



**CHARTERED INSTITUTE FOR ARCHAEOLOGISTS
NOTICE OF 2022
ANNUAL GENERAL MEETING**

**An Annual General Meeting of the Chartered Institute for Archaeologists
will be held at
13:00pm, Tuesday 11 October 2022
Online via Zoom**

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Minutes of 2021 AGM

Election statements

The AGM is being held for the following purposes

1 RECEIVE THE MINUTES OF THE 2021 AGM

- 1.1 To receive and approve the minutes of the Annual General Meeting held on 12 October 2021 (included in this notice booklet)

2 ELECTION OF ACCREDITED MEMBERS TO THE BOARD OF DIRECTORS

- 2.1 To receive the report on the election of the Board of Directors

3 ELECTION OF ACCREDITED MEMBERS TO THE ADVISORY COUNCIL

- 3.1 To receive the report on the election of the Advisory Council

4 REPORT OF THE BOARD OF DIRECTORS

Please refer to the Annual Review, Treasurer's report, and the Annual Report and financial statements 2021-22 available online www.archaeologists.net/annual-reviews-and-accounts

- 4.1 To consider and, if thought fit, pass the following Resolution which will be proposed as an Ordinary Resolution

Resolution 1 - accounts

To receive the report of the Hon. Treasurer for the financial year 1 April 2021 to 31 March 2022 and to approve the Annual Report and financial statements for that period.

- 4.2 To consider and, if thought fit, pass the following Resolution which will be proposed as an Ordinary Resolution

Resolution 2 - auditors

To appoint Haines and Company, Chartered Accountants as auditors to the Chartered Institute, to hold office from the conclusion of the present General Meeting until the conclusion of the next General Meeting at which accounts in respect of an accounting reference period are laid.

5 AMENDMENT TO THE CODE OF CONDUCT

A revised draft version of the Code of conduct is on the website at www.archaeologists.net/cifa/agm

The proposed changes to rule 1.8 amend the wording but not the spirit of the rule. The previous wording caused problems for those undertaking evaluation work to establish the significance of, for example, wrecks that might be subject to salvage; and for those supporting portable antiquities recording schemes. It did not address the question of whether professional archaeologists should accept compensation under such schemes (an issue deflected to the profession by UK Government following its review of the Treasure Act 1996, which applies to England, Wales and Northern Ireland). The revised wording, the result of extensive consideration by members of the Advisory Council, provides more explicit guidance on the ethical legitimacy of establishing the significance of assets that might be sold so that appropriate decisions may be made. Its emphasis on significance overcomes the difficulties in

the previous draft of an absence of a definition of 'archaeological context'. It also makes explicit our ethical concerns about the focus on monetary rather than evidential and other values. In doing so it obliges accredited CIfA professionals to forego any legal right they may have to financial reward for finding objects of monetary worth.

This is not the first revision to this rule: ethics respond to changing values and circumstances; and wording of the *Code of conduct* can change when it is found deficient when it meets the real world. This wording may not be perfect, but the Board and Advisory Council believe it to be a useful improvement.

Resolution 3 – Code of conduct

THAT rule 1.8 of the *Code of conduct* is hereby amended to read as follows (new text is in **bold** and deleted text is in ~~square brackets~~)

1.8 A member shall not ~~[knowingly be employed by, or otherwise contract with, an individual or entity where the purpose of the contract is directly to facilitate the excavation and/or recovery of items from archaeological contexts for sale, and where such sale may lead to the irretrievable dispersal of the physical and/or intellectual archive, or where such sale may result in an undispersed archive to which public access is routinely denied.]~~ **contribute to activities likely to result in the sale of archaeologically significant objects, or objects that would have been more significant had they been recovered archaeologically, unless their contribution can be shown to assess or realise the potential public benefits of archaeological material, to sustain or enhance the material's significance, using methods consistent with this Code that increase understanding of its context, provenance, and research value. A member shall discourage focus on the potential sale value of archaeologically significant objects, including by foregoing reward or payment based on the potential market value of any such material they find or assess.**

DATED September 2022

BY ORDER OF THE BOARD OF DIRECTORS



A LLEWELLYN
DIRECTOR

NOTES

1. The Resolutions to be considered under item 4 and 5 will be moved by the Board of Directors of the Chartered Institute for Archaeologists
2. The Resolutions to be moved at this General Meeting under item 4 and 5 may be passed by a simple majority of votes cast online and by members present and entitled to vote
3. Non-accredited members may attend all General Meetings, but shall not have the right to vote
4. Copies of the Regulations for procedure at General Meetings can be downloaded from the CIfA website at <https://www.archaeologists.net/codes/cifa>

