

SM2474 - Bents Cottage, temporary
ROMAN CAMP

40m SW, 75m SW & 75m NE of.....

WRITTEN SCHEME OF INVESTIGATION

**GEOFF BAILEY
L.LEAVESLEY**

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INTRODUCTION

This document forms the Written Scheme of Investigation (WSI) proposing an archaeological excavation at a scheduled monument known as SM2474 Bents Cottage, Roman temporary camp. This area lies in an elevated location on the eastern outskirts of Bo'ness (NT 003810)

This report is submitted alongside an application to Historic Environment Scotland to review the North-Eastern boundary of this Scheduled monument SM2474, known as Bents Cottage, temporary Roman camp.

The monument comprises the buried remains of a Roman temporary camp visible as the cropmarks of its defensive ditches on oblique aerial photographs. Much of the camp lies within the grounds of St Mary's Primary School, Bo'ness, with further remains reportedly lying to the NNE in Kinglass Park and within land immediately adjacent. This monument was originally scheduled in 1964 and revised in 2010.

The reason for requesting a review of the Scheduled monument boundary is because archaeological investigations that have taken place in recent years and in 2021, within the North-eastern area perceived as amenity land, have provided a weight of evidence that raises significant question over the actual location of the monument boundary. Specifically at the North/North-eastern corner. This area previously referred to as amenity land in official documentation, includes a sizeable portion of the scheduled monument and is privately owned.

Since scheduling of the monument, technology now exists permitting examination of partial elements of the monument site without disturbing the ground. Resistivity surveys have confirmed evidence of the monument at the Southwestern area as shown in previous aerial photography but do not provide evidence at the North/North-east area.

In 2021 the landowner commissioned a resistivity survey and archaeological excavation at the Northeastern corner, outside of but adjacent to the scheduled monument boundary. The archaeological investigations were conducted by local archaeologist Geoff Bailey. The evidence gleaned during these investigations cast doubt over the original size and location of the monument boundary. This evidence was submitted to Historical Environment Scotland requesting a review of the Scheduled monument boundary. In response Dr. Allan Rutherford, H.E.S stated that.

"The lack of the north-east corner in the geophysics data and the lack of evidence of the camp in the various excavations does not confirm that the north-east corner of the camp isn't/wasn't where it is currently believed to be, but I do accept that there is a growing weight of evidence to raise questions about the location of the north-east corner. Therefore, having discussed the case with colleagues, we believe that rather than additional geophysical survey, which is an option but still might not resolve the issue, the best course of action would be for you to have the site evaluated through archaeological excavation"

Consequently, discussions have taken place between colleagues in H.E.S, local historian and archaeologist Geoff Bailey and the landowner, L. Leavesley to agree the scope and methodology of a future proposed excavation. An application to conduct the excavation within the boundary of the scheduled monument is in process, supported by the contents of this document.

This written scheme of investigation proposes an archaeological excavation of the North, north-eastern corner of the scheduled monument (SM2474). The proposed excavation will be completed using a phase approach. An initial trench (number one) will be excavated. Should any evidence of Roman origin be found the excavation will cease immediately, but if no evidence is found, a further two trenches will be excavated systematically within the boundary of the Scheduled monument area. The trenches will be strategically positioned to potentially identify historical Roman features of the temporary camp.

It is believed that as the trenching continues evidence from the excavation will give sufficient information for the designation review. The archaeological excavation, supplementary archiving and reporting will be privately funded by the owner L. Leavesley.

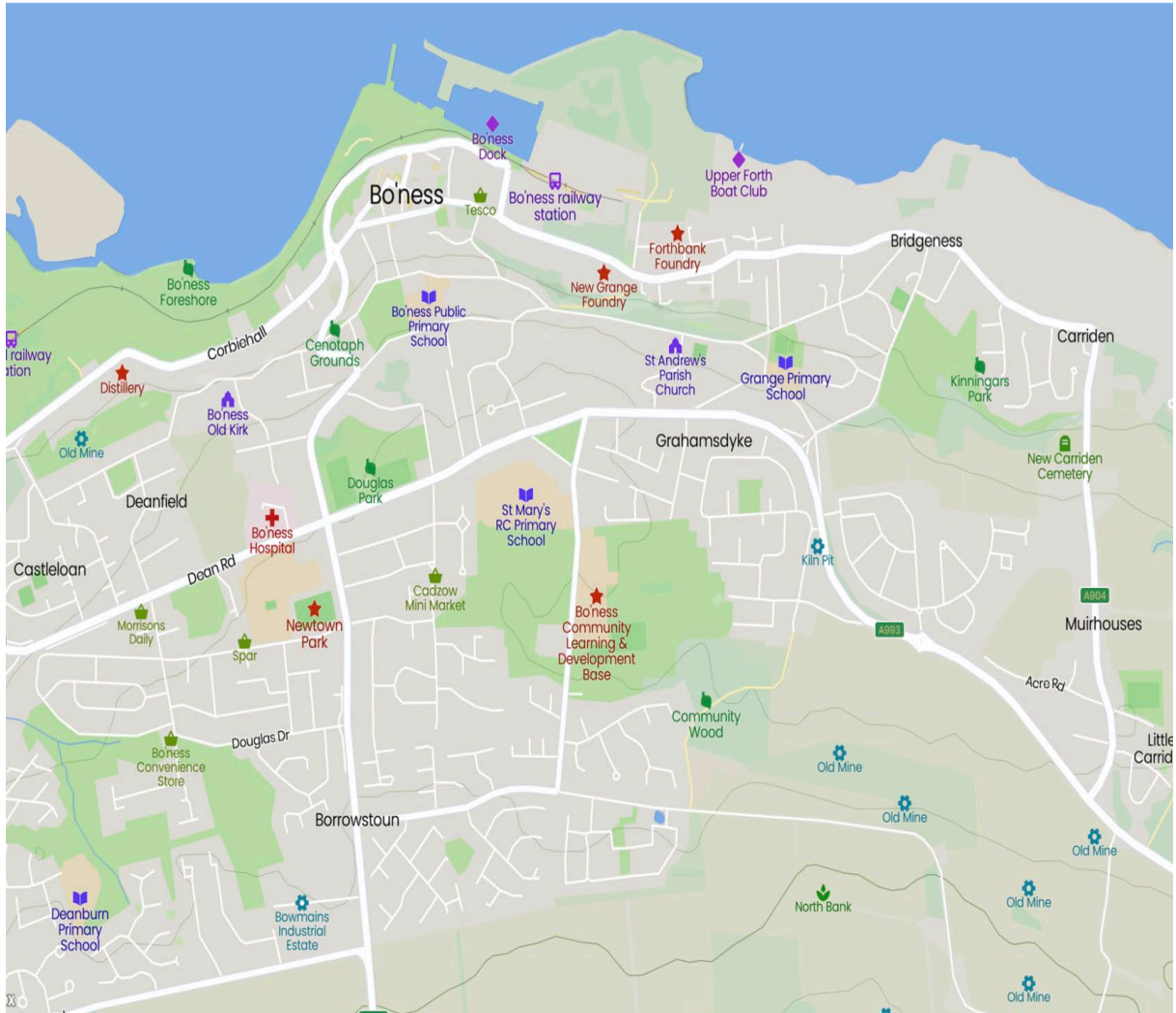
On the next page you will find a map of the Lothian area of Scotland and a map of Bo'ness, West Lothian.

