

EFGE13-004

**Written Scheme of Investigation for Archaeological Evaluation of Pods 3
& 4, 9 & 10 Ellismuir Farm, Baillieston Glasgow**

Planning Ref: 10/00056/DC

Client: Miller Homes Ltd/Taylor Wimpey UK Ltd

14th October 2014

**Headland Archaeology (UK) Ltd
North**

INTRODUCTION

- 1.1 This document is submitted for approval to West of Scotland Archaeological Service (WoSAS), archaeological advisors to Glasgow City Council, by Headland Archaeology (UK) Ltd on behalf of Miller Homes Ltd and Taylor Wimpey UK Ltd. The document is submitted as a Written Scheme of Investigation for the archaeological evaluation of Pods 3 & 4, 9 & 10 of the residential development at Ellismuir Farm, Ballieston, Glasgow.
- 1.2 The document is an addendum to an overarching Strategic Plan for archaeological investigations for the full development at Ellismuir Farm, Glasgow and follows a WSI produced in August 2013 for the Infill Area. The Strategic Plan has been approved by WoSAS and Glasgow City Council as planning authority. Please refer to the Strategic Plan for full details of recording and the archaeological background to the site.
- 1.3 The archaeological works are being undertaken as part of a condition attached to planning consent. A previous phase of trial trenching on the site of a new access road identified no archaeological remains of significance (Coleman 2013).
- 1.4 The scope of works contained within this WSI has been agreed with WoSAS prior to this document being submitted.
- 1.5 This WSI takes into account relevant IfA Standards and Guidance.

2 OBJECTIVES

- 2.1 In general, the purpose of the evaluation is to provide sufficient evidence for confident prediction of the archaeological significance and potential of the proposed development site balanced against the predicted impacts.
- 2.2 More specific aims of the evaluation include:
 - Establishing the location, extent, nature and date of archaeological features or deposits that may be present within the accessible areas targeted for trenching.
 - Establishing the integrity and state of preservation of archaeological features or deposits that may be present within the accessible areas.
- 2.3 The resulting archive (finds and records) will be organised and deposited in the National Monuments Record of Scotland to facilitate access for future research and interpretation for public benefit.

3 SCHEDULE

- 3.1 The dates of the evaluation are to be confirmed. Pods 3 & 4 will take 4 days to excavate and backfill; Pods 9 & 10 will take 6 days to excavate and backfill.
- 3.2 Should extensive and significant remains be uncovered, this will be communicated to Miller Homes Ltd/Taylor Wimpey UK Ltd and to WoSAS and suitable arrangements for mitigation put in place.
- 3.3 A draft DSR report incorporating Pods 3 & 4 plus 9 & 10 will then be delivered to the client and, on approval, to the curator within 4 weeks of the completion of fieldwork.
- 3.4 Should significant remains survive, a Post-Excavation Research Design will be submitted within 3 months of WoSAS approving the DSR.

3.5 A Final Report will be submitted within 12 months of agreement of the PERD.

4 PROJECT TEAM

- 4.1 The project will be managed for Headland Archaeology by Alistair Robertson (Project Manager); the field team will be led by Steve Thompson, one of Headland's Project Officers with an additional Site Assistant. *Curricula vitae* of key personnel can be supplied on request. The project team will familiarise themselves with the background to the site and will be aware of the project's aims and methodologies.
- 4.2 Specialist artefact analyses will be managed by Julie Franklin and Julie Lochrie. Julie Franklin will undertake finds assessment within her areas of competence (medieval and post-medieval ceramics, metalwork, glassware, clay pipes, ceramic building material and other small finds) and assisted by Julie Lochrie (lithics, prehistoric pottery). Further consultation will be sub-contracted to recognised period specialists if appropriate.
- 4.3 Environmental analysis will be managed by Dr Tim Holden. Headland has in-house specialists who can undertake analysis of pollen, plant macrofossils, insect remains and thin sections. Faunal remains will be assessed by Catherine Smith (Alder Archaeology) and human remains by Jason Murphy (although it is not anticipated that the latter will be removed during an evaluation project).
- 4.4 Headland Archaeology (UK) Ltd is a Registered Organisation and abides by the Codes of Conduct and Approved Practice and Standards of the Institute for Archaeologists. The company has all the necessary technical and personnel resources for the satisfactory completion of the evaluation.

