



Archaeology Training Forum

Meeting on 8 February 2018

Historic England, Cannon Bridge House,
25 Dowgate Hill, London, EC4R 2YA

Minutes

Present: Lisa Brown (HES), Amanda Feather (Historic England), Debbie Frearson (CBA); Kate Geary (ClfA), Mike Heyworth (CBA) [dial in], Cara Jones (ClfA/Archaeology Scotland), Robin Turner (Historic Environment Scotland), Johanna Vuolteenaho (Department for Communities, Historic Environment, NI), Anna Welch (ClfA), Patrick Whife (Icon).

1. Apologies:

Susan Bradshaw (Icon), Duncan Brown (Archaeological Archives Forum), Peter Connelly (FAME), Chris Jones (ALGAO), Rebecca Jones (HES), Eila Macqueen (Archaeology Scotland), Jacqui Mulville (UAUK), Norman Redhead (ALGAO), Kathryn Roberts (CADW).

2. Minutes of last meeting (17 November 2017)

RT welcomed Lisa, Johanna and Cara to the Forum. Minutes agreed to be correct. Matters arising were dealt with during or towards the end of the meeting.

3. ClfA research in Scotland

A project has been funded by HES to look at skills gaps and shortages in Scotland. Archaeological organisations confirmed a shortage of suitably skilled graduates, necessitating investment in training them – although there was no suggestion of trainees being used as cheap labour.

Some units are finding it hard to get staff on fixed term contracts as people are being attracted to permanent contracts in the south. Also supervisors are hard to come by. There are large infrastructure projects happening in Scotland and there is a fear that staff will not be found to do the work.

Not very many people from outside Scotland are working there and there is a fear that, as it's not an 'at-risk' industry, it will be difficult to fill gaps with non-UK staff after Brexit. This is to be pressed forward via Rob Lennox; an update will be circulated.

Action: Rob Lennox to be asked for an update on archaeology as an 'at risk' occupation.

There is a shortage of in-house specialists and organisations are increasingly using external specialists. Icon Scotland will be approached to see if they have experienced similar problems.

Action: PW will talk to the Icon Scottish group and liaise re specialist skills shortages.

Two units have been running their own training courses and archaeological companies and their funders appreciate that it is appropriate to have trainees on site – something that ClfA are reinforcing with Registered Organisations.

Others have shortages at higher levels and one has brought a soft skills trainer in for their site assistants so that they can be upskilled into supervisor roles. Managers report spending their evenings training staff in basic skills, so are now looking at e-learning courses and other means of structured training.

Apprenticeships and year-long college courses are being looked at. A report on the research will be produced, with examples/case studies. And this work will be developed into the next financial year.

There are some very small companies and sole traders in Scotland as well as a few large ones; training is difficult to arrange for the small companies. Similar problems are reported in NI where there is specifically a shortage of specialists and Johanna saw that there would be value in a complementary research project in NI.

Historic England could only come in to offer support if there was a prospect of market failure but units are now starting to train and are solving the problem, and wages are rising which should attract staff. It might be useful if Transport Scotland mirrored the HS2 model – perhaps the [HERDS](#) document could be adapted.

4. The Landward report <http://www.landward.eu/2018/01/uk-commercial-archaeology-will-not-see-an-infrastructure-jobs-boom.html>

The Landward report suggests that there may not be the jobs boom or capacity shortages previously predicted.

Historic England's report suggested the need for a 25-63% increase in the workforce. Landward's report suggest that this may not be the case, but we need to take account of the increase of approx. 50% in the commercial workforce in the period between the publication of the two reports

HE is to investigate predictive modelling methodologies and will be sharing the results.

In an effort to offset market fluctuations some organisations have already set up equipment sharing and some already share staff by secondment. ULAS and MOLA share staff in this way in the Midlands.

There is a feeling that there *is* a continuing need for more archaeologists although it is very difficult to predict work and market forces and fluctuations, and this has been complicated by concerns over Brexit.

