



Members eBulletin, October 2020

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CIfA news

Who's CIfA? Where's CIfA?

CIfA is its members, not just the Board and its Advisory Council and staff: those c 4000 members and 80 registered organisations are based in c 39 countries. They are bound by the Code of conduct and accountable to CIfA for their actions wherever they practise. Therefore CIfA is international.

A recent Advisory Council meeting recognised that there were some misunderstandings about CIfA's constitutional and practical remit, and how the Board envisages helping archaeologists outside the UK who seek CIfA support. In parallel with its evolving strategic plan for 2020-30, the Board has published a [statement on Supporting a Global Profession](#).

Promoting CIfA accredited professionals to the client sector

A large part of CIfA's external relations work involves providing information about professional archaeology to those that commission archaeological work. We emphasise the need for early engagement, and urge all clients to recognise the importance of commissioning Registered Organisations and CIfA-accredited individuals. Our mantra is '*using accredited archaeologists assures clients that the work will meet their needs and the needs of the public*'.

CIfA staff don't have the access to individual clients in the way the Registered Organisations and others do – so please remember to direct them to the [Client Guide](#). It is easier for us to engage with relevant professional bodies and trade associations in the client sector. Recently we have been working for you with The Civil Engineering Contractors Association (CECA), which represents companies who deliver, upgrade and maintain the UK's infrastructure. We have provided Association members with some [tips on archaeology](#).

In parallel, in a consortium with MOLA and Taryn Nixon Heritage Works, we are updating the *Managing archaeology in construction guide* for the Construction Industry Research and Information Association ([CIRIA](#)). CIfA-accredited professionals are generously assisting us with the advice, insights and case studies through the project steering group. The updated guide will be available next year.

Directory of accredited professionals

We are pleased to announce the launch of our new online **Directory of Accredited Professionals**. Please [take a look here](#).

The Directory includes details of our professionally accredited (PCIfA, ACIfA, MCIfA) members who have agreed to be listed. Clients and colleagues will be able to search for specific individuals or certain job titles and contact them, so it is important to keep your details up to date.

You can choose your preferred listing and/or change your details when you renew each year or using the [update contact details form](#) in the Members' area at any time.

If you have any problems logging in please contact admin@archaeologists.net

Planning for the Future reforms (England)

As reported in the previous e-bulletin, CIfA is engaged with planning reform issues in England following the publication of a Government white paper in August. CIfA has been undertaking a range of action to raise the profile of archaeological concerns and develop solutions to influence the direction that reform ultimately takes.

In recent weeks we have:

- Published an [initial response](#) to the white paper
- Written to the Prime Minister, Chancellor, and Secretary of State for Housing, Communities and Local Government

- Submitted [a response](#) to the 'Current changes to the planning system' consultation
- Briefed MHCLG and DCMS on archaeological concerns ([briefing for members available here](#))
- Met with senior DCMS civil servants to discuss the proposals
- Met with and briefed All-Party Parliamentary Archaeology Group members
- Liaised with and briefed individual MPs ahead of a Parliamentary debate
- Attended a roundtable discussion with the Secretary of State Robert Jenrick
- Attended a meeting of the Heritage Council with DCMS and MHCLG ministers
- Been invited to brief the APPG on Housing and Planning
- Been invited to meet with MHCLG civil servants to discuss detailed solutions and policy development.
- Met regularly with Historic Environment Forum members &
- Liaised closely with Historic England and the Heritage Alliance Spatial Planning Advocacy Group
- Worked closely with CBA, ALGAO, FAME and other archaeology sector colleagues
- Taken part in a joint advocacy campaign led by CPRE The Countryside Charity
- Regularly attended meetings of the Wildlife and Countryside Link Land Use Planning Group, representing CBA
- Delivered CPD sessions for members ([recording available here](#))
- Taken part in a UCL workshop discussing the reforms
- Arranged a seminar for RTPI members discussing planning reforms and archaeology

We have secured numerous assurances from Government that it is not the intention to weaken heritage protections and that 'archaeological survey' will continue to be part of the new planning system. We are working to develop these promises into tangible policy outcomes.

CIfA is also keen to ensure that we take advantage of the opportunities which the white paper presents to improve the public benefit that archaeology delivers through its contribution to the planning system. For example, by improving available baseline data on archaeology, putting HERs on a statutory footing, and adopting more strategic approaches to archaeological assessment and mitigation.

