

**WEST YORKSHIRE ARCHAEOLOGY ADVISORY SERVICE:
SPECIFICATION FOR A PRE-DETERMINATION ARCHAEOLOGICAL
EVALUATION BY TRIAL TRENCHING AT OWL LANE, CHILDSWELL, WEST
YORKSHIRE**

SE 26604 22799

Specification prepared on behalf of Kirklees District Council at the request of Sophie Coy of Map Archaeological Consultancy Ltd. The specification is prepared in advance of a planning application being made.

1. Summary

- 1.1 An archaeological evaluation consisting of archaeological trial trenching is proposed to help establish the presence, extent and significance of any archaeological remains at the above site. The site's archaeological potential has in part been established by a geophysical survey and this information has been used to guide the work covered by this specification. Any work arising from the results of the evaluation will be covered by a further specification.
- 1.2 This specification has been prepared by the West Yorkshire Archaeology Advisory Service, the holders of the WY Historic Environment Record.
- 1.3 Please note that a hard copy of the final report must be submitted to the West Yorkshire Historic Environment Record to enable the results of fieldwork to be made publically accessible as required by the National Planning Policy Framework. The WYAAS will not be able to make a balanced recommendation to the planning authority if this information is not submitted, and the WYAAS would therefore make a recommendation to refuse the application due to insufficient information having been supplied.

NOTE: The requirements detailed in paragraphs 6.1, 6.3, 6.4, and 9.1 are to be met by the archaeological contractor **prior** to the commencement of fieldwork. The contractor shall complete and return the attached form to the WY Archaeology Advisory Service.

Site Location & Description Grid Reference: centred SE 26604 22799

2.

- 2.1 The site, comprising a single arable field c.7.4ha in area, lies to north east of Owl Lane and south-west of Chidswell Lane, the settlement of Chidswell lies to the north-west. The site is located in the historic township of West Ardsley.
- 2.2 Chidswell Lane, the site's eastern boundary, makes an abrupt half loop before returning to its original alignment along the site's eastern boundary. There is currently no obvious cause for this change and return to alignment.

- 2.3 The ground slopes from north-east to south-west and ranges in elevation from slightly more than 120m AOD to slightly below 110m AOD and the underlying geology comprises sandstone, mudstone sequences of the Pennine Middle Coal.
- 2.4 The location of a large agricultural building in the centre of the site has been excluded from the evaluation (fig 1.).

3. Background

- 3.1 This specification has been prepared by the WYAAS at the request of Sophie Coy of Map Archaeological Consultancy Ltd. (Showfield Lane, Malton YO17 6BT Tel.: 01653697752), acting on behalf of the developer, to detail what work is required for the evaluation and to allow an archaeological contractor to provide a quotation.

4. Archaeological Interest

- 4.1 The site has been subject to an archaeological geophysical survey and a desk based survey. This has defined that there is some potential for pre-modern activity in the vicinity and within the site. However, the presence of mid-20th century agricultural buildings in the centre of the site has impacted on any archaeological potential present in this location. It is thought that these buildings were in use for “forcing” rhubarb (West Yorkshire Historic Environment Record PRN 909).
- 4.2 Cropmarks of a likely late Iron Age, Romano-British or medieval date are known from beyond the site, (WYHER PRN 1510, 4542,454, 4543). The closest of these, is c. 500m to the east and shows faint ditches of a possible enclosure likely to date to the Iron Age or Romano-British period (WYHER PRN 4543). A curving geophysical anomaly in the centre of the site, close to the farm sheds, may be of a similar date.
- 4.3 In addition to agricultural activity during the medieval period there is documentary evidence of coal mining in the vicinity from the 14th century. Evidence of mining identified by the geophysical survey to the east of the application site is thought to be later, however this is not confirmed.
- 4.4 The medieval (and possibly earlier) township boundary between Soothill and Ossett forms the site’s southern boundary. This north-east to south-west boundary kinks to the south towards the southern corner of the site.
- 4.5 An abrupt change in alignment is also made by Chidswell Lane. This may reflect its intersection with a north-east to south-west aligned footpath shown on the First Edition Ordnance Survey map. The footpath, which goes on to cross the modern “Windsor Road” was not detected by the geophysical survey but may well represent a route more ancient than both named roads. Strong modern geophysical anomalies within the “crook” of this bend currently masks evidence of any potential causes.
- 4.6 Other less well defined anomalies are also present and should be excavated by trial trenching.

