeological work is required to inform the assessment of potential cultural heritage impacts and the design of further evaluation and an appropriate mitigation strategy.

This Written Scheme of Investigation (WSI) has been prepared by Guy Kendall of GK HERITAGE Ltd on behalf of Linden Homes. The WSI has been prepared in accordance with the requirements of Hannah Fluck, Senior Archaeologist, Landscape Planning & Heritage, Environment Department, Hampshire County Council who in turn are acting as archaeological advisors to Havant Borough Council.

This WSI covers the above site only and relates only to the above requirement pertaining to the site in question. It does not address the archaeological requirements for subsequent development of further areas or phases.

2.0 Site Location and Development Proposals

Hampshire Farm lies within Havant Borough in Hampshire and is on the northeastern fringe of Emsworth, close to the county boundary with West Sussex and the village of Westbourne. The site is located north of Westbourne Road and stretches north towards Long Copse Lane in the north, with Redlands Lane along the western boundary. On its eastern edge lies the River Ems and the Westbourne Rural Enterprise (Wren) Centre. Although parts of Hampshire Farm are still cultivated it is low-grade agricultural land and is not a commercial proposition in the long term.

Existing Land Uses

The western part of the site comprises largely open scrub/ grassland bounded by hedgerows

and trees. The site also includes an existing residential property named 'The Glen' with associated garden and equestrian uses to the north. The eastern portion of the site is cultivated low quality agricultural land. It is the western portion of the site that will be the subject of this evaluation and as noted as the residential area in Appendix C.

Site Allocation

The site was promoted as an omission site at the Havant Borough Local Plan Inquiry and was allocated as a reserve-housing site within the adopted Havant Borough District-Wide Local Plan (September 2005) under Policy H4.3. The site allocation identifies the western section of the site for the development of around 250 residential dwellings (8.4 hectares), with the eastern area to be retained as public open space, to maintain the Local Gap between Emsworth and Westbourne.

The Council's Annual Monitoring Report identifies the development of 170 dwellings on Hampshire Farm by 2014. The Council are currently progressing their LDF, and although Hampshire Farm is not identified as a Strategic Site allocation within the Core Strategy draft Preferred Options the document does identify 170 dwellings on urban extension sites at Emsworth.

Proposed Development

Linden Homes are proposing to develop 280 residential dwellings on the western section of the site as identified for development in the Local Plan, with the land to the east to be retained as open space in perpetuity. Discussions are on going with Emsworth Surgery regarding the relocation of this GP surgery to the site to address current deficiencies in their accommodation. This may also include a pharmacy. Furthermore, discussions are also on going regarding the potential siting of a children's pre-school nursery and nursing home on the northern part of the site.

Access and Highways

The new development will be accessed from the roundabout at the junction of Redlands Lane, New Brighton Road and Southleigh Road. This will be enlarged and reconfigured to accommodate an additional arm into the site. The principle of this arrangement was agreed with the highways authority at the Local Plan Inquiry.

In order to accommodate these amendments to the roundabout layout, Redlands Lane will be closed off at this junction, with a link through the site to Redlands Lane possibly forming part of the proposals.

3.0 Geology and Environment

The site comprises two fields situated on a south-facing slope rising from 11m OD in the south to 26m OD at the northern margin of the site. The slope represents a major palaeo-landform delimiting the Lower Coastal Plain of West Sussex and Hampshire from a much dissected portion of the Upper Coastal Plain. The coastal plain of the region has long been recognised as of marine origin and representing Pleistocene phases of high sea level. Recent research through mapping surveys funded by English heritage have proved an extensive sequence of up to five Raised Beaches through both counties dating from the MIS13 interglacial some 500,000 years b.p. through to marine deposit of the last MIS5 interglacial dating to after 125,000 year b.p.

The topography to the immediate west of the site (the area to be evaluated) comprises a continuation of this slope as a consistent landform for a further 2.5km. This slope is then intersected by a north south valley in the vicinity of Southleigh, the valley current carries a misfit winterbourne but would have been a significant melt water channel during glacial cycles. To the immediate east of the site the slope intersects with the flood plain of the Ems Valley, itself now a misfit winterbourne with a relatively extensive floodplain c.0.5km wide.

While the Ems River catchment does not extend into the weald, it should still be considered a major Sussex River. It has been in existence since at least MIS 12 as terrace deposits relating to its Pleistocene drainage has been mapped inter digitating with those of the Westbourne-Arundel Raised Beach (WARB) at Rackham Park Farm. The Ems Valley system drains a significant part of the West Sussex and Hampshire South Downs as well as parts of the tertiary vales of the Bere Forest Syncline. It should be considered a major glacial melt water channel and possible contributor to the Solent River system.

