Name of Group	CIfA Cymru/Wales Group		
Period of three-year plan (eg April 2019 – April 2022)	**April 2025 - March 2028**		
Date plan adopted (at AGM)	**Spring/Summer 2025**		

Activity	Year one (2025-26)	Year two (2026-27)	Year three (2027-28)
Committee meetings (at least 3 per year) and Annual General Meeting (AGM). The AGM should be the same month each year and booked in advance.			
Record which months the committee meetings and AGM will take place.			
Spring (committee business, annual planning and prep for May workshop)	March (online)	March (online)	March (online)
Summer (committee business, workshop debrief, networking)	June (online)	June (online)	June (online)
Autumn (committee business, networking, prep for AGM/November workshop)	September (online)	September (online)	September (online)
Winter (committee business, networking)	AGM & November workshop, Committee meeting December (online)	AGM & November workshop, Committee meeting December (online)	AGM & November workshop, Committee meeting December (online)
Who is your AC Group rep? (term is 1 year but can continue). Your AC Rep will attend up to 6 meetings per year and communicate opinions on Institute policy and offer advice on group or area specialisms between the group/committee and AC.	Judith Doyle	Judith Doyle	Judith Doyle
Communicating with your group members			
How will you ensure regular and effective communication with your group members? What can you tell them the group is working on? Communications don't need to be long. Bulletins can be a couple of sentences.			
How many group newsletter or update bulletins will be sent and when? (at least 4 per year)	2 x email update bulletins and 2 x workshop invitations	2 x email update bulletins and 2 x workshop invitations	2 x email update bulletins and 2 x workshop invitations
Which social media channels will be used (LinkedIn/ twitter/ Facebook/Email) and are there specific dates or messages to remember?	Currently Facebook and X. Social media to be reviewed. Facebook not recently updated. Perhaps use BlueSky rather than X? LinkedIn page might be preferable.	tbc	tbc
Which other groups do you plan to collaborate with? How do you plan to do this? Eg through Knowledge Hub.	Finds Group liaison via May workshop.	1) Liasion with Early Careers SIG and student advisor to committe and 2) liaison with Archives SIG for possible workshop.	1) Liasion with Early Careers SIG and student advisor to committe and 2) liaison with Heritage Crime SIG for possible workshop.
Do you plan to send any group member or subject surveys to gather data?	No	Maybe something looking at the pipeline / training / skills of future archaeologists in Wales. To be developed	tbc
Would you like to do a The Archaeologist magazine subject takeover?	No	Yes - a Wales-takeover themed issue in late Yr2 / early Yr 3	Yes - a Wales-takeover themed issue in late Yr2 / early Yr 3
Events (in person and online)			
Do you plan to host a specific AGM event or conference?	AGM/workshop in November	AGM/workshop in November	AGM/workshop in November
Will your group host a session at the CIfA annual conference?	No	If the conference comes to Wales	If the conference comes to Wales
Will your group deliver or facilitate any CPD workshops this year, and if so, what type?	Finds workshop proposed for May	Workshop in May (tbc)	Workshop in May (tbc)
Are there any additional social or networking events (such as tea-break sessions) your group will run this year?	N/A	N/A	N/A
Are there any external events to attend? Speak with CIfA to check if we are involved.	N/A	N/A	N/A
Membership development			
How many members (CIfA & non-CIfA members) do you aim to recruit during this period?	tbc	tbc	tbc
Where relevant, will specialist competence matrices need developing or reviewing?	N/A	N/A	N/A
Where relevant, will standards and guidance need developing or reviewing?	N/A	N/A	N/A
Publicity and resources			
Do you need to create or update any resources to publicise the group?			
Group banner			
Group postcard or leaflet		Yes	
Website page updates - we have a standard layout, but you can add committee member bios, event information, and other relevant updates.	Updated throughout year	Updated throughout year	Updated throughout year
Are there any other activities the group is considering?			
N/A			