5. Apprenticeships update

England - The standard for Conservation Technician has been approved at Level 3, as has that for the Level 3 Archaeology Technician. There is a Level 4 Conservation standard going forward also. Archaeology Specialist Level 7 was due to be submitted at the end of February but this timescale looks unlikely. The Archaeology Adviser apprenticeship is in early stages. There are 7 historic environment apprenticeship standards at various levels in development.

Scotland – the apprenticeship system in Scotland is entirely separate from south of the Border. An event in Edinburgh on 9 March is looking broadly at archaeological training in Scotland, including apprenticeships, HNCs & HNCs for Scotland.

Action: AW to put a link to the HE FAQs into the minutes.

<https://historicengland.org.uk/services-skills/training-skills/work-based-training/heritage-apprenticeships/>

6. Forward Plan update Dec 2017-Jan 2018

The Forward Plan had been updated prior to the meeting, and will be further update in light of the following updates:

FP 1.1: DF – has reworked the questionnaire about community archaeology and is hoping to collect information from both groups and individuals about health & wellbeing and reasons for people being involved in archaeology in the first place. Other questions will as if groups have applied for funding since 2015, are groups willing to be mentors? What training have they done and what would they like to do? Would they like an accreditation scheme?

The pilot is going out to a few groups and then as widely as possible. Original went out to over 4000 with a response of over 300. Send to Voluntary & Community group and ask to disseminate.

FP 4.1: It was agreed that the action point about HS2 could now be taken off the plan.

FP 5.1: PW has a Conservation careers diagram and will circulate to add to the one KG has produced.

Action: PW to circulate Icon careers diagram.

FP 6.1: Heritage Heroes award is to be accredited by SQA – perhaps a useful form of acknowledgement for community groups.

General: The point was made that we mustn't forget marine archaeologists, archivists and conservators.

7. ATF training award 2018

Everyone agreed to promote the awards – especially where they know of good schemes.

8. Forum members' updates

HES – The skills and training event being held in Edinburgh will be an excellent opportunity to get people together. There were 30 people at the 2015 event, mostly archaeologists. There will be 60 this time, a good proportion of whom are not archaeologists but training providers/universities, etc. The event will promote discussion about what is needed now and in the longer term.

CBA – Heritage lottery resilience funding bid, [EPQs](#) being used locally for Young Archaeologists to gain further UCAS points.

ClfA – first draft of the assessment plan for Chartered Archaeologists is going to Thursday's Advisory Council meeting.

AS – working on Early Years initiatives

NI – task group looking into skills and training. Internal seminars have been launched as a way for staff to keep skills up.

HE – working on a broader, revised training strategy to do less but better and show public value. AF will circulate info on what the strategy will do.

Action: AF to circulate information on HE's next strategy.

AAF – DB asked about continuing on the Forum. AF said we could theme the meetings and invite reps when it was appropriate, if attendance every time was difficult. Forum members think AAF representation is still useful and would welcome continued attendance or as corresponding members like the Nautical Archaeology Society.

Action: AW to contact DB regarding corresponding membership.

Icon – reviewing careers advice and engagement with schools and young people. Identifying gaps for training to include in next strategy.

9. Matters arising & action points from last meeting

See also updated Action Point Table, below.

AP 30Jun16 03: KG contacted Jenny Godsalve of CCSkills, who confirmed that NOS still active but no longer used in England. Skills Development Scotland now responsible; any update will require demonstration of demand from all four Home Nations.

AP 03May16 06: KG has talked to SQA about archaeology A-Level. More schools and colleges would need to contact SQA if it were to have a chance of being reinstated.

AP 17Nov17 01: AF shared the following link to the E Business and Community Interaction Survey 2015/16: <https://www.hesa.ac.uk/data-and-analysis/publications/hebci-2015-16>. See especially Q21 and Q28. The tables need to be downloaded in order to interrogate them.

LMI: HE, with HES, will consider funding labour market analysis but need to discuss how it's done.

