



Immingham Green Energy Terminal

TR030008

Volume 6

6.4 Environmental Statement Appendices

Appendix 15.B: Outline Marine Archaeological Written Scheme of Investigation

Planning Act 2008

Regulation 5(2)(a)

Infrastructure Planning (Applications: Prescribed
Forms and Procedure) Regulations 2009 (as
amended)

September 2023

Infrastructure Planning

Planning Act 2008

The Infrastructure Planning
(Applications: Prescribed Forms and
Procedure) Regulations 2009 (as amended)

Immingham Green Energy Terminal

Development Consent Order 2023

6.4 Environmental Statement Appendices

Appendix 15.B: Outline Marine Archaeological Written Scheme of Investigation

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Immingham Green Energy Terminal Port of Immingham, North East Lincolnshire

Outline Marine Archaeological Written Schemes of Investigation

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wessexarchaeology



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Immingham Green Energy Terminal, Port of Immingham, North East Lincolnshire

Outline Marine Archaeological Written Schemes of Investigation

1 INTRODUCTION

1.1 Project and planning background

1.1.1 An Outline Written Schemes of Investigation (“WSI”) has been prepared for the proposed marine works relating to the Project (**[Figure 15.1 [TR030008/APP/6.4]**).

1.1.2 The proposed works comprise the construction, operation and maintenance of a terminal consisting of a jetty and associated loading/ unloading infrastructure, pipelines and metering systems. The Site is situated to the east of the existing Port of Immingham (“the Port”) and largely outside its operational area.

1.1.3 This Outline WSI is prepared in support of **Chapter 15: Historic Environment (Marine) Archaeology [TR030008/APP/6.2]**.

1.2 Project Description

Marine Infrastructure

1.2.1 The proposed marine works will consist of the creation of:

- An open piled jetty approach trestle, up to 1.2km in length, which would extend from the river frontage in a north-easterly direction leading to the jetty structure and which would provide access for vehicles and pipework to and from the shore to the berth. The approach trestle would be 14m wide for the main length with increased widths of 17m and 27m for the passing places and an operations building respectively. The jetty approach connects to a jetty head to provide the berth. The jetty approach would be supported by up to 219 steel tubular piled (215 marine piles and four landside piles), with a diameter of up to 1.2m;
- The jetty head would comprise (un)loading platforms with mechanical loading arms, and two breasting dolphins with fenders. The jetty head would be supported by up to 106 piles comprising up to 104 piles with a diameter of up to 1.5m and 2 monopiles (located in front of the jetty head/loading platform to provide fendering suitable for small vessels) with a diameter of up to 2.3m. The berth would support large (with a draught up to 12.8m) and small vessels;
- Eight mooring dolphins linked to each other and to the jetty head by high level walkways to facilitate operational and maintenance access. The mooring dolphins would each be supported by 9 steel tubular piles with a diameter of up to 1.5m (72 piles in total);
- A jetty head building and a separate temporary refuge shelter to provide a safe and secure area for personnel in the event of an emergency;



- A jetty operations building at the landside end of the jetty to house control/operations function and various electrical equipment (switchroom, operations room and welfare facilities);
- Appropriate topside infrastructure installed on the jetty to load and unload vessels including marine loading arms, gangway, piping, maintenance access roadways and access ramps, wastewater collection and drainage and supporting utilities for handling liquid bulk shipments. The pipework would run along the jetty, over the existing seawall, to a connection point with the landside pipework; and
- The construction of lighting infrastructure, utilities (electrical systems, firewater systems, communications systems, security systems) and drainage.

Capital Dredge

- 1.2.2 A capital dredge of approximately 4,000 m³ (based on the latest available site-specific geotechnical and geophysical information) would be required to ensure accessibility and safe mooring for vessels on the berth at all states of the tide. The required dredge depth would be approximately 14.5 m below Chart Datum.

1.3 Construction programme

- 1.3.1 Construction works are proposed to start in early 2025 and will be completed in Phase 1 (Years 1 – 3).

1.4 Scope of document

- 1.4.1 This WSI sets out the aims of the marine investigation, and the methodologies and standards that will be employed by ABP and the Retained Archaeologist to implement the mitigation strategy set out in the ES (**Chapter 15: Historic Environment (Marine) [TR030008/APP/6.2]**). In format and content, it conforms to current best practice and to the guidance outlined in *Management of Research Projects in the Historic Environment* (MoRPHE, Historic England 2015c), the Joint Nautical Archaeology Policy Committee *Code of Practice for Development* (JNAPC 2006) and the relevant guidance from the Chartered Institute for Archaeologists (CIfA) (CIfA 2014a-h), as applicable.

- 1.4.2 This document will be submitted with the ES, for approval by the Secretary of State, prior to the commencement of any investigative work.

- 1.4.3 The WSI will come into effect when it has been agreed with the Archaeological Curators and following consent, however, to ensure best practice any activities undertaken prior to consent should strive to be undertaken in line with the WSI.

2 THE ARCHAEOLOGICAL ASSESSMENT AREAS

2.1 Co-ordinate system

- 2.1.1 For all aspects of this report, positions are reported in the British National Grid (“BNG”) coordinate system, with heights calculated as distance above Ordnance Datum (Newlyn), as defined by OSGM15 and OSTN15.



2.2 Archaeological assessment areas

2.2.1 The marine study area for the assessment is the area over which potential direct and indirect effects of the Project have been predicted to occur on marine heritage receptors during the construction and operational periods.

2.2.2 The marine study area therefore comprises the proposed development area of the Project below Mean High Water Springs (“MHWS”). This encompasses all direct impacts from construction and dredging. A further 500 m buffer zone beyond the area of the proposed development has been included in order to capture relevant proximate heritage receptors in the assessment that could be affected indirectly. This area is known as the Study Area.

3 AIMS AND OBJECTIVES

3.1 Aims

3.1.1 The aim of the WSI is to put in place the archaeological mitigation set out in the ES (**Chapter 15: Historic Environment (Marine) [TR030008/APP/6.2]**).

3.2 Objectives

3.2.1 The objectives of this WSI are as follows:

- to fulfil the requirements of the Development Consent Order in respect of archaeological monitoring and mitigation works associated with this Project, as outlined in the ES;
- to provide for the creation, position and extent of Archaeological Exclusion Zones (“AEZs”) that may be required should circumstances so demand, and to establish methods for their monitoring, modification and/ or removal in the future;
- to ensure that any further geotechnical investigations associated with the Project are subject to archaeological input, review, recording and sampling;
- to propose measures for the mitigation of unexpected archaeological remains encountered during further survey work or construction work associated with the Project;
- to set out methodologies for post-construction monitoring; and
- to establish the reporting and archiving requirements for the archaeological works undertaken during construction and post-construction monitoring.

3.3 Addressing questions from the Research Agendas

3.3.1 Themes, objectives and areas of research from the regional Research Agenda will inform survey designs and will be addressed in the results of any reports (**Table 1**).

Table 1 Objectives for future research from the Research Agenda

Research Agenda	Objective
East Midlands Heritage An Updated Research Agenda and Strategy for the Historic Environment of the East Midlands (Knight, Vyner and Allen 2012).	<ul style="list-style-type: none"> - Palaeolithic 1H Explore the submerged Pleistocene landscapes of Doggerland. - Mesolithic 2I Exploring Doggerland: target submarine landscapes and the modern coastline - Modern 9D Investigate use of rivers for transport & power



4 ROLES, RESPONSIBILITIES AND COMMUNICATION

4.1 The Applicant

- 4.1.1 The Applicant will be responsible for implementing this WSI and the mitigation measures, such as the PAD.
- 4.1.2 The Applicant and/or their representative will commission a suitably qualified and experienced archaeological contractor as Retained Archaeologist (**Section 4.2**).
- 4.1.3 The Applicant and/or their representative will consult the Retained Archaeologist during the planning stages for any further work.
- 4.1.4 The Applicant and/or their representative will commission Archaeological Method Statements prior to works being undertaken that may impact the seabed.
- 4.1.5 The Applicant and/ or their appointed representatives, or any archaeological body they may appoint to manage the implementation of the Marine Archaeological WSI, will seek curatorial advice from the Archaeological Curator(s) (**Section 4.3**) as appropriate.
- 4.1.6 Interaction with the Archaeological Curator(s) will be administered by the Applicant and/or their appointed representatives with advice where appropriate through the Retained Archaeologist. If a new site of archaeological importance is discovered during works, the Archaeological Curator(s) will be contacted immediately.
- 4.1.7 The Applicant and/or their appointed representatives will be responsible for administering the obligations of the *Merchant Shipping Act* 1995 with specific regard to reports of wreck and salvage and will ensure that droit reports are dealt with accordingly. The Applicant and/or their appointed representatives will ensure that recovered material identified as 'wreck' is reported to the Receiver of Wreck within 28 days of discovery. The Applicant and/or their representative will be responsible for the submission of this report, the legal obligations under the *Merchant Shipping Act* 1995 and all correspondence. If recovered material is held by the Retained Archaeologist, it is essential they are included in all correspondence with the Receiver of Wreck (**Section 4.3**) and are aware of any updates or changes to the reports (commonly known as droits) associated with the material. The Applicant and/or their appointed representatives will be responsible for ensuring the legal obligations associated with the droits are undertaken.
- 4.1.8 The Applicant and/or their representative will ensure that the Retained Archaeologist is provided with all relevant Project datasets, to ensure that they are in an informed position to advise the Applicant. This is particularly important between the planning and construction phases, and at any stage if the Retained Archaeologist changes, to ensure consistency.
- 4.1.9 The Applicant and/ or their appointed representatives will ensure that Contractors make Project personnel aware of this Marine Archaeological WSI, any AEZs in force, and a bespoke Protocol for Archaeological Discoveries.