SM2474 BENTS COTTAGE – WRITTEN SCHEME OF INVESTIGATION



Map of Lothian Area, Scotland

SM2474 BENTS COTTAGE – WRITTEN SCHEME OF INVESTIGATION



Map of Bo'ness, West Lothian

BACKGROUND

Kinglass camp, known as Bents Cottage, Roman temporary camp lies in an elevated location at 200 m OD on the eastern outskirts of Bo'ness (NT 003810). The monument comprises the buried remains of a Roman temporary camp visible as the crop-marks of its defensive ditches on oblique aerial photographs. Much of the camp lies within the grounds of St Mary's Primary School, Bo'ness, with further remains lying to the NNE in Kinglass Park and in amenity parkland immediately adjacent. This monument was originally scheduled in 1964 and revised in 2010.

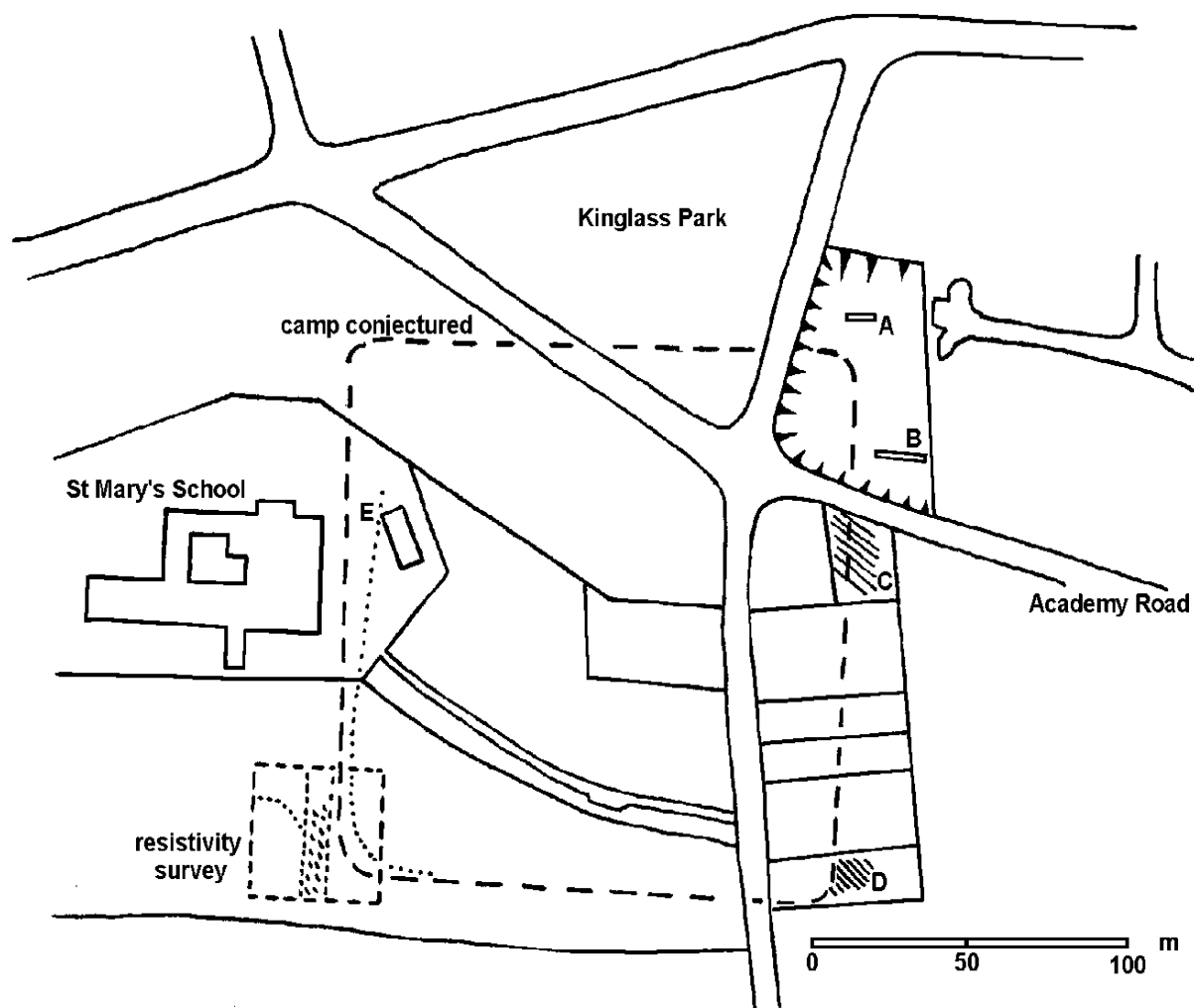
Dating to the mid-second century AD, the camp is associated with the construction of the Antonine Wall, situated approximately 175 metres to the North. The crop-marks visible on aerial photographs of the monument represent buried archaeological features, which retain different levels of moisture than the surrounding subsoil, resulting in the variant growth of the crops above. These cropmarks reveal the rounded South-West corner of the camp's perimeter ditch, which lies in playing fields approximately 100 metres south-east of St Mary's Primary School. Approximately 30 metres of the camp's west side and 95 metres of the South side are visible, defined by a ditch that is up to 2.5 metres in breadth. It has been estimated that the camp defined an area of around 2.2 hectares. A gateway is visible on the South, but cropmarks show no associated defensive outworks. Further remains of the camp are likely to survive within Kinglass Park, a public amenity park approximately 130 metres to the North, although aerial photography has not yet recorded any cropmarks at this location.

