



## Archaeology Training Forum

Meeting on 12 November 2018, York

### Minutes

#### **Present:**

Lisa Brown (HES - Historic Environment Scotland)  
Debbie Frearson (CBA - Council for British Archaeology)  
Kate Geary (ClfA - Chartered Institute for Archaeology)  
Mike Heyworth (CBA)  
Cara Jones (Archaeology Scotland/ClfA)  
Chris Jones (ALGAO – Association of Local Government Archaeology Officers)  
Eila Macqueen (Archaeology Scotland)  
Phil Pollard (Historic England)  
John Schofield (UAUK - University Archaeology UK)  
Kathryn Roberts (Cadw) [by Skype]  
Doug Rocks-Macqueen (FAME - Federation of Archaeological Managers & Employers)  
Robin Turner (HES)  
Johanna Vuolteenaho (Department for Communities, Historic Environment, NI)  
Anna Welch (ClfA)  
Patrick Whife (Icon - Institute of Conservation) [via telecon]

#### **1. Apologies:**

Duncan Brown (Archaeological Archives Forum)  
Angela Gannon (Prospect Heritage Group)  
Rebecca Jones (HES)  
Ed Lee (Historic England)

#### **2. Minutes of last meeting (28 June 2018)**

Accepted.

#### **3. Supporting Community Archaeology report (Debbie)**

Debbie presented an outline of her report, an update to Susie Thomas' report, which shows that in the last 10 years training resources for community archaeology have dramatically declined. The report, including recommendations, can be read in full online: [http://new.archaeologyuk.org/Content/downloads/6658\\_Supporting%20Community%20Archaeology%20in%20the%20UK%20Survey%202018.pdf](http://new.archaeologyuk.org/Content/downloads/6658_Supporting%20Community%20Archaeology%20in%20the%20UK%20Survey%202018.pdf)

There is some overlap between Debbie's report and the ClfA Voluntary & Community group's survey ('Voluntary and Community Special Interest Group Community

Archaeologist Survey Report' by J Brown, A Partridge and D Miles, November 2018 - <https://www.archaeologists.net/sites/default/files/news/CIfA%20Vol%20SIG%20Community%20Survey%20Report%20Nov%202018.pdf>). There was discussion about how best the results could be utilised, with suggestions of a workshop and a community heritage hub. All agreed it was important not to try and reinvent the wheel and that signposting to resources is the best option. Online resources are not going to fill all gaps and some training is not available to the volunteer sector, although there are training opportunities out there.

A fundamental shift is needed to fund long-term posts because short-term funding means that resources are not sustained. Project funding should have a legacy element to it, and some do. For example following Scotland's Rural Past, community engagement became embedded within Historic Environment Scotland and continues as projects come and go.

Many groups only run a lecture series, and survey evidence points to a lack of knowledge about accessing funding and running projects. The TORC format does appear to work and is suitable for updating. If local groups paid a small fee to input their programmes, it could make the system sustainable.

There was discussion about whether local archaeology groups wanted the skills to provide training themselves or to access that provided by archaeological companies. It was noted that some areas, such as Leicester, provide a frequent training programme, but many areas have very infrequent training despite the demand existing.

MH is going to host a working party to get together the groups behind these key surveys; CBA will host. There was a suggestion that HLF could be interested in being involved.

**Action 1: MH to circulate date and details for the working group to all in ATF.**

**Action 2: AW to circulate DF's pdf.**

#### **4. Update on T Levels (Mike)**

T-levels ('Technical Levels') are being developed in England and will be trialled in 2020, initially for 16-18 year olds. They are more practically based than A-levels and have an inverse pattern to apprenticeships as they will mainly be taught in colleges with an industry placement. There is an opportunity for archaeology/heritage to develop a qualification that may partially replace the A-level and it might map to the SQA level 2 Certificate.

There are challenges - it needs to be brought in line with the Trailblazer groupings and it might be difficult to find people to deliver it. We also need to make sure that both universities and the apprenticeship system will get what they need from the T-level.

