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Bramford to Twinstead Reinforcement

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1. Introduction

1.1 Overview

- 1.1.1 National Grid Electricity Transmission plc (here on referred to as National Grid) is making an application for development consent to reinforce the transmission network between Bramford Substation in Suffolk, and Twinstead Tee in Essex. The Bramford to Twinstead Reinforcement ('the project') would be achieved by the construction and operation of a new electricity transmission line over a distance of approximately 29km (18 miles), the majority of which would follow the general alignment of the existing overhead line network.
- 1.1.2 This Outline Written Scheme of Investigation (OWSI) has been produced to support the application for development consent, with the accompanying Environmental Statement (ES) under the Planning Act 2008.

1.2 Purpose of this Report

- 1.2.1 The Overarching National Policy Statement (NPS) for Energy (EN-1) (Department of Energy and Climate Change (DECC), 2011) states in paragraph 5.8.21 that *'where appropriate, the IPC [Infrastructure Planning Commission] should impose requirements on a consent that such work is carried out in a timely manner in accordance with a WSI [Written Scheme of Investigation]...and has been agreed in writing with the relevant Local Authority (... and English Heritage [now Historic England]...) and that the completion of the exercise is properly secured'*.
- 1.2.2 The OWSI has been produced to fulfil this policy statement and is secured through Requirement 6 of the draft Development Consent Order (DCO) (**application document 3.1**). The scope of mitigation required will not be fully defined until the full range of intrusive investigation is complete. The full extent of mitigation undertaken will therefore also be determined by post-DCO submission documentation and consultation with the archaeological advisory services at Essex and Suffolk County Councils (hereafter referred to as the 'local authority advisors').
- 1.2.3 The OWSI builds on the Archaeological Framework Strategy (AFS) (**application document 7.9**), which provides the principles for the scope of pre-application archaeological desk based and field surveys and the proposed outline scope for post-application field surveys and archaeological mitigation strategy should development consent be granted.
- 1.2.4 The OWSI seeks to provide the parameters by which the mitigation will be undertaken, including providing initial details on where the mitigation would be applied and how this would be implemented, with reference to future Detailed Written Scheme of Investigations (DWSI). As stated in Requirement 6(2) *'no stage of the authorised development must commence until a DWSI of areas of archaeological interest relevant to that stage (if any) as identified within the OWSI or identified through evaluation work as set out in the OWSI has been submitted to and approved by the County Archaeologist'*.
- 1.2.5 The OWSI builds on the results of the non-intrusive and intrusive archaeological investigations and desk-based assessment completed to date. This includes geophysical survey and trial trenching which has been carried out within the Order Limits, mainly in the underground cable sections.

1.2.6 The field surveys are ongoing and it is therefore anticipated that there will be updates to the OWSI that will be shared with the local authority advisors during the post-application phases of the project. The mitigation measures set out in this report flow from these ongoing surveys, the method for which is not set out here as it is based on the assumptions provided in the AFS and the DWSI provided to the local authority advisors in advance of each phase of field work.

1.3 Aims and Objectives

1.3.1 As noted within Section 1.3 of the AFS (**application document 7.9**), there are two overarching principles that apply to considering the approach to predicted effects on archaeological remains, these are to:

- Protect and retain *in situ* any high value archaeological remains that may be found; or
- Excavate (preservation by record) archaeological remains that may be found where retention *in situ* is not warranted.

1.3.2 The archaeological research objectives set out within the East Anglian Archaeology Research Framework (Medlycott, 2011) will also be referenced where relevant as this report is updated.

