DigVentures

Excavating Elmswell: Seasons in Time

Appendix A: Updated Project Design – Redacted copy

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Excavating Elmswell: Seasons in Time

Community-based archaeological excavation at Elmswell Farm, Elmswell, Driffield, East Riding of Yorkshire

Updated Project Design

Compiled by:

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Purpose of document

This document has been prepared as an Updated Project Design for continuing community-based research excavations at Elmswell Farms, Driffield. The purpose of this document is to provide an outline of planned fieldwork, aims and objectives of the work, and methodology to be employed.

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Executive summary

This document has been compiled in support of further archaeological investigation at Elmswell Farms, to be undertaken by DigVentures. The first season of fieldwork, undertaken in August 2017, investigated the shrunken medieval village of Little Driffield. This Updated Project Design supports a second season of fieldwork focusing on Roman elements of the farm, entailing an extended programme of remote sensing, field walking, 3D photogrammetry survey and targeted trenching. The approach to this work is evidenced through the following MoRPHE / PRINCE2 compliant document, outlining key archaeological research questions, roles, procedures, stages and outputs.

The overarching aim of this fieldwork is to provide baseline information to contribute to the future management and research of the site, creating multiple educational and participatory learning experiences for community participants. This will be achieved through a community-based archaeological research project designed to understand:

- the full extent of the treasure hoard found by metal detectorists in 2016/17;
- the nature, date and survival of archaeology at the site of Roman settlement;
- the relationship of these remains to nearby sites and how the settlement played a role in the wider environs.

This Project Design provides an outline of methodology and planned intervention to complete:

Targeted excavation The excavation of three archaeological evaluation trenches to assess the nature, character and survival of evidence for Roman settlement, and to allow for the full recovery of a treasure hoard.

Public engagement The project is supported by a comprehensive learning, engagement and activity plan. An innovative digital recording system will be used to enable volunteers to record and publish on smartphones or tablets in the field; specifically developed learning materials will be used to deliver schools sessions, with a dedicated project website, underpinned by a digital and audience building strategy, aiming to triple the engagement and participation numbers outlined in the project brief.

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1 INTRODUCTION

1.1 Excavating Elmswell

1.1.1 The 'Excavating Elmswell' project is proposed as a multi-staged research project, encompassing an excavation and assessment stage (Years 1-4) followed by final analysis and publication. Field evaluation is scheduled to take place between 12th and 27th August 2018, and forms the second Execution Stage of this project. Results from the evaluation will be fully assessed and reported on, informing how the project will progress with an Updated Project Design (Review Point 4, Section 9). The overarching aim of this work is to characterise the scale, depth and density of the extent archaeological remains pertaining to the history of the estate, from prehistory through to the modern day. Dating evidence will be obtained and an interactive digital archive of the excavation produced. In addition, metrically accurate 3D terrain models situating the site in its landscape context will be developed. The principle driver for this research project is to provide baseline information to inform the future management of the Site (see Section 6, Business Case).

1.1.2 This document provides a Project Design for delivery of a community-based archaeological investigation at Elmswell Farms, Driffield (hereafter 'the Site', Figure 1, NGR SE 99753 58323). This document will define how DigVentures intends to deliver a project which provides benefits to John and Henrietta Fenton, the local and global community, and all other stakeholders (including Historic England and Natural England).

1.1.3 The project is being managed according to Historic England's MoRPHE project model (Management of Archaeological Research Projects in the Historic Environment). This document defines that process, and is divided into two parts: '*Part 1: Description of the Project*' provides the project context, including a brief summary of proposed methodology, key sources and activities required to support the delivery of the proposal outcomes. '*Part 2: Resources and Programming*' identifies responsibilities of individual project staff members, outlines completion dates for specific tasks, with all costs itemised for transparency. A detailed Project Activity Plan has also been provided as a separate document to assist with project tracking, and evaluation of social and community outcomes.

Part 1: Description of the project

2 BACKGROUND

2.1 Research context

2.1.1 Elmswell Farm, Driffield, lies in a rich and nationally important archaeological landscape, containing finds and features dating from the Mesolithic to WWII. Significant amongst these are the remains of a Roman settlement and an extensive shrunken medieval village. The town of Driffield itself has an interesting association with Anglo-Saxon royalty; once part of the Kingdom of Deira, there is evidence that a royal palace once stood in its centre. Despite the site's wealth of archaeological potential, there have been few modern investigations into its archaeology, resulting in a strong need to understand the heritage resource in light of substantial attritional threats.

2.1.2 Elmswell has been the subject of widespread antiquarian intervention; in the 19th century, John Mortimer investigated the Neolithic barrows to the south of Elmswell and revealed multiple prehistoric burials, along with evidence of their reuse well into Anglo-Saxon period. Although it is difficult to decipher settlement patterns of the Romano-British period, there are a range of Roman finds as a result of earlier interventions at the site by Corder and others in 1935. A significant hoard of Roman coins, Samian ware, and early Medieval pottery were discovered in Cowgrass Field at Elmswell. Such finds accord well with remote aerial photographic evidence, with extensive cropmarks indicative of a Roman 'ladder settlement' coupled with a large Iron Age/Roman field system. A late Iron Age to early Anglo-Saxon settlement has also been identified, including the remains of a potential 4th century villa.

3 RESULTS OF PREVIOUS WORK

3.1 Earlier excavation

3.1.1 Known prehistoric sites on Elmswell Farm include two Neolithic/Bronze Age bowl barrows (SM1013707 and SM1013708) excavated by John Mortimer in 1870, and two further excavated, undated barrows. Excavations undertaken on the farm between 1935 and 1937 revealed Roman occupation, including mortared stone walls and floors (Corder 1940), and artefactual evidence suggested that settlement had begun in the Iron Age and continued into the Anglo-Saxon period. This activity is further evidenced by extensive cropmarks south of Elmswell Beck, immediately west of the site.

3.1.2 In 1975 excavations at Moot Hill in Driffield revealed a Norman castle containing the possible remains of a rare 8th century palace (SM1015612), approximately 1.5 miles northeast of the site. Excavations conducted in advance of the construction of Kellythorpe Industrial Estate, 300m southwest of the site, revealed numerous archaeological remains; including prehistoric flints, Roman and medieval ditches and enclosures, and modern remains related to the WWII RAF Driffield. More recently, metal detecting and field walking surveys on Elmswell Farm have revealed extensive Mesolithic flint scatters and further assemblages of over 100 fragments of high status Roman pottery, over 100 Roman coins including 27 denarii; the latest dating to AD390-5.

3.2 2017 fieldwork

3.2.1 The first season of fieldwork focused on the shrunken medieval village of Little Driffield. Remote sensing surveys and targeted trenches enabled the characterisation of the remains, indicating that the landscape east of Church Lane was settled extensively between the late 11th and mid 14th century. The recovery of a Roman coin and a sherd of 9th to 11th century pottery suggest that earlier activity took place on or near to the site. Later pottery was found in smaller quantities, indicating that the main phase of settlement activity at the site had finished by the mid 14th century when the settlement was abandoned.

3.3 2018 fieldwork proposals

3.3.1 Recommendations made in the assessment report for the First Execution Stage of fieldwork recognise the importance of not just the medieval village, but the entire landscape around Elmswell Farm. Metal detecting surveys carried out to the north of the Roman settlement on the Estate have identified dense concentrations of finds, including an ongoing treasure case. Fieldwork will entail the excavation of two 10m x 10m trenches positioned over these areas (Figure 1) to enable the full recovery of the hoard, to characterise its depositional context, and to establish whether this area of the Estate is worthy of protection and designation on the HER.

4 RESEARCH AIMS AND OBJECTIVES

4.1 Project model

4.1.1 The overarching aim of the project is to define and characterise the physical extent of the site through a programme of non-intrusive investigations and intrusive excavation, obtaining baseline data that will facilitate its future management. This project model is framed as overarching aims and key questions/objectives that provide a framework for the methods, stages, products and tasks set out in Part 2 of the Project Design below.

4.2 Aim 1 – To define and establish the precise physical extent and condition of archaeological remains on the Site with a programme of remote sensing and metric survey

4.2.1 This aim will entail a non-invasive digital survey of the site (to create a Digital Surface Model derived through 3D photogrammetry, and geophysics), to understand the landscape context of the archaeological remains. This will provide a 3D model of the topography of the site, and will be used to support plans for interventions and enable us to determine likely features for targeted trenching addressing the specific questions:

- Q1. Can the layout and associated sub-surface archaeology be established by remote survey?
- Q2. Can we identify the location and extent of settlement evidence, and determine horizontal phasing between features?

4.3 Aim 2 – Characterise the results of non-invasive survey, refining the chronology and phasing of the site with a programme of trenching

4.3.1 In the light of the evidence base collated for Aim 1, this aim will be addressed with targeted trenches to addressing the following questions:

- Q3. What was the primary depositional context of the treasure hoard, and what can this tell us about the Site?
- Q4. Can we corroborate chronological phasing for the Site, including the presence of earlier and later features and structures, as defined in Aim 1?
- Q5. What are the typical and atypical features of the Site and did this influence the functions and activities that took place?
- Q6. What is the landscape setting and character surrounding the Site, and how did this shape its location, design and development?

4.4 Aim 3 – Understand the palaeoenvironmental conditions at the site

4.4.1 This aim will be achieved with an assessment of the samples as defined and recovered in Aim 2, using appropriate palaeoenvironmental and archaeological techniques to establish preservation and significance.

