



Chartered  
Institute for  
Archaeologists

## Archaeology: adding value to development



[www.archaeologists.net](http://www.archaeologists.net)



## Archaeology: adding value to development

- What is CIfA?
- Standards
- Quality
- Public benefit
- Value
- Communication





Chartered  
Institute for  
Archaeologists

CIfA is the leading professional body representing archaeologists working in the UK and overseas



[www.archaeologists.net](http://www.archaeologists.net)





Chartered  
Institute for  
Archaeologists

We promote high professional standards and strong professional ethics in archaeological practice, to maximise the benefits that archaeologists bring to society

[www.archaeologists.net](http://www.archaeologists.net)



ELIZABETH  
THE SECOND

by the Grace of God of the United Kingdom of Great  
Britain and Northern Ireland and of Our other  
Realms & Territories Queen, Head of the Commonwealth, Defender of the Faith:  
TO ALL TO WHOM THESE PRESENTS SHALL COME, GREETING!

WHEREAS a humble Petition has been presented unto Us by the Master and Wardens of the association formed in the year of our  
Lord One thousand nine hundred and twenty seven under Letters Patent issued by the Lord Mayor of London as a Livery Company  
of the City of London and known as "The Worshipful Company of Chartered Secretaries and Administrators" (hereinafter called  
"the former Company") praying that We might be pleased to grant to it a Charter of Incorporation for the object of promoting and  
supporting good governance and the highest standards of administration in the private public and not-for-profit sectors and the  
better discharge of responsibilities under such regulations and with such powers as to Us might appear meet and equitable;  
AND WHEREAS We have taken the said Petition into Our Royal Consideration and are minded to accede thereto;  
NOW THEREFORE KNOW YE that We by virtue of Our Prerogative Royal and of Our special grace certain knowledge and  
mercies have granted and declared and by these Presents do give Our Heirs and Successors grant and declare as follows:

1. (a) The persons who are now the members of the former Company and all such persons as may hereafter become members of the  
Body Corporate hereby constituted shall forever hereafter be one Body Corporate and Politic by the name of "The Worshipful  
Company of Chartered Secretaries and Administrators" (hereinafter referred to as "the Company") and by those  
names shall have perpetual succession and a Common Seal with power to break alter and make anew the said Seal from time  
to time at their will and pleasure and by the same name shall and may sue and be sued in all Courts and in all manner of actions  
and suits and shall have power to do all other matters and things incidental or appertaining to a Body Corporate.

(b) The Arms Crest Supporters and Badge granted and assigned unto the Master Wardens and Court of Associates of the  
former Company of the City of London by Letters Patent under the hand and Seal of Queen King of Arms bearing  
date 6 May 1980 shall be transferred to the said Worshipful Company on the date on which this Our Charter shall take  
effect and We do hereby give and grant unto the said Company Our Royal Licence and Authority that it may thenceforth  
bear and use the said Armorial Ensigns according to the Laws of Arms the said transfer being first recorded in Our College of  
Arms otherwise this Our Licence and permission to be void and of none effect.

2. In this Our Charter and in the Ordinances unless the context otherwise requires  
the following words shall have the following meanings:-

"the Court" shall mean the Governing Body of the Worshipful Company;  
"the Ordinances" means the Ordinances set out in the Schedule hereto or the other  
Ordinances for the time being in force;

"the Members" means the Freeman and Liverymen of the Worshipful Company for  
the time being as defined in the Ordinances;

