



**CHARTERED INSTITUTE FOR ARCHAEOLOGISTS
NOTICE OF 2025
ANNUAL GENERAL MEETING**

**An Annual General Meeting of the Chartered Institute for Archaeologists
will be held at
1:00pm, Tuesday 7 October 2024
Online via Teams**

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|--|--------|
| Minutes of the 2024 AGM | Item 1 |
| Minutes of the 2024 EGM | Item 1 |
| Election of accredited members to the Board of Directors | Item 2 |
| Election of accredited members to the Advisory Council | Item 3 |
| Report of the Board of Directors | Item 4 |
| Approval of the audited accounts | Item 4 |
| Appointment of auditors | Item 4 |
| Amendments to Code of conduct | Item 5 |

Notes

Minutes of 2024 AGM

Minutes of 2024 EGM

Election statements

The AGM is being held for the following purposes

1 RECEIVE THE MINUTES OF THE 2024 AGM AND 2024 EGM

- 1.1 To receive and approve the minutes of the Annual General Meeting held on 8 October 2024 (included in this notice booklet)
- 1.2 To receive and approve the amended minutes of the Extraordinary General Meeting held on 9 April 2024 (included in this notice booklet). Additional text is included in **[bold]**.

2 ELECTION OF ACCREDITED MEMBERS TO THE BOARD OF DIRECTORS

- 2.1 To receive the report on the election of the Board of Directors

3 ELECTION OF ACCREDITED MEMBERS TO THE ADVISORY COUNCIL

- 3.1 To receive the report on the election of the Advisory Council

4 REPORT OF THE BOARD OF DIRECTORS

Please refer to the Annual Review, Treasurer's report, and the Annual Report and financial statements 2024-25 available online www.archaeologists.net/annual-reviews-and-accounts

- 4.1 To consider and, if thought fit, pass the following Resolution which will be proposed as an Ordinary Resolution

Resolution 1 - accounts

To receive the report of the Hon. Treasurer for the financial year 1 April 2024 to 31 March 2025 and to approve the Annual Report and financial statements for that period.

- 4.2 To consider and, if thought fit, pass the following Resolution which will be proposed as an Ordinary Resolution

Resolution 2 - auditors

To appoint Haines and Company, Chartered Accountants as auditors to the Chartered Institute, to hold office from the conclusion of the present General Meeting until the conclusion of the next General Meeting at which accounts in respect of an accounting reference period are laid.

5 AMENDMENTS TO CODE OF CONDUCT

A revised draft version of the Code of conduct is on the website at www.archaeologists.net/events-training/events/agm

Principle 5 is well-intentioned in that it seeks to ensure ClfA members are operating in a manner which respects and values the contributions of staff and that steps to protect the safety and welfare of everyone involved in archaeological activities.

However, what ClfA has seen in practice through the professional conduct process is that complainants are relying on the wording of the rules under Principle 5 to bring allegations that their employer has failed to comply with a legal obligation relating to their employment or health and safety duties. It is worth noting that the current rules 5.1, 5.2 and 5.3 specifically reference giving 'due regard to the requirements of legislation' and so encourage complaints

of this nature. Rules 5.5 and 5.6 are also problematic in referring to ‘terms and conditions of service’ and recognising ‘cumulative service and proven competence’ in rates of remuneration, respectively.

Advice from ClfA’s legal advisors has flagged that unfortunately, this places professional conduct panel members in a difficult position, as they are not equipped with the legal knowledge or authority to determine whether there has been any breach of a legal obligation. As a result, panels have been instead considering whether the alleged conduct might amount to a breach of an alternative rule in a different part of the Code (ie under principle 5, or one of the more ‘general’ rules under principle 1).

It is also not good for members bringing complaints, as they are not getting the best resolution to the issue they are raising. Issues relating to employment contracts are best handled by trained employment mediators or employment tribunals. Health and Safety complaints are better handled by the Health and Safety Executive. And so on.

The Board recognises that the current situation is not working in the best interests of any party.

Based on the legal advice the Board is proposing the following Resolution to address the difficulties panels have at present in dealing with employment-related matters. It would also be consistent with the overriding purpose of the Code and Professional Conduct Regulations, being to govern standards of conduct related to archaeological work and the preservation of the historic environment, not ruling on employment disputes, health and safety breaches, or other legal disputes.

Resolution 3 – Code of conduct

THAT the introduction to Principle 5 of the *Code of conduct* is hereby amended to read as follows (new text is in **bold** and deleted text is in [square brackets])

Principle 5

The member shall [recognise the aspirations of employees, colleagues and helpers with regard to all matters relating to employment, including career development, health and safety, terms and conditions of employment and equality of opportunity] **take responsibility for their own actions; for health and safety; and for equality of opportunity. A member shall also respect the aspirations of others relating to employment; professional development; and membership of a trade union, professional or trade association.**

THAT rules 5.1 – 5.3 and rules 5.5 - 5.9 of Principle 5 of the *Code of conduct* are hereby deleted and replaced with the following (in **bold**). Rule 5.4 remains as in the *Code of conduct*.

Rules

5.1 A member shall encourage the continuing professional development and training of others.

5.2 A member shall not engage in or condone any bullying, harassment, intimidation or engage in other similar behaviour in relation to archaeological activities.

5.3 A member shall take reasonable steps to protect the welfare and safety of all persons who are under their direction, or with whom they are working, in connection with archaeological activities.

5.4 A member shall ensure that adequate insurance cover is maintained for persons or property which may be affected by their archaeological activities

DATED **September 2025**

BY ORDER OF THE BOARD OF DIRECTORS

A handwritten signature in black ink, appearing to read 'A Llewellyn', written in a cursive style.

A LLEWELLYN, DIRECTOR

NOTES

1. The Resolutions to be considered under item 4 and 5 will be moved by the Board of Directors of the Chartered Institute for Archaeologists
2. The Resolutions to be moved at this General Meeting under item 4 and 5 may be passed by a simple majority of votes cast online and by members present and entitled to vote
3. Non-accredited members may attend all General Meetings, but shall not have the right to vote
4. Copies of the Regulations for procedure at General Meetings can be downloaded from the CIfA website at <https://www.archaeologists.net/codes/cifa>

Minutes of the 2024 Annual General Meeting of the Chartered Institute of Archaeologists
13:00pm, Tuesday 8 October 2024
Zoom

Welcome and introduction to the meeting

Pen Foreman welcomed everyone to the meeting and noted that the meeting was quorate. Businesses will be conducted in accordance with the Regulations for General Meetings.

Pen confirmed for members to use the raise hands facility in Zoom if they wish to speak during the meeting. Pen asked for the chat function to only be used as necessary. The Regulations for General Meeting include details of how often and how long members can speak.

Pen reminded all about the dignity and respect statement and that discussions should be held in accordance with this and the Code of conduct.