Action: AW to add to next agenda and invite Liz Long to next ATF meeting

AP 17Nov17 08: CJ reported that BAJR academy would launched in early 2019

Action: RT to contact David Connolly for an update on the BAJR Academy.

10. Any Other Business

None

11. Dates of Future Meetings

Belfast – June, AW to send out a DoodlePoll.

Meeting finished 15.45pm

Archaeology Training Forum, 08 Feb 2018 Minutes (cont.)

Action points following 08 Feb 2018 meeting. Grey = completed or closed

| Action Point | Who | Details | By when | Status after 08 Feb 2018 |
|--------------|----------|--|------------------|--------------------------|
| 30Jun16 03 | KG | Contact UKCES to check the process for updating NOS. KG to check with CC Skills | Feb 2018 meeting | Closed |
| 30Jun16 06 | RT & KG | Update HS2 skills and capacity actions list following discussion [Superseded] | Feb 2018 meeting | Closed |
| 03May17 06 | KG | Talk to SQA re Archaeology A-Level | Feb 2018 meeting | Closed |
| 17Nov 17 01 | AF | Provide link re university engagement and AW to circulate to group. | ASAP | Completed |
| 17Nov 17 02 | KG | Circulate qualifications pathways diagram. | ASAP | Closed |
| 17Nov 17 03 | PC | Circulate FAME outline diagram. [Closed] | ASAP | Closed |
| 17Nov 17 04 | AF | Investigate PDA Level 4 [Being investigated] | Feb 2017 meeting | Closed |
| 17Nov 17 05 | KG | Forward progress on PDA Level 4 (archaeology) | Feb 2017 meeting | Closed |
| 17Nov 17 06 | KG | Investigate getting qualifications into FE colleges with SQA. | Feb 2017 meeting | Closed |
| 17Nov 17 07 | KG | Contact employers re Scottish Apprenticeships | Feb 2017 meeting | Completed |
| 17Nov 17 08 | RT | BAJR to be asked for an update. | ASAP | Completed |
| 17Nov 17 09 | AF | Date of next apprenticeships meeting to be circulated. | ASAP | Closed |
| 17Nov 17 10 | AF | Circulate info for employers about apprenticeships. | ASAP ongoing | Active |
| 17Nov 17 11 | RL | Advise Deborah Lamb that ATF wishes to engage. | ASAP | Closed |
| 17Nov 17 12 | AW & ALL | Publicise the ATF training award before the end of the year and advertise as widely as possible. | 13 Mar 2018 | Active |
| 17Nov 17 13 | AF | Pursue the possibility of HE courses being made available [All are available] | Feb 2018 meeting | Closed |
| 17Nov 17 14 | KG | Invite new members from: Wales; ICON; HLF; SMA | Feb 2018 meeting | Completed |
| 17Nov 17 15 | AW | Debbie's e-mail address to be sent to the V&C committee. | ASAP | Completed |
| 17Nov 17 16 | AW | Circulate doodle poll for date of next meeting | ASAP | Completed |
| 08FEB 18 | KH | Rob Lennox to be asked for an update on archaeology as an 'at risk' occupation. | | Active |
| 08FEB 18 | PW | Talk to the Icon Scottish group and liaise re specialist skills shortages. | Summer meeting | Active |
| 08FEB 18 | PW | Circulate Icon careers diagram. | Summer meeting | Active |

Archaeology Training Forum, 08 Feb 2018 Minutes (cont.)

| Action Point | Who | Details | By when | Status after 08 Feb 2018 |
|---------------------|------------|--|-------------------|---------------------------------|
| 08FEB 18 | AW | Contact DB regarding Corresponding Membership of ATF. | By Summer meeting | Active |
| 08FEB 18 | AW | Add LMI to next ATF agenda | Summer meeting | Active |
| 08FEB 18 | RT | Contact David Connolly for update on the BAJR Academy. | Summer meeting | Active |