Minutes of the 2021 Annual General Meeting of the Chartered Institute of Archaeologists
12:30pm, Tuesday 12 October 2021
Zoom

Welcome and introduction to the meeting

Stephen Carter welcomed everyone to the meeting. Stephen introduced himself, Dave Bolton (Hon Treasurer), Alex Llewellyn (Head of Governance and Finance), and Peter Hinton (Chief Executive) who are all directors of the Institute. Stephen asked for and received confirmation that the meeting was quorate and thanked those present for attending. Stephen reminded everyone to include their name and accreditation on their Zoom profile. As with last year the meeting was being held virtually and conducted in accordance with the Regulations for procedure at General Meetings.

Stephen noted that the chat function had been largely disabled but could be used to get in contact with Amanda Lauder for any technical issues.

The meeting was being recorded. The recording would be uploaded onto the CifA Youtube channel as a private recording for the 24hr voting period after the meeting. Voting on the resolutions in the AGM notice would take place after the meeting had finished and over a 24-hour period so that members who had been unable to attend the live meeting could view the recording of the proceedings before casting their vote on the resolutions in the AGM notice. Only accredited members were eligible to vote. The results of the vote would be announced to members as soon as possible after the voting closes.

The order of business for the meeting was set out in the Notice of the meeting.

Stephen asked if there were any questions regarding procedure. Frank Green asked how to change his name showing on Zoom. This could not be resolved immediately so it was agreed by Stephen to move on. No other questions were raised.

1. Minutes of the 2020 AGM

A copy of the minutes from the 2020 AGM had been included in the AGM Notice.

Stephen asked for comments or questions about the minutes of the 2020 AGM. None were raised. Stephen asked for a simple show of hands to receive the minutes using the raised hands facility to approve the minutes. 29 individuals raised their hand, and Stephen declared them received

2. Election of accredited members to the Board of Directors

Alex Llewellyn reported that there had been two vacancies for the Board of Directors Ordinary committee vacancies. Two nominations had been received from **Deb Rotman and Dan Slatcher**. As the number of nominations did not exceed the number of vacancies Dan and Deb were declared elected.

Alex thanked Peta Glew whose term of office ended at this meeting.

3. Election of accredited members to the Advisory Council

Alex Llewellyn reported that there had been vacancies for ten elected members of the Advisory Council. Nine eligible nominations were received for the Advisory Council from the following

Joseph Abrams
Sarahjayne Clements
Rosie Everett
Raquel Margalef Duarte
Stephen McLeod

Liam McQuillan
Elizabeth Murray
Stuart Palmer
Gemma Ward

As the number of nominations for the Advisory Council did not exceed the number of vacancies the above were declared elected. Advisory Council may fill the remaining vacancy by co-option.

Alex thanked Natalia Bain, Han Li, Kevin Mooney, Caroline Raynor, Neil Redfern, Paul Riccoboni and Steve Trow, whose term of office ended at this meeting, for their involvement and input into Advisory Council meetings.

4. Report of the Board of Directors

4.1 To receive the report on the election of the Board of Directors

Stephen noted that this item referred to the Annual Report and Financial Statements for year ending 31 March 2021, and the Honorary Treasurer's report. These were available on the website at www.archaeologists.net/annual-reviews-and-accounts.

Stephen also drew attention to the Annual Review which highlighted some of the activities ClfA had concentrated on over the last year. Stephen picked up on the topic of equality, diversity and inclusion (EDI) in archaeology which was reported on page 9 of the review. After several years, ClfA is close to completing a substantial programme of work relating to EDI. This goes back to 2015 and the formation of the Equality and Diversity Special Interest Group which was set up as a focus for EDI issues in ClfA. This was a useful catalyst for more thought on these issues and in 2018 Advisory Council provided a report to the Board on where they thought the priority areas lay for ClfA. In turn this led to a Board Steering Group being set up in 2020 to take forward some of these priority areas. The Annual Review highlights some of the activities undertaken. The Review does not mention (due to timing) the creation of a new EDI committee to advise the Board directly on these matters. Stephen noted the Board was looking for nominations for this committee and hoped to select members at the Board meeting in November. Members interested in joining this committee could contact Alex Llewellyn. More information is available on the ClfA website.