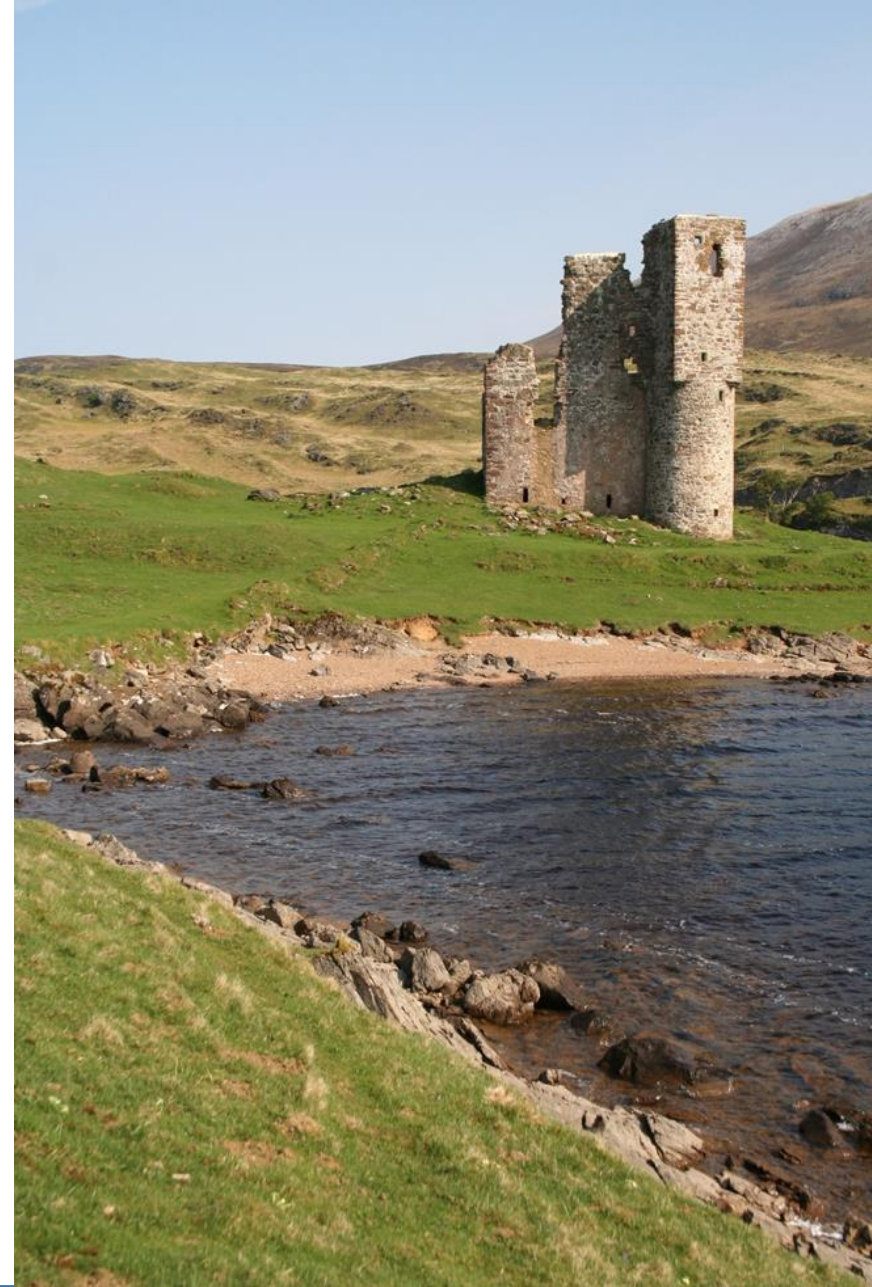
"the Institute" means the Institute of Chartered Secretaries and Administrators;

"Special Resolution" means a Resolution passed by not less than two-thirds of the  
members of the Court present and voting at a meeting of the Court and a Resolution  
passed by not less than two-thirds of the Liverymen present and voting at a General  
Meeting of the Liverymen of the Worshipful Company of which not less than twenty-  
eight days notice shall have been given to those entitled to such notice specifying the  
substance of the Resolution and the intention to propose it as a Special Resolution;



We do that by setting standards and  
monitoring compliance

- For people (individual members and organisations)
- For processes and products (professional standards & good practice guidance)



