

Archaeological Evaluation at St Guthberts Row, Gt. Lipington, South Dreamshire

Project SD2367, 27.10.17, v0.2

SELECTION STRATEGY

Project Manager:	Joanna Smith j.smith@sda.co.uk	
Archaeological Archive Manager:	John Jones j.jones@sda.co.uk	
Organisation:	South Dreamshire Archaeology (SDA)	
STAKEHOLDERS		Date Contacted
Collecting Institution (S):	South Dreamshire Museum Service (SDMS)	14.10.17
Project Lead / Project Assurance:	Delia Arbuncle, South Dreamshire CC	14.10.17
Landowner/Developer:	Lianne Turner l.turner@btconnect.com	10.10.17
Other: Developer	Harold Vince, Slumberwell Homes Ltd	10.10.17
RESOURCES REQUIRED	No unusual resources required outside of SDA normal operating equipment and personnel.	

Context

The full aims and objectives of this project are detailed in the WSI (attached).

The aims of this project are to investigate the occupation history of an urban tenement pre AD1800. Later material is unlikely to be selected for inclusion of the Archaeological Archive subject to alterations in the aims of the project.

Selection of the working project archive will be guided by the aims and objectives of the project outlined in the Brief and WSI, the regional research framework and the South Dreamshire Museum Service Deposition policy:

South Dreamshire Archaeology. 2017. *Archaeological Evaluation at St Guthberts Row, Gt. Lipington, South Dreamshire: Written Scheme of Investigation*. Project SD2367

South Dreamshire County Council, 2017. *Archaeological Brief for an Evaluation at St Guthberts*

Row, Gt. Lipington, South Dreamshire. SDCC

Harrison and Scott (Eds.) 2014. *Regional Research Framework for the Imagination Counties*. Dreamlington Press.

1. DIGITAL DATA

STAKEHOLDERS	Joanna Smith (SDA project manager), Katie Holmes (SDA Project Officer) John Jones (SDA Archive Manager), Thomas Gunter (ADS) as necessary.		
SELECTION			
Location of Data Management Plan (DMP):	All digital data will be collected, stored and selected in line with the South Dreamshire Archaeology (SDA) Data Management Plan located on SDA's servers (available on request).		
<p>1.1 Strict version control will be applied throughout the project in line with the SDA Data Management Plan (DMP). It is proposed that only the final version of all born digital documents (reports, databases, images) will be selected for inclusion in the Preserved Archive. Digital photographs will be assessed during post ex and selection based on the principles set out in the ADA DMP and HE guidelines.</p> <p>All raw and processed survey data will be included in the preserved archive.</p> <p>1.2 The digital data will be reviewed following data gathering and analysis to check that data is being properly preserved and version control upheld in-line with the SDA DMP. The final decision about selection for inclusion in the Preserved Archive will be made following the reporting stage of the project and enacted during archive completion</p> <p>1.3 The following standards/ guidelines will guide the selection of digital data: South Dreamshire Archaeology 2012. <i>Data Management Plan</i>. SDA ADS (2) <i>Guides to good practice</i>. http://guides.archaeologydataservice.ac.uk/g2gp/Main ADS (3) <i>Guidelines for Depositors</i> http://archaeologydataservice.ac.uk/advice/guidelinesForDepositors ADS (4) <i>Guidance for the selection of material for deposit and archive</i> Historic England (2015a) <i>Digital Image Capture and File Storage</i></p>			
DE-SELECTED DIGITAL DATA			
The project executive and collecting institution will be consulted on the fate of all de-selected material. It is envisaged that the de-selected material will be retained on the South Dreamshire servers for 2 years following the completion of the project at which point they will be reviewed and deleted as necessary in line with the SDA DMP.			
AMENDMENTS			
Date	Amendment	Rationale	Stakeholders Involved

2. DOCUMENTS

STAKEHOLDERS	Joanna Smith (SDA project manager), Katie Holmes (SDA Project Officer) John Jones (SDA Archive Manager), Kevin Underwood (Collections Curator, SDMS)
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SELECTION

2.1 All original documentary material created during data gathering will be selected for inclusion in the Preserved Archive. Duplicates, photocopies of originals and research materials will be de-selected during archive completion in line with South Dreamshire Museum Service Deposition Standards.

