

# **Advisory Council working party on equality and diversity in archaeology summary report**

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The Chartered Institute for Archaeologists is incorporated by Royal Charter.

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## **Introduction**

An Advisory Council working party was set up in September 2018 to advise the ClfA Board on priorities for action in response to a cross-sector meeting organised by the Equality and Diversity Special Interest Group in July 2018. The working party presented an interim report to the Board in February 2019 which included a series of recommendations. The Board asked Paul Belford (Board), Kate Geary (staff) and Penelope Foreman (E&D SIG committee) to review the interim report and to reorder it by the questions posed in the Board's brief to the working party for ease of reference. That reordered report was circulated to the Advisory Council working party and the Equality and Diversity Group committee and then updated.

The updated report was reviewed by the Board in May 2019 and minor edits made in order to form a document of record, providing context for the Board's decisions. Responding to the working party's recommendations, the Board has appointed Peta Glew as its Equality and Diversity champion, to lead on implementation.

In this report the questions posed in the Board's brief are presented in italics, followed by the advice of the working party in Roman.

### **1. Scope of issues**

#### *1.1. the range of issues which require attention from the archaeology sector, taking account of recently circulated documents*

- Harassment. This happens at different levels – for example day-to-day bias inherent in some organisational cultures, or more serious physical or sexual harassment. This also takes place both within and beyond the profession (for example by non-archaeologists on construction sites).
- Discrimination. This takes place in two areas. Firstly there is discrimination across a range of protected characteristics (age, disability, gender, marriage or civil partnerships, pregnancy and maternity, race, religion or belief, sex and sexual orientation) – legislation is in place that partly addresses these issues. Secondly, the sector does not always make sufficient allowance for individuals' personal circumstances in working practice – for example for people with caring or family responsibilities. These are both areas that the profession itself needs to address through a change in culture.
- Inequality – there are issues around racial and gender equality, bias against people self-identifying as, or perceived by others to have, disabilities, and the gender pay gap. More work needs to be done to quantify these and address them. It is unclear if there is discrimination on the grounds of sexuality, and this should be researched.
- Diversity – the ethnic diversity of the sector does not reflect the ethnic diversity of the wider population and is poor in comparison to other sectors. More work needs to be done to quantify these issues and address them.
- Barriers to entry. There are again disparities in social and racial diversity between students and employees – this indicates that there are barriers to entry, but it is not clear what they are. Portrayal of archaeology in the media and the lack of role models may be one issue. Further research to clarify the issues is needed.

#### *1.2. which areas of inequality, lack of diversity and unacceptable behaviours require most urgent attention*

Given the issues in 1.1 it is clear that urgent attention is required and can be implemented immediately – by ClfA and others, particularly with issues of harassment and discrimination. Further work needs to be undertaken to identify barriers to entry before recommendations can be made. It will not be possible for all of these to be taken forward by ClfA alone and a sectoral culture change to the importance of ED&I issues is required.

## **2. Role of ClfA**

### *2.1. what role(s) ClfA might play, as a professional institute, in promoting equality and diversity in archaeology*

ClfA has a role in direct leadership and in leading by example. As a professional institute, ClfA can encourage its individual and organisational members to take positive action to address existing inequalities through existing channels such as the Validation Committee and the Registered Organisations scheme. ClfA is in a strong position actively to raise the profile of EDI through the use of existing groups (both its own and external), through social media resources, ClfA conference and through discussions with other sector representative bodies such as FAME, ALGAO, CBA, BAJR and Prospect.

Through partners such as these, ClfA can signpost best practice from outside the sector.

### *2.2. on which aspects of equality and diversity ClfA might lead, on which aspects it might support others, and which aspects fall outside ClfA's area of responsibility*

#### Leading

- Encouraging more diverse workforce through removing barriers and providing more flexible entry routes into the profession. Membership processes will be reviewed to ensure that they are not unconsciously biased or discriminatory against particular groups.
- Examine the ways in which chartership can provide an ethical framework to ensure that Chartered Archaeologists and ROs will follow best practice.
- Leading on advocating for a more inclusive and diverse profession.
- Developing appropriate standards or guidance

#### Partnership

- Data gathering – providing more information about the issues noted above, and how to tackle them.
- Signposting – examples of best practice from within the sector (eg. with FAME, CBA, ALGAO, etc.)
- Signposting – examples from outside the sector (eg. with other professional institutes)

#### Fall outside

- Direct provision of employment advice (Prospect or another trade union)
- Direct provision of HR advice (FAME)
- Legal advice

### *2.3. which organisations ClfA should be cooperating with, and how.*

Other than the organisation mentioned above, the Professional Associations Research Network (PARN) is a useful vehicle for engaging with other professional institutes and potentially commission research to inform future E&D decision-making.

