



Archaeology Training Forum

22 February 2016
St. James' Church, 197 Piccadilly, London

Minutes

Present: Deborah Anderson (CBA), Mark Beattie-Edwards (NAS), Lisa Brown (Historic Environment Scotland), Peter Connelly (FAME), Kate Geary (CIfA), Bob Hook (Historic England), Robin Turner (Historic Environment Scotland), Anna Welch (CIfA)

1. Apologies:

Mike Heyworth (CBA), Beccy Jones (Historic Environment Scotland), Jacqui Mulville (UAUK), Norman Redhead (ALGAO)

2. Minutes of last meeting (14 Oct 2015)

4. Should read "finally" rather than "finale".

Table on page 4 (PESTLE analysis) should read "training to 18", not "8".

The rest of the minutes were agreed as correct.

3. Review of Action Plan.

The plan still seems relevant but we need to look at new priorities for 2016, check if anything is missing and make comments for 2013-2015.

RT commented that all the items on the plan are still there to be tackled over the next four years and that the Forum provides a useful overview. There are limits, however, to what the Forum can do as an entity. It is a good way of exchanging information but most of those attending the meetings are doing so as volunteers and we need to be aware of our capacity. Are there any big gaps? A rewrite would be good to weed out any duplication. Does a higher priority need to be given to volunteer training within the plan, for example?

It was agreed that there was enough information for a rewrite. A new Action Plan will be drafted and circulated. It will be succinct but will include information about the ATF workshops in Edinburgh and York.

Action: RT and KG to take forward

Website

The visibility of the ATF website was discussed. All to check that they have links to ATF on their websites

Action: All to check that their organisational websites have links.

DA reported that CBA had some funding available from the Headley Trust that could be used to develop a website to provide information about what to do and where to go to get advice about careers in archaeology. The idea would be to create a very visual site, with videos of people describing what they do. This created some discussion and the key points raised were that duplication across websites should be avoided, a single point of contact for careers advice should be created and promoted to those who need to use it and, above all, that archaeology should be promoted as a career.

A draft table within the implementation plan for Scotland's Archaeology Strategy currently highlights the work of ATF – there are lots of good aims in there, especially around training requirements.

York meeting with HS2 – KG felt that all had found it very useful. Their report will be out next month. KG had no news on the political progress of HS2. Historic England are assuming that it *will* happen and are doing their preparation on that basis. There are implications for historic buildings. KG attended an event at NEC for contractors and suppliers. There was an awareness that there would not be enough archaeologists to meet demand.

DA had heard of a 'heritage subgroup' mentioned on-line and wondered if anyone knew who was on that group, but no further information was available

4. ATF current forward plan progress

Development of a career entry pathway

A discussion was had around how to achieve this, with one aim being to increase the number of college students taking A-level Archaeology.

FAME/UAUK Working party

FAME and UAUK are setting up a working party to look at closer links between academic departments and employers. They are in the process of identifying who will be on the working party; Peter Connelly and Jacquie Mulville are leading for FAME and UAUK

DA – It has been mentioned that History A-Level students are being encouraged towards Archaeology degrees in order to fill places.

There is a problem with groups like FAME and UAUK meeting only 2-4 times a year. There is also a problem with finding a permanent place to meet. Suggestions were invited as to how things could be speeded up. Perhaps meetings could be doubled up if funding could be found. FAME and KG will spend a day talking things through – maybe in Glasgow.

ACTION: PC to re-run FAME survey to establish which FAME members currently offer placement opportunities for students.

It was noted that this will be Mark Beattie Edwards last meeting as NAS has downsized from 5 to 2 people. He will still receive correspondence but can't make meetings.

NVQ future promotion

KG and RT have a meeting with SQA¹ next week to discuss diversifying the NVQ and developing the NVQ Level 4. In the meantime there are a small number of training posts linked to the NVQ Level 3 being run by Worcestershire County Council, MoLA and Cotswold Archaeology. A few other organisations have expressed interest in similar schemes. Candidates are mainly graduates but there are more non-students starting to trickle through.

MBE said that Level 3 is hard if someone is coming in with no experience, and felt there would be mileage in a Level 2 (GCSE grades A-C equivalent). KG explained that a Level 2 NVQ hadn't been developed at the time due to lack of demand for it in the job market. Similarly a Level 2 apprenticeships would have to last 12 months and might be hard to put together. There may be potential to use Level 2 as a progression to Level 3 and beyond. NAS are keen on a Level 2 NVQ as they would be in a position to assess it and believe it would lead people naturally to a Level 3 as a valuable introduction. At present they turn away an estimated 40-50 people a year who are looking to do a Level 2 NVQ.

ATF training award - KG

There had been no entries so far and the deadline is 7th March. It has been advertised and tweeted by several organisations within ATF and is to be advertised again. Mike Heyworth has said it would be difficult to link to the British Archaeological Awards as they were only every two years and had a very full programme, but they are also finding it difficult to attract nominees.

ACTION: KG to talk to Peter Hinton of ClfA about the BAA

5. Historic England skills & capacity report - BH

This looks at the labour market requirements of the National Infrastructure Plan 2015, which includes HS2, etc., and where/what are the national shortfalls. It has to be signed off by Historic England and it should be out mid-March. The report will be publically available and there will be the potential for linking the launch to an article promoting careers in archaeology

6. Apprenticeships development update

BH is aiming to submit the overarching apprenticeship standards, Levels 3-7, by 31st March. Levels 3 & 5 should be fine; 6 & 7 are in draft form. They are expected to be accepted. The next stage is an assessment strategy where employers and colleges can have an input. The apprenticeships could be in place at the beginning of the academic year if training providers are able to be engaged.