1.3.3 Archaeological mitigation is not proposed in the following areas (as shown on Figure 1: Proposed Archaeological Mitigation):

- Locations where the 132kV or 400kV overhead lines are to be removed. The works in these areas will be limited to the pylon bases, which would have disturbed the soil during construction;
- Modification works to the existing 132kV or 400kV overhead line. There will be works to the pylons and conductors of the existing overhead lines and in some areas adding arcing horns to the existing pylons. It is not anticipated that these works would require ground disturbance;
- Area subject to a trenchless crossing. Although the drill pits are anticipated to be subject to archaeological mitigation, the line of the trenchless crossing would not be subject to archaeological mitigation. This is because the trenchless crossings have been proposed in locations where the environment above the crossing is sensitive and the design has sought to avoid impacts to this area; and
- Environmental planting areas. Planting is proposed in a number of areas across the Order Limits including embedded planting around the CSE compounds and the GSP substation and additional mitigation planting to compensate for vegetation lost.

1.4 Definitions Used within this Report

1.4.1 The following definitions and terms are used within this report:

- National Grid: This refers to the organisation responsible for delivering the mitigation set out within the OWSI. National Grid will appoint a main works contractor and suitably qualified Archaeological Contractor to advise (on its behalf) on the delivery of the OWSI;

- UK Power Networks (UKPN): This refers to the existing Distribution Network Operator who is responsible for maintaining the lower voltage network within the region. UKPN or their appointed contractor may undertake the works to the 132kV overhead line removal or other works relating to its network pursuant to the DCO;
- Main Works Contractor: This refers to the contractor(s) appointed by National Grid and/or UKPN to deliver the construction works as defined within the DCO, including associated works;
- Archaeological Contractor: This refers to the contractor(s) appointed by National Grid to coordinate and implement the archaeological mitigation. The organisation will preferably be Registered Archaeological Organisation under the Chartered Institute for Archaeologists (CIfA); and
- Local authority advisors: This refers to the archaeological advisory services at Suffolk County Council (Suffolk County Council Archaeology Service) and Essex County Council (Essex Place Services), who advise the local planning authorities and the project on archaeological matters. The former cover archaeological advice for Babergh and Mid Suffolk District Councils in Suffolk and the latter covers Braintree District Council in Essex.

1.5 Structure of this Report

1.5.1 General considerations in relation to archaeological mitigation are set out in Chapter 2 of this report. The report is then structured into four types of mitigation, all of which have been identified within the AFS. The approaches set out in this report would be used to mitigate adverse effects on archaeological remains during the construction and operational phases, namely:

- Retention *in situ* (Chapter 3) – This is where known archaeological remains are preserved in place wherever possible;
- Targeted Archaeological Open Area Excavation (OAE) (Chapter 4) – This is a targeted programme of controlled, intrusive fieldwork with defined objectives which examines, records and interprets archaeological deposits, features and structures and, as appropriate, retrieves artefacts, ecofacts and other remains within a specified area or site. The records made and objects gathered during fieldwork are studied and the results of that study published in detail appropriate to the project design;
- Archaeological Strip, Map and Sample (SMS) (Chapter 5) – This is where a suitably qualified archaeologist watches the removal of overburden material ahead of the construction works (the ‘strip’). Any exposed features are ‘mapped’ and a ‘sample’ of the feature is excavated; and
- Archaeological Watching Brief (Chapter 6) – This is where a programme of observation and investigation is carried out during intrusive ground works as part of the construction programme. It allows for the preservation through record of archaeological deposits which may be damaged or destroyed during the normal course of construction works.

1.5.2 In addition, the OWSI sets out the mitigation proposals in relation to the geoarchaeological and palaeoenvironmental assessment (GPA). This is covered in Chapter 7 of the OWSI. Chapters 8 and 9 outline the work that would be undertaken post-excavation in terms of reporting and archiving.

2. General Considerations

2.1 Introduction

2.1.1 The Archaeological Contractor will be appointed by and contracted to National Grid, either directly or through the Main Works Contractor.

2.1.2 This chapter sets out the general considerations that will apply to all archaeological mitigation set out within the OWSI. It covers health and safety considerations and also communications with third parties.

2.2 Roles and Responsibilities

2.2.1 National Grid will be responsible for:

- Appointing a suitably qualified Archaeological Contractor;
- For implementing the measures set out in the AFS and the OWSI;
- Producing DWSI for the archaeological mitigation work;
- Leading any necessary consultation with the local authority advisors and any other relevant bodies.