The site does not fall away consistently. Instead the most northern part of the site is relatively steep with a break in slope defining the more southerly, gently inclined portion of the site. The mapped drift geology of the site is shown by the BGS as Terrace Gravels to the south of the site and Head Deposits on the steeper slopes to the north. The underlying solid geology is mapped as comprising London Clay of the Tertiary.

The position of the site and its altitude is shown as being entirely consistent with the projected distribution of Pleistocene Deposits associated with the Brighton-Norton Raised Beach.

4.0 Archaeological Potential

There are no recorded archaeological sites within the boundary of the site. As part of an initial assessment of the Paleolithic potential of the site a geo-archaeological assessment was carried out to investigate the potential for development to disturb Paleolithic deposits.

The conclusion of the assessment stated that the geoarchaeological evaluation at Hampshire Farm succeeded in developing a first order geological model from observations of geotechnical works. This model indicates the presence of surviving deposits associated with a raised beach palaeo-landform and Pleistocene sedimentation.

While no absolute dates were recovered it is possible, on the basis of position, altitude and temporal/ecological markers in the micro-paleontological assemblage to state with some certainty that marine and estuarine deposits associated with the 250,000 year old Brighton Norton Raised Beach are present at the site. These deposits are truncated laterally by fluvial gravels and vertically by the emplacement of Head Deposits.

Whilst it has been possible to determine the extent of the MIS7-6 deposits to a degree, the limits and character of these sediments have only been broadly defined. It is possible that the depth and degree of preservation of these sediments both improve with proximity to the cliff line.

Closer to the cliff the deposits may be vertically more extensive, preserving not only thicker intertidal of estuarine facies but also terrestrial deposits relating to the MIS7- 6 transition. Deposits here, preserved under a greater depth of Head cover, may well contain richer and more diverse faunal assemblages.

The fluvial deposits found at lower elevations remain undated and appear to offer little in the way of palaeoenvironmental significance. However, the deposits are likely to relate to periods of gravel aggregation during the Devensian and may well comprise a multi-episode long term accumulation through MIS4-2. The gravels appear to be part of a fan distribution, marking a change in fluvial regime from a tightly constricted channel of the Ems River as it flows through the Downs to a more open and less constricted regime as the river entered the coastal plain. The resulting drop in velocity may account for the accumulation of fluvial gravel across the wide floodplain here. (Pope 2010).

With regard to later archaeological potential; later prehistoric evidence is possible from the site and the approximation of the site to the River Ems will have provided a sustainable resource for food and materials. It is likely that much of the area will have remained

wooded but the discovery of Neolithic pottery and Bronze Urns at Westbourne certainly suggest a settled Neolithic and Bronze Age community in the area which raises the possibility of prehistoric deposits to be present on site. Indeed the potential for deposits dating to any part of the prehistoric cannot be ruled out and thus the potential for such sites is regarded as Medium.

The Roman period is likely to be largely absent from the site with the vast majority of settlement concentrating at Noviomagus, modern day Chichester. However, isolated and unknown farmsteads are possible and should not be dismissed but the probability is Low for significant Roman/Romano – British archaeology at the site.

It is unlikely that substantial deposits dating to the Medieval and Post Medieval will be found at the site as settlement will have focused on Emsworth and Westbourne. Also the area is noted as arable throughout all the maps dating to 1840 studied and it is likely that this will have been the case certainly over the last 1000 years, although archaeology cannot be ruled out but the probability for significant deposits is Low.

5.0 Geophysical Survey

As part of the initial evaluations at the site a geophysical and GPR survey was undertaken across the site in March 2011. The conclusions of this survey revealed that it had not been possible to map the stratigraphy of the site (owing to the prevalent ground conditions). However, an increase in the bulk GPR response over the northernmost third of the site was bound by a slight shoulder in the general north-south slope. It was assumed that this related to the ancient line of the sea cliffs and, as such, it is possible that the lateral extent of this has been defined if not the vertical.

The Magnetic survey found ambiguous anomalies at the extreme southern end of the site which maybe archaeological but, given their proximity to the present field boundary and

shared alignment, a modern origin cannot be ruled out. Other anomalies suggest possible ridge and furrow in the northwest of the site, and the presence of scrubbed-out field boundaries and evidence of more recent agriculture across the remainder of the survey area.

6.0 Aim of the Evaluation

The archaeological work should aim to record the location, extent, date and character of any surviving archaeological remains within the area of the proposed development where construction could impact to a depth likely to affect any hitherto unknown archaeological horizons.

