

CONDITION: Restored DESCRIPTION: - RELATED EVENT: - RECORDED: 1988

STATUS None recorded

CROSS REFERENCES - -

SOURCES

01/MM Record Card/OS//1957/ST 38 NE 1/
02/PM Desc Text//Bradney JA/1923/Hist of Monm/3 pp233,234
03/PM Desc Text//Bradney JA/1932/Hist of Monm/4 pp204,291
04/PM Map//Rees W/1932/S.Wales & Border in 14th Cnt/SE Sheet
05/MM Mention//Williams DH/1984/The Welsh Cistercians/V2 p224,281 **ARCHWILIO URL**
<https://archwilio.org.uk/arch/query/page.php?watprn=GGAT00238g>

PRN 00239g **NAME** Event record **NGR** ST35278770 **COMMUNITY** Ringland

TYPE , , **RANK**: -

SUMMARY See event E001047

DESCRIPTION See event E001047

CONDITION

CONDITION: DESCRIPTION: - RELATED EVENT: - RECORDED:

STATUS None recorded

CROSS REFERENCES - -

SOURCES

ARCHWILIO URL

<https://archwilio.org.uk/arch/query/page.php?watprn=GGAT00239g>

PRN 00242g **NAME** Mill, Twyn y Melin **NGR** ST3587 **COMMUNITY** Llanwern

TYPE POST MEDIEVAL, Mill, **RANK**: 1

SUMMARY A place called Twyn y Melin (tump of teh mill) is stated in a boundary description of 1677 to be somewhere near the lane along the lordship of Pwlpan

DESCRIPTION A place called Twyn y Melin (tump of teh mill) is stated in a boundary description of 1677 to be somewhere near the lane along the lordship of Pwlpan

CONDITION

CONDITION: Not known DESCRIPTION: - RELATED EVENT: - RECORDED: 1988

STATUS None recorded

CROSS REFERENCES Associated with 16456g

SOURCES

01/MM Record Card/OS//1957/ST 38 NE 4/
02/PM Desc Text//Bradney JA/1932/Hist of Monm/4 p204 **ARCHWILIO URL**
<https://archwilio.org.uk/arch/query/page.php?watprn=GGAT00242g>

PRN 08321g **NAME** Pwll-pen/pan Grange **NGR** ST35478765 **COMMUNITY** Llanwern

TYPE Medieval, Grange, **RANK**: 1

SUMMARY 'Grangia de Pulpen' was a possession of Llantarnam. Extensive foundations, and some sort of enclosure in the orchard, there is also a tradition of burials having been found.

DESCRIPTION 'Grangia de Pulpen' noted (VE 365) as a possession of Llantarnam (Williams 2001, 304-5 no.77). 'Pwl-pan (where the garden is called Chapel field, and where there is a tradition of burials having been found' (Williams 1976, 81; information obtained by Williams from tenant of Pwl-pen). Dates back to at least 1291 (Williams 1976, 89). It is not certain if the tradition of burials relates to PRN 5814g, or whether there were other burials from the site of Pwll-pen itself; they have not therefore been given a separate number. Extensive foundations, and some sort of enclosure in the orchard. Lands consisted of some 12 caracutes plus 10 acres of meadow, and included both marshland and well-drained land; most important of Llantarnam granges in terms both of arable acreage and overall value (Williams 1976, 88) Evans 2003: GGAT 73 Early-Medieval Ecclesiastical Sites Project database Grange on drained land of Caldicot Level, including Black Moors. Building and enclosure remains, lands now partly occupied by school grounds (Procter 2018). Associated with Llantarnam Abbey.

CONDITION

CONDITION: Not known DESCRIPTION: - RELATED EVENT: - RECORDED: 2004
CONDITION: NOT KNOWN DESCRIPTION: Recorded by Procter in 'The topographical legacy of the medieval monastery: evolving perceptions and realities of monastic estate landscapes in the southern Welsh Marches' (Procter 2018). RELATED EVENT: - RECORDED: 2018

STATUS None recorded

CROSS REFERENCES Associated with 00624g, Associated with 08322g GGATE001386

SOURCES

Book Williams, D H 1976 *White monks in Gwent and the borders*
Book Williams, D H 2001 *The Welsh Cistercians*
Report Evans, E M 2003 *Early Medieval Ecclesiastical sites in Southeast Wales: Desk based assessment 1317*
Thesis Procter, E. 2018 *The topographical legacy of the medieval monastery: evolving perceptions and realities of monastic landscapes in the southern Welsh Marches*
Evans EM, 2003-04, GGAT 73 *Early Medieval Ecclesiastical Sites Project* **ARCHWILIO URL**
<https://archwilio.org.uk/arch/query/page.php?watprn=GGAT08321g>

PRN 08322g **NAME** Chapel Field, Pwll-Pen/Grange Chapel **NGR** ST35478765 **COMMUNITY** Llanwern
TYPE Medieval, Chapel, **RANK:** 1
SUMMARY At Pwl-panthe garden is called Chapel Field, and there is a tradition of burials having been found.