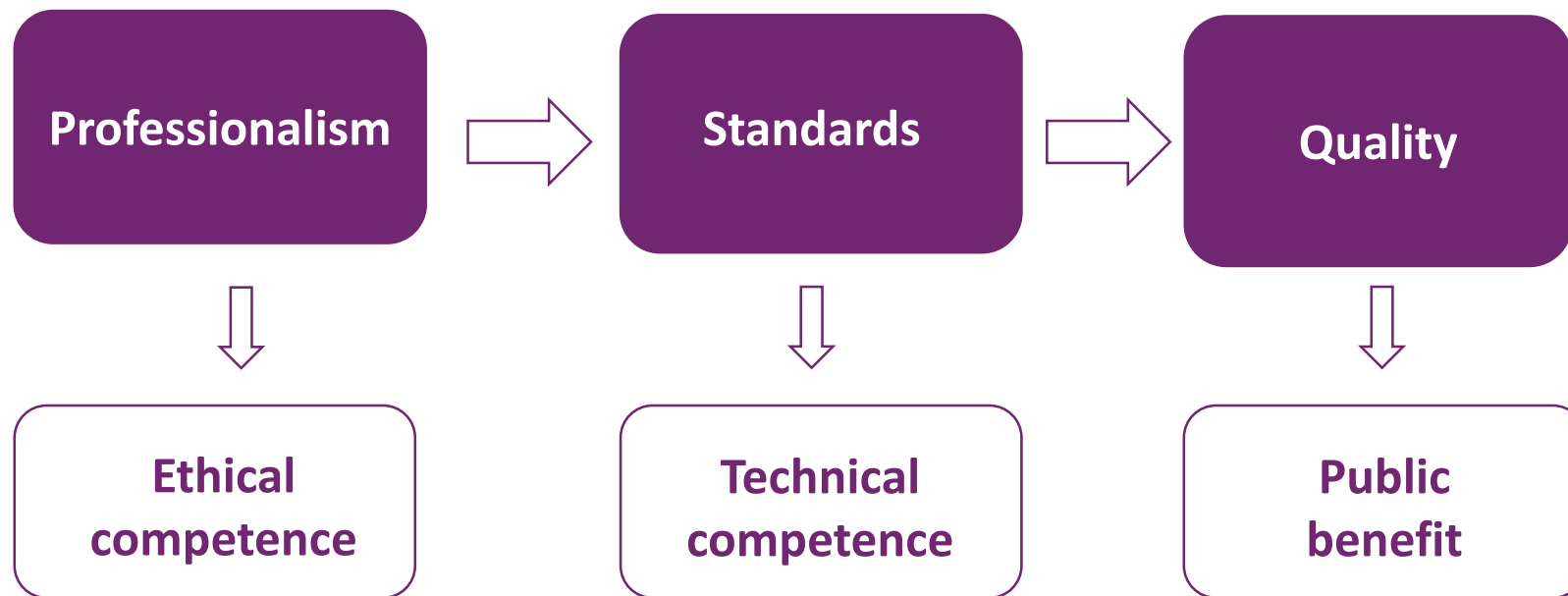




Chartered  
Institute for  
Archaeologists

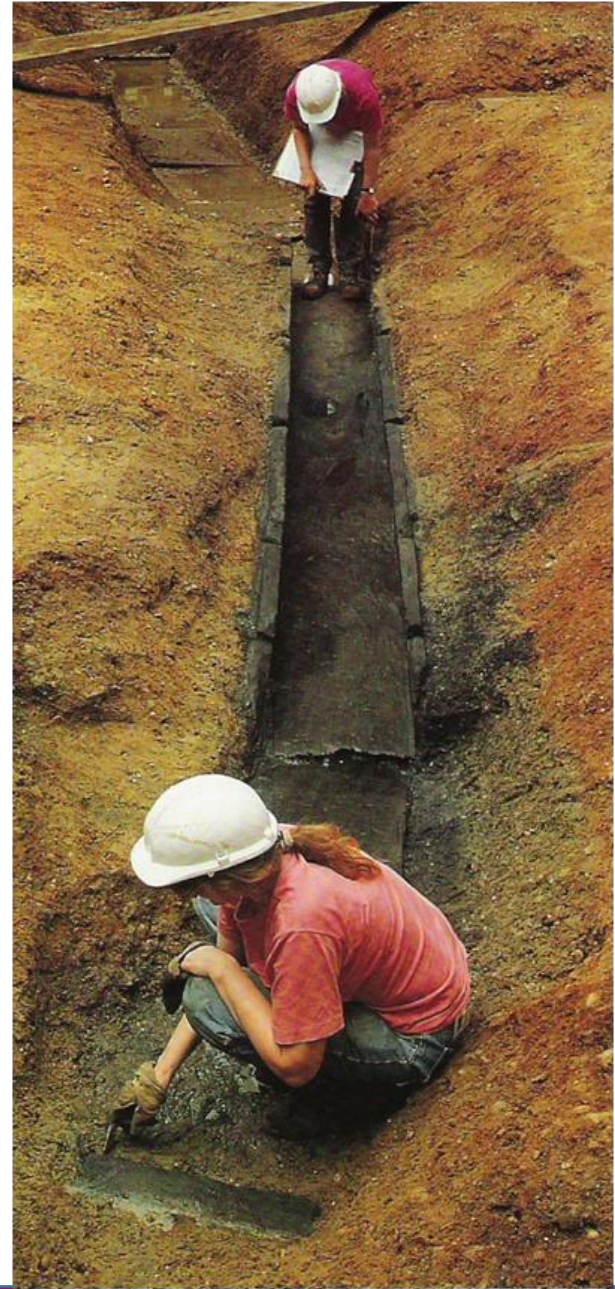


[www.archaeologists.net](http://www.archaeologists.net)





