

**Written Scheme of Investigation for
Archaeological Observation**



**Maes-y-Coed Guest House
Park Terrace
Merthyr Tydfil
CF47 8UY**

On behalf of

Mr A. Rahman

July 2024

GENERAL ENQUIRIES

e: info@borderarchaeology.com **t:** 01568 610101 **w:** borderarchaeology.com

Administration

The Plaza, Owen Way, Leominster Enterprise Park, Leominster, HR6 0LA

Post-Ex Facility – Leominster

t: 01568 610101
e: postex@borderarchaeology.com

Post-Ex Facility – Milton Keynes

t: 01908 533233
e: postexmk@borderarchaeology.com

REGIONAL OFFICES

Milton Keynes

Unit 4, Twizel Close
Stonebridge
Milton Keynes
MK13 0DX

t: 01908 533233

Leeds

No 1 Leeds
26 Whitehall Road
Leeds
LS12 1BE

t: 0113 8187959

London

4-4a Bloomsbury Square
London
WC1A 2RP

t: 0203 301 5670

Newport

Merlin House
No1 Langstone Business Park
Newport
NP18 2HJ

t: 01633 415339

Bristol

First Floor,
Citibase Bristol Aztec West
Aztec Centre, Aztec West
Almondsbury
Bristol
BS32 4TD

t: 0117 9110767

Winchester

Basepoint Business Centre
Winnall Valley Road
Winchester
SO23 0LD

t: 01962 832777



COMPILATION

George Children MA MCIfA

ARTWORK

Owain Connors BA MA PhD

EDITING

Stephen Priestley MA MCIfA

FINAL EDIT & APPROVAL

George Children MA MCIfA

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Cover: Extract from the Ordnance Survey 1st Edition 6-inch map of 1885

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Contents:

1	Introduction.....	1
2	Site Description.....	1
	2.1 Soils & Geology.....	5
3	Project Aim	5
4	Summary Historical & Archaeological Background	5
	4.1 Prehistoric.....	5
	4.2 Romano-British.....	6
	4.3 Medieval.....	7
	4.4 Post-medieval.....	7
5	Methodology	12
	5.1 Recovery, processing & curation of artefactual data	14
	5.1.1 Conservation requirements.....	15
	5.1.2 Treasure.....	15
	5.2 Recovery & Assessment of Palaeoenvironmental/Palaeoeconomic Data	15
	5.2.1 Other environmental sampling.....	16
	5.2.2 Sampling for scientific purposes.....	16
	5.2.3 Waterlogged wood	17
	5.2.4 Building materials	17
	5.3 Human Remains.....	17
6	Archive Review & Post-Excavation Assessment	18
7	Archive Preparation.....	18
	7.1 Deposition	19
8	The Report	20
9	Staff and Timescales.....	20
10	Border Archaeology Operating Standards & Arrangements	21
11	Monitoring.....	21
12	Copyright	21
13	References.....	21
14	Appendix: Border Archaeology Digital Data Management Plan (DMP) v.3.3	24

1 Introduction

Border Archaeology Ltd (BA) has been instructed by Mr A. Rahman (hereafter 'the Client') to undertake a programme of Archaeological Observation (AO) (also referred to as a Watching Brief) in connection with the proposed erection of five new guestrooms and storage rooms with parking, conversion of existing guestrooms (Nos. 9 & 10) to storage rooms and erection of an entrance porch (Merthyr Tydfil Borough Council Planning Ref P/08/0454) (centred on NGR SO 04940 06547) (Figs. 1-3).

This WSI has been prepared in connection with a letter issued to the Client by Merthyr Tydfil County Borough Council (the Planning Authority) on 17th June 2024 (Ref. PE/24/0039) noting that work had commenced on site in breach of Condition 5 of the Planning Permission. Condition 5 requires that ... *a suitably qualified archaeologist is present during the undertaking of any ground disturbing work in the development area, so that an archaeological watching brief can be conducted*. The work already carried out has involved excavating raft foundations to a depth of c 1mbgl and underpinning works of 1.2mbgl to the rear wall, as well as drainage works.

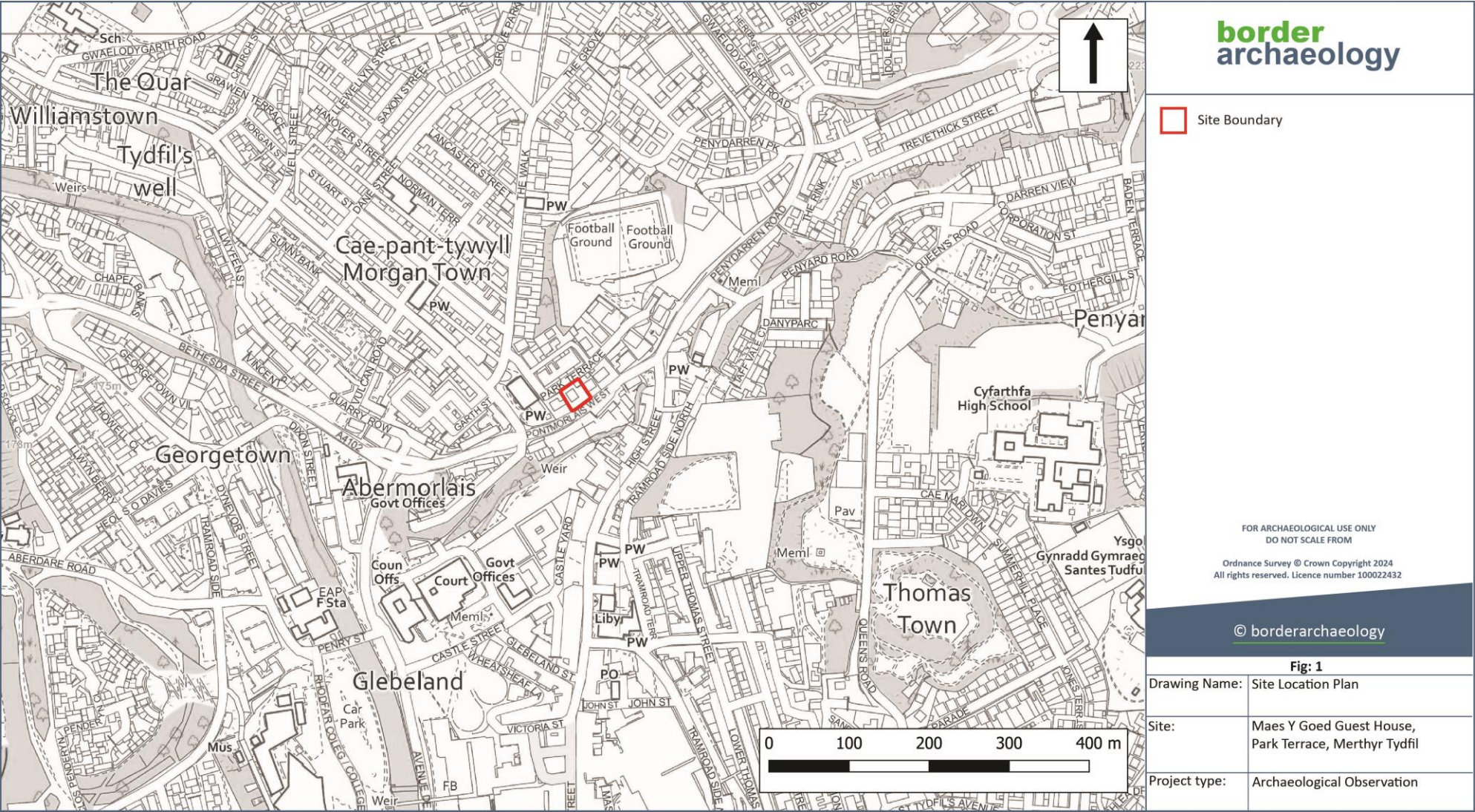
This Written Scheme of Investigation (WSI) has been compiled by George Children MA MCIfA for submission to Merthyr Tydfil County Borough Council and Heneb: Glamorgan-Gwent Archaeology (GGA) for approval as an appropriate methodology for the proposed programme of work.