4.1.10 The Client will commit to following guidance set out in the Joint Nautical Archaeology Policy Committee (JNAPC) code of practice for seabed development (JNAPC 2006) and *The Assessment and Management of Marine Archaeology in Port and Harbour Development* (Historic England 2016), as applicable.

4.2 Retained Archaeologist

4.2.1 The Retained Archaeologist will oversee archaeological mitigation to provide consistency throughout the Project, as required, and will implement the WSI.

4.2.2 The Retained Archaeologist will produce Archaeological Method Statements for works, as appropriate.

4.2.3 The Retained Archaeologist will act as the first contact for any unexpected archaeological discoveries. The Retained Archaeologist will cover the administration of the reporting of discoveries made by the Applicant and/or their representative and will provide immediate actions, including recording, handling and storage, and introduction of measures to prevent or reduce damage if the presence of a significant archaeological site is suspected. The Retained Archaeologist will ensure any unexpected discoveries of archaeological material are assessed, as per the protocol (see **Section 9.8**), and reported to the relevant curators and stakeholders. Recovered material identified as 'wreck' must be reported to the Receiver of Wreck by the Retained Archaeologist within 28 days of discovery. The Applicant and/or their representative will be involved with the submission of this report and all following correspondence.

4.3 Other key stakeholders

Archaeological Curator: Historic England

4.3.1 Historic England is a specialist advisor to the Marine Management Organisation for the English area of the UK territorial sea. They are the Archaeological Curators for the marine section of the works.

Receiver of Wreck

4.3.2 Material identified as 'wreck' that has either been recovered within UK territorial waters or brought into UK territorial waters must be reported to the Receiver of Wreck under the *Merchant Shipping Act 1995*. The Receiver of Wreck is located within the Maritime Coastguard Agency and works with other government departments and heritage organisations.

4.3.3 Wreck material is reported to the Receiver of Wreck via their website.

4.3.4 The Receiver of Wreck's contact details are as follows:

- Receiver of Wreck, Maritime & Coastguard Agency, Spring Place, 105 Commercial Road, Southampton, SO15 1EG. Tel: 0203 817 2575. Email: row@mcga.gov.uk

4.3.5 Further details about how to manage discoveries of wreck material can be found in **Section 10.6**.



Ministry of Defence

- 4.3.6 Under the *Protection of Military Remains Act 1986*, any aircraft that crashed while in military service are automatically protected. Therefore, based on the precautionary principal, all finds or sites of aircraft should be reported to the Joint Casualty and Compassionate Centre (“JCCC”) of the Ministry of Defence (“MoD”), unless it can be proven without a doubt that the aircraft material is non-military. In any case, all finds of aircraft material should also be reported to the Receiver of Wreck.
- 4.3.7 Further details about how to manage discoveries of aircraft material, including restrictions, licensing, and guidance can be found in **Sections 9.8** and **10.5**.

Harbour Master’s jurisdiction

- 4.3.8 The *Harbours Act 1964* enables a harbour authority to amend various statutory powers including the power to raise, remove, destroy and mark wreck to ensure safe navigation within, or in or near the approaches, a harbour. However, removal of wreck may still need to be reported to the Receiver of Wreck in line with the *Merchant Shipping Act 1995*.
- 4.3.9 Harbour authorities may have additional powers under other legislation, for instance Harbour Masters have powers under the *Harbour, Docks and Piers Clauses Act 1847* where it has been incorporated into local harbour legislation. However, again the Receiver of Wreck should be contacted prior to any recovery or destruction of wreck.
- 4.3.10 ABP are the harbour authority for the Port under *The Harbour Directions (Designation of Harbour Authorities) (No. 2) Order 2015*.

4.4 Archaeological Contractor(s)

- 4.4.1 Archaeological Contractor(s) may be appointed to carry out specific packages of work, for example works beyond the in-house capabilities of the Retained Archaeologist, or additional works, as required. The Archaeological Contractor(s) may be appointed by the Client or their appointed representatives (the Retained Archaeologist or other contractors/ sub-contractors). In these instances, the Archaeological Contractor will ensure that works are specified, planned, undertaken and reported in accordance with this archaeological WSI.

4.5 Client contractors

- 4.5.1 The responsibility for implementing the archaeological WSI rests with the Client and their appointed representatives (including their contractors).
- 4.5.2 All relevant contractors engaged in the construction of the Project shall:
- familiarise themselves with the requirements of the outline offshore archaeological WSI and make them available to all of their staff working on the Project (e.g. for Protocol briefings and archaeological input into method statements);
 - communicate with the Retained Archaeologist in the planning stages of any further survey work, to ensure archaeological objectives are included, as appropriate;



- implement a PAD;
- obey legal obligations in respect of 'wreck' and 'treasure' under the Merchant Shipping Act 1995 and the Treasure Act 1996, respectively;
- obey legal obligations in respect of Protection of Military Remains Act 1986;
- respect constraint maps and AEZs;
- assist and afford access to archaeologists employed by the Client; and
- inform the Retained Archaeologist of any environmental constraint or matter relating to health, safety and welfare of which they are aware that is relevant to the archaeologists' activities.

5 ARCHAEOLOGICAL BASELINE SUMMARY

5.1 Introduction

5.1.1 A full assessment of the archaeological baseline is presented and fully illustrated in **Appendix 15.A [TR030008/APP/6.4]**. A summary is provided below.

5.1.2 The themes relevant to marine archaeological baseline as assessed in the technical report were:

- Seabed prehistory (for example, palaeochannels and other features that contain prehistoric sediment, and derived Palaeolithic artefacts e.g. handaxes);
- Seabed features, including maritime sites (such as shipwrecks and associated material including cargo, obstructions and fishermen's fasteners) and aviation sites (aircraft crash sites and associated debris);
- Intertidal heritage receptors; and
- Historic seascape character.

5.2 Summary of known and potential archaeological receptors

Palaeogeographic Assessment

5.2.1 The assessment of geophysical data within the Study Area (**Figure 15.2 and 15.3 [TR030008/APP/6.3]**) defined in the marine archaeological technical report resulted in the identification of a total of four features of palaeogeographic interest. These are summarised as follows:

- a total of three features, comprising channel features (**7502**) and possible peat outcrops (**7501**, **7503**) were assigned an P1 archaeological rating;
- a total of one features comprising channel features (**7500**) were assigned an P2 archaeological rating.

5.2.2 As terrestrial features interpreted as being deposited during periods of likely human occupation, those features given a P1 archaeological rating are considered of high archaeological potential. The feature with a P2 discrimination is considered of medium archaeological potential due to the uncertainty of whether any fill of paleoenvironmental or archaeological interest remains.

Known intertidal

- 5.2.3 Eight records of heritage receptors are located within the intertidal zone (**2001 – 2007**) (**Figure 15.4 [TR030008/APP/6.3]**). These records relate to coastal infrastructure, obstructions and dolphins associated with the 20th century port; and also First World War anti-submarine defences (**2009**).

Known maritime

- 5.2.4 There are no designated marine heritage receptors in the Study Area.
- 5.2.5 There are three wreck sites recorded within the Study Area (**2003, 2006, 2008**).

Known aviation

- 5.2.6 There are no known aviation sites within the Study Area.

