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TECHNICAL DIRECTORATE

Archaeology Consultation Procedure

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Learning Legacy Document

1 Purpose

1.1 Introduction

1.1.1 This document sets out the Archaeology Consultation Procedure (ACP) for Crossrail. It presents the requirements and procedure for external consultation which is integral to the delivery of the Crossrail programme of archaeological works.

1.1.2 The ACP will be revised and reissued as necessary throughout the design, construction and post-excavation phases of the archaeological programme.

1.1.3 The purpose of the ACP is to:

- Set out the requirements contained within the Crossrail Act and Environmental Minimum Requirements (EMR) relating to consultation with external parties on archaeological matters and outline the procedure for meeting these requirements.
- Define the roles and responsibilities of each party involved in the consultation process.
- Define the parameters for the consultation in relation to the various stages of the archaeological programme.
- Ensure a consistent approach to meetings and dissemination of information.

1.1.4 The principles set out in the ACP are relevant to all archaeological works being undertaken for Crossrail. The temporal scope of the ACP covers the design, implementation and post-excavation phases of archaeological works associated with the Crossrail project. As a result, it includes reference to the development of draft Site Specific Written Schemes of Investigation (SS-WSI), implementation of fieldwork evaluation and mitigation and subsequent post excavation works.

1.1.5 For the purposes of the ACP and in accordance with the Crossrail Generic Written Scheme of Investigation, the term 'archaeology' is taken to include both resources below-ground (including remains of archaeological, palaeo-environmental and quaternary geological importance) and important above-ground non-listed historic buildings, features and structural elements of historic interest. Non listed buildings may include those that have been listed since 2004 and are therefore not included in Schedule 9 of the Crossrail Act. Consultation requirements relating to statutorily listed

historic buildings and scheduled monuments are excluded from the scope of this ACP and information is provided elsewhere)¹.

2 Scope

2.1 The project scope

- 2.1.1 Crossrail will deliver a high frequency, high capacity service to 37 stations linking Maidenhead and Heathrow in the west, to Shenfield and Abbey Wood in the east via 21 km of new twin-bore tunnels under central London (Figure 1).
- 2.1.2 Its main objectives are to relieve congestion and the shortage of capacity on the existing network, to support London's role as a leading financial and commercial centre, and to help kick-start regeneration and renewal in several key geographical areas. Crossrail will connect services on the Great Eastern, Great Western and North Kent mainlines with central London.



Figure 1: Crossrail scope

¹ For the specified works to listed buildings and monuments for which Schedule 9 and 15 remove the needs for listed building and scheduled monument consent, the Secretary of State has required Crossrail to enter into agreements known as Heritage Deeds with the local planning authorities and English Heritage and a Scheduled Monument Agreement with DCMS and English Heritage. These agreements set out the requirements for consultation.

3 Consultation Requirements

3.1 Principles

- 3.1.1 The Crossrail Act 2008 and the Planning and Heritage Memorandum (Annex 2 of the Crossrail Environmental Minimum Requirements) impose certain obligations on the project concerning consultation.
- 3.1.2 In relation to archaeology, the Planning and Heritage Memorandum states that ‘... archaeological mitigation measures will be defined in Site-Specific Written Schemes of Investigation (SS-WSIs) which will be developed in consultation with the relevant statutory authorities’. The ACP sets out how Crossrail will undertake this consultation.
- 3.1.3 The Archaeology Generic WSI and this ACP have been prepared in accordance with the principles of Planning Policy Guidance Notes 15 and 16². As a result, in addition to consultation during development of the SS-WSIs, the ACP recognises the on-going need for consultation with External Consultees (as defined in Appendix 2) relating to:
- On-site monitoring of fieldwork and subsequent detailed design of archaeological mitigation
 - Unexpected archaeological discoveries
 - Input into the post excavation process
-

² Planning Policy Guidance (PPG) Note 16 Archaeology and Planning 1990; PPG 15 Planning and the Historic Environment 1994. These are now replaced by PPS 5 and Policy HE12 is applicable.