5. Aim of the Evaluation

5.1 The aim of this project is to gather sufficient information to establish the extent, condition, character and date (as far as circumstances permit) of any archaeological features and deposits within the proposed development area, and to record at an appropriate level, archaeological features encountered in the excavation trenches, with the aim of elucidating the issues discussed in section 4.

5.2 It is conceivable that a larger, more open area excavation may be identified as being warranted, or alternatively a wider watching brief may be required during ground-works for the development, possibly with provision for rapid salvaging recording. All possibilities will be considered depending upon the results of this exercise and it would be anticipated that if further significant fieldwork is required, then the contractor would draft the specification and agree it with the WYAAS. It is a primary aim of the specified work that all aspects should be placed in the public domain by depositing the results with the WY Historic Environment Record (West Yorkshire Archaeology Advisory Service, West Yorkshire Joint Service, Nephshaw Lane South, Morley, Leeds LS27 7JQ).

6. General Instructions

6.1 Health and Safety

6.1.1 The archaeologist on site will naturally operate with due regard for Health and Safety regulations. Where archaeological work is carried out at the same time as the work of other contractors, regard should also be taken of any reasonable additional constraints that these contractors may impose. This work may require the preparation of a Risk Assessment in accordance with the Health and Safety at Work Regulations. The West Yorkshire Archaeology Advisory Service and its officers cannot be held responsible for any accidents or injuries that may occur to outside contractors while attempting to conform to this specification.

6.2 Location of Services, etc.

6.2.1 The archaeological contractors will be responsible for locating any drainage pipes, service pipes, cables *etc.* which may cross any of the trench lines, and for taking the necessary measures to avoid disturbing such services.

6.3 Confirmation of Adherence to Specification

6.3.1 Prior to the commencement of *any work*, the archaeological contractor must confirm adherence to this specification in writing to the WYAAS, or state (with reasons) any proposals to vary the specification. Should the contractor wish to vary the specification, then written confirmation of the agreement of the WYAAS to any variations is required prior to work commencing. Unauthorised variations are made at the sole risk of the contractor. **Modifications presented in the form of a re-written specification/project design will not be considered by the WYAAS.** Any technical queries arising from the specification detailed below should be addressed to the WYAAS *without delay*.

6.4 Confirmation of Timetable and Contractors' Qualifications

6.4.1 Prior to the commencement of *any work*, the archaeological contractor **must** provide WYAAS **in writing** with:

- a projected timetable for the site work;
- details of the staff structure and numbers;
- names and CVs of key project members (the project manager, site supervisor, any proposed specialists, sub-contractors *etc.*)

6.4.2 All project staff provided by the archaeological contractor must be suitably qualified and experienced for their roles. The timetable should be adequate to allow the work to be undertaken to the appropriate professional standard, subject to the ultimate judgement of WYAAS

6.5 Notification

6.5.1 The project will be monitored as necessary and practicable by the WYAAS, in its role as “curator” of the region’s archaeology. The WYAAS should receive as much notice as possible, and certainly one week, of the intention to start fieldwork. This notification is to be supplied **in writing**, and copied to the relevant District Museum (see para. 9.1 below).

6.5.2 Dr Andy Hammon, Historic England’s science advisor should be notified that the excavation is commencing (email andy.hammon@HistoricEngland.org.uk Tel.: 07747 486255).

6.6 Documentary Research

6.6.1 **Prior to the commencement of fieldwork, the site supervisor must have access to the desk based assessment prepared by Map Archaeological Consultancy (a copy is held by the WYHER) or visit the Historic Environment Record** in order to gain an overview of the archaeological/historical background of the site and its environs. In addition to providing a knowledge base for the work in hand, the results of this assessment may be incorporated into the contractor’s report where they are considered to contribute to that report, but any extraneous material should be omitted.

6.6.2 The relevant WY research agenda should also be consulted. These are available from the HER web site.

6.6.3 Please note that the WY HER makes a charge for consultations of a commercial nature. The results of this exercise should be used to inform the whole project. Please note, however, that a formal desk-based report is not required and the results of this stage of work should be incorporated in the final report.