The white paper consultation closes on 29 October, and a HCLG Committee Inquiry closes on 30 October. CIfA will be responding to both and welcomes member input.

If you have any questions about this consultation or CIfA's wider advocacy, please contact rob.lennox@archaeologists.net.

COVID-19 planning system changes and the historic environment - RTPi seminars Part 1 and Part 2

Government is introducing a number of planning system changes, including legislation and guidance, as a result of COVID-19. The aim is the support business and developers through the current situation and beyond. And, there are potentially more changes on the way as part of the wider COVID-19 recovery strategy.

This two-part webinar delves into the detail of the planning system changes in the context of any impact on the historic environment.

In Part 1, each speaker will set out their interpretation of what the impacts may be. We will hear from a leading historic environment professional body, a major heritage conservation charity and custodian of historic assets, and from an architect and developer with wide-ranging experience of working on projects involving historic buildings and sites.

In Part 2, the speakers will discuss what protections remain in place, any unintended consequences for the historic environment and the strategies and approaches needed to ensure protections, whilst supporting the overall goal.

[A link to book on to the 28/10/2020 seminar is here \(part1\).](#)

[A link to book on to the 18/11/2020 seminar is here \(part2\).](#)

CiFA and UAUK announce Queens University Belfast degree pathway to receive accreditation

CiFA and University Archaeology UK (UAUK) have announced that Queen's University Belfast is the first university outside England to receive accreditation for a degree pathway. Accreditation recognises undergraduate and masters degrees that provide skills relevant to a career in the historic environment. Queen's University Belfast joins the universities already offering accredited programmes



University of Bradford
University of Bournemouth
University of Durham
University of Leicester
University of Reading
University of Central Lancashire
University College London

A full list of the accredited programmes can be **[found here](#)**.

Further applications are currently being assessed and newly accredited programmes will be announced in due course. The next application deadline is 1 December 2020, **[see here](#)** for details.

Students in England and Northern Ireland now have the opportunity to choose a degree programme that will support them to develop a career in the historic environment.

The accreditation was developed to provide a career route for the historic environment as well as fostering strong relations between industry and academia.

'Accreditation is an exciting new initiative for students taking archaeology courses at universities and for the profession more widely. It recognises the value of real knowledge of working practices across the sector by students across the UK' - Chair of University Archaeology UK (UAUK), Chris Gerrard

CIfA Chief Executive Peter Hinton said *'We are delighted to be able to accredit Queen's University Belfast's programme CIfA/UAUK-accredited module pathway in Archaeology. Accreditation of degree programmes by CIfA and UAUK provides an invaluable way for students to identify those courses which should provide them with the skills that the profession and employers value, and QUB's success is further evidence of its strong engagement with commercial and professional archaeology in Northern Ireland and elsewhere. Such links integrate the different strands of archaeological endeavour and will greatly facilitate implementation of Northern Ireland's collaborative strategy, Way Forward for Archaeology.'*

'Archaeology & Palaeoecology at Queen's University Belfast are delighted to be the first and only department in the island of Ireland to offer a UAUK/CIfA- accredited pathway and about the exciting opportunities this brings for our students,' Dr. Dirk Brandherm.

Digital membership cards and certificates

We have changed the way you can access your membership card and certificate. Not only does this give you instant access to these whenever you need them but will also help to reflect our [environmental policy statement](#).

You can now download your most recent card and certificate from your [member dashboard](#) (member login required). You can change or request a new password by following the [CIfA website password instructions](#).

If you need further assistance logging in, please contact admin@archaeologists.net

Case studies and resources for CIfA members

To help support and inform members we are developing a wide range of case studies to include on our website. These relate to many different aspects of our work as a professional body and cover areas relating to professional ethics, professional conduct, equality and diversity, and wellbeing.

Our most recent case studies relate to

- [Professional and ethical considerations around critiquing archaeological work](#)
- [Unwanted behaviour in the workplace](#) - case study provided by [Protect](#)
- [Dyslexia and archaeology](#)

You can find more case studies and information on the following web pages

- [Professional ethics resources](#)
- [Equality and diversity in archaeology](#)

- [Wellbeing](#)

Individual application update

Specialist matrices

A suite of specialist matrices have been developed by CIfA's Special Interest Groups and some external bodies to help support applicants to see how their role fits into the main competence matrix, used to assess all individual applications, and to assist the Validation committee in assessing applications appropriately.

