

What we said...	What we've done...
<p><i>support and participate in joint working with FAME and Prospect to monitor and promote the development of appropriate reward systems in archaeology, encouraging each party to take up the respective responsibilities it has as trade union, employers' organisation or standards-setting institute and to act to the extent that the remit of each permits</i></p>	<p>We've set up and supported an industry working group to discuss pay and conditions in a broad context. Originally consisting of FAME, Prospect and ClfA, membership of the group has been widened recently to include others with an interest in such matters including ALGAO, David Connolly and Diggers' Forum and we are trying to identify representatives from one or two ClfA Registered Organisations to participate</p>
<p><i>provide more guidance to Registered Organisations on how to support training and professional development</i></p>	<p>We have instigated more dialogue with ROs around training and professional development with more guidance being given to inspection panels to channel discussions with Responsible Post-holders and staff about training. The Registrations Committee has strengthened guidance on the need for ROs to develop training plans.</p>
<p><i>expect more of Registered Organisations in promoting Continuous Professional Development (CPD) and of individual members undertaking and recording CPD</i></p>	<p>See above. There has been further work promoting the importance of CPD to individual members through articles in <i>The Archaeologist</i> and the ClfA e-bulletin. The CPD recording forms have been reviewed and updated to make them easier to use.</p>
<p><i>through the Registered Organisation scheme, continue to monitor Registered Organisations not paying minimum salaries and work with them to address issues</i></p>	<p>ROs are asked to identify whether they are meeting/exceeding minimum salary recommendations on their annual update forms. Those that indicate that they aren't are audited to establish how they are able to recruit, retain and motivate sufficient skilled staff. There have been no minimum salary audits so far in 2015-16.</p>
<p><i>continue to collect and collate pay data for the sector and comparator industries, with FAME and Prospect</i></p>	<p>The Heritage Market survey is now a five year project funded by ClfA, FAME and Historic England and will collect market data, including data on pay, on an annual basis until 2018. ClfA will continue to publish pay data gathered by Doug Rocks-Macqueen in <i>The Archaeologist</i> as part of the Jobs in British Archaeology series. A survey of ClfA members is planned for later this year which will also collect pay data. This is scheduled to articulate with a pay survey planned by Prospect.</p>
<p><i>continue to set minimum recommended salary levels and recommended starting salaries</i></p>	<p>A paper discussing increases to the minimum salary recommendations will be discussed at</p>

	<p>Advisory Council in September and a decision on increases from April 2016 will be made by the ClfA Board in October. The recommended starting salaries will be reviewed following an update to the pay benchmarking report planned later in 2015.</p>
<p><i>use the opportunity of chartered status for the Institute and discussions about chartered status for individuals to promote the work of archaeologists and the importance of accreditation within our sector and beyond</i></p>	<p>Professionalism and accreditation form the major part of ClfA's key messages and underpin all of our communications. We have made use of external specialists to develop our external relations and are building closer ties with related professional institutes. This is supported by our Client Guide, published in February 2015, which promotes the use of accredited archaeologists to developers.</p> <p>We are building on existing links with developers' organisations like the British Property Federation and, through our external relations work, seeking to develop new ones.</p>
<p><i>use the opportunity of chartered status to build better links with comparator professions as a means of promoting the value of archaeology and archaeologists to society</i></p>	<p>See above. We have had a number of exploratory meetings with colleagues from related professions and are exploring ways to ensure greater collaboration in the future.</p>
<p><i>in consultation with FAME, publish guidance for archaeologists and their clients on the importance of quality, standards and of using accredited professionals</i></p>	<p>See above in relation to the ClfA Client Guide.</p>
<p><i>continue to lobby government and national agencies to require archaeological work to be undertaken by accredited professionals</i></p>	<p>This continues to be a key message in our advocacy work.</p>
<p><i>with FAME, explore and consult on alternative models for the procurement of archaeological services and promote within sector and beyond</i></p>	<p>We will discuss this further at our annual liaison meeting with FAME.</p>
<p><i>continue to monitor employment terms of conditions and welfare provision through the Registered Organisation scheme</i></p>	<p>This continues to form an important part of the registered organisations process and the Registration Committee has continued to make recommendations and, where necessary, impose conditions as part of the registration process.</p>
<p><i>promote the value of trade union membership to members and Registered Organisations</i></p>	<p>We continue to have good links with Prospect through the Archaeologists' Branch and the industry working group and will continue to share data with them where appropriate.</p>

<i>maintain close links with Prospect and representation within the Archaeologists' branch</i>	
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