As notified, the meeting will be recorded and place on Youtube as a private recording. This will allow members unable to attend the meeting to listen to the discussion before casting a vote. Voting on the resolutions put to this meeting will take place after the meeting has finished and within a 24-hour period via the ClfA website portal. Only ClfA members are eligible to vote. Results will be announced by email.

No questions were raised about the AGM procedures.

The order of business for the meeting was set out in the Notice of the meeting. Pen explained how the meeting will be conducted.

1. Minutes of the 2023 AGM and 2024 EGM

A copy of the minutes from the 2023 AGM and 2024 EGM had been included in the AGM Notice.

Kirsty Dingwall and Peter Hinton proposed and seconded the 2023 AGM minutes. No comments were raised. A show of hands confirmed the minutes were received and approved.

Jill Hind and Mark Stevenson proposed and seconded the 2024 EGM minutes. No comments were raised. A show of hands confirmed the minutes were received and approved.

2. Election of accredited members to the Board of Directors

Pen was pleased to see that there had been a competitive process for the Board elections this year. There had been five vacancies for the Board of Directors including the position of Honorary Treasurer.

Nine nominations were received from

Steve Allen
Jim Brightman
Kirsty Dingwall
Tracey Michaels
Andrew Peachey

Katie Sanderson
Tiffany Snowden
Paul White
Rob Wiseman

As the number of nominations exceeded the number of vacancies, accredited members were invited to vote for candidates in a ballot. This ran from 13 to 27 September.

A total of 327 votes were received from the membership. Of these 8 had to be discounted as they were either from Student or Affiliate members who could not vote, or from members who had not paid their fees for the current subscription year.

The results of the ballot mean that Kirsty Dingwall, Katie Sanderson, Tiffany Snowden and Rob Wiseman have been elected to the Board.

No nominations were received for the position of Honorary Treasurer. The Board may choose to fill this vacancy by cooption.

Pen thanked Dave Bolton, Dan Slatcher and Kayt Hawkins who will be stepping down from the Board following this meeting. Their time and expertise given to the Institute is very much appreciated and they will be greatly missed.

Our lay director, Ann Bevitt, will also be leaving the Board following this meeting. Pen thanked Ann for her involvement with the Institute. We have very much benefitted from the external insights, perspectives and advice Ann has brought to our meetings. For our November meeting we will be welcoming two new Lay Directors to the Board – Nick Page and Deborah Seddon.

3. Election of accredited members to the Advisory Council

Pen reported that there had been vacancies for eleven elected members of the Advisory Council. Four nominations were received for the Advisory Council from the following

John Appleby
Martyn Cooper

Liam McQuillan
Stuart Palmer

As the number of nominations for the Advisory Council did not exceed the number of vacancies so all are declared elected at this meeting. Advisory Council may choose to fill the remaining vacancy by cooption.

Pen thanked Sarahjayne Clements, Laura Evis, Steven McLeod, Elizabeth Murray, Paul Riccoboni and Gemma Ward who will be all stepping down from elected positions following the AGM. Thank you for stepping up to be involved in Advisory Council meetings. The contribution of volunteers is so important to the Institute no matter what committee you are involved in.

4. Report of the Board of Directors

4.1 To receive the report on the election of the Board of Directors

Pen noted that this item referred to the Annual Report and Financial Statements for year ending 31 March 2024, and the Honorary Treasurer's report. Members will have received the link for this which is available on the website at www.archaeologists.net/annual-reviews-and-accounts.

It is an extensive report but Pen noted a few of the points they had made in the introduction to this. It has been a year of change and big challenges. The staff and volunteers have met these with resilience, working through what has been a difficult time. Again Pen expressed

thanks to all those involved. Pen encouraged all to read this as it covers a lot of the work the Institute has been doing.

4.2 Resolution 1 – accounts

The meeting was asked to receive the reports of the Honorary Treasurer for the financial year 1 April 2023 to 31 March 2024 and to approve the accounts for that period. This was put forward as an Ordinary Resolution. A copy of the accounts and Treasurer's report were available on the website.

Dave Bolton noted that the report and audited financial statements are prepared by the Board each year for approval at AGM as directed in the Charter. These are prepared in line with standard Company reporting. The finances of the Institute were managed with two aims - first to enable the work of the strategic plan to be delivered, and secondly to ensure long term stability of the Institute. The year to March 2024 again presented its challenges. The progress and achievements of the Institute are presented in Annual Review as discussed above.

The accounts presented to this General Meeting showed that the cost of running the Institute was around £1.13mil. This reflects the planned investment of reserves and resulted in a reduction in our reserves to just over £357,000.

Maintaining an appropriate level of reserves is central to maintaining financial stability. The level of reserves needed to ensure this was increased in the 2023/24 accounting period, to reflect both the growth of the Institute and the continuing impact of inflation on costs. Current reserves remain at a satisfactory level. The current year budget and controls aim to maintain this position, and the future plans aim to grow the Institute in line with the strategic plan. The Board and Management Team continue to manage the finances in line with our objectives. Dave therefore proposed the resolution to receive the Annual Report and approve the accounts for that period.

Colin Forrestal seconded the resolution.

Pen asked if anyone wanted to speak for or against the resolution. No comments were made.

This resolution was put to the vote with voting taking place after the meeting. The votes cast online in the 24-hour period were in favour to adopt the accounts. (Total votes made online: Yes = 102; No = 3; Abstentions = 4). The membership was informed by email on 11 October that the resolution had been passed.

4.3 Resolution 2 – auditors

The meeting was asked to appoint Haines and Company, Chartered Accountants, as auditors to the Chartered Institute, to hold office from the conclusion of the present General Meeting until the conclusion of the next General Meeting at which accounts in respect of an accounting reference period are laid.

Dave Bolton noted that the Charter and bylaw direct that the Auditor of the Institute's accounts shall be appointed annually at the Annual General Meeting. A retiring Auditor shall be eligible for reappointment.

Haines and Company have again provided a helpful, timely and cost-effective service for ClfA. The service they provide, and their fees are reviewed on a regular basis. The Board continues to find their costs competitive, and their knowledge of the business significantly outweighed any marginal benefit that might be gained through re-tendering. We can rely on the Auditing Standards Board's 'Ethical Standard', by which the auditor is bound, which includes safeguards to identify if they are 'too close' to our company.

Colin Forrestal seconded the resolution.

Pen asked if anyone wanted to speak for or against the resolution. No comments were made.

This resolution was put to the vote with voting taking place after the meeting. The votes cast online in the 24-hour period were in favour to appoint Haines and Company as auditors. (Total votes made online: Yes = 103; No = 2; Abstentions = 4). The membership was informed by email on 11 October that the resolution had been passed.

This was the last item of business on the agenda.

Pen noted that a member had previously had an issue with the raise hands function so was unable to raise a point under the minutes of the EGM. Pen asked Rob Wiseman to speak. Rob noted that the minutes of the EGM do not have the motions attached and asked these to be attached for completeness. Pen thanked Rob and agreed to add these.

