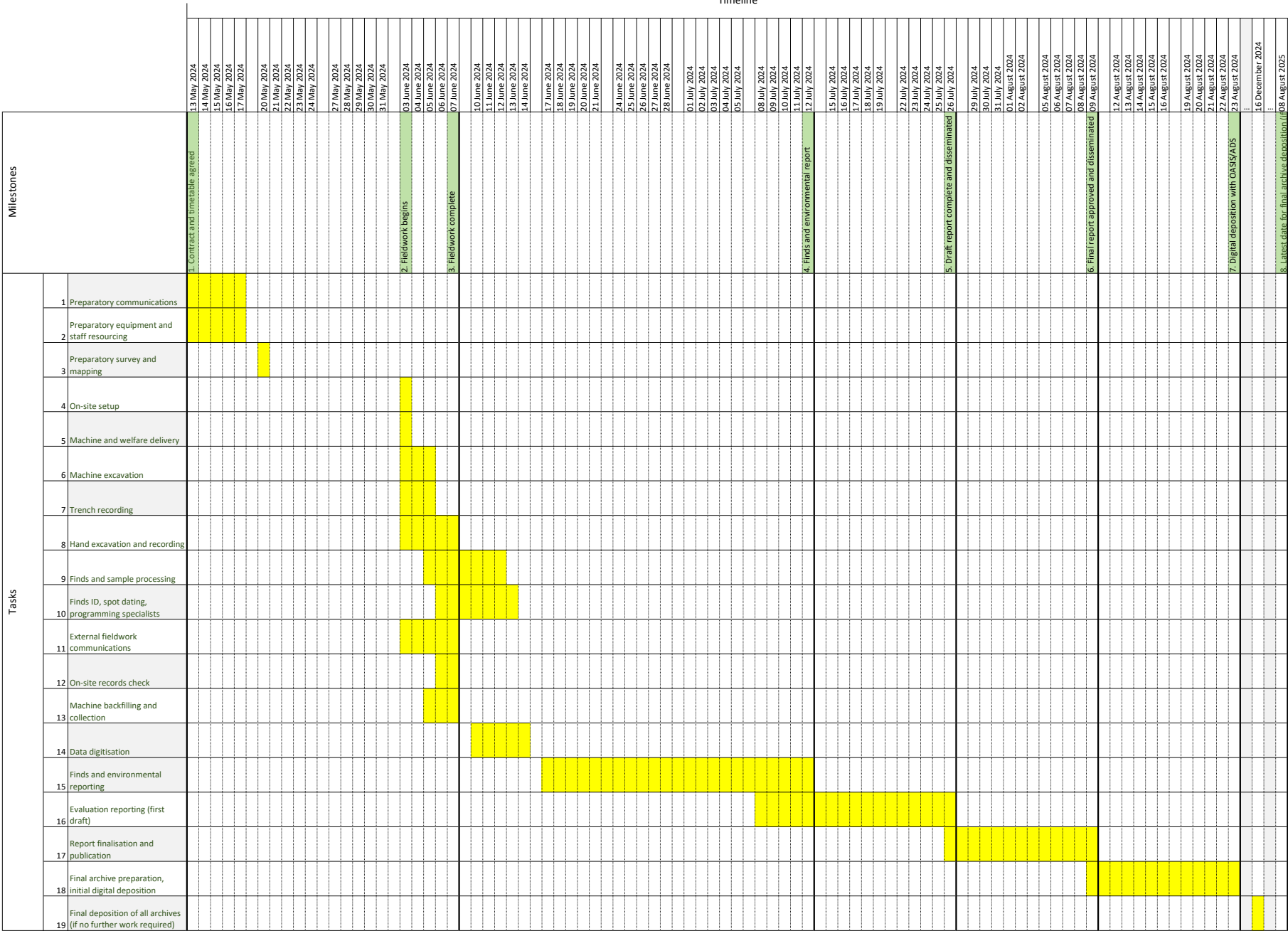




Appendix B: Risk Log

Risk No.	Description	Probability	Impact	Countermeasures	Estimated time/cost	Owner	Date last updated
1	Bad weather delays fieldwork	Low (summer weather, well-draining soil)	Medium	Scheduling work in summer, checking weather forecast to avoid cleaning/recording in rain/wind, making sure team has weatherproof PPE to hard regardless of season	3 person-days on site	Project leader (Becky Randall)	04/05/2024
2	Injury in site team	Low – Medium (sands and gravels are lighter work),	High	Emphasis on site safety in morning briefings, assess conditions on site at start of each day, Re-distribution of responsibilities away from strenuous digging; if serious, consider swapping team member with someone on less time-sensitive project	1-5 person-days on site dependent on severity and timing	Project leader (Becky Randall)	04/05/2024
3	Late plant delivery on first day of site	Low-Medium	High	Booking in earliest delivery slot	2.5 person-days on site	Project Manager (Richard Mortimer)	04/05/2024
4	Unexpectedly large finds assemblages	Low	High	Spreading processing and reporting time across wide window to allow for evening out fluctuations in programming and provide deadline cushion even if person-days go up; consult SCCAS to discuss possible sample recovery rather than 100% recovery	Extra person-days in post-ex processing team, incurring financial cost but perhaps not delivery delays	Finds Manager (Grace Jones)	04/05/2024

5	Medieval pottery encountered and no available specialists	High (Sue Anderson booked up all Summer)	Medium	Negotiate with SCCAS to allow Med pot specialist less familiar with region do basic record (if further mitigations generate more, Sue can be booked in advance for full recording at that stage)	No financial burden, but potential delivery delays costs if SCCAS do not agree an alternative solution	Finds Manager (Grace Jones)	04/05/2024
