



## Archaeology Training Forum Summary and Progress, 2019-20

### Introduction

The Archaeology Training Forum is a delegate body made up of representatives of UK-wide and national organisations working together to improve training and career development in archaeology. The ATF Terms of Reference are available on [our website](#)<sup>i</sup> along with other information about the Forum. Our 2019-20 Implementation Plan activity and progress spreadsheet is appended to this report, and includes links to many other sources of information.

### 2019-20 Progress Report

ATF [met three times](#) in 2019-20<sup>ii</sup> and Forum Members were again represented on strategic groups including the [Heritage 2020 Capacity Working Group](#)<sup>iii</sup> and the [Scottish Strategic Archaeology Committee](#)<sup>iv</sup>. ATF [Membership](#)<sup>v</sup> continued to represent all four Home Nations, including national professional, charitable, commercial and academic bodies. After 6 years in the position, Robin Turner was thanked for his contributions as Chair the Forum. In February 2020, Cara Jones of ClfA took over as Chair.

The Forum continued to deliver its Forward Plan – [Terms of Reference and Vision for 2018-21](#),<sup>vi</sup> and followed its [Themes and Key Actions](#)<sup>vii</sup> document, each Theme having a lead body<sup>viii</sup> attached:

- A. Engagement Opportunities** (CBA)
- B. Vocational Opportunities** (ClfA)
- C. Academic Opportunities** (UAUK)
- D. Continuing Professional Development** (ClfA)
- E. Supply and Demand** (FAME)
- F. Research and Analysis** (Historic England)

### ATF@21 Event

A celebration of 21 years of the ATF was held in Edinburgh on 14<sup>th</sup> October 2019. Over 40 Forum members and other archaeologists from around the UK got together with those delivering skills and training infrastructure to look at some of the key issues related to the provision of a suitably skilled archaeological workforce now and into the future. The [resultant report](#)<sup>ix</sup> summarises the event, but also includes responses from ATF members to the key points made. The resultant document will help develop and guide the new ATF Forward Plan 2021-24.

For enquiries about the ATF, please contact:

Chair, Cara Jones [cara.jones@archaeologists.net](mailto:cara.jones@archaeologists.net) or Secretary, Kate Geary [kate.geary@archaeologists.net](mailto:kate.geary@archaeologists.net)

### ATF Forward Plan 2018-21 – 2019-20 highlights

The appended spreadsheet of 2019-20 activity and progress on the Implementation Plan shows just how much has been done over the year to take forward the ATF Themes and Key Actions. Some of the main activities and achievements include:

- An increasing amount of training material is being uploaded or pointed to on the web [Imp Plan A2-3 and D1 and 4]
- Further major progress with Apprenticeships in England, plus positive developments in Scotland [B1]
- BAME internships in England and Scotland, contributing to improving diversity and broadening opportunities [B2]
- Increased interest in the NVQ in Archaeological Practice [B3]
- Further entry-level training schemes, being approved and promoted through ClfA [B4]
- Nominations were received for the ATF Training Award 2020 but because of COVID-19 restrictions the announcement of the winner and the presentation have been delayed until later in 2020 [B5]
- ClfA Accreditation of university courses, with ongoing work with UAUK to accredit more [C1]
- College course content for archaeological practice being further developed in Scotland [C2]
- ClfA eLearning resources being further expanded [D1]
- Continuing monitoring of supply and demand situation in the context of Brexit [E1]
- Further consideration of Labour Market Intelligence research [F1]
- ATF@21 event delivered [F4]



For more information about the Archaeology Training Forum, visit <http://archaeologytraining.org.uk>

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<sup>i</sup> <http://archaeologytraining.org.uk>

<sup>ii</sup> <http://archaeologytraining.org.uk/about-2/meeting-notes/>

<sup>iii</sup> <http://www.heritage2020.net/working-groups-capacity-building/>

<sup>iv</sup> <http://archaeologystrategy.scot/committee/>

<sup>v</sup> <http://archaeologytraining.org.uk/about-2/>

<sup>vi</sup> <http://archaeologytraining.org.uk/wp-content/uploads/2019/05/ATF-ToR-2018-21-final.pdf>

<sup>vii</sup> <http://archaeologytraining.org.uk/wp-content/uploads/2019/06/ATF-Forward-Plan-2018-21-Themes-and-Key-Actions.pdf>

<sup>viii</sup> See end of this document for translation of acronyms.