2 Site Description

The site is located in Park Terrace at an elevation of c. 186.5m AOD and backs onto Bethesda Street to the SW. It is situated within Morgantown, to the NW of the town centre which developed from the 18th century in response to rapid industrialisation and population growth associated with the early to mid-19th century iron industry.

The site lies within the historic landscape area (HLA) of Williamstown, Cae-Pant-Tywyll, Tydfil's Well and Morgan Town (*sic*) (https://www.ggat.org.uk/cadw/historic_landscape/Merthyr_Tydfil/English/Merthyr_002.htm). The HLA developed from the end of the 18th century, as an ironworks settlement based around the Cyfarthfa Iron Works, and contains important examples of early workers' housing and a small but significant commercial development at Morgantown.

The area evolved in relative isolation from the historic core of Merthyr Tydfil to the S (HLCA 001), separated by tips in the Abermorlais area. By 1814, ribbon development had spread along Brecon Road comprising short rows of cottages. Bethesda Street was also in place at this date. The area included the Merthyr Brewery and Fishpond and the Penydarren Tramroad of 1802. The property is situated on Park Terrace (NPRN 414310) identified as a particular good example of late 19th century terrace housing.



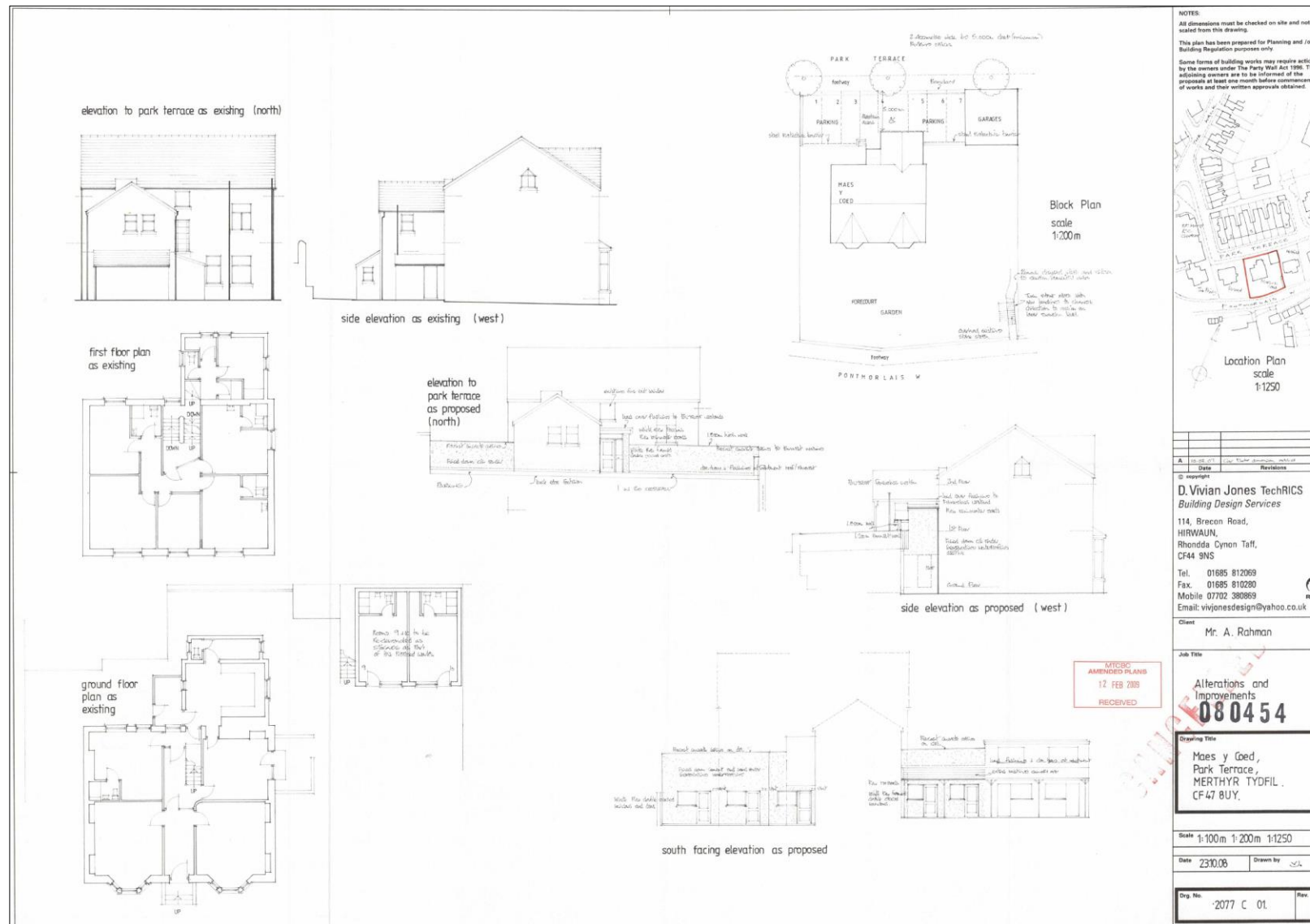


Fig. 2: Proposed development plans (supplied by client for information)