6	Delayed response from SCCAS or RBL reviewing first draft of evaluation report	Medium	Low	Delays delivery and publication of final evaluation report, but does not reflect poorly on CA	No extra budgeting, just delivery delays	Project Manager (Richard Mortimer)	04/05/2034

Appendix D: List of Cotswold Archaeology Specialists (adapted from Wright (forthcoming.))

Specialism		Specialist
Ceramics	Prehistoric	Ed McSloy BA MCIfA (CA) Alistair Barclay BSc PhD FSA MCIfA (CA) Grace Jones BA MA PhD MCIfA (CA) Ciar Boyle Gifford BA, MA (CA), Apprentice: Archaeological Specialist Level 7
	Roman	Ed McSloy BA MCIfA (CA) Alistair Barclay BSc PhD FSA MCIfA (CA) Grace Jones BA MA PhD MCIfA (CA) Peter Banks LLB LLM PCIfA (CA) Jacky Sommerville BSc MA PCIfA (CA) Kayt Marter Brown BA MSc MCIfA (freelance) Steve Benfield BA (CA) Claire Collier Jones BA MA (CA) Ciar Boyle Gifford BA, MA (CA), Apprentice: Archaeological Specialist Level 7 Laura Pearson BA, MA, PCIfA (CA), Apprentice: Archaeological Specialist Level 7
	- Samian	Gwladys Montell MA PhD (freelance) Steve Benfield BA (CA)
	- Amphorae stamps	David Williams PhD FSA (freelance)
	Anglo-Saxon	Sue Anderson, M Phil, MCIfA, FSA (freelance) Richenda Goffin BA MCIfA (freelance) Alejandra Gutierrez BA (Hons) PhD MCIfA Paul Blinkhorn BTech (freelance) Jane Timby BA PhD FSA MCIfA (freelance)
	Medieval / post-medieval	Sue Anderson M Phil, MCIfA, FSA (freelance) Richenda Goffin BA MCIfA (freelance) Alejandra Gutierrez BA (Hons) PhD MCIfA Grace Jones BA MA PhD MCIfA (CA) Jacky Sommerville BSc MA PCIfA (CA) Stephanie Ratkai BA (freelance) Paul Blinkhorn BTech (freelance) John Allan BA MPhil FSA (freelance)
	Clay tobacco pipes	Marek Lewcun (freelance) Ciar Boyle Gifford BA, MA (CA), Apprentice: Archaeological Specialist Level 7 Kieron Heard (freelance) Richenda Goffin BA MCIfA (freelance)
	Ceramic building material	Ed McSloy MCIfA (CA) Grace Jones BA MA PhD MCIfA (CA) Peter Banks LLB LLM PCIfA (CA) Richenda Goffin (Roman painted wall plaster) CBM, BA MCIfA (CA) Claire Collier Jones BA MA (CA)

