

CIfA Community Archaeology Group

Committee meeting 30 April 2024 – online

Committee members present: Jessica Lowther (Chair), Nina O'Hare (Secretary), Frank Giecco (Treasurer), Emily Johnston, Perry Gardner, Richard McConnell and Sarah-Jane Farr

Apologies: Dickie Bennett, Mike Nevell and James Brown

1. Introductions & welcome

- Welcome and thank you to Richard for joining the committee!

2. Update on toolkit launch

- This was launch at the CIfA conference during a lunchtime session and is now live on CIfA's website: https://www.archaeologists.net/toolkits/community-archaeology/1-1_archaeology-public-engagement
- Brief background to project: came out of need identified in surveys run by the SIG, funding sought from Historic England and tender awarded to DigVentures. Several of the SIG sat on the project's Advisory Board or feed into project sessions.
- It is hoped that the toolkit will be a growing/ developing resource as it begins to be used to embed community elements as a regular part of development-led archaeology.
- There currently is no proper baseline data for how much and what community elements already happen in development-led projects, as there is often no requirement or single place to report on this.
- Initial discussions with Dan Miles (Historic England, former SIG Chair) and Cara Jones (CIfA).
- Toolkit currently doesn't appear in the same place as other toolkits.
- DigVentures are running a session about the toolkit on the 16th May.
- National Lottery Heritage Fund and other funders – it would be good for them to know about the toolkit.

Action: Jessica to email Cara Jones to ask if toolkit can be listed with others.

Action: draft email to wider membership about toolkit once link is sorted out.

3. Planning for session around recording community element on OASIS

- ADS have said in principle that it is possible to add a community element section to the OASIS form without needing lots of funding.

Action: Jessica to talk to Dan Miles about what specifically ADS have said.

4. Competency matrix survey results & info session

- Survey results showed that quite a few people would find an intro/ overview session about the matrix helpful.
- Will new CEO change things? Discussion around whether to run a session soon, or hold off in case of future changes.

Action: Jessica to email Liane at ClfA to see if she is happy to assist with a session about the specialist competency matrix, or if she would recommend waiting for now.

5. AOB

- Finances – ClfA have approved a budget of up to £800 for this year.
- Question around how we will be aware of or measure the impact of the group's work. All SIGs have a 3 year plan they are working towards. This group's priorities for the next year are to undertake work around the new toolkit and specialist competency matrix, but beyond this year we don't have a set plan and our 3 year plan does need updating. The committee historically hasn't had capacity to evaluate it's work, beyond informal feedback, but if anyone does have capacity, enthusiasm and ideas around this then please do share.

Action: Any additional agenda items for next meeting to be sent it to Nina.

Next committee meeting: Wednesday 29th May, 2 – 3.30pm

AGM provisional date: Tuesday 24th September, 2-3pm (with committee meeting beforehand 1.30 – 2pm)