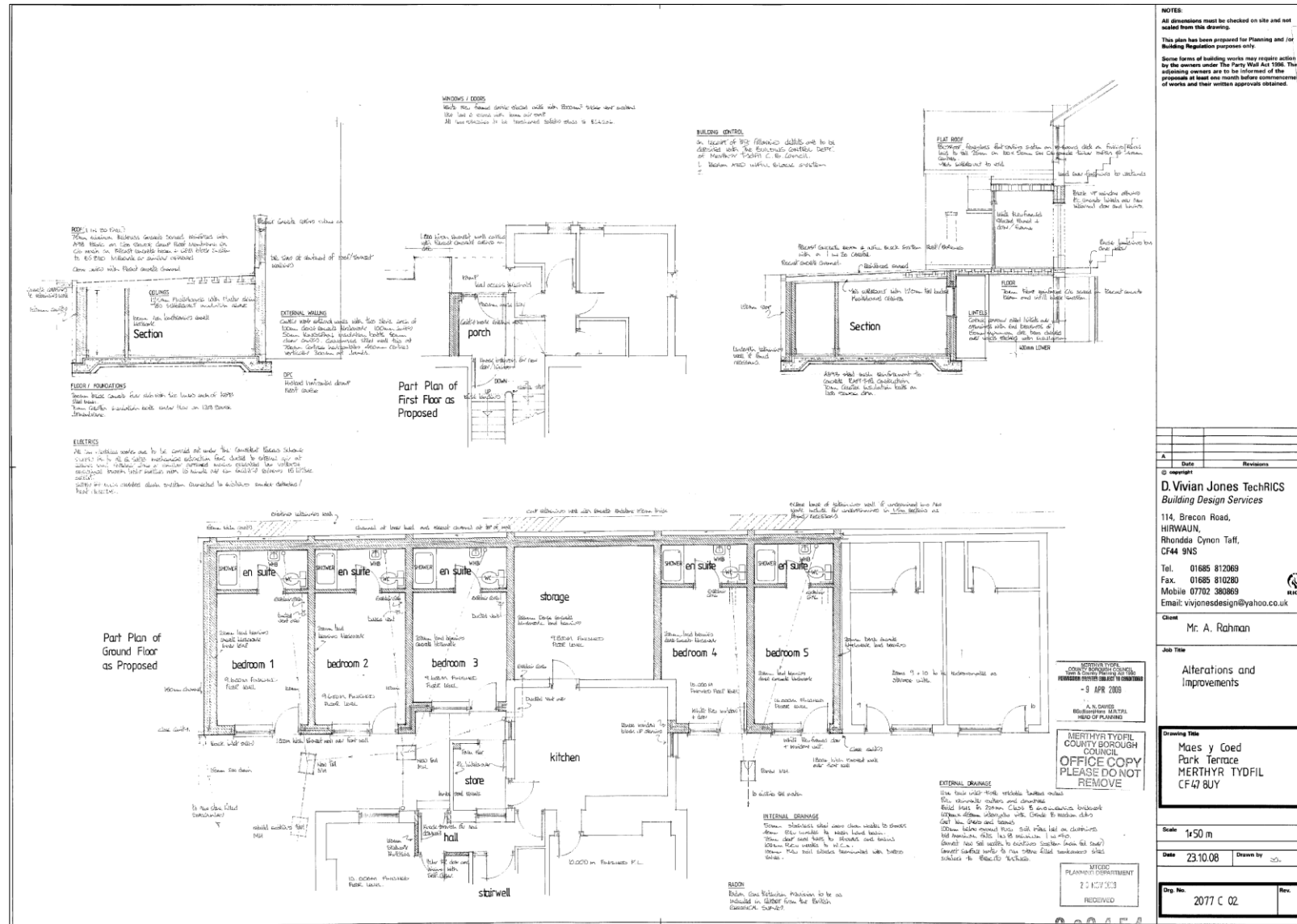


Fig. 3: Proposed development plans (supplied by client for information)

The site lies within an Archaeologically Sensitive Area identified as ASA 3: Penydarren Roman Fort and Environs (Gwent Glamorgan Archaeological Trust 2017). The property is located within the Morgantown Conservation Area where it adjoins the Town Centre Conservation Area (Conservation Area CA4). The property not a Listed Building or Locally Listed Building and there no Scheduled Ancient Monuments (SAMs) located within the site boundary. The nearest designated heritage asset to the site is the Catholic Church of St Mary (including attached presbytery), a Grade II Listed Building (List entry no. 11393) between Pontmorlais West and The Walk. (NGR SO 04878 06552) which was designed in the Gothic style in 1893-4 by the J. S. Hansom.

2.1 Soils & Geology

The British Geological Survey (BGS) identifies sedimentary sandstone bedrock of the South Wales Lower Coal Measures Formation laid down between 319 and 318 million years ago during the Carboniferous period. Devensian glaciofluvial sheet deposits are recorded across the site consisting of sedimentary deposits of sand and gravel deposited 116-11,800 years ago during the Quaternary period. No historic borehole records are available which relate to the site and immediate surrounds (BGS 2024).

3 Project Aim

The aim of the AO is to locate and record any archaeological finds, features or deposits within the groundworks area and to confirm that no impact on the archaeological resource occurs during the course of the groundworks without the implementation of this proposed programme of archaeological work.

In addition, any significant results will be integrated into the wider historic and archaeological context of the landscape and address, where applicable, the research aims set out in *A Research Framework for the Archaeology of Wales* (<https://www.archaeoleg.org.uk/index.html>). In view of the location of the site within a Romano-British military and 18th to 20th century industrial landscape, there is clearly potential to address a broad range of framework themes.

4 Summary Historical & Archaeological Background

An HER search has been commissioned (Ref. BA24353) with a 500m search radius, to include all sites, monument, events, Listed Buildings, SAMs, Conservation Areas, Locally Listed Buildings and Registered Parks and Gardens.

4.1 Prehistoric

No evidence of prehistoric settlement has been identified in Merthyr Tydfil but the discovery of isolated finds attests to some level of human activity from the Neolithic period. These early prehistoric remains comprise a mixture of flint tools, and cairns which tend to be located on the higher ground, such as the hilltops at the sides and head of the Taff valley.

4.2 Romano-British

The Roman occupation of South Wales followed a protracted campaign to subdue the native Silures under their leader Caratacos, a staunch opponent of Rome. The Roman militarized landscape comprised a network of forts connected by with roads.

The auxiliary fort at Pen-y-Darren or Penydarren (NPRN 301352) is thought, based on pottery dates, to have been established in 74-8 AD under the direction of the Roman governor Sextus Julius Frontinus and the site appears to have remained active into the 2nd century, possibly up to around AD 140, with possibly two building phases suggested, the original timber fort, being rebuilt in stone around the turn of the 2nd century. The fort is oriented NNE-SSW on a spur overlooking the Afon Taf and whilst its plan has not been fully established, the site is thought to measure around 2.3ha and was probably garrisoned by at least 500 men.

Roman remains consisting of bricks and evidence of a Tessellated Pavement (PRN 00829m) (NGR SO 0510 0685 - 325m NE of the site) were first discovered in 1786 during the construction of the now-demolished Penydarren House which was built for the iron master Samuel Homfrey (1762-1822) and now the site being occupied by the football stadium built in 1902-5.

Investigations conducted in 1902-4 during groundworks for construction of the Merthyr Tydfil Athletics Club track and later football stadium found further significant remains. These included evidence for the Granary (PRN 00826m) (NGR SO 0508 0678 – c 240m NE of the site), which is thought to have been located close to fort gates. The plan of the stone building was typically Roman, with buttresses on the external walls and closely spaced cross-walls. However, only the northern section of was excavated (James 1906, 202-3).

Evidence for the Defences (PRN 07883m) (NGR SO 0512 0682 300m NE of the site) was found a little further to the NE of the Granary comprising a clay-and-turf rampart c. 8.25m wide and up to 1.6m in height with a stone base. Traces of two ovens were recorded in the *intervallum* area and a small section of possible *via sagularis* was found within the E rampart (Evans 2010).

Also found in 1902-4 were the remains of a Well (PRN 00825m) (NGR SO 0502 0679 – 245m NNE of site) comprising a cylindrical shaft about 15 ft deep and 4ft across constructed of rubble masonry (James 1906, 201). Associated finds included Roman brick fragments, a small amount of pottery, fragmentary Roman brick, a broken quern stone and a whetstone.

The excavations in 1902-4 also revealed evidence of the Bath House (PRN 00835m) (NGR SO 0495 0666 – c 100m NNE of the site) comprising three large hypocausted rooms, walls, one or possibly two furnace-chambers and part of a stone culvert. A deposit of brick and box flue tiles was discovered during a watching brief at SO 04937 06668 (Bellamy 2016). The building located outside the southern defences is thought to be contemporary with the 2nd century rebuilding of the fort.

Extramural Building(s) (PRN 00824m) (NGR SO 0501 0668 – c 125m NE of the site) revealed in 1902-4 comprised structures identified as buildings F and G, one of masonry construction with a with tile floor and the other with a

flagged floor (James 1906). However, it has subsequently been suggested that the excavated rooms were part of larger buildings or possibly a single large building, their arrangement being consistent with a courtyard building, perhaps a *mansio*. These buildings are normally assumed to lie outside the fort defences, possibly forming part of a *vicus* settlement (Heywood 1991, 177).