<sup>ix</sup> <http://archaeologytraining.org.uk/wp-content/uploads/2020/04/ATF-at-21-Summary-Final.pdf>

## ANNEX: ATF Forward Plan 2018-21 – Implementation Plan: activities and progress in 2019-20

**NOTE:** Glossary of acronyms on final page.

Initiative	Lead	Progress in 2019-20
<b>A Engagement Opportunities</b>	<b>CBA</b>	
A1 Career pathways (across whole sector), incl. diagrams – incl. museums; marine; curatorial	CBA	<ul style="list-style-type: none"> <li>• FAME/UAK outline careers diagram in prep.</li> <li>• ClfA qualifications map in development; progressing.</li> <li>• CBA delivered careers blogs as a 'Day in Archaeology' event as part of 2019 Festival of Archaeology</li> <li>• Unifrog is a careers advice platform for those seeking information on worldwide universities; includes career pathway advice <a href="https://www.unifrog.org/">https://www.unifrog.org/</a></li> <li>• Careers Research and Advisory Centre Ltd – 15 short films with heritage theme (info Mike Heyworth, CBA) <a href="https://www.crac.org.uk/home#news">https://www.crac.org.uk/home#news</a></li> <li>• Skills Development Scotland have established a Heritage Careers Advice working group who are helping develop a careers pack for the heritage sector with 8 job profiles and including archaeology, aimed at years 1 and 2 of secondary, and with an aligned activity to be done with the class.</li> <li>• CBA working on Humans in the Past - identifying role models</li> <li>• Scottish Qualifications diagram presented to Archaeology Learning Working Group meeting</li> </ul>
A2 Web portal for opportunities and online resources – formal, informal, CPD	CBA	<ul style="list-style-type: none"> <li>• Community Archaeology resource hub being considered by CBA and ClfA Voluntary and Community special interest group; meeting held at CBA and actions being progressed.</li> <li>• TORC now suspended <a href="https://training.archaeologyuk.org/">https://training.archaeologyuk.org/</a></li> <li>• CBA careers resource website being devised.</li> <li>• AS Heritage Resources Portal contains skills and training information, including careers-related information: <a href="https://archaeologyscotland.org.uk/heritage-resources-portal/">https://archaeologyscotland.org.uk/heritage-resources-portal/</a></li> </ul>
A3 Resources to support the teaching of archaeology	CBA	<ul style="list-style-type: none"> <li>• ISGAP being overhauled and expanded as a resource, and central collaborative space to be scoped. More localised directory of suppliers for training and resources for web provision plus peer to peer mentoring contacts from established community groups. <a href="http://www.isgap.org.uk/">http://www.isgap.org.uk/</a></li> <li>• Northlight Heritage report <i>Archaeological Learning: The benefit and impact of archaeology</i> produced – commissioned by HES for Scotland's Archaeology Strategy Aim 4. Now available online . Promoted at recent Parliamentary Reception. Reviewed by the Archaeological Learning Working Group and summary flyer being produced: <a href="http://archaeologystrategy.scot/files/2019/08/1517_ArchaeologicalLearning_Report-FINAL.pdf">http://archaeologystrategy.scot/files/2019/08/1517_ArchaeologicalLearning_Report-FINAL.pdf</a></li> <li>• ARCH Experimental Archaeology Project (Susan Kruse) has produced loan boxes and lesson plans/educational resources (link and blog from Heritage Resources Portal as well).</li> </ul>

ATF Forward Plan 2018-21 – Implementation Plan: activities and progress in 2019-20 (cont.)

