

# **CHARTERED INSTITUTE FOR ARCHAEOLOGISTS NOTICE OF 2018 ANNUAL GENERAL MEETING**

**An Annual General Meeting of the Chartered Institute for Archaeologists  
will be held at  
2:45pm, Monday 15 October 2018  
at Central Hall, Westminster, London, SW1H 9NH**

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## Notes

Minutes of 2017 AGM

Election statements

The AGM is being held for the following purposes

**1 RECEIVE THE MINUTES OF THE 2017 AGM**

- 1.1 To receive the minutes of the Annual General Meeting held on 27 October 2017 (included in this notice booklet)

**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 REPORTS OF THE BOARD OF DIRECTORS**

*Please refer to the Annual Review, Treasurers report and audited accounts 2017-18 available online [www.archaeologists.net/about](http://www.archaeologists.net/about)*

- 4.1 To receive the Report of the Board of Directors for July 2017 to July 2018
- 4.2 To consider and, if thought fit, pass the following Resolution which will be proposed as an Ordinary Resolution

Resolution 1 - accounts

To receive the reports of the Hon. Treasurer for the financial year 1 April 2017 to 31 March 2018 and to approve the accounts for that period.

- 4.3 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 EQUALITY AND DIVERSITY IN ARCHAEOLOGY**

There is strong need and momentum throughout the archaeology sector to bring about a culture change around equality and diversity practice in archaeology. ClfA has an important collaborative role to play in this and the Board of Directors has already made a commitment to discuss the development of a pan-sectoral strategy on equality and diversity in archaeology with the Industry Group ([an existing collaboration between FAME, Prospect and ClfA](#)). This would be owned by all three organisations and would commit each to jointly working on specific actions.

The Board has therefore formed an internal ClfA working party of Advisory Council and other ClfA advisors to consider where ClfA should lead on equality and diversity matters and where it should play a supporting role, and what good practice advice can be introduced to support

this culture change. The detail of the remit of this working party is available at [www.archaeologists.net/practices/equality\\_and\\_diversity\\_in\\_archaeology](http://www.archaeologists.net/practices/equality_and_diversity_in_archaeology)

The purpose of this resolution is to ensure that equality and diversity issues remain at the forefront of the Institute's agenda.

Resolution 3 – Equality and diversity in archaeology

CIfA members are asked to endorse the Board of Directors' decision to

- commit CIfA to working with others in the archaeological sector to explore the development of a pan-sectoral strategy on equality and diversity in archaeology
- to charge the Advisory Council working party urgently to produce a report advising the Board on CIfA's potential role, the remit of others, recommended outputs and outcomes, potential strategies and measures of success

The Board of Directors will submit a progress report to the membership at the 2019 AGM.

**DATED**                    **September 2018**

**BY ORDER OF THE BOARD OF DIRECTORS**



**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 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 Standing Orders can be downloaded from the CIfA website at <https://www.archaeologists.net/sites/default/files/Generalmeetingsregs%20revSept2018.pdf>

## **Minutes of the 2017 Annual General Meeting of the Chartered Institute for Archaeologists**

**4:00 pm, Friday 27 October 2017**

**Room G02, Chancellors Building, University of Reading, Whiteknights, Reading**

Jan Wills opened the meeting and welcomed everyone. She noted that the meeting would take place in accordance with the General Meeting regulations of the Institute.

The AGM was held for the following purposes:

### **1 MINUTES OF THE LAST MEETING**

A copy of the minutes had been included in the AGM notice. No corrections or queries were raised and the minutes were approved.

### **2. ELECTION OF ACCREDITED MEMBERS TO THE BOARD OF DIRECTORS**

Alex Llewellyn informed the meeting of the outcome of the elections for the Board of Directors. There had been six vacancies on the Board including the position of Honorary Chair. One nomination had been received for the Honorary Chair position from Victoria Hunns, and five further nominations had been received for the other positions from Steve Allen, Paul Belford, Stephen Carter, Kirsten Holland and Paul Spoerry. All nominees had been successful in being appointed to the Board.

Alex also reported that the Board had been carrying out a recruitment process for the two lay director positions. She was pleased to announce that Jennifer Cooke and Deborah Seddon had been successfully appointed and would be attending the next Board meeting in November.