DESCRIPTION 'Pwl-pan (where the garden is called Chapel Field, and where there is a tradition of burials having been found' (Williams 1976, 81; information obtained by Williams from tenant of Pwl-pen; Williams 2001, 304-5 no.77). Evans 2003: GGAT 73 *Early-Medieval Ecclesiastical Sites Project* database. Grange Chapel in Pwl-pan Grange (Procter 2018). Associated with Llantarnam Abbey.

CONDITION

CONDITION: Not known DESCRIPTION: - RELATED EVENT: - RECORDED: 2004
CONDITION: NOT KNOWN DESCRIPTION: Recorded by Procter in 'The topographical legacy of the medieval monastery: evolving perceptions and realities of monastic estate landscapes in the southern Welsh Marches' (Procter 2018). RELATED EVENT: - RECORDED: 2018

STATUS None recorded

CROSS REFERENCES Associated with 00624g, Part of 08321g

SOURCES

Book Williams, D H 1976 *White monks in Gwent and the borders*
Book Williams, D H 2001 *The Welsh Cistercians*
Thesis Procter, E. 2018 *The topographical legacy of the medieval monastery: evolving perceptions and realities of monastic landscapes in the southern Welsh Marches*
Evans EM, 2003-04, GGAT 73 *Early Medieval Ecclesiastical Sites Project* **ARCHWILIO URL**
<https://archwilio.org.uk/arch/query/page.php?watprn=GGAT08322g>

PRN 16197g **NAME** Lower Lake Newport, Field System **NGR** ST3423086350 **COMMUNITY** Liswerry
TYPE MULTIPERIOD, FIELD SYSTEM, **RANK:** 0
SUMMARY Remnants of low earthworks of the former ditches and boundaries of the Severn Levels field and drainage system.

DESCRIPTION Remnants of a complex of low earthworks of the former ditches and boundaries of the Severn Levels field and drainage system, first introduced during the medieval period to maintain the water levels in the Gwent Levels (Calis 2021). They have have been preserved on open ground and recorded during RCAHMW aerial reconnaissance on 26 April 2011 as a cropmark formed by daisies. (NPRN 413963)

CONDITION

CONDITION: DAMAGED DESCRIPTION: Preserved on open ground and recorded during RCAHMW aerial reconnaissance on 26 April 2011 as a cropmark formed by daisies (NPRN 413963). RELATED EVENT: - RECORDED: 2011
CONDITION: NOT KNOWN DESCRIPTION: Noted in a desk-based assessment. RELATED EVENT: E007582
RECORDED: 2021

STATUS None recorded

CROSS REFERENCES Associated with 16456g, Same as 413963 GGATE007582

SOURCES

Archive RCAHMW National Monuments Record
ARCHWILIO URL
<http://archwilio.org.uk/arch/query/page.php?watprn=GGAT16197g>

PRN 16453g **NAME** Newport East Landscape **NGR** ST3310388148 **COMMUNITY** Marshfield
TYPE MULTIPERIOD, LANDSCAPE, **RANK**: 0

SUMMARY An Historic Landscape Area characterised by 19th century urban development situated at Barnard Town, now incorporated into Newport, shown on the 1st edition OS map (c.1887).

DESCRIPTION An Historic Landscape Area characterised by 19th century urban development situated at Barnard Town, now incorporated into Newport, shown on the 1st edition OS map (c.1887). This area is situated to the east of the River Usk and to the south of the existing M4 motorway. It comprises the modern urban expansion of Newport to the east of the River Usk and the historic core of the town which lay on the western side of the river. Another, later, settlement core was found at Barnard Town/Maindee, which has now been subsumed into the modern expansion of Newport, during the considerable eastwards spread of the town in the 20th century. (Welsh Gov 2016)

CONDITION

CONDITION: DESTROYED DESCRIPTION: Any previous historic landscape features have been obliterated by the modern urban development of the City of Newport. **RELATED EVENT:** E007746 **RECORDED:** 2016

STATUS None recorded

CROSS REFERENCES - - GGATE007746

SOURCES

Report Welsh Government 2016 Appendix 8.9 Non-designated Historic Landscape Characterisation 4644

ARCHWILIO URL

<http://archwilio.org.uk/arch/query/page.php?watprn=GGAT16453g>

PRN 16455g **NAME** Uskmouth Industrial Development Landscape **NGR** ST3255185726 **COMMUNITY** Marshfield
TYPE MULTIPERIOD, LANDSCAPE, **RANK**: 0

SUMMARY An Historic Landscape Area characterised by reclaimed land, formal enclosures and reens reorganised to suit modern land uses (akin to HLCA 01 Nash/Goldcliff coastal zone). Activity in the area is attested from the Mesolithic period to the present.