Maritime and aviation archaeological potential

Geophysical anomalies

- 5.2.7 The assessment of geophysical data within the study area resulted in a total of 162 anomalies identified as being of possible archaeological interest (**Figure 15.4 [TR030008/APP/6.3]**). These are summarised as follows:
- a total of 74 were assigned an A2_h archaeological rating; and
 - a total of 88 were assigned an A2_I archaeological rating.
- 5.2.8 A2_h features are judged to have higher potential to be archaeological (Anomaly of likely anthropogenic origin but of unknown date; may be of archaeological interest or a modern feature.)
- 5.2.9 A2_I features are judged to have lower potential to be archaeological (Anomaly of possible anthropogenic origin but interpretation is uncertain; may be anthropogenic or a natural feature).
- 5.2.10 Due to these anomalies being located within a known, busy and active port area many of these anomalies are likely to be non-archaeological 20th century material or modern debris. Without visual inspection this could not be confirmed, and so all features are retained in the gazetteer (**Annex 5**).

Maritime potential

- 5.2.11 As an island nation, the UK has a long maritime history with potential for the archaeological evidence of maritime sites from the late Mesolithic through to the present day. The Humber is one of the largest estuaries in Britain with a rich and nationally important archaeological, geological and palaeoenvironmental record. It has been, and still is, a significant transport, trade and communication route. Maritime sites are defined for the purposes of this assessment as either wrecks (seagoing vessels or aircraft) and/or material that has been accidentally or deliberately lost overboard from a vessel or aircraft. The Project lies close to some of the historic shipping routes for British vessels travelling along the east coast, with vessels stopping at intermediate ports, including the Ports of Hull, Grimsby, New Holland and North Killingholme Haven. The main drivers for these routes were the trade in coal, ship building, the steel industry, and the fishing industry. There is the

potential for the presence of maritime archaeological material from all periods within the study area.

Aviation potential

- 5.2.12 There is potential for the presence of aviation material dating from the early 20th century until more recent times, with a concentration dating to the World Wars and in particular to the Second World War. Discoveries may occur anywhere within the study area, but potential may increase nearer the coastlines in the vicinity of coastal defence networks protecting the strategically important military and civil infrastructure on England's east coast.

6 POTENTIAL IMPACTS

6.1 Impacts considered for Mitigation Strategy

- 6.1.1 Impacts on the marine heritage receptors from the Project could take place from construction and subsequent operational activities of the Project. Direct effects that may require additional mitigation, summarised in the ES (**Chapter 15: Historic Environment (Marine) [TR030008/APP/6.2]**) are described below. No significant indirect effects were identified.

Marine Piling of Approach Trestle, Jetty Head and Dolphins

- 6.1.2 Any direct impacts to marine archaeological receptors are likely to occur during the construction stage of the Project. Impacts resulting in adverse effects upon archaeological receptors from construction works are those involving contact with the seabed. Marine archaeological receptors with height, such as shipwrecks, may also be impacted by activities that occur within the water column.
- 6.1.3 Construction activities that could have direct impacts will primarily consist of piling for the approach trestle, jetty head and associated dolphins of various purpose, which could lead to physical damage of the archaeological resource and deformation of the surrounding deposits.
- 6.1.4 Nine A2_h anomalies intersect with the Approach Trestle piling design (**7017, 7031, 7034, 7050, 7051, 7053, 7072, 7100, 7115**), a further A2_h anomaly (**7144**) is located between the Jetty Head and Dolphins and should be considered for precautionary inspection if likely to be close to construction activities (**Figure 15.4 [TR030008/APP/6.3]**).
- 6.1.5 Two palaeogeographic features of archaeological interest are recorded intersecting with the Approach Trestle (**7500, 7501**) (**Figure 15.2 [TR030008/APP/6.3]**).

Capital Dredging of Dredge Pocket and Pocket Side

- 6.1.6 Direct impacts to marine archaeological receptors are also likely to occur during dredging activities. The dredging will be conducted using a backhoe dredger with split hopper barge.
- 6.1.7 There are examples of A2_l anomalies within or close to the proposed dredge pocket and pocket side (**7143, 7145, 7141**). They represent buried, small magnetic anomalies and may have archaeological potential.



7 MITIGATION

7.1 Introduction

7.1.1 The following embedded measures (i.e. completed as part of the ES) and proposed additional measures are designed to mitigate against the impact the proposed work has on any sites with known or unknown archaeological potential:

- An archaeological assessment (see **Section 5.2**) of geophysical data collected prior to the start of works to enhance the marine heritage baseline.
- Avoidance or inspection of A2_h anomalies within the construction footprint (primarily the Approach Trestle) (see **Section 7.2**).
- Watching Brief and PAD (with Awareness Training) for A2_I anomalies within the dredge pocket and pocket side (see **Sections 7.3, 9.6, 9.7, 9.8**).
- Staged, geoarchaeological assessment (see **Section 9.5**) of marine borehole logs to be collected as part of the forthcoming ground investigation works.
- The implementation of a bespoke finds report Protocol for Archaeological Discoveries (“PAD”) (see **Section 9.8**) during dredging operations to ensure that any archaeological finds are reported via the Retained Archaeologist to Historic England and North East Lincolnshire HER; and

7.2 Inspection of Potential Archaeological Anomalies

7.2.1 A Method Statement (**Section 8**) setting out in detail the approach for inspecting seabed anomalies of archaeological potential will be agreed prior to commencement of construction works. This may include embedding archaeological targets within UXO inspection and clearance operations deploying an ROV.

7.3 Unexpected discoveries

7.3.1 To mitigate against any possible unexpected discoveries during the dredging phase a PAD is outlined below (**Section 9.8**) for implementation by the contractors with the support of the Retained Archaeologist.

7.4 Palaeogeographic assessment

7.4.1 Forthcoming marine ground investigation work will be undertaken within the study area, the archaeological contractor will be consulted, to advise on potential samples to be acquired for archaeological purposes and other identified units of archaeological interest identified within the data, particularly from features **7500** and **7501** which are interpreted as a palaeochannel and possible peat outcrop. It is also recommended that all other geotechnical logs and samples from within the study area be made available for geoarchaeological assessment, as laid out in **Section 9.5** below.

8 METHOD STATEMENTS

8.1.1 This Marine Archaeological WSI provides a framework for further archaeological investigations for the Project. This will be finalised as part of the DCO examination process. All works will be undertaken in accordance with the methodology set out within this WSI and in compliance with the standards outlined by the ClfA (ClfA 2014a-h), excepting where they are superseded by statements made below.



- 8.1.2 Detailed method statements will be produced, as required, for further archaeological works, primarily the geoarchaeological assessment of marine boreholes; such as those identified in the 'Scheme of Investigations' section, below, for example Watching Briefs if required.
- 8.1.3 Each archaeological method statement will correspond to a defined package of works, for example, archaeological assessment of marine geophysical data, archaeological assessment of ROV data from the UXO survey, and archaeological investigation using divers and/or ROVs.
- 8.1.4 Method statements will provide details about:
- Form of commission and contractual relationship with the Client;
 - Relation between the method statement, the WSI and any relevant conditions in the DCO;
 - Context in terms of relevant construction works;
 - Specific objectives of archaeological works;
 - Extent of investigation;
 - Investigation methodology;
 - Anticipated post-investigation actions, including processing, assessment and analysis of finds and samples;
 - Reporting;
 - Timetable;
 - Monitoring arrangements; and
 - Health, safety and welfare.
- 8.1.5 Method statements will be prepared in consultation with Historic England and then provided to ABP for comment. Method statements will be submitted to the Marine Management Organisation for approval four weeks prior to any works commencing. Such method statements will include provision for Historic England where appropriate to monitor the progress of the archaeological works, as appropriate to that element, be that through site visits or meetings with ABP, the Contractor(s), and the Retained Archaeologist.
- 8.1.6 All contractors and sub-contractors will be sent the approved archaeological method statements including the results of any relevant archaeological surveys prior to work commencing.

9 SCHEME OF INVESTIGATIONS

9.1 Introduction

- 9.1.1 The following schemes of investigations provide a framework for the implementation of any additional mitigation that may be required in response to any unexpected discoveries during the different phases of the Project, based on the referenced guidance indicated below.

- 9.1.2 The Mitigation section (**Section 7**) provided a brief overview of the types of further archaeological investigations recommended to mitigate identified impacts for specific marine cultural heritage features, and riverbed prehistory and palaeogeography. Specific mitigation activities would be supported by a Method Statement (**Section 8**).
- 9.1.3 For reference, this Scheme of Investigations section sets out general approaches to how these investigations will be undertaken.
- 9.1.4 The Retained Archaeologist will provide input on the contractors' proposed survey method statements to ensure data collection is optimised so that it can be used to identify features of archaeological importance and inform mitigation proposals such as avoidance of wrecks and wreck debris.

