

**CAMBRIDGESHIRE ARCHAEOLOGICAL SERVICES FRAMEWORK RE-PROCUREMENT**

*To:* **Economy and Environment Committee**

*Meeting Date:* **24<sup>th</sup> May 2018**

*From:* **Graham Hughes, Executive Director, Place and Economy**

*Electoral division(s):* **All**

*Forward Plan ref:* **2018/047** **Yes**

*Purpose:* **To update members on the need for the re-procurement of the current Archaeological Services Framework, to enable the provision of archaeological work to support new developments in Cambridgeshire.**

*Recommendation:* **Members are asked to support the re-procurement of the Archaeological Services Framework for a period of four years to 2022.**

<b><i>Officer contact:</i></b>		<b><i>Member contacts:</i></b>	
Name:	Quinton Carroll	Names:	Councillors Bates and Wotherspoon
Post:	Historic Environment Manager	Post:	Chair/Vice-Chair
Email:	Quinton.Carroll@cambridgeshire.gov.uk	Email:	<a href="mailto:ian.bates@cambridgeshire.gov.uk">ian.bates@cambridgeshire.gov.uk</a> timothy.wotherspoon@cambridgeshire.gov.uk
Tel:	01223 728565	Tel:	01223 706398

## **1. BACKGROUND**

- 1.1 Cambridgeshire County Council is a major landowner and developer in its own right, and has a forward programme of capital works. As a developer, the authority has to abide by the National Planning Policy Framework and associated guidance, and undertake archaeological work in advance of or as part of the development process.
- 1.2 The need for and level of archaeological work required in these cases is guided by legislation and recommended by the Council's Historic Environment Team (HET), and the council department, or its agents commission works directly.
- 1.3 Services delivered under the current framework include:
- Desk based assessments and documentary research:
  - Non-intrusive field surveys:
  - Trial trench excavations:
  - Archaeological excavations:
  - Archaeological monitoring and recording
  - Post excavation Analysis and Outcomes:
  - Historical building recording and appraisal:
  - Delivery of public archaeology programmes on development-led sites where required and where appropriate.
  - Archaeological consultancy services where appropriate.

## **2. MAIN ISSUES**

- 2.1 The current Archaeological Services framework will shortly expire and continuation of service is required. Over the proposed new contract period there is expected to be an increased requirement for Archaeological Services owing to increased growth, projects managed through the Greater Cambridge Partnership, and Combined Authority projects in the pipeline.
- 2.2 The Archaeological Services framework re-procurement will be undertaken as a European Union's restricted procedure (two stage) with the following estimated timescales:
- |  |                                |
|--|--------------------------------|
| • Completion of Selection Questionnaires | 6 <sup>th</sup> July 2018      |
| • Completion of Invitation To Tender     | 3 <sup>rd</sup> September 2018 |
| • Contract Award                         | 1 <sup>st</sup> October 2018   |
- 2.3 It is proposed that the Archaeological Services framework will be made available for other public sector bodies to utilise. By introducing a rebate for use by other public sector bodies,

this may provide an income opportunity for the Council.

- 2.4 Cambridgeshire County Council is committed to maintaining standards of archaeological fieldwork and expect all archaeologists operating in the county to demonstrate their commitments to high professional standards.
- 2.5 As such, successful organisations appointed to the new framework will be required to be Chartered Institute for Archaeologists' (CIFA) Registered Organisations (or European equivalent) to ensure competence.
- 2.6 The new framework will also ensure all work under this contract shall be conducted in accordance with:
- Chartered Institute for Archaeologists Code of Conduct and Standards & Guidance
  - Standards for Field Archaeology in the East of England and Management of Research Projects in the Historic Environment.
  - The MoRPHE Project Managers' Guide. English Heritage 2006.
  - Research and Archaeology Revisited: a revised framework for the East of England (EAA Occ. Paper No 24, 2011).
- 2.7 The Council's HET supports the national programme: Online Access to the Index of Archaeological Investigations project and requires archaeological contractors working in Cambridgeshire to support this initiative. All fieldwork undertaken in Cambridgeshire must comply with this requirement.

### **3. ALIGNMENT WITH CORPORATE PRIORITIES**

#### **3.1 Developing the local economy for the benefit of all**

- 3.2 Organisations bidding for the replacement Archaeological Services framework will be required to demonstrate how they support the local economy through:
- Advertising and offering jobs to individuals within the community of the contracting customer;
  - Supporting other regeneration projects within the community of the contracting customer;
  - Sub-contracting or employing businesses within the community of the contracting customer;
  - Supporting any educational attainment levels within areas of operations; and
  - Supporting any skilled development within areas of operation.

### **3.3 Helping people live healthy and independent lives**

- 3.4 Archaeological Fieldwork can provide opportunities for volunteer engagement by local communities and others, such as Operation Nightingale for example.
- 3.5 The Council's Historic Environment Team always looks for opportunities for inclusion in archaeological projects, whilst recognising that the practicalities of a site may restrict or prohibit this. Where possible however, archaeological contractors working on behalf of the council should be expected to seek opportunities for volunteer involvement.

### **3.6 Supporting and protecting vulnerable people**

Not applicable

## **4. SIGNIFICANT IMPLICATIONS**

### **4.1 Resource Implications**

- 4.2 The current contract value is around £1 million per year. This is anticipated to increase owing to anticipated new projects in the pipeline but is covered by project budgets so there is no revenue cost to the Council.

### **4.3 Procurement/Contractual/Council Contract Procedure Rules Implications**

- 4.4 Officers are working closely with colleagues in LGSS Procurement to determine the best route to market to meet our objectives and to ensure we deliver best value for money. Enabling the Archaeological Services framework to be made available for other public sector bodies to utilise may provide an income opportunity for the Council.

### **4.5 Statutory, Legal and Risk Implications**

- 4.6 LGSS Law will be engaged development of robust terms and conditions documentation for the re-procurement.
- 4.7 The completion of sometimes complex archaeological programmes of work is usually a pre-commencement requirement for planning, so failure to deliver a suitable programme can delay capital projects. This Framework ensures the Council continues to access only the highest quality providers at the best value price.

### **4.8 Equality and Diversity Implications**

- 4.9 There are no significant implications.

### **4.10 Engagement and Communications Implications**

- 4.11 There are no significant implications.

### **4.12 Localism and Local Member Involvement**

- 4.13 There are no significant implications.

#### 4.14 Public Health Implications

4.15 There are no significant implications.

Source Documents	Location
None	

Implications	Officer Clearance
Have the resource implications been cleared by Finance?	Yes Name of Financial Officer: Sarah Heywood
Have the procurement/contractual/ Council Contract Procedure Rules implications been cleared by the LGSS Head of Procurement?	Yes Name of Officer: Paul White
Has the impact on statutory, legal and risk implications been cleared by LGSS Law?	Yes Name of Legal Officer: Debbie Carter-Hughes
Have the equality and diversity implications been cleared by your Service Contact?	Yes Name of Officer: Tamar Oviatt-Ham
Have any engagement and communication implications been cleared by Communications?	Yes Name of Officer: Jo Shilton
Have any localism and Local Member involvement issues been cleared by your Service Contact?	Yes Name of Officer: Tamar Oviatt-Ham
Have any Public Health implications been cleared by Public Health	Yes Name of Officer: Iain Green