DESCRIPTION An Historic Landscape Area characterised by reclaimed land, formal enclosures and reens reorganised to suit modern land uses (akin to HLCA 01 Nash/Goldcliff coastal zone). Activity in the area is attested from the Mesolithic period to the present. The historic character of the area as defined on the 1st edition OS map (c.1887) was totally transformed during the 20th century into a heavy industrial river and coastal frontage, with several large works and a power station now redefining the landscape. Where enclosures and reens still exist, they have been reorganised to serve the modern land usage. This can be seen at the Uskmouth Power Station, which is served by reens not shown on the 1887 map. (Welsh Gov 2016)

CONDITION

CONDITION: NEAR DESTROYED DESCRIPTION: Although there is no retention of historic character, there is the potential for significant buried archaeological deposits to be present within this area, which has already yielded evidence for a preserved Roman field system and earlier prehistoric activity. **RELATED EVENT:** E007746 **RECORDED:** 2016

STATUS None recorded

CROSS REFERENCES - - GGATE007746

SOURCES

Report Welsh Government 2016 Appendix 8.9 Non-designated Historic Landscape Characterisation 4644

ARCHWILIO URL

<http://archwilio.org.uk/arch/query/page.php?watprn=GGAT16455g>

PRN 16456g **NAME** Liswerry Landscape **NGR** ST3447886563 **COMMUNITY** Marshfield
TYPE MULTIPERIOD, LANDSCAPE, **RANK**: 0

SUMMARY An Historic Landscape Area consisting of back-fen characterised by drained enclosure and reens, as shown on the 1st edition OS map (c.1887). It is now heavily developed with retail and light industrial units as well as a school and a college.

DESCRIPTION An Historic Landscape Area consisting of back-fen characterised by drained enclosure and reens, as shown on the 1st edition OS map (c.1887). It is now heavily developed with retail and light industrial units as well as a school and a college. 'Longditch Lane', which crossed the area southwards in the 19th century, still runs centrally through part of the area. This is the only partially-surviving historic element remaining in this otherwise transformed landscape area. (Welsh Gov 2016)

CONDITION

CONDITION: NEAR DESTROYED DESCRIPTION: 'Longditch Lane', which crossed the area southwards in the 19th century, still runs centrally through part of the area. This is the only partially-surviving historic element remaining in this otherwise transformed landscape area. **RELATED EVENT:** E007746 **RECORDED:** 2016

STATUS *None recorded*

CROSS REFERENCES *Associated with 00242g, Associated with 16197g GGATE007746*

SOURCES

Report Welsh Government 2016 Appendix 8.9 Non-designated Historic Landscape Characterisation 4644

ARCHWILIO URL

<http://archwilio.org.uk/arch/query/page.php?watprn=GGAT16456g>

PRN 16457g **NAME** *Pye Corner Landscape* **NGR** ST3470685476 **COMMUNITY** *Marshfield*

TYPE *MULTIPERIOD, LANDSCAPE, RANK: 0*

SUMMARY *An Historic Landscape Area characterised on its east side by Julian's Reen and its west side by Lakes Reen and Nash Road, all of which are shown on the 1st edition OS map (c.1887).*

DESCRIPTION *An Historic Landscape Area characterised on its east side by Julian's Reen and its west side by Lakes Reen and Nash Road, all of which are shown on the 1st edition OS map (c.1887). The drainage pattern shown on this map also survives today and this area should perhaps be seen as part of HLCA 01 Nash/Goldcliff coastal zone due to its similar character. This area and the Nash/Goldcliff zone are irregular landscapes reclaimed during the 11th and 12th centuries and consist of irregular-shaped fields, sinuous lanes and dispersed settlement. (Welsh Gov 2016)*

CONDITION

CONDITION: *DAMAGED DESCRIPTION: The area is associated with the monastic lands of Goldcliff priory and it is likely to have been reclaimed and had its drainage improved as a result of its association with the monastery during the medieval period. RELATED EVENT: E007746 RECORDED: 2016*

STATUS *None recorded*

CROSS REFERENCES - - GGATE007746

SOURCES

Report Welsh Government 2016 Appendix 8.9 Non-designated Historic Landscape Characterisation 4644

ARCHWILIO URL

<http://archwilio.org.uk/arch/query/page.php?watprn=GGAT16457g>

PRN 16458g **NAME** *Llanwern Steelworks Landscape* **NGR** ST3735686712 **COMMUNITY** *Marshfield*