A Cemetery (PRN 00828m) (NGR SO 05100685 – 320m NE of the site) associated with the fort was discovered in 1905/6, possibly during the development of The Grove, West Grove and Dane Terrace. Finds included a complete Samian dish, a jug and fragments of a black vessel together with two intact pots in a “dark blue ware” which contained fragments of bone and were interpreted as cinerary urns.

Salvage excavations undertaken in 1957 by the University of Cardiff recorded the eastern corner-angle of the fort enclosure (Heywood 1991).

4.3 Medieval

The heavily wooded landscape of the Taff Valley was brought under Norman control during the postconquest period but the uplands remained in the hands of local Welsh rulers. In the 13th century, Morlais Castle was built to N of the town by Gilbert de Clare, 3rd Earl of Gloucester, but was taken by Madog ap Llywelyn in 1294 during who led the revolt against English rule under Edward I.

The hinterland around the castle remained essentially rural with no permanent settlement is recorded in Methyr until the later medieval period, when a small settlement grew up around St Tydfil’s Church at a crossing point on the River Taff. A documentary reference to a large meadow alongside the Nant Cwm Glo suggests an economy based on agriculture which included pasture the valley slopes with a possible small trading component.

By the 17th century, the settlement had most probably been abandoned as the area is recorded at that time as only containing shepherds. Some of the farmsteads characterizing the post-medieval landscape maps may have medieval origins, with a patchwork of medieval irregularly shaped field enclosures surviving in the area, an example being shown to the S of the site on the Parish Tithe Map of 1848 (Fig. 3).

No positively identified medieval features or findspots are recorded within the vicinity of the site on the HER, although a number of medieval sites are recorded within the designated study area on the Heneb: Glamorgan Gwent Archaeology HER.

4.4 Post-medieval

Merthyr Tydfil (NPRN 33136) is a settlement built entirely on the rich iron ore, coal and limestone deposits of South Wales which were discovered in the early 18th century and which began to be exploited on an industrial scale forming the basis of the developing ironwork industry.

The first major ironworks was founded Dowlais in 1759, probably the first in South Wales to use coke and which between 1807 and 1852 grew to become the largest world’s largest ironworks with 18 furnaces and employed

10,000 people and 100 steam engines with an annual production of 88,000 tonnes. The following decades saw the opening of the Plymouth, Cyfarthfa and Penydarren ironworks, which, together with a number of subsidiary works built during the early 19th century, transformed a sparsely populated rural settlement landscape during the medieval period to one dominated by industrial extraction and iron manufacture, with a correspondingly dramatic rise in population. The 1801 census, which was taken when Merthyr was already the largest town in Wales, recorded a population of 7,000: by 1910, this figure had risen to nearly 90,000 inhabitants.

The Penydarren Ironworks (PRN 01170m) (NGR SO055069 - c 650m NE of the site) has nationally and internationally significant historic associations with Richard Trevithick and the Penydarren Tramroad and was the first to employ the use of puddling processes, together with the use of an intermediate refinery stage. A monument to Trevithick (PRN 08746m) (NGR SO 05124 06691 - c 200m to the NE of the site) was erected in October 1933.

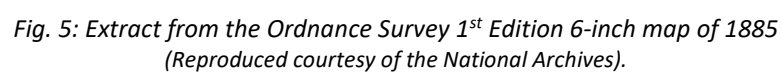
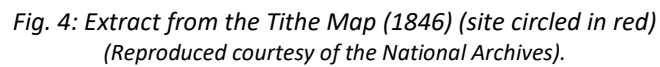
The steelmaking process developed by Sir Henry Bessemer in 1856 heralded the decline of the Merthyr ironworks due to the incompatibility of the local ores and several works closed, while others converted to steel production using imported ores.

Morgantown developed from the 1830s to the N of Merthyr Tydfil on land leased from William Morgan as part the Gwaelodygarth Estate and its association with the Cyfarthfa Ironworks. Initial settlement took the form of ribbon development along Brecon Road and Bethesda Street. The industrial settlement developed from 1846 as a community housing minor clerks skilled workers employed at the Cyfarthfa ironworks representing the first large area of housing to be built to meet these new standards of sanitation and generally superior to the poor living standards commonly found in Merthyr Tydfil at that time.

In contrast to the rather cramped layout of the terraced housing in the western part of the CA, the area to the E is more open, utilising much of the former parkland connected with of Penydarren House and consisting of late 19th and early 20th century terraces, a noted example being Park Terrace.

The nearest industrial era features is the Dowlais Tramroad Tunnel (PRN 01040m) (NGR SO 0488 0647 - 100m SW of the site) possibly constructed in the 1790s and comprising a small cut-and-cover tunnel alongside Bethesda St.

The site of Park Terrace is shown on the Merthyr Tydfil Parish Tithe Map and Apportionment of 1846 (*Fig. 4*) as Plot 1914, identified as 'cottages and gardens' owned by Mary Morgan and inhabited by 'sundry occupiers'. To the N is an area of open ground identified on the Ordnance Survey 1st edition map (*Fig. 5*) as Pennydarren Park belonging to Penydarren House, with a mosaic of small irregular field enclosures suggestive of a medieval fieldscape shown to the S. To the NE is Plot 1913 'Gwaelody Garth, Cottage & Garden' also owned by Mary Morgan and occupied by the Penydarren Iron Company and to the N Penydarren House. Rhyd-y-bedd Cinder Tip belonging to the Penydarren Iron Company (Plot 1915) is shown to the W while a tributary of the River Taff, presumably now culverted is shown to the S, roughly along the line of Pont Morlais Road West.



The Ordnance Survey 1st edition 6-inch map of 1885 (*Fig. 5*) shows the site still forming part of Penydarren Park, with trees lining Pontmorlais Road West and the Merthyr Brewery and Fishpond shown to the NW. However, by 1904, the area had been transformed from parkland to suburban townscape, with Park Terrace established in its

present arrangement and further terraces laid out along The Walk and St Mary's RC Church of 1893-4 shown adjacent to the SW. Maes-y-Coed is shown as an L-shaped property served by a driveway off Pontmorlais Road West. The filling of the Fishpond facilitated the development of Penydarren Park and enabled the further Roman fort excavations in 1902-05 as well as the development of terraces along Gwaelod-y-Garth Lane (Lewis 2020).



Fig. 6: Extract from the Ordnance Survey 25-inch 2nd Edition map of 1904
(Reproduced courtesy of the National Archives).



Fig. 7: Extract from the Ordnance Survey 25-inch Special Edition map of 1912
(Reproduced courtesy of the National Archives).

The Athletics Ground is first shown in 1912 (Fig. 7) with the Football Ground and 'Roman Villas' indicated on the 1919 Ordnance Survey (Fig. 8) and on subsequent editions (Figs. 9 & 10). Maes-y-Coed and its surroundings appear to have undergone little change during the period covered by the historic mapping.



Fig. 8: Extract from the Ordnance Survey 25-inch edition map of 1919
(Reproduced courtesy of the National Archives).



Fig. 9: Extract from the Ordnance Survey 6-inch Provisional Edition map of 1946
(Reproduced courtesy of the National Archives).



Fig. 10: Extract from the Ordnance Survey 6-inch Provisional Edition map of 1951
(Reproduced courtesy of the National Archives).