		Laura Pearson BA, MA, PCIfA (CA), Apprentice: Archaeological Specialist Level 7 Ciar Boyle Gifford BA, MA (CA), Apprentice: Archaeological Specialist Level 7 Steve Benfield BA (CA)0 Peter Warry PhD (freelance) Sue Anderson M Phil, MCIfA, FSA (freelance)
Other finds	Registered artefacts	Ed McSloy BA MCIfA (freelance) Grace Jones BA MA PhD MCIfA (CA) Claire Collier Jones BA MA (CA) Steve Benfield CA I Riddler PhD (freelance) Alison Sheridan PhD (National Museum of Scotland)
	Metal artefacts	Ed McSloy BA MCIfA (CA) Grace Jones BA MA PhD MCIfA (CA) Alex Bliss BA, AIfA (CA) Claire Collier Jones BA MA (CA) Jörn Schuster MA DPhil FSA MCIfA (freelance) Hilary Cool BA PhD FSA (freelance) I Riddler PhD (freelance)
	Lithics	Ed McSloy BA MCIfA (CA) Jacky Sommerville BSc MA PCIfA (CA) Pippa Bradley BA MPhil Dip Post-Ex MCIfA (CA) Michael Green (CA) Sarah Bates BA (freelance)
	(Palaeolithic)	Francis Wenban-Smith BA MA PhD (University of Southampton)
	Worked stone	Ruth Shaffrey BA PhD MCIfA (freelance) Kevin Hayward FSA BSc MSc PhD PCIfA (freelance)
	Inscriptions	Roger Tomlin MA DPhil, FSA (Oxford)
	Glass	Ed McSloy MCIfA (CA) Hilary Cool BA PhD FSA (freelance) David Dungworth BA PhD (freelance) Sarah Paynter PhD (Historic England) Rachel Tyson PhD (freelance) Hugh Wilmott PhD (University of Sheffield)
	Coins	Ed McSloy BA MCIfA (CA) Alex Bliss (CA) Peter Guest BA PhD FSA (Cardiff University) Richard Reece BSc PhD FSA (freelance) Jude Plouviez (freelance) Andrew Brown PhD (British Museum) Richard Kelleher PhD (Fitzwilliam Museum) Philip de Jersey PhD (Ashmolean Museum)
	Leather	Quita Mould MA FSA (freelance)
	Textiles	Penelope Walton Rogers FSA Dip Acc. (freelance) Sue Harrington PhD (freelance)
	Iron slag/metal technology	Tim Young MA PhD (Cardiff University) David Dungworth BA PhD (freelance) David Starley BSc PhD Lynne Keys (freelance)
	Worked wood	Michael Bamforth BSc MCIfA (freelance)

Biological remains	Animal bone	Clare Randall MCIfA (CA) Matilda Holmes BSc MSc PhD ACIfA (freelance) Andrew Clarke ACIfA CA Julie Curl (freelance)
	Human bone	Sharon Clough BA MSc MCIfA (CA) Frankie Wildmun (CA) Sue Anderson M Phil, MCIfA, FSA (freelance)
	Environmental sampling	Sarah Wyles BA MCIfA (CA) Sarah Cobain BSc MSc ACIfA (CA) Anna West BSc (CA) Keith Wilkinson BSc PhD MCIfA (ARCA)
	Pollen	Michael Grant BSc MSc PhD (University of Southampton) Rob Batchelor BSc MSc PhD MCIfA (QUEST, University of Reading)
	Diatoms	Tom Hill BSc PhD CPLHE (Natural History Museum) Nigel Cameron BSc MSc PhD (University College London)
	Charred Plant remains	Sarah Wyles BA MCIfA (CA) Sarah Cobain BSc MSc ACIfA (CA) Anna West BSc (CA)
	Wood/charcoal	Sarah Cobain BSc MSc ACIfA(CA) Dana Challinor MA (freelance) Sheils Bordman (freelance)
	Insects	Enid Allison BSc D.Phil (Canterbury Archaeological Trust)
	Mollusca	Sarah Wyles BA MCIfA (CA) Keith Wilkinson BSc PhD MCIfA (ARCA)
	Ostracods and Foraminifera	John Whittaker BSc PhD (freelance)
Geoarchaeology		Keith Wilkinson BSc PhD MCIfA (ARCA)
	(Soil Micromorphology)	Richard Macphail BSc MSc PhD (University College London)
Scientific dating	Dendrochronology	Robert Howard BA (NTRDL Nottingham)
	Radiocarbon dating	Alistair Barclay BSc PhD FSA MCIfA (CA) SUERC (East Kilbride, Scotland) Beta Analytic (Florida, USA)
	Bayesian chronological modelling	Derek Hamilton PhD (SUERC) Frances Healey PhD (freelance) Professor John Hines (Cardiff University)
	Archaeomagnetic dating	Cathy Batt BSc PhD (University of Bradford)
	TL/OSL dating	Phil Toms BSc PhD (University of Gloucestershire)
Conservation		Karen Barker BSc (freelance) Pieta Greaves BSc MSc ACR (Drakon Heritage and Conservation) Julia Park-Newman (Conservation Services, freelance)