Jan welcomed the new members, Vicky, Stephen, Jennifer and Deborah to the Board. She thanked Gerry Wait, who was stepping down from the Board, for his service to the Institute.

### **3 ELECTION OF ACCREDITED MEMBERS TO THE ADVISORY COUNCIL**

Alex Llewellyn informed the meeting of the outcome of the elections for Advisory Council. There had been vacancies for nine elected members of the Advisory Council. Six nominations were received and the following individuals had been elected:

Mark Anderson  
Jim Brightman  
Chris Clarke  
Helen Parslow  
Stuart Prior  
Dan Slatcher

### **4 REPORT OF THE BOARD OF DIRECTORS**

#### **4.1 To receive the Report of the Board of Directors for June 2016 to June 2017**

Jan drew attention the Annual Review which had been circulated to all members and was available on the ClfA website ([www.archaeologists.net/about](http://www.archaeologists.net/about)). The Annual Review includes a summary of the activities of the Board over the past year, including its attendance at Advisory Council meetings to engage in discussion. In the past year the Board has also met with the chairs of its two decision making committees – Registrations Committee (Organisation) and Validation Committee.

The Annual Review contains a lot of information about what ClfA has been doing over the

twelve months, and Jan highlighted in particular

- the growth in membership and ROs since we became Chartered. This year we are celebrating 21 years of the RO scheme (see TA 101)
- the professional development work Kate Geary has been undertaking as part of a larger portfolio of work to develop career pathways, apprenticeships, CPD opportunities and links with Universities, and training plan in Registered Organisations
- ClfA's high national profile in relation to advocacy, and our involvement in policy development and consultations, including the implications of and proposed legislation associated with Brexit.
- development of the Chartered Archaeologist proposal and consultation through events and engagement with other Professional Institutes

Jan also drew attention to the new ClfA professional practice paper on ethics and thanked the Advisory Council members and Gerry Wait who were involved in the development of this.

Jan asked if there were any questions on the recent work from ClfA. None were raised. The meeting voted in favour to receive the Report of the Board.

#### 4.2 Resolution 1 - accounts

The meeting was asked to receive the reports of the Honorary Treasurer for the financial year 1 April 2016 to 31 March 2017 and to approve the accounts for that period. A copy of the accounts was set out in the annual review.

Steve Allen proposed the resolution and Colin Forrestal seconded it.

Andrea Bradley introduced the accounts. The accounts show a small operating surplus as opposed to a budgeted small deficit. This has increased the Institute's reserves. The surplus has been thanks to the increase in membership and from projects and efficiencies within the management of these projects.

The reserves will be invested back into ClfA to implement the Strategic Plan.

No questions were raised about the accounts. All voted in favour to adopt them.

#### 4.3 Resolution 2 - Appointment of 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.

The resolution was proposed by Nick Shepherd and seconded by Hester Cooper Reade.

Alex Llewellyn spoke in favour of reappointing the auditors. The meeting voted to appoint Haines and Company as auditors for ClfA.

## **5 CIFA PROPOSAL FOR THE DEVELOPMENT OF A CHARTERED ARCHAEOLOGIST GRADE OF MEMBERSHIP**

Jan introduced the item to the meeting and gave some background on the development of the proposal. The successful achievement of the Institute to gain a Royal Charter had given us increased recognition, status and influence, and the second stage of this is about developing

and consulting on a Chartered Archaeologist grade of membership to support the key objective of the Institute to create a Chartered Profession. To accompany the AGM notice, Kate Geary had provided a broad framework for the grade based on the results of wide consultation with the membership and more detailed discussion with Advisory Council and the Board. The framework is not the finished product but part of the continuing discussion and consultation process with the membership to work up a more detailed and costed plan. This will come back to a future AGM before it is formally put forward to the Privy Council.