2.2.2 The local authority advisors will be responsible for:

- Reviewing and approving the DWSI prepared by the Archaeological Contractor. The DWSI will contain adequate notice periods by which the local authority advisors will be informed of the commencement of archaeological work in any one area;
- Where necessary, set briefs or specifications to guide the DWSI, where warranted;
- Monitoring the archaeological fieldwork to confirm that the DWSI is being adhered to. In this capacity they will 'sign-off' areas that have been completed and the aims of the DWSI fulfilled in terms of the fieldwork carried out; and
- Reviewing and approving post-excavation documents.

2.3 Archaeological Contractor Requirements

2.3.1 The Archaeological Contractor will be an experienced professional body competent to carry out multiple archaeological interventions of different types across a large-scale development. As some of these interventions will be simultaneous, the organisation will need access to sufficient qualified staff to fulfil all the obligations in this OWSI.

2.3.2 The Archaeological Contractor will design the archaeological fieldwork in a DWSI, which will be in accordance with the OWSI and will carry out the mitigation works to the relevant ClfA standards and guidance (ClfA 2012, 2020a and 2020b).

2.3.3 The Archaeological Contractor's site staff will have passed all the relevant construction industry certifications and staff will wear appropriate personal protective equipment for the task in hand and in accordance with National Grid policy.

2.4 Detailed Written Scheme of Investigation

2.4.1 Requirement 6: Archaeology of the draft DCO (**application document 3.1**) states:

‘6.(1) The authorised development must be undertaken in accordance with the AFS and the OWSI.

6.(2) No stage of the authorised development must commence until a Detailed Written Scheme of Investigation of areas of archaeological interest relevant to that stage (if any) as identified within the OWSI or identified through evaluation work as set out in the OWSI has been submitted to and approved by the County Archaeologist.

6.(3) Any detailed archaeological works must be carried out in accordance with the approved DWSI for that stage.

6.(4) The DWSI must be in accordance with the OWSI and must identify areas where archaeological works are required and the measures to be taken to protect, record or preserve any significant archaeological remains that may be found and must include an implementation timetable.’

2.4.2 The DWSI will include the following, along with further specific requirements set out in Chapters 4 to 7:

- An assessment of significance and research questions;
- The programme of methodology of site investigation and recording;
- The programme for post-investigation assessment;
- Provision to be made for analysis of the site investigation and recording;
- Provision to be made for archive deposition of the analysis and records of the site investigation;
- Nomination of a competent person or persons/organisation to undertake the works set out within the DWSI; and
- An implementation timetable.

2.4.3 The DWSI will include reference to the archaeological research objectives set out within the East Anglian Archaeology Research Framework (Medlycott, 2011) where relevant.

2.5 Health and Safety

2.5.1 The project will be managed in accordance with all relevant health and safety legislation, including the Health and Safety at Work Act, 1974, Health and Safety Policy and the Workplace (Health, Safety and Welfare) Regulations 1992 (as amended).

2.5.2 The Archaeological Contractor will need to provide health and safety documentation demonstrating how they would safely deliver the mitigation work in accordance with National Grid’s own policies. This will include but would not be limited to the production of task method statements and risk assessments. A method statement will be completed by staff prior to undertaking site tasks and will be compiled on a daily basis and updated as and when there is a change to the specified task.

2.5.3 The Workplace (Health, Safety and Welfare) Regulations 1992 (as amended) require the following welfare requirements which will be met by the Archaeological Contractor:

‘20. – (1) Suitable and sufficient sanitary conveniences shall be provided at readily accessible places.

21. – (1) Suitable and sufficient washing facilities, including showers if required by the nature of the work for health reasons, shall be provided at readily accessible places.

22. – (1) An adequate supply of wholesome drinking water shall be provided for all persons at work in the workplace.

23. – (1) Suitable and sufficient accommodation shall be provided:

(a) for the clothing of any person at work which is not being worn during working hours; and

(b) for special clothing which is worn by any person at work but which is not taken home.