- Managing risk (and maximising opportunities)
- Meeting standards (social responsibility)
- Realising benefits (value for money)
- Cost control
- Delivering complex programmes







Chartered  
Institute for  
Archaeologist

## The Southport Report 2011

Set out a vision that enabled and encouraged

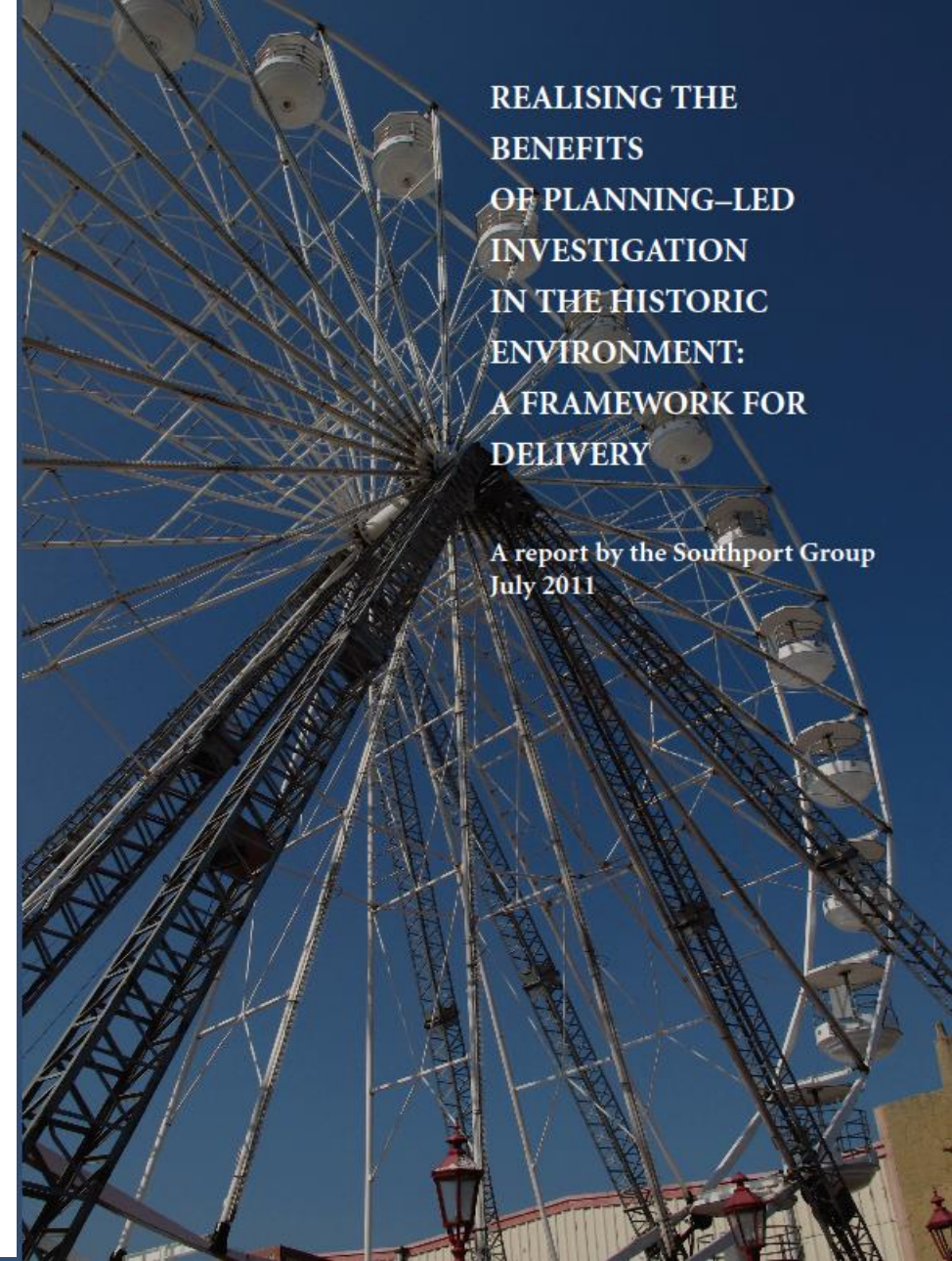
- public involvement and participation
- research
- the use of archived and published results