Since the Notice of the meeting had been circulated there had been some concern about the voting process open to members. IfA had a system of appointing proxies, which was not carried forward into ClfA's constitution, and the concerns raised had been about how those not attending the AGM could have a voice. The Board discussed this at their last meeting and acknowledged that this needs to be addressed. It agreed not to change the process at this stage without consultation with the membership, and in view of the fact that the resolution being put forward to this AGM was part of the consultation process on Chartered Archaeologist and not a final decision point. Jan confirmed that, following further discussion, the Board is committed to dealing with the system for voting before bringing any substantive resolutions to future meetings.

Before moving to the resolution Jan gave Kevin Woodridge the opportunity to speak. Kevin agreed that Jan was right to address the issue of voting. He had a petition signed by 67 members of ClfA asking the Board to withdraw the motion from this meeting. Kevin asked for the wording of the petition to be included in the minutes of the meeting and this is appended below.

Kevin proposed to the meeting that the resolution included in the AGM notice should be withdrawn and referred back to the Board of Directors. This proposal was seconded by Colin Forrestal.

Jan asked for comments for and against this proposal.

Colin Forrestal: had received emails from Murray Cook and Neil Campling about the issue of voting and read these out to the meeting.

Nick Shepherd: spoke in favour of Chartered Archaeologist status. He was disappointed that the development of this had hit an issue and asked what the implications of withdrawing this resolution would be on the development of the proposals? Kate responded that the implications would depend on what the reasons were for the proposed withdrawal of the motion. There seemed to be two areas covered in the petition – voting and Chartered Archaeologist – and if there were serious concerns about the outline proposal for the latter this may need to be reviewed again. Kate noted that the previous consultations did not result in a full consensus on the proposals, but that the current outline drew on the aspirations and concerns of all members, and on the experiences of other professional bodies.

Hester Cooper Reade: believed that Chartered Archaeologist was probably the most widely consulted on issue ClfA has dealt with. She was concerned that the issue of voting was a separate topic.

Stuart Palmer: questioned why the profession has only engaged in the 11<sup>th</sup> hour when the consultation process has been running for a number of years.

Dave Bolton: is secretary of the London Group and had asked for comments from his Group membership. He had received one from Duncan Hawkins which he read out to the meeting.

Chiz Harward: was concerned about the apparent momentum behind the proposal which doesn't allow time to properly consider the issues. With the voting issue, he thinks ClfA should stop, reboot and move forward with something democratic.

Cat Gibbs: Is a member of the Diggers' Forum and concerned about the recent influx of new members who don't know what ClfA does. A lot of members don't have the luxury of being able to attend consultation events, workshops etc. ClfA needs to have a way to gauge their response.

Stewart Bryant: noted that achieving chartered archaeologist would give us increased status.

Kate Clarke: asked whether she could propose an amendment to the resolution to continue with Chartered Archaeologist but to address the voting issue. Peter Hinton noted that this would be a substantive alteration to the resolution and therefore was not constitutionally possible. He added that the minutes have already recorded the Board's commitment to look at the system of voting.

Kenneth Aitchison: was of the opinion that the proposal to withdraw the resolution was not about Chartered Archaeologist but about the perceived flaw in the democratic process.

Andy Towle: felt we should be pleased that the debate about this had instigated some engagement.

Jan asked the meeting to vote on the motion from Kevin to withdraw the resolution. The meeting voted 18 in favour, 25 against and 6 abstentions. The motion was therefore not carried.

Jan thanked everyone participating in the discussion. The Board had heard the concerns and will address the issue of voting.

### Resolution 3 – instruction to the Board of Directors to proceed with the drafting of an amendment to the by-law and supporting regulations

The resolution was proposed by Kate Geary and seconded by Paul Belford.

Kate spoke in favour of the resolution and was very keen to continue the level of engagement we have had over the last few weeks. The proposal for Chartered Archaeologist is a positioning statement in line with guidance from the Privy Council and with what other Professional Institutes do. Finding a consensus from the membership is difficult but this is what the comments have boiled down to. Going forward, Kate would like to discuss with all those who have issues with the proposal to hear what they have to say.

Chiz Harward: thanked staff who have put work into this. He recalls that the promises being made now for Chartered Archaeologist were made when the Institute became Chartered. He had hoped that we would bring the membership and the profession with us when we launch this and would like archaeologists to want to be members of ClfA not to be forced to be. He feels that at present this is a diversion of the limited resources the Institute has onto one specific issue and that the timescales proposed for implementation are too short.