5 Methodology

All archaeological site works will be undertaken in accordance with BA's *Archaeological Field Recording Manual* (2023a), together with accepted professional standards, including *Standard for archaeological monitoring and recording* (2023a), *Universal guidance for archaeological monitoring and recording* (ClfA 2023a) and *Standard and guidance for the collection, documentation, conservation and research of archaeological materials* (ClfA 2020a). BA abides by the requirements of the ClfA *Code of conduct: Professional ethics in archaeology* (2022) and *Toolkit for Recording Archaeological Materials* (<https://www.archaeologists.net/toolkits/finds-recording>) and is cognisant of project management advice set out in *Management of Research Projects in the Historic Environment* (MORPHE): *The Project Managers' Guide* (Historic England 2015).

The ClfA *Standard for archaeological monitoring and recording* (2023a) provides the following definition:

... a formal programme of observation, investigation and recording conducted during works carried out for non-archaeological reasons, where there is a possibility that archaeological deposits may be disturbed or destroyed. This will be within a specified area or site on land, in an inter-tidal zone or under water. This definition and Standard do not cover chance observations, which should lead to an appropriate archaeological project being designed and implemented, nor do they apply to monitoring for preservation of remains in situ.

All remaining areas of ground disturbance relating to the proposed development will be carried out under archaeologically controlled machine excavation utilising a bucket ideally fitted with a flat blade but ground conditions may necessitate the use of a toothed bucket. This operation will be undertaken to a standard sufficient

to identify any significant archaeological horizons or features present, and enable their location to be recorded for subsequent investigation.

Throughout the remaining works, the supervising archaeologist will inspect all resultant surfaces and spoil heaps and should any archaeological finds, features or deposits be revealed, excavation will cease, with areas of identified archaeology cordoned-off from plant movement pending archaeological investigation. Reasonable time and resources will be allowed to undertake inspection and recording, provided the archaeology is safely accessible.

In order to facilitate the recovery of small artefacts, a metal detector may be used, as appropriate, to survey excavated spoil, the surfaces of all exposed archaeological features and any additional parts of the site (as directed by the Archaeological Advisor). This will be carried out in accordance with BA's *Metal Detecting Policy* (2018), which incorporates Historic England and Portable Antiquities Scheme guidance.

Measures will be taken to protect particularly significant, valuable or sensitive archaeological remains from exposure, accidental damage and/or theft.

Where possible, preference will be given to preserving archaeological features/deposits in situ; in this event, measures will be taken to ensure their protection/survival, which may include covering with geotextile, additional monitoring and/or alterations to engineering plans (if deemed of national/international significance) etc. Any such measures will be agreed in further discussions with the Client and Heneb: Glamorgan Gwent Archaeology.

The investigation of pits and other non-structural intrusions will allow for their stratigraphic recording and for the identification of post-pipes, post-packing and any related material. Wells and other deep intrusions encountered below the surviving horizontal archaeological stratigraphy will be excavated to the designated engineering depth.

Some naturally occurring deposits and features, such as peat, alluvium, geoarchaeological deposits and palaeochannels, may be investigated where they contain well-preserved biological remains and/or were laid down during periods of archaeological interest.

Full written, graphic and photographic records will be made, to include:

- A proforma context record for each stratigraphic unit examined.
 - A full graphic record of all excavated areas will be made with the primary record consisting of hand-drawn plans and sections (produced on gridded, archive-stable polyester film) to show the extent of the area, the extent of all stratigraphic units and appropriate detail within stratigraphic units, at scales of 1:10, 1:20 or other appropriate scale.
 - The graphic record may include survey using Total Station (TS) and/or survey-grade GPS if justified and appropriate.
 - All site drawings will be produced on gridded, archive-stable polyester film. These will be numbered and listed in a drawing register, with drawing numbers being cross-referenced to written site records.
-

- A detailed photographic record of all stratigraphic units and representative photographs showing the progress of archaeological work. The record will be made using a high-resolution digital camera (20 MPX) and comprise photographs of archaeological features and appropriate groups of features and structures.
- Temporary Benchmarks (TBMs), which will be established as required.

Deposits potentially containing palaeoenvironmental/palaeoeconomic data will be sampled according to the strategy detailed in section 5.4 of this document. Samples will be assigned numbers and these will be entered into a sample register, cross-referenced with context sheets. Samples of mortars, renders, stone and CBM may also be taken to assist in the analysis of building palaeotechnology.

5.1 Recovery, processing & curation of artefactual data

Finds are herein defined as...

...all artefacts, building materials, industrial residues, environmental material, biological remains (including human remains) and decay products (ClfA 2020a, 3).

Consistent with the CPA guidance, all stratified finds will be collected by context, or where appropriate, individually recorded in three dimensions. Unstratified finds will only be collected where they contribute significantly to the project objectives or are particular intrinsic interest.

In accordance with ClfA *Standard and guidance for the collection, documentation, conservation and research of archaeological materials* (2020a) and *First Aid for Finds* (Watkinson & Neal 2001), all such materials will be labelled with the site code and context number before being removed off-site; they will be stored in accordance with *First Aid for Finds* (*ibid.*) and with Historic England technical standards and other relevant sources of information, including standards for data-gathering set out by Brown (2011a, 18-20). Each retained assemblage will be examined according to typological or chronological criteria and conservation needs identified, with all ceramics referenced to the county type fabric series.

Kate Smith MA ACIfA, Director: Performance Delivery, will contact the nominated museum for any specific guidance requirements in respect of the collection and subsequent archiving of finds. Decisions regarding selection and retention of archaeological materials are generally made at the pre-analysis stage and informed by principles set out by Brown (2011a, 23), which in essence specify that the process should be sufficient...

...to produce a project archive that allows a full re-examination and interpretation of all the results of the project whilst avoiding replication, repetition or the retention of materials not germane to future analysis.

Additionally, BA references *Selection, Retention and Dispersal of Archaeological Collections: Guidelines for use in England, Wales and Northern Ireland* (Society of Museum Archaeologists 1993) and the ClfA Toolkit for Selecting Archaeological Archives (<https://www.archaeologists.net/selection-toolkit/>).

5.1.1 Conservation requirements

Janice McLeish MA (Hons.) ACIfA, Director: Post Excavation Services, will supervise on-site conservation for the lifting and treatment of fragile objects.

Post-excavation conservation work, including cleaning sensitive finds, will be carried out by BA's conservator and/or York Archaeological Trust (YAT).

Finds will be appropriately packaged and stored under the direction of BA's on-site conservation specialist only where significant preserved organic artefactual material is discovered. X-ray photographs of archaeological metalwork will be produced off-site by YAT.

5.1.2 Treasure

All finds identified in the Treasure Act (1996) and the Treasure (Designation) Order (2002) as being treasure will be recorded, removed to a safe place and reported to the Client, GGA, Mark Lodwick Finds Coordinator: Wales and the Coroner's Office. If the finds cannot be removed from site the same day as discovery, provision against theft will be taken. A Treasure Receipt will be completed and a report submitted to the Coroner's Office and the Finds Coordinator within 14 days of understanding the find is Treasure. The Treasure Receipt and Report will include the date and circumstances of the discovery, the identity of the finder (put as unit/contractor) and (as exactly as possible) the location of the find.

5.2 Recovery & Assessment of Palaeoenvironmental/Palaeoeconomic Data

Samples for palaeoenvironmental/palaeoeconomic purposes will be collected, where appropriate and practicable, according to guidance set out by Historic England in *Environmental Archaeology: A Guide to the Theory and Practice of Methods, from Sampling and Recovery to Post-excavation* (2nd Edition; Campbell, Moffett & Straker 2011).