		<p><a href="http://www.archhighland.org.uk/experimental-archaeology.asp">http://www.archhighland.org.uk/experimental-archaeology.asp</a></p> <ul style="list-style-type: none"> <li>AS proposing annual Archaeology Learning Network ‘gathering’ for training and support. First one planned for Autumn 2020.</li> </ul>
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Initiative	Lead	Progress in 2019-20
<b>B Vocational Opportunities</b>	<b>Cifa</b>	
B1 Apprenticeships	HE	<ul style="list-style-type: none"> <li>Historic England web information pages gives updates on apprenticeships <a href="https://historicengland.org.uk/services-skills/training-skills/work-based-training/heritage-apprenticeships/">https://historicengland.org.uk/services-skills/training-skills/work-based-training/heritage-apprenticeships/</a></li> <li>L3 Archaeological Technician apprenticeship standard and EPA poised to be concluded (England). Cifa will be the end point assessor2 training providers in train. Apprenticeship opportunities should be available from September 2020.</li> <li>Historic Environment Assistant L4 consulted on and now signed off. approved and delivering. Two training providers. Cohort commenced in September 2019. 14 Apprentices in total signed up. Looking to encourage a second cohort for September 2020.</li> <li>Archaeological Specialist L7 consulted on, submitted and approved (England). Wales Trinity St David. 2020 start planned <a href="https://www.archaeologists.net/news/archaeological-specialist-l7-apprenticeship-consultation-1526464731">https://www.archaeologists.net/news/archaeological-specialist-l7-apprenticeship-consultation-1526464731</a></li> <li>Historic Environment Advisor L7 consultation (England) now signed off after consultation. Opportunities expected to be available Sept 2020 at the earliest.</li> <li>Conservation assistant L4 and conservator L7 (England) approved. Two training providers in train. Opportunities should be available from September 2020. (ICON co-lead in this area)</li> <li>HE have successfully joined the Register of Apprenticeship Training Providers and are delivering apprenticeship training as part of HEAA programme. <a href="https://www.archaeologists.net/news/l7-trailblazer-historic-environment-advisor-apprenticeship-%E2%80%93-sector-consultation-now-open">https://www.archaeologists.net/news/l7-trailblazer-historic-environment-advisor-apprenticeship-%E2%80%93-sector-consultation-now-open</a></li> <li>HE negotiating funding band of training providers</li> <li>Icon sits on the same Trailblazer Group, and have been developing two standards, one for a conservation technician and one for a conservator. Both approved for delivery in 2020 <a href="https://icon.org.uk/icon-resources/careers-training/trailblazer-apprenticeships">https://icon.org.uk/icon-resources/careers-training/trailblazer-apprenticeships</a></li> <li>Scottish Archaeology Skills and Training Working Group (SASTWG) pursuing college course (see C2) and exploring archaeological apprenticeships in Scotland and associated qualifications – PDAs, HNC/Ds and NPAs – National Progression Awards for 16-18-year-olds. Business Case for a Modern Apprentice (in Scotland) Archaeological Site Technician is being finalised. Work undertaken by Cifa, funded by HES as part of Scotland’s Archaeology Strategy Meetings in June and September 2019.</li> <li>Lampeter University plans to offer training to support the English apprenticeship frameworks.</li> </ul>

ATF Forward Plan 2018-21 – Implementation Plan: activities and progress in 2019-20 (cont.)

		<ul style="list-style-type: none"> <li>• CfA supporting further training of assessors in 2020 and 2021 to support Apprenticeship and NVQ assessment.</li> </ul>
B2 Placements/Internships	HE	<ul style="list-style-type: none"> <li>• HES non-graduate traineeships (2) – Survey and Archives – successfully concluded March 2020.</li> <li>• HES recruited 12-month BAME Graduate Trainee, started March 2020.</li> <li>• HE Heritage Training Programme: targeted specifically at people from BAME backgrounds. Application to host a placement in summer 2020 close 31 Jan 2020. Further details about scheme under Diversity, Equality and Inclusion section. <a href="https://historicengland.org.uk/services-skills/training-skills/work-based-training/paid-training-placements/">https://historicengland.org.uk/services-skills/training-skills/work-based-training/paid-training-placements/</a></li> <li>• Working group (SASTWG – see also B1) convened for development of Modern Apprenticeships in Scotland and preliminary discussions held with positive responses from SQA and Skills Development Scotland</li> <li>• Icon’s internship programme continues <a href="https://icon.org.uk/training/internships">https://icon.org.uk/training/internships</a></li> <li>• AS/HES/BEFS and other partners are part of the Ethnic Minority Career Museum and Built Environment Heritage Programme run by the Next Steps initiative. The HES Engine Shed are hosting a placement. Programme Committee have met. AS will be taking on a Trainee from April 2020. <a href="http://www.nextstepinitiative.org.uk/?cat=76">http://www.nextstepinitiative.org.uk/?cat=76</a></li> <li>• Oxford Archaeology Graduate Trainee programme continues to recruit and operate.</li> <li>• Trainee position incorporated into next phase of Edinburgh Trams archaeological work, supported by CfA</li> <li>• HE and HES are involved with Collaborative Doctoral Partnership (CDP) scheme and Doctoral Training Partnerships (DTP) which provide opportunities for work-based and project-based placements (funded) for PhD students between 1 month and 6 months. Potential to broker relationships with other orgs in the sector. MOLA also part of CDP scheme.</li> </ul>
B3 Vocational qualifications, incl. NVQs, PDAs and NOS	CfA	<ul style="list-style-type: none"> <li>• T Levels continue to be developed in England, with archaeological input/influence. Mike Heyworth is Chair of Cultural Heritage and Visitor Attractions Panel, which includes Archaeology. Icon sits on this panel</li> <li>• Scottish employers meetings held to discuss work-based training (SASTWG -see B1). Preliminary discussions held with SQA re Professional Development Awards and National Progression Award (16-18 year olds) in development and progress being made, especially with PDAs.</li> <li>• Archaeological Practice NOS currently not up for review but considered fit for purpose.</li> <li>• University of the Highlands and Islands now involved in teaching and training for the NVQ in Archaeological Practice.</li> <li>• Qualifications diagram drafted for Scotland. (Available from <a href="mailto:robin.turner@hes.scot">robin.turner@hes.scot</a>.)</li> <li>• CfA report increase in interest in the NVQ over the last two years: recruiting more assessors for both NVQ Level 3 and for apprenticeships.</li> <li>• CfA supporting further training of assessors in 2020 and 2021 to support Apprenticeship and NVQ assessment.</li> </ul>