Peter Hinton: responded that this had been 20 years in the making, Charter is a benchmark of professionalism and archaeologists should have the same access as other professionals. The Chartered Archaeologist proposals are part of the wider career pathways that Kate had been pulling together. The motion from Kevin has had an effect – CifA has heard the issues that have been raised and we will address them.

Andy Towle: is of the view that the proposals are far too narrow and create barriers to professional practice.

Paul Belford: supported all the Peter Hinton had to say. We need to get parity of esteem with others and it would be wrong to characterise this as an elitist process - there is flexibility in the pathways to Chartered Archaeologist.

Kate Geary: reminded everyone that Chartered Archaeologist will be a tool for us and will depend on how we use it as to how effective it will be. She called on all members to consider this.

Jan asked the meeting to vote on the resolution put forward. The meeting voted 36 in favour, 4 against and 8 abstentions. The resolution was therefore carried.

This concluded the business items on the agenda.

Jan thanked everyone for attending and made a personal plea for members to engage in this process going forward and with CifA in general. This AGM marked the end of Jan's term as a member of the Board and she thanked all the Directors for their support and acknowledged the hard work and support of CifA staff.

Peter Hinton thanked Gerry for his contribution to the Institute during his time on the Board. He also thanked Jan for her legendary contribution and commitment to CifA. She has been a huge asset and great friend to him and other staff members.

## Candidates for election to the Board of Directors

*In alphabetical order*

<b>Name:</b>	CARTER, Stephen
<b>Membership grade:</b>	MCIfA
<b>Contact email:</b>	The-carters2015@outlook.com
<b>Position standing for:</b>	Chair
<b>Nomination supported by:</b>	Tom Janes MCIfA, Linn Glancy ACIfA, Edward Bailey MCIfA

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

I am already a member of the Board of Directors, appointed at the AGM in 2017. I had not anticipated having the opportunity to stand for the position of Honorary Chair after only one year on the Board but, as that opportunity has arisen, I wish to put myself forward as a candidate. My motivation for seeking election as Honorary Chair is very much the same as that which encouraged me to stand as an Ordinary Board Member in 2017. I have been a member of the Institute for over 25 years and have made various small contributions to the working of the organisation over that time. I recognise the importance of good governance in professional bodies like ClfA and, as my workload now allows me to offer my time, this is a good moment to stand for the position of Honorary Chair.

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

I have worked in various roles in archaeology since 1978, starting in excavation before taking formal training and then specialising in archaeological sediment analysis. More recently I have worked almost entirely in environmental impact assessment. I have been based in Edinburgh since 1989 and have worked for Headland Archaeology since 1996. This history has given me experience of a wide range of work roles and areas of archaeological expertise throughout the UK and Ireland.

In addition to this general experience of the sector, I have also undertaken work that is of particular relevance to my interest of becoming Honorary Chair. I was a company director of Headland from 1996 to 2008 so have experience of the development and management of a medium-scale commercial archaeological organisation. At the same time I acquired considerable experience of the management of third sector organisations. I have served as a trustee of the Council for British Archaeology and was president (ie chair of the board of trustees) of Archaeology Scotland from 2002 to 2009. I have been a trustee of the Society of Antiquaries of Scotland for two three-year terms and I am currently Honorary Treasurer of the Society. Most recently I became a trustee of ClfA in 2017.

These roles, taking me outside my usual commercial working environment, have broadened my understanding and experience both of organisation management and other parts of the historic environment sector. I believe that this mix of experience and skills will enable me to be an effective Honorary Chair of the Board of Directors.

<b>Name:</b>	GLEW, Peta
<b>Membership grade:</b>	ACIfA
<b>Contact email:</b>	petaglew@gmail.com
<b>Position standing for:</b>	Ordinary Board member
<b>Nomination supported by:</b>	Melanie Johnson MCIfA, Ingrid Shearer ACIfA, Olivia Lelong MCIfA

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

I am a firm believer in the wide range of work that ClfA does on behalf of the archaeological profession – for example the development of the Institute's Chartered status, with the public

recognition that brings to all of us; the pro-active development of the new CSCS card system; to the less tangible work of promoting standards within the profession. Over the last several years this has driven me to get involved initially with the ClfA Scottish Group committee and more recently the Advisory Council. I am keen to build on the positive input I believe I have had so far by joining the Board to help steer the Institute over the next few years as it navigates through the next phases of Chartered status development and any other challenges that lay ahead.