3.1.4 These elements are addressed further in Section 5 below.

3.2 Supporting Information for Schedule 7 Applications

- 3.2.1 The SS-WSIs do not require formal consent. However, information within these documents support the planning regime which, under Schedule 7 of the Crossrail Act 2008, will apply to the LPA affected by works to construct and operate Crossrail. Schedule 7 sets out the items requiring further detailed approval for both permanent works and the construction arrangements and sets out the grounds on which the planning authority can refuse to approve (or impose conditions in respect of) the plans and specifications. The consultation requirements relating to Schedule 7 applications are set out in the Crossrail Act and in the Planning and Heritage Memorandum.
- 3.2.2 One of the grounds for refusal of Schedule 7 applications is that the design or construction arrangements ought to be modified to preserve a site of archaeological or historic interest. Accordingly, Paragraph 26 of Schedule 7 to the Act requires that where a LPA considers a request for approval to relate to matters which may affect a site of archaeological or historical importance³ it consults English Heritage, in its role as a Statutory Consultee.
- 3.2.3 A Planning Forum Note has been produced providing further guidance on consultation arrangements (Planning Forum Note 7 – Consultation on Requests for Approval under Schedule 7 (CR-PN-PRW-PL-GN-00007)). As set out in that note, if a LPA has agreed, the Nominated Undertaker will send copies of submissions to the relevant External Consultees on behalf of the LPA. The purpose of this is to help the LPA to determine the submission quickly as the consultees will receive a copy as soon as the submission is made, thereby allowing them to make any comments to the LPA early on in the submission process. See Section 5.2 for further details of this process.

³ The criteria in paragraph 8(2) of Circular 01/01: Arrangements for Handling Heritage Applications within Greater London and paragraph 8(30) of Circular 01/01: Arrangements for Handling Heritage Applications outside Greater London and PPS5.

4 Roles and Responsibilities

4.1 Framework

4.1.1 Key parties in CRL with responsibilities relating to the ACP and relevant Crossrail fora are described below and illustrated in Figure 2.

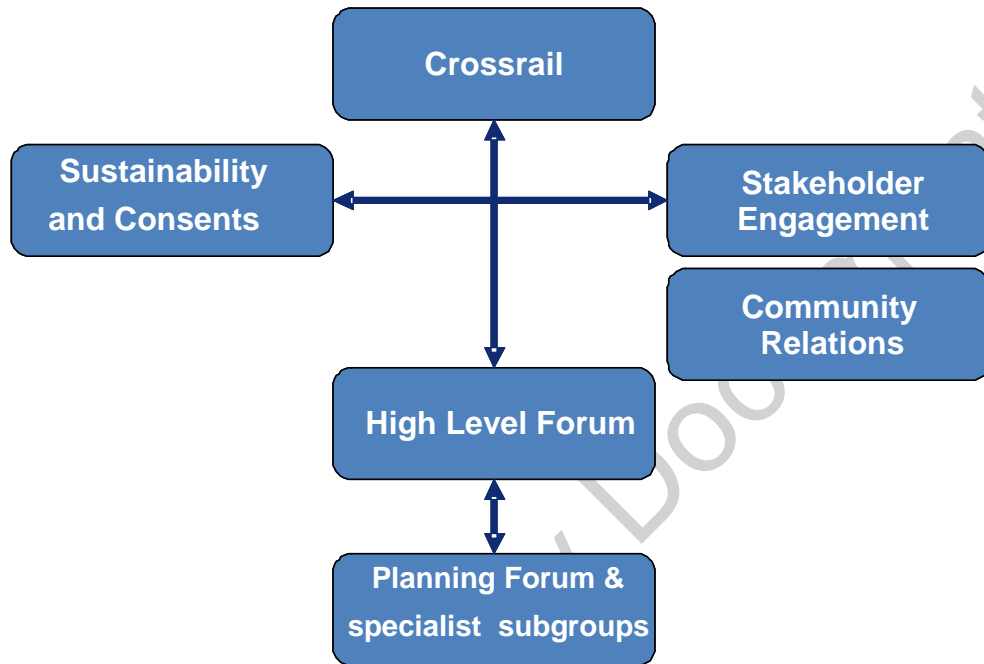


Figure 2: Crossrail Strategic Framework for Consultation with Local Authorities

4.1.2 A High Level Forum has been established by the DfT to act as the top tier for stakeholder consultation during the development and implementation of the project. A Statutory Agencies Forum acts as the focus for consultation with organisations giving statutory consent on environmental matters. A Planning Forum including local authorities for planning matters to which the Environmental Health, Highways and Traffic, and Heritage and Design sub-groups report.

