

THE ROLE OF LOCAL AUTHORITY ARCHAEOLOGISTS



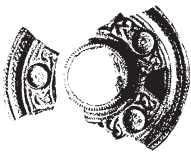
The job of the archaeological advisor is crucial where archaeology is undertaken in the spatial planning process, in response to development proposals. The advisor is equally important where archaeology takes place in accordance with some other condition or permission, for example under an archaeological excavation licence or a consent to investigate a designated, protected site.

Working within local government, archaeological services have **four** key functions in order to encourage the identification, recording, protection, management, interpretation and promotion of archaeological sites and monuments

- 1 to develop and maintain comprehensive public information resources (Historic Environment Records/Sites and Monuments Records) for the understanding and enjoyment of the historic environment
- 2 to ensure that all development and other land use takes into account the need properly to conserve the archaeological heritage
- 3 to conserve the historic environment by improved management through, for example, agri-environment schemes which can protect archaeological sites from the damaging effects of ploughing
- 4 to promote awareness, understanding and enjoyment of the historic environment through education and outreach programmes

For more information and the up-to-date list of local authority archaeologists please see www.algao.org.uk

THE ROLE OF THE PORTABLE ANTIQUITIES SCHEME (PAS)



Portable
Antiquities
Scheme

www.finds.org.uk

The British
Museum

The Portable Antiquities Scheme is run by the British Museum and Amgueddfa Cymru – National Museum Wales to encourage the recording of archaeological objects found by members of the public in England and Wales. Finds recorded with the PAS help advance knowledge of the history and archaeology of England and Wales.

In order to do this the PAS

- promotes the maximum public interest and benefit from the recovery, recording and research of portable antiquities
- promotes best practice by finders/landowners and archaeologists/museums in the discovery, recording and conservation of finds made by the public
- in partnership with museums and others, raises awareness among the public, including young people, of the educational value of recording archaeological finds in their context and facilitating their research
- creates partnerships between finders and museums/archaeologists to increase participation in archaeology and advance our understanding of the past
- supports the Treasure Act and increases opportunities for museums to acquire archaeological finds for public benefits

For more information and the up-to-date list of PAS contacts please see <https://finds.org.uk/contacts>

ARCHAEOLOGY INDUSTRY CONTACTS

ARCHAEOLOGY DATA SERVICE

Tel 01904 323954

Web www.archaeologydataservice.ac.uk

ARCHAEOLOGY SCOTLAND

Tel 0300 012 9878

Web www.archaeologyscotland.org.uk

ARCHIVES WALES

Tel 01970 632800

Web <https://archives.wales/>

ARTS COUNCIL ENGLAND

Tel 0161 934 4317

Web www.artscouncil.org.uk

ASSOCIATION FOR ENVIRONMENTAL ARCHAEOLOGY

Web www.envarch.net

ASSOCIATION FOR INDUSTRIAL ARCHAEOLOGY

Tel 01952 416026

Web www.industrial-archaeology.org

ASSOCIATION FOR STUDIES IN THE CONSERVATION OF HISTORIC BUILDINGS

Web www.aschb.org.uk

ASSOCIATION OF LOCAL GOVERNMENT ARCHAEOLOGICAL OFFICERS

Tel 01223 728592

Web www.algao.org.uk

BRITISH ARCHAEOLOGICAL ASSOCIATION

Web www.thebaa.org

BRITISH PROPERTY FEDERATION

Tel 020 7802 0110

Web <https://bpf.org.uk>

CADW

Tel 0300 0256000

Web <https://cadw.gov.wales/>

CATHEDRAL COMMUNICATIONS

Tel 01747 871717

Web www.buildingconservation.com

CHARTERED INSTITUTE OF ARCHITECTURAL TECHNOLOGISTS

Tel 020 7278 2206

Web <https://architecturaltechnology.com>

CHARTERED INSTITUTE OF BUILDING

Tel 01344 630700

Web <https://www.ciob.org/learning/specialist-certification>

CHURCH MONUMENTS SOCIETY

Tel 01949 102959

Web www.churchmonumentsociety.org

THE CHURCHES CONSERVATION TRUST

Tel 0845 303 2760

Web www.visitchurches.org.uk

CIVIL ENGINEERING CONTRACTORS ASSOCIATION

Tel 020 7340 0450

Web www.ceca.co.uk

CONSERVATION ACCREDITATION REGISTER OF ENGINEERS

Web <https://www.ice.org.uk/download-centre/conservation-accreditation-register-of-engineers>