9.2 Standards and guidance

- 9.2.1 The method statements and specifications in this document are based on archaeological best practice and guidance for marine and port and harbour development. The principal sources in chronological order of issue are:
- *Identifying and Protecting Palaeolithic Remains: Archaeological Guidance for Planning Authorities and Developers* (English Heritage, 1998);
 - *Managing Lithic Scatters: Archaeological Guidance for planning authorities and developers* (English Heritage (now Historic England), 2000);
 - *Military Aircraft Crash Sites: Guidance on their Significance and Future Management* (English Heritage, 2002);
 - *Code for Practice for Seabed Development (Joint Nautical Archaeology Policy Committee (JNAPC) 2006)*;
 - *Conservation Principles, Policies and Guidance for the Sustainable Management of the Historic Environment* (English Heritage (now Historic England), 2008);
 - *Our Seas – A Shared Resource: High Level Marine Objectives* (Department for Environment, Food and Rural Affairs (DEFRA), 2009);
 - *Environmental Archaeology: A Guide to the Theory and Practice of Methods, from Sampling and Recovery to Post-excavation* (second edition) (English Heritage (now Historic England), 2011);
 - *Ships and Boats: Prehistory to Present – Designation Selection Guide* (Historic England, 2012);
 - *Marine Geophysics Data Acquisition, Processing and Interpretation Guidance Notes* (Bates et al 2013);
 - *Standard and guidance for archaeological field evaluation* (ClfA 2014a);
 - *Standard and Guidance for historic environment desk-based assessment* (ClfA 2014h);
 - *Standard and guidance for nautical archaeological recording and reconstruction* (ClfA 2014g);
 - *Dredging and Port Construction: Interaction with Features of Archaeological or Heritage Interest, Guidance Document No 124-2014* (PIANC 2014);



- *Geoarchaeology: Using Earth Sciences to Understand the Archaeological Record* (English Heritage (now Historic England), 2015a);
- *Managing Significance in Decision-Taking in the Historic Environment: Good Practice Advice in Planning Note 2* (Historic England 2015b);
- *Preserving Archaeological Remains: Decision-taking for Sites under Development* (Historic England, 2016a);
- *The Assessment and Management of Marine Archaeology in Port and Harbour Development* (Historic England 2016b); and
- *Deposit Modelling and Archaeology. Guidance for Mapping Buried Deposits* (Historic England 2020).

9.3 Archaeological reporting, data management and archiving

- 9.3.1 Each package of archaeological works will be accompanied by written reports pursuant to the requirements of those works and demonstrating appropriate planning, recording and data management and commitment to archiving and public dissemination of results.
- 9.3.2 For all aspects of recording, reporting, data management and archiving ABP will adhere to standards and guidance as set out in ClfA 2014b.
- 9.3.3 Key points relevant to recording, reporting, data management and archiving are included below and in **Sections 11.3** and **12.4**.

Reports

- 9.3.4 Each package of work will give rise to one or more Archaeological Reports, as set out in the Method Statement relating to the work.
- 9.3.5 Each Archaeological Report will satisfy the method statement for the investigation and will present the Project information in sufficient detail to allow interpretation without recourse to the Project archive.
- 9.3.6 Archaeological reports will be prepared in accordance with the guidance given in the relevant ClfA Standards and Guidance document (ClfA 2014b).
- 9.3.7 Survey data and reports will be reviewed from an archaeological perspective to ensure suitable mitigation is put in place for the proposed works. The reviews will consider:
- relationship between the survey work, the WSI and the licence condition(s);
 - context in terms of relevant construction works;
 - specific objectives data review;
 - extent of investigations undertaken;
 - methodology for data review or analysis;
 - mitigation requirements;
 - monitoring arrangements; and
 - recommendations.



- 9.3.8 Illustrations will include a plan of the area subject to investigation in relation to the Project.
- 9.3.9 Each Archaeological Report will be submitted in draft to the Applicant by the Retained Archaeologist. Upon approval by the Applicant, Archaeological Reports will be submitted to the Archaeological Curator (Historic England) for approval within four weeks of completion of the works associated with each Method Statement and their agreement/acceptance will be assumed if no contrary response is received within 15 working days of submission.
- 9.3.10 On completion of all archaeological works relating to the Project an overarching report on the archaeology of the scheme will be prepared within a timetable agreed with the Applicant and Historic England.

9.4 Archaeological exclusion zones

- 9.4.1 No archaeological exclusions zones (“AEZ”) have been implemented at this time.
- 9.4.2 In the case of high importance finds or finds thought to be of high importance, an AEZ dependant on the operation in action will be implemented until consultation with the Retained Archaeologist and Historic England have occurred. The AEZ will comprise a 50 m radius until consultation with the Retained Archaeologist and Historic England has occurred.

9.5 Marine geotechnical investigations

- 9.5.1 Further marine geotechnical work is planned. The scope and methodology of these further geotechnical works will be set out in a separate method statement, prepared by the Retained Archaeologist and agreed with the Archaeological Curator, including the Historic England Science Advisor.
- 9.5.2 The method statement will include clear provisions for the development of a collection, retention and storage strategy for cores, to allow for analysis to take place. It will be recommended for cores to be collected using light-proof sleeves, and that cores must be stored and split under light-safe (dark) laboratory conditions, in order to promote the preservation of the integrity of deposits of a certain age.

9.6 Archaeological watching briefs

- 9.6.1 A Watching Brief is recommended to monitor the dredging work. This work will depend on the dredging methods utilised, and its exact extent will be laid out in a Method Statement agreed with Historic England in advance. It is anticipated that the capital dredging will be conducted using a backhoe dredger.
- 9.6.2 Should any archaeological material be recovered during dredging, it will be analysed and recorded according to the principles set out in **Section 9.2**.
- 9.6.3 Recovery of any archaeological material within the Watching Brief will be completed under the supervision of the Retained Archaeologist with any artefacts or structural fragments returned to the quayside for appropriate archaeological storage (see **Section 10**).
- 9.6.4 For all aspects of archaeological watching briefs on board a dredging vessel, the Applicant and the Retained Archaeologist will adhere to standards and guidance as



set out in ClfA 2014a, *Dredging and Port Construction: Interactions with Features of Archaeological or Heritage Interest* (PIANC 2014) and *The Assessment and Management of Marine Archaeology in Ports and Harbours* (Historic England 2016b).

9.6.5 Recording will include written, drawn, and photographic elements as conditions allow.

9.6.6 The findings of any watching briefs will be compiled as an Archaeological Report consistent with industry standards set out in **Section 11.3**.

9.7 Awareness training

9.7.1 The Retained Archaeologist will provide awareness training to all relevant contractors working on the dredging works. The detailed training on the identification of finds of archaeological potential will ensure that staff are aware of what constitutes an appropriate find and the procedure for reporting such discoveries. Where the origin or nature of an item is in question the precautionary principle will be employed and the item fully reported through the Protocol outlined below.

9.7.2 Training will focus on the types of material likely to be discovered during the dredging, for example:

- aircraft material, what constitutes it, what types of material could be present and how to recognise it;
- shipwreck material, including identifying wood that has been worked (for example, includes the presence of treenails and/or has been shaped, for example for a logboat or a clinker-built boat), fixtures and fittings, pottery, and other material that could be present on a shipwreck; and
- prehistoric material, such as handaxes and palaeoenvironmental material that could be encountered.

9.7.3 Training will include an overview of levels of importance, and what constitutes an archaeological find. More information regarding the types of materials that could be discovered can be found in **Annex 3**.

9.7.4 Training will also include information on handling and storing archaeological discoveries.

9.7.5 Training given to the dredging staff will have a substantially greater level of detail than that provided for general staff under the terms of the PAD and will include advice on their responsibilities regarding the implementation of the WSI and PAD.

9.7.6 In addition, training will ensure that all staff understand their role and the method for reporting finds of archaeological potential through the PAD (see **Annex 1**).

9.7.7 Awareness visits will take place prior to the commencement of dredging work, and they will include: the works manager, superintendents, dredging staff, general vessel crew and office staff.

9.7.8 The timing of these visits will be based upon the dredging scheduled and staff/vessel changeovers, including pre-dredge clearance operations.