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

In becoming a member of the ClfA Board of Directors, I would be bringing prior Board experience and the perspective of a different industry, as for the past two years I have sat on the Board of a charitable youth drama company based in Glasgow, most recently becoming Chair of that Board. In addition, sitting on the ClfA Scottish Group committee has given me a sound working knowledge of the archaeological professional landscape across Scotland as it currently stands.

<b>Name:</b>	SLATCHER, Dan
<b>Membership grade:</b>	MCIfA
<b>Contact email:</b>	slatcherd@rpsgroup.com
<b>Position standing for:</b>	Ordinary Board member
<b>Nomination supported by:</b>	Steven Allen MCIfA, Andrew Holland MCIfA, Mick Rawlings MCIfA

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

I have been a member of ClfA since 1999. ClfA remains the professional organisation for all archaeologists and others involved in protecting and understanding the historic environment. The institute has changed greatly since I joined and now encompasses a far wider range of those working in all aspects of archaeology. This process will continue.

ClfA remains the only organisation capable of and committed to promoting standards, raising the profile of the profession developing and training individual archaeologists and continuously improving its members' skills. I have seen at first hand the hard and effective work ClfA puts into representing the profession and its members at all levels, through responding to policy and other consultations, carrying out training and developing both professional standards and employment practice. ClfA has had considerable success in these areas and is now a chartered organisation. The opportunity remains for ClfA further to promote the practice of archaeology, both professional and voluntary. This should lead to benefits for both its members and the wider public.

My wide-ranging experience of the profession and of ClfA has provided me with considerable knowledge of the heritage sector, including recent changes in terms of funding streams, working practices etc. My work brings me into contact with many members of ClfA, allowing me to represent their interests from a position of knowledge.

I am committed to the success of ClfA and its members. I hope to be elected in order to support the organisation through this period of continued change and growth.

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

I have spent over 25 years in professional archaeology, both within the public and private sectors. I am currently a director with RPS Built and Natural Environment.

I have considerable experience of both project and team management and am regularly the archaeological consultant on major projects, leading and managing multidisciplinary teams. I work on all kinds of developments.

I have spent much time assessing the heritage aspects of development proposals and providing advice on mitigation measures. I liaise with other stakeholders to achieve mutually acceptable outcomes. I have experience of most periods of British archaeology from the Neolithic onwards. I have worked extensively in England, Scotland and Wales and am familiar with the legislation and policy within these nations.

I have acquired a high level of knowledge of ClfA through my involvement with the Validation Committee over the last 12 years and the Advisory Council over the last four and have good working relationships with ClfA staff. I am an active member of both committees and attend most meetings. I was chair of the Validation Committee for the last three years, gaining an insight into the circumstances of new and upgrading members, their skills and their varied types of work. I have emphasised inclusivity in terms of the membership of the committee and in how candidates are assessed.

I am committed to the work of ClfA and understand and support the direction in which the organisation is moving. I have shown through work both at VC meetings and between them that I will devote the necessary time and effort, always respect confidentiality and have sound judgement.

### **Candidates for election to the Advisory Council**

*In alphabetical order*

<b>Name</b>	HAWKINS, Kayt
<b>Membership grade</b>	MCIfA
<b>Contact email</b>	Kayt.hawkins@surreycc.gov.uk
<b>Nomination supported by</b>	David Connolly MCIfA, Ruth Pelling MCIfA, Louise Rayner MCIfA

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

I am standing for re-election to Advisory Council as I wish to continue supporting the Chartered Institute whilst ensuring the views of the membership are heard during AC deliberations, particularly with regard to Chartered Member status. Ensuring a broad spectrum of the membership is represented on AC is vital, and as a part-time working parent who has experience of self-employment issues as well as negotiating various changes to contracted hours within large organisations, I am confident in challenging assumptions over working practices and work-family life considerations. A particular interest of mine is communication between ClfA and the membership and how to increase and positively promote participation in ClfA committees; I would greatly appreciate the opportunity to continue this project as a member of Advisory Council.