4.1.3 The Crossrail Planning Forum acts as the focus for Crossrail consultation with local planning authorities on planning matters and has been established to help co-ordinate and secure the expeditious implementation of the planning provisions in the Crossrail Act. The Planning Forum considers matters of specialist detail and is able to convene sub-groups to address specific matters such as heritage and archaeology which reports back to the Crossrail High Level Forum (see Figure 2 for an illustration of these relationships).

4.1.4 The Crossrail Stakeholder Engagement and Community Relations teams:

- Have an overall remit for consultation on Crossrail
- Co-ordinate activities with the Crossrail Planning and Environment team

4.1.5 The Crossrail Planning and Environment team:

- Defines the framework for archaeological consultation required between External Consultees, Project Archaeologists, Archaeological Design Consultants and Archaeological Contractors
- Facilitates the liaison process, attending consultation meetings as required/ appropriate
- Defines the objectives and any required outputs from such meetings/ communications, to ensure a clear audit trail of decision making
- Audits all project partners to check compliance with the archaeological requirements for Crossrail
- Reports to the Crossrail Planning Forum
- Reports and co-ordinates with the Crossrail Community Relations team

4.1.6 In relation to archaeology, the more specific relationships between Crossrail, its Partners and External Consultees are described below and illustrated in Figure 3.