Samples of at least 40ℓ will be taken wherever possible and practicable using numbered sample buckets of 10ℓ capacity.

Processing will be undertaken by BA at its Palaeoenvironmental Processing Facility under the supervision and direction of Amy Bunce BSc MA MCI fA, Director: UK Operations & Palaeoenvironmental Sciences. This assists on-site guidance for sampling purposes and the ability to 'rush' samples to quickly determine their archaeoenvironmental potential whilst still under excavation; this will inform whether additional samples are taken.

Wherever practicable, at least 40ℓ or 100% of each sample (both dry and waterlogged) will be processed by flotation using Siraf-style tanks with a 500µm retent mesh and 250µm flot sieve as standard, with smaller retent meshes to 250µm considered where carbonised material is less likely to float. Heavily waterlogged samples will be considered for analysis without prior processing by flotation.

Retents will be initially scanned by magnet to retrieve archaeometallurgical debris such as flake and/or spheroidal hammerscale. A sieve bank will be used to facilitate visual sorting with the smaller fractions sorted by means of magnifying lamp and/or illuminated stereo zoom microscopy. Non-archaeological, -archaeobotanical, -archaeoosteological and -archaeometallurgical material will be disposed of on site. Retents that are particularly rich in carbonised material may be re-floated once dry to assist the separation of archaeobotanical material.

Flots will be sorted using an illuminated stereo zoom microscope, which will have a trinocular head for digital microscopic photography where necessary. Charcoal will only be subjected to species identification where the contextual information suggests it would be advantageous in addressing aims set out in A Research Framework for the Archaeology of Wales or in terms of national research strategies. Archaeological, archaeobotanical, archaeoosteological and archaeometallurgical material from flot and retent will be retained as part of the site assemblage.

Sorting and identification of macro-botanical remains will use an in-house reference collection of botanical material, in conjunction with the consultation of academic, specialist reference books.

5.2.1 Other environmental sampling

Other environmental sampling, eg. coring and monoliths for pollen, foraminifera, testate amoeba, diatoms etc., will be undertaken under the guidance of the specialist carrying out the further analysis.

Residue analysis on materials such as ceramics will be advised by the finds department.

Potential further investigation of environmental material, eg. isotope analysis on bone or teeth, will be dependent upon discovery and will only be considered following discussion with the Development Control Archaeologist as part of the post-excavation analysis stage.

5.2.2 Sampling for scientific purposes

A range of scientific dating methods may be employed, as appropriate. In addition to techniques such as C¹⁴ and dendrochronology, dating methods applied to inorganic materials exposed to firing or burning may be used, eg. thermo-luminescence for ceramics, flint artefacts and hearth stones, and archaeomagnetic dating for fired structural remains, such as furnaces and kilns and possibly domestic hearths and ovens.

As luminescence and archaeomagnetic dating will require a specialist Site visit, this will be arranged by BA at the earliest possible opportunity when suitable features are encountered. Provision for other types of scientific analysis will be discussed with GGA should unexpected remains be encountered.

5.2.3 Waterlogged wood

Waterlogged wood will be treated in accordance with *Guidelines on the recording, sampling, conservation and curation of waterlogged wood* (Brunner & Watson 2010) and left in-situ where this is practical and its long-term preservation is achievable.

5.2.4 Building materials

Samples of construction materials including those associated with the canal trough and associated structures including masonry, brick and tile will be recovered for assessment of their potential to assist in the analysis of building technology.

5.3 Human Remains

Should human remains be discovered, BA will inform GGA and the Client, the remains being covered, protected and left *in-situ* in the first instance. Graves will be scanned by metal detector to assess whether any grave objects are likely to be present.

BA is cognisant of the deliberations by the Ministry of Justice (MoJ) in 2011 in respect of Section 25 of the Burial Act 1857 (Amended 2018) and any arrangements regarding the discovery of human remains will be at the discretion of HM Coroner, whose instructions/permission will be sought.

Any recording of such remains will be in accordance with *Updated Guidelines to the Standards for Recording Human Remains* (Mitchell & Brickley 2017) using BA's pro-forma Skeleton Recording Sheet and Coffin Recording Sheet.

Should removal of remains be required, this would be carried out under the supervision of BA's osteology specialist Dr. Catherine Sinnott MA PhD ACIfA, subject to the appropriate Ministry of Justice licence, environmental health regulations and coroner information, with adequate security provided. Assessment and analysis, where required, will be undertaken by the osteology specialist and will include a statement for the final deposition of the assemblage, together with options for reburial.

Human bone assemblages are treated at all times with due reverence and in accordance with the following guidelines:

- *Excavation and post-excavation treatment of cremated and inhumed human remains*, IFA Technical Paper No. **13** (McKinley & Roberts 1993).
 - *Guidelines to the Standards for Recording Human Remains*, IFA Technical Paper No. **7** (Brickley & McKinley 2004).
 - *Human Bones from Archaeological Sites: Guidelines for producing assessment documents and analytical reports* (Mays, Brickley & Dodwell 2004).
 - *Science and the Dead: A guideline for the destructive sampling of archaeological human remains for scientific analysis* (APABE; Mays *et al.* 2013).
-

- *Updated Guidelines to the Standards for Recording Human Remains* (Mitchell & Brickley 2017);
- *The Role of the Human Osteologist in an Archaeological Fieldwork Project* (Mays, Brickley, Dodwell & Sidell, 2018).
- *Burial Law and Policy in the 21st Century: The way forward* (Ministry of Justice 2007);
- *Statement on the exhumation of human remains for archaeological purposes* (Ministry of Justice 2011).

Where analysis of remains is undertaken, arrangements will be made for re-interment in full consultation with all relevant parties. Health and safety measures with regard to disease are strictly adhered to.

Where appropriate, the results of any osteological analysis may be submitted to Historic England for inclusion on the database of human skeletal remains.

6 Archive Review & Post-Excavation Assessment

A review will be carried out by the site manager upon completion of site works to comprise an audit of all archaeological materials recovered. Dependent upon the fieldwork results, assessment of the nature, date and significance of the stratigraphic, artefactual and palaeoenvironmental evidence may be undertaken by BA's nominated specialists, as detailed in the Appendix to this document. This will be consistent with section 4 of *Universal guidance for archaeological excavation* (ClfA 2023a, 6-7) and paragraphs 3.6-3.8 of *Universal guidance for archaeological monitoring and recording* ClfA 2023b, 6).

Where it has been agreed in consultation with Heneb: Glamorgan Gwent Archaeology, materials identified at assessment as appropriate for further analysis will be processed by the relevant specialists and the resultant research archive will be checked and ordered according to MoRPHE criteria (Historic England 2015). Any such additional analysis will be undertaken as part of an Updated Project Design (UPD) to inform eventual publication.

7 Archive Preparation

The archive will be assembled in accordance with specific deposition guidelines set out in *The National Standard and Guidance to Best Practice for Collecting and Depositing Archaeological Archives in Wales 2017* (National Panel for Archaeological Archives in Wales 2017), *Archaeological Archives: Selection, Retention and Disposal guidelines for Wales* (NPAAW 2019) and with guidance contained in *Standard and Guidance for the creation, compilation, transfer and deposition of archaeological archives* (ClfA 2020b). Archiving will be consistent with advice detailed in *Guidelines for the preparation of excavation archives for long-term storage* (Walker 1990), *Standards in the museum care of archaeological collections* (Paine 1993), *Archaeological Archives: A guide to best practice in creation, compilation, transfer and curation* (Brown 2011a) and *Safeguarding Archaeological Information: Procedures for minimizing risk to undeposited archaeological archives* (Brown 2011b).