- Q7: What is the current state of the archaeological and palaeoenvironmental material across the site?
- Q8: How well do deposits and artefacts survive, and how deeply our they buried?
- Q9: Can the palaeoenvironmental data recovered from sampling in the trenches inform us about farming regimes, specialised food processing, industrial or military activities that may have taken place at the site?
- Q10: Can we increase our understanding of the local environment during the multi-period occupation of the Site?

4.5 Aim 4 - Making recommendations, analysis and publication

4.5.1 This aim will require all data from Aims 1-3 to be collated and assessed in light of any further information recovered from a desk-based assessment of previous archival material. An Updated Project Design will then be produced with management recommendations to research, conserve or enhance the heritage significance of the Site.

- Q11: What can an integrated synthesis of the results of this work with previous remote sensing and building survey tell us about the site and its setting?
- Q12: In light of the evidence recovered from this and previous work, can we articulate a link between the multi-phased use of the Site and its different areas?
- Q13: Formulate recommendations for further archaeological and palaeoenvironmental analysis at Elmswell Farms based on Aims 1-3, and implement a programme to publish and disseminate the results or continue fieldwork into additional seasons.

5 BUSINESS CASE

5.1 SHAPE sub-programme

5.1.1 The project has been designed in accordance with priorities articulated in Historic England's Action Plan 2015-18 (informing Heritage 2020, the successor to the National Heritage Protection Plan) and detailing how heritage organisations will work together to benefit the historic environment. In addition to these priorities, the project drivers can also be articulated in accordance with the fundamental principles of SHAPE (Strategic framework for the Historic Environment Activities and Programmes in Historic England, 2008).

5.1.2 In line with Historic England working practice and the fundamental principles of SHAPE to understand, manage, and promote archaeology, the project has a primary driver (SHAPE sub-programme number 11111.130) in addition to other research outcomes that will address other Historic England and sector priorities, delivering significant value added benefit.

5.1.3 The main aim of the project is therefore to increase our understanding of the character of the Site:

- SHAPE sub-programme number 11111.130: development of a sound evidence base for specific locales and historic assets in order to ensure appropriate management information is available and effective communication possible to community.

5.1.4 This research also has the potential to generate insight and recommendations with a local and national applicability, assisting the Client and Statutory Stakeholders in establishing best practice conservation and management measures.

- SHAPE sub-programme number 31521.110: building heritage issues into wider change-management considerations, taking account of conservation principles and heritage legislation whilst efficiently reducing management burden for given areas.

5.1.5 As a consequence of the innovative digital and cross-platform approach, there is a significant 'value added' dimension to this project:

- SHAPE sub-programme number 12212.110: developing wider understanding of the value of the historic environment; enhancing lifelong learning, encouraging support and enthusiasm for all aspects of heritage whilst contributing to quality of lie.
- SHAPE sub-programme number 51311.110: increasing public awareness, building direct support and engaging enthusiasm from which multiple benefits flow; encouraging knowledge transfer through enjoyment.
- SHAPE sub-programme number 51332.110: high-profile outreach hitting potentially millions of people. Targeted to raise key issues or encourage wider understanding.

5.2 Research frameworks

5.2.1 The key research agendas relating to Elmswell Farms are the 'Yorkshire Archaeological Research Framework: Research Agenda' (Roskams and Wyman 2005) and the 'East Midlands Research Framework' (Cooper *et al*, 2006). These documents summarise research priorities by period as the basis for further consultation with the wider specialist team.

7 INTERFACES

7.1.1 This project will interface with a series of other projects, stakeholders, and initiatives, summarised in the table below:

Interfaces	Description
Remote sensing Team	Geophysical survey will be carried out by members of East Riding Archaeological Society (ERAS) with assistance from members of the core project team, and supported with an aerial photogrammetry survey by Adam Stanford (Easter Island Project; Stonehenge Riverside Project; Marden Henge Project) ensuring that this multidisciplinary approach remains at the forefront of current remote sensing research.
Academic Advisory Board	An academic advisory group of subject area experts (in prehistoric, Roman and Medieval Archaeology) will be formed to ensure that the project remains pertinent to relevant research questions and agendas, interfacing with other teams working in similar landscapes in the UK. This will build on the core team's existing connections with UCL, University of Bradford, Durham University and Leicester University, in addition to local faculty such as Hull University.
Core Project Team	The core project team and specialist staff have consulted widely during the project planning and will continue to build on this as the project develops, forging strong links with local, national and international professionals and institutions actively engaged in a broad range of multi-period sites. Core and specialist staff have previously been involved with the East Riding Archaeological Society and Southburn Archaeological Museum, and these links will be built upon during the project planning stage.
Heritage at Risk	The heritage of Elmswell Farms is at risk from attritional farming threats, and particularly the removal of artefactss metal detectorists find (including three ongoing treasure cases without archaeological context). Core and specialist staff will work closely with the PAS and HE to establish management related aims and objectives with recommendations applicable to similar landscapes at risk.
Local Stakeholders	The project will showcase the archaeology from Elmswell, and offer skills-based learning opportunities focused on teaching digital heritage skills to engage as broad a group as possible in the local heritage. Hull is currently third in local authority districts with the largest proportions of deprived neighbourhoods in England, and Driffield also falls in the bottom 30% according to Indices of Deprivation. A survey undertaken by DigVentures has identified that key issues preventing people engaging with their local heritage are based on access and financial concerns. The project will offer free enjoyable learning opportunities, both online and across multiple accessible locations, to help address the strong social and educational needs of the surrounding communities.

Table 1: Project interfaces

8 COMMUNICATIONS

8.1 Project team and management responsibilities

8.1.1 The Project will be funded through crowdfunding. Project Assurance will be allocated to the Project Executive (Lisa Westcott Wilkins, DigVentures) who will monitor compliance against the deliverables detailed in this document.

8.1.2 The project team have all worked closely together before (at Flag Fen 2012, and Leiston Abbey 2013-16, Bolton-le-Sands 2016-17, Lindisfarne 2016-17 and Elmswell Farm 2017). Brendon Wilkins (Project Director) will undertake day-to-day Project Management supported by Stuart Noon (Co-Director) and Chris Casswell (Archaeological Site Director). There will be four core DigVentures archaeological staff on site throughout the fieldwork, and all will be retained throughout the post-excavation phase of the project (see Appendix 2). All core staff are employed in line with CIfA guidelines, and are practicing field archaeologists of good standing at ACIfA level or above. Experts will be drawn from various university departments and laboratories with a considerable range of experience in the undertaking and delivery of similar research projects. This includes Joshua Hogue (worked stone); Chris Cumberpatch (ceramics); Pieta Greaves (conservation); Rosalind McKenna (palaeoenvironmental); Mathilda Holmes (zooarchaeology); Joanne McKenzie (geoarchaeology); Stuart Noon (small finds); Natasha Powers (human remains); Phil Mills (CBM); and Adam Stanford (photogrammetry).

8.2 Project management

8.2.1 DigVentures operates a computer-assisted project management system. Projects are undertaken under the direction of the Projects Director who is responsible for the successful completion of all aspects of the project. All work is monitored and checked whilst in progress on a regular basis, and the Projects Director / Site Director checks all reports and other documents before being issued. A series of guideline documents or manuals form the basis for all work.

8.2.2 The DigVentures management team are all full members of the Chartered Institute for Archaeologists (MCIfA). DigVentures is a CIfA Registered Organisation (No. 102), and fully endorses the CIfA Code of Conduct and supporting Standards and Guidance documents. All DigVentures staff are employed in line with the Institute's Codes and will usually be members of the Institute.

8.3 Communications

8.3.1 The Project Director will produce Monthly Status Reports for the Project Executive and Project Team throughout this Execution Stage up to the review of the Assessment Report/UPD (Review Point 4). This will present an overview of progress, list tasks completed or part completed, including any on-going work and issues affecting progress.

8.3.2 The Project Manager will be responsible for ensuring that the project runs to schedule, keeping track of key resources and progress. The Project Team will have a project meeting at each milestone described in the Project Stages (Table 5) to ensure that all major tasks are briefed/debriefed as necessary. Provision will be made for the project in 'Basecamp', which is a web-based project communication package used by DigVentures, enabling project

participants to generate and record notes, tasks, milestones and other project-related communication.

8.4 Outreach and engagement

8.4.1 The community-based and outreach aspects of the project have been devised as a separate activity plan. This is a digital archiving, education and outreach initiative, aiming to co-create a digital record of the significant archaeological remains hosted on a dedicated microsite. The requirements of this are covered by a separate digital design brief and community activity plan viewable on request.

8.4.2 The 'Excavating Elmswell: Seasons in Time' project will also include a dedicated educational programme with the ultimate aim to increase local awareness of the site and amplify this with a coordinated social media strategy. This will be measured with an audience evaluation of all site visitors to establish baseline data and assist with future management strategies and promotion.

8.4.3 DigVentures are collaborating on two Family Weekends, including a 'Dig Camp' parent and child activity programme on 18th August 2018. A dedicated welcome tent will be erected on site, and will be permanently staffed by DigVentures throughout the dig. Special activities and trench tours will be offered, as well as a lunchtime chat with the archaeological team. This will be widely advertised locally on radio, newspapers and the parish council newsletter, and flyers have been distributed through the existing networks as well as in pubs, shops, businesses and venues.

8.4.4 As a crowdfunded and crowdsourced archaeological project, every aspect of the project is cognisant of a wider outreach agenda. Engagement will be both on and offline, with a digital platform (called 'The Site Hut') developed to engage a new local and global audience, inviting external communities (and those not usually engaged with archaeology) to take an active role in knowledge production.