Specific objectives of the evaluation excavation are to:

1. Excavate archaeological evaluation trenches as identified in this document;
2. Identify any structural elements and their state of preservation. The range of objects that were in use, their status, presence of imports, etc.
3. Identify any geo-archaeological deposits, if possible
4. Identify the ecofactual and environmental potential of the archaeological features and deposits if revealed.
5. Excavate and record identified archaeological features and deposits to a level to enable their extent and significance to be identified;
6. Undertake sufficient post-excavation analysis to confidently interpret archaeological features identified during site works;
7. Undertake sufficient post-excavation analysis of artefacts and samples to identify the potential scope for detailed analysis in future mitigation;

8. Report the results of the evaluation excavation and post-excavation analysis and place them within their local and regional context;
9. Compile and deposit a site archive at a suitable repository;
10. Identify areas where significant archaeological potential remains and areas where the archaeological potential is considered to be non-significant.

The archaeological evaluation excavation should be carried out in accordance with Institute for Archaeologists guidelines Standards Guidance for Field Evaluation (1999 rev. 2008) and Standards & Guidance for Archaeological Excavation (1999 rev. 2008).

7.0 Trench Locations

The trench layout has been designed to provide systematic coverage across the site ensuring that any surviving deposits, features (including geo-archaeological) and structures across the area are sampled.

The layout consists of 17no 30m x 1.5m and 5no 50m x 1.5m trenches that represent 1140 msq of a total site area of approximately 62635msq. The trench percentage equates to roughly a 1.8% sample. It is also recommended that a further 1% or 626msq be held as a contingency, this equates to approximately 14no 30m x 1.5m trenches across the site equating to an overall sample of 2.8%.

The location of these trenches can be seen in Appendix C.

8.0 Evaluation Excavation Strategy and Methodology

8.1 Evaluation Strategy

Trench locations will only be accessed with the agreement of the landowner and tenant. Access to trench locations will be undertaken through routes agreed in advance with landowners and tenants.

The archaeological sub-contactor will be responsible for site establishment and identifying the locations of trial trenches in accordance with this written scheme of investigation. The archaeological sub-contractor will be responsible for site security and fencing and for providing welfare facilities and tool storage during the project.

Topsoil and subsoil's will be stripped mechanically across the site using a 360° mechanical excavator fitted with a wide, toothless (flat bladed) grading bucket. The topsoil and subsoil's will be separated and stockpiled at a safe working distance from the trench sides.

Mechanical excavation equipment shall be used judiciously under archaeological supervision down to the first significant archaeological horizon or natural subsoil. Under no circumstances will the machine be used to cut arbitrary depths down to natural deposits.

Mechanical excavators and other construction plant should not track or drive over an area that has been stripped until an archaeologist has confirmed that no archaeological remains are present.

The archaeological contractor may be required to use a water pump and will be responsible for any EA discharge licences associated with ground water.

The machine should be halted should archaeological deposits be encountered. The top of the first significant archaeological horizon may be exposed by machine, but will then be cleaned by hand as necessary and inspected for features.

A sufficient sample of any archaeological features and deposits revealed will be hand excavated in an archaeologically controlled and stratigraphic manner, in order to establish their extent, form, date, function and relationship to other features. A sufficient sample should be investigated to understand the full stratigraphic sequence of each feature, down to naturally occurring deposits.

The following minimum sampling policy is recommended, however should the archaeologist on site believe that this should be varied due to the specific circumstance of the identified remains in order to understand them sufficiently then they should use the professional judgement of the on site supervising archaeologist or contact HCC or GK HERITAGE to resolve the issue:

1. A 100% sample should be taken of all stake-holes;
2. A 50% sample should be taken of all post-holes, and of pits with a diameter of up to 1.5m;
3. A 1m sample should be taken of all linear features, up to 5m in length; for features greater than 20 metres, a 10% sample should suffice; less than that, between 10% and 20% as appropriate to the nature/ significance of the feature, or complexity of horizontal/vertical stratigraphy.
4. The junctions and intersections of linear features should be removed over a sufficient length to determine the nature of the relationship;
5. The appropriate methodology to be adopted with regard to funerary features will be decided on site in consultation between the sub-contractor, GK HERITAGE and Hampshire County Council. There is a presumption that human remains would be preserved *in situ*, however should excavation be deemed necessary 100% excavation would normally be appropriate;

6. Built structures, such as walls, will be examined and sampled to a degree whereby their extent, form, date, function and relationship to other features and deposits can be established.
7. The site and spoil heaps shall be checked by metal detector, with any finds recovered.

All artefacts will be retained for processing and analysis, except late unstratified 19th and 20th century material, which will be noted and discarded. Deposits which are identified as having the potential for the survival of biological remains should be sampled. Samples suitable for scientific dating should be taken if encountered during the evaluation excavation.