**ATF Forward Plan 2018-21 – Implementation Plan: activities and progress in 2019-20 (cont.)**

B4 Work-based training schemes	CifA	<ul style="list-style-type: none"> <li>• CifA producing guidance for employer schemes.</li> <li>• CifA and Headland collaborating on work-based learning scheme, cf. <a href="http://www.headlandarchaeology.com/tag/training/">http://www.headlandarchaeology.com/tag/training/</a></li> <li>• 12 entry level employer training schemes approved and promoted via CifA website <a href="https://www.archaeologists.net/sites/default/files/Criteria%20for%20CifA%20approved%20training%20posts%20spreads%20print.pdf">https://www.archaeologists.net/sites/default/files/Criteria%20for%20CifA%20approved%20training%20posts%20spreads%20print.pdf</a></li> <li>• SMA delivering Arts Council England-funded skills resources and training (SMART) project. Revised standards will be produced. Training workshops delivered across the UK. Project ends late spring 2020. <a href="http://socmusarch.org.uk/training/smart-project/">http://socmusarch.org.uk/training/smart-project/</a></li> </ul>
B5 ATF Award	ATF	<ul style="list-style-type: none"> <li>• 2019 ATF Award won by Keith Westcott/The Association of Detectorists CIC for an initiative that aims to train detectorists in archaeological principles, techniques, standards and ethics. <a href="http://www.detectorists.org.uk/educational-courses">http://www.detectorists.org.uk/educational-courses</a></li> <li>• Archaeology South-East were Highly Commended for a workplace training scheme related to harassment at work. <a href="https://www.ucl.ac.uk/archaeology-south-east/working-ase">https://www.ucl.ac.uk/archaeology-south-east/working-ase</a></li> </ul>
B6 Voluntary/informal recognition, e.g. Skills Passport; Heritage Hero Awards	AS	<ul style="list-style-type: none"> <li>• Reading University using Skills Passport for students, with positive results. (Info. Rhi Smith, SMA)</li> <li>• Around 1500 Skills Passports sold each year, and in use for archaeological fieldwork at all UK universities.</li> <li>• Interest has been expressed in developing a Museums Archaeology Skills Passport, and Australian version due to launch December 2019.</li> <li>• AS Heritage Hero Award being developed further, and agreement now in place between CBA and AS to roll out to Young Archaeologists' Club across the UK. 12000 certificates issued so far (since 2017 launch): <a href="https://archaeologyscotland.org.uk/learning/heritage-hero-awards">https://archaeologyscotland.org.uk/learning/heritage-hero-awards</a></li> </ul>