The overarching standards will go out tomorrow for consultation for a month. KG is writing FAQs. They will then be amended, with additional input and submitted. It is a consultation in principle not in detail at this point – all the detail is going in at the assessment stage, rather than up front. BIS² & UKCES³ will have a look at it and should give an answer in around 6 weeks. Scotland is different in how its apprenticeships work and would have to go through the Scottish process, with involvement of CC Skills. KG will find out more on

¹ Scottish Qualifications Authority

² Department for Business, Innovation and Skills

³ UK Commission for Education and Skills

Monday from SQA. Apprenticeships can be related to RQF (Regulated Qualifications Framework). Job roles and descriptions are being used, not job titles.

Apprenticeship Levy – businesses with a payroll of more than £3m are required to pay into a levy. The guarantee is that you'll get more out of it if you take on apprenticeships, than you pay in. Without appropriate apprenticeship in place, large organisations will not be able to fulfil their allotted percentage within the historic environment sector – other skills will have to be included instead.

The apprenticeship levels could be mapped across to NVQs but will assess different things. Also, higher level apprenticeships must map to professional membership grades where relevant. The Level 3 Apprenticeship will include the Level 3 NVQ. Advanced and Higher Apprenticeships will need to include higher level qualifications up to and including degrees. These don't yet exist so will have to be developed in association with FE/HE providers. Bill Moffat has produced a table which explains all the grades and their equivalences.

7. Online vocational training in archaeology proposal

'Digital Vocational Training' – a presentation (via Skype) by Doug Rocks-Macqueen.

- 1000+ extra archaeologists are needed by 2017. At present archaeologists are leaving the profession, and the training available for career entry archaeologists is variable.
- A solution might be digital training, short videos in the style of those on Lynda.com to download, and also an app. It would be open access but with a PDF back-up.
- Advantages – it would be useful for field studies but also for universities, CPD, and as part of standard training instruction. It could fit into other validations – NVQ – or could just be used as a way of training people up quite quickly.
- The plan is to apply to Erasmus for a grant by March 31, 2016 (only a once a year window) and are looking for funding, endorsements and partners within the UK.
- Being led by Landward Research.

This generated some discussion mainly along the lines of the potential for use, or misuse, of the system. As a training system the quality of training would need to be high. It would have been useful to see an example of a training video. Perhaps the digital training needs to be kept simple and tie in with the BAJR passport. Also, managing an EU bid will be very time-consuming. Although this particular grant is supposed to be easier to apply for it isn't a huge pot and it might be a lot of work in comparison to the reward.

The meeting thanked Doug for his presentation.

8. Forum members' updates

KG, ClfA – Chartered Archaeologists. Workshops have been run over 4-6 months, talking to relatively small groups. The Charter process is starting with a blank sheet and is in the early stages. It ties in with the work that Diggers' Forum has been doing on 'Pathways'. The next stage will be a session at Conference. KG will produce a discussion report to circulate. There might be different options to take – there is a lot of unpicking to do.

LB & RT – Scotland's Archaeology Strategy. Lots of ambitious idea which need to be prioritised. A skills audit will be a main thread running through the process, which may go

further than Scotland. Discussion on skills and qualifications is taking place with Skills Development Scotland, CC Skills, Orkney College and SQA.

DA, CBA – One stop shop for archaeology. Discussed earlier. She is writing a trustee paper for April to say how the website might be funded.

PC, FAME – UAUK. Discussed earlier. FAME members are supportive of apprenticeships.

MBE, NAS – Training Programme launched. Support has been received from CADW and Historic Environment Scotland and they are working on a proposal to Historic England for licensees. The Maritime Archaeology Trust have a large project involving training. The University of Southampton ran a MOOC on shipwrecks and submerged archaeology that 10,000 started and 4000 finished. They will run it again. Bournemouth University have dropped their Undergraduate Maritime Archaeology degrees.

9. Matters arising and action points from last meeting

ACTION REGISTER Updated following 22 February 2016 Meeting

Action Point	Who	Details	By when	Status 22 Feb 2016
17 Dec 14 04	BH	Contact UKCES regarding attending ATF meetings	Soon	Active
14 Oct 15 01	KG	Invite HLF to send representative to attend the Forum	End November	Active
14 Oct 15 02	PC/JM	Liaise further about reinvigorating FAME/UAUK working party	For next meeting	Complete
14 Oct 15 03	PC	Discuss rerunning the survey with FAME Board and discuss further with JM	For next meeting	Active
14 Oct 15 04	KG	discuss further with FAME the potential for larger organisations to become assessment centres	For next meeting	Complete
14 Oct 15 05a	KG	Issue call for nominations for 2016 ATF Award	By mid Dec	Complete
14 Oct 15 05b	All	All to promote	By end Feb	Active
14 Oct 15 06	KG	Amend course endorsement criteria as discussed and recirculate	For next meeting	Active
14 Oct 15 07	KG	Circulate doodle poll with dates of next two meetings	asap	Complete
22 Feb 16 01	RT&KG	Redraft Action Plan	For next meeting	Active
22 Feb 16 02	All	Check ATF members' websites have correct link to ATF website	asap	Active

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Action Point	Who	Details	By when	Status 22 Feb 2016
22 Feb 16 03	PC	Rerun survey of FAME members re which offer placement opportunities	For next meeting	Active
22 Feb 16 04	KG	Discuss incorporating ATF award with BAA	For next meeting	Active
22 Feb 16 05	KG	Circulate doodle poll for date of next meeting	End April	Active

10 Any other business

NAS are no longer in a position to attend the Forum meetings. The meeting thanked them and MBE for their contributions over the years and hoped they could re-join in the future.

11 Dates of future meetings:

June in York, Skype available

Action: KG to circulate a doodle poll for dates.

Meeting finished 5pm