and

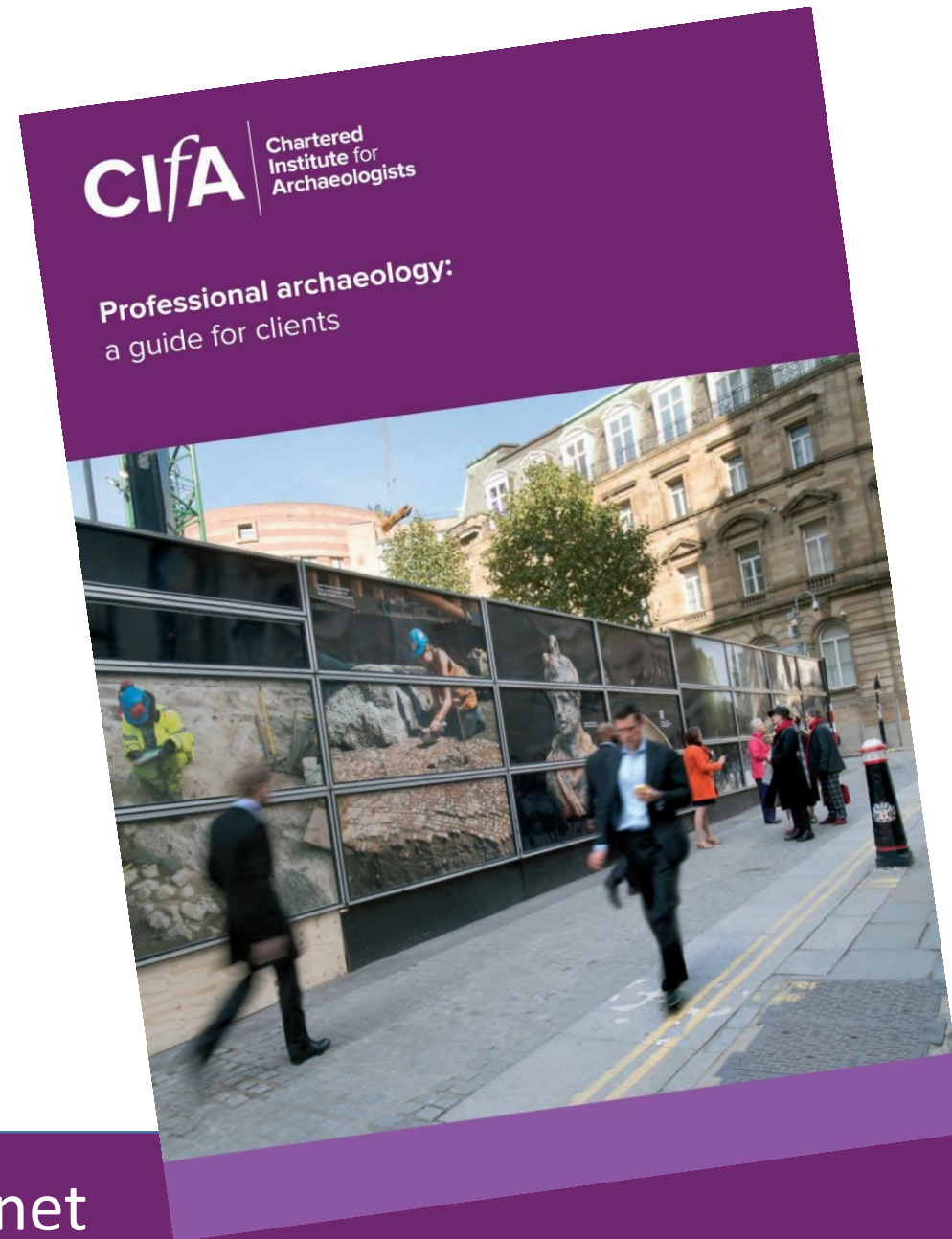
- provides high value services to the property and development sector

REALISING THE  
BENEFITS  
OF PLANNING-LED  
INVESTIGATION  
IN THE HISTORIC  
ENVIRONMENT:  
A FRAMEWORK FOR  
DELIVERY

A report by the Southport Group  
July 2011



*Working with a professional archaeologist  
enables you to...*







Chartered  
Institute for  
Archaeologists

- design and develop places that fit into and enhance the cultural and social fabric of our society, without losing important resources and information that could be used in future
- make a contribution to human knowledge – the opportunity to produce a research dividend that is acceptable mitigation or compensation in response to approved destruction of the resource in some instances