We are pleased to launch a new specialist matrix to help those applying from voluntary and community roles.

[Voluntary and community roles specialist matrix](#)

You can see the [full list of specialist matrices here](#).

Applying or upgrading?

Please look out for the new application webpages coming soon!

You can send in Practitioner (PCIfA) applications **anytime** and they will be assessed at the end of each month, when all the information is received. For Associate (ACIfA) and Member (MCIfA) applications, the last receipt of application deadline in 2020 for the 8 December Validation committee meeting is **Monday 16 November**.

The next ACIfA and MCIfA application workshop is being held on Friday 13 November and is now fully booked. Please [book here](#) to be added to the waiting list and we will send you information about the next workshop.

If you have any specific questions or queries about applying you can always get in touch with **Lianne at membership@archaeologists.net** and she will be happy to help you.

We look forward to receiving your applications soon!

Standard and guidance update

The current suite of Standard and guidance documents have been edited with minor changes made to the format. This means that the numbering in some cases has been amended. The updated versions can be [found here](#). Please do check that you are referring to the most recent versions.

Reimagining the CIfA Standards and guidance

An extensive review of the CIfA Standards and guidance (content, design, format, usability, and accessibility) is currently underway with a new look set of documents available later next year. The newly established CIfA Professional Standards Advisory Panel (PSAP) met for the first-time in August to get the project underway. The panel is made up of accredited professionals from across the UK and Republic of Ireland representing a variety of different organisations and roles/specialisms. The panel will provide their experience, expertise, and counsel to help support the work undertaken by CIfA staff members, in addition to supplementing the advice and feedback already received from the CIfA Special Interest Groups.

There will be an opportunity to have your say about any proposed changes to content over the next few months as the project progresses.

The aim of the review is to look in more detail at the structure, format, and content of the Standards and guidance and their relationship to the Code of conduct. Redesigning them as a digital resource will be explored to facilitate wider use and better cross-referencing with other resources and good practice examples. This resulting suite of Standards and guidance will ensure that the information presented is:

- Up to date with current practice
- Relevant beyond the UK
- User friendly and accessible
- Presented clearly with easy reference to good practice guidance examples, resources and case studies
- Easier to maintain and update

Further updates will be provided as the project progresses. Please contact jen.parkerwooding@archaeologists.net for further details.

Registered Organisation Update



There are currently 81 Registered Organisations in the scheme. This will reduce to 80 as Registered Organisation Wardell Armstrong, a multi-disciplinary environmental, engineering and mining consultancy, has acquired the business and assets of Archaeological Solutions Ltd who are also a Registered Organisation. We wish them success in their joint endeavours. You can [read more about this here](#).

In November, we will be conducting our first online inspections having received applications from two organisations wishing to join the scheme. This will be an opportunity to develop aspects of the inspection process which we may take forward into the future and which may provide an opportunity for more members of staff, particularly in the field, to talk to panel members and contribute to the inspection process.

CSCS update

If you are accredited with CIfA you can use your accreditation to apply for a Professionally Qualified Person (PQP) CSCS card. The card lasts for five years and its validity depends on your professional accreditation, so it is important to make sure that your CIfA membership is up to date during that time. If you are no longer accredited with CIfA it is likely that your PQP card will be cancelled.

If you need to renew your CIfA accreditation please contact subscriptions@archaeologists.net. You can find details

of subscription fees, along with concessionary rates on the [subscriptions page of the CIfA website](#).

CSCS have now moved their card application process online and you can find details on the [CSCS website](#). We're aware that some people are still experiencing difficulties when applying for cards and have been in touch with CSCS management to discuss this. If you encounter a problem or need proof of your CIfA accreditation in order to apply for a PQP card please contact us at admin@archaeologists.net

[CIfA Group news/events/training opportunities](#)

CIfA2021 online: Annual Conference - save the date!

21 – 23 April 2021

CIfA are delighted to announce that in 2021, our conference will be hosted exclusively online from Wednesday, 21 April – Friday, 23 April 2021.

Across three days, CIfA2021 will incorporate keynote addresses, wide-ranging sessions and training workshops in a virtual forum and will discuss current professional issues, showcase new developments, and present research in archaeology and the wider heritage sector. In moving to an online format for the conference, our hope is that our digital programme will improve the accessibility of the conference for all, whilst shielding participants; particularly those who may be at risk or vulnerable, from COVID-19.