Stephen asked for specific questions or comments about the Annual Review. None were raised.

Turning to the finances of the Institute, Stephen moved to the first resolution of the meeting.

4.2 Resolution 1 – accounts

The meeting was asked to receive the reports of the Honorary Treasurer for the financial year 1 April 2019 to 31 March 2020 and to approve the accounts for that period. A copy of the accounts and Treasurer's report were available on the website.

The resolution was proposed by Dave Bolton and seconded by Colin Forrestal.

Dave Bolton noted that the report and financial statements are prepared by the Board for approval at AGM as directed in the Charter. The finances of the Institute were managed with two primary aims - first to enable the work of the strategic plan to be delivered, and secondly to ensure that the Institute could continue to deliver through adverse conditions. This had been tested over the last reporting year and the achievements were presented in the annual review.

The accounts presented to this General Meeting showed that the cost of running the Institute approached £758,000, with a deficit of around £10,000 and reserves of just over £420,000. This was relatively strong position.

Although the level of investment planned over the year had been disrupted, the immediate Covid-19 effect was investment in maintaining delivery of services to members and the benefit of this investment would continue going forward.

No questions or comments were raised about the accounts. The resolution was put to the vote with voting taking place after the meeting.

The votes cast online in the 24-hour period were in favour to adopt the accounts. (Total votes made online: Yes = 108; No = 0; Abstentions = 7). The membership was informed by email on 18 October that the resolution had been passed.

4.3 Resolution 2 – auditors

The meeting was asked to appoint Haines and Company, Chartered Accountants, as auditors to the Chartered Institute, to hold office from the conclusion of the present General Meeting until the conclusion of the next General Meeting at which accounts in respect of an accounting reference period are laid.

The resolution was proposed by Dave Bolton and seconded by Andy Crocket.

Dave Bolton noted that the Charter and bylaws direct that the Auditor of the Institute's accounts shall be appointed annually at the Annual General Meeting, and that a retiring Auditor shall be eligible for reappointment.

Haines and Company have provided a helpful, timely and cost competitive service. The service they provide, and their fees are reviewed on a regular basis. The Board found them to be competitive and their knowledge of the business significantly outweighed any marginal benefit that might be gained through re-tendering. We can rely on the Auditing Standards Board's 'Ethical Standard', by which they are bound, which includes safeguards to identify if they are 'too close' to their client.

The Board has therefore decided to request re-appointment of Haines and Company.

No comments were made.

This resolution was put to the vote with voting taking place after the meeting.

The votes cast online in the 24-hour period were in favour to appoint Haines and Company as auditors. (Total votes made online: Yes = 104; No = 1; Abstentions = 10). The membership

was informed by email on 18 October that the resolution had been passed.

5. Amendments to the Royal Charter and by-laws

5.1 Resolution 3 – Royal Charter and by-law

The meeting was asked to pass a Resolution, proposed as a Special Resolution, to amend the Institutes' Royal Charter the Institutes' by-laws. The rationale for the changes was set out in the AGM notice. Stephen noted that a special resolution requires 75 per cent of those voting yes or no to be in favour in order to be accepted.

The resolution was proposed by Peter Hinton and seconded by Colin Forrestal.

Alex Llewellyn spoken in favour of the resolution. The proposed changes have been drafted in discussion with our legal advisors and were administrative alterations. They sought to be clear about the legal jurisdiction to limit the liabilities to members, and matched with the Institute's insurance cover, and to tidy up other areas of the Royal Charter.

Having spoken to our legal advisors and sought advice from the Privy Council, at present there did not seem to be a need to retain the reference to the Court of Record. The Board was therefore proposing that this was removed unless the Privy Council provided further information about its relevance.

Kenneth Aitchison asked a procedural question about what the consequence would be for the Institute if the Privy Council did not accept a change to the Royal Charter that the membership had voted to approve. Alex explained that in this case the change would not take place, and any substantive alternative advised by the Privy Council would need the membership to pass a new resolution.

No other points were raised. This resolution was put to the vote with voting taking place after the meeting.

The votes cast online in the 24-hour period were in favour to amend the Royal Charter in accordance with the schedule put forward to the AGM. (Total votes made online: Yes = 104; No = 2; Abstentions = 9). The membership was informed by email on 18 October that the resolution had been passed.