It was first identified by St. Joseph in 1949 whose aerial photographs show the South side of the camp along with its south-west corner. Unfortunately, the West side of the camp coincided at the time with the division between two crops and was consequently indistinguishable. Feachem later identified a possible *titulus* in the western crop, but this could not be confirmed because by that time that area had been occupied by a new school building.

In February 1955 the continuation of the line of the West ditch was located by probing. However, the change in the crop noted in 1949 was not a mere coincidence as the 1856 Ordnance Survey map shows that it corresponded with an earlier field boundary, and it may well have been this that was probed. At the same time the northern end of the West ditch was probed in 1955, so too was the north-east angle. This was found to lie in what was a school playing field to the east of Kinglass Park. The East side too was identified in the gardens of houses. The problem here lies in the reliability of this method of remote

sensing. Experience elsewhere, such as at Carmuir School, clearly show that the backfilled ditches would be almost impossible to detect in this way. Lying within later agricultural fields these ditches were deliberately levelled and the infill was well consolidated by the passage of time. They might be identified if the surrounding natural was hard (such as rock or gravel), but that is not the case here.

Figure 1
Location plan showing the 1955 conjectured outline of the Roman camp
and subsequent investigations



In 1998 the opportunity arose to examine the probed line of the East side of the camp at the house on the South side of Academy Road (marked C on Figure 1). The topsoil was removed down to the subsoil under archaeological supervision over a wide area on the West side of the house, but the only feature observed was a shallow broad furrow of agricultural origin. Nor was anything found near the supposed south-eastern corner during the construction of an extension to 13 Gauze Rd in 2008 (marked D on Figure 1), though again furrows were observed.

The probable upper edge of a ditch was found during work on a ramp to the Army Cadet hut in the grounds of St Mary's School in 2019. It lay just outside the north-west corner of that building (marked as E in Figure 1)

Re-plotting of the crop marks by the RCAHMS in preparation for Jones' book on Roman camps suggested a slight difference between them and the line given on the maps. A report produced by Geoff Bailey in 2021 (Bailey, G. 2021 Kinglass Roman Temporary Camp (SMR 320) expressed concern about the outline of the camp as given, and even questioned the existence of the camp. Consequently, in February 2022, with the permission of the school, a resistivity survey was conducted on the south-western corner of the Roman camp by the Edinburgh Archaeological Field Society. The area covered was 40 metres x 40 metres which was considered necessary given the need to distinguish between 18th century field boundaries and any earlier features.

The positive outcome of the resistivity survey led to the excavation by hand of two trenches outside of the scheduled monument areas to the North and east of the supposed north-east corner of the Roman camp. Two 1.0 metre wide west/east trenches were excavated on 26 February 2022. Trench A in the North was 8.3 metres and trench B 16.5 metres in length. (As shown in Figure 3)

The purpose of the previously excavated trenches shown in photographs earlier in this document was to intersect any north/south ditch had the camp been bigger. The interpretations of the resistivity survey suggest that it has been possible to discriminate between the 18th century field boundary and the Roman camp ditch. The latter is slightly further south than outlined on the 1955 plan and the West ditch orientates more to the East as it progresses northwards placing it online with the ditch observed at 'E' and calling into even greater doubt the attributed line of the East ditch of the camp.