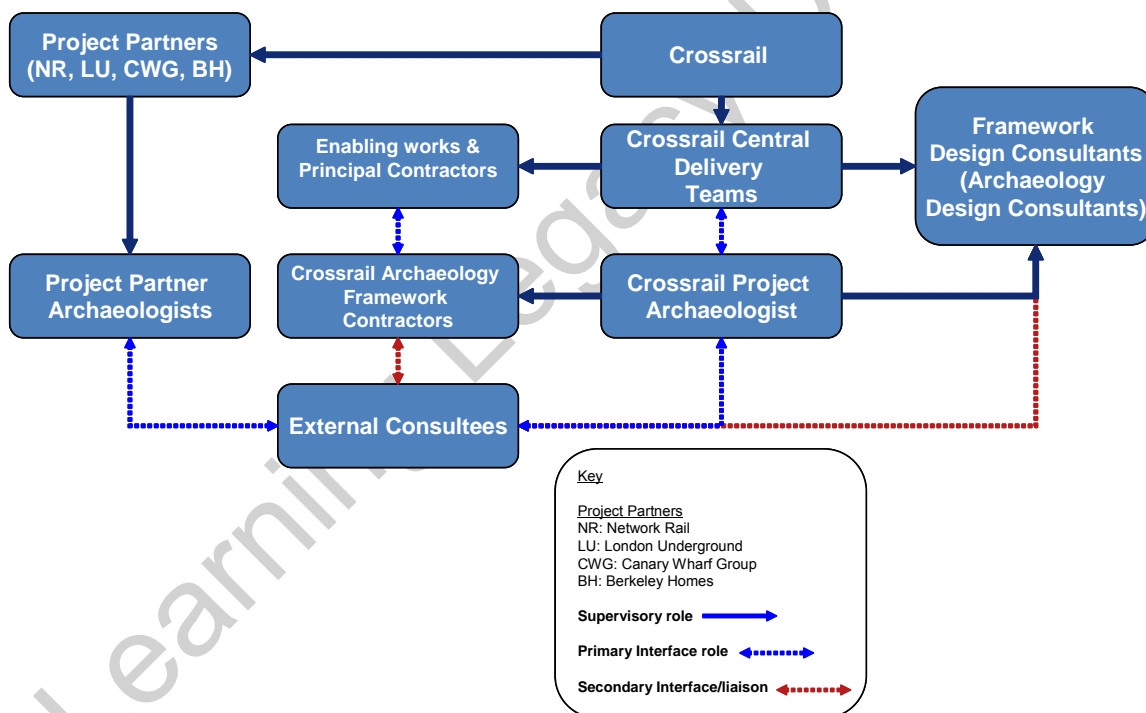


Figure 3: Archaeology Framework for Consultation with External Consultees

4.2 Project Partners

- 4.2.1 The Crossrail project will be delivered as a 'programme of projects'. Crossrail has responsibility for overseeing delivery of various elements of the programme by several other Partners, including those listed below.
- 4.2.2 Crossrail Central is responsible for delivering the central tunnelled section of Crossrail (i.e. central route section).
- 4.2.3 Network Rail is responsible for overseeing design and construction of the western, north-eastern and south-eastern surface rail improvements on the Crossrail route.
- 4.2.4 London Underground is responsible for design and construction of Bond Street underground station Crossrail interface, and Tottenham Court Road Station Crossrail Eastern Ticket Hall.
- 4.2.5 Canary Wharf Group Ltd is responsible for design and construction of the Crossrail Canary Wharf station.
- 4.2.6 Berkeley Homes Ltd is responsible for design and construction of the Crossrail Woolwich station.
- 4.2.7 Responsibility for archaeological issues will be managed by a Project Archaeologist appointed by each partner organisation.

4.3 Project Archaeologists

- 4.3.1 Project Archaeologists will be appointed by Crossrail (and Project Partners), they shall, (in liaison with a project manager appointed to oversee the contract administration duties), be responsible for management of the design and implementation of all archaeological works including procurement and management of Archaeological Contractors. Project Archaeologists shall:
- Ensure adherence to the EMR and contractual requirements in relation to archaeological issues
 - Co-ordinate consultation between External Consultees, Archaeology Design Consultants and the Archaeological Contractors, attending consultation meetings as required and appropriate
 - Review and accept site specific WSIs prepared by the Archaeology Design Consultants
 - Ensure External Consultees have been properly consulted on site-specific WSI's
 - Issue instructions as required to the Archaeology Design Consultants
 - Issue instructions as required to the Archaeological Contractors
 - Manage and monitor archaeological fieldwork and post excavation analysis (allocating selected tasks to Archaeology Design Consultants, as appropriate)
 - Provide progress updates to Crossrail and External Consultees
 - Consult with the relevant parties in the event of the discovery of unexpected remains

4.4 Archaeology Design Consultants

4.4.1 Working under instruction from, and reporting to, the relevant Project Archaeologist, Archaeology Design Consultants (ADCs) will be responsible for a particular work package (i.e. design contract) during the detailed design phase. The ADCs will be responsible for undertaking external consultation and will take instruction from the Project Archaeologist on archaeological issues during the development of the detailed design. Specifically, their role will include the following key tasks:

- Preparation of SS-WSIs for submission to the relevant External Consultees to support the Schedule 7 applications
- Provision of any relevant information and documentation as requested by the External Consultees to support the SS-WSIs
- Attendance at meetings with the relevant External Consultees to discuss approach and detailed content of SS-WSIs
- Attendance at pre-arranged site visits with the External Consultees and/or Project Archaeologist to view the implementation of the SS-WSIs
- Monitoring of archaeological fieldwork and post excavation analysis as instructed by the Project Archaeologist

4.5 Archaeological Contractors

4.5.1 Recognising the importance of providing archaeological continuity throughout the Crossrail project, Archaeological Contractors will be appointed to undertake all aspects of the archaeological works and post excavation analysis and reporting at any one site. This will include:

- Undertaking archaeological site works (e.g. trial trenching, excavation works, watching brief and palaeo-environmental sampling)
- Providing assistance to the Project Archaeologist in the provision of information to External Consultees
- Representation and attendance at site monitoring meetings
- Undertaking post excavation assessment, analysis, reporting, archiving and dissemination

4.6 External Consultees

4.6.1 'External Consultees' is a generic term used throughout the ACP to refer collectively to English Heritage (as Statutory Consultee) and LPA archaeological advisors. Contact details for relevant External Consultees are provided in Appendix 1.

4.7 English Heritage

4.7.1 Officially known as the Historic Buildings and Monuments Commission for England, English Heritage is the Government's statutory adviser on the historic environment. English Heritage will be consulted for information held at county/ metropolitan/ district/ borough level which is relevant to the SS-WSIs and for their knowledge of the archaeological/ built heritage remains in their locality. There are several English

Heritage specialists, including the Inspector of Ancient Monuments and Regional Science Advisor, who may need to be consulted. They will:

- Support the LPAs in the review of relevant Schedule 7 applications by reviewing SS-WSIs, commenting on their efficacy and providing any relevant updated archaeological/built heritage information which may have been assembled since the drafting of the SS-WSIs
- Monitor the implementation of the works specified in the SS-WSIs via pre-arranged site visits with the Project Archaeologist who will invite the ADCs and/or Archaeological Contractor as appropriate
- Be consulted by the Project Archaeologist in the event of the discovery of unexpected remains
- Review the proposed post excavation process

4.8 Local Planning Authority Archaeological Advisors

4.8.1 LPAs obtain their archaeological advice from a variety of sources, depending upon their geographical location. For LPAs outside Greater London, the County Archaeologist provides this advice. For London Boroughs the Greater London Archaeology Advisory Service (GLAAS) provides this service (with the exception of the City of London who directly employs an Archaeology Officer).