2.2 The documentary archive will be reviewed following analysis an again at archive completion in order to select for the inclusion in the Preserved Archive.

2.3 The following standards/ guidelines will guide the selection of digital data:

South Dreamshire Archaeology. 2012. *Data Management Plan*. SDA

South Dreamshire Museum Service. 2015. *Standards for the Deposition of Archaeological Archives*.

2.1

DE-SELECTED DOCUMENTS

It is envisaged that the material de-selected from inclusion in the preserved archive will be duplicates or re-productions created during the analysis phase of the project. De-selected material will therefor either be retained to supplement SDA's research files or recycled.

AMENDMENTS

Date	Amendment	Rationale	Stakeholders Involved
12.02.18	4 Duplicates of survey data printouts have been selected for inclusion in the preserved archive.	Primary analysis of the late medieval pottery assemblage distribution was recorded on several survey data printouts along with notes and initial interpretation.	John Jones Kevin Underwood

3. MATERIALS

Material Type:	Bulk Finds	Page	3.1
STAKEHOLDERS	<p>On-site Bulk Archive selection strategy will be monitored by: Katie Holmes (SDA Project Officer)</p> <p>Involved in the Selection of the Bulk finds for inclusion in the preserved archive will be: Joanna Smith (SDA project manager) Kevin Underwood (Collections Curator, SDMS) Delia Arbuncle, Dreamshire County Council (planning archaeologist) And specialists listed below</p> <p>The agreed selection strategy will be applied to the working project archive for deposition with SDMS by: John Jones (SDA Archive Manager)</p> <p>The following specialists will assess the bulk finds and advise on selection for inclusion in the preserved archive: Harry Kendrick- Medieval Pottery Emma Turner- Animal Bone Tamara Green- CBM Jemma Palmer- Metal working waste</p>		

SELECTION STRATEGY

3.1.1 All material gathered during the evaluation (with the exception of building materials) will be returned to the SDA offices for cleaning and assessment. Building material will be assessed and recorded on site by Tamara Green and examples retained for further assessment.

The SDMS deposition policy states that all bulk finds post-dating AD 1800 should be subject to a strict selection process with the presumption being that none will be retained. It is unlikely that any bulk finds post AD 1800 will be selected for inclusion in the preserved archive (subject to review).

The regional research framework for the Imagination Counties highlights ceramic production within urban centres post AD 1500 (up to AD 1800) as a research priority and therefore it likely that all ceramic material recovered during data gathering will be selected for inclusion in the preserved archive (subject to review).

3.1.2 The full material archive returned to the SDA offices will be reviewed following analysis: Stakeholders (see above) will make selection decisions based on specialists reports and selection recommendations and SDMS collecting policy. The selection will take place during archive completion.

3.1.3 The following standards are relevant to the selection of the Bulk Finds archive:
 Harrison and Scott (Eds.) 2014. *Regional Research Framework for the Imagination Counties*.
 Dreamlington Press.
 South Dreamshire Museum Service. 2015. *Standards for the Deposition of Archaeological Archives*.
 Simpson et.at. 2016. *Standard for Medieval and Post-medieval ceramic studies in England*.
 Ceramics Press Association.

3.1.4 In line with the SDMS deposition standards, it is likely that no material postdating AD 1800 will be retained for inclusion in the preserved archive.

UNCOLLECTED MATERIAL

All uncollected building material will be assessed and recorded by Tamara Green using the specialist recording database. The uncollected material will be left on-site to be incorporated into backfill as agreed by the landowner, collections curator and planning archaeologist.