7. Fieldwork Methodology

7.1 Trench Size and Placement (Fig. 1)

- 7.1.1 The evaluation will comprise the excavation of 31 50m x 2m trenches, which can be machine-opened (See figure 1). The contractor should also allow for a contingency area of 300m². The use of the contingency will depend upon the results obtained in the initial trial trenching. The use of the contingency will be at the decision of the WYAAS, who will issue the instruction to use this contingency in writing, if necessary in retrospect after site discussions. Proposed trench locations are shown on Figure 1.

Trench No.	Dimensions	Purpose
1	50 x 2	Evaluate potential in “kink”
2	50 x 2	Evaluate early right of way / footpath
3	50 x 2	Evaluate possible mining remains
4	50 x 2	Evaluate faint ditch anomaly
5	50 x 2	Evaluate ditch anomaly and possible mining
6	50 x 2	Evaluate general potential
7	50 x 2	Evaluate general potential
8	50 x 2	Evaluate general potential & township boundary
9	50 x 2	Evaluate general potential
10	50 x 2	Evaluate general potential
11	50 x 2	Evaluate general potential
12	50 x 2	Evaluate general potential
13	50 x 2	Evaluate faint anomaly & general potential
14	50 x 2	Evaluate faint anomaly & general potential
15	50 x 2	Evaluate general potential
16	50 x 2	Evaluate general potential
17	50 x 2	Evaluate faint anomaly & general potential
18	50 x 2	Evaluate general potential
19	50 x 2	Evaluate general potential
20	50 x 2	Evaluate faint anomaly & general potential
21	50 x 2	Evaluate general potential
22	50 x 2	Evaluate general potential
23	50 x 2	Evaluate general potential
24	50 x 2	Evaluate general potential
25	50 x 2	Evaluate general potential
26	50 x 2	Evaluate general potential
27	50 x 2	Evaluate general potential & township boundary
28	50 x 2	Evaluate general potential
29	50 x 2	Evaluate general potential
30	50 x 2	Evaluate general potential
31	50 x 2	Evaluate ditch anomaly

Site area: c. **7.7ha**

Area of trial trenching: **3100m²**

Contingency trenching: **300m²**

7.2 Method of Excavation

- 7.2.1 The trial trenches may be opened and the topsoil and recent overburden removed down to the first significant archaeological horizon in successive level spits of a maximum 0.2m. thickness, by the use of an appropriate machine using a wide toothless ditching blade. Under no circumstances should the machine be used to cut arbitrary trenches down to natural deposits. All machine work must be carried out under direct archaeological supervision and the machine halted if significant archaeological deposits are encountered. The top of the first significant archaeological horizon may be exposed by the machine, but must then be cleaned by hand and inspected for features and then dug by hand.
- 7.2.2 Care should be taken to record artefacts in their correct stratigraphic position, when present to facilitate accurate dating of deposits and features.
- 7.2.3 No archaeological deposits should be entirely removed unless this is unavoidable in achieving the objectives of this evaluation, although all features identified are expected to be half-sectioned and the full depth of archaeological deposits must be assessed. All trenches are to be the stated dimensions at their base.
- 7.2.4 All artefacts are to be retained for processing and analysis except for unstratified 20th and 21st-century material, which may be noted and discarded. Finds will be stored in secure, appropriate conditions following the guidelines in First Aid for Finds (3rd edition).
- 7.2.5 Should remains or features of possible national archaeological importance, and possibly schedulable quality be observed, fieldwork will cease on the relevant part of the site until these remains have been inspected by WYAAS(as advisors to the local planning authority) and if appropriate the Historic England Inspector of Ancient Monuments

7.3 Method of Recording

- 7.3.1 The trenches are to be recorded according to the normal principles of stratigraphic excavation. The stratigraphy of each trial trench is to be recorded even where no archaeological deposits have been identified. Where no archaeological features are present representative sections or soil profile must be recorded and illustrated in the report.
- 7.3.2 The actual areas of trenching and any features of possible archaeological interest noted within the trenches should be accurately located on a site plan with levels at top and base of features and recorded by photographs, summary scale drawings and written descriptions sufficient to permit the preparation of a report on the material. The site grid is to be accurately tied into the National Grid and located on the largest scale map available of the area (either 1:2500 or 1:1250).