Initiative	Lead	Progress in 2019-20
<b>C Academic Opportunities</b>	<b>UAUK</b>	
C1 Degree courses – vocational integration	UAUK	<ul style="list-style-type: none"> <li>• CifA and UAUK continue working on accrediting university courses; 8 Universities in first round, 4 in second and 2 already proposed for 3<sup>rd</sup> round closing date 1 June 2020 <a href="https://www.archaeologists.net/Accredited_Degrees">https://www.archaeologists.net/Accredited_Degrees</a></li> <li>• UAUK working on a system for recording student CPD activities.</li> <li>• Salford University developing 2-year compressed vocational degree course in archaeology, beginning 2020</li> <li>• HES and HE Doctoral Partnerships with AHRC and others are ongoing</li> <li>• Masters programme in Archaeological Archiving being developed by Glasgow University and HES, to be consulted on, with aim of 2021 start.</li> <li>• CifA have now accredited five field schools/training excavations.</li> </ul>

ATF Forward Plan 2018-21 – Implementation Plan: activities and progress in 2019-20 (cont.)

Initiative	Lead	Progress in 2019-20
		<ul style="list-style-type: none"> <li>HES funding ClfA to initiate discussions with Scottish universities, including regarding course content.</li> </ul>
C2 Further Education courses e.g. HNC/D	ClfA	<ul style="list-style-type: none"> <li>Scottish initiative underway to develop college course, including meetings with several colleagues (see B1)</li> <li>Archaeology degree courses being delivered by Truro and Penwith College in association with Plymouth University  <a href="https://ols.mis.truro-penwith.ac.uk/WCFWebSite/Admissions/results.aspx?from=tpc">https://ols.mis.truro-penwith.ac.uk/WCFWebSite/Admissions/results.aspx?from=tpc</a></li> </ul>

Initiative	Lead	Progress in 2019-20
<b>D CPD</b>	<b>ClfA</b>	
D1 Promotion and delivery of CPD	ClfA	<ul style="list-style-type: none"> <li>ClfA continuing to provide local training opportunities in Scotland, with funding support from HES</li> <li>Capacity developed within new ClfA membership database for online CPD recording, for use from students level and through careers</li> <li>Online CPD module <i>Introduction to archaeology in the planning system and Professionalism in historic environment practice, and introduction, now available</i>. ClfA e-guidance module on personal development planning and CPD available to members at  <a href="https://www.archaeologists.net/elearning">https://www.archaeologists.net/elearning</a></li> <li>HE delivering CPD courses  <a href="https://historicengland.org.uk/services-skills/training-skills">https://historicengland.org.uk/services-skills/training-skills</a></li> <li>HE undertook market research on the delivery of their Training Strategy 2018-21.</li> <li>ClfA have produced pdf leaflet on ClfA approved training to encourage more adherence, including NOS, CPD and ethical working  <a href="https://www.archaeologists.net/sites/default/files/ClfA%20-%20PDF%20for%20learners%20v4_0.pdf">https://www.archaeologists.net/sites/default/files/ClfA%20-%20PDF%20for%20learners%20v4_0.pdf</a></li> <li>HE undertook survey to assess employer demand for CPD. Around 300 responses.</li> <li>ClfA workshop on ‘Embedding workplace learning into your organisation, including update on Heritage Apprenticeships’ delivered:  <a href="https://www.archaeologists.net/civicrm/event/info?reset=1&amp;id=45">https://www.archaeologists.net/civicrm/event/info?reset=1&amp;id=45</a></li> <li>13 Registered Organisations now provide ClfA approved training for early career archaeologists</li> </ul>
D2 Mid-career – incl. Management and Leadership; mid-career returns	ClfA	<ul style="list-style-type: none"> <li>ClfA development of Chartered Archaeologist set back by AGM vote</li> <li>This is a key area of focus for Icon, supported through grants and professional development courses targeting mid-career professionals</li> </ul>
D3 Mentoring	ClfA	<ul style="list-style-type: none"> <li>ClfA working on promoting mentoring</li> <li>Icon’s mentoring scheme continues to grow; currently 79 active mentors, soon to rise to 100, supporting members on their way forward for accreditation</li> </ul>