Rob was aware that minutes should be succinct, but as the two motions were closely linked, he suggested it would be useful to include a couple of points on how the meeting saw the relationship between them. The point was raised multiple times that these were seen as incompatible or mutually contradictory. He thinks it would be useful for the voting and how the Board moves forward on the interpretation and implementation of these, for these points to be added. He wanted to raise with this meeting about whether it was an accurate representation of the EGM and is it material to include in the minutes.

Pen's view was that this discussion was outside this meeting but proposed that, as Rob was joining the Board, he could help us with formulating a potentially slightly amended version of the minutes to recirculate to members for approval. Rob agreed he would be happy to work with the Board on this.

Peter Hinton suggested we should seek a show of hands for the amended minutes. Pen confirmed the Board will seek member approval once the revised wording has been proposed.

Pen concluded the meeting and thanked everyone for attending.

**Amended minutes of the 2024 Extraordinary General Meeting of the Chartered Institute of
Archaeologists
18:00pm, Tuesday 9 April 2024
Zoom**

Welcome and introduction to the meeting

Pen Foreman welcomed everyone to the meeting. The Board of Directors has called an Extraordinary General Meeting (EGM) following the receipt of a written requisition signed by more than one twentieth of the voting members of the Institute.

Pen explained that the meeting will be conducted in accordance with the General Meeting regulations which are available on the ClfA website and outlined the rules for speaking to the resolutions and during the meeting. Pen also referred to the Institute's statement about the dignity and respect for staff and others engaged in ClfA activities, and the statement on compliance with competition law, and asked those present to act in accordance with these.

It was noted that there were 312 people in the meeting, and Pen confirmed the meeting was quorate. The meeting was not being recorded and voting will take place during the meeting. The order of business for the meeting was set out in the Notice of the meeting.

Resolution 1 - moved by the Board of Directors of the Chartered Institute for Archaeologists

Pen called for a proposer and seconder for the resolution. Kirsty Dingwall proposed, and Richard Hughes seconded.

Kirsty introduced resolution 1.

Pen asked Richard if he wanted to speak now or later in the meeting. Richard did not respond so Pen therefore confirmed this could be later in the meeting.

Pen asked if anyone wanted to speak against the resolution and reminded members present of the 5-minute maximum time for this.

Rob Wiseman spoke against the resolution.

Rob asked for the resolution to be put to the vote immediately without further discussion [**as per Regulation 4.13c of the Procedure at General Meetings**]. 24 people voted in favour of this request. The request was therefore not carried. Pen returned to the normal procedure and asked for people to speak for or against.

Comments for and against the resolution were made. [**In particular, the Chief Executive, Peter Hinton, said the Institute had received legal advice that continuing to issue minimum salary recommendations risked challenge under UK competition law, and a challenge would potentially involve costly investigation. Speakers in support of the motion noted the Institute was neither a trade association nor a trade union. After comments,**] Pen agreed there had been sufficient debate. Pen asked Richard Hughes as seconder if he wanted to speak. Richard declined.

Pen asked Kirsty Dingwall for a final point as proposer and called time after 5 minutes.

Pen asked non-accredited and non-members to be moved to a breakout room before voting took place. Following this a digital poll was launched asking those present to vote for or against the resolution or to abstain from voting.

The results of the voting for Resolution 1 was as follows

- 53% for
- 23% against
- 24% abstained

Resolution 2 - moved by the members who signed the written requisition

Pen moved onto the second motion and confirmed that they would allow the same amount of time for discussion as for the first resolution.

Pen called for a proposer and seconder for the resolution. Rob Wiseman proposed and Michael Tierney seconded.

Pen asked Rob to speak to the motion.

Pen asked Michael to speak as seconder.

Pen asked if anyone wanted to speak against the resolution and reminded members present of the 5-minute maximum time for this.

Peter Hinton spoke against the resolution.

Pen asked for people to speak for or against the resolution.

Comments for and against the resolution were made. **[Rob Wiseman noted that the third point of the motion—creating and maintaining a five-year plan—could involve more than issuing minimum salary recommendations, but also cover providing tools, information and advice to help employers plan for higher salaries. Speakers in favour of the motion spoke about the effects of long-term low salaries in the sector and the desire to improve them. Numerous speakers both for and against the motion noted that the two motions were mutually incompatible. After comments,]** Pen agreed there had been sufficient debate.

Pen asked Rob Wiseman for a final point as proposer.

Rob proposed an amendment to the resolution wording. Pen asked for meeting to vote if this was a substantive amendment **[under Regulation 4.15 of the Procedure at General Meetings]**. The meeting voted it was substantive so an amendment would not be made.

Pen asked the meeting to vote on the original wording of motion 2. Pen asked for non-accredited and non-members to be moved a breakout room before voting took place. Following this a digital poll was launched asking those present to vote for or against the resolution or to abstain from voting.

The results of the voting for Resolution 2 was as follows

- 45% for
- 42% against
- 13% abstained

As both motions have carried, the Board will need to meet to see how it can move forward and will inform the membership as soon as possible.

Pen thanked everyone for taking time to attend and called the meeting to a close.

Candidates for election to the Board of Directors *In alphabetical order*

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| Name | Tom Brindle |
| Membership grade | MCIfA |
| Contact email | Tom.brindle@cotswoldarchaeology.co.uk |
| Position standing for | Ordinary Board Member |
| Supported by | Daniel Stansbie MCIfA, Martin Watts MCIfA, Neil Holbrook MCIfA |

Please explain why you are interested in being elected to the Board of Directors

As a Member of ClfA since 2017, I recognise the vital importance that the Institute has for the ongoing development of professional archaeology in Britain, and for ensuring continuing high standards of archaeological practice in the UK. Throughout my career, I have personally benefited from the professional advice, networking and career development opportunities that ClfA membership provides, through attendance and contributions to sessions at ClfA's annual conference, specialist interest groups, and through the use of many of ClfA's Standards and guidance documents. I would therefore value the opportunity to be a more integral part of ClfA, and to play a role in driving the direction of the organisation. Professional archaeology in the UK currently faces many challenges, including ever-changing planning policy, issues surrounding adequate pay, and retention of skilled archaeologists within the sector, although we are also at a point where archaeology is recognised as an important and valuable element of the construction process, not least for the social value presented by archaeological projects. The work of ClfA has been fundamental in developing this recognition of the value of archaeology, both within and outside the industry. The skills and experience that I have developed in over two decades of professional archaeological practice, across a variety of roles and sectors, place me at a point in my career where I feel I have a very valuable contribution to make in helping steer the vital work undertaken by ClfA, for the benefit of the continuing development of professional archaeology in the UK.