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

I am passionate about improving work place conditions within our profession and my work with BAJR on the RESPECT campaign and links with other organisations equips me well to promote this within council discussions. Having previously been a member of Council some 15 years ago I also have a considerable insight into how ClfA has developed and how this impacts on the work of ClfA and its various groups.

<b>Name</b>	MOONEY, Kevin Stephen
<b>Membership grade</b>	MCIfA
<b>Contact email</b>	kevin.mooney@wsp.com
<b>Nomination supported by</b>	Murray Cook MCIfA, Alan Hunter Blair MCIfA, Kevin Paton ACIfA

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

I am actively seeking involvement on the Advisory Council in part due to my diverse background within the Heritage sector. I feel that representation from Scottish members within the Advisory Council remains low and I believe I can represent the interests of the membership. In my current capacity dealing with current Scottish Planning Policy I believe I am well placed to offer thoughtful and detailed advice to the Board of Directors on policy and strategy. I have over 14 years' experience working within the sector from a number of distinct backgrounds, from Academia to the Commercial Archaeology sector and Consultant Archaeologist.

I believe that the CfA remains in a key position at the forefront highlighting the importance of Cultural Heritage, at a time when external influences have the opportunity to degrade or dilute the importance of this resource. I am also aware that the CfA needs to adapt to our ever-changing environment, with pressures and the need for expansion and sympathetic, accommodating approaches with common ground can be found between all parties with sound decisions based on technical expertise within the field.

I believe my current knowledge and understanding of relevant processes, practices and procedures coupled with the ability to communicate in a motivating and passionate nature about the job we undertake, helps present the importance of our Cultural Heritage resource. A confident, proactive approach coupled with an injection of fresh and forward-thinking applicants can galvanise support the development and promote the future of the CfA at this pivotal point

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

I have worked both as an archaeological contractor and consultant, with much of my previous background based on site as a contractor, excavating and directing large and complex archaeological sites. In my current consultancy capacity, I provide practical advice on the planning system and promote the value of archaeology within the construction industry. I have a strong working knowledge of current Historic Environment legislation and policy. I undertake a cradle to grave role in which I guide clients through legislation and policy, highlighting their commitments to the Historic Environment throughout all stages of the planning system.

This current role affords me the opportunity to advise on and input formally into effective working policy and guidance from an informed technical background within archaeology. My role working alongside multiple technical disciplines throughout the construction industry also allows me to promote the value of archaeology alongside other chartered professions whilst gaining a valuable perspective on the wider status of the industry.

My previous roles allowed me to expand my experience of dealing with archaeological projects and included directing a range of projects which have been both commercial and research focused, directing and supervising teams of up to 30 field staff undertaking excavation of significant archaeological sites. I have also worked on numerous standing building survey projects, as well as community excavation and survey projects, and programmes of outreach events.

I am currently a Member of the Chartered Institute of Archaeologists and an elected Fellow of the Society of Antiquaries of Scotland.

<b>Name</b>	PARKER WOODING, Matt
<b>Membership grade</b>	MCIfA
<b>Contact email</b>	m.parkerwooding@allenarchaeology.co.uk
<b>Nomination supported by</b>	Amanda Forster MCIfA, Natasha Powers MCIfA, Chris Constable MCIfA

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

I have been on the Advisory Council for a number of years, initially as the Finds Special Interest Group representative and subsequently as an elected member. 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 project management, fieldwork, consultancy and academic research.

The Advisory Councils role in acting as an intermediary between the various groups and committees of the CfA and the Board of Directors is an important one. It allows issues and ideas to be raised and discussed in depth within a group whose membership is drawn from a very wide remit and those skill sets and experience allow them to look at these issues holistically considering the wider picture. I believe that I would be capable of contributing well to the Advisory Council and that I am very interested in helping my archaeological colleagues and peers to advance our profession and strengthen and develop our institute whilst it is in its chartered infancy.