**Action 3: MH to provide list of T-levels being offered.**

## 5. Northern Ireland Skills and Training Questionnaire (Johanna)

Johanna presented the early results of a survey sent out by the Way Forward group. The Historic Environment Division, Northern Ireland took the lead. Despite technical difficulties there were 109 responses, which was a good return as the number of archaeologists in Northern Ireland is relatively low. Almost two thirds were in the 30-49 age group who thought that university training had helped them in their career. Younger respondents, however, felt it hadn't been useful, perhaps reflecting changes in university degrees with less fieldwork offered. The reported level of training was high but a lot of it was focussed on H&S and people felt it wasn't relevant to their archaeological knowledge. There was a very positive response for people both attending and giving lectures but knowledge of NOS was low. There was little awareness of online sources for training. Perceived skills needs include lidar, zooarchaeology, geophysics.

Nearly half of the respondents worked for private companies and there was a very low response from museums as only five archaeologists are now employed in museums in Northern Ireland.

There are no FAME members who work exclusively in Northern Ireland and, perhaps because of the licence scheme, most of the work is done by three companies.

There are two professional bodies in NI – ClfA and IAI – but many choose to belong to neither.

More NVQs should be encouraged – the first candidate is just starting - and a ClfA regional group could be useful.

There was a wider discussion about access to training and whether online courses in the rest of the UK could be made available to colleagues in Northern Ireland. In Scotland, colleges and NHS premises have the facilities for livestreaming/videoconferencing already and there is also a rural education network. The model used by UHI could be used to facilitate wider access.

## 6. Mid-year Progress Report 2018-19 (RT and Theme Leads)

### A. Engagement Opportunities (CBA)

Debbie has published the report (see above) and Hedley Trust money has enabled her contract to be extended to March in order to set up some partnership working to address some of the things on the implementation plan.

The ClfA pathways diagram is not available on the ClfA website yet but will be amended to include T-levels and uploaded.

**Action 4: Patrick & Kate to circulate pathways diagrams and put up on website.**

Scottish portal – is a directory of education resources, encouraging people to add their own resources through a portal <https://archaeologyscotland.org.uk/learn-resources/>

## B. Vocational Opportunities (ClfA)

Apprenticeships in England – ClfA wants further training provider quotes to reaffirm that the funding band is the correct one. It is proving difficult to recruit training providers for the Level 3 Historic Environment Technician and the Historic Advice group is finding similar problems. Lianna Francis-Kelly of HE and AW trying to persuade FE colleges and universities to consider becoming training providers.

Modern Apprenticeships in Scotland – there is consensus to take forward a new initiative. The employers would like to see the characteristics of the Trailblazers apprenticeship embedded within the Scottish framework. SQA and ClfA are developing a Professional Development Award to run alongside the apprenticeship.

RT has done a comparison of the draft Scottish Historic Environment Skills Investment Plan (which will have resources behind it) with the ATF forward plan.

RT drew attention to the Heritage Chat on apprenticeships which took place on Twitter on 18 October (Heritage 2020).

<http://www.heritage2020.net/apprenticeships-heritagechat/>

ClfA training approval - Through its National Capacity-Building Fund, Historic England is supporting ClfA to promote and enhance their programme of formal approval for external learning opportunities which contribute to continuing professional development and enhancing employment opportunities for archaeologists. Through promotion of professional pathways, ClfA is aiming to raise awareness of different career entry and career progression routes and to support archaeologists in gaining recognition and reward for their skills through professional approval.

(B2) Recruiting candidates without qualifications. A candidate from Northern Ireland will shortly be starting the NVQ3 in Archaeological Practice, while a similar Scottish candidate started with HES in October for 18 months.

Wales – Place for Skills training – mainly for volunteers. It *is* proceeding but has been stalled due to other events. KR will circulate a report for the next meeting.

(B7) Developing skills for positive destinations – all agreed that this should be removed for the moment.

NVQ – There has been an increase in enquiries about the NVQ and, with apprenticeships, there may be more demand. There is a need to recruit more assessors to meet this demand. SQA have recently held qualification and systems verification meetings with ClfA.

**C. Academic Opportunities (UAUK)**

There has not been a huge amount of progress lately. KG is due to draft a conflict resolution document. There is a deadline in early December to register for the Key Information Statistics. There continue to be enquiries from individual universities for CifA accreditation, so the demand is there.