What skills and experience do you have that are relevant to being a member of the Board of Directors

With over two decades of archaeological experience, I have experience of a wide range of sectors, including local government, museums, universities, commercial archaeology, and multidisciplinary consultancy, and this range of experience would enable me to contribute significantly as an elected Director of ClfA. I have considerable experience of contributing to committees, currently sitting on the archaeology committee for the Roman Society (RS) (with responsibility for advocacy), and I am a Trustee of the Roman Research Trust (RRT). These voluntary roles require me to fulfil the duties and responsibilities required of registered charitable organisations. As a Trustee of the RRT, I help ensure the Charity pursues the aims of its Charitable objectives, as defined in the Charity's Governing Document, acting in a legal, ethical and trustworthy manner at all times. These roles include assisting in the administration and awarding of Charity funds to applicants for project grants, ensuring that the Charity's financial resources are deployed in accordance with their aims, and invested appropriately. I actively contribute to the RS and RRT through attendance at regular meetings to ensure the aims of these charitable organisations are met. The experience gained in these voluntary roles would allow me to proactively contribute to ClfA as an elected Director. Along with my experience in helping steer these charities, as Principal Post-Excavation Manager at Cotswold Archaeology's Milton Keynes Office, I also have specialist expertise in Post-Excavation management, team leadership and publication, which I believe would complement the expertise and experience of the existing directors of ClfA.

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| Name | Caroline Budd |
| Membership grade | MCIfA |
| Contact email | c.budd@wessexarch.co.uk |
| Position standing for | Ordinary Board Member |
| Supported by | Stuart Eve MCIfA, Abby Bryant MCIfA, Bob Clarke MCIfA |

Please explain why you are interested in being elected to the Board of Directors

I have worked in the archaeological sector for the last 30 years and a lot has changed. ClfA has reached a turning point and the renewed approach has been extremely interesting to observe and engage with.

It's clear that ClfA is evolving to respond to changes in the sector and the world. That interests me and I can offer support, a different perspective, expertise and a willingness to give back to a sector which has nurtured and supported me.

Emerging technologies, different ways of thinking about our profession and consideration of alignments and partnerships will be key in the future. The disciplines that we draw on are multi-faceted and can be applied in different ways to help people connect with each other and the world at a time when connection, identity and safety feel far away. I find the possibilities fascinating and would like to help and support selection of the strategic paths which might further develop the scope and influence of the Institute.

Most of all I am passionate about this profession and the people in it. I have dedicated my career to creating the best circumstances I can for people to follow sustainable careers in archaeology. I would like to share that dedication more widely in helping support the CEOs and staff of ClfA to do the same whilst they continue to develop the organisation and the profession.

What skills and experience do you have that are relevant to being a member of the Board of Directors

Since 2018 I have been on the Board of Directors for Wessex Archaeology Ventures.

I have provided content for and attended the Wessex Archaeology Limited Board Meetings for the past ten years giving me charity governance experience.

I am the business partner for the People and Remuneration Committee and attend our Finance Risk and Audit Committee. I have also been instrumental in the recruitment of Trustees via the Nominations Committee.

The team that I currently lead covers risk management, OHS, safeguarding, HR and business continuity which combined with my background in legal contract review, commercial project management and operations has given me strong governance skills and financial acumen.

I have worked in archaeology across the discipline, have a deep understanding of how and why we do what we do, how that is understood and valued by others and where there are strengths and weaknesses.

I am a strong leader and communicator who can flex their style to support the situation. I share advice and expertise generously. I am creative, inquisitive and don't make assumptions. I am calm, empathetic and emotionally intelligent.

I have the support of my CEO to take on this role which allows me to dedicate the time required to it and am looking for something outside of the day to day which allows me to continue to strategically to the wider sector.

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| Name | Otis Gilbert |
| Membership grade | MCIfA |
| Contact email | Otis.gilbert@historicengland.org.uk |
| Position standing for | Honorary Chair |
| Supported by | Kerry Boughton ACIfA, Sarah Poppy MCIfA, Jasmine Porter PCIfA |

Please explain why you are interested in being elected to the Board of Directors

Archaeologists face many challenges, low pay, high stress and overworking. This has led to a significant impact to our quality of life, and we must admit that this affects our professional life. As such, we must seek together to build the capacity of our sector and enhance routes into archaeological practice, from apprenticeships to accredited degrees. We must recognise the prolonged attack on Archaeology in Universities and be unafraid to speak out. As an Alumnus of the Sheffield Archaeology Department, I have seen the damage universities can inflict on the sector when they forget that education and research in our sector have value. Part of the journey to a healthier, happier sector will be pay and ClfA has a role to monitor bad actors and problematic practice in the sector and celebrate good practice in achieving a fair deal for archaeologists.

I hope to support ClfA in emerging from our recent period of flux and maximising our offer to members. I aim to support the provision of good quality, affordable training; updated and enhanced guidance; and a rigorous Registered Organisations scheme. I believe ClfA has the potential to be a shining beacon of good practice and member support, given strategic direction. I would thoughtfully lead the board and encourage debate.

I will work with you to ensure ClfA remembers that to achieve public benefit, we must ensure an improvement in support, pay and staffing numbers across the sector to address the issues that affect us as overburdened, under-appreciated archaeologists.

What skills and experience do you have that are relevant to being a member of the Board of Directors

Until recently, I was a field archaeologist and I recognise the challenges facing this significant group of members. We sometimes forget that field archaeology is the basis of all archaeological endeavour, and my recent experience will inform my practice on the board.

Since that point, I have worked with Historic England in giving management advice on Scheduled Monuments through my Role as Heritage at Risk Project Officer. This requires the type of negotiation and committee work that would support my work as ClfA Chair. It brings me into close contact with most other member roles within ClfA, which helps me gain an overarching view of the sector.

I have been involved with ClfA since my University years, over the years sitting on the Early Careers group, Advisory Council and the panel looking at standards and guidance. Perhaps my key ClfA involvement was 6 years with the Registration Committee deciding on applications for the Registered Organisation scheme and I have sat on a number of inspection panels.

I have 3 years of experience as a Director and trustee of the Association for Industrial Archaeology and can navigate board meetings with ease.

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| Name | Daniel Phillips |
| Membership grade | ACIfA |
| Contact email | daniel@drparchaeology.com |
| Position standing for | Honorary Chair |
| Supported by | Sadie Watson MCIfA, Joe Abrams MCIfA, Pete Hinton MCIfA |

Please explain why you are interested in being elected to the Board of Directors

Archaeology has the power to transform lives, connecting people to place, promoting wellbeing, giving communities a voice in shaping their environment. It goes beyond being a technical exercise of compliance: it's about empowering communities, enriching placemaking, contributing to education and engagement. That belief has driven my career across commercial, public, and academic practice, and is why I am standing for election as Chair of ClfA's Board.