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

I am a project manager at Allen Archaeology, previously having been a senior archaeologist and project manager at field units and a multidisciplinary consultancy for the past eight years. Prior to this I worked as a field archaeologist for a number of different field units. I recently completed an MPhil in early prehistoric ceramic petrology and have an interest in most things of prehistoric date, particularly material culture and geoarchaeology. I am also the CfA Finds Special Interest Groups secretary and representative on the Advisory Council. I attend CfA Groups Forum meetings and CfA conferences, most recently in Cardiff. I am fully committed to enhancing and promoting the role of archaeology as a discipline both for those employed in the Historic Environment and for those non-professionals who volunteer

I feel that I bring a good balance of fieldwork, project management and consultancy skills to the Advisory Council. Having been a consultant has allowed me to bring the attention to detail to the FSIg and Advisory Council and a level of objectivity. My project management experience allows me to look at the wider picture rather than focus in on one aspect of an issue and keep the main objective in sight. I understand the value of good and effective communication and hearing all sides of a discussion before reaching a conclusion.

<b>Name</b>	REDFERN, Neil
<b>Membership grade</b>	ACIfA
<b>Contact email</b>	Neil.redfern@historicengland.org.uk
<b>Nomination supported by</b>	

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

It is now nearly 30 years since PPG16 introduced the concept that the ‘developer pays’ in mitigating the impact of development on archaeology in Britain. This timespan represents my entire academic and working career to date. I have benefited from this fundamental change in the funding and

approach to archaeology; I have built my career out of it and round it; I have been part of teams that have made some truly astonishing and wonderful discoveries; I have met inspirational archaeologists and worked with ground-breaking and pioneering scientists developing extraordinary techniques to extract every last ounce of knowledge from the material culture we excavate; I have worked in some of the most amazing places and with deeply interested communities and supportive developers. I have made some life-long friends. I am keen to make use of and pass-on this experience and the knowledge and skills I have acquired.

I am interested in helping people understand how we can maximise the impact of our work to leave lasting legacies from our interventions. I am interested in how we can help people sustain the value of the past in their minds and very self-being. Sustaining heritage values won't happen without the participation of the wider public and society.

I believe archaeology is a very creative process; it challenges people to think and creates cultural understanding and value around our interaction with the cultural material – the stuff. I am keen to assist the sector in understanding how we can have a huge impact both socially and economically and how we can make more of this through our actions, knowledge and skills.

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

I have worked for Historic England (previously English Heritage) in York for 16 Years. I am currently Principal Inspector of Ancient Monuments and am responsible for the delivery of Historic England's statutory advice on planning, listed building and scheduled monument consent applications in Yorkshire. I have an M.Phil in Archaeological Heritage Management and Museums (University of Cambridge), a BA (Hons) in Geography and Archaeology (University of Manchester). I have over 22 years experience of cultural heritage management, archaeological fieldwork, survey and assessment and museum practice through working for Historic England (English Heritage), the Cambridge Archaeological Unit, the Council for British Archaeology (CBA) and the Wordsworth Trust.

I am particularly interested in the practical and philosophical challenges faced in securing the conservation and enhancement of heritage places and archaeology and in how we realise their full social economic value for owners, managers and the wider community.

<b>Name</b>	TROW, Steve
<b>Membership grade</b>	MCIfA
<b>Contact email</b>	Steve.trow@hotmail.co.uk
<b>Nomination supported by</b>	Ken Smith MCIfA, Jan Wills MCIfA, Ian Morrison MCIfA

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

I have been a member of CfA for thirty years and I have supported and promoted its aims and objectives throughout my professional life at English Heritage and Historic England. Having retired in 2018, I now have the time to play a far more active role in the Institute and I would like to contribute both to its new governance structure - through the Advisory Council - and to its future strategic direction at what will be a key stage in its evolution in relation to Chartership.

The UK has the most deregulated approach to archaeology in Europe. The Institute therefore has a vital role to play in protecting the public interest in archaeology; in providing leadership for the discipline and in securing political support for it; in maintaining and enhancing professional standards; and in promoting innovation and constructive change. It can also make a key contribution towards addressing what the 'Reflections on Archaeology' report (2017) identifies as a lack of cohesion and coherence in the sector. And it has a critical role to play in resolving the important

practical challenges and innovation deficits identified in the 'C21st Challenges' project, carried out in partnership with Historic England, such as the current crisis facing archaeological archives.

