

P170 (Historic England ref. 9180) 21st Century Challenges for Archaeology: Local Authority Archaeology Services: Building resilience by anticipating change.

CIfA has received funding from Historic England to undertake a project under the 21st Century Challenges for Archaeology work programme. The project will work with local authority historic environment service users and providers to

- survey a range of users of local authority archaeology services to supplement an existing SWOT analysis of local authority historic environment service delivery models, undertaken by ALGAO in 2021.
- conduct horizon scanning with local government experts, local authority archaeology service employees and service users to scope concerns about the present context of challenges and opportunities facing historic environment services.
- undertake qualitative investigation with focus groups to collate stakeholder views on a range of key challenges and opportunities to develop information about possible local authority archaeology service responses.
- provide a published resource that will collate analysis and reflection from local authorities and other stakeholders to help manage change to their own services.
- review local authority archaeology service models against their ability to meet and deliver the CIfA/ALGAO Standard and guidance for archaeological advice by historic environment services.

The main focus of the project will be on gathering information from various stakeholder groups through a combination of methods including focus groups, survey, and interviews, and analysing this information in discussion with a project board, and presenting the information in a public report.

The project will involve dealing with foresight of challenges and the opportunities liable to influence the way in which local authority historic environment services operate, and construct narratives for possible change.

The project will require the successful tenderer to navigate a complicated stakeholder landscape and both extract views from practitioners and then develop learning outcomes and advice which is useful to inform future decision making for individual historic environment service practitioners and the wider leadership of the sector.

A project design has been prepared for the work and can be viewed [here](#).

Consultants are now being sought to manage and undertake *one* or *both* of the packages outlined below. If applying for only one package, the successful consultant(s) will be required to work closely with the consultants selected to deliver the other work package.

The successful consultant(s) or organisation will be professionally accredited by the Chartered Institute for Archaeologists (where appropriate).

The project will be funded by Historic England and the value of work is estimated to be in the region of **£20,000 inclusive of VAT** (approx. 50% package A, 50% package B). Availability for a start date in Q1 2024/5 (likely May) would be ideal, but may be negotiable, with the project aiming to conclude approximately 12 months after inception.

Expressions of interest are welcome from organisations or individuals. Please give details of your/the proposed project team's relevant experience, availability and chargeable rates and send to rob.lennox@archaeologists.net by 8 April 2024. Proposals will be assessed by the Project Board against the criteria outlined above.

Project team specification

The successful project team must be able to evidence competence and capacity in the following areas:

Work package A (approx. 50% total value)

Criteria	Evidenced by
Competence in gathering qualitative data through focus group, survey, and interview	Documented track record of specifying, designing or managing projects utilising similar methods
Good contacts with historic environment sector and with clients and/or their representative/trade bodies	By track record of previous work and/or representation on relevant fora or committees
Competence in delivering projects of this nature/scale, in particular familiarity	Track record of previous work

with Historic England funding and reporting requirements	
Communication and engagement skills	Track record and CVs of relevant staff
Capacity to deliver within the project timeframe and budget	Track record of previous work
A broad understanding of historic environment sector issues (preferred)	Track record of previous work
Professional accreditation by ClfA as individuals or as RO(s) or professional accreditation from another relevant institute	

Work package B (approx. 50% total value)

Criteria	Evidenced by
Strong understanding of local authority historic environment service structures and stakeholders	Documented track record of work or managing projects in a similar area
Good contacts and relationships with local authority historic environment service providers and other relevant stakeholder groups	By track record of previous work and/or representation on relevant fora or committees
Competence in delivering projects of this nature/scale, in particular familiarity with Historic England funding and reporting requirements	Track record of previous work
Communication and engagement skills	Track record and CVs of relevant staff
Competence in report writing for the historic environment sector	Track record of previous work
Capacity to deliver within the project timeframe and budget	Track record of previous work
Professional accreditation by ClfA as individuals or as RO(s)	