ClfA has the authority and responsibility to lead progressively — to raise standards, advocate nationally and internationally, and ensure archaeology is recognised for the immense value it brings to society. I will ensure ClfA continues to champion high-quality, ethical professionalism while also embracing the challenges that define our age: climate change, diversity, sustainability, the role of archaeology to our environment and civic life. With 25 years of experience across archaeology sectors, from a digger to senior consultant, I understand the breadth of our sector, its pressures, and its potential, including the enormous financial pressures felt by our most valued individuals — our field and office staff, who are fighting to be valued and rewarded fairly for the outstanding commitment and skills they bring to the job every day. ClfA needs a Chair who can listen, build consensus, lead with clarity, integrity and enthusiasm. I want to bring my experience, energy, and vision to ensure our Institute continues to safeguard high standards, influence policy, and celebrate the remarkable contribution of archaeologists to society

What skills and experience do you have that are relevant to being a member of the Board of Directors

I bring a combination of professional sector expertise, leadership, a strong track record in advocacy, people management, and governance, all key characteristics of a Board member under its Duties and Responsibilities.

As LEADS Manager at Hertfordshire County Council, I lead a team of 20 multidisciplinary specialists, manage an annual budget approaching £1m, and work daily with councillors, planners, developers, academics, communities. I have secured for the first time a 5-year SLA at 100% cost recovery (previously 1-year and 60%) with all Hertfordshire's LPAs. LEADS is unique as it allows us as archaeologists to engage across multi-sector disciplines. The role requires strategic vision, financial oversight, and the ability to mediate complex interests. I adhere to the Nolan Principles, and lead with integrity.

Alongside this, I run my own consultancy, which gives me first-hand insight into the realities faced by commercial practice. This dual perspective — of public service and private enterprise — equips me to represent the full diversity of our sector.

Beyond my professional roles, I have consistently stepped forward to serve the sector, having chaired national organisations, including Rescue, and contribute to bodies such as APPAG and the ClfA Climate Change Working Group.

I am a leader who builds inclusive, high-performing teams, and a communicator who can bring people with me — whether through academic publications, public talks, or stakeholder negotiations. Above all, I am guided by the belief that our profession must look outward, confident in its value and clear in its voice, whilst respecting and celebrating our past achievements.

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| Name | Jim Williams |
| Membership grade | MCIfA |
| Contact email | Jim.williams@historicengland.org.uk |
| Position standing for | Ordinary Board member, Honorary Chair |
| Supported by | Andrea Bradley MCIfA, Louise Rayner MCIfA, Anna Stocks ACIfA |

Please explain why you are interested in being elected to the Board of Directors

I am excited to take this next step in my membership journey and contribute further to ClfA through my nomination for Honorary Chair/Board member. As a proud advocate for the Chartered Institute (having joined in 2003) I have participated in and organised sessions at annual conferences and innovation festivals. I have worked on several ClfA projects including *Enhancing and promoting ClfA Standards and guidance on archaeological practice*, and in the pilot group helping develop *Dig Digital* training. Most recently, I collaborated closely with ClfA staff and accredited archaeologists from across the sector on the *Archaeology and Solar Farms: Good Practice Guide*, chairing a workshop of archaeologists and solar developers and being closely involved in the drafting of the document. These experiences have given me a detailed understanding of the Institute's working and the expertise of its staff.

I am eager to help deliver ClfA's 3-year vision by encouraging more people to join the institute and supporting and developing members in their learning journey. Building on my involvement with the solar guidance, I am keen to continue engaging with policy and influence work, promoting ClfA and registered archaeologists, supporting members on issues such as pay, conditions, career progression and networking.

Having primarily used my archaeological skills and knowledge to support ClfA's work, I now wish to apply my management and leadership skills to help support its future development in the role of Honorary Chair/Board member.

What skills and experience do you have that are relevant to being a member of the Board of Directors

As a Historic England Science Advisor, I have spent over 20 years working with archaeological contractors and local authority archaeologists, gaining an excellent understanding of all stages of the commercial archaeological process and sector in general, including large infrastructure schemes like HS2 and the A303. I lead a team of nine science advisors and have well-developed management and leadership skills, acquired through practice and regular training (e.g. Institute for Leadership and Management; coaching and mentoring).

I have led on the development and updating of Historic England guidance and strategy documents, working closely with multiple authors and stakeholders from different sectors to produce documents that balance varied perspectives and deliver clear recommendations. This experience has honed my ability to listen, understand diverse viewpoints and find common ground and effective compromises. I have a keen attention to detail and the ability to step back and see the wider strategic perspective.

Through all this work I have acquired excellent relationship management and team-building skills which will be invaluable in the role as Honorary Chair. I have a strong track record of staff development, both with my own team, and through internal and external one-to-one mentoring with early and emerging career professionals. I look forward to using these skills in support of ClfA staff and in progressing the work on the 3-year plan around ClfA members' continuing professional development.

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| Name | Dr Rob Wiseman |
| Membership grade | MCIfA |
| Contact email | rdw42@cam.ac.uk |
| Position standing for | Ordinary Board Member, Honorary Chair |
| Supported by | Jim Brightman MCIfA, Matthew Brudenell MCIfA, David Gibson MCIfA |

Please explain why you are interested in being elected to the Board of Directors

CIfA needs to be an organisation which is *helpful*, *useful* and *valuable* to its members. However, this is not how most would describe the Institute right now.

I was elected to the CIfA Board last year, born out of my frustrations with archaeologists' salaries. I have now seen more of how the organisation works from the inside. My range of concerns has expanded. CIfA has traditionally focussed on regulation but has done little practically to help individual archaeologists develop their careers – limited training, limited advice, limited opportunities for working with and learning from peers.

Many archaeologists also continue to experience considerable uncertainty, stress and hardship trying to work within our sector. Many organisations in the sector are under financial stress, which means some find supporting and developing their staff difficult. CIfA's registered organisation need more help and support to ensure the sector is viable and can deliver on their staffs' aspirations.

The Board does have a plan to make CIfA more useful and valuable to members, developed by the previous CEO. But that plan still needs to be implemented. There also needs to be culture change to transform CIfA into a body its members would call genuinely helpful and useful. To achieve this, there need to be constant scrutiny and direction from the Board that CIfA is delivering on the priorities of its members. That is what I want to do.

Getting more for members and improving the sector's viability are the key reasons I am standing for Honorary Chair.

What skills and experience do you have that are relevant to being a member of the Board of Directors

I have years of practical experience in business, running organisations, and leading and motivating people. I have extensive experience in policy formation and delivery at the very highest level. I have a detailed understanding of all aspects of commercial archaeology.

Before I came to archaeology in my forties, I set up and ran my own company in Melbourne Australia, employing 15 people (2000–2008). After that, I joined Pfizer as an Associate Director, working in policy across 27 European countries.

I retrained in Archaeology in 2011, and joined Oxford Archaeology in 2012—initially as a field archaeologist, before moving into contracting, winning nearly £10 million for the organisation. I wrote Oxford Archaeology's environmental plan, communication plan, recruited graduates and contributed to its research plan. I joined the Cambridge Archaeological Unit in 2018, working in post-excavation and contracting. I have published 20 peer reviewed articles.

During COVID lockdowns, I created and ran Archaeology on Furlough—a suite of online volunteer projects for archaeologists unable to work and restricted to home. I ran a dozen projects with over 100 participants, with no funding, while continuing to work fulltime. For this, I was nominated for Archaeologist of the Year (2020).