5 INSURANCE & COPYRIGHT

- 5.1 Headland Archaeology (UK) Ltd is fully indemnified and all necessary insurances can be presented on request.
- 5.2 Copyright will be retained by Headland Archaeology (UK) Ltd. Headland will licence the client, curator and other bodies as necessary for use in matters relating to the project and for use of the project archive by NMRS. This licence will also extend to non-commercial use.

6 HEALTH & SAFETY

- 6.1 All of Headland's work is undertaken in accordance with current H&S legislation. A risk assessment and method statement will be prepared prior to the commencement of fieldwork. All staff will wear appropriate PPE and this will include high-visibility clothing, hard hats and safety footwear. Suitable site welfare facilities will be provided.

7 ACCESS & SERVICES

- 7.1 This method statement is submitted on the understanding that there will be machine-access to all relevant areas of the site and a plan of services within the proposed development has been supplied by the client. Any obstructions/spoil heaps/livestock etc. will be removed by the client prior to trenching.
- 7.2 An electricity pylon line crosses the site, east to west.

8 STRATEGY

- 8.1 Evaluation trenches equivalent to 8% of the available area in Pods 3 & 4 (35,000 m²) and Pods 9 & 10 (44,500 m²) will be excavated. Initially, trenches equivalent to

7% will be excavated randomly across the site. An additional 1% has been set aside to extend trenches or track the extent of any archaeological features exposed. Should no features be exposed in the initial 7% sample, the 1% will be deployed randomly. A trench plan for the initial 7% has been designed (see attached figure).

- 8.2 In Pods 3 & 4 the 7% sample equates to 2450m² or 1225m of linear trenching 2m wide. The 1% sample equates to an additional 350m² or 175m of linear trenching.

In Pods 9 & 10 the 7% sample equates to 3115m² or 1558m of linear trenching 2m wide. The 1% sample equates to an additional 445m² or 223m of linear trenching.

9 METHOD

FIELDWORK

- 9.1 As there are no known targets, trenches will be randomly located and of varying sizes depending on topography and other local issues. Their placement will provide good even coverage across the site.
- 9.2 All trenches will be scanned with a CAT cable locator before any digging commences.
- 9.3 Trenches will be opened with a mechanical excavator, suitably equipped with a toothless ditching bucket of adequate width (usually 2 m). All trenches will be excavated by machine under direct archaeological supervision to remove topsoil and deposits of modern make-up and will be excavated in controlled spits. Machine excavation will terminate at the top of the natural geology or the first significant archaeological horizon, whichever is encountered first. Spoil will be stored beside the trench. Top soil will be stored separately from sub-soil and backfilled in order.
- 9.4 Excavation of archaeological deposits and features required to satisfy the objectives of the evaluation will continue by hand (except where agreed otherwise with the curator). On completion of machine excavation, all faces of the trench that require examination or recording will be cleaned using appropriate hand tools where required. The stratigraphic sequence will be recorded in full in each of the trenches, even where no archaeological deposits have been identified.
- 9.5 A sufficient quantity (to adequately evaluate the site) of identified features will be investigated and recorded. This will typically involve excavation of 50% of discrete features, and a 1m slot of linear features. Where features form a definite arrangement a sample of features within the arrangement will be sample excavated. Features not suited to excavation in evaluation trenches will be investigated in plan only. This would typically apply to areas of complex, intercutting features such as structures with *in-situ* floor surfaces, kilns and other 'special' features, all of which benefit from open area investigation and suffer when excavated during trial trench evaluations. No features will be wholly excavated; similarly, structures and features worthy of preservation will not be unduly excavated.
- 9.6 Due to Health and Safety considerations, excavations below approximately 1m below existing ground level will not be entered by site staff without suitable battering or stepping of trench edges. Localised stepping of trench edges may be undertaken to allow safe inspection and investigation of deep deposits sufficient to fulfil the objectives of the evaluation.
- 9.7 Trenches may be machine-excavated to depths greater than approximately 1 m and inspected from the surface. Test pits may be excavated to investigate deep depositional sequences; any such test pits will be located within blank areas of

existing trenches, will not be entered by site staff, and will be backfilled immediately after excavation.