6. Amendments to the Code of conduct

Stephen introduced a group of resolutions dealing with amendments to the *Code of conduct*. In each case Stephen asked Peter Hinton to propose them and then requested a seconder. The rationale for the Board proposing these resolutions was set out in the AGM papers.

6.1 Resolution 4 - Code of conduct

To extend the title of the *Code of conduct* with the addition of the words: *professional ethics in archaeology*.

The resolution was proposed by Peter Hinton and seconded by Kenneth Aitchison.

Peter noted this resolution proposed an expansion to the name of the Code. Professionalism is about behaving ethically and displaying ethical conduct. The *Code of conduct* sets out the ethical principles and rules, but it had become apparent that it was not obvious to all members of the Institute that it is our ethical 'touchstone'. The proposed addition to the

title was therefore to be clear that the Code sets out the professional ethics by which Cifa members should adhere to.

No other comments were made. This resolution was put to the vote with voting taking place after the meeting.

The votes cast online in the 24-hour period were in favour to extend the title of the *Code of conduct*. (Total votes made online: Yes = 113; No = 1; Abstentions = 1). The membership was informed by email on 18 October that the resolution had been passed.

6.2 Resolution 5 – Code of conduct

To amend the preamble of the *Code of conduct* to include an additional sentence to paragraph five as set out in the AGM Notice.

The resolution was proposed by Peter Hinton and seconded by Mel Johnson.

Resolutions 5 to 7 related to the EDI strategy mentioned earlier in the meeting. There was a need to explain how the Code and particularly rule 1.1 should be interpreted especially in relation to EDI issues in a members' private life. This was set out in a new policy statement which had been approved by the Board and is on the website. Resolution 5 was a proposal to change the preamble to the Code to make the connection between this policy and the *Code of conduct*.

No other comments were made. This resolution was put to the vote with voting taking place after the meeting.

The votes cast online in the 24-hour period were in favour to amend the preamble of the *Code of conduct*. (Total votes made online: Yes = 110; No = 2; Abstentions = 3). The membership was informed by email on 18 October that the resolution had been passed.

6.3 Resolution 6 – Code of conduct

To amend the wording of rule 1.1 to read as follows (new text is in **bold** and deleted text is in ~~square brackets~~)

1.1 A member shall conduct themselves in a manner which ~~will~~ **does not and is not likely to bring** archaeology or the Institute into disrepute.

The resolution was proposed by Peter Hinton and seconded by Paul Belford.

This relates to the same EDI strategy. The new policy statement set out what may or may not be considered to be a breach of rule 1.1. This amendment was to allow a Professional Conduct Panel to exercise judgement as to whether an action was likely to bring the profession into disrepute without having to wait for this to happen.

No other comments were made. This resolution was put to the vote with voting taking place after the meeting.

The votes cast online in the 24-hour period were in favour to amend the wording of rule 1.1. (Total votes made online: Yes = 105; No = 5; Abstentions = 5). The membership was informed by email on 18 October that the resolution had been passed.

6.4 Resolution 7 – Code of conduct

To include the addition of a new rule 5.9 as follows (new text is in **bold**)

5.9 A member shall not behave in a way, repeated over time, that is intended or likely to hurt an individual employee, colleague or helper, or group of employees, colleagues and helpers, physically or emotionally.

The resolution was proposed by Peter Hinton and seconded by Kayt Hawkins.

Peter noted that there was no doubt that a serious or clear act of bullying would be covered by rule 1.1 of the *Code of conduct*, but often bullying can be much subtler than that. So far our Code has been silent about this. The wording proposed for the new rule was standard wording describing bullying and was proposed as an addition to the Code to allow for investigation into incidents.

No other comments were made. This resolution was put to the vote with voting taking place after the meeting.

The votes cast online in the 24-hour period were in favour to include the addition of a new rule 5.9. (Total votes made online: Yes = 105; No = 6; Abstentions = 4). The membership was informed by email on 18 October that the resolution had been passed.

6.5 Resolution 8 – Code of conduct

To amend rule 5.6 as follows (new text is in **bold** and deleted text is in [square brackets])

5.6 A member shall give reasonable consideration to cumulative service and proven [experience] **competence** of employees, colleagues or helpers when deciding rates of remuneration and other employment benefits, such as leave.

The resolution was proposed by Peter Hinton and seconded by Edmund Lee.