I was a member of the CIfA Advisory Council for several years and have been a Board member for the last year, stepping in as interim Chair when Pen Foreman stood down in July 2025.

Candidates for election to the Advisory Council
In alphabetical order

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| Name | Steven James Allen |
| Membership grade | MCIfA |
| Contact email | sallen@yorkat.co.uk |
| Supported by | Helen Parslow MCIfA, Lesley Collett MCIfA, Laura Templeton MCIfA |

Please explain why you are interested in being elected to the Advisory Council

I am a firm believer in the value of professional associations and the existence of these bodies is the main reason I am still working in the Archaeological sector. In 37 years I have worked in many different roles within the sector and the most essential lesson I have learned is the importance of respecting other peoples' skills and expertise in order for the whole to work effectively as a team.

CIfA provides a space in which we can engage with others from different parts of the sector and indeed from different organisations within our own field. It is still the only body which is capable of promoting standards, raising the profile of the profession -and has the professional authority to speak on our behalf on those policy issues which will affect our working lives. No other national body is committed to the development and training of individual archaeologists and the continuing improvement of its members' skills. This is something we need to promote. We must further develop these activities, not least to retain existing members and attract new ones. I want to take an active role in supporting -and implementing- these essential tasks.

If people want to change and influence the future direction of an organisation then the most constructive way forward is to commit time and effort into working for and with that organisation. Membership participation is key to the progress and development of any institution and I want to work to get more people actively involved in their professional institute. The greater the number of people actively engaged, the better off all of us will be.

What skills and experience do you have that are relevant to being a member of the Advisory Council

I am currently employed as the Archaeological Wood Technologist in the Conservation Laboratory at York Archaeology, where I have been for the last 25 years. I am also the laboratory safety officer. I have previously worked for other commercial units -and the occasional university project in excavation and illustration roles.

Between 2000 and 2011 I was a council member of the Association of Archaeological Illustrators and Surveyors, including a 3-year term as Chair in the lead up to the merger with IfA. I was elected to IfA Council in 2012, became a member of executive committee as Vice Chair for Membership and Personnel and continued the duties of that role on the CIfA Board until I stepped down in Autumn 2018. I have also been a committee member of GAG and chaired that SIG between 2014 and 2016. I have served on CIfA Validation committee (stepping down this autumn). I have also been a session co-organiser at several CIfA conferences.

Outside of archaeology I am an active member of a choir and a member of its accessibility/inclusivity group.

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| Name | Issica Baron |
| Membership grade | ACIfA |
| Contact email | issicabaron@gmail.com |
| Supported by | Rhiannon Pettitt ACIfA, Sarahjane Clements MCIfA, Rachel James-Morgan ACIfA |

Please explain why you are interested in being elected to the Advisory Council

I agree with ClfA's aims and values and would like to see strategic plans carried out and successes in achieving long term goals. After the passionate debate at the extraordinary general meeting last year I felt spurred to be more active in contributing to the improvement of our industry and was co-opted to the advisory council. I would like to be elected this year in order to continue to be a voice in council discussions.

What skills and experience do you have that are relevant to being a member of the Advisory Council

Having been first a student member during my postgraduate degree and since accredited at ACIfA for a decade I feel I have an understanding of the work and strategic direction of ClfA.

I have a spread of experience within Archaeology with which to approach current issues up for discussion by the Advisory Council; I have worked in an HER, been self-employed, worked for one of the Welsh Trusts, been seconded to a university training excavation, and have worked for commercial units in the field, consultancy and post-excavation.

I am approachable and frequently discuss aspects of archaeology as an industry with colleagues of all levels.

I have a Leadership and Management (ILM level 5) qualification and am familiar with different styles organisations can adopt and their pros and cons.

I have previously worked in the NHS as management for over a decade, and I bring with me insights from a very different industry, which has a long history of professional standards, ethics, and accountability. I am a big fan of identifying 'SMART' goals and using these to help staff and myself to achieve personal, departmental and wider objectives.

I am familiar with Nolan's principles from having run for local councillor and MEP previously and find them agreeable.

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| Name | Jim Brightman |
| Membership grade | MCIFA |
| Contact email | jb@moorandvale.co.uk |
| Supported by | Lisa Westcott-Wilkins MCIfA, Dr Emma Wells MCIfA Dr Rob Wiseman MCIfA |

Please explain why you are interested in being elected to the Advisory Council

Since first becoming actively involved with ClfA in 2015, I have always been an advocate for engagement with our industry body and that change comes from within. In pursuit of this, I spent seven years as an Equality and Diversity Group committee member and four and a half years as an elected member of Advisory Council. I enjoyed my time and felt that we were able to be proactive in some major issues and oversee some core changes to how ClfA interacts with key areas of the membership. During a period of poor mental health and family bereavement in 2022, I stepped away from all my existing non-essential commitments as part of a process of self-care, but I am

now in a place where I am starting to re-engage. I was one of the five unsuccessful candidates for a Board position at the 2024 AGM, and I'm really heartened that there was enough interest to produce over twice as many candidates as positions! Following that, I was co-opted back onto Advisory Council and attended the 2025 conference in Birmingham. It feels like there is a renewed drive and appetite for meaningful work to be led by ClfA, and I would love to help be part of that change as an elected member of the Advisory Council.

What skills and experience do you have that are relevant to being a member of the Advisory Council

I have longstanding experience of ClfA's systems and internal governance, but far more importantly I've worn many, many hats during my career and feel like I have a grasp on at least some of the widely differing perspectives in the industry. I've been an early career digger; I've been a Project Officer trying to manage a complex site under extreme pressure of time and budget; I've managed staff through difficult times (for them and me); I've set up and grown a small partnership consultancy; I've been fortunate to work on many volunteer- and school-based projects; I've retrained as a historic buildings specialist; and now I'm back as a sole trader trying to navigate a place in a very varied industry. Throughout my career I have been required to collaborate with people of all levels of seniority within and without the heritage sector. I feel that engagement and positive partnership working are something that is vital to effecting actual change. In addition, I have been professionally involved in the planning process now for over 20 years, witnessing considerable changes in how heritage interfaces with other interests. I feel from this that I have an understanding of how changes in statute, policy and guidance can impact our industry.

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| Name | Greggory A Griffin |
| Membership grade | MCIfA |
| Contact email | Greggory.griffin@atkinsglobal.com |
| Supported by | Jonathan Hutchings MCIFA, Leonora O'Brien MCIfA, Adam Goodfellow PCIfA |

Please explain why you are interested in being elected to the Advisory Council

I am eager to continue serving on the ClfA Advisory Council, having had the privilege of contributing over the past few years, first as Vice Chair and more recently as Acting Chair. These roles have deepened my understanding of the Council's strategic responsibilities and strengthened my commitment to supporting the development of policy and standards within the Institute.