TYPE *MULTIPERIOD, LANDSCAPE, RANK: 0*

SUMMARY *Originally part of the back-fen, the historic landscape of the area, now largely occupied by the Llanwern Steelworks, was characterised by a series of commons located on the fen edge, which were largely destroyed by 20th century redevelopment. The historic character resulted from reclamation and early enclosure of the back-fen.*

DESCRIPTION *Originally part of the back-fen, the historic landscape of the area, now largely occupied by the Llanwern Steelworks, was characterised by a series of commons located on the fen edge, which were largely destroyed by 20th century redevelopment. The historic character resulted from reclamation and early enclosure of the back-fen. This is shown on the 1st edition OS map (c. 1887) as a series of tree-lined reens, similar in size and shape to the enclosures visible in the neighbouring HLCA 02 Christchurch/Nash/Whitson back-fen. The former historic landscape of medieval drainage and enclosure, with a visible stratigraphy to the drainage pattern, consisted of underlying reens onto which later earthworks and reens were overlain. This distinguishes the area from neighbouring HLCA 03 Whitson to the south and HLCA 09 Green Moor to the east. These later earthworks and reens can be attributed to the steelworks, without which the area would be identical in character to the Green Moor HLCA (as is clear from the 1887 map). The steelworks played a significant part in the economic and social development of Newport and the surrounding area, bringing a new increase in population to the area throughout the 1960s and 1970s. They represent a historic feature within the landscape in their own right but have been much reduced in recent years. A number of historic reens cross the steelworks, including Gout Reen, part of which still exists within the character area, defining its southeast edge. Further south, this becomes Elver Pill Reen and forms the boundary between HLCA 04 Porton and HLCA 07 Redwick/Broadmead. Monks' Ditch Reen, a principal drain, runs through the central part of the area and appears to have been accommodated by the steelworks during building. The name 'Monks' Ditch' suggests this may have been the work of the Benedictine monks of Goldcliff Priory (c.1113-1414) and it is first documented in the 13th century. This particular reen is embanked, meaning the water level is higher than the surrounding landscape, and it channels water from the uplands to the north across the levels to the coast. (Welsh Gov 2016)*

CONDITION

CONDITION: *NEAR INTACT DESCRIPTION: A number of historic reens cross the steelworks, including Gout Reen, part of which still exists within the character area, defining its southeast edge. RELATED EVENT: E007746 RECORDED: 2016*

STATUS *None recorded*

CROSS REFERENCES *Associated with 00241g, Associated with 00246g, Associated with 12090g, Associated with 15550g, Associated with 15552g, Associated with 15553g, Associated with 15554g, Associated with 16458g, Associated with 16470g GGATE007746*

SOURCES

Report Welsh Government 2016 Appendix 8.9 Non-designated Historic Landscape Characterisation 4644

ARCHWILIO URL

<http://archwilio.org.uk/arch/query/page.php?watprn=GGAT16458g>

PRN 16572g **NAME** Footbridge, Liswerry **NGR** ST3418187278 **COMMUNITY** Liswerry

TYPE Unknown, Footbridge, **RANK**: -

SUMMARY Potential river feature identified as part of GGAT and Cadw's GGAT 160 Climate Change Adaptation Rivers and Riparian Environments project, visible on OS historic mapping.

DESCRIPTION Liswerry Footbridge, identified during Cadw's GGAT 160 Climate Change Adaptation Rivers and Riparian Environments project, visible on OS historic mapping.

CONDITION

CONDITION: Intact **DESCRIPTION**: - **RELATED EVENT**: - **RECORDED**:

STATUS None recorded

CROSS REFERENCES - -

SOURCES

ARCHWILIO URL

<https://archwilio.org.uk/arch/query/page.php?watprn=GGAT16572g>

PRN 16573g **NAME** Railway Bridge, Liswerry **NGR** ST3483687524 **COMMUNITY** Liswerry

TYPE Unknown, Railway Bridge, **RANK**: -

SUMMARY Potential river feature identified as part of GGAT and Cadw's GGAT 160 Climate Change Adaptation Rivers and Riparian Environments project, visible on OS historic mapping.

DESCRIPTION Liswerry Railway Bridge, identified during Cadw's GGAT 160 Climate Change Adaptation Rivers and Riparian Environments project, visible on OS historic mapping.