The word ‘experience’ had generally been removed from CifA documentation over the years. Experience was about time served and could be discriminatory. Time spent doing something is not necessarily an indication of capability.

David Lakin observed that in the absence, through the organisations affiliated to CifA, of an effective appraisal system determining competence it may be much more difficult to measure than working out how long someone has been doing something. David believed there may be fall-out from this. Peter noted that in the past CifA accreditation had been given based on qualification and length of service. That made it easy to measure but did not give an effective gauge of competence or ability. The Validation process was changed many years ago to reflect competence. It was more difficult for employers but it was their responsibility and that of colleagues to make a professional judgement on the competence of colleagues. It was not responsible, and potentially discriminatory, just to look at length of service – particularly for those who have taken career breaks eg to look after children.

Kenneth Aitchison: queried the choice of phraseology and keeping reference to volunteers when a rule talking about remuneration. Peter: this reflected the wording in other rules but agreed that it was superfluous here. Peter noted that CifA staff will be conducting a scoping review of how to present the Code in a clearer way in future and expected that in due course phrasing like this will be addressed.

Stephen noted that in a situation like this the meeting was not able to modify a resolution mid-course and put forward alternative wording.

No other comments were made. This resolution was put to the vote with voting taking place after the meeting.

The votes cast online in the 24-hour period were in favour to amend rule 5.6. (Total votes made online: Yes = 111; No = 1; Abstentions = 3). The membership was informed by email on 18 October that the resolution had been passed.

6.6 Resolution 9 – Code of conduct

To include the addition of a new rule 1.2 as follows (new text is in **bold**), and subsequent rules under Principle 1 renumbered accordingly

1.2 A member shall be mindful of their duties to society, to those that could benefit from their work, to clients and commissioners, colleagues and helpers, to the profession and to themselves; when applying their judgement to balance differing demands they shall give due regard to their fundamental responsibility to the interests of the public.

The resolution was proposed by Peter Hinton and seconded by Mel Johnson.

Peter noted that working in the public interest was fundamental to ethics and professionalism. Our Code deals with this implicitly but is not explicit in any of the rules. The phrasing is intended to remind people that when trying to behave ethically there is always a balance of interests to be weighed up. No other comments were made. This resolution was put to the vote with voting taking place after the meeting.

The votes cast online in the 24-hour period were in favour to include the addition of a new rule 1.2. (Total votes made online: Yes = 106; No = 6; Abstentions = 3). The membership was informed by email on 18 October that the resolution had been passed.

This was the last item of business on the agenda. Stephen asked if anyone had anything else to raise at the AGM. No hands were raised and therefore Stephen called the meeting to a close. Stephen thanked everyone for attending the meeting and thanked those in advance for voting.

Candidates for election to the Board of Directors

In alphabetical order

Name	Bolton, David
Membership grade	ACIfA
Contact email	dave@boltonconsultancy.co.uk
Position standing for	Honorary Treasurer
Supported by	Robert Whytehead MCIfA, Christina Reade MCIfA, Guy Hunt MCIfA

Please explain why you are interested in being elected to the Board of Directors

I cut my teeth "digging" in the early 70s and supported the promotion of an institute during my undergraduate (Archaeological Sciences) and masters (Computing) days at Bradford University, and afterwards while working at the then Department of Ancient Monuments and Historic Buildings AM Lab. I became an AlfA shortly after the establishment of the IfA in 1993.

In the mid-80s my career moved away from archaeology into safety critical software design and after taking an MBA, I held management positions in consultancy companies in process engineering, safety and environmental risk management, and technical and operational training; with the last 10 years being in product safety consultancy. Although largely not employed in archaeology, throughout my career I have worked with and alongside members of many different professional institutions and in this context being a member of a professional institution has served me well. I have supported the London Area Group as Hon Secretary since September 2016, represented the LAG on Advisory Council and was co-opted as Hon Treasurer in November 2018. I have now completed four years as Hon Treasurer on the ClfA Board and am keen to continue with the work already commenced for the remaining two years allowed under the rules.

I believe strongly in archaeology as a profession while advocating the transferability of skills and ethics.

What skills and experience do you have that are relevant to being a member of the Board of Directors

Since receiving my MBA in the early 90s I have been predominantly involved in the management of consultancy companies. My experience includes project management, marketing and strategic management, commercial management, financial management and reporting, and general management roles. As general manager of a UK subsidiary of a European company I was instrumental in delivering significant change; leading and motivating the staff, designing and adapting business processes across all operational areas from human resources to accounting, and responsible for compliance with statutory requirements relating to employment, corporate governance, reporting etc.