**ATF Forward Plan 2018-21 – Implementation Plan: activities and progress in 2019-20 (cont.)**

Initiative	Lead	Progress in 2019-20
		<ul style="list-style-type: none"> <li>Edinburgh University History, Classics and Archaeology mentoring scheme exists for 2<sup>nd</sup> and 3<sup>rd</sup> year students.</li> </ul>
D4 Digital resources, e.g. e-learning, Skills Academy, MOOCs	CBA	<ul style="list-style-type: none"> <li>CifA continue to develop e-learning modules: <a href="https://www.archaeologists.net/elearning">https://www.archaeologists.net/elearning</a></li> <li>BAJR Skills Academy continues to be developed and expanded <a href="http://www.bajracademy.com">http://www.bajracademy.com</a></li> <li>Landward/BAJR/Archaeology Scotland working on video tutorials and workshops funded by Erasmus+</li> <li>HE have suite of online videos, e.g. for graphical field survey, to go with pdf publication: <a href="https://historicengland.org.uk/images-books/publications/graphical-and-plane-table-survey-archaeological-earthworks/">https://historicengland.org.uk/images-books/publications/graphical-and-plane-table-survey-archaeological-earthworks/</a></li> <li>Pilot scheme in East Midlands for community groups in spring 2019 with 4 workshops being rolled out.</li> <li>DigVentures online 'How to do archaeology' course CifA approved <a href="https://digventures.com/courses/">https://digventures.com/courses/</a></li> </ul>

Initiative	Lead	Progress in 2019-20
<b>E Supply and Demand</b>	<b>FAME</b>	
E1 Adequate supply of trained or training workforce	FAME	<ul style="list-style-type: none"> <li>Survey of FAME members undertaken quarterly. More EU archaeologists than ever working in the UK.</li> <li>OCT 2019 – preliminary results of Q2 suggest demand may have levelled off in light of housebuilding/HS2 uncertainty.</li> </ul>
E2 Promotion: Encouraging demand for skilled workforce]	FAME	<ul style="list-style-type: none"> <li>FAME/CifA initiative supported to include archaeologists in the Shortage Occupation List re international workers (SOC Code 2114): <a href="https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/806331/28_05_2019_Full_Review_SOL_Final_Report_1159.pdf">https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/806331/28_05_2019_Full_Review_SOL_Final_Report_1159.pdf</a></li> <li>Post-Brexit scheme announced in draft, which is unlikely to make it easy for suitably qualified EU archaeologists to work long-term in the UK.</li> </ul>
E3 Diversity, Equality and Inclusion, incl. Historic England Positive Action Placements and equivalents	HE	<ul style="list-style-type: none"> <li>HE, CifA and CBA hosting placements for Black, Asian or other Minority Heritage (BAME) candidates: <a href="https://historicengland.org.uk/whats-new/statements/heritage-training-places-scheme/">https://historicengland.org.uk/whats-new/statements/heritage-training-places-scheme/</a></li> <li>31 placements to be provided at HE, English Heritage, The National Trust, Historic Houses, etc. for 8 weeks over summer for undergraduates or recent graduates from under-represented groups. <a href="https://historicengland.org.uk/services-skills/training-skills/work-based-training/paid-training-placements">https://historicengland.org.uk/services-skills/training-skills/work-based-training/paid-training-placements</a></li> <li>One Historic England Heritage Trainee, Natalie Olembo, CifA placement, looked at how CifA could improve the way it communicates careers information to a diverse and technologically aware audience.</li> <li>AS Field school trialled in 2019 and will run again in 2020</li> </ul>