Figure 2
Ordnance survey map showing scheduled monument area,
bordered in black/hatched in yellow
Area of monument privately owned coloured in pink

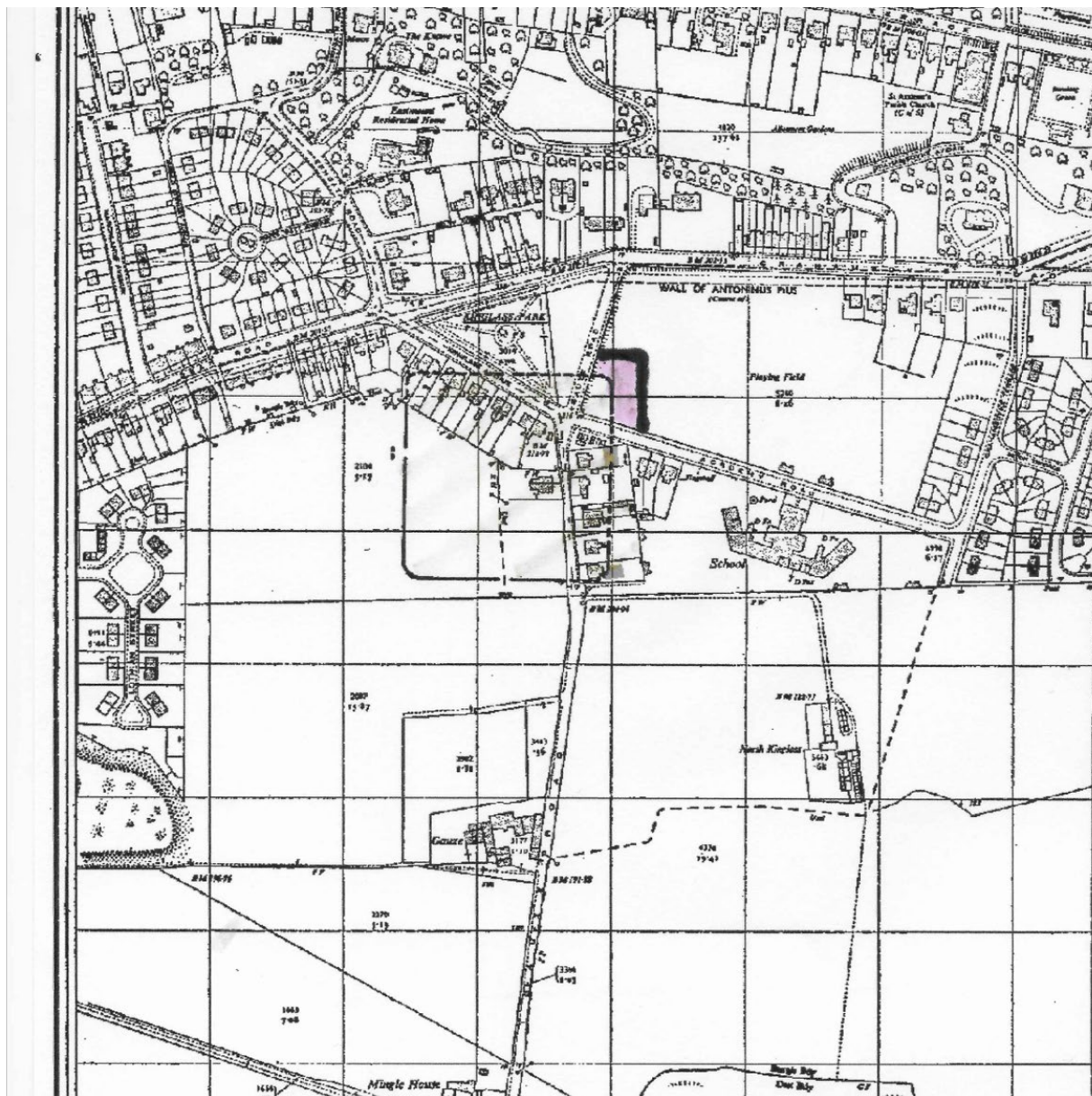


Figure 3
Trench A looking East - 8.3 metres



Trench A had approximately 0.3-0.4 m of topsoil but here, conditions in this trench were damp due to its position at the foot of a slope. Below the topsoil was 0.1-0.25 m of orange-brown silty clay loam (F13).

Traces of N/S plough marks were observed on the top of F13. This lay on the natural clay loam and here too some medium-sized cobbles were encountered. One of these had a flat facet which at first made it look like a worked stone; but closer inspection showed that such was not the case. F13 was deepest at the East end of the trench.

The presence of the plough marks suggests that this area had not been terraced down since it was a farm field. The current terracing which occurs along the East side of Gauze Road and the North side of Academy Road is shown on the Ordnance Survey maps from 1914 onwards long before the school playing field was formed. In fact, it coincides with the disappearance on those maps of the pit bing which occupied the eastern portion of Kinglass Park. The obvious conclusion is that the bing material was used to level up those new roads.

FIGURE 4 - TRENCH A

under excavation 26/02/22 Looking South

(Richard Gillanders)



FIGURE 5 TRENCH B LOOKING EAST - 16.5 METRES -26/02/2022



In Trench B the topsoil was only 0.3 m deep increasing to 0.4 m in the last 2 metres at the West end. It appeared the same as F13, which was dotted with small and medium sized cobbles. Two field drains were observed running NW-SE (the eastern one was partially filled with clinker)

The silty clay loam was laid down under watery conditions over a long period of time. It shows that the area was wet, and the contour survey indicates that this was probably one of the sources of water for the Carriden Burn. It also explains the presence of a pump further east to the south of Grahamsdyke Farm, shown on the 1899 OS map. From there this tributary stream ran to the south of Drum Farm and into the loch at Muirhouses.

There were no man-made features relating to the Roman temporary camp in the 2022 trenches, though the information gleaned does help to place it into context. The camp lay to the South and west of the damp hollow. Conversely, the Antonine Wall lay to the North along the west-east ridge.

The only finds were a tobacco pipe bowl of 1680-1690 with a flat heel, a plain 19th century bowl with a pointed spur, four stem fragments with large bore (17th century) and two with small bore (19th century). One of the latter was stamped "GLASGOW" on the right side and "M -AR---" on the left.