I believe the Advisory Council has a potentially important role to play in supporting the Institute's Board of Directors and constructively holding it to account, as it addresses these wide-ranging challenges and opportunities - and I would therefore welcome the opportunity to serve on it.

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

During more than 30 years with English Heritage and Historic England, I have worked in the fields of statutory designation; planning casework and archaeological site management; on policy on the relationship between the natural and historic environments, rural development, agri-environment and landscape character; and as the organisation's lead on strategic research and professional skills development. During the last six years I have also chaired its Social Inclusion and Diversity, Research and Heritage Skills Programme Boards.

For 13 years I worked as an Inspector of Ancient Monuments at English Heritage; for 10 years I was its Head of Rural and Environmental Policy and, in 2011, I became its Heritage Protection Director. From 2014 to 2018, I was the Research Director at Historic England and a member of its Executive Team, reporting to its Chief Executive. In 2016, I was the instigator and Historic England lead on the 'C21st Challenges for Archaeology' project undertaken in partnership with ClfA and also the lead on HE's input to the DCMS Museums Review on the issue of archaeological archives. Since retirement, I have been appointed as a member of the Historic Environment Advisory Group of the National Trust.

If elected, I believe this experience would be of assistance and benefit to the ClfA Advisory Council and the Institute more widely. I would also hope it would assist the Institute with implementing the wide-ranging process initiated by the 'C21st Challenges' project, see: <https://www.archaeologists.net/21st-century-challenges-archaeology>

<b>Name</b>	WARD, Gemma
<b>Membership grade</b>	PCIfA
<b>Contact email</b>	g.ward@ucl.ac.uk
<b>Nomination supported by</b>	Catherine Gibbs PCIfA, Paul Everill MClfA, Simon Stevens MClfA

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

I have been a member of ClfA since I was a student. I currently hold the position of secretary for the Digger's Forum committee having joined to assist in improving working conditions for those of us employed in/joining the industry. After the success of seeing our statement being adopted as policy by ClfA after our session at ClfA2016 I would like the opportunity to add more field staff/Practitioner level voices to the advisory board in order to broaden the variety of representation on the Advisory council.

My involvement in various groups and programmes, such as my work with the Enabled Archaeology Group, the Women in Classics Committee and the UCL Wellbeing programme. Alongside my work teaching students on various research digs lead me to believe there are not only individuals who are unaware of the work ClfA do, and the support it can provide them but also talents and resources associated with those individuals/groups that could benefit the archaeological industry as a whole, but are being missed, and I hope to bring some of those to assist with ClfA's overall mission statement.

It is my hope that the inclusion of more PCIfA and ACIfA members on the Advisory council will go some way towards ridding some field staff of the misguided notion that ClfA is not fully representative of all levels and sectors of archaeology.

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

Since starting work in commercial archaeology, I've had to learn and develop a wide range of practical skills different to my prior management roles. My current employment incorporates a variety of responsibilities, these include conducting and supervising others on; Watching Briefs, Evaluations, Full Scale Excavations, Field-recording, Survey, Machine Watching, Post Excavation Finds Processing, Post Excavation Environmental Processing, Archiving. I believe this puts me in a good position to advise on the impact (both physical and mental) of changes implemented by ClfA on the average field archaeologist. As well as provide the advisory council with insight as to the opinions of other field staff, who at times have voiced a belief that their grade of membership is not well represented within ClfA, although I personally do not agree with this viewpoint, due to my own involvement with ClfA, I can understand how it is possible to come to that conclusion from outside with little insight into the inner workings of ClfA. It is my hope that the inclusion of more PCIfA members within various SIGs and the advisory council will help to dispel these types of "site hut myths"

Within my own working environment, I have been involved in implementing site changes, i.e. an increase in physical first aid trained staff members on site, the provision of on site facilities (notably sanitary bin provisions for staff) and am currently spearheading an initiative to provide an equal number of Mental Health first aiders as physical first aiders on sites.