

CIfA Voluntary & Community SIG

AGM, 8 March 2023 – online

Committee members present: Sarah-Jane Farr, Jessica Lowther, Clemency Copper, Annie Partridge, Dan Miles and Nina O’Hare

Apologies: Mike Nevell

Agenda:

1. Committee meeting

- Discussion around lack of clarity over committee nomination and co-option processes. Some guidance found on CIfA website.

2. AGM welcome & Chair’s update (Dan Miles)

- Last year has been busy – following the Local Planning Authority archaeologist survey in 2020/21, the SIG presented these results at the 2022 CIfA conference and started to look at the next steps. Session also highlighted the recently created competency skills matrix for Community Archaeology.
- Proposal put together for a Community Engagement toolkit. Work on this started in 2019, following a meeting with a CBA, and aimed to support community engagement within commercial archaeology. Funding secured by CIfa from Historic England, it was put out to tender in summer 2022 and DigVentures were awarded the project.
- Once toolkit is created, SIG needs to think about supporting it being embedded into practice.
- Work to refine the SIG – not redefine but hone its purpose, in light of CBA’s role.
- No conference session held by SIG.

3. Archaeology Audience Network (Clemency Cooper)

- DCMS project that is a partnership between several archaeological organisations. Partnership has been reviewing approaches to engaging new audiences, delivered some training and are producing best practice guidance on evaluation.
- Currently waiting on project extension and discussing legacy of project going forwards. Hoping to build on this work.

4. Secretary’s update (Nina O’Hare)

- Membership: 907 in total, just over 1/3 are MCIfA, around 200 ACIfA and PCIfAs respectively, 115 affiliates and 51 students.
- SIG name & aim changes – to reflect changes within sector and make it clear that SIG is for those operating within professional practice.
- Members feedback last summer
- Wording updated in light of that
 - 1) Mostly to do with terminology (being consistent and not being prescriptive about who undertakes community archaeology work)
 - 2) Name: no clear preference between community ‘archaeology’ or ‘archaeologists’. Decided in favour of ‘ology’ as a) more in line with name of

other SIGs and b) avoids implication that this work is the sole responsibility of those in community archaeologist posts.

- Sent to CBA.
- Sent to Advisory Board for approval – at meeting date?
- Tea breaks

5. Toolkit update (Cara Jones)

- Toolkit will sit alongside other digital toolkit on the ClfA website.
- Due to the budget and time available, focus of project was refined to focus on those who commission archaeological work and are involved in the earliest stages of projects.
- DigVentures have undertaken a desk-based review of existing resources.
- Survey to further unpack barriers of delivering community engagement work.
- Project advisory board have been involved in shaping the toolkit framework and contents.
- Undertaking audience mapping work to explore who might use this toolkit and how, in order to inform the implementation and role out of the toolkit.
- Lots of interest in project and grate demand for these resources.
- Draft produced by end of March, which will then be reviewed by the Advisory Board and other advisors.
- Launch due to be in June, with role out over the next 6 months.
- There is scope for additional stages of work and expansions of the toolkit.
- Something else to look at further is language – we're all using different terms to refer to the same or similar things, so can we standardise terminology?
- Question about how many of the responses came from one-person-band organisations, other small-scale organisations and community archaeology projects who secure grant funding? Cara will find out the proportion and report back to group.

6. Treasurer's update (Annie Partridge)

- £800 applied for last year and awarded. £0 spent, so £800 going back to ClfA.
- £800 applied for this year.
- Query about what budget can be used for – in the past it has been used for meeting expenses (travel and room hire). Possibility of using it for events as well.

7. New committee members (led by Megan Keates)

- Thank you from central ClfA to committee and members of SIG for all the work that goes on.
- Thank you to Annie and Dan for serving as Treasurer and Chair for the last 6 years.
- Vacant posts:
 - Ordinary Committee Members x 2
 - Treasurer
 - Chair
- OCM interest:
 - Nominations from Richard Bennett and Emily Johnston
 - Co-option offer from Perry Gardner
- Treasurer and Chair interest:
 - No official nominations
 - Co-option interest, which will be sorted at next committee meeting

Next committee meeting: w/c 27 March.