RECORDING

- 9.8 All recording will follow IfA Standards and Guidance for conducting archaeological evaluations. All contexts, small finds and environmental samples will be given unique numbers. All recording will be undertaken on *pro forma* record cards. In the event that stratified deposits are encountered, a 'Harris' matrix will be compiled. All photography will be in digital format.
- 9.9 A site plan including all identified features, areas of excavation and other pertinent information will be recorded digitally. The site plan will be accurately linked to the National Grid and heights to OD. Where appropriate, sections and stratigraphic sequences will be recorded digitally. Digital recording will be undertaken using a differential GPS or an EDM linked to a hand-held computer in order to allow data checking while in the field. If additional detailed recording of features and sections is required (ie. where their complexity means that archaeological information could be lost if recorded digitally) then plans and sections will be hand-drawn on permatrace at an appropriate scale (normally 1:20 or 1:50 for plans and 1:10 for sections).
- 9.10 Headland maintains a digitally-based library of guidance documents that includes information on field evaluation and recording. Relevant parts can be forwarded on request.

SAMPLES AND ARTEFACTS

- 9.11 Finds will be routinely recorded by context and recorded 3-dimensionally where appropriate (ie. where their position within a context can provide further significant information or the find is of particular significance). Any artefacts retrieved during the evaluation will be cleaned using appropriate techniques and packaged and stored in accordance with *First Aid for Finds* (Watkinson & Neal 1998). All artefacts recovered during the evaluation will be cleaned, marked and catalogued. Headland's in-house finds specialists will be available to provide advice remotely or on site if necessary. Conservation will be undertaken by Scottish Conservation Studio (for metalwork) and AOC Ltd (for organics).
- 9.12 Deposits identified as archaeologically significant will be sampled for environmental material and other finds (e.g. bone, pottery etc.). Bulk samples will be taken from selected deposits for wet sieving and floatation in order to recover any environmental material. A bulk sample will typically be 40 litres. However, where large deposits are encountered more than one bulk sample may be taken. Similarly, small deposits such as the fill of postholes may contain less than 10 litres of sediment and will be fully sampled. A representative proportion of samples taken on site will be processed and assessed with the results and recommendations for any further work included in the evaluation report.
- 9.13 Where waterlogged deposits are encountered (such as peat) appropriate sampling techniques will be employed so as to maximise the environmental information gained from such deposits. This may include the taking of monolith or core samples for pollen and non-pollen palynomorphs (e.g. testates and fungal spores) and large specialist samples for plant macrofossil, wood (including waterlogged wood) and insect analyses.
- 9.14 Headland's Environmental Specialist, Laura Bailey, will liaise with site staff to ensure an appropriate strategy for the recovery and sampling of environmental remains develops in tandem with fieldwork results.

10 MONITORING

10.1 Access to the site will be afforded to the curator for monitoring purposes.

11 REPORTING AND ARCHIVE

- 11.1 On completion of the evaluation Headland will produce a site archive and an archive report that includes all relevant specialist assessments of excavated material. An online OASIS report will be completed and will be accompanied by a pdf report and boundary file. A summary report will be submitted for inclusion in *Discovery and Excavation Scotland*.
- 11.2 Final report contents and format will be in line with IfA standards & guidance and curator requirements. Copies of the report will be sent to the client for onward transmission to the local planning authority; copies (paper & electronic) will also be submitted to the curator, to be deposited in the HER. Draft reports will be submitted within 4 weeks of the completion of fieldwork.
- 11.3 The project archive will be compiled in accordance with the guidelines published by the Institute for Archaeologists on behalf of the Archaeological Archives Forum (July 2007). The documentary and digital archive will be submitted to RCAHMS within six months of completion of all work on this project. All finds will be reported to the Scottish Archaeological Finds Allocation Panel, which will determine the ultimate destination of the material archive. Once this is determined, and within three months, arrangements will be made with the specified museum for transfer of material and title.

12 HUMAN REMAINS

- 12.1 All finds of human remains will be reported to the client, curator and local police. None will be excavated during the course of the present program of work. If human remains are to be excavated during subsequent work all excavation and treatment of cremated and inhumed human remains will be undertaken in cognisance of IfA Technical Paper Number 13 (Brickley & McKinley & 2004) and relevant Historic Scotland policy on the treatment of human remains.

13 BIBLIOGRAPHY

Archaeological Archives Forum Archaeological Archives: a guide to best practice in creation, compilation, transfer and curation (published by the IfA 2007).

Brickley M & McKinley J 2004 Guidelines to the standards for recording human remains (IfA Paper No 7).

Coleman, R 2013 *Ellismuir Farm, Baillieston, Glasgow. Archaeological Evaluation*. Client Report.

IfA Standards and Guidance for archaeological field evaluation (revised October 2008).

SPP: Scottish Planning Policy (February 2010;
<http://www.scotland.gov.uk/Publications/2010/02/03132605/0>)

Watkinson D & Neal V First aid for finds, (Third Edition 1998).