8.5 Dissemination and reporting

8.5.1 Rapid dissemination of the results to stakeholders, as well as their involvement throughout, will be vital throughout the delivery of this project. This will take place through multiple channels, addressing a multitude of established and new audiences. Dissemination outlined below will all be undertaken during 2018, and will include, but not be limited to:

- Dedicated website with daily news updates on a blog and all major social media channels (Facebook, Twitter, Google+, Flickr and Instagram) amplified through third-party coverage by the networked blogging community: http://digventures.com/projects/elmswell
- A dedicated interactive digital archive of excavation data.
- Daily broadcast quality video feature released on YouTube throughout excavation stage
- Follow up feature articles in Current Archaeology
- Conference presentation (CIfA/EAA)
- Wide circulation of Assessment and Final Report, Updated Project Design and links to the OASIS record: Oasis ID: digventu1-287349
- Site publication in an appropriate local/national journal commensurate with the final results.

- Deposition of the Assessment Report with the East Riding of Yorkshire County Records Office HER.
- Public Seminar and Exhibition hosted near to the site presenting the final results (Winter 2018).

8.6 Project archive

8.6.1 The project archive will be prepared in accordance with the East Riding of Yorkshire Council Museum Service (ERYMS) *Guidelines on Archaeological Archives* (2015), and CIfA *Standard and guidance for the preparation and storage of archaeological archives* (2014). All reports produced by the project will be openly and freely disseminated through County Council Historic Environment Record, Archaeological Data Service, OASIS portal and the project microsite.

9 PROJECT REVIEW

9.1.1 The project will be continually reviewed by the Project Executive and Project Manager, with a formal review undertaken at the end of each Stage as follows:

Stage	Description	Review Point	Completion Date
Initiation	Consideration of Project Proposal (submitted for competitive tender)	RV1 – Assemble Project Team and liaise with stakeholders	Completed – January 2017
Stage 1	Project Start-up, finalising Project Design and definition of scope	RV2 – Sign-off on MoRPHE Project Design, and liaison with stakeholders and landowners	Completed - June 2017
Stage 2	Archaeological Fieldwork – First Season	RV3 – assemble site archive and distribute pertinent data to specialists	Completed - August 2017
Stage 3	Assessment Report & Updated Project Design	RV4 – critically review findings, making recommendations for further work	Completed - February 2018
Stage 4	Archaeological Fieldwork – Second Season	RV5 – assemble site archive and distribute pertinent data to specialists	August 2018
Stage 5	Assessment Report & Updated Project Design	RV6 – critically review findings, making recommendations for further work	Proposed - February 2019
Stage 6	Analysis & Publication	RV7 – final publication sign-off, and prepare archive for accession	Proposed - February 2019
Closure			February 2019

Table 2: Project review stages

10 HEALTH AND SAFETY

10.1.1 DigVentures will undertake the works in accordance with Health and Safety requirements and a Health and Safety Plan. This document will take account of any design information pertaining to above and below ground hazards. DigVentures will ensure that all work is carried out in accordance with its company Health and Safety Policy, to standards defined in *The Health and Safety at Work etc. Act 1974*, and *The Management of Health and Safety Regulations 1999,* and in accordance with the SCAUM (Standing Conference of Archaeological Unit Managers) health and safety manual *Health and Safety in Field Archaeology* (1997).

Part Two: Resources and Programming

11 PROJECT TEAM STRUCTURE

11.1 Team and responsibilities

11.1.1 DigVentures' Project Team is outlined below in Table 4. A summary CV, setting out the skills and expertise of DigVentures core team members is set out in Appendix 2, with CVs for the wider specialist team available on request.

Name	Initials	Project Role	Key Responsibility
Lisa Westcott Wilkins	LWW	Project Executive	Overall project responsibility, budget responsibility and project assurance
Brendon Wilkins	BW	Projects Director	Overall responsibility for the direction of the project
Stuart Noon	SN	Project Manager	Archaeological direction (off-site), liaison with project team, partners and Stakeholders
Chris Casswell	CC	Site Director	Archaeological direction (on- and off-site), liaison with project team, partners and Stakeholders
Manda Forster	MF	Programme Manager	Management of programme (on and off-site), liaison with project team, partners and Stakeholders
Maiya Pina-Dacier	MPD	Community Manager	On-site field-work, and responsible for social media
Johanna Ungemach	JU	Community Archaeologist	On-site field-work, and responsible for field school
Harriot Tatton	HT	Community Archaeologist	On-site fieldwork and field schools

Name	Initials	Project Role	Key Responsibility
Maggie Eno	ME	Community Archaeologist	On-site field-work, and social media
Ed Caswell	EC	Community Archaeologist	On-site fieldwork and logistics
Adam Stamford	AS	Expert – Photography	Aerial photography

Table 3: Team and responsibilities

11.1.2 In addition to the core team it is expected that during weekdays (14th-17th and 20th-24th August) 15 volunteer staff will be present, increasing to 25 at the weekends (18th-19th and 25th-26th). In addition to this there will be a Dig Camp open day on Saturday 18th August where a further 10 volunteers will be present on site.

12 METHODOLOGY

12.1 Introduction

12.1.1 The methods reflect the project Stages set out in Section 8 above. A task list, with allocation of staff time and team member is set out in Section 12 below, setting out a provisional programme. Detailed method statements relating the specific techniques or approaches detailed below to their constituent research questions can be found in Appendix 1 at the end of this document.

12.2 Stage 4 – Archaeological fieldwork – second season

12.2.1 Stage 4 (scheduled for 12th-27th August 2018) will comprise the first fieldwork season required to meet Aims 1 and 2, and will entail a combination of remote sensing (3D photogrammetry survey and geophysics), topographic survey, field walking, metal detecting survey and targeted trenching. It will aim to answer the following research questions which helped to guide fieldwork during the first three stages of the project:

- Q1. Can the layout and associated sub-surface archaeology be established by remote survey?
- Q2. Can we identify the location and extent of settlement evidence, and determine horizontal phasing between features?
- Q3. What was the primary depositional context of the treasure hoard, and what can this tell us about the Site?
- Q4. Can we corroborate chronological phasing for the Site, including the presence of earlier and later features and structures, as defined in Aim 1?
- Q5. What are the typical and atypical features of the Site and did this influence the functions and activities that took place?
- Q6. What is the landscape setting and character surrounding the Site, and how did this shape its location, design and development?

12.2.2 Specific archaeological interventions will include three trenches, each measuring a maximum extent of 10 x 10m, in the field located 500m directly south of Elmswell Farm farmyard, south of Elmswell Beck. They target the projected continuation of cropmarks relating to the Roman

ladder settlement in the field south of the site, and in particular focus on the area surrounding the hoard and other known metal detecting and field walking finds.

12.2.3 Access to the site will be made through the active farmyard at Elmswell Farm (from the A166, Sykes Lane) no earlier than 08:45 each morning, and egress no later than 17:30 from the same point. All traffic will be closely managed to avoid conflict with agricultural machinery.

12.3 Stage 5 – Assessment report & updated project design

12.3.1 This Stage will address Aim 3, culminating in Review Point 6, and focusing on answering the following research questions:

- Q7: What is the current state of the archaeological and palaeoenvironmental material across the site?
- Q8: How well do deposits and artefacts survive, and how deeply are they buried?
- Q9: Can the palaeoenvironmental data recovered from sampling in the trenches inform us about farming regimes, specialised food processing, industrial or military activities that may have taken place at the site?
- Q10: Can we increase our understanding of the local environment during the multi-period occupation of the Site?

12.4 Stage 6 – Further work, analysis and publication

12.4.1 Addressing Aim 4, this is the main reporting and recommendation Stage of the project, culminating in Review Point 7 and focusing on the following research questions

- Q11: What can an integrated synthesis of the results of this work with previous remote sensing and building survey tell us about the site and its setting?
- Q12: In light of the evidence recovered from this and previous work, can we articulate a link between the multi-phased use of the Site and its different areas?
- Q13: Formulate recommendations for further archaeological and palaeoenvironmental analysis at Elmswell Farms based on Aims 1-3, and implement a programme to publish and disseminate the results or continue fieldwork into additional seasons.

13 STAGES, PRODUCTS AND TASKS

13.1 Methodological linkages

13.1.1 It is anticipated that the 2018 work will be undertaken in four stages. These are set out in the table below and are set against the project aims and questions that will be met at each stage, the products that will be produced and the tasks undertaken. For transparency, task numbers are linked directly to a project GANNT chart (for full sequence including milestones see Table 6 in Section 13) and this is linked to the Project Budget in Section 18 below).

Stage	Description	Project Aims/ Questions	Products	Task & ID Number
Stage 3	Assessment Report & Updated Project Design	Aim 1-4 Q1-13	1. Permissions (planning application	1. Consult with wider project team and stakeholders to define

Stage	Description	Project Aims/ Questions	Products	Task & ID Number
			& stewardship derogations) 2. Finalised PD & Risk Log 3. Educational Plan & Information Pack 4. Digital Communication Plan 5. Risk Assessment & Health and Safety Plan	milestones and delivery timetable. 2.Core Archaeology Team Meeting. 3. Design project database. 4. RV4 – Sign off on MoRPHE
Stage 4	Archaeological Fieldwork	Aim 1 Q1-2 Aim 2 Q3-6	6. Field Archive 7. Survey Archive 8. 3D Survey Archive	8. Site Preparation 9. Fieldwork (remote sensing, topographic and geophysical survey & excavation) 10. RV5 - 5 – assemble site archive & distribute to specialists
Stage 5	Assessment Report & Updated Project Design	Aim 3 Q7-11	9. Stratigraphic & Assessment Report	13. Specialist finds and palaeoenvironmental assessments 14. Integrated assessment report 15.RV6 – recommendations for further work
Stage 6	Analysis and Publication	Aim 1-4 Q1-13	10. Final report 11. Publication 12. Completed and accessioned archive	18. Specialist analysis 19. Finalise report and publication 20. Prepare data and archive for deposition 21. RV7 – final sign-off 22. Closure

Table 4: Project stages, products and tasks

13.3 Task list by person days and team member

13.3.1 DigVentures projects are managed according to the English Heritage MoRPHE project model (Management of Archaeological Research Projects in the Historic Environment) based on a PRINCE2 framework. This is further detailed in the Table 6, including project milestones, and linked by Stage with the project budget (Section 18).