If human remains are encountered during the evaluation these should be left in situ, covered and protected, in the first instance. The removal of human remains will only take place under appropriate Department for Justice and environmental health regulations, and in compliance with the Burial Act 1857. A Department for Justice License will need to be obtained prior to the removal of the remains and provision shall be made for the specialist reports on the remains by a recognised osteoarchaeologist.

The terms of the Treasure Act 1996 will be followed with regard to any finds that might fall within its purview. Any finds must be removed to a safe place and reported to the local coroner as required by the procedures as laid down in the Treasure Act Code of Practice 2002. Where removal cannot be effected on the same working day as the discovery, suitable security measures must be taken to protect the find(s) from theft. Objects defined as treasure under the Act, must be reported to the local coroner.

Upon completion of the evaluation excavations the trenches will be backfilled by the archaeological sub-contractor with the excavated material. The separated topsoil should be reinstated. All excavated trenches must be inspected by Hampshire County Councils, Archaeological Officer prior to their backfilling.

A written log will be kept of the location of features/ deposits/ spoil heaps and their locations, and included in the investigation report.

8.2 Environmental Sampling

Environmental sampling strategies will be developed subject to the requirements of the excavation and the issues of potential contamination. If contamination is not an issue, specialist staff will have a role in ensuring that appropriate deposits are sampled to retrieve palaeoenvironmental and economic indicators to fulfil the project aims if they are present on the site. Preparation, taking, processing and assessment of environmental samples will be in accordance with English Heritage guidelines (English Heritage 2002). The English Heritage Regional Archaeological Science Advisor will be consulted if appropriate.

The sampling strategy and methodology will be based on the following (subject to H&S considerations):

1. All collected samples will be labelled with context and sequential sample numbers;
2. Appropriate contexts will be bulk sampled for the recovery of carbonised plant remains and insects;
3. If occupation surfaces are encountered, spatially controlled collection of environmental bulk samples may be taken to aid evaluation procedures. Spatial co-ordinates will be recorded for all samples, and the sampling grid related to the site grid and Ordnance Survey grid;
4. Environmental samples will be taken where organic remains survive in well-stratified, datable deposits. Bulk samples (40-60 litres or the whole context dependent upon size) will be taken for wet sieving and flotation where there is clear indication of good analytical potential and dating evidence for such material (subject to evaluation requirements).
5. Where there is potential for spatial variation in the distribution of such remains, the sampling strategy will include a percentage sample of each feature/deposit type, distributed throughout the excavation area, sufficient to ensure that such variation is detected.
6. Industrial residues will be recorded and sampled in accordance with the Society of Museum Archaeologists (SMA, 1993) guidelines. The presence of such residues will always be recorded and

quantified fully, even where comprehensive retention is considered to be inappropriate. Large technological residues will be collected by hand. Separate samples (c.10ml) will be collected where appropriate for identification of hammer scale and spherical droplets. The advice provided in the English Heritage/ Metallurgy Society document Archaeometallurgy in archaeological projects, will be referred to. Structural remains will be similarly recorded in accord with the SMA guidelines.

7. Sub-samples or monolith samples of waterlogged deposits and sealed buried soils with potential for pollen preservation will be taken for assessment if appropriate; Monolith tins should be placed vertically into the side of the trench in a staggered, overlapping fashion to retrieve a continuous stratigraphic sample. The number of tins used will be dependent upon the depth and/or significance of any stratigraphic sequence encountered. Each monolith tin will be plotted on the section drawing of the relevant trench and related to Ordnance Datum (OD) by the supervising archaeologist.
8. Recovery of small animal bones, bird bone and large molluscs will normally be achieved through processing other bulk samples;

If samples are taken, a pilot study will be undertaken as an initial stage of environmental processing. This will enable an assessment of which groups of samples are likely to be most productive for complete processing and further study.

8.3 Contingencies and Unexpectedly Significant or Complex Discoveries

Where there is locally significant/ more than locally significant buried archaeology on the site, that would unavoidably or be adversely affected during the course of the development works, those areas of archaeology may require more extensive investigation in the form of additional trenching to clarify the presence and extent of any features uncovered using the contingency trenching as mentioned in section 7.

8.4 Strategy Review

The strategy will be held under continuous review during on-site excavation. Should the strategy be considered unsuitable by the archaeological sub-contractor an alternative

strategy will be proposed. This strategy will be communicated to GK HERITAGE in the first instance and agreed by all parties.

9.0 Recording

An overall plan of the trench locations will be produced with the trench locations tied to Ordnance Survey National Grid and datum. The National Grid tie in information will be included with the site archive to ensure that the trenches can be relocated.

