

CfA Community Archaeology Group

Committee meeting 27 February 2024 – online

Committee members present: Jessica Lowther (Chair), Nina O'Hare (Secretary), Frank Giecco (Treasurer), Emily Johnston, Perry Gardner

Apologies: Sarah-Jane Farr, Dickie Bennett, Mike Nevell, Richard McConnell, James Brown

1. CfA Statements on Compliance Law & Respect

- New requirement for CfA meetings – all made aware of statement.
- Also noted CfA dignity and respect statement – agreed it should apply to all, not just CfA staff.

2. Introductions

- Welcome to Frank, Perry and Richard and thank you for joining the committee.
- Everyone present briefly introduced themselves.

3. Specialist competency matrix

- CfA have circulated the short survey that we put together to Community Archaeology Group members. 46 responses received to date, although survey has a few more days to run. [No further responses were subsequently received.]
- Initial results: about 2/3rd of respondents are aware of the community archaeology specialist matrix, but most haven't used it before. Those who have used the matrix found it helpful – mostly for professional development rather than CfA accreditation. 28 respondents think that a session about the matrix would be useful, 16 don't.
- Discussion was had around who the matrix is for, who uses it and how well know or not it is.
- Discussion around use of matrix – its primary purpose is for CfA accreditation. However, can it have secondary uses, especially for community/ voluntary groups?

Action: All have a think about matrix uses and survey responses before next meeting.

Action: Nina to circulate final survey responses once received.

4. Community Archaeology Toolkit update

- No reply from Cara Jones (CfA), so no further update or news.
- Background on toolkit given for the benefit of new committee members. Toolkit comes out of a need identified by this committee in the 2021 public benefit survey of local planning authority archaeologists, who wanted clearer guidance for development-led archaeology. Committee drafted funding application for CfA to apply for Historic England funding to create toolkit. DigVentures were awarded the contract, although scope of project was reduced due to limits of funding. Whilst project was originally envisaged as a Standards and Guidance update, it has taken the format of CfA's new toolkits and primarily focuses on best practice in the delivery of community archaeology. Committee has raised concerns with CfA over the project's communication and collaboration, as the advisory board (which included a committee rep) were not regularly consulted or updated.

5. Session around the recording of community engagement/ archaeology

- Committee are planning an event in early May to discuss where the results of community engagement or involvement, especially in development-led projects, is recorded. OASIS forms is proposed as an obvious location.
- Format of event briefly discussed – possibly a short presentation of the proposal then open discussion around how best to take this forwards. Need to have someone from ADS present at event.

Action: Jessica to talk to Dan Miles and ADS about possible event dates.

6. AOB

- Group's annual budget form was submitted – not yet heard back.
- Question around number of current group members – wider membership is around 800 people. You do not need to be a ClfA member to join a Special Interest group (SIG), as non-ClfA members can pay £10 to join just one group. It would be good to advertise this.

Next committee meeting: Around w/c 16th April