FIGURE 6
CONTOUR SURVEY OF THE FIELD EAST OF KINGLASS PARK
NEIL SIMPSON



PROJECT INTENTION AND METHODOLOGY

The following research questions have the potential to be addressed through phased excavation and sampling at the site.

In doing so, the project also provides the opportunity to address research questions of site-based, regional, and national significance.

Investigation of features relating to the Roman use of the site could provide evidence that would inform the research recommendations.

The proposal outlined within this WSI adheres to the ScARF (Roman) recommendations 1, 2 and 3 contained within the national framework and aims to answer several questions raised in previous years regarding the presence and lives of Romans, living within temporary roman camps along the Antonine Wall.

ScARF (Roman) recommendations

1. Scotland in the Roman world: Research into Roman Scotland requires an appreciation of the wider frontier and Empire-wide perspectives, and Scottish projects must be integrated into these wider, international debates. The rich data set and chronological control that Scotland has to offer can be used to inform broader understandings of the impact of Rome.
2. The Antonine Wall was built to be the northernmost frontier of the Roman Empire. As a continuous linear barrier, its primary function would have been to control and monitor cross-border movement between the Roman provinces to the south and Caledonia to the north. It is a definitive statement of Roman power, authority and technological ability intended to be as much a psychological barrier as a physical one.

The eastern end of the Antonine Wall lies at Bo'ness, just a few miles from this scheduled monument location. This project offers a rare opportunity to investigate part of a Roman temporary camp associated with the construction of the Wall, and to clarify contradictory interpretations of the boundary of the monument site. As a group, the temporary camps associated with the Antonine Wall provide an important tool to aid our understanding of the construction of the frontier. Clarification of the uncertainties around the exact location of this camp could enhance our understanding of the construction phase of the monument. This information would feed into the broader understanding of the impact of Roman activity along the Empire's borders.

Frontier Life: Questions remain regarding the disposition and chronology of forts and forces, as well as the logistics of sustaining and supplying an army of conquest and occupation. Sites must be viewed as part of a wider, interlocking set of landscapes, and the study of movement over land and by sea incorporated within this. The Antonine Wall provides a continuing focus of research which would benefit from more comparison with frontier structures and regimes in other areas.

Scheduled monuments are rarely excavated. This camp is associated with the construction of the Antonine Wall, situated approximately 175 metres to the North. Approximately 30 metres of the camp's west side and 95 metres of the South side are visible by aerial photography, defined by a ditch that is up to 2.5 metres in breadth. It has been estimated that the camp defined an area of around 2.2 hectares. The monument is of national importance because it has an inherent potential to contribute to our understanding of the past, Roman temporary camps, their construction, use and role within the construction of the adjacent Antonine Wall. Although no longer surviving as an upstanding earthwork, there is good potential for buried remains from the fills of the ditch. Such deposits could include dateable organic remains and artifactual evidence relating to the occupation of the camp.

Within the camp, the potential for the survival of occupation evidence is high and such remains help inform our understanding of the lives of Roman soldiers while in the field. Organic evidence from the fill of the ditches around the camp can provide information about the contemporary environment at the time of the construction of the Antonine Wall. The 20 temporary camps associated with the Antonine Wall provide an important tool to aid our understanding of the construction of the frontier. This project provides a unique opportunity to excavate the Northeastern boundary believed to house remains of a temporary Roman camp. Doubt has been cast over the size and delineation of the monument. This project enables archaeologists to better define the location of the monument for future generations and better understand the Roman soldiers who lived alongside the Antonine Wall.

3. The statement of national importance prepared as part of the scheduling documentation for this monument states –

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In summary, the main research opportunities offered by the evaluation will be:

- determine the presence or absence of buried archaeological remains within the site.
- determine levels of disturbance to archaeological deposits from later activities, particularly 19th and 20th century industrial practices and building activity
“investigate and record deposits and features of Roman archaeological interest within the area.
- disseminate the results of the fieldwork through an appropriate level of reporting which will be shared with Falkirk council and Historic Scotland.

This project has also taken into consideration policies outlined by H.E.S in ‘Our Place in Time’: The Historic Environment Strategy for Scotland and Scotland’s Archaeology

Strategy. The project will deliver all the high-level Strategic Aims as identified in Scotland's Archaeology Strategy.

- Delivering Archaeology - By participating in active archaeology, all individuals taking part will have learnt more about their heritage and how what we learn from excavation can alter or add to the story of Falkirk & Scotland's past.
- Enhancing Understanding – The heritage of the Roman camps surrounding the Antonine Wall will be better explained through the excavation.
- Caring and Protecting - The project will enable the heritage of the site to be better managed. The project will inform HES of any potential environmental damage which may be caused to the underlying archaeological remains leading to the better long-term conservation and preservation of the remains.
- Encouraging Greater Engagement – The project includes members of Falkirk Historical Society. Enabling the community to participate in archaeological excavation projects allows them to immerse themselves in the history of the Antonine wall and better understand the process of excavating, finding, and sampling historical items. As mentioned a Facebook page and a live twitter feed will be created, documenting the excavation and its progress, allowing the wider community to understand what is happening, view and comment upon the project.

PROJECT INTENTION AND METHODOLOGY

Dr Allan Rutherford and Victoria Clements, Historic Environment Scotland have been consulted on the scope and scale of the phased trench evaluation.

This Written Scheme of Investigation (WSI) has been prepared for archaeological evaluation following a meeting with Victoria Clements, Historic Environment Scotland on the 22nd of June 2022 and is to be submitted in support of a forthcoming Scheduled Ancient Monument Application.