Task ID Number	Aims	Task Description	Performed by:	Pers on days	Start (no later than)
Stage 3: UPD					
3	1	Consult with wider project team and stakeholders to define milestones and delivery timetable	BW, LWW, SN, CC	1	January 2018
4	1	Core Team Meeting	BW, LWW, CC	0.25	January 2018
5	1	Design project database	BW	0.5	February 2018
6	1	RV4 – Sign Off on MoRPHE	Project Team	0.25	February 2018
Stage 4: Fieldwork					
8	1 & 2	Site Preparation	CC, EC	2	August 2018
9	1 & 2	Fieldwork (remote sensing & Excavation)	CC, EC, AS	25	August 2018
10	1 & 2	RV5 – assemble site archive & distribute to specialists	Project Team	5	September 2018
Stage 5: Assessment					
13	3	Specialist finds and palaeoenvironmental assessments	Expert Team	10	November 2018
14	3	Integrated Report	CC & Project Team	5	January 2019
15	3	RV6 – recommendations for further work	Project Team	1	February 2019
Stage 6: Analysis and publication					

Task ID Number	Aims	Task Description	Performed by:	Pers on days	Start (no later than)
18	4	Specialist Analysis	BW, SN, CC & Project Team	7	Dec-Jan 2018-19
19	4	Finalise report and publication	CC, BW	7	Jan-Feb 2019
20	4	Prepare data and archive for deposition.	MF	2	Jan-Feb 2019
21	4	RV7 – final sign-off	Project Team	1	Jan-Feb 2019
22	4	Closure	Project Team	1	February 2019

Table 5: Project Task List

14 OWNERSHIP

14.1.1 The Copyright on all reports submitted will reside with DigVentures, although a third party in-perpetuity licence will automatically be given for reproduction of all products, subject to agreement with DigVentures. The original copyright holder will retain copyright in pre-existing data.

15 RISK LOG

Risk number	1	2	3	4
Description	Inclement weather - prolonged periods of rain	Exceptional weather (drying exposed archaeology)	Absence of core team member	Absence of specialist team member
Probability	Medium	Medium-low	Low	Low
Impact	Delay programme of work	Slow progress	Delay programme of work	Delay programme of work
Countermeasures	Provision of site hut, and planned indoor archiving tasks with flexible programme	Provision of water bowser + spray	Reallocate responsibilities or appointment of alternative	Reallocate responsibilities or appointment of alternative
Estimated time/cost	3 Days	None	Minimal if done by adjustment	Minimal if done by adjustment
Owner	BW/SN/CC	BW/SN/CC	BW/SN/CC	BW/SN/CC

Risk number	5	6
Description	Equipment theft/breakages	Serious site injury
Probability	Medium	Medium
Impact	Delay programme of work	Delay programme of work
Countermeasures	Removal of finds material and digital equipment from site	Detailed H&S Risk Assessment + daily safety briefing
Estimated time/cost	3 days	3 days
Owner	BW/SN/CC	BW/SN/CC

Table 6: Risk Log

16 BUDGET

16.1.1 The estimated budget for the project will be made available to stakeholders on a case by case basis.

17 BIBLIOGRAPHY

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Chartered Institute for Archaeologists (CIfA) 2014 *Standard and Guidance for Archaeological Field Evaluation*.

Cooper, N J (ed) 2006 *The Archaeology of the East Midlands: An Archaeological Resource Assessment and Research Agenda*. Leicester Archaeology Monographs No. 13. Leicester: University of Leicester Archaeological Services

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McKinley, J and Roberts, C 1993, *Excavation and post-excavation treatment of cremated and inhumed human remains*. CIfA Technical Paper 13

Roskams, S and Whyman, M 2005 *Yorkshire Archaeological Framework: A Research Agenda. Department of Archaeology*. York: University of York

SHAPE 2008 *A Strategic Framework for Historic Environment Activities & Programmes in English Heritage*

Standing Conference of Archaeological Unit Managers 1991 (rev. 1997) *Health and Safety in Field Archaeology, Manual*

Walker, K 1990 *Guidelines for the preparation of excavation archives for long-term storage*. Archaeology Section of the United Kingdom Institute for Conservation.

Watkinson, D and Neal, V 1998 *First Aid for Finds* (3rd. edition), RESCUE and the Archaeology Section of the United Kingdom Institute for Conservation.

Figure 1: Proposed location of 2018 trenches

Appendices

18 APPENDIX 1 METHOD STATEMENTS

The methods for the proposed project will involve a combination of remote sensing, GIS modelling, archaeological excavation, sampling, palaeoenvironmental sampling and assessment. The methods are linked directly to the project aims and objectives (see Table 5) and detailed below.

Key Questions and Objectives	Photogrammetry and Digital Terrain Modelling	Geophysical Survey	Earthwork Survey and GIS Modelling	Archaeological Excavation	Sampling	Environmental Assessment	Finds Assessment	Synthesis and Data integration
Q.1	✔	✔						
Q.2		✔						
Q.3	✔	✔						
Q.4			✔					
Q.5			✔	✔				
Q.6			✔	✔				
Q.7			✔	✔	✔	✔		
Q.8				✔	✔	✔	✔	
Q.9					✔	✔	✔	
Q.10					✔	✔		
Q.11						✔		✔
Q.12						✔		✔
Q.13								✔

Table 7: Linking methods with objectives

Remote sensing

A comprehensive aerial survey will be undertaken on the landscape surrounding Elmswell Farms, producing a metrically accurate 3D digital surface model (DSM). The resulting DSM will be used to provide a landscape context to more detailed invasive and non-invasive work at the Site. The specific techniques and methodologies and reinstatement strategies relating to this intrusive work are detailed below.

Geophysical survey with also be undertaken where possible at the Site to better inform our understanding of the excavated remains encountered during excavation; and in the wider landscape to plot the extent of the Roman ladder settlement and better inform future investigation strategies.

Topographic survey and GIS modelling

Any additional topographical survey work will be carried out using a Trimble Real Time Differential GPS survey system. The Trimble VRS system is used in conjunction with a GPS Rover unit. It allows for surveying without the use of a site specific fixed base station. This is achieved by connecting to Trimble's network of fixed base stations by means of mobile phone communication. The method is highly efficient and accurate (+/- 2cm) when good signal is available. The survey data is exported from the data logger as a comma delimited file (.csv) and a Trimble data collector file (.dc). Both files can be imported into Trimble GeoSite Communicator, which recognises the feature code library and plots all strings, polygons and labels as intended. All survey and excavation data will be stored within a GIS environment, which will remain the principle conduit for all spatial data throughout the project.

Archaeological excavation

Three test trenches will be excavated, with their final position refined slightly based on the results from remote sensing and unforeseen practicalities (Figure 1):

Trench	Dimensions	Target	Description
4	10 x 10m	Hoard and associated depositional context	10 x 10m trench located over the hoard find spot. The size of the area reflects the accuracy of the handheld GPS units used to record the hoard.
5	10 x 10m	Roman settlement and concentration of metal detecting finds	10 x 10m trench located over area of possible continued Roman settlement and concentration of metal detecting finds
6	10m x 10m	Roman settlement and palaeochannel	10 x 10m trench located over area of possible continued Roman settlement investigating its relationship with the palaeochannel

Table 8: Trench target, location and description

Interventions

All trenches will be cleaned by hand, planned and photographed prior to any further excavation. A representative section, not less than 1m in width, of the entire deposit sequence encountered will be recorded. If complex stratigraphy and/ or significant remains (e.g. structural remains, artefact scatters, remains clearly of a funerary nature etc.) are encountered, these may only be excavated to the minimum requirement in order to satisfy the project objective, to avoid compromising the integrity of remains that may be either (a) preserved in situ, or (b) excavated in detail during any next phase of research excavation. Interventions will focus on feature intersections in order to establish relative chronologies, and 'clean' sections to maximise retrieval of stratigraphically secure dating evidence and environmental samples.

Full written, drawn and photographic records will be made of each trench and test pit, even where no archaeological remains are identified. A plan at an appropriate scale (1:50 or 1:100) will be prepared, showing the areas investigated and their relation to more permanent topographical features, and the location of contexts observed and recorded in the course of the investigation. Plans, sections and elevations of archaeological features and deposits will be drawn as necessary at an appropriate scale (normally 1:20, or 1:10 for complex features). Drawings will be made in pencil (6H) on permanent drafting film and archived in a suitable depository.

Each trench or test pit, will be recorded using a Digital format created for Digital Dig Team, following the DigVentures single context recording system. Digital photography will be used for all photography of significant features, finds, deposits and general site working. The photographic record will illustrate both the detail and the general context of the principal features and finds excavated, and the Site as a whole.