4.8.2 Further information about each of these organisations is provided in Appendix 2. LPA archaeological advisors will be consulted for the information held at county/ metropolitan/ district/ borough level which is relevant to the SS-WSIs and for their knowledge of the archaeological remains in their locality. They will:

- Review SS-WSIs, commenting on their efficacy and providing any relevant updated archaeological information, including Sites and Monument Record/Historic Environment Record (SMR/HER) information which may have been assembled since the drafting of the SS-WSIs
- Monitor the implementation of the works specified in the SS-WSIs via pre-arranged site visits organised with the Project Archaeologist and, where relevant, the Archaeology Design Consultant and/or Archaeological Contractor
- Be consulted by the Project Archaeologist in the event of the discovery of unexpected remains
- Review the post excavation process

5 External Consultation

5.1 Generic WSI

5.1.1 The Crossrail Generic WSI (CRL1-XRL-T1-XWI-CRG03-50001 – formally CR-PN-LWS-EN-SY-00001) sets out the project strategy for archaeology design, evaluation, mitigation, analysis, dissemination and archive deposition that will be applied during the design and construction of Crossrail. It presents a general statement of objectives, standards and structure for the planning and implementation of archaeological works,

including an explanation of technical terms and generic specification for the principal evaluation and mitigation strategies to be used.

- 5.1.2 The Crossrail Heritage and Design Sub-group convened by the Crossrail Planning Forum (see Section 3.1.3) has been consulted on the draft Generic WSI and wherever possible comments have been taken into account in finalising this document.

5.2 Site specific WSIs

- 5.2.1 As required by the Crossrail Planning and Heritage Memorandum the SS-WSIs will be prepared in accordance with the principles and methodologies set out in the Generic WSI.
- 5.2.2 Draft SS-WSIs will be developed to a standard format by the ADCs and these documents will be subject to initial consultation with the relevant statutory authorities as part of the Schedule 7 application process. The programme and sequence of submission of the SS-WSIs will be aligned with the programme for Schedule 7 submissions as required by the Crossrail construction programme.
- 5.2.3 The draft SS-WSIs will be subject to revision by the ADCs as the design of works progresses and ongoing consultation with the relevant External Consultees will be required in order to discuss the detailed archaeological strategies and design of site specific works.

5.3 Detailed Desk-Based Assessments

- 5.3.1 Detailed Desk Based Assessment (DDBA) will be undertaken in cases where additional information is needed to inform decisions regarding an appropriate mitigation strategy. The ADC will make a judgement on the need for DDBA at a particular site based on:
- The importance of the known or potential archaeological resource;
 - The nature of the proposed construction works; and
 - Any gaps in the existing archaeology information gathered to date for the Crossrail Environmental Statement.
- 5.3.2 Where required, DDBAs will be prepared by the ADCs and will inform the SS-WSIs.
- 5.3.3 Although the DDBAs are not required to be the subject of consultation, where requested, they will be made available to External Consultees as background information to support the SS-WSIs.

5.4 Site Monitoring and Progress Reporting

- 5.4.1 The Project Archaeologist shall arrange and convene monitoring site visits by External Consultees during implementation of fieldwork. This shall facilitate their understanding of the site and provide an opportunity to discuss the significance of the finds, and scope for any further investigation and recording.
- 5.4.2 It should be noted that there shall be no access to Crossrail worksites without consent from the relevant Crossrail site contractor and all site visitors will need to

comply with CRL health and safety requirements (e.g. relating to personal protective Equipment (PPE), site inductions, and CSCS certification).

- 5.4.3 During implementation of the works, the Project Archaeologist will provide External Consultees with copies of the Archaeological Contractors' progress reports detailing the advancement of archaeological works and findings.