I have been a board member, director and or company secretary of a number of companies since the mid-90s giving me strong financial, planning, reporting and governance skills which I have been able to bring to the ClfA Board over the last four years, and hope to be able to continue to do so for a further 2 years.

Name	Robinson Wild, Esther
Membership grade	MCIfA
Contact email	esther@robinsonwildconsulting.co.uk
Position standing for	Ordinary Board member
Supported by	Gerry Wait MCIfA, Paul Belford MCIfA, Jeremy Lake MCIfA

Please explain why you are interested in being elected to the Board of Directors

I am seeking re-election and would very much welcome the opportunity to continue to be an active participant in, and contributor to ClfA's important work as an involved Board Member. Since joining the Board in 2019, I have taken on the role of Board member responsible for international matters and most recently, I attended the ClfA Deutschland conference and met with the group's committee. This was important from the perspective of supporting a group of very committed and engaged members and promoting ClfA to a wider audience. Engagement and advocacy are important, and I continue to promote ClfA in those areas in both the historic environment and the real estate sectors of which I have extensive experience. My contribution to promoting the work of archaeologists and ClfA extends beyond my involvement with the Board to being a member of the Buildings Archaeology SIG committee from which I very recently stepped down to focus on my work and Board commitments. As a committee member I contributed to initiatives which focused on promoting wider engagement and participation in the built historic environment including organising and coordinating a session on Building Information Modelling (BIM) for Heritage at the ClfA Innovation Festival, and a session at the 2021 Annual Conference. I am an enthusiastic participant in Board meetings to which I hopefully bring my experience of the historic environment and real estate to the benefit of the Board and the membership.

What skills and experience do you have that are relevant to being a member of the Board of Directors

I am an experienced historic environment practitioner who also benefits from over 10 years' experience as a Financial Analyst working primarily within real estate finance and capital markets for various market participants, including major banks. An important part of this work involved conducting robust assessments of assets under management based on a thorough understanding of the risk environment through analytics, evaluation and treatment. Thinking strategically with risk and compliance in mind has been a key success factor in both my finance and historic environment careers and in the former, resulted in maintaining strategic clients often throughout very sensitive processes. I understand the duties placed on a Trustee to be risk and compliance-focused and I would like to contribute my skills and experience in this area to benefit ClfA. I am currently an independent practitioner, however from time to time I also partner with others on projects. I believe that that my ability to work collaboratively, positively and productively has contributed to the success of these projects and maintaining beneficial partnerships.

I enjoy meeting new people and actively network within the historic environment sector where I have made good contacts and partnerships. I also still maintain relationships and network within the real estate sector as there is a cross-over with my day-to-day work. I have at times experienced a perception that archaeology is considered a hindrance to development rather than an opportunity. I am therefore an enthusiastic (and hopefully successful) promoter of advocacy and engagement within both the real estate and historic environment sectors. In this regard, my objectives are very much aligned with ClfA's advocacy objectives.

Candidates for election to the Advisory Council

In alphabetical order

Name	D'Aprix, Michael
Membership grade	ACIfA
Contact email	daprixm@gmail.com
Supported by	Claire Corkill PCIfA, Tabitha Lawrence PCIfA, Jo Kirton ACIfA

Please explain why you are interested in being elected to the Advisory Council

Archaeology and ClfA have a valuable resource in its hands that is underutilized and understudied. That resource is composed of the archaeologists and practitioners that work in the UK. There is an incredible and diverse knowledgebase that exists across archaeology and ClfA is in a position to capture that knowledge and use it to develop a better-informed system that supports archaeologists from the bottom-up.

My interest in being elected to the Advisory Council is to work to acknowledge the voice of archaeologists across the sector and better understand the realities of archaeology; what are archaeologists actually doing? What tools, technologies, theories are being used and in what innovative or disruptive ways could those impact the discipline? What are the difficulties and hurdles archaeologists are facing? Most importantly, how has our organizational structure changed over time and does that framework of institutionality support the needs of the modern archaeologists?

I firmly believe that by understanding archaeologists on the most fundamental level that we can better equip ClfA with the tools that can reliably and consistently support our work and our careers and also create a more inclusive organization that creates better accessibility to those wishing to become archaeologists.