Further details, including the conference programme, timetable and the opening of registrations will be announced in the coming weeks.

Please [click here](#) for additional information and updates

Lunchtime Chat

Wednesday, 4 November, 12:30 – 13:15

Join us for our regular fortnightly gathering of CIfA members for a lunchtime discussion, combining the networking of live events with archaeological topics.

This session's discussion topics will be: Prospect Archaeologists Branch, Neurodiversity in Archaeology and Aiming for Associate?

[Book your place here](#)

ACIfA and MCIfA accreditation: a step-by-step guide

Friday, 13 November, 11:00 – 12:00

We want every archaeologist to submit successful applications for professional accreditation. But how do you know which grade to apply for with your experience and how do you ensure your application is more likely to be successful? Join us for a digital workshop reviewing the accreditation process for ACIfA and MCIfA applications.

[Book your place here](#)

Decolonise archaeology: commercial and developer funded archaeology consultation session

Wednesday, 9 December, 12:30 – 14:30

Focusing on the commercial and developer funded archaeology sector, this consultation session will be a critical self-reflection and round table discussion where participants will have both the opportunity to explore how racism and colonialism impact their own practice whilst also contributing to one of the most important conversations in our profession today, and feeding into the development of the decolonise toolkit.

[Book your place here](#)

For further events and discussion exploring decolonising archaeology, please view our [Decolonising Archaeology Autumn 2020 Programme](#)

Afternoon chat

Thursday, 19 November, 15:00 – 15:45

Join us for our regular gathering of CIfA members, combining the networking of live events with archaeological topics.

[Book your place here](#)

Finds Group AGM

11 November 2020

Spaces for nominations: Treasurer, one committee member.

[More info here](#)

Wales Group AGM

6 November 2020

Spaces for co-option: Treasurer, two committee members.

[More info here](#)

For a complete list of all upcoming events, [please visit our event page](#)

Other news

Apprenticeships and the Heritage Sector

You are invited to an online event hosted by the University of Central Lancashire (UCLan) in collaboration with Historic England.

Tuesday 24 November, 2pm until 3.40pm (including a short break)

Platform: Microsoft Teams

[Register here](#)

The event is being organised to support employers working in and with the heritage sector in making decisions about upskilling the existing workforce and bringing in new talent through the cost-effective Degree Apprenticeship scheme.

Our academic team will be sharing their knowledge and experience of teaching and learning in heritage at master's degree level – with specific reference to the [Historic Environment Advisor Level 7](#) (which is equivalent to a masters).

You will hear from **Antony Barron**, Head of Degree Apprenticeships here at UCLan who can answer all your questions about what's involved and what we can offer as a University. **Phil Pollard**, Heritage Apprenticeships Manager at Historic England will be joining us and will also be available to answer your questions.

The expert heritage speakers include:

Chris O'Flaherty, Course Leader MSc Building Adaptation and Conservation

Dr Keith Vernon, Course Leader MA Applied Heritage Studies

Ann Vanner, Course Leader Architectural Technology Degree Apprenticeship

After the break there will be an interactive consultation, where we can listen to you and understand your skills requirements. The discussion will help us in the design of the Historic Environment Advisor curriculum and delivery model, so that it is developed around your needs and in time for the first cohort of apprentices.

[Please register here](#)

The Social Distancing for Archaeology Toolkit (SoDA)

In an effort to mitigate the effects of COVID-19 on the archaeological sector, L - P: Archaeology was awarded a grant by the [Historic England Emergency COVID-19 Fund](#) to produce a 'toolkit' of resources to help demonstrate social distancing guidance in archaeological field and post-excavation work. The Social Distancing for Archaeology Toolkit (SoDA) project builds on the vital [work of Prospect Union \(Archaeologists Branch\)](#) who have been working to produce guidance during the rapidly changing state of archaeological fieldwork in early 2020. Liaising with stakeholders in the UK Archaeology Industry Working Group (including representatives from CifA, FAME and Prospect), SoDA has sought to complement this work by producing high impact, freely available resources that demonstrate this guidance in practice. The project has produced a series of [short videos](#) in different on-/off-site work scenarios, as well as [signs, stickers, a toolbox talk and a risk assessment workflow](#). These resources were produced with the support of Prospect, who provided input and guidance during this project. The project hopes that these resources can be re-purposed in different archaeological contexts that extend beyond the commercial sector, including community digs and academic field schools.

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