CONDITION

CONDITION: Intact **DESCRIPTION**: - **RELATED EVENT**: - **RECORDED**:

STATUS None recorded

CROSS REFERENCES - -

SOURCES

ARCHWILIO URL

<https://archwilio.org.uk/arch/query/page.php?watprn=GGAT16573g>

PRN 16574g **NAME** Footbridge, Hartridge Farm **NGR** ST3493587703 **COMMUNITY** Ringland

TYPE Unknown, Footbridge, **RANK**: -

SUMMARY Potential river feature identified as part of GGAT and Cadw's GGAT 160 Climate Change Adaptation Rivers and Riparian Environments project, visible on OS historic mapping.

DESCRIPTION Hartridge Farm Footbridge, identified during Cadw's GGAT 160 Climate Change Adaptation Rivers and Riparian Environments project, visible on OS historic mapping.

CONDITION

CONDITION: Intact **DESCRIPTION**: - **RELATED EVENT**: - **RECORDED**:

STATUS None recorded

CROSS REFERENCES - -

SOURCES

ARCHWILIO URL

<https://archwilio.org.uk/arch/query/page.php?watprn=GGAT16574g>

Appendix II: Archaeological Written Scheme of Investigation

**Written Scheme of Investigation
for an Archaeological Desk-based Assessment
at Land Adjacent to and south of Matalan Newport Retail Park,
Seven Stiles Avenue, Newport**

Project No: 3173

August 2024

Archaeology Wales Limited

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Summary

This Specification details the proposal for an archaeological desk-based assessment associated with the planned proposal of redevelopment of site enabling storage and maintenance of vehicles linked to their commercial hire at Newport Retail Park, Seven Stiles Avenue, Newport, NP19 4TX. This Written Scheme of Investigation (WSI) has been prepared by Archaeology Wales for Day's Property Holdings Ltd.

1. Introduction

- 1.1.1. The proposed development (henceforth -the Site) is located at land adjacent to, and south of Matalan, Newport Retail Park, Seven Stiles Avenue, Newport, South Wales, (centred on NGR ST 34802 86932).
- 1.1.2. This Specification has been prepared by Jennifer Muller for Archaeology Wales Ltd (henceforth – AW) at the request of Day's Property Holdings Ltd. It provides information on the methodology that will be employed by AW during the Desk-based Assessment (DBA).
- 1.1.3. The purpose of the proposed Desk-Based Assessment is to provide Archaeological Planning Heneb Glamorgan Gwent Archaeology (APHGGA) with the information they are likely to request in respect of the proposed development, the requirements for which are set out in Planning Policy Wales (Ed.12,). The work is to highlight and assess the impact, if any archaeology is on/surrounding the proposed site, and to provide specialist advice upon any potential impact.
- 1.1.4. All work will conform to the Standard and Guidance for Archaeological Desk Based Assessment (CIfA, 2020) and be undertaken by suitably qualified staff to the highest professional standards.

2. Site Description

- 2.1.1. The Site covers an area of approximately 0.8 hectares on flat land. The area of proposed development currently consists of a single parcel of land, bounded on the east by tree cover, to the north and south by car parks, and to the west by Seven Stiles Avenue. The land parcel is currently overgrown with vegetation, with a small area of hardstanding at the north end.
- 2.1.2. The geology of the Site is composed of the Mercia Mudstone Group – Mudstone, a sedimentary bedrock formed between 252.2 and 201.3 million years ago during the Triassic period. The superficial deposits are characterised as Tidal Flat Deposits - Clay and silt, a sedimentary superficial deposit formed between 11.8 thousand years ago and the present during the Quaternary period. (BGS 2024).

3. Objectives

- 3.1.1. The primary objective of the desk-based assessment will be to assess the potential impact of the proposals on the historic environment by means of a detailed desk-based study and site visit. This will help inform future decision making, design solutions and potential mitigation strategies. The aim will be to make full and effective use of existing information in establishing the archaeological significance of the site, to elucidate the presence or absence of archaeological material, its character, distribution, extent, condition and relative significance.
- 3.1.2. The work will include a comprehensive assessment of regional context within which the archaeological evidence rests and will aim to highlight any relevant research issues within national and regional research frameworks.
- 3.1.3. This desk-based assessment will result in a report that will provide information

of sufficient detail to allow informed planning decisions to be made which can safeguard the archaeological resource. The information could then be used to determine further archaeological investigation or appropriate mitigation strategies for any archaeological remains within the area to be implemented prior to or during the proposed development. Preservation *in situ* will be advocated where at all possible, but where engineering or other factors result in loss of archaeological deposits, preservation by record will be recommended.