Backfilling and reinstatement

Where turf is removed it will be stacked away from the trench edge, maintaining their integrity by ensuring that the turves are placed in a correct position (turf side up) and are watered frequently and monitored daily. Topsoil and subsoil will be removed and retained separately for reinstatement. Trenches will be backfilled immediately following excavation with subsoil followed by topsoil. The site will be visibly similar in appearance to its condition pre-excavation; there shall be no visible mounds of excavated soil around the site and turf shall be replaced and watered in.

Palaeoenvironmental sampling

All deposits with good palaeoenvironmental potential will be sampled; bulk samples will be taken from the section as appropriate, under advice from the project specialist. Context specific samples will be taken by the most appropriate means (kubiena tins, contiguous columns, incremental block, bulk etc.) for multi-disciplinary analysis. All aspects of the collection, selection, processing, assessment and reporting on the environmental archaeology component of the evaluation will be undertaken in accordance with the principles set out in '*Environmental Archaeology: a guide to the theory and practice of methods, from sampling and recovery to post-excavation'* (Historic England 2011) and with reference to the Association for Environmental Archaeology's 'Working *Paper No. 2, Environmental Archaeology and Archaeological Evaluations'* (1995).

Bulk sampling strategy

Bulk samples will usually be 40 litres in size, depending on the likely density of macrofossils. Ten litre samples will only be used for the recovery of plant macrofossils from waterlogged contexts. Samples will be stored in ten litre plastic buckets with lids and handles. A waterproof label will be fixed to the bucket and will record site code, context number and sample number and number of buckets in comprising the sample. A duplicate label will be retained inside the bucket. Samples will be protected from temperatures below 5° and above 25° Celsius and will be prevented from either wetting or drying out.

- Bulk samples selected for processing will be wet-sieved/floated and washed (by the excavation team at a suitable area close to the temporary headquarters) over a mesh size of 250 microns for the recovery of palaeobotanical and other organic remains, and re-floated to maximise recovery;
- Non-organic residues shall be washed through a nest of sieves of 10mm, 5mm, 2mm, 1mm and 250 micron mesh to maximise finds recovery;
- Both organic and non-organic residues shall be dried under controlled conditions;
- The dried inorganic fractions will be sorted for small finds or any non-buoyant palaeoenvironmental remains, and scanned with a magnet to pick up ferrous debris such as hammer scale;
- The dried organic fractions will be sorted under a light microscope to identify the range of species or other material on a presence/absence basis, the degree of preservation of the bio-archaeological material and the rough proportions of different categories of material present;
- In the event that waterlogged deposits are identified and sampled, further processing will be undertaken as appropriate and agreed, including paraffin flotation to recover insect remains. Any such remains will be scanned to identify and assess their potential;
- Selection of other types of sample for processing and the methods to be used for processing and assessment will be undertaken on the advice of the relevant specialist and will be agreed with the Consultant before implementation.

Contexts that are well stratified and potentially datable are all of value, so a systematic approach to selecting samples for processing and assessment will be taken. These will be divided into three categories:

- Category A (always sampled): contexts where the composition of the sediments is likely to inform us of the use of a particular structure or feature or if the deposits are waterlogged. These will include: *in situ* occupation deposits and fills/layers associated with particular activities; hearths; destruction deposits; basal pit/slot trench fills; waterlogged deposits, cesspits or latrines.
- Category B (always sampled, though discretion can be exercised by the trench supervisor): deposits identified as containing material that could yield information regarding their origin or the process that produced them. These will include: dumps, middens, upper pit fills with evidence for charred material, shell, bone and industrial waste.
- Category C: deposits containing material which is not necessarily related to the function of the feature to which they are related, but which can characterise deposits from different areas of the site. These will include: secondary and tertiary fills, postholes, levelling deposits, spreads etc.

Category A deposits should always be sampled, Category B deposits always sampled however, the supervisor's discretion may allow for a strategy such as 'scatter sampling' enabling exploration of variation within a deposit and Category C deposits sampled on a random basis (such as 1 in 5). These samples can help to characterise the background noise of a site, so as to highlight spatial or temporal trends and provide material that can be directly compared with those from Category A and B. All samples will be taken in large white 10 litre tubs, with labels placed inside with the deposit and attached to the bucket. All samples will be processed off site in a dedicated floatation and wet sieving area.

Zooarchaeology

If large deposits of bone or marine shell are encountered advice of the project Zooarchaeologist will be sought as regards further sampling. If large deposits of bone or marine shell are encountered the project Zooarchaeologist advice will be sought as regards further sampling. If articulated groups of bones are encountered (as found in previous excavations. they will be surveyed, recorded in situ, (including digital photography and planning), and then excavated to retain the group's integrity. Bones from each articulated limb will be bagged separately. If inhumations or cremation burials are encountered and excavated the surrounding soil will be sampled to retrieve any loose teeth or bone fragments.

All hand collected animal bones and bones from processed samples will be assessed, following Historic England's Environmental Archaeology guidelines (2011). If warranted by the size of the recovered assemblage, it will be assessed using two different quantification methods to determine the most suitable for full analysis, taking into account methods used in comparative assemblages. The assessment will not distinguish between certain taxonomic groups; full speciation will be carried out as part of the analysis, using a vertebrate comparative collection. In addition to quantification of domestic species and occurrence of wild species, the assessment will consider the number of articulated bone groups, and the prevalence of aging, sexing and osteometric data available for full analysis, following standard published conventions. The assessment report will comment on the potential of the assemblage, particularly in the context of the excavation's research questions and current understanding of comparative assemblages. It will also provide recommendations for any necessary future analysis.

Human osteoarchaeology

In the event of the discovery of human remains (inhumations, cremations and disarticulated fragments) they will be left *in situ*, covered and protected, until Natural England have been informed. If a decision is taken to remove them, they will be fully recorded and excavated in compliance with the relevant Ministry of Justice Licence. A copy of the Ministry of Justice licence will be supplied to Natural England for logging onto the agri-environment agreement documents. The excavation of human remains will be carried out in accordance with the procedures detailed in the document *Excavation and post-excavation treatment of cremated and inhumed human remains* (McKinley and Roberts 1993, CIfA Technical Paper 13). Significant assemblages of human remains will be subject to an assessment of DNA preservation to establish potential familial relationships.

Inhumations will be scanned with a metal detector prior to excavation, and the position of possible metallic grave goods will be noted. Wherever possible, each burial will be excavated within a single working day, particularly with regard to visible grave goods. To minimise

unauthorised disturbance of human remains, partially exposed remains will be covered overnight, though in such a way as to not draw undue attention, using loose excavated spoil.

Excavation of inhumations will be undertaken using a trowel, plasterer's leaf, plastic spoon and paintbrush as appropriate depending on the condition of the bones. When lifted the bones will be bagged by skeletal area (skull, axial, upper and lower limbs) with separate bags for the left and right side. A standard series of samples will be taken from each inhumation burial to ensure full recovery of any remaining osseous tissues or small artefacts. Once human remains are removed from inhumation graves, any soil residue remaining at the base of the grave will be retrieved for bulk processing.

Inhumations and cremations will be drawn at a scale of 1:10 and photographed prior to lifting. They will be recorded on Skeleton Record Sheets that form an integral part of the site *pro forma* recording system. The recording will include condition, completeness, articulation, orientation and posture.

Fragile objects found within graves will be lifted with appropriate care and handling to minimise breakage. This may include subsequent controlled excavation under laboratory conditions. A trained conservator will be employed on the site if necessary. All cremation burials and cremation-related contexts will be excavated and sampled in quadrants to ascertain the distribution of any archaeological components within the fills, with division into spit also if appropriate. Cremation-related features other than burials may be subject to more detailed sub-divisions, the appropriate strategy being developed by a specialist as the size and nature of the remains becomes clear.

Undisturbed and slightly disturbed, but largely intact, urn cremation burials will be lifted *en masse* for excavation under laboratory conditions. The urns will be wrapped in crepe bandages and securely boxed for transportation. Where a vessel has been crushed, thereby disrupting any original internal deposition of the cremated remains, it will be lifted *en masse* after separate recovery of displaced sherds. All cremation-related contexts will be subject to whole-earth recovery from the point at which any cremated bone or other pyre debris is observed. If deposits of placed human bone are encountered in features, these may be excavated in spits if appropriate. The soils from these features will be bulk sampled.

Finds

All finds will be treated in accordance with the relevant guidance given in the Chartered Institute of Field Archaeologist's *Standard and Guidance for Archaeological Field Evaluation* (2014), excepting where statements made below supersede them. All artefacts will be retained from excavated contexts, except features or deposits undoubtedly of modern date. In these circumstances, sufficient artefacts will only be retained to elucidate the date and function of the feature or deposit.

All artefacts from the excavation will, as a minimum, be washed, marked, counted, weighed and identified. Any stratified ironwork will be X-rayed and stored in a stable condition along with other fragile and delicate material. The X-raying of objects and other conservation needs will be undertaken by appropriately qualified conservation specialists. Suitable material, primarily the pottery and non-ferrous metalwork, will be scanned to assess the date range of the assemblage.

Conservation

If Artefacts will be recovered as a matter of routine during the excavation. When retrieved from the ground finds will be kept in a finds tray or appropriate bags in accordance with *First Aid for Finds* (Watkinson and Neal 1998). Where necessary, a conservator may be required to recover fragile finds from the ground depending upon circumstances.

After the completion of the fieldwork stage, a conservation assessment will be undertaken which will include the X-radiography of all the ironwork (after initial screening to separate obviously modern debris), and a selection of the non-ferrous finds (including all coins). A sample of slag may also be X-rayed to assist with identification and interpretation. Wet-packed materials, including glass, bone and leather will be stabilised and consolidated to ensure their long-term preservation. All finds will be stored in optimum conditions in accordance with *First Aid for Finds* and *Guidelines for the Preparation of Excavation Archives for Long-Term Storage* (Walker, 1990). The conservation assessment report will include statements on condition, stability and potential for further investigation (with conservation costs) for all material groups. The conservation report will be included in the updated project design prepared for the analysis stage of the project.