- 9.7.9 An awareness visit will be provided for each vessel before the dredging work commences. The captain and other crew members will be responsible for the training handover with their colleagues; however, additional awareness visits could be provided if requested to smooth the transition.
- 9.7.10 The Applicant will keep the Retained Archaeologist informed of the exact arrival dates for each vessel during the Project.
- 9.7.11 Provision will be made for Historic England to attend a training session to monitor the approach and provide additional information if required. The Retained Archaeologist will contact Historic England regarding the most suitable awareness training. This is likely to be a virtual training session.
- 9.7.12 Periodic visits to the dredging site by the Retained Archaeologist will be planned to ensure proper adherence to the PAD (see **Section 9.6**). The frequency and timing of these visits will be determined in accordance with the dredging programme.
- 9.7.13 Although unlikely to be an issue, should the need arise, Historic England will be informed if the methods of reporting are falling short of necessary standards. This is to ensure that Historic England can be confident that every effort is made to protect and record archaeological material from unwarranted impacts.

9.8 Protocol for Archaeological Discoveries

- 9.8.1 A Protocol for Archaeological Discoveries (the Protocol) will be implemented as best practice to ensure that the Project is prepared for any unexpected discoveries of archaeological material – including shipwreck material, aircraft remains, submerged prehistoric material or other archaeological material.
- 9.8.2 The Protocol will be utilised alongside the archaeological watching brief.
- 9.8.3 The Protocol will be implemented to ensure that unexpected discoveries of archaeological material made outside of the above mitigation methods– including submerged prehistoric material, shipwreck material aircraft remains, and any other archaeological material – are addressed in a timely and appropriate manner.
- 9.8.4 The aim of the Protocol is to reduce any adverse effects of the proposed development on the historic environment by enabling people working on the proposed development to report archaeological finds in a manner that is both convenient to their everyday work and effective regarding curatorial requirements.
- 9.8.5 The Protocol has been specifically designed to deal with any discoveries made during the dredging phase of the Project. Flow charts of actions/communications and recording sheets associated with the Protocol can be found in **Annex 1** and **2**.
- 9.8.6 This Protocol is designed to be used in conjunction with the proposed backhoe and TSHD dredging methodology for capital dredging. Should other dredging methodologies be proposed, a review and re-issuing may be necessary.
- 9.8.7 Archaeological finds made during dredging and construction activities are important because they can shed light on past human use of the landscape, sea, and seabed. The information that such discoveries bring to light can help archaeologists better



understand the human past and should, therefore be conserved to better protect these aspects of our history on behalf of future generations.

- 9.8.8 The Protocol will be implemented to ensure that these discoveries are reported and analysed. Whilst there are no industry standard PADs for harbour and port development, the following methodology has been adapted from already approved protocols for other industries, specifically the British Marine Aggregates Producers Association (“BMAPA”) and English Heritage (“EH”) *Protocol for Reporting Finds of Archaeological Interest* (BMAPA & EH 2005) and the *Protocol for Archaeological Discoveries: Offshore Renewables Projects* (Wessex Archaeology 2010).

Methodology

- 9.8.9 The implementation of the Protocol will be initiated by a visit by the Retained Archaeologist to the relevant vessels to ensure that all staff are aware of what constitutes an appropriate find. Contact details, including those of the Nominated Contacts and the Archaeological Contractor, will be circulated once they have been confirmed. Contact details will be circulated as soon as possible in advance of dredging commencing.
- 9.8.10 When discoveries are made by Staff, either on the seabed or onboard a vessel, they can then be reported to a Site Representative on their vessel. The Site Representative will generally be the Master, or a person nominated by the Master to be the Site Representative. The Site Representative then reports to the Nominated Contact – a person who has been appointed by the dredging contractor to co-ordinate implementation of the Protocol. The Nominated Contact will then report any discoveries to the Retained Archaeologist.
- 9.8.11 The Retained Archaeologist will in turn inform the Archaeological Curator. If the find is a ‘wreck’ within the meaning of the *Merchant Shipping Act 1995* then the Client, with advice from the Retained Archaeologist, will also make a report to the Receiver of Wreck. The Retained Archaeologist will inform the Applicant of the discovery and will produce an archaeological report of the finds at the end of the marine works.

Actions on the vessel: anomalies on the seabed or finds recovered from the seabed

- 9.8.12 If an anomaly such as resistance on the drag head or interruption in the flow of dredged material indicates that an object or structure has been encountered on the seabed, the Officer on Watch will inform the Master / Site Representative.
- 9.8.13 Where it is possible to identify the position of the anomaly or find, the Officer on Watch will temporarily cease works in the vicinity of the seabed location until the advice of the Retained archaeologist has been obtained. The Officer on Watch will arrange for any dredging gear to be examined as soon as possible to see if any archaeological material is trapped within it and will inform the Master / Site Representative accordingly.
- 9.8.14 The Master / Site Representative will note the occurrence as soon as possible in the vessel’s log together with the time and exact vessel position. Where possible, the log entry should include a close approximation of the original position of the anomaly on the seabed. Additionally, the area should be marked on navigational software.



- 9.8.15 The Master / Site Representative will also compile a Preliminary Record of the occurrence, using the form in **Annex 2**.
- 9.8.16 The Master / Site Representative will inform the Nominated Contact of the occurrence as soon as possible, and pass on all available information, including a copy of the Preliminary Record and copies of any photographs, drawings or other records that have been made.
- 9.8.17 If, after encountering an anomaly, no archaeological material has been recovered, then no additional actions are required of staff on the vessel.
- 9.8.18 If finds have been recovered, the Master will arrange for the find(s) to be immersed in seawater in a suitable clean container, which should be covered. Any rust, concretion or marine growth should not be removed.

Actions by the Nominated Contact

- 9.8.19 Once informed of a find by a Master / Site Representative, the Nominated Contact shall inform the Archaeological Contractor as soon as possible so that advice can be sought.
- 9.8.20 The Nominated Contact will confirm with the Master / Site Representative that all the details set out in the Preliminary Record are comprehensive and correct. The Nominated Contact shall pass on to the Archaeological Contractor all available information relating to the circumstances of the occurrence, including a copy of the Preliminary Record and copies of any other records that have been made.
- 9.8.21 The Nominated Contact informs other vessels dredging in the area where the discovery has been made and advises them to keep particular watch.
- 9.8.22 The Nominated Contact makes any recovered finds available for inspection by the Archaeological Contractor.

Actions by the Retained Archaeologist

- 9.8.23 When contacted by the Nominated Contact and once information has been passed on, the Archaeological Contractor will enter the information in the Project database / GIS.
- 9.8.24 The Retained Archaeologist will review all information relating to the occurrence in conjunction with geophysical and/or desk-based information.
- 9.8.25 The Retained Archaeologist will advise the Nominated Contact of any further actions that may be required, including:
- advice on immediate actions to be taken in respect of the discovery, including any recovered finds;
 - advice on the identification of finds and the character of their seabed locations.
- 9.8.26 When the available information has been reviewed, this may include relevant geophysical, geoarchaeological, desk-based data, and preliminary research, the Retained Archaeologist will assess the archaeological potential and importance of the discovery.



- 9.8.27 If a find is discovered on-board either the dredger or the associated spoil barges in the case of backhoe dredging, the find will be assessed for their level of archaeological interest by the on-board operatives, based on awareness training and the criteria outlined in **Annex 3**. If the find is of potential archaeological interest, they will follow the strategy outlined in the Major Archaeological Find, Intermediate Archaeological Find and Minor Archaeological Find sections below.

Reporting

- 9.8.28 The Client will report any discovery of 'wreck' to the Receiver of Wreck, using the Receiver of Wreck website.
- 9.8.29 The Retained Archaeologist will produce an archaeological report of the analysis of any finds or anomalies at the end of the Project and, if required will produce periodic reports following maintenance dredging. The results will be presented in a stand-alone format and will refer to the previous archaeological work.

10 FINDS AND ENVIRONMENTAL

10.1 Finds

General

- 10.1.1 All archaeological finds from excavated contexts will be retained, although those from features of modern date (19th century or later) may be recorded on site and not retained, depending on the research objectives of the Project. Where appropriate, soil samples may be taken and sieved to aid in finds recovery. Any finds requiring conservation or specific storage conditions will be dealt with immediately in line with *First Aid for Finds* (Watkinson and Neal 1998) and *First Aid for Underwater Finds* (Robinson 1998). A full record will be made of any treatment given.
- 10.1.2 Finds and other items of archaeological interest recovered offshore in the course of investigation are the property of the Applicant as the leaseholder for the river bed, with the exception of any human remains, and 'wreck' for the purposes of the *Merchant Shipping Act 1995*, or material covered by the *Protection of Military Remains Act 1986*. The powers of the statutory harbour authority may also affect the issue of ownership, and the reporting requirements of any finds made.