**ATF Forward Plan 2018-21 – Implementation Plan: activities and progress in 2019-20 (cont.)**

Initiative	Lead	Progress in 2019-20
<b>F Research and Analysis</b>	<b>Hist Eng</b>	
F1 Labour Market Intelligence	HE	<ul style="list-style-type: none"> <li>• Heritage 2020 Capacity Building Working Group Heritage2020 standing committee groups including Capacity Building will wind up later this year, with the proposal that Historic Environment Forum will set up specific project groups as needed. <a href="http://www.heritage2020.net/working-groups-capacity-building/meetings/">http://www.heritage2020.net/working-groups-capacity-building/meetings/</a></li> <li>• HE recruited Sophie Norton as Sector Skills Manager. Sophie has LMI in her remit including the project assurance of a project which will reinstate annual Local Authority staffing surveys from 2020 to 2024. Commissioned from Essex CC Places team, starting April 2020.</li> <li>• HE have commissioned ICON to develop a toolkit aimed at producing greater standardisation of LMI from online surveys. Draft consulted on September 2019, with final version due in December 2019. The toolkit is complete and ready for use. HE will initially host the template for LMI surveys, plus guidance, on a page on its website.</li> </ul>
F2 Impact assessment of our efforts	ATF	<ul style="list-style-type: none"> <li>• Case Studies to follow</li> </ul>
F3 Research into working more effectively	HE	<ul style="list-style-type: none"> <li>• Progress continues to be made with HE-funded development of a new platform for development and publication of shared research agendas. <a href="https://historicengland.org.uk/research/support-and-collaboration/research-frameworks-typologies/research-frameworks/#Section4Text">https://historicengland.org.uk/research/support-and-collaboration/research-frameworks-typologies/research-frameworks/#Section4Text</a></li> <li>• <a href="https://researchframeworks.org/emherf/">https://researchframeworks.org/emherf/</a> can be viewed as an example</li> <li>• Research Frameworks digital platform roll out - going live end of March/April 2020 on the Research Frameworks digital platform.</li> <li>• AS continuing to lead Archaeology Learning Working Group in Scotland in support of Aim 4 of Scotland's Archaeology Strategy</li> <li>• Northern Ireland Skills and Training Questionnaire results continue to be analysed; final version expected.</li> <li>• Community Heritage Scotland report, includes recognition of training needs; CHS Conference held autumn 2019, and country-wide consultation on community views: <a href="https://onlineshop.st-andrews.ac.uk/conferences-and-events/events/community-heritage-scotland">https://onlineshop.st-andrews.ac.uk/conferences-and-events/events/community-heritage-scotland</a></li> <li>• Cadw skills project with Welsh Archaeological Trusts may lead to skills agenda for Cadw. Due late summer 2020.</li> <li>• HE commissioning research into Heritage Skills Gaps from consultancy the Centre for Economics and Business Research. This builds on their analysis of the economic value of the sector workforce published by HE in 2018 <a href="https://historicengland.org.uk/research/heritage-counts/heritage-and-economy/">https://historicengland.org.uk/research/heritage-counts/heritage-and-economy/</a> and was published (p. 44-49) along with the annual <a href="#">Heritage Counts data for 2019</a>.</li> <li>• Edinburgh University research being undertaken into more vocational training. (Info from Lisa Brown, HES)</li> </ul>

ATF Forward Plan 2018-21 – Implementation Plan: activities and progress in 2019-20 (cont.)

Initiative	Lead	Progress in 2019-20
		<ul style="list-style-type: none"> <li>• SMART project includes evaluation that will contribute to working effectively <a href="http://socmusarch.org.uk/training/smart-project/">http://socmusarch.org.uk/training/smart-project/</a></li> <li>• OASIS Rollout Support Workshops in England starting in March with the BETA. Workshops and other training/guidance will be rolled out from September 2020. Being undertaken with close liaison with Historic Environment Scotland’s work on OASIS implementation. <a href="https://oasis.ac.uk/pages/wiki/HERALD">https://oasis.ac.uk/pages/wiki/HERALD</a></li> <li>• Digital archiving standard and guidance roll out and development of online resources for the ClfA website, case studies, workshops, implementation packs for organisations.</li> <li>• Marine volunteer training - 1. Protected Wreck Association training for Licensees and supporting them in undertaking marine archaeological research (training for volunteers working on protected wrecks), 2. Targeted training and experience-based learning for volunteers as part of Marine Protection (Dive Contract) work (training for volunteers working on un protected wreck sites.</li> <li>• Somerset Medieval Type Series Project includes a work-based placement aimed at an early career finds specialist to develop the type series and to undertake a training module based on the Medieval Pottery Research Group (MPRG) training for pottery analysis. This training module will also be made available for future pottery finds analysis opportunities that can be used elsewhere, and potentially as part of a Level 7 archaeological specialist apprenticeship.</li> </ul>
F4 Work of the Forum, incl. Annual Review	ATF	<ul style="list-style-type: none"> <li>• 2018-19 ATF Progress Report, including Implementation Plan for the year, produced June 2019 <a href="http://archaeologytraining.org.uk/wp-content/uploads/2019/07/ATF-Summary-2018-19-final.pdf">http://archaeologytraining.org.uk/wp-content/uploads/2019/07/ATF-Summary-2018-19-final.pdf</a></li> <li>• Celebration of 21 years of the ATF held. Feedback on was workshops presented at next two ATF meetings. Report produced: <a href="http://archaeologytraining.org.uk/wp-content/uploads/2020/04/ATF-at-21-Summary-Final.pdf">http://archaeologytraining.org.uk/wp-content/uploads/2020/04/ATF-at-21-Summary-Final.pdf</a></li> </ul>

ATF Forward Plan 2018-21 – Implementation Plan: activities and progress in 2019-20 (cont.)