CONSTRUCTION INDUSTRY RESEARCH AND INFORMATION ASSOCIATION

Tel 020 7549 3300

Web <https://www.ciria.org>

COUNCIL FOR BRITISH ARCHAEOLOGY

Tel 01904 671417

Web www.archaeologyuk.org

COUNTRY LAND AND BUSINESS ASSOCIATION

Tel 020 7235 4696

Web <https://www.cla.org.uk>

DEFENSE INFRASTRUCTURE ORGANISATION, MINISTRY OF DEFENCE

Tel 020 7218 9000

Web www.gov.uk/government/organisations/ministry-of-defence

DEPARTMENT FOR COMMUNITIES

Tel 028 9082 9000

Web www.communities-ni.gov.uk/contact

DEPARTMENT FOR CULTURE, MEDIA AND SPORT

Tel 020 7211 6000

Web www.culture.gov.uk

ENVIRONMENT AGENCY

Tel 03708 506 506

Web www.gov.uk/government/organisations/environment-agency

EUROPEAN ASSOCIATION OF ARCHAEOLOGISTS

Tel 00 420 7337016979

Web www.e-a-a.org

FEDERATION OF ARCHAEOLOGICAL MANAGERS AND EMPLOYERS

Tel 0116 243 7581

Web www.famearchaeology.co.uk

THE GARDENS TRUST

Tel 020 7608 2409

Web <http://thegardenstrust.org/>

HEALTH AND SAFETY EXECUTIVE

Tel 0300 003 1747

Web www.hse.gov.uk

THE HERITAGE ALLIANCE

Tel 020 72330 500

Web www.theheritagealliance.org.uk

HERITAGE FUND

Tel 020 7591 6000

Web www.hlf.org.uk

HIGHWAYS ENGLAND

Tel 0300 123 5000

Web www.gov.uk/government/organisations/highways-england

HISTORIC ENGLAND (FORT CUMBERLAND)

Tel 023 9285 6704

Web www.historicengland.org.uk

HISTORIC ENGLAND (LONDON)

Tel 020 7973 3700

Web www.historicengland.org.uk

HISTORIC ENGLAND (SWINDON)

Tel 01793 445050

Web www.historicengland.org.uk

HISTORIC ENVIRONMENT SCOTLAND

Tel 0131 668 8600

Web www.historicenvironment.scot

HISTORIC GARDENS FOUNDATION

Tel 020 7633 9165

Web www.historicgardens.org

HISTORIC HOUSES ASSOCIATION

Tel 020 7259 5688

Web www.historichouses.org/

HOME BUILDERS FEDERATION

Tel 020 7960 1600

Web <https://www.hbf.co.uk>

INSTITUTE OF ARCHAEOLOGISTS OF IRELAND

Tel 00 353 1 6629517

Web www.iai.ie

INSTITUTE OF CONSERVATION

Tel 020 3142 6799

Web www.icon.org.uk

INSTITUTE OF ENVIRONMENTAL MANAGEMENT & ASSESSMENT

Tel 01522 540 069

Web www.iema.net

INSTITUTE OF HISTORIC BUILDING CONSERVATION

Tel 01747 873133

Web www.ihbc.org.uk

INSTITUTION OF CIVIL ENGINEERS

Tel 020 7222 7722

Web www.ice.org.uk

INSTITUTION OF STRUCTURAL ENGINEERS

Tel 020 7235 4535

Web <https://www.istructe.org/about-us/how-we-are-structured/associated-organisations/>

INTERNATIONAL COUNCIL ON MONUMENTS & SITES UK

Tel 020 7566 0031

Web www.icomos-uk.org

LANDSCAPE INSTITUTE

Tel 0330 808 2230

Web <https://www.landscapeinstitute.org>

LOCAL GOVERNMENT ASSOCIATION

Tel 020 7664 3000

Web www.local.gov.uk

LONDON PARKS & GARDENS TRUST

Tel 020 7839 3969

Web www.londongardenstrust.org

MANX NATIONAL HERITAGE

Tel 01624 648000

Web www.manxnationalheritage.im

MARITIME & COASTGUARD AGENCY

(RECEIVER OF WRECK)