7.3.3 Black and white photography using orthodox monochrome chemical development will form the primary photographic record.

Film should be no faster than ISO400. Slower films should be used where possible as their smaller grain size yields higher definition images. Technical Pan (ISO 25), Pan-F (ISO50), FP4 (ISO125) and HP5 (ISO400) are recommended. The use of dye-based films such as Ilford XP2 and Kodak T40CN is unacceptable due to poor archiving qualities. Black and white photography should be supplemented by colour photography; this should be in transparency format (i.e. slides or digital photography as an acceptable alternative, see paragraph 7.3.4 below).

7.3.4 Digital photography may be employed as an alternative to the use of colour transparencies. Good quality digital photography may be supplied, using cameras with a minimum resolution of 10 megapixels; RAW format may be used to capture images but these must be archived as described below. Digital photography should follow the guidance given by Historic England in Digital Image Capture and File Storage: Guidelines for Best Practice, July 2015. Digital images will only be acceptable as an alternative to colour slide photography if each image is supplied as both a JPEG and a TIFF versions. The latter as uncompressed 8-bits per channel TIFF version 6 file of not less than 25Mbs (See section 2.3 of the Historic England guidance). The contractor must include metadata embedded in the TIFF file. The metadata must include the following: the commonly used name for the site being photographed, the relevant centred OS grid coordinates for the site to at least six figures, the relevant township name, the date of photograph, the subject of the photograph, the direction of shot and the name of the organisation taking the photograph. Any digital images are to be supplied to WYAAS on gold "archive quality" CDs the archaeological contractor accompanying the hard copy of the report.

7.4 Use of Metal Detectors on Site

7.4.1 Spoil heaps are to be scanned for both ferrous and non-ferrous metal artefacts using a metal detector capable of making this discrimination, operated by an experienced metal detector user (if necessary, operating under the supervision of the contracting archaeologist). Modern artefacts are to be noted but not retained (19th-century material and earlier should be retained.)

7.4.2 The make and model of instrument used should be given in the methodology section of the report and any artefacts recovered identified in the relevant section of the report.

7.4.3 If a non-professional archaeologist is to be used to carry out the metal-detecting, a formal agreement of their position as a sub-contractor working under direction must be agreed in advance of their use on site. This formal agreement will apply whether they are paid or not. To avoid financial claims under the Treasure Act a suggested wording for this formal agreement with the metal detectorist is: *"In the process of working on the archaeological investigation at [location of site] between the dates of [insert dates], [name of person contributing to project] is working under*

direction or permission of [name of archaeological organisation] and hereby waives all rights to rewards for objects discovered that could otherwise be payable under the Treasure Act 1996 (as amended)."

7.5 Environmental Sampling Strategy

- 7.5.1 Bulk samples must be taken from **all** securely stratified deposits using a strategy which combines systematic and judgement sampling, but which also follows the methodologies outlined in the English Heritage (2011) 'Environmental Archaeology: A Guide to the Theory and Practice of Methods, from Sampling and Recovery to Post-excavation (Second Edition)' guidance.
- 7.5.2 All samples will be processed and retents scanned with a magnet to recover micro-slugs. A statement on the environmental potential of the excavated deposits will be a distinct part of the environmental report.
- 7.5.3 Samples for scientific dating (radiocarbon dating, archaeomagnetic dating, dendrochronology, optically stimulated luminescence etc.) should be taken if suitable material is encountered during the excavation. The Historic England Science Advisor should be consulted (email andy.hammon@HistoricEngland.org.uk) and provision should be made for an appropriate specialist(s) to visit the site, take samples and discuss the sampling strategy, if necessary.

7.6 Conservation Strategy

- 7.6.1 A conservation strategy must be developed in collaboration with a recognised laboratory. All finds must be assessed in order to recover information that will contribute to an understanding of their deterioration and hence preservation potential, as well as identifying potential for further investigation. Furthermore, all finds must be stabilised and packaged in accordance with the requirements of the receiving museum. As a guiding principle only artefacts of a "displayable" quality would warrant full conservation, but metalwork and coinage from stratified contexts would be expected to be X-rayed. Conservation costs should also be included as a contingency.
- 7.6.2 The report should include a discussion of geology, soils and drainage with specific reference to the potential for the site to contain water-logged remains or localised anoxic conditions and have specific reference to the nature and degree of preservation of different classes of artefacts and ecofacts that have been recovered and that may be anticipated across the rest of the site.