### **3. Recommended strategy**

#### *3.1. what the desired outcome of a programme of education and reform might be – what is the vision for n years' time?*

That archaeology is recognised as an equal, diverse and inclusive profession. This should be a long-term vision for ClfA and for the profession as a whole. It would require commitment from all stakeholders for change and long-term investment to ensure the promotion of archaeology as a career choice for all, equal access of entry in the profession, career progression centred on merit and performance and the retention of individuals through diversifying working practices.

#### *3.2. how success might be measured*

Quantification should be relatively straightforward, if funding can be obtained to deliver research in to diversity demographics. ClfA could also investigate the possibility of collecting anonymised data through the membership and accreditation processes, where this does not result in data protection breach issues. Culture change is harder to measure, and will only be reflected in the qualitative data in the longer term. In future it should be possible to tap into some of the logic modelling that is being done to look at public value.

#### *3.3. what research is needed, eg into sector demographics, to inform a strategy to address inequalities*

Quantitative research could be undertaken using a variety of survey methodologies/mechanisms to define diversity demographics – most of which are relatively easy. However, care needs to be taken to identify both data biases (employers and individuals will yield different data), and more importantly to prevent data protection breaches.

Deriving qualitative information will be more difficult. It will be necessary to understand a person's social background and influences, and then the events along their journey through archaeology to try and ascertain what the barriers and incentives were to the development of their career.

#### *3.4. which actions might be taken forward, by whom, in support of those strategies?*

Key players have been noted above in 2.2 and 2.3, but specific actions can't be identified until the strategies have been researched and designed. ClfA could certainly support initiatives to increase diversity in the Higher Education sector, and research by organisations such as the CBA in developing more inclusive approaches to archaeology, for example.

#### *3.5. whether to implement recommendations arising from the Equality and Diversity Group (below), and if so how to coordinate these with any deliberations of the Industry Group - the recommendations include: pledges in the context of a sectoral strategy to secure and promote training, to provide good practice advice and examples, including potential model policies, to encourage bodies in other industries to provide/enforce good practice guidance, to develop an archaeological or promote an external kitemark, to assess conformity with relevant ClfA requirements or guidance through the Registered Organisations scheme, to produce guidelines or resources that might be used for ClfA publications and events, to encourage good practice*

All of these recommendations are desirable, but there are limits on resources. A prioritised programme should be drawn up in the light of the research requirements noted above. It would be useful to have a follow-up meeting to the July 2018 meeting to understand the baseline from which ClfA and partner organisations need to work. Research funding from partner organisations might

support a temporary research post and implementation of a subsequent strategy.

### *3.6 to consider an industry wide equality and diversity survey*

Whichever methodology/mechanism(s) employed, it should build on previous surveys where they are available.

### *3.7 to consider the establishment of an Equality and Diversity regulation/policy working party*

A 'Special Interest Group' is an unhelpful term, since these issues are everyone's interests and not 'special' interests. However this is the current mechanism within ClfA for establishing a group. Working parties on the other hand tend to be 'task and finish' groups. There was formerly a 'Professional Development and Practice Committee', which was a standing committee that proved very helpful in overseeing all the professional standards and professional development work that the institute did.

Therefore it seems reasonable to establish a standing committee to address E&D issues over the next 5-10 years. However the structure of this and where it sits in the ClfA hierarchy probably needs more thought.

### *3.8 to consider the appointment/designation of a ClfA Equality and Diversity Officer*

The creation of a Board member to act as an EDI champion would be a very useful first step in signalling ClfA's intent in dealing seriously with these issues. In due course, project funding should be sought to cover the costs of paying a staff member to ensure that ClfA, and ClfA members and ROs, are delivering best practice.

### *3.9 to consider how future progress on equality and diversity issues should be monitored/measured*

Having established a baseline and mechanisms as noted in 3.2 and 3.3 above, this should continue in the longer term.

### *3.10 to consider whether Equality and Diversity impact assessments should be introduced into ClfA decision-making processes*

These sorts of assessments could be developed as everyday tools as part of an EDI standards and guidance package. In light of results from the EGM in April, at which the resolution to proceed with Individual Chartership was not approved, a flagship EDI impact assessment could be developed as part of any new Individual Chartership proposals.

## **4. Accountability and advice**

### *4.1. how ClfA might best champion or provide advice on equality and diversity in the future, in line with its role and remit*

Please see 3.1 to 3.10 above.