Initiative	Lead	Progress in 2019-20
<b>Other relevant activities</b>		<ul style="list-style-type: none"> <li>• Skills Investment Plan for Scotland’s Historic Environment Sector launched 25<sup>th</sup> March 2019, along with EKOS research report that underpinned it, and now being taken forward by HES, including a work in developing an international Heritage Innovation Centre, and the recruitment of a Skills Investment Plan Manager post within HES: <a href="https://www.historicenvironment.scot/archives-and-research/publications/publication/?publicationId=15425b9a-e46d-44fd-9b19-aa1b00c3e981">https://www.historicenvironment.scot/archives-and-research/publications/publication/?publicationId=15425b9a-e46d-44fd-9b19-aa1b00c3e981</a></li> <li>• HE External Training Strategy in play <a href="https://content.historicengland.org.uk/content/docs/research/2018-21-external-training-strategy.pdf">https://content.historicengland.org.uk/content/docs/research/2018-21-external-training-strategy.pdf</a></li> <li>• BAJR ongoing research into field schools</li> <li>• Welsh skills working group producing a draft Skills Strategy with a main focus on sharing of four national bodies, including sharing skills, career pathways, and training opportunities. Tenders in March for spring 2020 start. See <a href="http://senedd.assembly.wales/documents/s71412/Paper%203.pdf">http://senedd.assembly.wales/documents/s71412/Paper%203.pdf</a></li> <li>• National Lottery Heritage Fund strategy includes ‘developing skills in the sector’ and ‘capacity building’: <a href="http://www.heritagefund.org.uk/publications/strategic-funding-framework-2019-2024">http://www.heritagefund.org.uk/publications/strategic-funding-framework-2019-2024</a></li> <li>• HES Corporate Plan 2019-22 includes aspiration to ‘increase quality, availability and demand for skills’ <a href="https://pub-prod-sdk.azurewebsites.net/api/file/078b5991-ed90-4630-bafb-aa2b00ad9fef">https://pub-prod-sdk.azurewebsites.net/api/file/078b5991-ed90-4630-bafb-aa2b00ad9fef</a></li> </ul>

## Glossary of acronyms

### *Organisations*

<b>ALGAO</b>	<a href="#">Association of Local Government Archaeological Officers</a>
<b>AS</b>	<a href="#">Archaeology Scotland</a>
<b>ATF</b>	<a href="#">Archaeology Training Forum</a>
<b>BAJR</b>	<a href="#">British Archaeological Jobs Resource</a>
<b>Cadw</b>	<a href="#">Cadw</a> – Welsh Government Historic Environment Service
<b>CBA</b>	<a href="#">Council for British Archaeology</a>
<b>Cifa</b>	<a href="#">Chartered Institute for Archaeologists</a>
<b>DfC NI</b>	<a href="#">Department for Communities, Historic Environment, Northern Ireland</a>
<b>FAME</b>	<a href="#">Federation of Archaeological Managers and Employers</a>
<b>HE</b>	<a href="#">Historic England</a>
<b>HES</b>	<a href="#">Historic Environment Scotland</a>
<b>Icon</b>	<a href="#">Institute of Conservation</a>
<b>IHBC</b>	<a href="#">Institute of Historic Building Conservation</a>
<b>NAS</b>	<a href="#">Nautical Archaeology Society</a>
<b>Prospect</b>	<a href="#">Prospect Heritage Group</a>
<b>RCAHMW</b>	<a href="#">Royal Commission on the Ancient and Historical Monuments of Wales</a>
<b>SMA</b>	<a href="#">Society for Museum Archaeology</a>
<b>UAUK</b>	<a href="#">University Archaeology UK</a>

### *Initiatives*

<b>ISGAP</b>	<a href="#">Introduction to Standards and Guidance in Archaeological Practice</a>
<b>NPA</b>	<a href="#">National Progression Award</a>
<b>OASIS</b>	<a href="#">Online AccesS to the Index of archaeological investigationS</a>
<b>PDA</b>	<a href="#">Professional Development Award</a>
<b>SASTWG</b>	Scottish Archaeology Skills and Training Working Group
<b>TORC</b>	<a href="#">Training Online Resource Centre</a>