Scientific dating

Radiocarbon dating will be appropriate for clarifying and linking aspects of archaeological and environmental chronologies, and a strategy for this will be agreed following discussion with YDNPA and the relevant specialists following assessment.

Synthesis and data integration

Radiocarbon results from the project will be integrated and synthesised with future investigations, and other relevant work within the region and further afield. This will include a literature review of other pertinent sites.

21 APPENDIX 2 CORE STAFF CVS

Lisa has extensive experience delivering high-profile projects in the heritage and culture sectors, having held leadership posts in several organisations including LOCOG, *Current Archaeology* and the Palaeontological Research Institution. An accredited coach and facilitator, Lisa is skilled in brokering and developing partnerships and building communities. She has a track record of implementation for profile-building activities, evaluation, interpretation and events, and is a sector innovator in engagement with digital technology and consumer trends in a heritage context. She is a member of the Heritage 2020 working group on Public Engagement.

EXPERIENCE

MANAGING DIRECTOR | 11.2011 - PRESENT
DIGVENTURES

PROJECT MANAGER |2011 - 2012
LONDON ORGANISING COMMITTE FOR THE OLYMPIC GAMES (CULTURAL OLYMPIAD, EVALUATION)

EDITOR | 2007- 2011
CURRENT ARCHAEOLOGY

FREELANCE | 2010 - 2015
CHARTERED INSTITUTE FOR ARCHAEOLOGISTS, GLOBAL HERITAGE FUND UK, ITV (SHIVER)

KEY COMPETENCIES

- Heritage sector project design and delivery
- Digital techniques and workflows for heritage activities
- Crowdfunding campaign design, execution and consultancy
- Strategic and business planning for cultural programmes
- Stakeholder relationship management
- Community-focussed archaeological fieldwork and skills training
- Historic research (Desk Based Assessment)
- Writing and editing for digital and print publication

EDUCATION AND AFFILIATIONS

MEMBER | 2014
CHARTERED INSTITUTE FOR ARCHAEOLOGISTS
CIfA is the leading professional body representing archaeologists working in the UK and overseas.

FELLOW | 2011
ROYAL SOCIETY OF ARTS
The RSA's mission is to create the conditions for the enlightened thinking and collaborative action needed to address today's most pressing social challenges.

FELLOW | 2010
CLORE LEADERSHIP PROGRAMME
The Clore Leadership Programme was set up to develop outstanding cultural leaders in the UK.
MENTOR: Sandy Nairne, Director, National Portrait Gallery (former)

MA ARCHAEOLOGY (DISTINCTION) | 2002
UNIVERSITY COLLEGE LONDON

BA CORPORATE COMMUNICATIONS | 1993
ITHACA COLLEGE, ITHACA NY USA

SELECTED PUBLICATIONS AND PAPERS

'DIGGING THE CROWD: THE FUTURE OF ARCHAEOLOGICAL RESEARCH IN THE DIGITAL AND COLLABORATIVE ECONOMY'
European Association of Archaeologists, Glasgow, September 2015

'CROWDFUNDING AND THE HERITAGE SECTOR'
New Philanthropy Capital leadership roundtable, June 2015.

THE 'REAL TIME' TEAM:THE FUTURE OF FIELDWORK
Current Archaeology, May 2015, p36-40.

'THE THINGS WE THINK AND DO NOT SAY – THE FUTURE OF OUR BUSINESS'
Institute for Archaeologists, 2014

Brendon Wilkins

PROJECTS DIRECTOR

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@DIGGINGTHEDIRT

Brendon is an award-winning field archaeologist and researcher, with over fifteen years of experience directing and managing large, complex sites in advance of major construction projects. He has held senior posts in two of the largest commercial contractors in the EU. Brendon has a consistent publications record, and has lectured internationally on digital archaeology, wetland archaeology, mortuary archaeology and quality assurance on large-scale archaeology projects. He is currently pursuing a PhD at the University of Leicester, entitled: 'Digging the Crowd: the future of archaeology in the digital and collaborative economies'.

EXPERIENCE

PROJECTS DIRECTOR | 11.2011 - PRESENT
DIGVENTURES

OPERATIONS DIRECTOR | 2012 - 2013
RUBICON HERITAGE SERVICES LTD (LONDON)

SENIOR PROJECT MANAGER | 2011- 2012
WESSEX ARCHAEOLOGY

FIELD ARCHAEOLOGIST | 2002 - 2011
VARIOUS ROLES AND LEVELS OF RESPONSIBILITY
INCLUDING LICENSED SITE DIRECTOR (IRELAND)

KEY COMPETENCIES

- Design and management of archaeological works
- MORPHE project design and Scheduled Monument Consent
- Fieldwork and survey management
- Strategic and business planning for cultural programmes
- Digital techniques and workflows for heritage activities
- Historic research (Desk Based Assessment)
- Stakeholder relationship management
- Digital techniques and workflows for heritage activities
- Community-focussed archaeological fieldwork and skills training

EDUCATION AND AFFILIATIONS

COUNCIL MEMBER | 2013
MEMBER | 2004
CHARTERED INSTITUTE FOR ARCHAEOLOGISTS
CIfA is the leading professional body representing archaeologists working in the UK and overseas.

MEMBER | 2004
INSTITUTE OF ARCHAEOLOGISTS OF IRELAND
The IAI is the representative organisation for professional archaeologists working in Ireland and Northern Ireland.

IRISH LICENSE ELIGIBILITY | 2004
DEPARTMENT OF ARTS, HERITAGE, REGIONAL, RURAL AND GAELTACHT AFFAIRS
The National Monuments Act requires that excavations for archaeological purposes be carried out by archaeologists acting under an excavation licence, granted based on assessment of competency.

MA ARCHAEOLOGY (DISTINCTION) | 2008
UNIVERSITY OF BRADFORD

BSC ARCHAEOLOGY | 1999
UNIVERSITY OF BRADFORD

SELECTED PUBLICATIONS AND PAPERS

'DIGGING THE CROWD: THE FUTURE OF ARCHAEOLOGICAL RESEARCH IN THE DIGITAL AND COLLABORATIVE ECONOMY'
European Association of Archaeologists, Glasgow, September 2015
Digital Pasts, Llandudno, 2014

'THE THINGS WE THINK AND DO NOT SAY – THE FUTURE OF OUR BUSINESS'
Institute for Archaeologists, 2014

KNOWLEDGE, VALUE AND THE CELTIC TIGER
In Aitcheson, K., Jameson, J. and Eogan, J. (eds.) Archaeologists of the world: globalizing archaeological practice. Springer

Manda Forster

PROGRAMME MANAGER

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Manda's diverse archaeological career stretches across research, education, not-for-profit and commercial environments. Having held senior management roles in several organisations, she is particularly adept at post-excavation management, mentoring staff and developing learning materials. Manda also has a track record delivering membership and audience development programmes for professional bodies and heritage organisations. She is research-active, with academic interests in standards development for the archaeological sector and the trade of steatite goods in the North Atlantic region during the Viking and Early Medieval period.

EXPERIENCE

PROGRAMME MANAGER | 2016 - PRESENT
DIGVENTURES

STANDARDS PROMOTION MANAGER | 2011 - 2015
CHARTERED INSTITUTE FOR ARCHAEOLOGISTS

RESEARCH FELLOW | 2011-2011
INSTITUTE FOR ARCHAEOLOGY AND ANTIQUITY, BIRMINGHAM UNIVERSITY

POST-EXCAVATION MANAGER | 2004 - 2011
BIRMINGHAM ARCHAEOLOGY

KEY COMPETENCIES

- Heritage sector project design and delivery
- Designing and delivering vocational training
- Research and university-based teaching, including programme design (campus & distance learning)
- Archaeological post-excavation programme management
- Volunteer, staff and stakeholder management and engagement
- Strategic and business planning for cultural programmes
- Community-focussed archaeological fieldwork and skills training
- Writing and editing for academic and technical publications

EDUCATION AND AFFILIATIONS

MEMBER | 2004
CHARTERED INSTITUTE FOR ARCHAEOLOGISTS

CIfA is the leading professional body representing archaeologists working in the UK and overseas.

TREASURER AND TRUSTEE | 2011
BIRMINGHAM AND WARWICKSHIRE ARCHAEOLOGICAL SOCIETY

Founded in 1870, the Society aims to support and raise the profile of the region's archaeological heritage.

DOCTOR OF PHILOSOPHY | 2004
UNIVERSITY OF BRADFORD

DISSERTATION: *SHETLAND AND THE TRADE OF STEATITE GOODS IN THE NORTH ATLANTIC REGION DURING THE VIKING AND EARLY MEDIEVAL PERIOD*

BSC ARCHAEOLOGY (FIRST CLASS HONOURS) |1998
UNIVERSITY OF BRADFORD

SELECTED PUBLICATIONS AND PAPERS

FROM HOMELAND TO HOME; USING SOAPSTONE TO MAP MIGRATION AND SETTLEMENT IN THE NORTH ATLANTIC

Forster, A K and R E Jones, in Gitte Hansen and Per Storemyr (eds) *From Prehistoric Vessels to Medieval Cathedrals*, Universitetet i Bergens arkeologiske serier UBAS. FORTHCOMING.