This WSI will deal with the archaeological evaluation of the scheduled element of temporary Roman camp, Bents Cottage (SM2474)

The proposed archaeological excavation outlined within this WSI would occur at the North-eastern corner, within the boundary of the scheduled monument to provide evidence to confirm whether there are remains of a temporary Roman camp in this area and if the existing scheduled monument boundary is accurate or requires modification.

This archaeological evaluation will comprise the excavation of up to three trenches in a phased approach as agreed with Historic Environment Scotland. The trenches have been positioned to cover areas of high archaeological potential.

Initially, one trench will be opened. Topsoil and modern overburden will be removed by machine under close archaeological supervision. The resulting subsoil surface will be cleaned by hand if necessary and assessed for the presence of archaeological features. If no features are found, the next trench will be opened in the same way. If archaeological features are encountered, these will be recorded through drawing and photography and Historic Environment Scotland will then be consulted to agree an appropriate course of action.

Plan of Proposed Trench locations Figure 7

Key	
Area shaded in green	SM2474 Scheduled
monument	
Red dotted line	Existing boundary of scheduled
monument	
Lines marked A & B	Previously excavated trenches
Lines marked 1,2 & 3	Proposed trench lines

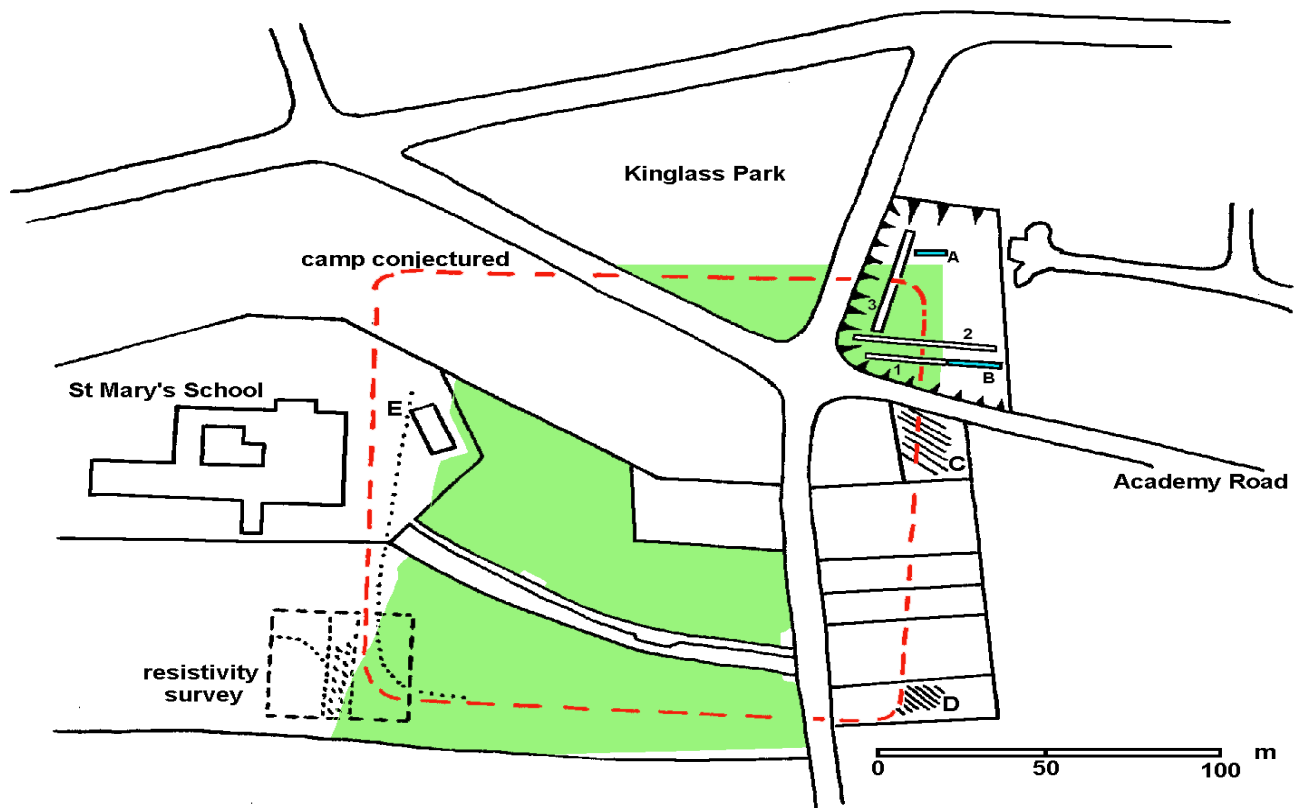


Table of Proposed Trench dimensions

Trench 1	Trench 2	Trench 3
24m x 1.3m	40m x 1.3m	37m x 1.3m

- Trench 1 (extension of previous Trench B) will be searching for the postulated east ditch of the Roman temporary camp as laid out at the time of the camp's discovery in 1955. This is an essential first step in determining the size of the camp. We know that the ditch was not found to the East (as in previously excavated Trench B), but it may occur to the west of the predicted position. It should also locate any features to the west of this postulated line which might be internal to the camp
- Trench 2 will only be dug in the event of no camp ditch being found in Trench 1. Its purpose is to confirm the reason for the absence of the camp ditch in Trench 1 – this may be because Trench 1 had been fortuitously located through an entrance (though this is very unlikely so close to the camp corner), or to later disturbance, or because it lies to the west of the excavation site
- Trench 3 is a fail-safe. In the event of the eastern ditch not being present it will determine if the northern ditch is there. Again, this may occur if the eastern ditch lay much further east (and was removed when the housing was built there, which is unlikely as the topography would be unsuitable), or if the area had been terraced down sufficiently to remove the eastern ditch (also unlikely given the presence of plough-marks on the surface of the natural subsoil discovered in Trench B).