The archaeological features will be recorded according to the normal principles of stratigraphic excavation. The stratigraphy of each feature will be recorded by means of a written, drawn and photographic record. If no features are identified the stratigraphy of the trench will be recorded in a written description.

Exposed archaeology must be suitably investigated to establish its nature, extent and date, unless it is considered to be of sufficient importance to require preservation in situ. The depth and complexity of archaeological deposits and features across the whole trench will be evaluated. The features will be investigated employing the sampling strategy outlined above and stratigraphic principles of excavation.

All excavated deposits will be fully recorded by detailed written context records on pro-forma sheets giving details of their location, composition, dimensions, shape, any relationships, finds and samples. The records will be cross referenced to other elements of the record and any other relevant contexts.

All features will be recorded on at least one plan, normally at 1:20 scale and at least one section drawing of a feature, normally at 1:10 scale (1:20 if necessary due to size). A complete post excavation plan of the evaluation trench is to be prepared at an appropriate scale if deemed necessary. All drawings are to include co-ordinate data as is necessary for the accurate location of the area planned or the section drawn and spot-heights related to the Ordnance Survey Datum.

All excavated features and deposits will be photographed using black and white film and colour digital photography with a minimum of a 10 megapixel resolution. Additional site photographs should be taken as appropriate to place excavated features within the wider context.

All finds recovered will be recorded by context. Any significant artefacts (those dating to the 18th century or earlier) will be retained from the topsoil and subsoil. All retained artefacts shall be removed from site for specialist examination and analysis and, if deemed necessary, conservation. Cleaning of objects may take place on site, or upon removal as is deemed appropriate. All recording, cleaning, storage and conservation of finds will be in accordance with the Institute for Archaeologists Standards and Guidance for the collection, documentation, conservation and research of archaeological materials (2008) and Watkinson and Neal (1997).

10.0 Archive Consolidation and Post-Excavation Work

The site archive will contain all the data collected during the evaluation excavation, including records, finds and environmental samples. It will be quantified, ordered, indexed and internally consistent. Adequate resources will be provided during fieldwork to ensure that all records are checked and internally consistent. Archive consolidation will be undertaken immediately following the conclusion of fieldwork:

1. The site record will be checked, cross-referenced and indexed as necessary;
2. All retained artefacts will be cleaned, conserved, marked and packaged in accordance with any requirements of the recipient museum;
3. The archaeological contractor should also liaise with the HER Officer, Hampshire County Council, to make arrangements for appropriate digital information arising from the project to be submitted to Hampshire County Council for HER enhancement purposes.

All retained artefacts will be assessed and recorded using pro forma recording sheets, by suitably qualified and experienced staff. Initial artefact dating will be integrated with the site matrix (finds of 19th and 20th century date should be noted, quantified and summarily described, but can then be discarded if appropriate). The potential for further analysis of artefacts will be assessed.

All retained environmental samples will be processed by suitably experienced and qualified staff and recorded using pro forma recording sheets, to identify at this stage presence or absence of environmental remains and the potential for further analysis.

The archive will be assembled in accordance with the specification set out in English Heritage's Management of Archaeological Projects 2 (English Heritage, 1991; Appendix 3). In addition to the site records, artefacts, ecofacts and other sample residues, the archive shall contain:

1. Site matrices where appropriate;
2. A summary report synthesising the context record;
3. A summary of the artefact record;
4. A summary of the environment record.

The integrity of the primary field record will be preserved. Security copies will be maintained where appropriate.

11.0 Reporting

Progress reports will be provided to the client (GK HERITAGE) verbally for the duration of the site works. Additional reports will be provided should unexpectedly significant archaeological remains be recorded.

A preliminary report on the evaluation excavation shall be required within two weeks of the completion of the fieldwork. This will comprise a written summary of the key findings of the evaluation excavations and initial interpretation of the remains and their potential significance. This report will be supported by drawings and photographs as necessary.

The report shall be submitted within a length of time (but not exceeding 1 month) from the end of the fieldwork, to be agreed between the developer and archaeological contractor. It shall contain:

1. A title page, with the name of the project, the name of the contractor and author(s) of the report, the title of the report and date of the report, planning application number and grid reference;
2. A non-technical summary of the findings;
3. A description of and a background to the nature of the works, including dates of fieldwork;
4. A brief description of the site location (including grid references) and any previously known archaeology in the survey area;
5. Description of the methodology employed and explanation of any agreed variations to the brief and justification for any analyses not undertaken;
6. The layout, total area and purpose of the trenches, supported by a location plan;
7. The results of the evaluation excavations identified by trench including post-excavation analysis of the stratigraphic and other written, drawn and photographic records;
8. A catalogue and brief post-excavation analysis of each category of artefact recovered during excavation and the results of biological samples, including the potential for further analysis;
9. Discussion of the evaluation excavation results including site phasing and interpretation and discussion of the results within the local and regional context;
10. An impact assessment and identification of a predictive model of surviving archaeological remains detailing zones of relative importance against known development proposals;
11. A summary of the contents of the project archive and its location;

12. References and bibliography of all sources used;
13. An appendix containing a list and summary descriptions of all contexts recorded;

Publication of the results, at least to a summary level shall be undertaken in the year following the archaeological fieldwork. An allowance shall be made within the costs for full publication in an appropriate journal.