5.5 Unexpected Archaeological Finds

- 5.5.1 Unexpected archaeological finds are defined as discoveries which could not reasonably have been foreseen from the existing information (be that desk based research or field evaluation) and which are not reflected in the SS-WSIs.
- 5.5.2 The Archaeological Contractor will determine the significance of any unexpected finds using the criteria for national importance laid down by the Secretary of State for Culture, Media and Sport (DCMS 2010)⁴ and report their assessment to the Project Archaeologist.
- 5.5.3 The Project Archaeologist will consult, as appropriate with the relevant External Consultees and will instruct the Archaeological Contractor regarding any further archaeological works required to be undertaken. In the event that significant archaeological remains are identified, consideration will be given as to whether it is practicable to preserve the resources where they are found (i.e. preservation in-situ).
- 5.5.4 The feasibility of preservation in-situ will be determined by practicability and the need to weigh up the relative importance of the archaeological remains against other factors. Where such an approach is adopted, the Project Archaeologist shall instruct the Archaeological Contractor to submit a design for preservation in-situ and monitoring for acceptance prior to reburial. The archaeological remains shall be recorded by the Archaeological Contractor before being reburied.

5.6 Nationally Important Finds

- 5.6.1 The requirements for dealing with nationally important finds are set out in the Planning and Heritage Memorandum (Annex 2 of the Crossrail Environmental Minimum Requirements). Should archaeological remains discovered during construction be confirmed by the Archaeological Contractor as being of potentially national importance (as defined by DCMS 2010), work at the identified site shall cease immediately. National significance of the remains will be confirmed by the Project Archaeologist

⁴ DCMS 2010, Scheduled Monuments - Identifying, protecting, conserving and investigating nationally important archaeological sites under the Ancient Monuments and Archaeological Areas Act 1979-March 2010

following consultation with, English Heritage, the Secretary of State for Culture Media and Sport and the relevant LPA.

- 5.6.2 Where nationally important finds are discovered, the Project Archaeologist will consult with the Crossrail Project Manager and External Consultees regarding mitigation measures and realistic timescales for implementing them. If required, the Project Archaeologist shall instruct the Archaeological Contractor to provide a revised project design and programme for the investigation and recording of the remains. Works shall continue as soon as the project design and programme are accepted and added to the SS-WSI.
- 5.6.3 A period of not less than 28 days will be allowed for archaeological recording and excavation. Where notified by the Secretary of State for Culture, Media and Sport, following advice from English Heritage, that remains are of exceptional national importance, mitigation measures may be decided by the Secretary of State for Transport, who may also extend the timescales for mitigation to be carried out.
- 5.6.4 The relevant External Consultees will be responsible for advising or making representations to the Secretary of State for Culture, Media and Sport. The Project Archaeologist and Archaeological Contractor will assist with the provision of information for this purpose.

5.7 Post Excavation Works

- 5.7.1 As stated in the Archaeology Generic WSI, on the completion of site works, the Archaeological Contractor will undertake a programme of post excavation works which will follow a series of stages, notably:
- Processing
 - Review
 - Post excavation assessment reporting and updated project design
 - Analysis
 - Reporting
 - Dissemination
 - Archive deposition
- 5.7.2 Once archaeological fieldwork is substantively complete the External Consultees will be consulted by the Project Archaeologist and shall review the post excavation requirements. A series of post excavation monitoring meetings will be agreed.
- 5.7.3 Post excavation assessments prepared by the Archaeological Contractor shall set out requirements for analysis, reporting and dissemination in an updated project design for a detailed post-excavation programme. The Project Archaeologist, in liaison with the External Consultees shall review these for acceptance. Work to be accepted shall be prioritised and focused on clearly defined objectives and final outputs, and will reflect the value of the data to provide new knowledge to the academic professional and public community.
- 5.7.4 Regular monitoring meetings shall ensure that the Archaeological Contractor and External Consultees are able to discuss the research aims and objectives and discuss

particular proposals for analysis and dissemination. Records of these meetings and their discussions shall be maintained by the Project Archaeologist.