4. Methodology

4.1. Assessment

4.1.1. The assessment will consider the following:

- a) The nature, extent and degree of survival of archaeological sites, structures, deposits and landscapes within the study area. It will involve the following areas of research:
 - i. Collation and assessment of all relevant information held in the regional HER within a 1km buffer from the proposed development area.
 - ii. Collation and assessment of the impact on all Designated archaeological sites (Scheduled Monuments, Listed Buildings, Historic Parks & Gardens, landscapes, Conservation Areas) within 3km buffer zone around the proposed development area.
 - iii. Assessment of all available excavation report and archives including unpublished and unprocessed material affecting the site and its setting.
 - iv. Assessment of all extant aerial photographic (AP) evidence. This will include material from the Central Register of Air Photography for Wales, in Cardiff (CRAPW).
 - v. Assessment of relevant archive records held at the County Archives, and

as appropriate, site files held by RCAHMMW

- vi. Records held by the developer e.g. bore logs, geological/geomorphological information, aerial photographs, maps, plans.
 - vii. Map regression analysis using all relevant cartographic sources e.g. All editions of the Ordnance Survey County Series, Tithe and early estate maps (as available).
 - viii. Place name evidence.
 - ix. Internet sourced satellite imagery and Lidar imagery as available.
 - x. Assessment of the records held at the Portable Antiquities Scheme.
 - xi. Historic documents (e.g. Charters, registers, estate papers).
- b) The significance of any remains in their context both regionally and nationally and in light of the findings of the desk-based study.
 - c) The history of the site, based on the areas of research outlined above.
 - d) The potential impact of any proposed development on the setting of known sites of archaeological importance (this will constitute a brief assessment, rather than a formal assessment such as that detailed in the Design Manual of Roads and Bridges).
 - e) The potential for further archaeological remains to be present, which have not been identified in pre-existing archaeological records.
 - f) The potential for further work, with recommendations if requested and where appropriate for a suitable investigative and/or mitigation methodology.
- 4.1.2. The site visit will be a visual walked search of the accessible development area. The ground surface will be visually inspected for all earthworks, structures and finds. The location of any environmental archaeological deposits, or areas which may have a potential for such deposits, will also be taken into account along with the visible archaeology.
- 4.1.3. All located sites or finds will be accurately fixed by means of GPS. Each

individual find or site location will have an accurate NGR reference attached. Where a close cluster of related features is identified a single NGR for the centre of the cluster will be used, and each constituent feature separately described in the text.

- 4.1.4. Digital photographs, including scales, will be taken using cameras with resolutions of 10 mega pixels or above.

4.2. Report

- 4.2.1. The results will be presented in a report and will be detailed and laid out in such a way that data and supporting text are readily cross-referenced. The report will adhere to the Welsh Archaeological Trust's joint Guidance for the Submission of Data to the Welsh Historic Environment Records (2022). The historical development of the site will be presented in phased maps and plans comprising clearly, the outline of the site.
- 4.2.2. Within the report an attempt will be made to indicate areas of greater or lesser archaeological significance and the sites will be ranked in level of overall archaeological importance (locally, regionally and nationally).
- 4.2.3. All relevant aerial photographs, re-plots and historic maps will be included and be fully referenced.
- 4.2.4. The report will specifically include the following:
- a location plan
 - all identified sites plotted on an appropriately scaled plan of the proposal site
 - a gazetteer of all located sites
- 4.2.5. Copies of the report will be sent to the client and to the regional HER. Digital copies will be provided in pdf format.

4.3. The Site Archive

- 4.3.1. A project archive will be prepared in accordance with the National Monuments Record (Wales) agreed structure and be deposited with the National Monuments Records, held and maintained by the RCAHMW, Aberystwyth, on completion of the report. It will also conform to the guidelines set out in 'The National Standard and Guidance to Best Practice for Collecting and Depositing Archaeological Archives in Wales 2017' (National Panel for Archaeological Archives in Wales 2017).
- 4.3.2. Although there may be a period during which client confidentiality will need to be maintained, the report and the archive will be deposited not later than six months after completion of the work.
- 4.3.3. Other significant digital data generated by the survey (i.e. AP plots, EDM surveys, CAD drawings, GIS maps, etc) will be presented as part of the archive. The format of this presented data will be agreed with the curator in advance of its preparation.

5. Resources & Timetable

5.1. Standards

- 5.1.1. The DBA will be undertaken by AW staff using current best practice. All work will be undertaken to the standards and guidelines of the CIfA.

5.2. Staff

- 5.2.1. The project will be undertaken by suitably qualified AW staff. Overall management of the project will be undertaken by Paul Huckfield.

5.3. Timetable of archaeological works

- 5.3.1. The work will be undertaken at the convenience of the client and is likely to commence imminently.

5.4. Insurance

- 5.4.1. AW is fully insured for this type of work and holds Insurance with Aviva Insurance Ltd and Hiscox Insurance Company Limited through Towergate Insurance. Full details of these and other relevant policies can be supplied on request.