10.2 Ordnance

- 10.2.1 If items of ordnance are discovered, they will be treated with extreme care. Company Health & Safety policies and established operational procedures should always take priority over archaeological reporting of munitions and ordnance.

10.3 Human remains

- 10.3.1 In the event of discovery of any human remains (articulated or disarticulated, cremated or unburnt), all excavation of the deposit(s) will cease pending the Retained Archaeologist obtaining a Ministry of Justice Licence (this includes cases where remains are to be left *in situ*).
- 10.3.2 Should human remains require removal, all excavation and post-excavation will be in accordance with the Retained Archaeologist's protocols, with any directions which may be given by the Secretary of State, and current guidance documents (e.g.

McKinley 2013; McKinley and Roberts 1993; ClfA 2017). Appropriate specialist guidance/site visits will be undertaken if required.

- 10.3.3 The final deposition of human remains subsequent to the appropriate level of osteological analysis and other specialist sampling/examinations will follow the requirements set out in the Ministry of Justice licence.

10.4 Treasure

- 10.4.1 The Retained Archaeologist will immediately notify ABP and the Curator(s) on discovery of any material covered, or potentially covered, by the *Treasure Act 1996* (as amended by *The Coroners and Justice Act 2009*). All information required by the *Treasure Act* (i.e., finder, location, material, date, associated items etc.) will be reported to the coroner within 14 days. Items falling under the *Treasure Act* will be removed from the site by the Retained Archaeologist and stored in a secure location, pending a decision by the coroner.

- 10.4.2 Material recovered below Mean High Water Springs (“MHWS”) to 12 nm may be regarded as Wreck under the *Merchant Shipping Act 1996*.

10.5 Aircraft

- 10.5.1 The majority of aircraft wrecks are military and therefore fall under the *Protection of Military Remains Act 1986*. All military aircraft crash sites in the UK, its territorial waters, or British aircraft in international waters, are controlled sites under this Act. It is an offence under this Act to tamper with, damage, move or unearth any items at such sites, unless the Ministry of Defence (“MoD”) has issued a licence authorising such activity. Consequently, anyone wishing to recover a military aircraft or excavate a military aircraft crash site in the UK is required to obtain a licence from the Joint Casualty and Compassionate Centre (“JCCC”). A licence is required irrespective as to whether the aircraft was in the service of another nation’s armed forces.

- 10.5.2 Any finds that are suspected of being military aircraft will be reported immediately to the Retained Archaeologist. In the case of a military aircraft being investigated under licence, any human remains will be reported immediately.

10.6 Wreck

- 10.6.1 Archaeological artefacts that have come from a ship are ‘wreck’ for the purposes of the *Merchant Shipping Act 1995*. The Client should ensure that the Receiver of Wreck is notified within 28 days of recovery, for all items of wreck that have been recovered.

- 10.6.2 All material reported as wreck may be required to be retained and held on indemnity to the Receiver of Wreck’s orders whilst the droit remains open, which could extend beyond a year. The location(s) of such storage will be confirmed following discussion between the Client and/or their appointed representatives and the Retained Archaeologist. The Receiver of Wreck must be made aware of these storage locations and any further movement of reported material.

- 10.6.3 If the Receiver of Wreck has not found ownership of any recovered wreck material within one year, the material becomes ‘unclaimed’ and as such the property of the

Crown. The Receiver of Wreck can then dispose of these items on behalf of the Crown. For material that is of historical or archaeological importance, the Receiver of Wreck will try to ensure that it is offered to an appropriate museum. If an appropriate museum or institution is not found, then the Receiver of Wreck may offer the material to the finder *in lieu* of salvage. Due to the longevity of this process, it is essential that the Client/their representative are fully aware of the obligations of the *Merchant Shipping Act 1995* and frequently liaise with the Receiver of Wreck until a decision on ownership has been made and the droits can be formally closed.

11 POST-EXCAVATION AND REPORTING

11.1 Finds

11.1.1 All retained archaeological finds will, as a minimum, be washed, weighed, identified and given a unique identifier. They will then be recorded to a level appropriate to the aims and objectives of the investigation.

11.1.2 Metalwork, especially from stratified contexts, will be X-rayed and, along with other fragile and delicate materials, stored in a stable environment. The X-raying of objects and other conservation needs will be undertaken by the Retained Archaeologist's in-house conservation staff, or by another approved conservation centre.

11.1.3 Artefacts and other finds that do not require specific conservation measures will be suitably bagged and boxed in accordance with the guidance given by the relevant museum and generally in accordance with the standards of the ClfA (2014b).

11.2 Conservation and storage

11.2.1 All recovered materials of archaeological interest will be subject to a Conservation Assessment to gauge whether special measures are required while the material is being held. The Conservation Assessment must be approved by the Archaeological Curator(s) and, where applicable, the Receiver of Wreck. This Conservation Assessment will be carried out by the Retained Archaeologist or an Archaeological Contractor with an appropriate level of expertise, with advice from appropriate specialists. The Retained Archaeologist or an Archaeological Contractor with appropriate expertise will implement recommendations arising from the assessment. If no special measures are recommended, finds will be conserved, bagged, boxed and stored in accordance with industry guidelines (ClfA 2014b).

11.3 Reporting

General

11.3.1 Following completion of the fieldwork and/or the assessment of the data, draft report(s) will be submitted for approval to the Client and the Curator(s), for comment. Reports may be issued for individual fieldwork or assessment packages with a final close-out report, or the work summarised in a single final report. Once approved, a final version will be submitted.

11.3.2 The report will typically include the following elements:

- A non-technical summary;
- The aims and methods of the work;



- The results of the work including finds and environmental remains;
- A statement of the potential of the results;
- Proposals for further analysis and publication;
- Appendices;
- Illustrations; and
- References.

11.3.3 A copy of the report(s) will be deposited with the National Marine Heritage Dataset (Mariner) and the relevant Historic Environment Record (“HER”), along with surveyed spatial digital data (.dxf or shapefile format) relating to the evaluation.

11.3.4 It is essential that information from this Project be made publicly available, as this will lead to beneficial effects, and is a requirement of Historic England. The information can then support appreciation and enjoyment of the historic environment, on local, regional and national levels, and also enable further academic research and inform marine plans. In addition, dissemination can bring about greater awareness of the historic environment, which can in turn engender local pride.

Publication

11.3.5 If no further mitigation works are undertaken, a short report on the results of the evaluation will be prepared for publication in a suitable journal, if considered appropriate and agreed with the Client and the Curator(s).

OASIS

11.3.6 An OASIS online record will be created, with key fields completed, and a .pdf version of relevant reports submitted, within six months of each report being approved by the Client. Copies of the OASIS record will be integrated into the relevant local and national records and published through the Archaeology Data Service ArchSearch catalogue. However, projects subject to any contractual requirements on confidentiality, or with the discovery of vulnerable sites, will only be uploaded to OASIS following confirmation from the Client and/or Archaeological Curator.

12 ARCHIVE STORAGE AND CURATION

12.1 Museum

12.1.1 Every effort will be made to identify a suitable repository for the archive resulting from the investigation. If no suitable repository is identified, the Retained Archaeologist will continue to store the archive, but may institute a charge to the client for ongoing storage beyond a set period.

12.1.2 Deposition of any finds with will only be carried out with the full agreement of The Crown Estate or the owner (as confirmed by the Receiver of Wreck).

12.2 Transfer of title

12.2.1 On completion of the investigation (or extended fieldwork programme), every effort will be made to encourage the legal owner of any finds recovered (e.g. The Crown Estate), with the exception of human remains and any objects covered by the *Treasure Act 1996* or aircraft material covered by the *Protection of Military Remains*

Act 1986 (and therefore under the ownership of the Joint Casualty and Compassionate Centre of the Ministry of Defence), to transfer their ownership to a museum in a written agreement. Furthermore, ownership would be sought by the Receiver of Wreck for any material reported under the *Merchant Shipping Act 1995*. Droit reports associated with such material must be formally closed prior to material being accessioned by a museum.

12.3 Preparation of archive

- 12.3.1 The complete Project archive, which may include paper records, graphics, artefacts, ecofacts and digital data, will be prepared following the standard conditions for the acceptance of excavated archaeological material, and in general following nationally recommended guidelines (SMA 1995; ClfA 2014d; Brown 2011; ADS 2013). The archive will usually be deposited within one year of the completion of the Project, with the agreement of the Applicant.
- 12.3.2 The relevant Archaeological Curator(s) and the Retained Archaeologist will agree with the receiving institution a policy for the selection, retention and disposal of recovered or excavated material, and confirm requirements in respect of the format, presentation and packaging of archive records and materials. The receiving institution will be notified in advance of any fieldwork.
- 12.3.3 All digital data will be considered part of the primary archive and will accord with the procedures recommended by The Crown Estate, Marine Environment Data and Information Network (“MEDIN”), Archaeological Data Service (“ADS”) and the accepting institution.

