

Meeting Note	Scottish Strategic Archaeology Committee
Date: 1 September 2020	
Meeting Location: Video Conference	
<p>Present:</p> <ul style="list-style-type: none"> • Andrew Heald, AOC Archaeology (AH) (<i>Chair</i>) • Derek Alexander, National Trust for Scotland (DA) • Kate Britton, Aberdeen University (KB) • Kate Geary, Chartered Institute for Archaeologists (KGe) • Kevin Grant, Historic Environment Scotland (KJG) • Fraser Hunter, National Museums Scotland (FH) • Cara Jones, Chartered Institute for Archaeologists (CJ) • Rebecca Jones, Historic Environment Scotland (RHJ) • Bruce Mann, Aberdeenshire Council (BM) • Jane Miller, Archaeology Scotland (JM) • Kirsty Owen, Historic Environment Scotland (KO) • Thomas Rees, Rathmell Archaeology Ltd & FAME (TR) • Helen Spencer, Society of Antiquaries of Scotland (HS) • Craig Stanford, Historic Environment Scotland (CS) • Edward Stewart, University of Glasgow (ES) • Richard Strachan, Historic Environment Scotland (RS) • Sharon Webb, Kilmartin Museum (SW) <p>In attendance:</p> <ul style="list-style-type: none"> • Mike Elliot, Historic Environment Scotland (ME) (<i>Minutes</i>) 	<p>Apologies:</p> <ul style="list-style-type: none"> • Kirsty Dingwall, Headland Archaeology & FAME (KD) • Jacob O'Sullivan, Museums Galleries Scotland (JOS)
Note of Meeting/Discussion	Action Points:
<p>1. Welcome: The Chair advised this is not an official meeting, but a follow up to the emergency COVID-19 meeting held in May. This is to catch up on what has been going on over the past three months and what we can plan for in the coming months.</p> <p>Governance</p> <p>2. Minutes of the May meeting: The minutes were duly accepted as a true and accurate record of the previous meeting.</p> <p>3. AOCB including Record of Conflicts of Interest: Equality & Diversity statement. RHJ advised that she has circulated the new draft statement and has received approval from other members of the SSAC.</p> <p>4. Matters arising: Actions from last SSAC meeting (May 2020): No conflicts of interest.</p> <p>COVID update: last 3 months</p> <p>5. Medium term: CHERF report and implications - Verbal Update: There is no item on the agenda for the private sector. AH</p>	<p>Action 1: RHJ to send out meeting invites via Teams instead of Skype.</p> <p>Action 2: ME to put the statement on the website.</p> <p>Action 3: RHJ and Kirsty to complete actions relating to Committee membership.</p>

advised he is not leaving them out. AH advised that the Archaeology Strategy was explicitly mentioned in the text and that there were three themes highlighted through CHERF, which were also echoed in the Aim 1 workshops; Relevance, Localism and Inclusivity.

<https://www.befs.org.uk/wp-content/uploads/2020/08/CHERF-Report.pdf>

There was an explicit action in Annex A to integrate the Archaeology Strategy within OPiT (and see item 6 below).

<https://www.befs.org.uk/wp-content/uploads/2020/08/OPIT-plus-CHERF.pdf>

6. Closer links with OPiT: RHJ asked the group if there were any objections SSAC becoming an OPiT working group. There was broad agreement. TR asked it would affect membership and RHJ confirmed that current membership would be unlikely to be affected, although it may change the way that future members join the committee. Appendix A has a list of working groups (https://www.historicenvironment.scot/about-us/who-we-are/our-place-in-time/#working-groups_tab). RHJ thanked AH for being the voice of the SSAC on the OPiT workshops.