During my tenure, I have worked closely with colleagues to uphold and advance the values of professionalism, ethical practice, and methodological rigour in archaeology. I have seen firsthand how the Council plays a vital role in shaping the future of the discipline, and I am proud to have contributed to that process. My leadership experience has also helped me grow professionally, and I am keen to continue building on that momentum.

With over a decade of global archaeological experience, I bring a broad and inclusive perspective to Council discussions. I remain passionate about integrating scientific approaches into archaeological practice and ensuring that our work is carried out with respect and sensitivity toward the people and cultural materials we engage with.

I would be honoured to continue contributing to the Advisory Council, helping to guide the profession through its next phase of growth and innovation, and supporting ClfA's mission to promote excellence and integrity in archaeology.

What skills and experience do you have that are relevant to being a member of the Advisory Council

I would be honoured to continue serving on the ClfA Advisory Council, building on the experience and insight I've gained over the past few years as a Council member, Vice Chair, and most recently Acting Chair. These roles have allowed me to contribute meaningfully to the strategic direction of the Institute and have deepened my commitment to supporting the profession.

My archaeological career spans over a decade and includes a wide range of excavation contexts across the UK, USA, Germany, Belgium, and the Republic of Kiribati—from Neolithic settlements to Second World War aircraft crash recoveries. I have worked academically, commercially, and in forensic/search and recovery capacities, giving me a comprehensive understanding of the field's diverse demands and ethical considerations.

Over the past few years, I have continued to grow professionally, expanding my skills and contributing to international collaborations. I believe my broad experience and interdisciplinary approach make me a valuable asset to the Advisory Council. I am passionate about ensuring that archaeological practice remains rigorous, ethical, and responsive to new scientific developments, and I would welcome the opportunity to continue contributing to ClfA's mission and the future of the profession.

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| Name | Joe Groarke |
| Membership grade | MCIfA |
| Contact email | Joe.Groarke@mottmac.com |
| Supported by | Paul Riccoboni MCIfA, Héloïse Meziani ACIfA, Maurice Hopper MCIfA |

Please explain why you are interested in being elected to the Advisory Council

I believe that the Advisory Council plays a crucial part in supporting ClfA with regards to the production of policy, helping to define industry leading archaeological standards that are constantly in flux due to new research, new technologies and wider issues and challenges such as climate change, and enabling ClfA to support archaeologists and archaeology itself throughout these, through training, advice, recognition and promoting wider awareness. I would greatly enjoy being able to contribute to the Advisory Council's work in this way and help to define ClfA's future strategy for challenges ahead.

What skills and experience do you have that are relevant to being a member of the Advisory Council

I have worked as a professional archaeologist for 13 years, starting out as a field archaeologist for six years between 2012-2018 and working on a variety of sites for many types of projects, from tiny developments in back gardens to massive DCO schemes, rural and urban, and many community archaeology projects. Since 2018 I have been an archaeological consultant, still working on a variety of projects from small to large, in England and Wales predominantly. I believe this varied experience from both a fieldwork and consultancy point of view enables me to understand challenges from both a fieldwork and consultancy perspective, and working closely with statutory consultees such as HE, Heneb, Cadw and local authorities in England has also given me a greater understanding of their responsibilities and the importance of their roles. I strongly

believe in the work ClfA does. Several of my colleagues have been involved in the advisory committee previously and reported what a good and fulfilling experience it was, which has inspired me to contribute also. I will be able to provide the time the role requires. I believe my career experience as well as my ethics training will enable me to offer considered, impartial advice as part of the Advisory Council to the Board and allow me to work in the best interests of the ClfA membership.

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| Name | Kirsten Holland |
| Membership grade | MCIfA |
| Contact email | Kirsten.holland@jbaconsulting.com |
| Supported by | Fiona Lee MCIfA, Andrew Holland MCIfA, Dorothy Graves McEwan MCIfA |

Please explain why you are interested in being elected to the Advisory Council

I have been an advocate for ClfA for many years and have been involved in many aspects of the Institute previously. I feel that I now have the time again to re-engage with ClfA in a more sustained way and standing for Advisory Council is an ideal way to do this. I will also be able to engage with the work of AC outside of the core meetings. As a previous member of the Board of Directors I valued the advice, input to strategy and feedback we received from Advisory Council and am keen to take on this role to support the current Board and staff. I enjoy considering the strategic development of the profession and our role in industry and society more broadly. Stepping off the hamster wheel and looking at the bigger picture is valuable and brings perspective and direction, maintaining a focus on what is most important and achievable with the resources at our disposal. This is an interesting time to be delivering on the themes of the Institute's Strategic Plan – standards, inspiring the profession, raising our profile and governance are all challenges which we are making good progress with as a sector, but there is always more that we can do. I look forward to bringing my experience and perspective to this.

What skills and experience do you have that are relevant to being a member of the Advisory Council

I will bring a wide range of skills and experience to my work on the Advisory Council. I have been actively involved in ClfA since 2005 in various roles including Validation Committee, IfA Council, Board of Directors, ClfA/FAME/Prospect Working Group, Registered Organisation inspections, PCHIA Advisory Panel and MCIfA professional review interviews and this gives me a broad knowledge of the Institute and its role as a professional body. My current professional roles are a Technical Director for Heritage and Deputy Head of Environment and Sustainability. My experience in multi-disciplinary consultancy will allow me to bring knowledge of the historic environment sector, but also the wider perspective across a broad range of related disciplines and skills. My recent work has included a focus on climate adaptation and resilience, nature-based solutions, natural and cultural capital approaches, alongside development-led projects. I have experience of reviewing and developing policy, standards and practice at a strategic level which will be of benefit in providing advice to the Board of Directors to guide them in decision making affecting the sector as a whole. I also enjoy delving into the detail. I am collaborative in my approach, but willing to challenge and debate where necessary to refine thinking and documentation.

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| Name | Richard Hughes |
| Membership grade | MCIfA |
| Contact email | Richard.hughes@arup.com |
| Supported by | Peter Moore MCIfA, Josephene Brown MCIfA, Frank Meddens MCIfA |

Please explain why you are interested in being elected to the Advisory Council

I wish to continue providing active inputs to the Advisory Council, as undertaken during the last three years of service. I would input with knowledge and experience gained as a professional archaeologist over several decades; supporting ClfA going forward in its service roles and responsibilities/safeguards to membership; also aiding with giving innovative direction to heritage professions and to enhanced society cultural interactions.

What skills and experience do you have that are relevant to being a member of the Advisory Council

I would bring to the Advisory Council the results of national and international senior consultancy skills, especially related to archaeological sciences and innovative commercial practices. My skills have developed through roles supporting Government - NGOs - International Agencies - Industry; variously addressing policy development, best practice and practical problem solving – one aim here being for culture and cultural heritage to participate in place-making, development and societal resilience. For several decades have provided consultancy for the conservation of exposed archaeological sites. I have growing skills related to climate change and natural disaster preparedness, mitigation and recovery, and roles of cultural heritage within the UN's SDG agendas.