12.4 Selection strategy

- 12.4.1 It is widely accepted that not all the records and materials (artefacts and ecofacts) collected or created during the course of an archaeological project require preservation in perpetuity. These records and materials will be subject to selection in order to establish what will be retained for long-term curation, with the aim of ensuring that all elements selected to be retained are appropriate to establish the significance of the project and support future research, outreach, engagement, display and learning activities, i.e., the retained archive should fulfil the requirements of both future researchers and the receiving Museum.
- 12.4.2 The relevant Archaeological Curator(s) and the Retained Archaeologist will agree with the receiving institution a policy for the selection, retention and disposal of recovered or excavated material, and confirm requirements in respect of the format, presentation and packaging of archive records and materials. This will be underpinned by national guidelines on selection and retention (Brown 2011, section 4) and generic selection policies (SMA 1993; Wessex Archaeology’s internal selection policy) and follows the ClfA’s Toolkit for Selecting Archaeological Archives. It should be agreed by all stakeholders (Wessex Archaeology’s internal specialists, external specialists, museum) and fully documented in the Project archive.
- 12.4.3 Where possible, the receiving institution will be notified in advance of any fieldwork. However, due to the nature of some types of fieldwork whereby it is often unknown what finds could be recovered, these discussions may take place during or even after fieldwork has ended. However, selection, retention and disposal of recovered or excavated material should only occur if the legislative requirements of the

Merchant Shipping Act 1995 and *Protection of Military Remains Act 1986* are fully undertaken and the Receiver of Wreck and Ministry of Defence are involved in any such decisions, for instance ensuring all droits are closed prior to discard or transfer to a suitable museum.

Finds

12.4.4 Consultation with all stakeholders regarding Project-specific selection decisions will be undertaken throughout the Project as necessary, however at a minimum of three project review points:

- Data gathering: if any unforeseen discovery on site necessitates an amendment to the proposed collection strategy, or if adjustments are made to any sampling strategy;
- End of data gathering (assessment stage); and
- Archive compilation.

12.4.5 If material is not accepted by a museum or other organisation and all legislative requirements are fully undertaken, then consideration will be given to the suitability for their use within handling or teaching collections by the museum or Wessex Archaeology, or whether they are of particular interest to the local community. Remaining de-selected material will be disposed of. All such material will be adequately recorded to the appropriate level before de-selection.

Documentary and digital records

12.4.6 It is widely accepted that not all records collected during the course of an archaeological project require preservation in perpetuity. These records will be subject to selection in order to establish what will be retained for long-term curation, with the aim of ensuring that all elements selected to be retained are appropriate to establish the significance of the project and support future research, outreach, engagement, display and learning activities, i.e. the retained archive should fulfil the requirements of both future researchers and the receiving Museum.

12.4.7 To promote long-term future reuse, deposition file formats will be of archival standard, open source and accessible in nature following national guidance (ADS 2013; ClfA 2014c) and the requirements of the digital repository.

12.4.8 Any sensitive data to be handled according to Wessex Archaeology data policy to ensure it is stored and transferred securely. The identity of individuals will be protected in line with GDPR. If required, data will be anonymised and redacted. Selection and retention of sensitive data for archival purposes will occur in consultation with the client and relevant stakeholders. Confidential data will not be selected for archiving and will be handled as per contractual obligation.

12.4.9 De-selected data will be stored on Wessex Archaeology secured servers on offsite storage locations. The Wessex Archaeology IT department has a backup strategy and policies that involves daily, weekly and monthly and annual backups of data as stated in the DMP. This strategy is non-migratory, and original files will be held at Wessex Archaeology under their unique project identifier, as long as they remain useful and usable in their final version format. This data may also be used for teaching or reference collections by the museum, or by WA unless otherwise required by contractual or copyright obligations.

Palaeoenvironmental material

- 12.4.10 All contexts suitable for environmental sampling will be considered for sampling. A site-specific sampling strategy (“SSSS”) may be recommended for this Project and will be prepared to accompany this WSI. The SSSS is intended to guide the retrieval of paleoenvironmental evidence during the site investigations with the purpose of addressing their site-specific objectives. The SSSS will be prepared following Wessex Archaeology’s in-house guidance, which adheres to the principles outlined in Historic England’s guidance (English Heritage 2011 and Historic England 2015a). Where applicable, the Archaeological Curator should be included in any discussions.
- 12.4.11 De-selected material from samples will be disposed of after processing and post-excavation recording. All processed material will be adequately recorded to the appropriate level before de-selection.

12.5 Security copy

- 12.5.1 In line with current best practice (e.g., Brown 2011), on completion of the Project a security copy of the written records will be prepared in the form of a digital PDF/A file. PDF/A is an ISO-standardised version of the Portable Document Format (“PDF”) designed for the digital preservation of electronic documents through omission of features ill-suited to long-term archiving.

13 COPYRIGHT

13.1 Archive and report copyright

- 13.1.1 The full copyright of the written/illustrative/digital archive relating to the Project will be retained by the Retained Archaeologist under the *Copyright, Designs and Patents Act 1988* with all rights reserved. The client will be licenced to use each report for the purposes that it was produced in relation to the Project as described in the specification. The museum, however, will be granted an exclusive licence for the use of the archive for educational purposes, including academic research, providing that such use conforms to the *Copyright and Related Rights Regulations 2003*. In some instances, certain regional museums may require absolute transfer of copyright, rather than a licence; this should be dealt with on a case-by-case basis.
- 13.1.2 Information relating to the Project will be deposited with the Historic Environment Record (“HER”) where it can be freely copied without reference to the Retained Archaeologist for the purposes of archaeological research, or development control within the planning process.

13.2 Third party data copyright

- 13.2.1 This document, the evaluation report and the Project archive may contain material that is non-Wessex Archaeology copyright (e.g., Ordnance Survey, British Geological Survey, Crown Copyright), or the intellectual property of third parties, which the Retained Archaeologist will be able to provide for limited reproduction under the terms of our own copyright licences, but for which copyright itself is non-transferable by Wessex Archaeology. Users remain bound by the conditions of the *Copyright, Designs and Patents Act 1988* with regard to multiple copying and electronic dissemination of such material.

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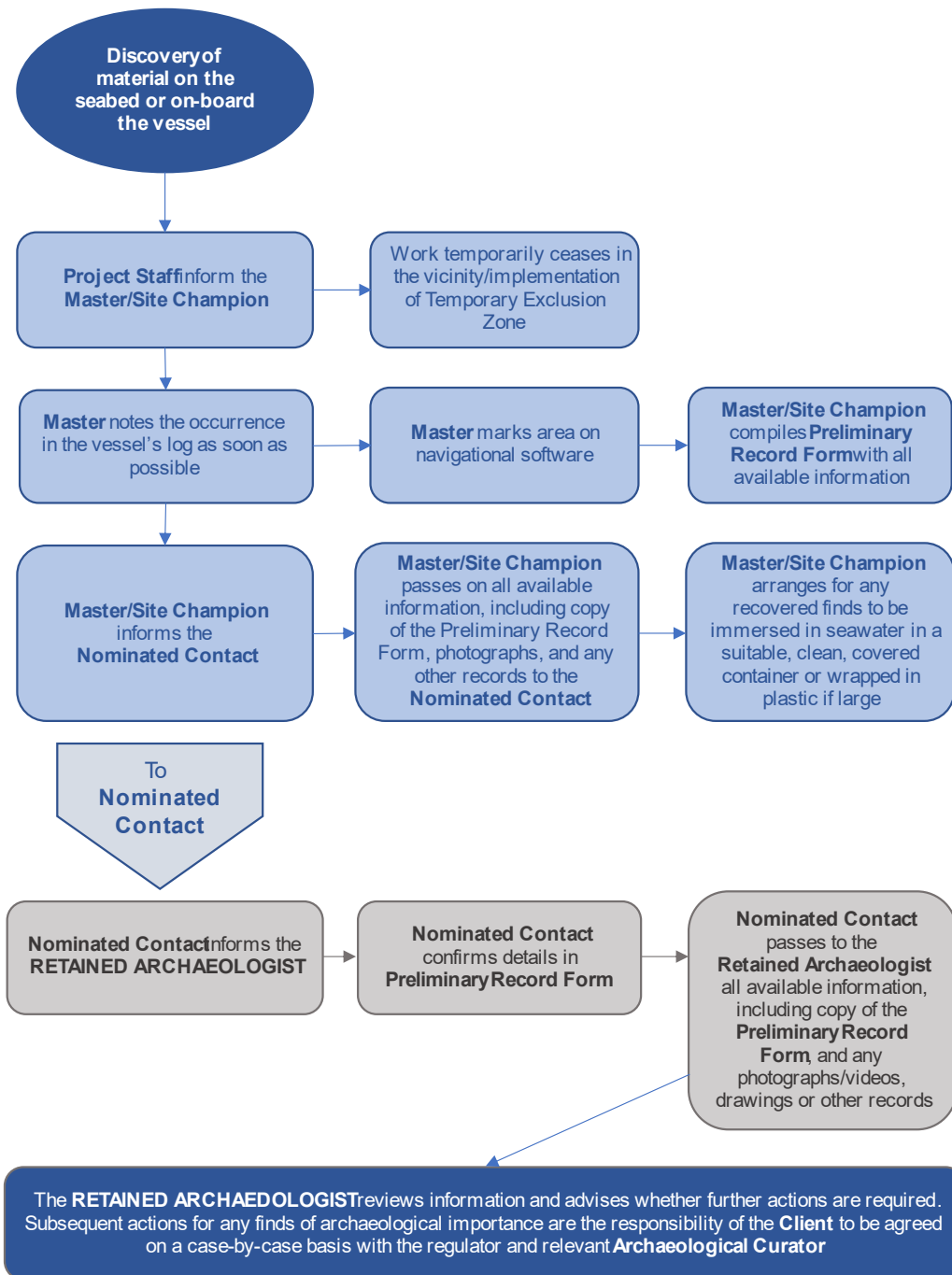
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ANNEXES