What skills and experience do you have that are relevant to being a member of the Advisory Council

As a committee member of the Early Careers SIG, I have been sitting in on Advisory Council meetings, specifically those focused on the Chartered Archaeologist proposal. I have also joined the committee of the International Practice SIG as an archaeologist who is originally from outside the UK and has worked in various countries and recognize many of the difficult hurdles one must overcome to practice as an archaeologist. As a part of ClfA I have been involved with putting together the Early Careers Conference as well as sessions for the ClfA Conference and the Innovation Festival.

Outside of ClfA, I am also the Vice Chair of CBA: London and on the 7-person Education, Training, and Professional Development Advisory Committee of the European Association of Archaeologists as well as part of the EAA EC Community. I am also currently pursuing my PhD at UCL while working part-time as a photogrammetry specialist on the Shanxi Digital Documentation Project with Archaeology South-East and the Centre for Applied Archaeology. Although my professional work focuses on a niche specialization, my PhD focuses on the importance of understanding the discipline and the current state of archaeology, looking to crosscut the sector and understand archaeology at its most foundational levels.

I believe that this experience and my goals suit the AC perfectly in attempting to better represent the interests of the membership and be able to provide thoughtful and detailed advice to the Board while contributing to the AC itself.

Name	Griffin, Gregory A
Membership grade	ACIfA
Contact email	Ggriffin2178@gmail.com
Supported by	Gareth Talbot MClfA, Alan Ford MClfA, Matthew Jenkins ACIfA

Please explain why you are interested in being elected to the Advisory Council

I am hoping to remain a member of the Advisory Council. It has been such a great experience and opportunity for me to learn more about the field and meet other archaeologists from various

disciplines and experience levels.

It is a fantastic opportunity to use the knowledge and passion I have for archaeology to continue to learn new things about the archaeological world, while also contributing to the discussion of policy and strategy for archaeology's leading professional body. This is the forefront of ensuring that standards and practices continue to be carried out with universal precision that grows with the expansion of the field, advancement of methodologies, and further integration of scientific applications. There is also a need to ensure that the morality and decency of the practice continues to be upheld with the same level of reverence to be respectful of the people and cultural materials that we encounter.

I look forward to continuing to contribute to this process and bring my knowledge of previous work to help to better the field and aid in adapting archaeological practices to the next generation of techniques. I have spent the last decade studying archaeology and practicing excavation methods around the world. In my travels I have developed a keen interest in the standards and practices of archaeological excavation and how it is carried out in different parts of the world, and in different contexts. The experience of participating on the ClfA Advisory Council is extremely beneficial for my career, and I offer a comprehensive perspective given the broad range of archaeological experience that I have gained throughout my work experience thus far.

What skills and experience do you have that are relevant to being a member of the Advisory Council

I am a good addition to the ClfA Advisory Council, because of my comprehensive archaeological experience and wide range of relevant skills. I have participated in excavations around the world (UK, USA, Germany, Belgium, Republic of Kiribati) ranging from Neolithic settlements to Second World War aircraft crash recoveries. Throughout my career I have excavated academically, commercially, and in a forensic/search and recovery capacity. I have taught at university level both in the field focusing on excavation techniques, and also in the classroom lecturing on soil formation processes, Harris matrices and stratigraphy, and introduction to archaeological tools and techniques. In addition to my background in archaeological fieldwork, I also have had extensive lab experience carrying out post excavation analyses, as well as research work as part of 2 post graduate degrees and a post-doctoral research grant. My research interests focus on ways to integrate chemical prospection into the interpretation of fuel resource utilisation and identifying the function of firing environments. I feel that given my background in multiple aspects of archaeology, that I am an ideal representative, and have informed opinions that are a useful contribution to the Advisory Council. I have spent the last decade learning techniques, developing skills, and researching; it would be a privilege to use what I have learned in a capacity such as this.

Name	Iliff, Elspeth
Membership grade	ACIfA
Contact email	eiliff@worcestershire.gov.uk
Supported by	Nina O'Hare PCIfA, Beth Williams PCIfA, Andrew Mann MCIfA

Please explain why you are interested in being elected to the Advisory Council

I have been a member of the Advisory Council for the last three years. I am keen to take on a second term in order to continue contributing. I aim to continue providing greater representation for junior members, especially those working as field staff.