7.7 Human Remains

- 7.7.1 Any human remains that are discovered must initially be left *in-situ*, covered and protected. WYAAS will be notified at the earliest opportunity. If removal is necessary the remains must be excavated archaeologically in accordance with the ClfA Technical Paper 14 "Excavation and Post-Excavation Treatment of Cremated and Inhumed Remains (Mckinley and

Roberts 1994). The treatment of human remains will be in accordance with *Guidance for Best Practice for Treatment of Human Remains Excavated from Christian Burial Grounds in England* (Advisory Panel on the Archaeology of Burials in England 2017), a valid Ministry of Justice licence and any local environmental health regulations.

7.8 Treasure Act

7.8.1 The terms of the Treasure Act 1996, as amended, and the Treasure (Designation) Order 2002 must 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 "Code of Practice". Where removal cannot be effected on the same working day as the discovery, suitable security measures must be taken to protect the finds from theft.

8. Monitoring

8.1 The representative of the WYAAS will be afforded access to the site at any reasonable time. It is usual practice that the visit is arranged in advance at a time that the site's archaeological potential has been investigated and is available to inspect, but this is not always feasible. The WYAAS' representative will be provided with a site tour and an overview of the site by the senior archaeologist present and should be afforded the opportunity to view all trenches, any finds made that are still on site, and any records not in immediate use. It is anticipated that the records of an exemplar context that has previously been fully recorded will be examined. Any observed deficiencies during the site visit are to be made good to the satisfaction of the Advisory Service's representative, by the next agreed site meeting. Access is also to be afforded at any reasonable time to Historic England's Archaeological Science Advisor.

8.2 Please note that WYAAS now make a charge for site monitoring visits. An invoice will be raised on the archaeological contractor. Up to three monitoring visit will be charged for this project. Please contact us for the current charge.

8.3 During fieldwork monitoring visits WYAAS officers will take digital photographs which may be published on the Advisory Service's social media feeds as part of an ongoing strategy to enable public access to information about current fieldwork in the county.

9. Archive Deposition

9.1 Before commencing any fieldwork, the archaeological contractor must contact the relevant District museum archaeological curator to determine the museum's requirements for the deposition of an excavation archive. In this case the contact is Katina Bill (The Tolson Memorial Museum, Ravensknowle Park, Wakefield Road, Huddersfield HD5 8DJ Tel. 01484 221000: Katina.Bill@kirklees.gov.uk).

9.2 It is the policy of Kirklees Museums to accept complete excavation archives, including primary site records and research archives and finds, from all excavations carried out in the District that it serves.

- 9.3 It is the responsibility of the archaeological contractor to endeavour to obtain consent of the landowner, in writing, to the deposition of finds with Kirklees Museums. It is the responsibility of the archaeological contractor to meet Kirklees Museums' requirements with regard to the preparation of excavation archives for deposition.

10. Unexpectedly Significant or Complex Discoveries

- 10.1 Should there be unexpectedly significant or complex discoveries made that warrant, in the professional judgement of the archaeologist on site, more detailed recording than is appropriate within the terms of this specification, then the archaeological contractor should urgently contact the WYAAS with the relevant information to enable them to resolve the matter with the developer.

11. Post-Excavation Analysis and Reporting

11.1 Finds and Samples

- 11.1.1 On completion of the fieldwork, any samples taken shall be processed and any finds shall be cleaned, identified, assessed/analysed, dated (if possible), marked (if appropriate) and properly packed and stored in accordance with the requirements of national guidelines.
- 11.1.2 Samples should be processed for the recovery of artefactual material, animal/fish/human bones, industrial residues, shell, molluscs, charcoal and mineralised plant remains as a minimum. 'Specialist' samples (e.g. monoliths, cores, plant/invertebrate macrofossils) should be processed separately as appropriate.
- 11.1.3 Material suitable for scientific dating (e.g. charcoal) should be identified to species and assessed for suitability by an environmental specialist prior to submission to a dating laboratory. Any human remains submitted for C14 dating should also have carbon (delta 13C) and nitrogen isotope analysis carried out by the radiocarbon laboratory.
- 11.1.4 All finds and biological material must be analysed by a qualified and experienced specialist.
- 11.1.5 Following identification, finds of 20th and 21st-century date should be noted, quantified and summarily described, but can then be discarded if appropriate. All finds which are of 19th century or earlier date should be retained and archived.