[www.archaeologists.net](http://www.archaeologists.net)

**CIfA** | Chartered  
Institute for  
Archaeologists

**Professional archaeology:**  
a guide for clients

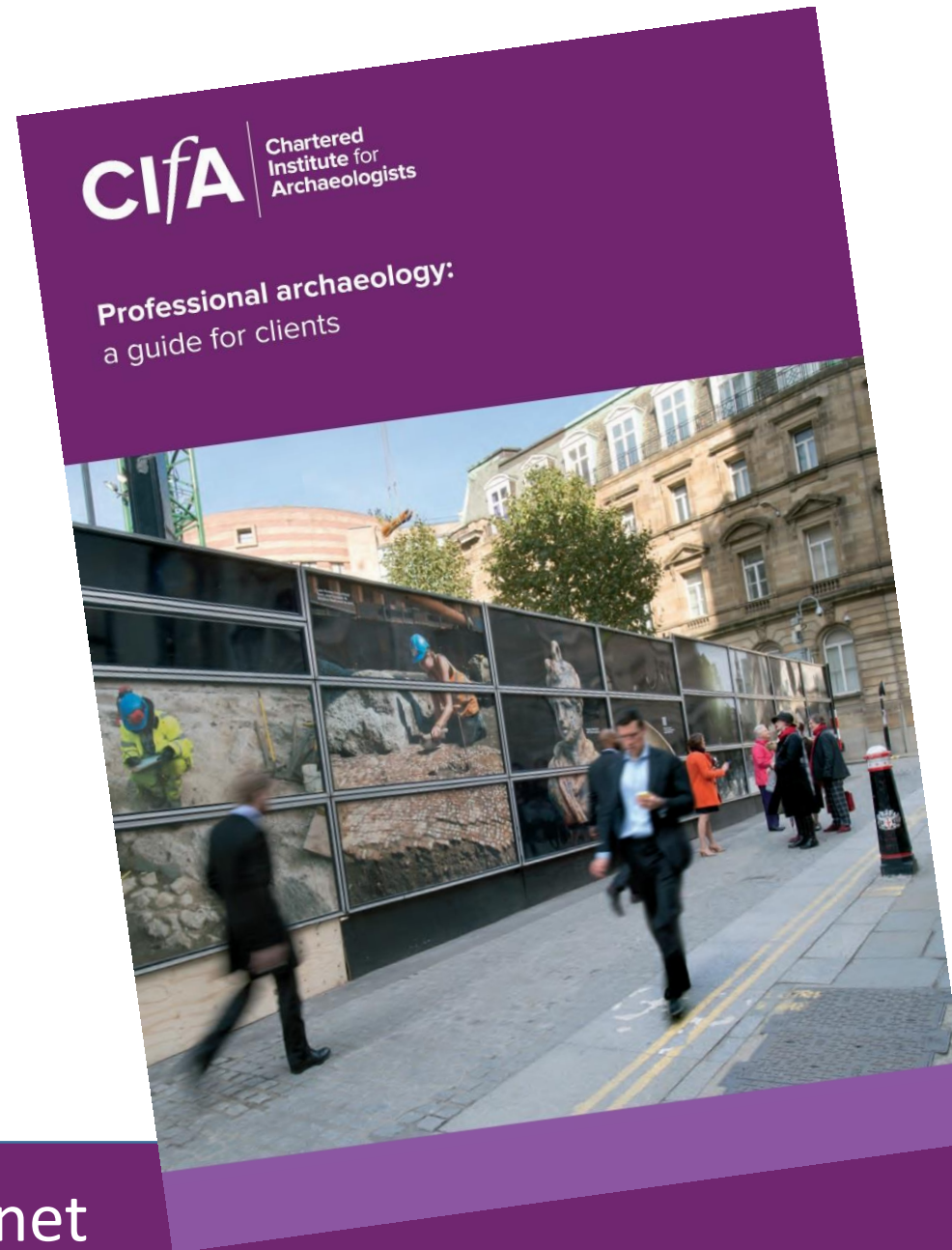




Chartered  
Institute for  
Archaeologists

- to support education through the involvement of local communities, schools and through the work of universities using the results of your work
- to develop better community relations through sharing information
- to get beneficial publicity for your project, particularly for controversial development schemes
- to meet corporate and commercial targets for social responsibility

[www.archaeologists.net](http://www.archaeologists.net)





## Actions

1. Communicate
2. Communicate
3. Communicate