25. – (1) Suitable and sufficient rest facilities shall be provided at readily accessible places.’

2.5.4 In addition, a first aid kit will always be available on site with an accompanying accident book.

2.6 Communications

2.6.1 The chain for communicating information regarding the work set out within the OWSI will be as set out in Illustration 2.1. This will be adhered to during all phases of the project, from site set up, to onsite work and post-excavation phases.

Illustration 2.1 – Communication Chain



Weekly Reporting

2.6.2 The Archaeological Contractor will provide weekly reports to National Grid and / or the Main Works Contractor on progress with project design, fieldwork preparation, implementation, post-excavation analysis and processing and reporting.

3. Retention *in situ*

3.1 Introduction

3.1.1 The retention of archaeological remains, otherwise known as ‘preservation *in situ*’ is the term used to refer to the conservation of an archaeological asset in its original location. It can describe situations when a site is preserved as part of a project, for example by the following measures:

- Avoidance through routing studies so that the project components are located away from known archaeological features and remains;
- Avoidance of the archaeological remains through a minor variation (within either the Order Limits or the Limits of Deviation) in the proposed working area;
- Use of trenchless (non-opencut) techniques, where practicable; and
- Protection of subsoil within the working area (e.g. trackway panels, topsoil retention, or other suitable technique).

3.1.2 The project has already avoided known heritage features as far as reasonably practicable, including scheduled monuments and listed buildings, as part of the options appraisal process. Further details on the options appraisal process and the heritage assets and features that were considerations can be found in ES Chapter 3: Alternatives Considered (**application document 6.2.3**).

3.1.3 Further avoidance (preservation *in situ*) has been achieved through amendments to the alignment and through the development and refinement of the Order Limits to avoid known features identified during the archaeological surveys. Further opportunities to preserve features *in situ* will be explored during detailed design of the project based on the results of ongoing surveys and through refinements to the working areas.

3.2 Locations

3.2.1 Currently, there are no locations where preservation *in situ* is proposed within the Order Limits. Any locations identified through ongoing and future investigations that warrant preservation *in situ* will be inserted here.

4. Targeted Archaeological Open Area Excavation

4.1 Introduction

4.1.1 The aim of Archaeological Open Area Excavation (OAE) is to preserve by record archaeological remains that may be altered damaged or destroyed by construction works. This method of mitigation is applied in areas of the project where archaeological trial trenching (ATT) has located the presence of important archaeological remains warranting excavation. It is undertaken in advance of construction prior to the Main Works Contractor occupying the area in question.

4.1.2 Archaeological OAE is a targeted programme of controlled, intrusive fieldwork with defined objectives which examines, records and interprets archaeological deposits, features and structures and, as appropriate, retrieves artefacts, ecofacts and other remains within a specified area or site. The records made and objects gathered during fieldwork are studied and the results of that study published in detail appropriate to the project design. The principal difference between this approach to mitigation and archaeological SMS (described in Chapter 5) is generally in the timing of implementation and the fixed, pre-defined limits within which the excavation is carried out.

4.1.3 Targeted Archaeological OAE mitigates construction impacts on known archaeological remains within a given area, for example remains pre-determined by ATT. Hand-excavation, recording and interpretation are used to provide preservation by record. More detailed objectives are:

- To identify, fully investigate, and record any such archaeological remains to the extent possible by the methods put forward in this OWSI;
- To determine (so far as possible) the stratigraphic sequence and dating of the deposits or features identified; and
- To establish the economic and environmental context, and the content of investigated archaeological deposits and features.

4.2 Locations

4.2.1 Currently, targeted Archaeological OAE is proposed in one location within the Order Limits as shown on Figure 1: Proposed Archaeological Mitigation:

- South of Workhouse Green, where evidence from the trenched evaluation indicates an area of Roman activity.

4.2.2 Any further locations identified through ongoing and future investigations that warrant preservation targeted Archaeological OAE will be inserted here.