11.2 Field Archive

- 11.2.1 A fully indexed field archive shall be compiled consisting of all primary written documents, plans, sections, photographic negatives and a complete set of labelled photographic prints/slides. Standards for archive compilation and transfer should conform to those outlined in Archaeological Archives – a guide to best practice in creation, compilation, transfer and curation (Archaeological Archives Forum, 2011). An index to

the field archive is to be deposited with the West Yorkshire Archaeology Advisory Service (preferably as an appendix in the report).

11.2.2 Prints may be executed digitally from scanned versions of the film negatives, and may be manipulated to improve print quality (but not in a manner which alters detail or perspective). **All digital prints, including those presented in the report, must be made on paper and with inks which are certified against fading or other deterioration for a period of 75 years or more when used in combination. If digital printing is employed, the contractor must supply details of the paper/inks used in writing to the WY Archaeology Advisory Service, with supporting documentation indicating their archival stability/durability.** Written confirmation that the materials are acceptable must have been received from the WYAAS prior to the commencement of work on site.

11.2.3 The original archive is to accompany the deposition of any finds, providing the landowner agrees to the deposition of finds in a publicly accessible archive (see para. 9.3 above). In the absence of this agreement the field archive (less finds) is to be deposited with the West Yorkshire Archaeology Advisory Service.

11.3 Report Format and Content

11.3.1 A report should be produced, which should include background information on the need for the project, a description of the methodology employed, and a full description and interpretation of results produced. It is not envisaged that the report is likely to be published, but it should be produced with sufficient care and attention to detail to be of academic use to future researchers.

11.3.2 Location plans should be produced at a scale which enables easy site identification and which depicts the full extent of the site investigated (a scale of 1:50,000 is not regarded as appropriate unless accompanied by a more detailed plan or plans). Site plans should be at an appropriate scale showing trench layout (as dug), features located and, where possible, predicted archaeological deposits. Upon completion of each evaluation trench all sections containing archaeological features will be drawn. Section drawings (at a minimum scale of 1:20) must include heights O.D. Plans (at a minimum scale of 1:50) must include O.D. spot heights for all principal strata and any features. Where no archaeological deposits are encountered representative section/profile will be drawn.

11.3.3 Artefact analysis is to include the production of a descriptive catalogue, quantification by context and discussion/interpretation if warranted, with finds critical for dating and interpretation illustrated.

11.3.4 Reporting on ceramic artefacts and pottery should follow the guidance given in 'A Standard for Pottery Studies in Archaeology' (2016) and endorsed by the Prehistoric Ceramics Research Group; the Study Group for Roman Pottery & the Medieval Pottery Research Group.

11.3.5 Environmental analysis is to include identification of the remains, quantification by context, discussion/interpretation if warranted, and a description of the processing methodology. Radiocarbon results must be presented in full (laboratory sample number, conventional radiocarbon age, delta C13 value, calibration programme). Copies of the laboratory-issued dating certificates must be included as an appendix to the report.

11.3.6 Details of the style and format of the report are to be determined by the archaeological contractor, but should include a full bibliography, a quantified index to the site archive, and as an appendix, a copy of this specification.

11.4 **Summary for Publication**

11.4.1 The attached summary sheet should be completed and submitted to the WYAAS for inclusion in the summary of archaeological work in West Yorkshire published on WYAAS' website.

11.5 **Publicity**

11.5.1 If the project is to be publicised in any way (including media releases, publications etc.), then it is expected that the WYAAS will be given the opportunity to consider whether it wishes its collaborative role to be acknowledged, and if so, the form of words used will be at the WYAAS' discretion.

11.6 **Consideration of Appropriate Mitigation Strategy**

11.6.1 The report should not give a judgement on whether preservation or further investigation is considered appropriate, but should provide an interpretation of results, placing them in a local and regional, and if appropriate, national context. However, a client may wish to separately commission the contractor's view as to an appropriate treatment of the resource identified.