BA is also cognisant of ClfA's online Toolkit for Selecting Archaeological Archives (<https://www.archaeologists.net/selection-toolkit/toolkit/>) resource, the aim being to create an archive that is *...fit for purpose and contains well organised records and materials that have the potential for re-use, further research, and/or other curatorial use, that will add to our archaeological understanding.*

NPAAW (2017) contains the following definitions:

An archaeological archive comprises all records and objects recovered during an archaeological project and identified for long-term preservation, including artefacts, ecofacts and other environmental remains, waste products, scientific samples and the associated written and visual documentation in paper, film and digital form.

An archaeological project is any programme of work that involves the collection and/or production of information about an archaeological site, assemblage or object in any environment, including in the field, under water, at a desk or in a laboratory. Examples of an archaeological project include... non-intrusive projects such as landscape or building survey... and off-site research such as desk-based assessment and the recording of objects or object assemblages. The re-investigation of archives in curatorial care also constitutes an archaeological project.

The archiving process will adhere as appropriate to the Checklist of Archaeological Archiving Tasks and Roles within an Archaeological Project (NPAAW 2017).

All records created during fieldwork will be checked for consistency and accuracy and will form part of the site archive. This archive will contain all data collected and other specialist materials and will be ordered, indexed, adequately documented, internally consistent, secure, quantified, conforming to standards required by the archive repository and signposted appropriately to ensure future use in research, as detailed in the *Management of Research Projects in the Historic Environment* (Lee 2015). Indexing will include a plan showing the location and reference number of sections, with photograph locations and directions of view.

BA will obtain copies of the Historic Environment Record (HER) Deposition Guidance and HER Depositor Licence from the HER Officer before any reports or archives are submitted to the HER.

7.1 Deposition

The paper and digital archive will be deposited with the National Monuments Record (NMR), RCAHMW to include a copy of the final report. This archive will include all written, drawn, survey and photographic records relating directly to the investigations undertaken. NMR Digital archives will follow the standard required by the RCAHMW (RCAHMW 2015). A copy of the digital archive only will also be lodged with the HER.

The physical archive has been offered to Cyfartha Castle Museum and Art Gallery but they have confirmed to BS that they are at present unable to accept archaeological archives. The physical archive will therefore be offered to National Museum Wales Cardiff with the agreement of Evan Chapman, Senior Curator as being the only likely repository.

8 The Report

The specific requirements of the report will necessarily vary according to the scope of works, the nature of the results and/or other factors. The report will as a minimum contain the following elements:

- Non-technical summary in both Welsh and English.
- Introduction.
- Site location.
- HER Enquiry Number and Event number.
- Archaeological Background.
- Watching brief.
- Conclusions.
- Archive content list and archive deposition location and timing statement.
- Data Management Plan and Archive Selection Strategy Statement.
- References.
- Plan, elevation and section figures.
- Appropriate appendices on archives and finds.

A digital copy of the report (in PDF format) will be sent initially to the Client and Heneb: Glamorgan Gwent Archaeology. On approval Project data will be submitted and approved for inclusion in the Historic Environment Record via HEDDOS (<https://cpat.org.uk/heddos.htm>). The full digital archive will additionally be sent and accepted by the National Monuments Record, RCAHMW or the Archaeology Data Service (ADS).

Copies of the report will be deposited with the Trust and the HER. If appropriate, a short report will be published in *Archaeology in Wales* and a summary report offered to the Editor of *Morgannwg: Transactions of the Glamorgan Local History Society* for wider dissemination.

9 Staff and Timescales

Staffing and a proposed onsite start date will be advised in due course.

Amy Bunce BSc MA MCIfA (Director: UK Operations & Palaeoenvironmental Sciences) will provide overall technical and editorial guidance to all constituent aspects of the works programme.

10 Border Archaeology Operating Standards & Arrangements

All projects are carried out in accordance with ClfA *Standard and guidance* as detailed within the Company's *Archaeological Field Recording Manual* (2023a). A pre-works risk assessment (RA) will be completed on site at the outset to allow accurate contemporary identification of risk and lodged in the site Health & Safety File.

Border Archaeology holds public liability and professional indemnity insurance as supplied by Towry Law Insurance Brokers, Leominster.

11 Monitoring

The site will be subject to monitoring by Heneb: Glamorgan Gwent Archaeology at an agreed date and time. All issues of a technical nature should be addressed in the first instance to either Amy Bunce BSc MA MClfA (Director: UK Operations & Palaeoenvironmental Sciences) or George Children MA MClfA (Director: Quality & Compliance).

12 Copyright

Border Archaeology Ltd shall retain full copyright of any commissioned reports, tender documents or other project documents, under the Copyright, Designs and Patents Act 1988, with all rights reserved, excepting that it hereby provides a licence to the Client, Merthyr Tydfil County Borough Council and Heneb: Glamorgan Gwent Archaeology for the use of the report by them in all matters directly relating to the project as described in the Project Specification to use the documentation for their statutory functions and to provide copies of it to third parties as an incidental to such functions.

13 References

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Walker, K., 1990, *Guidelines for the preparation of excavation archives for long-term storage*, UKIC Archaeology Section.

14 Appendix: Border Archaeology Digital Data Management Plan (DMP) v.3.3

Date DMP initiated:	<i>Insert date</i>	<i>Initials of the editor</i>
Version: 1.0	23 rd July 2024	KS

<i>Updated Version:</i>	<i>tbc</i>	<i>tbc</i>
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- Section 1: PROJECT ADMINISTRATION

Project BA Number:	BA2401LCL
Site Code:	LCL24
OASIS ID:	N/A
HER event number:	TBC
Accession number:	TBC
Project Brief:	None supplied
Planning Ref:	-

Additional Unique Identifiers: (e.g. DOI
number for ADS Grey Literature Library)

Project Name/Location/Scheme number Maes-y-Coed Guest House Park Terrace Merthyr Tydfil CF47 8UY

Project Description: (nature of the project / key techniques)

Archaeological Observation

Investigation Techniques: (purpose of the investigation)

This work is in connection with the erection of five new guestrooms and storage rooms with parking, conversion of existing guestrooms (Nos. 9 & 10)) to storage rooms and erection of entrance porch.

Project Funder/Client:	Mr A. Rahman
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Project Manager:	Amy Bunce BSc MA MCI ^f A Director: Director: UK Operations & Palaeoenvironmental Sciences, Border Archaeology Ltd.
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Site Manager:	TBC
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Data Contact Person:	Kate Smith MA, ACI ^f A Director: Performance Delivery Border Archaeology Ltd.
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Section 2: DATA COLLECTION

What data will you collect and create? How will the data be collected or created?

Methods of data collection are specified within the Written Scheme of Investigation (WSI) and will meet the requirement set out in the Project Brief; the organisation's *Archaeological Field Recording Manual* (August 2023) (BAFM23/REV5); relevant CIfA Standards and guidance; and are defined against ADS Guides to Good Practice.

The table below provides a summary of anticipated data types, formats and estimated volume for this project. This table will be updated as the project progresses.

Documents and Reports	Word (.doc); pdf; pdf/a	1 pdf/a
Photographs and images	Our baseline standard is jpeg but we are guided by CAs etc. and then use tif or raw accordingly	tbc.
Maps and Plans	AutoCAD (.Dwg); Illustrator (.ai);	Final export: Jpeg for inclusion in report
Spreadsheets	Excel (.xls); (.xlsx)	tbc
GIS	QGIS; ArcGis	tbc
GIS (Research data)	NB GIS data "bought in" for research reports will not be deposited as it is not our data.	n/a
Geophysics	We outsource all geophysics	

Please note: that this reflects the total digital data for the Working Project Archive, **not** the archived selection of project (Preserved Archive).