DE-SELECTED MATERIAL

All bulk finds will be assessed and recorded to appropriate standards.
 De-selected material will be returned to the landowner as agreed by the landowner, collections curator and planning archaeologist.

AMENDMENTS

n/a

Date	Amendment	Rationale	Stakeholders Involved

3. MATERIALS

Material Type:	Environmental Remains	Page	3.2
STAKEHOLDERS	<p>Katherine Meadows (project Environmental Officer, SDA) is responsible for: i) environmental sampling (in-line with the project aims and objectives, and re-evaluated as necessary on-site in consultation with specialists), and ii) sample processing (on- and/or off-site) and sorting (both, as appropriate) by the Assistant Environmental Officer (SDA).</p> <p>The following specialists will be consulted throughout the project:</p> <p>Oliver Jacks (SDA) – Archaeobotany (including wood charcoal) Dr Francis Benjamin (Dreamshire University) – Palaeoecology; pollen Jane Simpson (SDA) – Geoarchaeology Emma Turner – Zooarchaeologist Dr Katherine Brownley (freelance) – Molluscs Charlie Potter (freelance) – Insects Dr Rob Bennett (Dreamshire Radiocarbon Laboratory) – Scientific dating (radiocarbon) Jacqueline Philips (SDA) – Archaeological conservator Paul Brindles (Dreamshire University) – Organic residues Jon Blake (Dreamshire University) – Dendrochronology</p>		

SELECTION STRATEGY

3.2.1 Remains extracted from the processed samples will be sent to the relevant specialists for Assessment. Specialist samples (e.g. sediment columns) will be made available (at SDA) to the relevant specialist(s) for sub-sampling and subsequent processing.
 Specimens to be included in the working project archive may include: glass microscope slides (pollen samples, sediment thin sections), samples in vials (archaeobotanical remains eg seeds; pollen sample residues; insect remains; molluscs), resin-embedded sediment blocks and dendrochronology samples (dry wood blocks/cores).

3.2.2 The selection strategy for the Working Project Archive will be decided in collaboration with the specialists, on-site and during the post-excavation phase, based on addressing the project aims and objectives.
 The selection strategy for final deposition will be decided following completion of the Analysis phase, based on the Specialist reports and advice.

3.3.3 The following documents will be referred to:
 Dunne, J. (ed.) 2017 *Organic residue analysis and Archaeology: guidance for good practice* Swindon: Historic England
 Dunne, J. (ed.) 2017 *Organic residue analysis and Archaeology: supporting information* Swindon:

Historic England

Harrison and Scott (Eds.) 2014. *Regional Research Framework for the Imagination Counties*. Dreamlington Press.

Historic England 2008 *Guidelines for the Curation of Waterlogged Macroscopic Plant and Invertebrate Remains* Swindon: Historic England

Historic England (2011) *Environmental archaeology: a guide to the theory and practice of methods, from sampling and recovery to post-excavation* (second edition) Swindon: Historic England

Historic England (2014) *Animal bones and archaeology: guidance for dealing with archaeological animal bones and teeth, from project planning through to post-excavation* Swindon: Historic England

Historic England 2015 *Geoarchaeology: Using earth sciences to understand the archaeological record* Swindon: Historic England

South Dreamshire Archaeology. 2017. *Archaeological Evaluation at St Guthberts Row, Gt. Lipington, South Dreamshire: Written Scheme of Investigation*. Project SD2367

South Dreamshire County Council, 2017. *Archaeological Brief for an Evaluation at St Guthberts Row, Gt. Lipington, South Dreamshire*. SDCC

DE-SELECTED MATERIAL

De-selected material from samples will be retained by the specialists or by SDMS (for inclusion in their handling and teaching collections), or discarded, as agreed by the landowner, specialists, collections curator and planning archaeologist. De-selected specimens will be retained by the specialists, or discarded, as agreed by the landowner, specialists, collections curator and planning archaeologist.

AMENDMENTS

n/a

Date	Amendment	Rationale	Stakeholders Involved