'DRIVING MEMBERSHIP ENGAGEMENT THROUGH TARGETED MARKETING COMMUNICATIONS'

Membership Excellence, London, 2015

'A CHARTERED PROFESSION: CIFA AND THE NEXT GENERATION'

Theoretical Archaeology Group Conference, Manchester, 2014

CIFA CLIENT GUIDE

Chartered Institute for Archaeologists, 2014

Christopher Casswell

HEAD OF FIELDWORK

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Chris is a professional field archaeologist with over a decade of experience on complex, large-scale investigations and academic fieldwork projects. He specialises in excavation and recording methodology and has used his skills to deliver first class results at the World Heritage Sites of Stonehenge, the Alhambra, and across a variety of scheduled monuments throughout the UK. Chris is also a key initiator for innovative use of Geographic Information Systems (GIS), Structure from Motion (SfM) photogrammetry and digital survey techniques in fieldwork, and has a strong track record in public outreach as well as practical skills and knowledge transfer.

EXPERIENCE

HEAD OF FIELDWORK | 2017 - PRESENT
DIGVENTURES

SENIOR PROJECT OFFICER | 2014- 2017
ALLEN ARCHAEOLOGY

SUPERVISOR/PROJECT OFFICER | 2008 - 2013
NETWORK ARCHAEOLOGY

SUPERVISOR | 2004 - PRESENT
STONES OF STONGEHENGE AND STONEHENGE RIVERSIDE PROJECTS

KEY COMPETENCIES

- Directing complex excavations in all environments and conditions
- Geographic Information Systems (GIS)
- Photographic and 3D recording of sites and artefacts
- Digital techniques and workflows for heritage activities
- Commercial and research-focussed archaeological fieldwork and skills training
- Writing and editing for technical publications
- Extensive knowledge of British archaeology
- Strategic and business planning for cultural programmes
- On site Health and Safety

EDUCATION AND AFFILIATIONS

MEMBER | 2017
CHARTERED INSTITUTE FOR ARCHAEOLOGISTS

CIfA is the leading professional body representing archaeologists working in the UK and overseas.

MEMBER | 2017
LANDSCAPE SURVEY GROUP

LSG provides a voice for the exchange of ideas and information relating to archaeological landscape survey.

BA ARCHAEOLOGY | 2006
UNIVERSITY OF SHEFFIELD

SELECTED PUBLICATIONS AND PAPERS

INTERNATIONAL BOMBER COMMAND CENTRE; BEFORE THE BOMBER COUNTY
The Archaeologist, CIfA, 2015

STONE WAS THE ONE CROP THAT NEVER FAILED
Casswell, C. and Daniel P., 2011, Excavations between Pannal and Nether Kellet 2006-2007. BAR Brit. Ser. 526

NORTH KILLINGHOLME: ARCHAEOLOGICAL INVESTIGATIONS
Allen Archaeology Field Reports, 2017

TICKENCOTE LODGE FARM: COSMIC ASSESSMEN
Allen Archaeology Field Reports, 2017

Maiya Pina-Dacier

COMMUNITY MANAGER

MAIYA@DIGVENTURES.COM
@MUCKYMAIYA

Maiya is an experienced community builder for both on- and offline communities, specialising in deep-touch engagement and growth. Having started her career in commercial archaeology liaising with local interest groups and running community events, she has worked on excavations as far afield as Rwanda, Spain, the Caribbean and Coventry. Maiya went on to develop content strategies to drive online engagement as a Marketing Consultant for start-ups in the financial sector, and is now the hub of DigVenture's social media activity and online communities, responsible for a thriving newsroom and ever-expanding worldwide network.

EXPERIENCE

COMMUNITY MANAGER | 06.2014 - PRESENT
DIGVENTURES

MARKETING CONSULTANT | 2011 - 2014
AGEAS PROTECT

FIELD ARCHAEOLOGIST | 2009 - 2011
AOC ARCHAEOLOGY, PHOENIX CONSULTING

KEY COMPETENCIES

- Designing content marketing strategies
- Using social media to build, manage and maintain online audiences
- Writing and editing for digital and print publication
- Digital techniques and workflows for heritage activities
- Crowdfunding campaign design, execution and consultancy
- Community-focussed archaeological fieldwork and skills training
- Historic research (Desk Based Assessment)
- Writing and editing for digital and print publication

EDUCATION AND AFFILIATIONS

MSC IN SKELETAL AND DENTAL BIOARCHAEOLOGY (DISTINCTION) | 2009
UNIVERSITY COLLEGE LONDON

BSC ARCHAEOLOGY (FIRST CLASS HONOURS)| 2008
UNIVERSITY COLLEGE LONDON

SELECTED PUBLICATIONS AND PAPERS

THE DIGVENTURES SITE HUT

Driven by social content, Maiya is building new and existing audiences into sustainable online communities. She has grown the worldwide DigVentures audience by nearly 200% since joining the team, and has strategic oversight of coordinated content publishing and interaction across all DV channels including: Facebook, twitter, Instagram, YouTube, GooglePlus, and LinkedIn.

Content viewable here: digventures.com/archaeologynews/

Additionally, Maiya leads on populating the project-specific microsite archives built by DigVentures for all field projects:

http://digventures.com/lindisfarne/

http://digventures.com/barrowed-time/

http://digventures.com/under-the-uplands/

http://digventures.com/leiston-abbey/

http://digventures.com/flag-fen/

http://digventures.com/costa-dos-castros/

'IF YOU BUILD IT, WILL THEY COME? SCALING UP SOCIAL INNOVATION IN ARCHAEOLOGY'

MicroPasts/AHRC, Royal Geographical Society, 31st March 2015

'UP CLOSE AND PERSONAL: 3D IMAGING, SOCIAL MEDIA AND THE CROWD'

Theoretical Archaeology Group Annual Conference, Manchester, 2014

Stuart Noon

PROJECT MANAGER

BA MA MCIfA

STUART@DIGVENTURES.COM

With two decades of experience in consultancy, project development and management in diverse countries such as Britain, Ireland, France, Cyprus, Italy and Albania, Stuart is familiar with the global legislation, technical structure, political and operational criteria for heritage and archaeology projects. As well as high-level experience in project and strategic framework design and management, Stuart has a track record in museums archaeology including public outreach, grant applications, research and archiving of objects, records and assemblages, conservation, design and display. He is a subject area expert in the Bronze Age of the UK's northwest region.

EXPERIENCE

PROJECT MANAGER | 2016 - PRESENT
DIGVENTURES

FINDS LIAISON OFFICER FOR LANCASHIRE AND CUMBRIA | 2009- PRESENT
PORTABLE ANTIQUITIES SCHEME

SPECIALIST HERITAGE ADVISOR | 2013 -PRESENT
HERITAGE DEVELOPMENT RESOLUTIONS

PROJECT MANAGER | 2004 -2009
NETWORK ARCHAEOLOGY LTD

KEY COMPETENCIES

- Heritage sector project design, management and delivery
- Designing and delivering vocational training
- Archaeological post-excavation management
- Strategic and business planning for cultural programmes
- Writing and editing for academic and technical publications
- MORPHE project design and Scheduled Monument Consent
- Archaeological fieldwork and survey management
- Strategic and business planning for cultural programmes

EDUCATION AND AFFILIATIONS

MEMBER | 2015
CHARTERED INSTITUTE FOR ARCHAEOLOGISTS
CIfA is the leading professional body representing archaeologists working in the UK and overseas.

MA ARCHAEOLOGICAL HERITAGE MANAGEMENT | 2001
UNIVERSITY OF YORK

BA ARCHAEOLOGY | 2001
UNIVERSITY OF WALES

SELECTED PUBLICATIONS AND PAPERS

50 FINDS FROM CUMBRIA: OBJECTS FROM THE PORTABLE ANTIQUITIES SCHEME
Amberley Press, 2016.

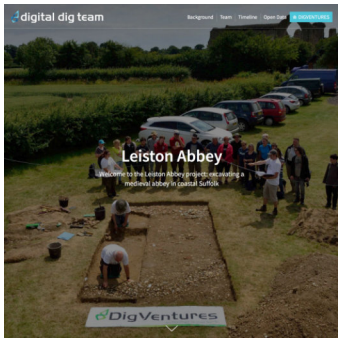
THE CUMBRIA HOARD – FROM RUSSIA WITH TRADE
Current Archaeology, January 2015

THE CROSBY GARRET ROMAN HELMET: WHERE WAS IT BURIED AND WHY?
Current Archaeology, February 2014

ROMAN CEMETERY STONES FROM CUNNINGARTH
Transactions of the Cumbrian Archaeological and Antiquarian Society Volume X1V 2014

DEEP ROAD THROUGH THE LONG NORTH' ARCHAEOLOGICAL DISCOVERIES ALONG THE PANNAL TO NETHER KELLET PIPELINE
Prehistoric Research Society Bulletin for the Yorkshire Archaeological Society 2006, 2007, 2008

CASE STUDIES



LEISTON ABBEY/LEISTON'S ORIGINS 2013 - 2016

PROJECT VALUE | £205,200

CROWDFUNDING RAISED (OVER FOUR YEARS)

£69,682 / 118% (overfunded)

PARTNERS

Heritage Lottery Fund

QUICK STATS

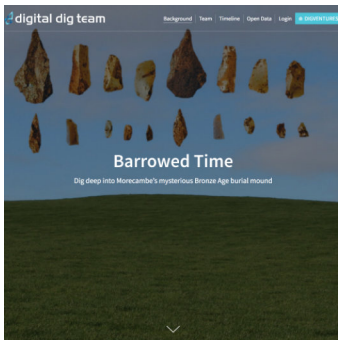
399 pledgers; 214 trained on site; 2,765 visitors plus 270 schoolchildren

Our ongoing project at Leiston Abbey has been supported by the HLF and match-funded by the public through crowdfunding. At its heart, this project tests digital technology as a tool to create greater public access to the rich archaeological heritage at Leiston Abbey, a Scheduled Ancient Monument in coastal Suffolk.