11.6.2 **A hard copy of this report (plus a digital copy on "archive" quality gold disk in ISO 10005-1 compliant (PDF/A) format) will be submitted directly to the WY Archaeology Advisory Service in a timely manner to allow further work, if necessary, to be scheduled and the planning application to be determined in an informed manner, and certainly within a period of two months following completion of fieldwork** so as not to delay any planning decision to be made, unless specialist reports are awaited. In the latter case a revised date should be agreed with the WYAAS. Completion of this project and advice from WYAAS on an appropriate mitigation strategy are dependant upon receipt by WYAAS of a satisfactory report which has been prepared in accordance with this specification. Any comments made by WYAAS in response to the submission of an unsatisfactory report will be taken into account and will result in the reissue of a suitably edited report to all parties, within a timescale which has been agreed with WYAAS.

11.6.3 The report will be supplied on the understanding that it will be added to the West Yorkshire Historic Environment Record where it will be publicly

accessible once deposited with the WYAAS unless confidentiality is explicitly requested, in which case it will become publicly accessible six months after deposition.

11.6.4 A copy of the final report (in .pdf format) shall also be supplied to Historic England's Science Advisor (andy.hammon@HistoricEngland.org.uk).

11.6.5 Copyright - Please note that by depositing this report, the contractor gives permission for the material presented within the document to be used by the WYAAS, in perpetuity, although The Contractor retains the right to be identified as the author of all project documentation and reports as specified in the Copyright, Designs and Patents Act 1988 (chapter IV, section 79). The permission will allow the WYAAS to reproduce material, including for commercial use by third parties, with the copyright owner suitably acknowledged.

11.6.6 The West Yorkshire HER supports the Online Access to Index of Archaeological Investigations (OASIS) project. The overall aim of the OASIS project is to provide an online index to the mass of archaeological grey literature that has been produced as a result of the advent of large-scale developer funded fieldwork. The archaeological contractor must therefore complete the online OASIS form at <http://ads.ahds.ac.uk/project/oasis/>. Contractors are advised to contact the West Yorkshire HER officer prior to completing the form. Once a report has become a public document by submission to or incorporation into the HER, the West Yorkshire HER may place the information on a web-site. Please ensure that you and your client agree to this procedure in writing as part of the process of submitting the report to the case officer at the West Yorkshire HER.

11.6.7 If appropriate a note or longer article should also be supplied to the next volume of the annual Council for British Archaeology's Yorkshire Forum publication (please contact the editor or CBA's website for more information associate.editor@cba-yorkshire.org.uk).

12. General Considerations

12.1 Authorised Alterations to Specification by Contractor

12.1.1 It should be noted that this specification is based upon records available in the West Yorkshire Historic Environment Record and on a brief examination of the site by the WYAAS. Archaeological contractors submitting tenders should carry out an inspection of the site prior to submission. If, on first visiting the site or at any time during the course of the recording exercise, it appears in the archaeologist's professional judgement that:

- i) a part or the whole of the site is not amenable to evaluation as detailed above, and/or
- ii) an alternative approach may be more appropriate or likely to produce more informative results,

then it is expected that the archaeologist will contact the WYAAS as a matter of urgency. If contractors have not yet been appointed, any variations which the WYAAS considers to be justifiable on archaeological grounds will be incorporated into a revised specification, which will then be re-issued to the developer for redistribution to the tendering contractors. If an appointment has already been made and site work is ongoing, the WYAAS will resolve the matter in liaison with the developer and the Local Planning Authority.

12.2 Unauthorized Alterations to Specification by Contractor

12.2.1 It is the archaeological contractor's responsibility to ensure that they have obtained the WYAAS' consent in writing to any variation of the specification prior to the commencement of on-site work or (where applicable) prior to the finalisation of the tender. Unauthorized variations may result in the WYAAS being unable to recommend the discharge of the planning condition to the Local Planning Officer based on the archaeological information available and are therefore made solely at the risk of the contractor.

12.3 Technical Queries

12.3.1 Similarly, any technical queries arising from the specification detailed above, should be addressed to the WYAAS without delay.

