

Regulations for the Equality, diversity and inclusion (EDI) committee

Published July 2021
Updated April 2023



The Chartered Institute for Archaeologists is incorporated by Royal Charter.

Power Steele Building, Wessex Hall, Whiteknights Road, Earley, Reading, RG6 6DE

Regulations for the EDI committee

1	Purpose	3
2	Membership	3
3	Meetings	4
4	External advice and audit	4
5	Events and training	4
6	Communication, review and reporting	4

Regulations for the EDI committee

1 Purpose

- 1.1** The EDI committee will support the Board of Directors in delivering its strategy for equality, diversity and inclusion.

2 Membership

- 2.1** The EDI committee will have a maximum of seven individuals who will be appointed by the Board of Directors or delegated members of the Board according to the criteria set out below.

- 2.2** Members of the EDI committee will ideally include

- the nominated Board EDI champion
- up to five accredited members
- one accredited or non-accredited member who is an early career archaeologist
- one accredited or non-accredited member from the Global Majority

- 2.3** Members of the EDI committee will demonstrate, maintain, and act with

- an interest in and commitment to promoting equality, diversity and inclusion
- familiarity with issues relating to equality, diversity and inclusion in archaeology
- a collaborative and supportive working style, with respect for others' viewpoints and understandings
- cultural sensitivity
- an ability to build relationships with key stakeholders
- the principles of good governance and have regard for the seven principles of public life identified by the Nolan Committee, namely: selflessness, integrity, objectivity, accountability, openness, honesty and leadership.

- 2.4** Committee members will be appointed by the Board of Directors for a three-year term. The maximum consecutive term of office will be two consecutive three-year terms.

- 2.5** The Board may remove members of the committee if they no longer fulfil the requirements of members set out in 2.2 and 2.3 above.

- 2.6** The EDI committee will elect a Chair and may elect a Vice-chair as deemed appropriate.

3 Meetings

- 3.1** The EDI committee will meet as necessary and at a frequency sufficient to ensure that it can meet the requirements for delivery of the EDI strategy; the timetable will be decided and agreed by the committee each year.

4 External advice and audit

- 4.1** The EDI committee will give due regard to any external advice commissioned by the Board or by the EDI committee by agreement with the Board from a suitably qualified professional(s), to ensure good practice is being followed.

5 Events and training

- 5.1** The EDI committee shall be expected to deliver, with the support of the Events Manager, at least one event per year relevant to the EDI strategy and/or policy, potentially in collaboration with other organisations.

6 Communication, review and reporting

- 6.1** The EDI committee will be expected to communicate and consult with ClfA staff members as necessary and will report to the Board of Directors.
- 6.2** The Board will review the efficacy of the EDI committee after 5 years.