

Selection strategy checklist

Water Main Watching Brief, Cloud City High Street, South Dreamshire

Project planning	Tick/Date
<p>Create the draft selection strategy in line with the</p> <ul style="list-style-type: none">project's aims and objectives <i>(as outlined in the brief by South Dreamshire County Council (SDCC) for a watching brief on the new water main along Cloud City High St).</i>requirements of the repository <i>(as outlined in the South Dreamshire Museum Service Deposition Policy).</i>data management plan <i>(standard South Dreamshire Archaeology (DA) DMP for watching briefs).</i>	<p>19-01-22 ✓</p>
<p>Agree the selection strategy with the project lead and collections curator(s). <i>Inclusion of the standard DA selection strategy for watching briefs within the WSI agreed by Delia Arbuncle (Planning Archaeologist, South Dreamshire CC) and Miranda Goosedown (Archaeology Curator, South Dreamshire Museum Service (SDMS)). Strategy to be reviewed during fieldwork.</i></p>	<p>21-01-22 ✓ 21-01-22 ✓</p>
<p>Decide with relevant specialists how uncollected material is to be recorded. <i>The standard DA selection strategy for watching briefs includes a methodology for recording uncollected material in line with the DA Recording Manual. All regular specialists have agreed this methodology in principle with option to amend during data gathering.</i></p>	<p>21-01-22 ✓</p>
<p>Agree methods of dispersal for de-selected material with the landowner, project executive, collections curator(s) and relevant specialists. <i>The standard DA selection strategy for watching briefs includes a standard methodology for dispersal of de-selected material. The SDMS curator, SDCC and regular specialists have agreed this methodology in principle - to be amended if required.</i></p>	<p>21-01-22 ✓</p>
<p>Complete the selection strategy template or equivalent. <i>Standard DA selection strategy for watching briefs included with WSI.</i></p>	<p>25-01-22 ✓</p>
<p>Attach relevant supporting documentation to the selection strategy. <i>WSI and selection strategy supplied to SDMS.</i></p>	<p>25-01-22 ✓</p>

Data gathering	Tick/Date
<p>Ensure all project personnel are familiar with the selection strategy. <i>Staff members provided with all documentation.</i></p>	<p>08-02-22 ✓</p>
<p>Implement the selection strategy and monitor. <i>Site supervisor reported that water-main trench revealed only modern deposits of tarmac, hardcore and modern rubble.</i></p>	<p>09-02-22 ✓</p>
<p>Revise the selection strategy as appropriate.</p>	<p>N/A</p>
<p>Agree revisions with relevant stakeholders. <i>Brief visit by Delia Arbuncle (Planning Archaeologist, SDCC) confirmed site could be treated as sterile. Confirmatory email forwarded to Miranda Goosedown (Archaeology Curator, SDMS).</i></p>	<p>10-02-22 ✓</p>
<p>Carry out dispersal of collected material.</p>	<p>N/A</p>
<p>Review selection strategy and revise as appropriate. <i>Materials and documents sections of selection strategy updated to reflect sterile project status.</i></p>	<p>10-02-20 ✓</p>
Analysis and report writing	Tick/Date
<p>Review the working project archive for selection, taking into account specialist advice. <i>Report containing trench location plan, relevant section drawings and selected photographs created in line with data management plan.</i></p> <p><i>Single digital document containing report and selected appendices (WSI, brief) approved by Delia Arbuncle (SDCC).</i></p>	<p>22-02-22 ✓</p>
<p>Consult collections curator and agree final selection strategy. <i>Miranda Goosedown (SDMS) in agreement that the single digital document can be uploaded to OASIS as a means of submitting it for curation by the ADS.</i></p>	<p>03-03-22 ✓</p>
Archive compilation	Tick/Date
<p>Apply the selection strategy to the working project archive. <i>Single digital document compiled and uploaded to OASIS. Final versions of the project report, WSI, and selected photographs stored on SD servers and duplicate files/earlier versions deleted in line with the DMP.</i></p>	<p>08-03-22 ✓</p>
<p>Disperse de-selected material as described in the selection strategy.</p>	<p>N/A</p>