6 Format of Consultation

6.1 General

6.1.1 Consultation with External Consultees is likely to comprise a range of formats:

- Document submission i.e. the SS-WSIs in support of Schedule 7 applications and subsequent revisions of SS-WSIs as the works progress
- Meetings & Presentations
- Correspondence (Letters/emails/telephone conversations)
- Site monitoring visits

6.1.2 The Project Archaeologist and ADCs will be required to comply with the Crossrail procedures for document control and record keeping in order to ensure that all consultation activities are fully recorded and that a comprehensive audit trail is maintained.

6.2 Meetings

6.2.1 It is proposed that meetings with External Consultees will be convened by the Project Archaeologist to discuss progress and programme for works at major project milestones. For example prior to main commencement of archaeological site evaluation works and main works and prior to post excavation stages.

6.2.2 It is envisaged that the meetings will be facilitated by the Project Archaeologist, supported as required by the ADC for each work package area. The frequency of meetings is likely to be every six months.

6.3 Documents: Consultation on Site Specific WSIs

6.3.1 In accordance with Planning Forum Note 7, when SS-WSIs are being submitted in support of Schedule 7 applications, CRL will agree the distribution list for the SS-WSI and mechanism for receiving responses with the LPA in advance of submission. A minimum of two weeks shall be allowed for the relevant External Consultee to provide their written comments to the LPA (and any other party e.g. the Project Archaeologist and/or ADC as agreed in advance with the LPA).

6.3.2 As the project progresses, the SS-WSI will be revised to reflect, for example, the results of field evaluation works. Ongoing consultation will be required between the Project Archaeologist, ADC and External Consultees during the design development phase to discuss the development of the detailed mitigation design.

- 6.3.3 For each SS-WSI, the Project Archaeologist will be responsible for agreeing an outline programme of consultation with the External Consultees and for ensuring consultation is undertaken in accordance with that programme.
- 6.3.4 Assisted by the ADC, the Project Archaeologist will circulate the updated SS-WSI to the appropriate parties and provide any associated supporting information, as requested by them. This documentation could include, for example, copies of DDBAs and evaluation reports. A minimum of two weeks shall be allowed for the receipt of written comments from External Consultees.
- 6.3.5 The Project Archaeologist will consider any comments received and instruct the ADC to amend the documents, as appropriate. Where significant changes have been made to the design, the revised SS-WSI will be sent to the External Consultees for information.

6.4 Site Monitoring Visits

- 6.4.1 The Project Archaeologist or ADC (as delegated) will inform the External Consultees of the appointment of the Archaeological Contractor to a particular sequence of works and will advise the External Consultees of the outline programme of archaeological works.
- 6.4.2 The Project Archaeologist or ADC (as delegated) will give (where feasible) the External Consultees at least 2 weeks notice of commencement of site works and will agree a programme of site visits with them. The frequency of site visits is likely to be determined by the nature and extent of the site works.
- 6.4.3 Archaeological excavation may be carried out as back to back extension to evaluation works if the scope of such work is readily incorporated into the SS-WSI. Where appropriate, the detailed method for this work shall be discussed at a site meeting between the Project Archaeologist and the relevant External Consultees, with the outcomes of the discussions confirmed subsequently in writing (in the form of an updated SS-WSI or addendum to the SS-WSI).

6.5 Progress Reporting

- 6.5.1 The Archaeological Contractors will be required to agree a programme of written weekly progress reports and progress meetings with the Project Archaeologist. The Project Archaeologist shall ensure that these are forwarded to External Consultees as appropriate (i.e when significant progress has been made).

7 Appendices

7.1 APPENDIX 1: LIST OF EXTERNAL CONSULTEES

Location/Area	Organisation	Name	Contact Details
Routewide	English Heritage	[REDACTED]	[REDACTED] [REDACTED] [REDACTED] [REDACTED] [REDACTED]
London	English Heritage	[REDACTED] [REDACTED] [REDACTED] [REDACTED] [REDACTED] [REDACTED]	[REDACTED] [REDACTED] [REDACTED] [REDACTED] [REDACTED] [REDACTED]
Greater London Boroughs	Greater London Archaeology Advisory Service	[REDACTED] [REDACTED] [REDACTED] [REDACTED]	[REDACTED] [REDACTED] [REDACTED] [REDACTED] [REDACTED] [REDACTED]
City of London	City of London	[REDACTED] [REDACTED] [REDACTED] [REDACTED] [REDACTED]	[REDACTED] [REDACTED] [REDACTED] [REDACTED] [REDACTED] [REDACTED]