5.5. Arbitration

- 5.5.1. Disputes or differences arising in relation to this work shall be referred for a decision in accordance with the Rules of the Chartered Institute of Arbitrators' *Arbitration Scheme for the Institute for Archaeologists* applying at the date of the agreement.

5.6. Health and safety

- 5.6.1. All members of staff will adhere to the requirements of the *Health & Safety at Work Act, 1974*, and the Health and Safety Policy Statement of AW.

6. References

Chartered Institute for Archaeologists, 2020. *Standards and guidance for the creation, compilation, transfer and deposition of archaeological archives.*

Chartered Institute for Archaeologists, 2020. *Standards and guidance for the collection, documentation, conservation and research of archaeological materials.*

Chartered Institute for Archaeologists, 2020. *Standards and guidance for historic environment desk-based assessment.*

National Panel for Archaeological Archives in Wales, 2017. *The National Standard and Guidance to Best Practice for Collecting and Depositing Archaeological Archives in Wales*

Welsh Archaeological Trusts, 2022. *Guidance for the Submission of Data to the Welsh Historic Environment Records (HERs).*

British Geological Survey: Geology of Britain viewer:

<https://geologyviewer.bgs.ac.uk/> (accessed 29/08/2024)

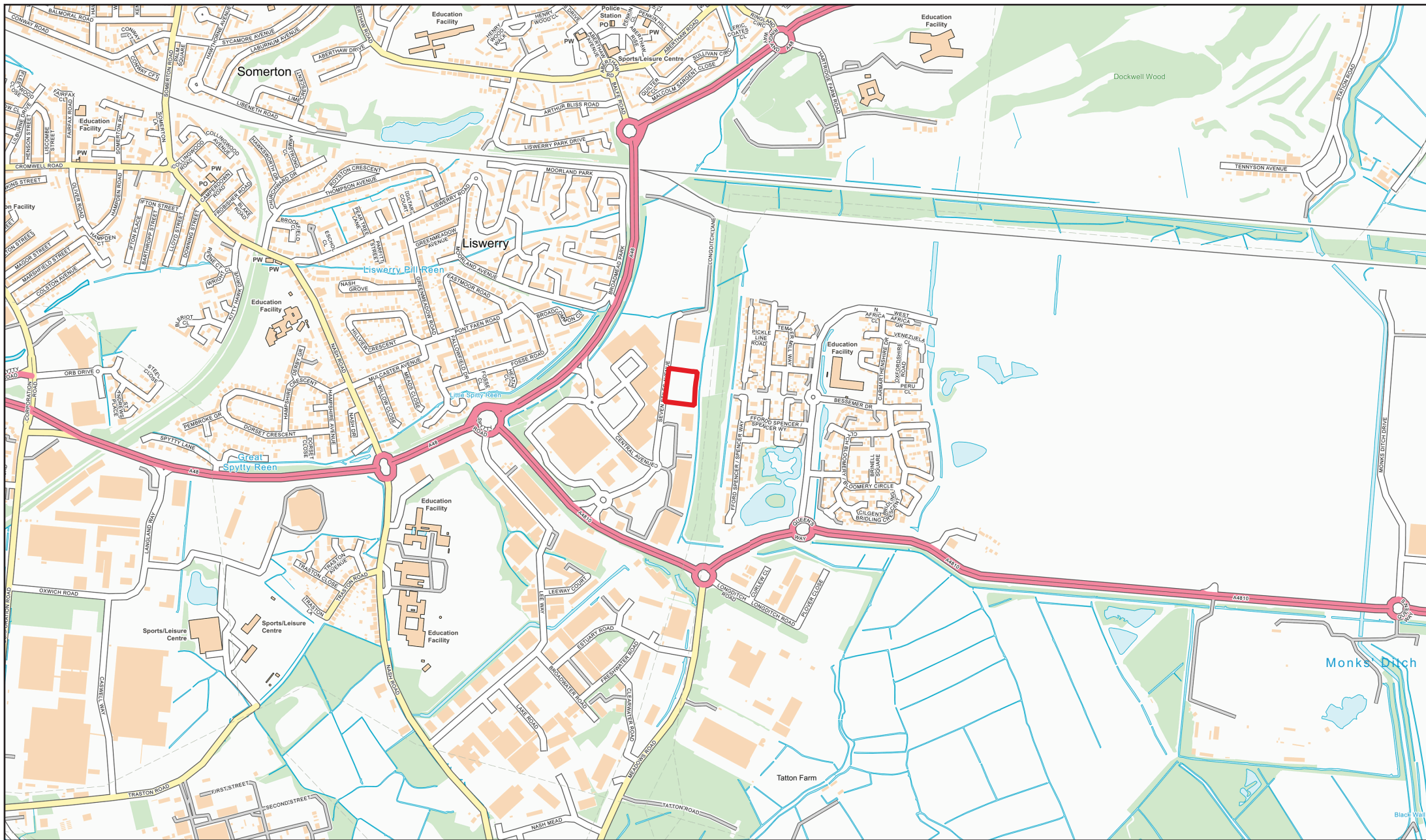


Figure 1. Location of proposed development (red)