Tel 020 3817 2575

Web www.gov.uk/government/groups/receiver-of-wreck

MINISTRY OF JUSTICE

Tel 020 3334 3555

Web www.gov.uk/government/organisations/ministry-of-justice

THE NATIONAL ARCHIVES

Tel 020 8876 3444

Web www.nationalarchives.gov.uk

NATIONAL ASSEMBLY FOR WALES

Tel 0300 200 6565

Web www.assemblywales.org

NATIONAL FEDERATION OF BUILDERS

Tel 03450 578160

Web <https://www.builders.org.uk>

NATIONAL MONUMENTS SERVICE (ARCHAEOLOGY)

Tel 00 353 01 888 2178

Web www.archaeology.ie

NATIONAL RECORDS OF SCOTLAND

Tel 0131 334 0380

Web www.nrscotland.gov.uk

NATIONAL TRUST

Tel 01793 817401

Web www.nationaltrust.org.uk

NATIONAL TRUST FOR SCOTLAND

Tel 0131 4580200

Web www.nts.org.uk

NATURAL ENGLAND

Tel 0300 060 3900

Web www.naturalengland.org.uk

NATURAL ENVIRONMENT RESEARCH COUNCIL

Tel 01793 411500

Web www.nerc.ac.uk

NATURAL RESOURCES WALES

Tel 0300 065 3000

Web www.naturalresourceswales.gov.uk

THE PORTABLE ANTIQUITIES SCHEME

Tel 020 7323 8618

Web www.finds.org.uk

PROSPECT

Tel 020 7902 6600

Web www.prospect.org.uk

REGISTER OF ARCHITECTS ACCREDITED IN BUILDING CONSERVATION

Tel 0161 832 0666

Web www.aabc-register.co.uk

RESCUE – THE BRITISH ARCHAEOLOGICAL TRUST

Web www.rescue-archaeology.org.uk

ROYAL ARCHAEOLOGICAL INSTITUTE

Web www.royalarchinst.org

ROYAL COMMISSION ON THE ANCIENT & HISTORICAL MONUMENTS OF WALES

Tel 01970 621200

Web www.rcahmw.gov.uk

ROYAL INCORPORATION OF ARCHITECTS IN SCOTLAND

Tel 0131 2297545

Web www.rias.org.uk

ROYAL INSTITUTE OF BRITISH ARCHITECTS

Tel 020 7580 5533

Web www.architecture.com

ROYAL INSTITUTION OF CHARTERED SURVEYORS

Tel 024 7686 8555

Web www.rics.org/uk/

ROYAL SOCIETY OF ARCHITECTS IN WALES

Tel 029 2022 8987

Web www.architecture.com/my-local-riba/rsaw

ROYAL TOWN PLANNING INSTITUTE

Tel 020 7929 9494

Web www.rtpi.org.uk

SCOTLAND'S CHURCHES TRUST

Tel 0131 225 8644

Web www.scotlandschurchestrust.org.uk

SCOTTISH CHURCH HERITAGE RESEARCH LTD

Tel 01334 844822

Web www.scottishchurches.org.uk

SCOTTISH CIVIC TRUST

Tel 0141 221 1466

Web www.scottishcivictrust.org.uk

SCOTTISH REDUNDANT CHURCHES TRUST

Tel 0131 5635135

Web www.srct.org.uk

SHETLAND AMENITY TRUST

Tel 01595 694688

Web www.shetlandamenity.org

SOCIETY FOR CHURCH ARCHAEOLOGY

Web www.churcharchaeology.org

SOCIETY FOR MUSEUM ARCHAEOLOGY

Web www.socmusarch.org.uk

SOCIETY FOR POST-MEDIEVAL ARCHAEOLOGY

Web www.spma.org.uk

SOCIETY FOR THE PROTECTION OF ANCIENT BUILDINGS

Tel 020 7377 1644

Web www.spab.org.uk

SOCIETY OF ANTIQUARIES OF LONDON

Tel 020 7479 7080

Web www.sal.org.uk

SOCIETY OF ANTIQUARIES OF SCOTLAND

Tel 0131 247 4133

Web www.socantscot.org

SURREY HISTORY CENTRE

Web www.surreycc.gov.uk

SUSSEX SCHOOL OF ARCHAEOLOGY

Tel 01323 811785

Web www.sussexarchaeology.org

TOWN & COUNTRY PLANNING ASSOCIATION

Tel 020 7930 8903

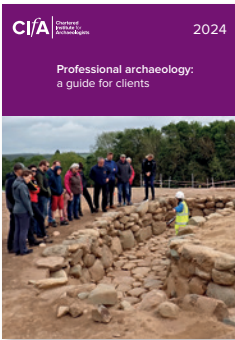
Web www.tcpa.org.uk

TREASURE TROVE IN SCOTLAND

Tel 0131 247 4082

Web <https://treasuretrovescotland.co.uk>

PUBLICATIONS



Cifa CLIENT GUIDE

This guide is for anyone who needs to commission archaeology. It explains what you need to do and why you need a professional archaeologist to help you through the process. It also provides some recent case studies as examples. This guide will help you increase the benefits from your archaeological work and avoid some of the possible hazards.

This year's edition, along with further information and case studies, is available on Cifa's website at <https://bit.ly/2WFSfGJ>.



THE ARCHAEOLOGIST