4.3 Detailed Written Scheme of Investigation

4.3.1 The Archaeological Contractor will produce a DWSI for areas of archaeology requiring targeted archaeological OAE. These will be issued to the local authority advisors for comment prior to the commencement of fieldwork. The DWSI will use methodological

parameters regarding the methods of overburden removal, hand excavation, environmental sampling etc set out below.

4.3.2 The excavation and recording policies set out below are in line with good practice and adhere to the ClfA standards and guidance for archaeological excavation (ClfA, 2020a).

- Overburden Removal – the method of overburden removal will be detailed in the Archaeological Contractor’s DWSI, which will include the provision for separation of topsoil and subsoil during excavation;
- Hand Excavation Policy – the Archaeological Contractor’s DWSI will stipulate a strategy for identifying archaeological remains and how they will carry out archaeological hand-excavation of the same in accordance with an agreed sampling strategy;
- Archaeological Recording – the Archaeological Contractor’s DWSI will contain detailed methodologies for the production of hand-written and drawn records and photography in accordance with current professional guidance and good practice;
- Environmental Sampling Policy – the Archaeological Contractor’s DWSI will contain detailed methodologies for the collection of soil samples, the treatment of waterlogged remains and the most appropriate methods of scientific dating. The Archaeological Contractor’s DWSI will also detail the proposed treatment of human remains; and
- Artefact Policies – the retrieval, conservation and analysis of archaeological artefacts will be detailed in the Archaeological Contractor’s DWSI.

5. Archaeological Strip Map and Sample

5.1 Introduction

- 5.1.1 The aim of the Strip Map and Sample (SMS) is to preserve the archaeological remains by record in areas of known archaeology and archaeological potential identified from ATT within the construction footprint. This will assist in defining the true extent of archaeological remains that will then be subject to focussed hand-excavation strategies.
- 5.1.2 SMS is a rapid form of excavation usually tied in with the Main Works Contractor's overburden removal at the outset of the construction phase yet is done under controlled archaeological conditions in the relevant areas. This method of mitigation is often applied during the first phase of construction, such as soil stripping associated with the setting up of compound area, temporary access routes or in preparation of installing foundations and cables.
- 5.1.3 This method is undertaken across areas with a moderate to high archaeological potential and with the Main Works Contractor machinery under immediate direction from an archaeological banksman.
- 5.1.4 More detailed objectives are to:
- Remove the overburden across defined mitigation areas agreed with the local authority advisors under archaeological supervision by the methods put forward in this OWSI;
 - Identify any archaeological remains present and define their extents in relation to the Order Limits, Limits of Deviation and construction footprints; and
 - Quantify the archaeological remains within the Order Limits, thereby defining where targeted excavation is necessary to achieve the necessary level of preservation by record.
- 5.1.5 SMS is proposed where impacts from the project would likely affect either a known area of more dispersed archaeological remains where no defined concentrations of features have been identified, or an area where a moderate risk of archaeological remains has been assessed but where ATT has not been able to confirm their full extent. In this regard, SMS differs from OAE in that the latter is focussed on well-defined areas of important archaeology identified from archaeological trial trenching. It is also more usual for archaeological OAE to be implemented prior to the construction phase, or at least prior to the removal of overburden by the Main Works Contractor.
- 5.1.6 There may also be discrete areas of SMS within the overhead line sections, for example if the pylon and crane bases are in archaeologically sensitive areas. These areas will be agreed with the local authority advisors.

5.2 Locations

- 5.2.1 SMS will be applied in areas of the project where the ATT and other field surveys have located the presence of archaeological remains warranting preservation by record and the project is anticipated to require topsoil removal. Areas currently identified for SMS are shown on Figure 1: Proposed Archaeological Mitigation and include:

- Section F: Leavenheath/Assington, immediately to the north of Leavenheath village in the location of the proposed construction compound where potentially prehistoric remains were identified during ATT, including a cremation burial; and
- Section G: Stour Valley, to the east of St Edmund's Hill, where kiln remains were found during ATT.