Annex 1: Actions on the vessel - anomalies on the seabed or finds recovered from the seabed- (Vessel chain of command to be confirmed)

Protocol for Archaeological Discoveries: actions for discoveries on the seabed or onboard a vessel





Annex 3: Guidelines for Identifying Finds of Archaeological Interest

This text is based on the categories outlined in the Protocol for Reporting Finds of Archaeological Interest, published by the British Marine Aggregate Producer's Association (BMAPA) and English Heritage (now Historic England), 2005. The variety in significance across each type of find means that the day-to-day assessment of individual receptors as Major, Intermediate or Minor finds will be completed by an appropriately qualified archaeologist, either working directly on site with each receptor or remotely using images, dimensions and video stills.

Bone

Major Archaeological Finds

Human bone is definitely of archaeological interest and is also subject to special legal requirements under the Burial Act 1857. Any suspected human bone should be reported and treated with discretion and respect.

Large quantities of animal bone may indicate a wreck (the remains of cargo or provisions) and should be reported.

Objects made out of bone – such as combs, harpoon points or decorative items – can be very old and are definitely of archaeological interest. All occurrences should be reported and recovered if feasible.

Intermediate Archaeological Finds

Individual fragments or small quantity/low densities of animal bone, teeth and tusks are of archaeological interest because they may date to periods when the seabed formed dry land, and should be reported. Such bones, teeth, tusks etc. may have signs of damage, breaking or cutting that can be directly attributed to human activity. Should any such anthropomorphic damage, breaking or cutting be identified then the find will be considered a Major Archaeological Find.

Pottery

Intermediate Archaeological Finds

Any fragment of pottery is potentially of interest, especially if it is a large fragment. Individual fragments or small quantity/low densities of pottery are considered an Intermediate Archaeological Find and likely to date prior to 1750. Items with unusual shape, glaze or fabric should be reported. It is noted that there is the potential for residue analysis on ceramic sherds and vessels recovered from marine environments, and this should be considered where these are recovered (Historic England 2017).

As the area may have been used as a landing place for ships during the Roman period, there is also the potential for trade and exchange to be visible within the ceramic assemblage.

Minor Archaeological Finds



Items which look like modern crockery would be considered to be a minor archaeological find, until further assessment.

Brick

Intermediate Archaeological Finds

Bricks that do not have v-shaped hollows ('frogs') and/or are small, thin, or generally appear different than modern bricks could date back to the medieval or Roman period and should be reported.

Minor Archaeological Finds

Bricks with modern proportions and 'frogs' are of little to no archaeological interest.

Wood

Major Archaeological Finds

If the material discovered on the seabed, or recovered to the surface, appears to represent material from a wreck site, it must be reported.

Pieces of wood that have been shaped or jointed may be of archaeological interest, especially if fixed with wooden pegs, bolts or nails. All occurrences should be reported. Objects made out of dark, waterlogged wood, such as bowls, handles, shafts and so on – can be very old and are definitely of archaeological interest. All occurrences should be reported.

Intermediate Archaeological Finds

Roundwood that has clearly been shaped or made into a point should be reported.

Minor Archaeological Find

Light coloured wood, or wood that floats easily, is probably modern and is unlikely to be of archaeological interest. 'Roundwood' with bark, such as branches – is unlikely to be of archaeological interest.

Peat and Clay

Major Archaeological Find

Peat is black or brown fibrous soil that formed when sea-level was so low that the seabed formed marshy land, on the banks of a river or estuary, for example. The peat is made up of plant remains, and also contains microscopic remains that can provide information about the environment at the time it was formed. This information helps us to understand the kind of landscape that our predecessors inhabited, and about how their landscape changed. It can also provide information about rising sea-level and coastline change, which are important to understanding processes that are affecting us today. Prehistoric structures (such as wooden trackways) and artefacts such as stone tools, including hand axes, are often found within or near peat, because our predecessors used the many resources that

these marshy areas contained. As these areas were waterlogged and have continued to be waterlogged because the sea has risen, organic artefacts made of wood, leather, textile and so on often survive together with the stone and pottery which are found on 'dry' sites. Should evidence for trackways associated with peat be uncovered, this would constitute a Major Find and further investigations would be necessary.

Fine-grained sediments such as silts and clays are often found in the same places as peat. These fine-grained sediments also contain the microscopic remains that can provide information about past environments and sea-level change.

Intermediate Archaeological Finds

Isolated discoveries of peat or clay.

Stone

Major Archaeological Finds

The recovery of numerous stones may indicate the ballast mound of a wreck or a navigational cairn, and all occurrences should be reported. Additionally, if a large concentration of stone material (as described below) is encountered, it would also be considered a major archaeological find.

Intermediate Archaeological Finds

Small to medium size stones that are shaped, polished and/or pierced may be prehistoric axes. Objects such as axe heads or knife blades made from flint are also of prehistoric date. Large blocks of stone that have been pierced or shaped may have been used as anchors or weights for fishing nets. All occurrences should be reported.

Rubber, Plastic, etc.

Major Archaeological Finds

If rubber and plastic materials are discovered in the same area as aluminium objects and structures, they could indicate wreckage from a World War II aircraft, and therefore this material should be reported.

Minor Archaeological Finds

Except for the above, in most cases, rubber, plastic, Bakelite and similar modern materials are of little to no archaeological interest.

Iron and Steel

The potential range and date of iron and steel objects is so wide that it is difficult to provide general guidance. However, the following provides an outline of what might constitute a major or intermediate find.

Major Archaeological Finds



If the material discovered on the seabed or recovered to the surface appears to represent material from a wreck site.

If an area contains numerous 'concretions' (iron and steel objects covered by a thick amorphous concrete-like coating), it could represent a wreck site, and should be treated as a major archaeological find.

A concentration of pieces of metal sheet and structure may also represent a wreck site and should be treated as a major archaeological find.

Intermediate Archaeological Finds

The discovery of an isolated anchor would be considered to be an intermediate archaeological find, however, if it is discussed in association with timber or iron and steel material as discussed above, it could be part of a wreck site.

Isolated concretions, pieces of sheet metal and/or structure may also be of archaeological interest, and should be reported.

Minor Archaeological Finds

Isolated modern material, such as lost fishing gear, would be considered a minor archaeological find.

Other Metals

Major Archaeological Finds

Aluminium objects may indicate aircraft wreckage from World War II, especially if two or more pieces of aluminium are fixed together by rivets. All occurrences should be reported.

Concentrations of copper and copper alloy (bronze, brass) objects, precious metal objects and coins are of interest, as they could indicate a wreck site.

Minor Archaeological Finds

Items made of thin, tinned or painted metal sheet are unlikely to be of archaeological interest.

Isolated discoveries.

Ordnance

Any ordnance that is discovered should be dealt with based on the company UXO policy, as safety takes priority over archaeological objectives. However, discoveries of ordnance may be of archaeological interest (including cannonballs, bullets and shells), and they should be reported.



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