Cifa publishes *The Archaeologist* magazine three times a year. It includes diverse coverage of developments in UK and international archaeology as well as news of the latest Institute activities, events and other information for archaeology professionals. You can submit articles throughout the year.

It is included in Cifa membership and PDF copies of the magazine are also available online at <https://bit.ly/3kXmhQh>.



HISTORIC ENVIRONMENT: POLICY & PRACTICE

In collaboration with Cifa, Taylor & Francis produces four issues per year of the peer-reviewed journal *Historic Environment: Policy & Practice*. The journal forms essential reading for all archaeological practitioners and those involved in building conservation, both professional and voluntary, demonstrating best practice and appropriate methods and the enhancement of technical and professional skills. The journal is available by subscription. Content from past volumes is also available online. See <https://bit.ly/44cHFEv> for further information.

Cifa PROFESSIONAL PRACTICE PAPERS

All Cifa professional practice and technical papers are available digitally to members free of charge via the Cifa website at <https://bit.ly/3xbXGcP>.

Non-members can access a few of these papers for free, digital £5 and hard copy £10.

Here are a few examples:

Professional archaeology: a guide for clients 2023

Theme: Managing Archaeology: evaluation techniques that reduce uncertainty digital copy available. Free to all.

Delivering public benefit

Cifa, HS2 and Sadie Watson 2021, digital and hard copy.

An introduction to professional ethics

Gerry Wait, 2017, digital and hard copy.

Cifa CONSTITUTIONAL DOCUMENTS

A complete set of constitutional documents, including the Charter and by-law, Cifa Regulations and Standards and guidance can be downloaded from <https://bit.ly/3y79XAI>.

Each of the five principles of the *Code* is underpinned by a number of more specific rules.

Supporting the *Code of conduct* are further regulations.

These are

- Professional conduct
- Regulations for the registration of organisations
- Membership regulations
- Area and Special Interest Groups
- Board of Directors
- Advisory Council
- Regulations for the Equality, Diversity and Inclusion (EDI) committee
- Regulations for the accreditation of degree programmes
- Regulations for the assessment of vocational qualifications
- Regulations governing membership of the Forensic Archaeology Expert Register and Panel (FAEP)
- Procedure at general meetings

In addition, Cifa has three new format separate standards and universal guidance documents and ten previous format *Standards and guidance* documents that are binding on all members and Registered Organisations.

These are the Standard and universal guidance for

- archaeological excavation
- archaeological field evaluation
- archaeological monitoring and recording

And the *Standards and guidance* documents for

- archaeological advice by historic environment services
- creation, compilation, transfer and deposition of archaeological archives
- the archaeological investigation and recording of standing buildings or structures
- the collection, documentation, conservation and research of archaeological materials
- commissioning work on, or providing consultancy advice on, archaeology and the historic environment
- desk-based assessment
- forensic archaeologists
- geophysical survey
- nautical archaeological recording and reconstruction
- stewardship of the historic environment