The report will be supported by an overall plan of each trench, indicating the location of archaeological features and individual plans of features or groups as excavated, with supporting section drawings where appropriate.

The report will be supported by general site photographs to place the trenches and archaeological features within context. The report will also include colour photographs of identified archaeological features and artefacts.

The post-excavation report will outline the archaeological significance of the deposits identified. The report will provide an interpretation of the results in relation to other sites in the region and make reference to other known archaeological sites in the close vicinity of the site.

Recommendations for further archaeological work should not be included within the report but may be provided within additional accompanying correspondence.

The archaeological sub-contractor shall submit one copy of the draft report initially for review by GK HERITAGE, who may also consult Hampshire County Council during this review period. The sub-contractor shall rectify any defects and make any amendments as identified by GK HERITAGE and shall subsequently submit the final report within in one week of GK HERITAGE's comments.

Six final reports will be required. A digital copy of the report shall also be provided. Copies of the report should be produced and submitted to:

1. The commissioning body, GK HERITAGE (three hard copies and pdf),
2. Hampshire County Council Sites and Monuments Record (one hard copies and pdf),
3. The museum accepting the archive (hard copy),
4. Archaeological Data Service, OASIS (pdf)

If further archaeological fieldwork is anticipated then the results of the evaluation should be made available in summary to an appropriate regional or national publication.

12.0 Access and Monitoring

GK HERITAGE shall be responsible for arrangements with the land owners agents relating to access to the site. The contractor shall liaise with the consultant over such arrangements before submitting their detailed programme of works. A contact list shall be supplied upon appointment and the contractor will be expected to make contact with the landowner or their agent 24 hours before entering the site. Suitable access to the site is to be determined and access shall be by this route, or these routes, only.

The project will be monitored as necessary and practicable by Hampshire County Council, in its role as “curator” of the county’s archaeology. HCC will receive as much notice as possible of the intention to start fieldwork. This notification is to be supplied in writing, and copied to the relevant curator at HCC (Hannah Fluck). This notification is to be supplied in writing, and copied to GK HERITAGE. External monitoring does not replace the need for proper self-regulation.

13.0 Programme

The sub-contractor is TBC

GK HERITAGE shall inform Hampshire County Council of the commencement of works as soon as practicable prior to the start of works.

14.0 Health and Safety

Health and safety will take priority over all archaeological matters. All archaeologists undertaking fieldwork must comply with all Health and Safety Legislation. All archaeologists or archaeological organisations undertaking the fieldwork should ensure that they, or any proposed sub-contractors, are appropriately qualified and adequately insured to undertake such projects.

The archaeological contractor will be required to undertake the role of Principal Contractor for the duration of the archaeological evaluation work within this specification. The archaeological contractor will be responsible for their own Health and Safety and of others on the site, and will prepare and submit an H&S risk assessment and method statement before work commences. The sub-contractor will also be responsible for ensuring that all sub-contractors (including plant operators) are suitably experienced, qualified and machinery meets servicing requirements. Appropriate welfare facilities will be provided by the Principal Contractor.

Measures will be taken by the archaeological Principle Contractor to locate any drainage pipes, service pipes, cables etc. which may cross any of the trench lines, and necessary measures will be taken to avoid disturbing such services, including over head cables. This will include at a minimum the obtaining of statutory service plans, comparison with the trench locations to ensure services are avoided, obtaining any necessary consents and permissions from statutory providers where excavations are occurring in the vicinity of service and scanning of trenches with a Cable Avoidance Tool by a suitably experienced and trained operative. Open trenches will be fenced off using suitably visible fencing and appropriate measures taken to warn the public or other contractors of the risk. Trench sides will be shored or stepped as necessary to ensure trench stability and safe depth of working. Trench stability will be assessed on an ongoing regular basis.

15.0 Archive

The full archive shall be deposited with the relevant Museum within one month of the completion of the report and confirmed with Hampshire County Council. A summary of the contents of the archive shall be supplied to Hampshire County Council at the time of deposition to the museum.