**D. CPD (CifA)**

Following feedback from Chartered Archaeologist workshops CifA is looking to focus their CPD advice so there is a more structured route between grades of accreditation. This exists in our Pathways to PCifA web-page but it will be extended to include advice about CPD between Practitioner and Associate, Associate and Member and, ultimately, Chartered Archaeologist.

CifA's new database allows members to record their CPD on-line for the first time and it is hoped that this will encourage members to do so. There may be glitches and all were asked to report any.

Delivering Online Vocational Training in Archaeology Project – is an Erasmus+ project with partners in UK, Spain, Italy, Austria, Netherlands, and Poland. The project will be creating video tutorials of archaeology skills. The project is being led by Archaeology Scotland and has now started and will be making short training videos that should be useful both for refreshing skills or as basic knowledge. There will be universal skills that translate across all archaeological practice, plus unique skills for particular countries. Timescale – by late spring half the videos should be produced. They will be put on YouTube and David Connolly will be embedding some of them into the BAJR Skills Academy. They will be freely available for all to use.

There were suggestions that Headland might be consulted on some of the content and that CifA Deutschland group could give input for what might be needed in Germany.

**E. Supply and Demand (FAME)**

The FAME/CifA Archaeological Market survey is just about to close and that will give a better idea of supply and demand in terms of numbers in the profession and identified skills gaps.

Shortage Occupations List – DR-M explained that archaeology is better placed than most professions as the wage threshold is not at the usual £30,000 needed for a starting category. Currently archaeology is usually classified at a PhD level social scientist's pay rate which means a starting salary (with a visa for 3 years or less) of only £21,500. If it was on a shortage occupation list it would likely be less than that.

**F. Research and Analysis (HE)**

Michael McBratney is now in post as Heritage Apprenticeships Manager at Historic England. A sustainable workforce research model is being considered as a way to do workforce research, and Icon has been commissioned to write a project design,

submitting end of December. Research will get underway in the New Year with a view to having it ready for the next financial year.

**Action 5: All to think of good examples of doing workforce research that could be case studies.**

CJ reported that the Archaeological Learning Working Group is a sub group of Scotland's Archaeology Strategy. The Group has had two meetings and has commissioned Northlight Heritage to undertake a project focussing on late primary school and early secondary school age group – diversity will be a main focus but also about aligning archaeology to school subjects. DF said that Leicester University run the Widening Participation initiative <https://www2.le.ac.uk/offices/scs/team/our-impact>, an externally funded programme which tracks people in targeted educational groups from primary school to university. Various interventions (such as an archaeological techniques day, archaeology and maths, etc.) are delivered and evaluated on a long-term basis to see how they influence further education. This is aimed at BAME and lower socio-economic households.

There are HLF funded projects which include an evaluation element not routinely shared with the sector. It would be useful to be able to tap into that knowledge. Sara Crofts, formerly of HLF and now soon to be Icon may be able to help. She gave an interesting talk at TAF, which Robin can circulate.

**Action 6: RT to contact Sara Crofts about HLF feedback analysis and circulate her talk.**

## **7. Forum members' additional updates**

HE – having a far-reaching restructure.

## **8. ATF Training Award 2019 (KG/AW)**

The Award will be presented at the next ClfA annual conference in Leeds, April 2019. AW explained that there was a need to change some of the wording to tighten up the criteria and to request that more information is sent with entries. The judging panel have commented over the last couple of years that some entries, although describing very good projects, have been sparse in detail, making them difficult to compare.

Some suggestions for change will be e-mailed around the Forum members for comment with a view to AW sending a link to the revised criteria and entry form by 23 November. News of the Award should be as widely circulated as possible and Forum members are asked to include it in news to their own members and tweet or e-mail the link.

**Action 7: AW to circulate draft updated version for comments followed by a link.**

**Action 8: All to circulate final version to respective organisations.**

A scoring proforma for the panel would be useful. The potential for a two-stage panel process was discussed but it was agreed to keep it simple, as it is, for now and review again in future.

Forum members commented that the criteria were very broad. It was noted that we have previously divided into separate categories for individuals and organisations but no individual nominations were received. We also need to emphasise the possibility of nominating organisations or individuals for the award (rather than them applying directly).