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| Name | Finnegan Pope-Carter |
| Membership grade | MCIfA |
| Contact email | f.pope-carter@magnitudesurveys.co.uk |
| Supported by | Paul Johnson MCiFA, Leigh Garst MCiFA, Henry Russell ACiFA |

Please explain why you are interested in being elected to the Advisory Council

From a review of the 6 most recent AC meeting minutes the impression I get is the advice is fairly minimal and in places stunted. It doesn't look like there are (m)any advisors in positions of authority within the sector so little to no advice is coming from those with the knowledge and experience of running archaeological organisations. The demise of the geophysics special interest group a number of years ago means the discipline is not represented within ClfA, despite it forming a centre point of recent work on archiving and solar development. ClfA has traditionally had a 'bad rap' within the geophysics community and I would like to integrate more into the governing body so that we can look to reestablish a geophysics SIG at a point in the future. ClfA and its registered organisation system has a strong role to play within the industry, however this can appear a box ticking exercise and I don't believe the current system provides strong enough regulation to the archaeology sector as it currently stands. The archaeology industry is reaching an inflexion point because almost all the large organisations were formed at the same time. This means that a significant proportion of senior management teams are reaching retirement age simultaneously. This will create opportunities and risks that ClfA will have to help the industry navigate. I believe I can bring a different perspective to the advisory council on the points above, ensuring that ClfA remains fit for purpose as the industry continues to evolve.

What skills and experience do you have that are relevant to being a member of the Advisory Council

Set up and continue to actively run the largest archaeological geophysics provider in the UK. Alongside this I am considered one of the leading experts in Archaeological Geophysics. As part of setting up and running a medium sized archaeological firm, I have had responsibility for a wide range of areas including finance, Human Resources, business development, strategic development, quality assurance and generally running an organisation. I review strategic documentation and lead discussions at various levels within the organisation, from management meetings to staff engagement exercises. I am confident in offering constructive feedback and guidance on new initiatives. Because I run an organisation my time is my responsibility, and I can therefore make and devote *electronic signatures or supporting emails from nominators are accepted Please return your completed form to admin@archaeologists.net by 5pm on Friday 29 August 2025 the necessary time to devote to the AC. As a director of a limited company, I have experience of fiduciary duties and as the director responsible for Human Resources I have experience of working with confidential and occasionally challenging information. I believe my fiduciary duties as a director align with the Nolan Principles, and I am committed to maintaining confidentiality and high standards of conduct in all professional settings.

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| Name | Matt Parker Wooding |
| Membership grade | MCIfA |
| Contact email | matt.parkerwooding@lincolnshire.gov.uk |
| Supported by | Fiona Lee MCIfA, Vicki Score MCIfA, Ian George MCIfA |

Please explain why you are interested in being elected to the Advisory Council

I have previously been on the Advisory Council for a number of years, initially as the Finds Special Interest Group representative and subsequently as an elected member. Since my prior stint on AC, I have gained substantial curatorial experience, firstly as Coventry City Archaeologist for five years and currently as a dedicated Nationally Significant Infrastructure Project archaeologist for Lincolnshire County Council, with these roles providing me with a much more balanced understanding of the historic environment sector adding to the experience I had gained previously from working in the commercial sector.

I am interested in standing as an elected member of the Advisory Council as I believe that I can use my experience and skills to contribute effectively to the Advisory Council and add my knowledge and experience to the activities of this group. My archaeological background has allowed me to become a well-rounded and experienced archaeologist with an expansive skill set accrued from a combination of curatorial and development-control management, project management, fieldwork, consultancy and academic research.

I strongly believe in contributing to the profession in whatever ways best suits each of us and I have also been part of ClfA ethics panels, interviewing those applying for membership, lunchtime seminars and other discussion panels and contributed to our annual conference in a variety of ways.

What skills and experience do you have that are relevant to being a member of the Advisory Council

I am a curatorial archaeologist, working solely on major infrastructure projects which are deemed to be nationally significance and are typically massive, complex and often contentious schemes that take several years to work their way through the archaeological assessment, fieldwork, post-excavation and dissemination process on a landscape-wide scale. The work involves assessing the reports submitted, impacts and fieldwork/mitigation, ensuring the harm to the historic environment is both understood and managed in an appropriate way. Solutions often can require innovative and bespoke strategies and consulting with a myriad of stakeholders to reach the final objective. Integrating public benefit into these projects is a crucial aspect that I am especially keen on.

This, my time as Coventry City Archaeologist, project manager at several commercial units, field archaeologist, consultant and work in prehistoric pottery and lithics has enabled me to develop a skillset and experience in many aspects of archaeological practice. I feel that I bring a good balance of skills and experience to the Advisory Council and I am adept at negotiating competing needs and viewpoints, priorities and outcomes, remaining objective and impartial whilst respecting the various positions that need consideration.

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| Name | Daniel Young |
| Membership grade | MCIfA |
| Contact email | daniel.young@haskoning.com |
| Supported by | Rob Batchelor MCIfA, Victoria Boothby MCIfA, Freddie Scadgell MCIfA |

Please explain why you are interested in being elected to the Advisory Council

As an active Member of ClfA I am acutely aware of the benefits that membership brings to the archaeology and heritage community, and I am also highly invested in the future of the Institute. I would therefore be very grateful for the opportunity to actively contribute to future decisions on policy and strategy, and feel that my experience, specifically within the Heritage sector and the specialist area of geoarchaeology and environmental archaeology, would offer a unique perspective on decision making.

I am actively involved in reviewing applications and Registered Organisation inspections, and when these opportunities arise I am very grateful for the opportunity to discuss how ClfA can be a force for good in our industry, as well as considering the policy, duties and responsibilities of ClfA membership. Since becoming a member I have discussed the benefits of membership with both members and those who have not sought membership. In some cases, particularly those working in specialist areas of archaeology, people have been uncertain of the benefits of membership. This is something that I would like to help to address if I was to be elected to the Advisory Council, and would be keen to make sure that all individuals working in the industry felt that ClfA is beneficial to them.

What skills and experience do you have that are relevant to being a member of the Advisory Council

I have fulfilled a number of different roles during my career in commercial archaeology, including positions at an archaeological science consultancy based at a university, a commercial archaeological unit, and a Heritage practice within a civil engineering consultancy. These different positions have provided me with a range of experiences and different perspectives on the role of ClfA within the archaeology industry.

I am currently a specialist assessor for applications to ClfA, and I have undertaken a number of Registered Organisation inspections. The opportunity to review applications has given me a broad range of perspectives on what skills and experiences people feel are important for them to bring to ClfA, and also what people feel they get back from being a member. These are wide-ranging, particularly for people working in the different areas of the heritage, archaeology and research industries.

I have recently submitted an application to establish a Network for the specialist area of Geoarchaeology and Palaeoenvironment. In submitting this application I have had the opportunity to discuss the benefits of a ClfA-affiliated group for people working in this specialist area, and this has led to very productive discussion on what benefits ClfA bring to our community. I would be very grateful to bring these discussions and perspectives to the Advisory Council.