We delivered outcomes by building the world's first mobile digital archaeological recording and community management system. Entered straight from the trenches on iPads, tablets and smartphones, archaeological data is instantly accessible, from anywhere in the world, on an open- access project website.

The purpose of our project was two-fold: to harness the power and reach of digital technology for the process of doing archaeology as well as involving as wide an audience as possible in this work; and, to build the profile and accessibility of Leiston Abbey as a community resource in an area that faces social deprivation, rural poverty and a lack of resources. The Leiston Abbey project addresses the worldwide need to foster greater connection between heritage and the public in the wake of economic recession.

Through a programme of education and outreach, we trained participants in how to make, use and interpret primary archaeological data, effectively co-creating the Leiston archive. Additionally, we created a 'CyberDig' simulated excavation and educational web app based on a child's version of the digital recording system, for use in local primary schools and site-based family events.



BARROWED TIME 2016

PROJECT VALUE | £66,315

CROWDFUNDING RAISED

£16,815 / 135% (overfunded)

PARTNERS

Dr Ben Roberts, University of Durham; Stuart Noon, Portable Antiquities Scheme; Heritage Lottery Fund

QUICK STATS

106 pledgers; 51 trained on site (plus 16 Dig-for-a-Dig participants); 880 visitors plus 330 schoolchildren

'Barrowed Time' focused on a community excavation of a recently discovered Bronze Age barrow at Bolton-le-Sands, overlooking Morecambe and Lancaster Bay.

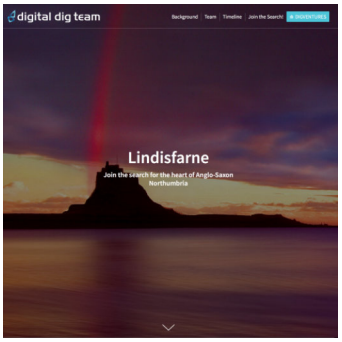
The site came to light following a discovery by a local metal detectoris, after which the site was identified as an extremely rare, intact Bronze Age burial mound. The site is at high risk of illicit metal detecting activity, which presented a unique opportunity to involve the local community in one of the first modern scientific excavations of its type for a generation.

The project created multiple opportunities for participation. Videos, data and results were streamed live from the dig to a pop-up museum hosted in the Morecambe Heritage Centre on Morecambe Prom, where a dedicated archaeological 'incident room' encouraged residents and shoppers to get hands-on with their history. Though the dig location was kept secret, live Skype links were made to the excavation site each day, allowing visitors to question and experience interaction with the dig team.The pop-up museum enabled us to deliver a comprehensive educational plan to local schools, with a total of 234 schoolchildren attending.

This joined-up on-and-offline approach greatly expanded the usual opportunities for public participation in archaeology, increasing awareness, teaching new skills and building heritage capacity around this previously unknown and highly significant archaeological site.

Excavation results were outstanding, including an intact early Bronze Age cremation urn, and the largest ceremonial hoard ever discovered in the North West. These discoveries will transform understanding of the Bronze Age in this region and will be announced in September 2016.

CASE STUDIES



LINDISFARNE: THE HOLY ISLAND ARCHAEOLOGY PROJECT 2016

PROJECT VALUE |£25,000

CROWDFUNDING RAISED

£25,000 / 139% (overfunded)

PARTNERS

Dr David Petts, Durham University

QUICK STATS

203 pledgers; 62 trained on site; 21,000 visitors (Northumberland Tourism estimates for June 2016)

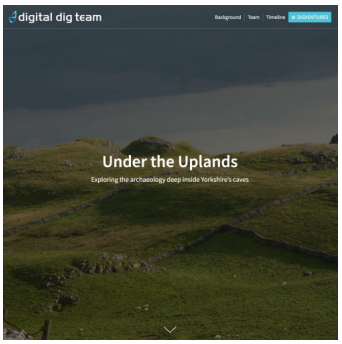
In AD635 King Oswald founded a monastery on Lindisfarne, which became the heart of the Anglo-Saxon kingdom of Northumbria and the wellspring of England's Christianity. The site was the birthplace of the Lindisfarne Gospels, and the place where in AD 793, the Vikings made landfall on the British Isles, heralding the start of the Viking Age.

Thus far, archaeologists have failed to locate the site of the early monastery. In 2014, Dr David Petts of Durham University carried out an extensive geophysical survey, which flagged two possible locations and formed the targets for our field season from 13th-26th June 2016.

Nothing about this project was ordinary. The site itself, and the goals of the project relating to locating the early monastery, generated huge public interest, with the crowdfunding campaign reaching 100% in a record six days. Lindisfarne is also an unusually popular summer travel destination, and the location of our two main trenches immediately in front of the existing later medieval Priory ruins meant that we were in the peak tourist area and inundated with interested visitors.

Our excavation goals were exceeded with all three trenches yielding evidence dated to the period of the early monastery. Spectacularly, a fragment of an Anglo-Saxon namestone (gravemarker) from the 7th century was found in close proximity and overlying two in-situ burials, indicaings that we are spot-on in our search.

The public engagement aspect of this project was also an immense pleasure, with the project roundly supported by an international community of interest as well as the enthusiastic people of Holy Island village. Following an interim report, the next excavation is planned for July 2017.



UNDER THE UPLANDS 2016

PROJECT VALUE | £98,500

CROWDFUNDING RAISED

£2,570 / 103% (overfunded)

PARTNERS

Heritage Lottery Fund, Yorkshire Dales National Park Authority

QUICK STATS

32 pledgers; 16 trained on site; 245 participants (schools, training, lectures and activities)

'Under the Uplands' focuses on cave archaeology in the limestone uplands of the Yorkshire Dales, aiming to increase awareness, teach new skills and build capacity around one of the most significant and threatened archaeological resources in the country.

The project comprises digitisation of one of the UK's most important historic cave archives (Victoria Cave, Settle, excavated in the 1870s and dating back 600,000 years), and community-led excavation of a previously unexcavated Ben Scar Cave, Settle. Other priorities include digitally uniting items from the Victoria Cave collection currently dispersed in museum collections and providing training digital recording techniques for cave archaeology.

A Virtual Museum of 3D digital models and a Cave Archaeology Toolkit have been developed, building a network of 'community curators' to help digitise previously inaccessible cave archives. Schools, families, local groups and other participants have been able to access training in the skills necessary to protect and record this vulnerable heritage.

The excavation of Ben Scar Cave (August 2016) was conducted under controlled safety conditions, and offered participants the opportunity to learn cave archaeology excavation techniques, environmental processing, photogrammetry and landscape survey, as well as complicated geology and geomorphology.

This approach has enabled DV to build awareness regionally, nationally and internationally of this unique aspect of Yorkshire's natural environment, and the project has received significant media interest including profiling on BBC Breakfast. Under the Uplands is ongoing through December 2016.

CASE STUDIES & SELECTED CLIENTS

FLAG FEN LIVES 2012

PROJECT VALUE |£32,000

CROWDFUNDING RAISED

£32,000 / 128% (overfunded)

PARTNERS

Vivacity, Birmingham University

QUICK STATS

250 pledgers; 125 trained onsite; 2,000 visitors

In 2012, DigVentures was invited to design and deliver a major community archaeology project at the internationally significant Bronze Age monument of Flag Fen (a Scheduled Ancient Monument), located near Peterborough. Our remit was to revitalise the heritage attraction whilst providing detailed scientific information on the preservation of the waterlogged timbers. Our project, Flag Fen Lives, achieved both aims and stands as the world's first-ever crowdfunded and crowdsourced archaeological excavation.

The results of Flag Fen Lives were significant: visitor numbers at the heritage attraction for the three-week period of Flag Fen Lives (27 July – 12 August) were up 29% on the previous year, of which nearly 60% had never previously visited the site. Income at the site was up 70% above projections for both July and August 2012, with the three-week period of the live archaeology accounting for 30% of the total income for the site in 2012. Volunteer staff numbers at Flag Fen were up 40% year-on-year.

Our innovative digital marketing and crowdfunding campaign raised over £30,000 to excavate the site from a worldwide constituency of over 250 funders, of which half joined us on site for field skills training. By using digital technology to expand our reach, we were able to offer a local community archaeology project for the world.

The community excavation was underpinned by internationally-important research, comprising an extended Desk Based Assessment and MORPHE project design. The clear demonstration of commitment to heritage by our client at Flag Fen through the Flag Fen Lives project has resulted in further investment of over £200,000, safeguarding the site's future and contributing to regeneration of the heritage asset.

WHERE YOU'VE SEEN US

lonely planet
the guardian
The Independent on Sunday
the one show
BBC News
The Times
Daily Mail
BBC Look East
BBC Breakfast
Daily Express
Daily Crowdsource
current archaeology
Vivacity The Moment
the guardian culture professionals network
The Observer

SELECTED CLIENTS

Historic England
Beyond the Castle
Arts & Business Scotland
SAVE Britain's Heritage
ITV
Museum of London
Doncaster Metropolitan Borough Council
Global Heritage Fund
Lancashire County Council
heritage lottery fund
Chiltern Open Air Museum
Lancaster City Council
Resourcing Scotland's Heritage
Durham University
Vivacity
Can Do Towns
English Heritage
CIfA Registered Organisation