#### **9. Remaining matters arising & action points from last meeting**

See table, below

#### **10. Any Other Business**

RT – The National Archive has published a report on how the sector should be developed.

**Action 9: All to have a look. AW has sent the link.**

JV – In Northern Ireland, the Historic Environment Division is recruiting for curatorial positions

EMcQ – A number of interns have been working for Archaeology Scotland over the last few years. Their challenge is to create a framework for working with interns.

DF – HLF has run a survey on the way forward for their funding. This will inform their new funding strategy.

PP – The new Arts Council report – ‘What is resilience anyway?’ will be circulated.

[<https://www.artscouncil.org.uk/sites/default/files/download-file/What%20Is%20Resilience%20Anyway.pdf>]

**Action 10: PP to send Anna a link & AW to circulate link**

Information on knowledge transfer partnerships was requested.

**Action 11: PP to provide information on them – AW to circulate.**

HE is looking at providing funding to create placements for PHD students who need them.

KR – Cadw has published a blueprint for the next 2 years which will affect the design of their strategic plan and become the working plan. It will include addressing skills shortages, and Cadw is to start developing a skills register. A Skills Working Group has been set up and a draft report has been written and will be shared at a later date. Cadw will become an internal agency within Welsh Government from the New Year.

#### **11. Dates of Future Meetings (Feb/Mar 2019)**

February 2019 in London – Anna to send round a doodle poll.

**Meeting finished 3.45pm**

**Archaeology Training Forum, 12 November 2018 Minutes (cont.)**

**Remaining Active action points following 12 November 2018 meeting.**

<b>Action Point</b>	<b>Who</b>	<b>Details</b>	<b>By when</b>	<b>Status after 12 Nov 2018</b>
08Feb18 03	PW	Circulate Icon careers diagram.	Summer meeting	Active
28Jun18 02	KG	Amend minutes to show CJ representing AS as well as ClfA	ASAP	Completed
28Jun18 04	KG	Contact Eoin O’Sullivan and Michael McDonagh to invite to attend or send representatives to ATF	Autumn meeting	Active
28Jun18 05	All	To review ATF forward plan against own corporate strategies and share results with Forum	Autumn meeting	Completed
28Jun18 07	KG	Circulate links/slides re-evaluation methodology/logic modelling	With minutes	Completed
28Jun18 09	KG/AW	Ensure publicity material for ATF Award is ready for an early Jan 19 launch	Dec 2018	Active
28Jun18 10	KG	Consider whether there is a more appropriate opportunity for presenting the Award within the conference programme	Dec 18	Active
28Jun18 11	KR	Circulate the Place for Skills report	When available	Active
28Jun18 12	DF	Circulate survey monkey guidance and comms plan	Autumn meeting	Completed
12Nov18 01	MH	MH to circulate date and details for the working group to all in ATF.	When available	Active
12Nov18 02	AW	AW to circulate DF’s pdf	Feb 2019 meeting	Active
12Nov18 03	MH	MH to provide list of T-levels being offered - to be sent out with the minutes.	With minutes	Active
12Nov18 04	PW & KG	Patrick & Kate to circulate pathways diagrams and put up on website.	Feb 2019 meeting	Active
12Nov18 05	All	All to think of good examples of doing workforce research that could be case studies, such as the DF survey.	Feb 2019 meeting	Active
12Nov18 06	RT	RT to contact Sara Crofts about HLF feedback analysis and circulate her talk.	Feb 2019 meeting	Active
12Nov18 07	AW	AW to circulate draft updated version of the ATF Award criteria for comments - plus a link when complete.	23 Nov 2019	Active
12Nov18 08	All	All to circulate final version of ATF Award publicity to respective organisations.	Jan 2019	Active
12Nov18 09	All	All to have a look at the National Archives report on how the sector could be developed (AW has sent the link).	Feb 2019 meeting	Active
12Nov18 10	PW/AW	PW to send Anna a link & AW to circulate link to Resilience report	Nov 2019	Completed
12Nov18 11	PP & AW	PP to provide information on them – AW to circulate.	Feb 2019 meeting	Active