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Appendix I Data Management Plan

Project Name and ID
3173 – Newport Retail Park NRP/24/DBA
Project description
Archaeological Desk-Based Assessment associated with the planned redevelopment of site enabling storage and maintenance of vehicles linked to their commercial hire at Newport Retail Park, Seven Stiles Avenue, Newport, NP19 4TX (centred on NRG ST 34802 86932).
Funder of client
Days Property Holdings
Project Manager
Paul W. Huckfield – AW Project Manager – paul@arch-wales.co.uk
Principal investigator and contact
Same as above
Date DPM created and subsequent amendments
Created on 27/08/2024. Amended 02/07/2025
Related Data Management policies
Project Brief, ClfA Standards and guidance, trusted digital repository guidelines (ADS and RCAHMW) or other best practice guidance (see brief for details).

Data type
Spreadsheets will include all registers and metadata generated during the process of interpretation and write up of the report. The Excel file will be converted into a CSV and will be linked to the survey data whenever possible. PDFs of the report, WSI and all the paper archive generated onsite. All site visit drawings and data that are selected during the DMP will be stored as AI and PDF files. DBA data will be stored both as raw data (text file/csv) and as shapefiles (shp). This will include a polygon showing the limits of the development area. The database generated with GIS will be stored so it is accessible by future users.
How will data be generated?
Project Brief will determine the nature of data collection. The project brief has been produced taking into consideration guidance offered by ClfA, and by relevant repositories. While the data selection strategy may change during the course of the survey, an initial methodology is outlined in the brief. Data generated during the DBA will be regularly updated to the server and stored within well-defined folder. The folder hierarchy and organisation devised will be understood by all members of staff involved in the project. The data stored will be checked by the Project Manager regularly as a means of quality assurance. The survey data will also be plotted regularly to assure that it is correct and that the instruments on site are working properly.
Further documentation accompanying the resulting archive
Data collected will include standard formats which maximise opportunities for use and reuse in the future. The archive will be associated to metadata summary which outlines details of all data types,

quantities and all archive components.
Data documentation will meet the requirement of the Project Brief, Museum Deposition Guidelines, Digital Repository Guidelines and the methodology described in the Project Design methodology. These details are checked and taken into consideration prior the start of the project.
Data protection
We have a GDPR compliant Privacy Policy. Sensitive data is never retained in the project folder. Copyright permission is sought from all specialists and other providers outside the organisation. Data sharing is also subjected to license agreements.
Storage
The project manager is responsible to the regular inspection of the data produced and stored in the server. The data produced is uploaded regularly as a way of backing up the information. Time and resources are given to the site staff to be able to back up the data. Alternatively, laptops are issued to use during the time onsite.
Data retention
The DMP will be updated in light with the findings. This process will also inform any possible future project designs and further work associated with the project. The data selection plan will take into consideration the research agenda for Wales and any other local frameworks. At the deposition stage, the DMP will be finalised in agreement with all project stakeholders. The project results will be included in the Historic Environment Record.
Long term preservation plan
The digital archive will be deposited with the Archaeology Data Service, which is a certified repository with Core Trust Seal.
Data repository and costs
The digital archive will be deposited with the National Monuments Record, RCAHMW, Aberystwyth. Estimated cost for deposition with ADS have also been included in the project budget.
Data sharing and accessibility
A summary of the project will be provided for the museum and digital archive repositories once the work begins. Regular updates will be carried out to fit the emerging needs of the project. The documents expected for this project include a WSI and WB Report, although this is dependent on the results of the fieldwork, which may warrant a Post Excavation Assessment, Updated Project Design and possibly Final Report. The final report is expected to be completed within 3 months of the completion of fieldwork. Should the work reveal significant archaeology and therefore, specialists are required during the post-ex process, then the report might take up to twelve months to be submitted. A final version of the project report will be supplied to the Historic Environment Record along with any further data they request.
DMP responsibility
The Project Manager will be responsible for implementing the DMP. Data capture, metadata production and data quality are the responsibility of the Project Team, assured by the Project Manager. Storage and backup of data in the field is the responsibility of the field team. Once data is incorporated into the organisations project server, storage and backup is managed by the project manager. Data archiving is undertaken by the Archives Officer, who is responsible for the transfer of the Archaeological Project Archive to the agreed repository.



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