The museum curator will be advised of the timetable of the proposed investigation prior to work commencing and the archaeological contractor will adhere to any reasonable requirements the museum may have regarding the conservation, labelling and storage of the excavated material and the resulting archive. If appropriate an early meeting will be held with Museum's Curator, to let the Curator know what material may/ will be coming, arrange an Accession No., and above all discuss in outline what categories of finds the Museum may take, and provide information on intended conservation arrangements. Essentially, following recent Society of Museum Archaeologists guidance, archaeological curators must not now assume that museums will take the whole of a finds archive, and so a strategy needs to be worked out in advance with the Museum as to how to dispose of parts of the archive - eg. bulk finds - that the Museum may not wish/ be able to accommodate. For example, how many of the bulk finds can be quantified, then thrown; how much might be used after quantification as part of teaching/ reference collections? Does the Museum have any special storage requirements/ rates?

A field archive should be compiled consisting of all primary written documents, plans, sections and photographs. Catalogues of contexts, finds, soil samples, plans, sections and photographs should be produced and cross-referenced.

The archive will be prepared in accordance with the guidelines published in Brown, DH Archaeological Archives A Guide To Best Practice In Creation, Compilation, Transfer and Curation, (2007) and the IfA Standard and Guidance for the creation, compilation, transfer and deposition of archaeological archives (2009).

The archiving of any digital data arising from the project should be undertaken in a manner consistent with professional standards and guidance (Richards and Robinson, 2000). The archaeological contractor should liaise with an appropriate digital archive repository to establish their detailed requirements and discuss the transfer of the digital archive.

The archaeological contractor should also liaise with the HER Officer, Hampshire County Council, to make arrangements for digital information arising from the project to be submitted to the Council for HER enhancement purposes.

16.0 Copyright

Copyright in the documentation prepared by the archaeological contractor and specialist sub-contractors should be the subject of additional licences in favour of the repository accepting the archive and Hampshire County Council to use such documentation for their statutory and educational functions, and to provide copies to third parties as an incidental to such functions.

Under the Environmental Information Regulations 2005 (EIR), information submitted to the HER becomes publicly accessible, except where disclosure might lead to environmental damage, and reports cannot be embargoed as 'confidential' or 'commercially sensitive'.

Requests for sensitive information are subject to a public interest test, and if this is met, then the information has to be disclosed. The archaeological contractor should inform the client of EIR requirements, and ensure that any information disclosure issues are resolved before completion of the work. Intellectual property rights are not affected by the EIR.

17.0 Resolution of Issues

In the event of issues arising regarding the implementation of this specification or the scope of the evaluation excavation these will be resolved in the first instance by contacting GK HERITAGE who will facilitate a resolution through contact with the key stakeholders.

Should the issue not be resolved remotely, a meeting will be held between key stakeholders to facilitate discussion of the issues and identification of a suitable strategy to be agreed by all parties.

Further Information

Further information or clarification of any aspects of this Written Scheme of Investigation may be obtained from:

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Appendix A – Report Conditions

Written Scheme of Investigation for Evaluation Trenching, Hampshire Farm, Emsworth

This report is produced solely for the benefit of Linden Homes and no liability is accepted for any reliance placed on it by any other party unless specifically agreed in writing otherwise.

This report is prepared for the proposed uses stated in the report and should not be used in a different context without reference to GK HERITAGE. In time improved practices, fresh information or amended legislation may necessitate a re-assessment. Opinions and information provided in this report are on the basis of GK HERITAGE using due skill and care in the preparation of the report.

This report refers, within the limitations stated, to the environment of the site in the context of the surrounding area at the time of the inspections. Environmental conditions can vary and no warranty is given as to the possibility of changes in the environment of the site and surrounding area at differing times.

This report is limited to those aspects reported on, within the scope and limits agreed with the client under our appointment. It is necessarily restricted and no liability is accepted for any other aspect. It is based on the information sources indicated in the report. Some of the opinions are based on unconfirmed data and information and are presented as the best obtained within the scope for this report.

Reliance has been placed on the documents and information supplied to GK HERITAGE by others but no independent verification of these has been made and no warranty is given on them. No liability is accepted or warranty given in relation to the performance, reliability, standing etc of any products, services, organisations or companies referred to in this report.

Whilst skill and care have been used, no investigative method can eliminate the possibility of obtaining partially imprecise, incomplete or not fully representative information. Any monitoring or survey work undertaken as part of the commission will have been subject to limitations, including for example timescale, seasonal and weather related conditions.