Location/Area	Organisation	Name	Contact Details
Buckinghamshire	Buckinghamshire County Council	[REDACTED] [REDACTED] [REDACTED]	[REDACTED] [REDACTED] [REDACTED] [REDACTED] [REDACTED] [REDACTED]
Berkshire	Berkshire Archaeology	[REDACTED] [REDACTED] [REDACTED] [REDACTED]	[REDACTED] [REDACTED] [REDACTED] [REDACTED] [REDACTED] [REDACTED] [REDACTED] [REDACTED]
Essex	Essex	[REDACTED] [REDACTED] [REDACTED] [REDACTED]	[REDACTED] [REDACTED] [REDACTED] [REDACTED] [REDACTED] [REDACTED] [REDACTED] [REDACTED]

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7.2 APPENDIX 2: DEFINITIONS

Archaeology Design Consultant (ADC): The ADC is assigned during the design and development phase for specific sections of Crossrail. The ADC will be responsible for desk based assessment, the preparation of site specific written schemes of investigation (SS-WSIs) and resource programming.

City of London: Within the City of London archaeological advice is provided by the City of London Senior Planning & Archaeology Officer. In this, the Officer is the same as a LPA development control archaeologist and/or county archaeologist.

County Archaeologist: Outside Greater London, archaeological advice to the LPA is provided at county level. The county archaeologist and their development control team curate records and reports for the area, review and comment planning proposals; this includes advice on written schemes of investigation and the monitoring of fieldwork and post excavation works.

Crossrail: Crossrail Limited, the company set up to deliver Crossrail.

External Consultees: A generic term used throughout the ACP to refer to English Heritage (as a Statutory Consultee) and Local Planning Authority archaeological advisors (i.e. County Archaeologists, the Greater London Archaeology Advisory Service and the City of London Archaeology Officer collectively).

Greater London Archaeology Advisory Service (GLAAS): Within Greater London (except the City of London - see above), GLAAS provides archaeological advice to the Local Planning Authorities. In this, GLAAS are the same as a local authority development control archaeologist and/or county archaeologist. It should be noted that GLAAS are part of English Heritage, but a distinction is drawn in relation to the service that GLAAS offer as opposed to the parent organisation.

Main (Principal) Contractor: The construction contractor procured to carry out construction and enabling works for the site on which archaeological works are being undertaken. The Main Contractor is likely to change during the course of the project.

Nominated Undertaker: A body nominated by Government under the powers of the Crossrail Act to gain the necessary consents for the railway and to construct it. Crossrail Limited has been appointed as the Nominated Undertaker for Crossrail works with the exception of certain works at Tottenham Court Road and Bond Street stations, where London Underground is the Nominated Undertaker.

Project Archaeologist: The archaeologist responsible for management of the design and implementation (including the commissioning and supervision of archaeological contractors) of the archaeological works for a particular package of Crossrail works. This position will be assigned by the PDP for the central route section and by the Partners for their sections of the works.

Statutory Consultee: English Heritage is the Government's statutory adviser on the historic environment. Officially known as the Historic Buildings and Monuments



Commission for England, English Heritage is an Executive Non-departmental Public Body sponsored by the Department for Culture, Media and Sport (DCMS).

The Archaeological Contractor: The Archaeological Contractor commissioned to undertake the archaeological site works and subsequent post excavation works. For the central section, the Archaeological Contractor will be appointed for each works package area, from a number of prequalified framework contractors.

Partners: Third parties with whom CRL will deliver Crossrail; including Network Rail, Canary Wharf Group and Berkley Homes plc.

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7.3 APPENDIX 3: ABBREVIATIONS AND ACRONYMS

ACP	Archaeology Consultation Procedure
ADC	Archaeology Design Consultant
BH	Berkeley Homes
CWG	Canary Wharf Group
DDBA	Detailed Desk Based Assessment
EH	English Heritage
EMR	Environmental Minimum Requirements
GLAAS	Greater London Archaeology Advisory Service
HER	Historic Environment Record
LPA	Local Planning Authority
LU	London Underground
NR	Network Rail
PPG/PPS	Planning Policy Guidance/Planning Policy Statement
SMR	Sites and Monuments Record
SS-WSI	Site-Specific Written Scheme of Investigation
WSI	Written Scheme of Investigation