5.2.2 As the ATT will continue pre- and post-application, additional locations for SMS may be identified and will be added to future iterations of the OWSI.

5.3 Detailed Written Scheme of Investigation

5.3.1 The Archaeological Contractor will produce a DWSI for areas of archaeology requiring SMS mitigation. These will be submitted to the local authority advisors for comment prior to the commencement of earthworks. The DWSI will use the methodological parameters set out above (Section 4.3) and supplement these where necessary, with location or asset-specific approaches.

6. Archaeological Watching Brief

6.1 Introduction

- 6.1.1 A watching brief is defined here as a reactive measure to supervise and monitor groundworks undertaken by the Main Works Contractor during overburden stripping relating to construction works. Areas may include underground cable trenches, pylon bases, temporary access routes, permanent access routes, laydown areas and construction compounds. Proactive watching brief is similar to SMS and therefore subject to the method and principles in Chapter 5.
- 6.1.2 The aims of the archaeological watching brief are to mitigate the impact of construction on archaeological remains by investigation and recording. More detailed objectives are:
- To provide an appropriate procedure for the identification and treatment of any archaeological remains discovered during construction;
 - To investigate any archaeological remains present and define their extent and character in relation to the working area;
 - To determine (so far as possible) the stratigraphic sequence and dating of the deposits or features identified; and
 - To identify any areas requiring additional mitigation (e.g. SMS as described in Chapter 5).
- 6.1.3 The watching brief may therefore also feedback into other forms of mitigation in the event of as yet undiscovered archaeology warranting mitigation being found during construction.

6.2 Locations

- 6.2.1 Watching brief will be implemented in areas of topsoil removal along the sections of underground cables and overhead lines where archaeological remains are present, or potentially present, with the exception of those areas where preservation *in situ*, OAE or SMS will be carried out, or areas where the ATT has demonstrated that there is no archaeological interest. These areas are indicated on Figure 1: Proposed Archaeological Mitigation.
- 6.2.2 An area of proposed watching brief mitigation is also proposed at the grid supply point (GSP) substation (Figure 1: Proposed Archaeological Mitigation), where some undated archaeological features were located during ATT. A watching brief would also in general, be undertaken along the sections of new overhead line where there is a requirement to remove topsoil unless the level of archaeological potential warranted otherwise.

6.3 Detailed Written Scheme of Investigation

- 6.3.1 The Archaeological Contractor will produce a DWSI for areas of archaeology requiring a watching brief. These will be submitted to the local authority advisors for comment prior to the commencement of earthworks. The DWSI will use the methodological parameters set out above (Section 4.3) and supplement these where necessary, with location or asset-specific approaches.

7. Geoarchaeological and Palaeoenvironmental Mitigation

7.1 Introduction

7.1.1 A geoarchaeological and palaeoenvironmental assessment (GPA) has been undertaken using desk-based data and the results of ground investigations undertaken on the project. The GPA was undertaken by geoarchaeological specialists using a wide range of approaches that develop an understanding of the geological, geographic and environmental contributions to site and landscape formation.

7.1.2 Geoarchaeological and palaeoenvironmental mitigation would be applied where the desk-based work, watching brief and deposit modelling undertaken to date, together with the detailed design, indicate that potential geoarchaeological or palaeoenvironmental deposits would be negatively affected. More detailed objectives are to:

- Retrieve stratigraphic information to inform a detailed deposit model of the mitigation locations, either through exploratory boreholes or trial pit excavation;
- Retrieve organic material for environmental processing and scientific dating;
- Establish a record and interpretation of past environments; and
- Disseminate the results through deposition of an ordered archive, the deposition of a detailed report(s) at the regional Historic Environment Record and reporting at a level of detail appropriate to the significance of the results.

7.1.3 Geoarchaeological and palaeoenvironmental mitigation is separate to the collection of soil samples during Archaeological OAE, SMS and watching brief and may be aligned with ongoing geotechnical investigations.

