

Minutes of ClfA GeoSIG AGM/Committee

5 March 2015

Present Jimmy Adcock (JA), Paul Baggaley (PAB), Andrew Hutt (AH), Martin Roseveare (MR)
Anne Roseveare (AR), David Sabin (DS), Amanda Forster (AF) & John Walford (JW)

1	<p>Welcome and Apologies JA welcomed all to the meeting. Sufficient members present for meeting to be Quorum. AGM and Committee meetings decided to be held as one, joint meeting</p> <p>Apologies received from Paul Linford (PL), Erica Utsi (EU)</p>	
2	<p>Minutes of the last meeting The minutes of the last AGM were accepted.</p> <p>Review of last year:</p> <ul style="list-style-type: none"> • CAGS – to be re-run in 2016 following good feedback on the meeting • Euro guidelines – GeoSIG provided input but NSGG say they are currently stalled • Competency Matrix – finalised version now being used by ClfA <p>Issues for forthcoming year:</p> <ul style="list-style-type: none"> • Archiving – discussed in more detail later in meeting • Survey specification and guidance – varies around the UK • Responsibility for WSI/deliverables etc. • Lack of Ofcom licences by some contractors 	AF to check on availability and circulate
3	<p>Financial report CL – absent so Financial Report not discussed.</p>	
4	<p>Membership Level of membership roughly unchanged on previous year with 502 members of the GeoSIG from the ClfA, but now only two paid members, down from eight.</p> <p>Majority of members do not list their job title as geophysicist (only 11) but probably due to the proliferation of numerous small geophysical contractors leading to many geo's having job titles such as Director.</p>	
5	<p>Election of Officers CL to stand down as Treasurer DS appointed as Treasurer AR appointed as member to act as link with BSSS MR appointed as member to act as link with EuroGPR George Tuckwell to be asked to remain as representative from NSGG Paul Linford to be asked to remain as representative for Historic England Alistair Russell to be asked to remain as representative for Forensic SIG</p>	

6	<p>CifA CPD</p> <p>JA confirmed that he is the GeoSIG rep on the CifA advisory committee AF explained the process behind CifA being able to confer Chartered status – 2 year process for CifA to determine the requirements starting with four workshops to be run over the next 12 months. Then 2 years for the privy council to approve so 4-5 years total before CifA can confer Chartered status.</p> <p>Further discussion around CPD in section 8 below</p>	
7	<p>Archiving</p> <p>JW invited to speak at Archiving SIG event on 25th March 2015</p> <p>ADS easy is being promoted as the best approach for archiving sites of 10ha or less but is proving difficult with many examples from geophysics contractors of issues uploading data and the time and cost involved with getting data into the ADS by any route. Costs from ADS appear to be very high (40% of survey costs in some cases). Are true costs being passed onto clients?</p> <p>Need for discussion as to what needs to be in the archive – raw data, processed data, georeferenced images etc. Current wording in many WSI's and S&G is woolly and creates conflict between client confidentiality v curators desire for OASIS forms and reports. DS to check on wording of the CifA S&G</p> <p>Ask BGS if they could be an alternative archive</p>	<p>DS</p> <p>PAB</p>
8	<p>Outreach & Communication</p> <p>Need for communication with ALGAO (see archiving above)</p> <p>Nick Best has already invited JA to speak at next meeting of NE ALGAO and this may be a model for links to other local ALGAO meetings</p> <p>Need to take forward flyers (Technical Awareness Sheets) with information on techniques and maybe even a podcast to accompany them? JA to circulate the magnetic gradiometer flyer for discussion.</p> <p>Discussion around CPD through fieldschools – could be aimed at curators but hard for them to get funding. Any potential fieldschool run by GeoSIG could be accredited by CifA, possibly link with a University, would need to look at cost model with the aim of keeping costs low.</p> <p>Discussion around Euro GPR course being accredited. MR to check and update at next meeting.</p> <p>Discussion around CPD activities of Geolsoc and BSSS. AR to find out more on BSSS CPD courses</p> <p>Discussion of setting up a closed LinkedIn group for committee members only – could be used for sharing documents/flyers for editing</p> <p>Website needs updating. Most of the text to remain static but could</p>	<p>JA</p> <p>MR</p> <p>AR</p>

	add in the flyers when ready and links to other sites relevant to the group (EH guidelines, EuroGPR, NSGG etc). Ask for reciprocal links where appropriate.	
9	AOB Discussion of adopt a buddy scheme to help ensure people can attend the committee meetings or send someone on their behalf	
12	Date, time and place of next meeting Fri 19 June – Committee mtg. Venue TBC	