Where will the working project archive be stored?

The Working Project Archive will be stored in a project specific folder on the internal organisational server. The server is backed-up by our professional IT provider.

File naming conventions

File naming conventions follow established organisational procedures.

Quality assurance

Instruments and cameras used in the collection of data are calibrated prior to use and checked to ensure that are in full working order.

All site records and data collected will be checked during Project Delivery.

Section 3: DOCUMENTATION AND METADATA

What documentation and metadata will accompany the data?

Total station data/Digital location data is used for most projects (excluding AOs). The data is exported and transferred to our Illustrations Department.

Digital images captured during an archaeological programme of work are downloaded as soon as practicable from the camera memory card onto our internal server.

This is especially important for those sites that:

- Are large ongoing sites with multiple cameras
- Stop/start sites where more than one site manager may be involved

The paper Photographic Record form is completed every time a photograph is taken. This register will include the make and model of the camera, the initials of the individual(s) who took the image, date and details of the area photographed.

Post-Fieldwork Summary

As soon as fieldwork is completed the site manager completes an Archive Review Form (ARF) which provides an initial “snapshot” of the results of fieldwork. It quantifies the site paperwork, the unprocessed finds and samples collected and the number of digital images taken.

The site archive then undergoes a review by the field staff. The finds and samples are delivered to our Post Ex department. Digital images are uploaded to the internal server, if not already within the job folder. We retain the SD card until the archive is deposited.

The paperwork will be checked/audited prior to writing the report. The site manager will review the digital images and make an initial selection of those that warrant inclusion in the report and/or inclusion within the Preserved Archive. No images will be deleted at this stage.

Section 4: ETHICS AND LEGAL COMPLIANCE

How will you manage and Ethical, Copyright and Intellectual Property Rights (IPS) Issues?

Copyright for all data collected by the Project Team belong to Border Archaeology.

Formal permission to include data from external specialists and contractors is secured on the engagement of the specialist or contractor.

Personal data will be removed from the archaeological project archive and permission to include individual's names in any report is obtained prior to use.

Section 5: STORAGE AND BACKUP

How will the data be stored, accessed and backed up during the research?

The **Working Project Archive**:-

Site specific SD cards will be retained until the site archive has been deposited, at which point they will be recycled.

Downloaded data will be stored in a project specific folder on the internal organisation server.

- The server operates on permission-based access.
- The server is accessible by permitted staff on and offsite through secure log in.

Where internet access for data backup is not possible, the raw data will be backed up to a separate media device (such as a laptop and portable external hard drive).

Organisational Server

Organisational IT is managed by an external data management provider (who is also responsible for the management and verification of our daily back-ups and who support access to security copies as required).

The internal organisation server is backed up daily by our external data management provider. They ensure that there is sufficient storage space for our digital collection.

Any “archived” data removed from the server is kept in two locations away from the main office.

Section 6: SELECTION AND PRESERVATION

What should be retained, shared and/or preserved?

The Selection Strategy and DMP are reviewed and updated during the PEX Archiving process and with results from specialist reporting.

Prior to deposition, the Selection Strategy and DMP will be updated and finalised in agreement with all project stakeholders (including GGA, Client, Museum, ADS).

Selection will be informed by the WSI, defined against the research aims, regional and national research frameworks, specialist advice and the significance of the project results.

The data archive will be ordered, with files named and structured in a logical manner, and accompanied by relevant documentation and metadata, as outlined in Sections 2 and 3 of this DMP.

What is the long-term preservation plan for the dataset?

It is understood that the reasons for selection of particular digital components will vary from project to project and will take into consideration the project aims as stated within the WSI, the significance of the results, research potential of the results, research framework requirements and relevant museum guidelines.

As with other aspects of an archaeological archive, it is unlikely that all digital files generated during an archaeological project will be retained as part of the deposited digital archive (Preserved Archive).

Consequently, a project specific Selection Strategy will be implemented:-

External dissemination of the digital archive will be with a CoreTrustSeal certified online depository (most likely the Archaeology Data Service (ADS)) if specified by Museum, GGA, etc., guidance, the components of which will be determined by the relevant museum deposition guidelines and correspondence with the necessary stakeholders.

- Therefore all final reports generated from interventive programmes of work will be uploaded to **OASIS V** following approval by principal project stakeholders- client and CA/HER.
- If appropriate digital images and supporting documentation will be uploaded to **ADS-Easy** complement grey literature reports.
- Research reports *may* be deposited on OASIS but only under the direction of the CA/HER, museum curator, etc.

BA will not preserve all digital files from the Working Project Archive on their internal company servers indefinitely.

- Internal preservation of selected digital data on BA's internal server will conform to internal Selection and Deselection standards¹,

Have you contacted the data repository?

The relevant museum will be contacted in the early stages of the project to request an accession number; to confirm current deposition guidelines (unless already contacted within the previous 3 months) and to establish current deposition costs.

The deposition guidelines will be consulted to confirm the situation with regard to the digital archive component and whether this should be deposited with a trusted digital repository.

If the investigation establishes that the site is negative, the CA and Museum etc. will be contacted to establish whether this can be an OASIS only deposition.

Have the costs of archiving been fully considered?

Sufficient resources to allow for the preparation of the archive, and the cost of deposition of the physical and digital archive have been included in the project budget. A costing estimate may be produced for more complex sites, using the ADS Costing Calculator.

Section 7: DATA SHARING AND ACCESSIBILITY

How will you share the data and make it accessible?

A summary of the project will be included on the OASIS Index of Archaeological Investigation and the museum and digital archive repository, and will be updated as the project progresses.

¹ BA Selection and De-selection Guidance 2021

The investigations are likely to result in a number of documents: Project Brief; Written Scheme of Investigation; Final Report; Journal Submission

A final version of the project report will be supplied to the Historic Environment Record via OASIS, and any data which they request can also be provided directly.

The location(s) of the final Archaeological Archive will be added to OASIS when appropriate.

The ADS will disseminate the digital elements of the Archaeological Archive online under a creative commons licence and the dataset will receive a unique identifier (DOI).

Any restrictions of data sharing required?

In certain situations a temporary embargo may be required on the sharing of the project results. If this is the case, specific details once agreed will be included in the updated version of this DMP and will be documented in the overarching Project Collection Metadata.

Section 8: RESPONSIBILITIES

Who will be responsible for data management?

The Project Manager will be responsible for implementing the DMP, and ensuring it is reviewed and revised at each stage of the project.

Data capture, metadata production and data quality are the responsibility of the Project Team, assured by the Project Manager.

Storage and backup of data in the field is the responsibility of the field team.

Once data is incorporated into the organisations project server, storage and backup is managed by an external company

Data archiving is undertaken by the project team under the guidance of the Archives Officer, who is responsible for the transfer of the Archaeological Project Archive to the agreed repository.

Document Title		Document Reference	
Written Scheme of Investigation for Archaeological Observation - Maes-y-Coed Guest House Park Terrace Merthyr Tydfil CF47 8UY.		BA24106MYG/WSI	
Compilation	George Children MA MCIfA		
Editing	Stephen Priestley MA MCIfA		
Artwork	Owain Connors BA MA PhD MCIfA		
Issue No.	Status	Date	Approved for issue
1	Final	July 2024	George Children MA MCIfA