What skills and experience do you have that are relevant to being a member of the Advisory Council

Having been a member of Advisory Council for the past three years I have learnt a lot about how ClfA and the industry operate. Additionally I have been a member of the Diggers' Forum committee for two years, gaining a greater understanding of the issues affecting field staff.

Working as a Site Supervisor and now a Project Officer I have had the opportunity to work with people from across of the sector, as well as people outside of it. These experiences have provided a broader understanding of the issues affecting the sector, and the practicalities and limitations surrounding those issues.

Name	Riccoboni, Paul
Membership grade	MCIfA
Contact email	Paul.riccoboni@mottmac.com
Supported by	Jay Carver MCIfA, Nick Finch MCIfA, Niamh Carty MCIfA

Please explain why you are interested in being elected to the Advisory Council

As an existing co-opted member I have an understanding of how the advisory council works and feel I can offer insights and guidance regarding working life in the modern archaeological industry. I enjoy mentoring colleagues and have a passion for standing up for the rights of 'invisible' diggers particularly now at time when there are real concerns about capacity within the industry and an unprecedented demand for archaeologists. During my tenure as Chair of Diggers Forum I personally helped and advocated for change in the way the sector recruits and trains its workforce. Improving skills within the sector has always been a key driver and I seek to encourage wherever possible greater diversity amongst those seeking a career in historic environment practice. I enjoy community outreach and helping amateur groups engage with commercial industry projects. I can offer advice to the board across a wide variety of issues gained from experience on large infrastructure projects, in particular HS2. Ultimately, I am driven by ensuring high professional standards in my duty to protect the historic environment and I hope to bring this experience to Advisory Council meetings.

What skills and experience do you have that are relevant to being a member of the Advisory Council

I am existing co-opted member of the ClfA Advisory Council but have not been involved for very long and feel I have more to offer. I have worked in the historic environment sector for 20 years as both a field archaeologist and consultant. As a senior professional I have the experience to advise the Board on the true practicalities of life as a working professional archaeologist. For example, over the past five years I have been the lead archaeological design manager for HS2's Central section. I have helped drive forward the implementation of archaeological innovation. My position has enabled me to become very familiar with the full workings of a tier 1 Contactor and how they operate to successfully deliver projects under NEC Contact, and I understand where the pitfalls are but also the processes required ensure successful project delivery. I am currently working for the Neas Environment Agency team on secondment gaining experience as a client.

Name	Stevenson, Mark
Membership grade	MCIfA
Contact email	Mark.stevenson@historicengland.org.uk
Supported by	Joseph Abrams MCIfA, Sadie Watson MCIfA, Roger Thomas MCIfA

Please explain why you are interested in being elected to the Advisory Council

The three-year term will fit with the period I have remaining in my current post before considering retiring. My experience over the past 50 years since I went on my first dig (under Clive Partridge and

Robert Kiln) means I have direct experience of Rescue archaeology and the early days of IFA. My experience over the past 22 years working for English Heritage, and now Historic England, as development control archaeology advisor for south London, has provided me with a unique skill set that I hope will be of service to the Advisory Council.

What skills and experience do you have that are relevant to being a member of the Advisory Council

My early career was to work in a regional archaeology museum, mounting exhibitions, undertaking fieldwork, working with the public, detectorists and local societies. The scope of work included the extensive excavations at Baldock and the related volumes of post-excavation report drafting (unpublished). The scope of work also included monitoring the work of developer appointed archaeological practices. For a spell I was assistant editor of Hertfordshire Archaeology. Since January 2000 I have been development control archaeology advisor for most of south London. The scope of work included a range of infrastructure projects, including leading on the 'Super Sewer', devising and running a part EU-funded project with partners in Estonia, Malta and Spain, linking with the extensive work being undertaken at the Royal Arsenal, Woolwich. Another long running site is that of Deptford Dockyard that was subject of call in by the London Mayor and an Adjournment Debate in the House of Commons. I have been a keen promotor of geoarchaeology, first across the area of Plumstead and Erith Marshes, before devising a strategic approach for the Greenwich peninsula masterplan area and then the sector collaboration 'Battersea Channel Project'. Now working on an overarching approach for the Thamesmead and Abbey Wood OAPF. I have also contributed to several Historic England guidance papers as well as championing the need for guidance regarding consistency in the recording of gas holders according to type. I have also been successful in protecting a number of sites as scheduled monuments ?