The dimensions provided for the trenches may be revised in agreement with Historic Environment Scotland if circumstances in the field dictate.

Geoff Bailey has built in a series of checks and balances which should leave no room for doubt about the absence or presence of the camp in the area under concern; and which also provide fullest protection for the remains if present.

The following methodology outlines the general practices and procedures that are expected to be followed once the parameters of any archaeological works have been agreed with Historic Environment Scotland. They may be subject to amendment depending on the individual circumstances around any individual features.

All excavation staff will be fully briefed that they are undertaking work on a Scheduled Ancient Monument and under specific requirements detailed in the Scheduled Monument Consent. Any archaeological features encountered will be cleaned by hand and all features will be recorded by Geoff Bailey and his team, under his supervision.

If required archaeological features exposed will be sample excavated, which will typically involve a 50% sample, post-holes 100% and linear features between 5 and 30% (field drains being at the lower end of this scale).

All fieldwork will be carried out in accordance with codes and practices outlined by the Chartered Institute for Archaeologists regarding archaeological evaluation (CIfA 2014a Standards and Guidance: Archaeological Evaluation).

Should a suspected Roman temporary camp ditch be encountered then two x 1 m wide sections would be excavated to confirm the identity and analyses its nature, all this using hand tools.

Post-holes would be excavated entirely using trowels. Pits by a combination of trowels and hand shovels; ditch section using spades, mattocks, and trowels. Only the fills would be taken out. Sections of these features would be drawn at a scale of 1:10 and a site plan at 1:20. Sections of features, other than modern ones, would also be photographed.

Each feature will be allocated a unique reference number and soil types, colours, inclusions and stratigraphic relationships of each recorded.

Any environmental evidence found during the work will be sampled according to standard environmental sampling procedure and nationally agreed procedures (English Heritage 2011, Environmental Archaeology: A Guide to the Theory and Practice of Methods from Sampling and Recording to Post-Excavation).

The earth-moving machine would be used to reinstate the site contours at the end of the excavation. This operation will be aided by the fact that linear trenches are to be dug rather than open areas thus allowing profiles of the soil depths to be retained and spoil temporarily stored adjacent to them. The coarse grassy vegetation currently occupying the site would be allowed to grow back naturally.

If hearths, kilns, or ovens (of whatever period, date, or function) are identified during the fieldwork, charcoal samples will be collected from any hearths or ovens found and submitted for radiocarbon dating. Similarly soil samples of such features will be taken for analysis of any botanical specimens. The specific details of any sampling strategies will be agreed with Historic Environment Scotland.

Should any human remains be discovered during the archaeological evaluation the local police or Procurator Fiscal's office will be contacted immediately. Further excavation or disturbance of the remains will cease until the excavation director is advised formally by the legal authorities that work may continue. All subsequent work on the human remains following authorisation to would be subject to the relevant Historic Environment Scotland guidelines, those published in 'The Treatment of Human Remains in Archaeology' (Historic Scotland Operational Policy Paper 5, 2006), which will be always adhered to.

Plans will be drawn to a scale of 1:20 and sections at 1:10. A full photographic record of all contexts will be maintained in digital formats. All photographs will include a clearly visible, graduated metric scale. A register of all photographs will be maintained. A combination of multi and single context planning will be utilised as appropriate.

The site will be levelled with respect to the Ordnance Datum, and the trenches will be tied into the National Grid.

Two to four weeks-notice will be given to Historic Environment Scotland prior to the start of works and the opportunity given to inspect the area during and prior to, the completion of the archaeological evaluation.

FINDS

- All material from excavated features would be checked upon excavation for finds by the person excavating and the spoil in the wheelbarrows double-checked by a second person.
- All finds older than the 19th century would be retained and catalogued.
- Finds analysis will be under the direction of Geoff Bailey, Finds and Archives Officer.
- Finds from the excavation must be allocated by the King's and Lord Treasurer's Remembrancer to a suitable repository, Falkirk Museum.
- Should the finds assemblage merit analysis a finds export form will be submitted to the Treasure Trove Unit.
- If further conservation is required following the production of an assessment report, there will be extensive consultation with appropriate specialists, Historic Environment Scotland and representatives of the client, Lorraine Leavesley
- All non-modern finds will be collected and retained for processing. Ceramics and animal bone will be collected in bulk and recorded by context. Important in situ finds will be recorded in three dimensions prior to collection.

SPECIALIST SERVICES

Specialist services to be provided, as required, by

- Susan Ramsay (Polmont) will analyze appropriate soil samples.
- Roman pottery will be inspected by Peter Webster (Cardiff)
- Post-Roman material by Geoff Bailey.
- Roman small finds will be reported upon by Fraser Hunter (National Museum of Scotland).
- Bone from Roman deposits by Catherine Smith.
- Conservation of key items will be by the Scottish Conservation Studio, Hopetoun House, South Queensferry, West Lothian EH30 9SL.

POLICY CONSIDERATIONS

The definition of an archaeological evaluation is 'a limited Programme of non-intrusive and/or intrusive fieldwork which determines the presence or absence of archaeological features, structures, deposits, artefacts or Eco facts within a specified area or site on land, inter-tidal zone or underwater. If such archaeological remains are present field evaluation defines their character, extent, quality, and preservation, and enables an assessment of their significance in a local, regional, national, or international context as appropriate'. (CIFA 2014a)

Scheduled Monument Consent is required for any works that would demolish, destroy, damage, remove, repair, alter or add to a monument, or to carry out any flooding or tipping on a scheduled monument.

