

## COMMUNITY ARCHAEOLOGY GROUP COMMITTEE MEETING

Tuesday 29 May 2024, 2pm  
Online

### Minutes

#### Present:

Perry Gardner - PG  
Emily Johnston - EJ  
Jessica Lowther - JL (Chair)  
Richard McConnell - RM  
Nina O'Hare - NO (Secretary)

Agenda Point	Action (Initials)
<b>1. Apologies</b> Mike Nevell, Sarah-Jane Farr, Frank Giecco, Dickie Bennett	
<b>2. Advisory Council Feedback</b> Advisory Council Rep was unable to attend the last meeting and no one else could go, so no update until meeting minutes received.	
<b>3. Group Documentation</b> Group's 3 year plan needs renewing – agreed that the next meeting will be dedicated to working on a new 3 year plan.	
<b>4. OASIS reporting event</b> <ul style="list-style-type: none"><li>• Not heard back yet from Dan Miles and ADS – waiting to hear more.</li><li>• Event may tie in nicely with Innovation Festival in October.</li></ul>	
<b>5. Specialist matrix</b> <ul style="list-style-type: none"><li>• Lianne Birney (CifA) is not available until June, so we can look at dates from then onwards.</li><li>• Looking for this to be tea break session (45 mins) with someone from CifA talking about specialist matrix in general, SIG talking about how community archaeology matrix was put together, then time for questions and feedback.</li><li>• Feedback form to be set up to collect thoughts for 2 weeks after event (as no central email for group).</li><li>• EJ updated committee on some general feedback that CifA have received about specialist matrices in general being hard to read and use. It will be useful to get more feedback from the Community Archaeology specialist matrix event to feed into this.</li><li>• CifA has a working group to review and update the specialist matrix in general – this work is ongoing.</li></ul>	JL to ask Lianne about dates in last week of June (or first week in July if needed), as well as setting up a feedback form.
<b>6. Update on CifA Public Engagement Toolkit</b>	EJ to circulate event recording

	<ul style="list-style-type: none"> <li>• DigVentures recently hosted an info and Q&amp;A event about the toolkit. This raised questions around what involvement the SIG has in the toolkit going forwards and where people should send their feedback to.</li> <li>• General consensus that central CifA (rather than SIG, which is volunteer group) should be point of contact for feedback.</li> <li>• Lots of discussion was had about how the SIG now uses/ works with the toolkit, and how this feeds into the group’s wider aim of properly embedding community elements within archaeology (as this is still an add on in many cases rather than a core ethos of the sector).</li> <li>• Agreed that the ideas raised are best fed into the creation of a new 3 year plan, so that we can put together a coherent and achievable strategy. Specific ideas and points discussed were: <ul style="list-style-type: none"> <li>– Distinction between outreach (dissemination to people) and engagement (involving people) is not generally understood.</li> <li>– Getting community elements embedded into all archaeological work will require tackling the issue from many angles (e.g. project commissioners, training for those entering the profession, reaching managers and consultants, getting the public and community groups on board to ask at local level).</li> <li>– Importance of proportionality in community engagement was discussed, including what is appropriate for local communities and given nature of archaeology.</li> <li>– ALGAO and FAME good places to start, using toolkit as conversation starter?</li> <li>– Any role for the CBA in this? Find out if it may tie in with their refresher project?</li> <li>– Role of local people?</li> <li>– Need for small scale case studies to help commissioners and managers understand feasibility of low cost/ off site/ during post-ex options. Showcase to groups ALGAO and FAME as starting point? Examples of opportunities missed may also be useful too.</li> </ul> </li> </ul>	link to rest of committee.
7.	<p><b>AOB</b></p> <ul style="list-style-type: none"> <li>• New 3 year plan needed – covered in earlier discussion and to be drafted during next meeting.</li> <li>• No other AOB raised.</li> </ul>	

<b>8.</b>	<b>Date of next committee meeting</b> Wednesday 31 <sup>st</sup> July, 2 – 3.30pm online	
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