7.2 Locations

7.2.1 The GPA has identified that geoarchaeological and palaeoenvironmental remains are most likely to be encountered within the river valleys crossed by the project. As the overhead line sections would have a small construction footprint (limited to pylon bases set back from the floodplain), the GPA has identified that the mitigation should be focused on the main river valleys which would be crossed by underground cables.

7.2.2 The trenchless crossings beneath the River Box and the River Stour have the potential to affect deposits of potentially high geoarchaeological significance and therefore the geoarchaeological and palaeoenvironmental mitigation will be undertaken at the following locations shown on Figure 1: Proposed Archaeological Mitigation:

- River Box (within the drill pits for the trenchless crossing): The archaeological watching brief (Oxford Archaeology, 2013) identified peat deposits at depths of 1.5-3.0m below ground level (bgl) at the River Box; and
- River Stour (within the drill pits for the trenchless crossing): The existing borehole record within the Stour Valley indicates the presence of complex deposits of potentially high geoarchaeological significance. Peat deposits have been found at 1.7-1.9m bgl during archaeological monitoring (Oxford Archaeology, 2013).

- 7.2.3 No further locations are anticipated as the remaining construction works are unlikely to disturb floodplain deposits with the potential for geoarchaeological and palaeoenvironmental remains.
- 7.2.4 The mitigation proposed at the River Box and the River Stour will include a programme of geoarchaeological assessment that is proportionate to the project impact and the potential significance of the deposits, with details to be determined within the DWSI.

7.3 Detailed Written Scheme of Investigation

- 7.3.1 The Archaeological Contractor will produce a DWSI for areas requiring geoarchaeological mitigation. This will be submitted to the local authority advisors for comment prior to the commencement of earthworks.

8. Dissemination

8.1 Introduction

- 8.1.1 A single Post-Excavation Assessment (PEA) Report and an Updated Project Design (UPD), as defined in the Management of Research Projects in the Historic Environment (MoRPHE) (Historic England, 2015b) will be produced by the Archaeological Contractor on completion of the mitigation fieldwork. The results of the assessment will be shared with the local authority advisors.
- 8.1.2 The draft PEA Report and UPD will be submitted to the local authority advisors for comment within a reasonable agreed timescale. In finalising the report, the Archaeological Contractor will consider any comments made by the local authority advisors and amend the report accordingly. The final report will be submitted to National Grid within an agreed timescale.
- 8.1.3 Together with the PEA Report and UPD, the Archaeological Contractor will submit a priced schedule of activities and resources required to complete the works recommended in the UPD. The UPD should aim to have a final version prepared for comment by the local authority advisors within 12 months of the written approval of the UPD, unless agreed otherwise.
- 8.1.4 A Post-Fieldwork Analysis (PFA) Report will be produced based on the scope and schedules in the PEA Report and UPD, as detailed above.

8.2 Post-Excavation Assessment Report

- 8.2.1 The results of the previous archaeological studies will be summarised in the PEA Report and analytical programmes.
- 8.2.2 The PEA Report will be prepared in line with the principles set out in Appendix 1 in MoRPHE (Historic England, 2015b), and will include as a minimum:
- A non-technical summary;
 - Site code and project number;
 - Planning Reference number and Historic Environmental Record event codes;
 - Dates when the fieldwork took place;
 - A description of the background to, and circumstances of the work;
 - A brief description of the previously known archaeology of each site;
 - A description of the methodology used;
 - An objective description of the results ('factual data' in Appendix 1 of MoRPHE (Historic England, 2015b));
 - A specialist assessment of each category of data ('statement of potential' in Appendix 1; P2 of MoRPHE);
 - Details of archive location and destination (with accession number, where known), together with a catalogue of what is contained in that archive;

- An assessment of the archaeological significance of the deposits identified, in relation to other sites in the region;
- A conclusion with recommendations for further post-excavation work, if required;
- A statement of the storage and curation requirements for each category of data;
- General and detailed plans at appropriate scales, showing the location of each site accurately positioned on an up-to-date Ordnance Survey base;
- Plans of each site at appropriate scales, with keys and north points;
- Detailed plans and sections of individual features where necessary;
- All scales used on any drawings will be standard scales such as would appear on a normal scale ruler;
- A copy of the specification and/or project design; and
- References and bibliography of all sources used.