12.4 Valid Period of Specification

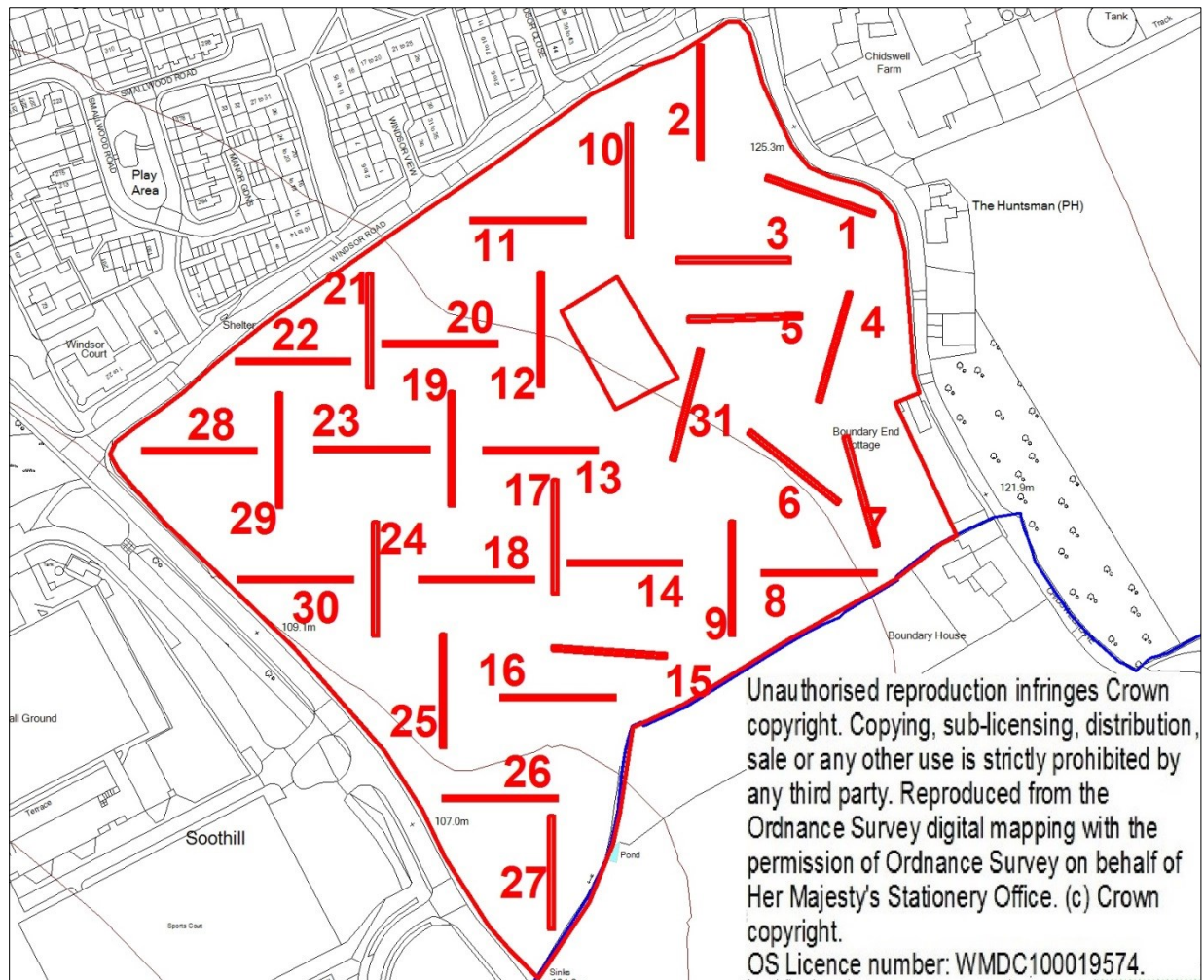
12.4.1 This specification is valid for a period of one year from date of issue. After that time it may need to be revised to take into account new discoveries, changes in policy or the introduction of new working practices or techniques.

David Hunter
West Yorkshire Archaeology Advisory Service

December 2019

West Yorkshire Archaeology Advisory Service
West Yorkshire Joint Service,
Nepshaw Lane South,
Morley,
Leeds
LS27 7JQ
Tel.: 0113 535 0300

E-mail: David.Hunter@wyjs.org.uk



Figurer 1 Trench Locations