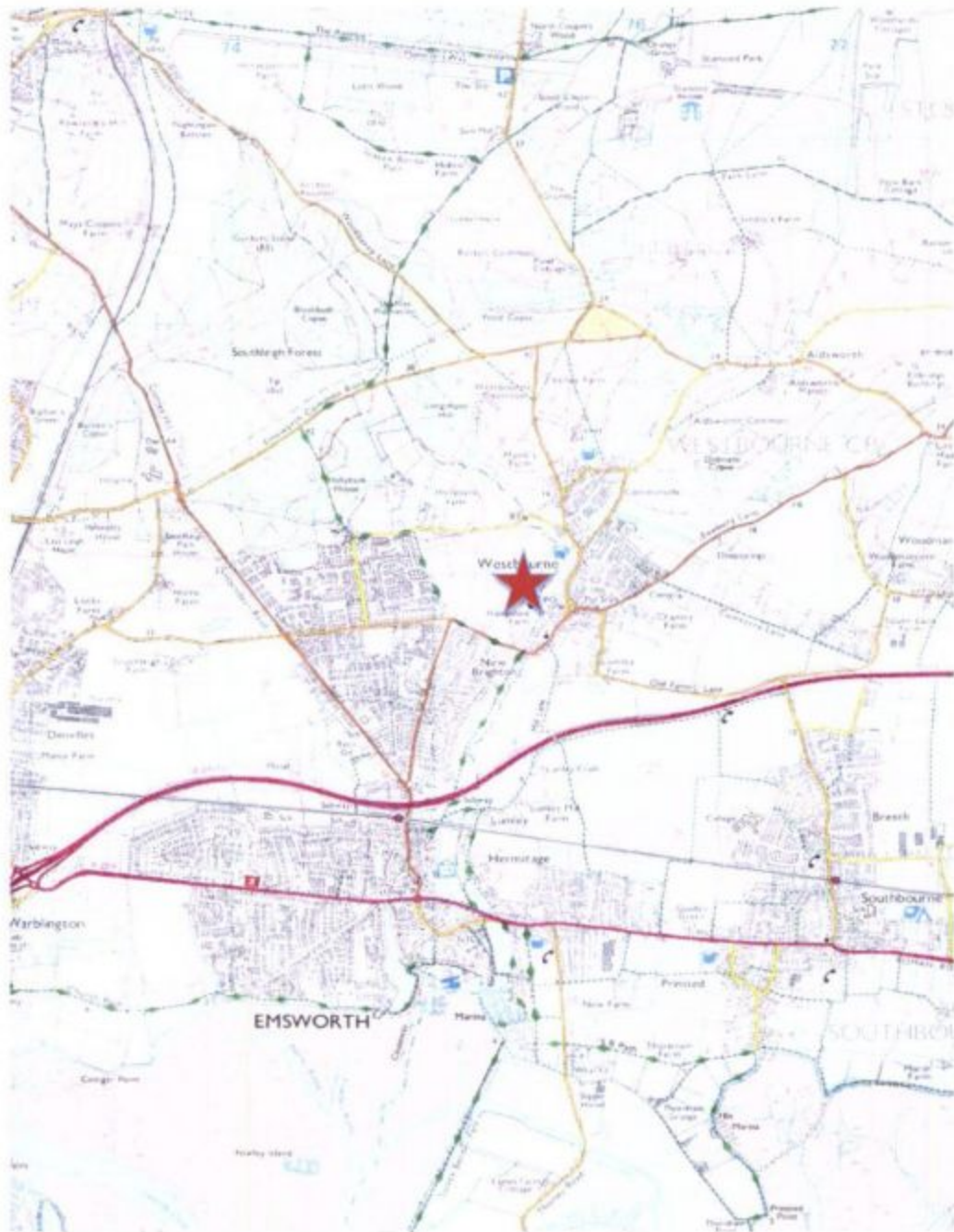
Although care is taken to select monitoring and survey periods that are typical of the environmental conditions being measured, within the overall reporting programme constraints, measured conditions may not be fully representative of the actual conditions. Any predictive or modelling work, undertaken as part of the commission will be subject to limitations including the representativeness of data used by the model and the assumptions inherent within the approach used. Actual environmental conditions are typically more complex and variable than the investigative, predictive and modelling approaches indicate in practice, and the output of such approaches cannot be relied upon as a comprehensive or accurate indicator of future conditions.

The potential influence of our assessment and report on other aspects of any development or future planning requires evaluation by other involved parties.

The performance of environmental protection measures and of buildings and other structures in relation to acoustics, vibration, noise mitigation and other environmental issues is influenced to a large extent by the degree to which the relevant environmental considerations are incorporated into the final design and specifications and the quality of workmanship and compliance with the specifications on site during construction. GK HERITAGE accept no liability for issues with performance arising from such factors

Appendix B – Site Location Plan

Location Plan:



Appendix C – Trench Location Plan