8.3 Updated Project Design

- 8.3.1 The UPD will set out the further analytical and archiving works, if any, required to achieve the potential identified in the PEA Report and will make a recommendation as to the scope of further reporting works, including the form of any publication required.
- 8.3.2 The UPD will include a programme, task list and table of resources required to complete the works. A costed task/resource table will be attached as an Appendix. This will include costs for publication. Note that, if only minor remains have been identified, there may be no value in further analysis, and in such circumstances the UPD should clearly state that this is the case.

8.4 Post-Fieldwork Analysis Report

- 8.4.1 Where the conclusion of the post-fieldwork assessment is that detailed analysis is required, it will proceed in line with the principles set out in Section 3.7 of MoRPHE (Historic England, 2015b). The post-fieldwork analysis will only begin following approval of the UPD in consultation with the local authority advisors and the output will be the PFA Report(s) and a research archive, which will be produced in accordance with Section 3.7 and Appendix 1 of MoRPHE respectively, along with relevant reports for publication.
- 8.4.2 The PFA Report will be produced in line with the PEA Report and UPD and the scope set out therein. It will be produced within the timescales specified in the programme provided as part of the approved UPD.
- 8.4.3 The Archaeological Contractor will allow for updating the local authority advisors during the post-fieldwork analysis phase. Where necessary, National Grid and the Archaeological Contractor can arrange meetings with the local authority advisors to discuss the results in matters arising for the production of the PFA Report.
- 8.4.4 The post-fieldwork analysis will consist of detailed work on the stratigraphy, artefacts and environmental data and will lead to the production of fully synthetic and integrated report texts.

- 8.4.5 The draft PFA Report will be submitted to the local authority advisors. In finalising the report, the Archaeological Contractor will consider any comments made by the local authority advisors. The final report will be delivered to the local authority advisors in electronic .pdf format, all inclusive of figures and other appendices.

8.5 Publication Report

- 8.5.1 In line with paragraph 5.8.20 in NPS EN-1 (DECC, 2011), the developer is required to publish the results of the archaeological work. This may range from technical volumes (thematic or period-based) to popular booklets, and could include temporary exhibitions, work with schools or web-based initiatives. The East Anglian Archaeology monograph series would be considered as a potential route for publication.
- 8.5.2 Where publication of a report in an academic journal or as a monograph has been recommended in the PFA Report and agreed with the local authority advisors, this should be accepted for publication within a timescale specified on the programme within the final UPD and agreed in advance with the local authority advisors.
- 8.5.3 One digital copy of the draft Publication Report will be submitted to the local authority advisor for information. In finalising the report, the Archaeological Contractor will consider any comments made by the local authority advisors received within ten working days.

8.6 Outreach

- 8.6.1 Avenues for community outreach will be explored during the project development and may comprise activities such as:
- Presentations for local community groups;
 - Temporary exhibitions;
 - Work with schools; and
 - Web-based initiatives.
- 8.6.2 The need for, and scope of, such outreach activity will depend upon the ultimate scope of mitigation carried out and will be discussed with the local authority advisors.

9. Archiving

- 9.1.1 The Archaeological Contractor will integrate the archives from all project archaeological mitigation into a single archive.
- 9.1.2 Archive consolidation will be undertaken following the conclusion of fieldwork. The site record will be checked, cross-referenced, and indexed as necessary.
- 9.1.3 The archive (finds and records) will be retained by the Archaeological Contractor before being deposited with the appropriate repository. A security copy of the archive will be made in an appropriate medium. All archive preparation will be undertaken in accordance with guidelines published by the ClfA on behalf of the Archaeological Archives Forum (ClfA, 2012).

References

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