This application should be viewed with the following legislative and policy considerations in mind.

Ancient Monuments and Archaeological Areas Act 1979 Part 1 Section 2 - Control of works affecting an ancient monument.

Part 1 Section 2 (3) – authorizes works where Scottish Ministers or Historic Environment Scotland have granted consent (scheduled monument consent) for the execution of the works where the works are executed in accordance with the terms of the consent and of any conditions attached to the consent.

During the project, the archaeologist Geoff Bailey and his team will adhere to the following guidelines:

- Standard and Guidance for an Archaeological Evaluation, Chartered Institute for Archaeologists: Reading (CIFA 2014a).
- Code of Approved Conduct for the Regulation of Arrangements in Field Archaeology, Chartered Institute for Archaeologists: Reading (CIFA 2014b).

REPORTING

The fieldwork Programme will be followed by the production of a data structure report in accordance with the best practice guidelines as defined by the ClfA. The report will include details of the planning history of the site, site geology and a summary of the archaeological and historical background.

The report will contain a phased summary of the archaeological sequence encountered at the site, containing brief descriptions of archaeological structures, features and deposits and incorporating details of artefacts or environmental evidence (where sampled).

The report will contain illustrative material including maps, plans, sections, drawings, and photographs, as necessary at a recognizable planning scale (1:10, 1:20, 1:50 or 1:100, as appropriate). A plan showing the location and layout of the areas of investigation, at an appropriate scale, will also be included.

The report will identify areas of defined archaeology, and an assessment and statement of the actual and potential significance of the archaeology will be made within the broader context of regional and national archaeological priorities. Any potential research questions will consider the themes of the Scottish Archaeological Research Framework (ScARF).

Copies of the final report will be made available for comment no later than three months following the completion of all fieldwork, once approved by the client.

Confidentiality: all internal reports to the client are designed as documents for the specific use of the client, for the particular purpose and should be treated as such. They are not suitable for publication as academic documents or otherwise without amendment or revision.

PUBLICATION

An OASIS reporting form will be completed. The Oasis process is being amended and will cover the requirements for Discovery and Excavation Scotland by the time excavation is completed in this field.

Any further archaeological mitigation works at the site will be subject to an updated written scheme of investigation for archaeological recording by Geoff Bailey. Any additional work resulting in the need for publication will require an updated project design which will be submitted following the assessment of the recording results and in full agreement with the client and H.E.S

Once the excavation is completed the results will be made available in a report by Geoff Bailey.

ARCHIVE

The project archive will be prepared in accordance with the recommendations in Brown (2011) 'Archaeological Archives: A Guide to Best Practice in Creation, Compilation, Transfer and Curation'.

An archival copy of the excavation report will be lodged with Falkirk Archives as well as HES.

Under Scottish law all archaeological finds may be claimed as the property of the Crown. Once the fieldwork has been completed all finds will be reported to the Scottish Archaeological finds Allocation Panel. The finds archive would then be awarded by the Procurator Fiscal's on behalf of the Queen's and Lord Treasurer's Remembrancer via the Treasure Trove panel to the designated archive repository. When awarded to the respective museum, appropriate accession numbers will be used, and these numbers will be added to finds boxes and added to each individual finds bag prior to deposition.

During and after the evaluation, all recovered artefacts will be stored in the appropriate conditions to ensure minimal deterioration and loss of information (this will include controlled storage, correct packaging, and regular monitoring of conditions, immediate selection for conservation of vulnerable materials). All work will be carried out in compliance with ClfA Guidelines for Finds Work (ClfA 2014c).

HEALTH AND SAFETY

Geoff Bailey and his team are fully compliant with HSE guidance and legislation. It is the duty of all personnel, under the Health and Safety at Work Act etc. 1974, to take reasonable care for the health and safety of him/herself and other persons who may be affected by his/her acts or omissions at work. He/she must also co-operate with the Technical Director regarding any duty or requirement imposed on the Technical Director or any other person by or under any of the relevant statutory provisions so far as it is necessary to enable that duty or requirement to be performed or complied with.

Any personnel contravening relevant statutory provision may be prosecuted in a Sheriff Court. All personnel taking part in field work have a responsibility to adhere to sensible standards of behaviour. Personnel are made aware that fieldwork activities have inherent hazards which staff members minimise with appropriate safety precautions. However, the potential dangers make it imperative that personnel co-operate by behaving responsibly to reduce the risk of accidents.

RISK ASSESSMENTS

Geoff Bailey will carry out a risk assessment prior to commencement of fieldwork and, where appropriate, a COSHH assessment. Risks and measures to reduce risk will be communicated to all working on and visiting the site. During the fieldwork, appropriate PPE will be always utilised by the excavation team. The client will be provided with an approved copy of the excavation Risk Assessment.

Once on site, the relevant health and safety documents will be assessed, and any variations will be highlighted and added to the appropriate assessment. These will be re-evaluated periodically during the fieldwork to make sure that they remain consistent to the site-specific risks. All members of the excavation team and visitors will be required to be inducted and sign a document on first arrival to site to show that they have read and understood the contents and any variations will be communicated as required.

STAFFING

The work will be undertaken under the overall direction of Geoff Bailey. The archaeological evaluation will be undertaken by Geoff Bailey.

The project team are highly experienced field archaeologists and have an established track record of successful delivery of archaeological projects through to publication.

Accordingly, the specified method of the work is appropriate to ensure it is undertaken to a professional standard, including post excavation, reporting, and archiving. It reflects all professional expectations.

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