7. Discussions with SSAC Delivery Aim leads - Verbal Update: KO advised the Archaeology Programme will be closed to new bids in September. The grant funding will be reviewed; how that review and when it will take place is not yet clear. Historic Environment Scotland (HES) will ensure that current projects are supported to completion and will extend the grant period provided there is no requirement for an uplift. The exception will be PhDs, where extensions of 3 to 6 months will be offered if match funding from the partner institution can be found. As things stand new bids will be accepted next year, although there are plans to review HES's grant programme so the structure of bidding may change. Aim 3 and 5 leads will contact KO and RHJ with details of implications for their delivery and what they would have anticipated bidding for in September. AH and RHJ will discuss funding for delivery with Barbara Cummings when they meet.

8. Short term: funding etc and implications for SAS - Verbal Update: AH updated. A report by the NLHF has suggested a £24-29 million gap in heritage funding this financial year. £97 million has been made available to the sector by the Scottish Government (SG) - from a UK funding uplift for arts, culture and heritage - which is being used to support HES and National Trust Scotland (NTS) amongst others. NTS have managed to raise an extra £2 million themselves. The Chief Executive of HES advised that the grant from the SG will also be used to support local communities. AH advised that job retention, local communities will be buzzwords with the SG in negotiations over the coming days. More information is available in Scottish government papers including:

https://www.parliament.scot/S5_European/Meeting%20Papers/20200903_MeetingPapers.pdf

Action 4: Any aim leads likely to have a funding deficit in 2021-22 to let AH, RHJ and KO know asap

COVID update: Implications for SSAC

9. Short term: Operation Plan update - Verbal Update: Current projects may receive extra money, for example if COVID emergency will lead to job losses. RHJ advised that if there isn't the opportunity to apply for grant funds for 2021-2, then she and KO may be able to apply for operational funds for Strategy related work. KO advised there is guidance on the HES website for funding (<https://www.historicenvironment.scot/grants-and-funding/our-grants/archaeology-programme-funding/>). HJ has put in a one-year bid to the Organisational Support Fund, which is invite only, to cover ScARF delivery. The structure of funding for ScARF is being reviewed by HES. AH and RHJ will meet Barbara Cummings to discuss SAS delivery and HES support.

10. Medium to long-term - Verbal Update: HES will be looking into closer links between OPiT and CHERF. AH advised the voice of archaeology was clearly heard during the CHERF workshops. After discussion, it was agreed we would like to see the SSAC and Strategy become a working group of OPiT. RHJ advised that the SSAC may be able to retain some of its independence as part of OPiT.

Promotion and Comms

11. Lobbying & Promotion - CHERF & BEFS: AH advised that CHERF have requested proposals of 150 words on how to improve the heritage sector, by Monday 21 September. It was agreed that there would be no formal proposal from SSAC, but individual members may do so if they wish.

12. 2020 Celebrating Archaeology in Scotland annual review: AH thanked everyone for their submissions – we have a balanced range of articles and are now well over the word count. AH thanked RHJ, KO, CS, KJG and Lisa Brown of the A&WH at HES team for their work so far on this. KG advised that anyone who has submitted content for the review can expect them to be significantly edited. The magazine is scheduled to be released in mid-October. AH advised that the three buzzwords from CHERF should be included in the HES Chief Executive's foreword. A discussion took place on how to include some of the negative effects of the COVID emergency on archaeology and it was agreed to find a sensible wording to put into the foreword. KJG advised this year's edition will be digital, as the events where it would be handed out are not taking place this year.

13. Five-year Review: KJG advised this will be fairly short, around 5,000 words and mainly using visuals to convey significant information. All members of the SSAC are requested to review the Aims they are involved with and to email KJG with any comments or observations by 7 October. The review will be published in mid-November.

Action 5: RHJ to ensure Relevance, Localism and Inclusivity are in the Chief Executive's foreword for the annual review.

Action 6: BM to draft up content for the Aim 3 lead article for the annual review.

Action 7: AH to submit his bio for the annual review.

Action 8: RHJ and KJG to investigate costs for printing 50 copies of the annual review to hand out to key stakeholders.

Action 9: All to email KJG with comments / observations by 7 October.

<p>14. Social Media: KJG and CS have drawn up a document on starting up social media (Twitter etc) for the Strategy. CS advised the Twitter account has 528 followers and 162.3k impressions. A content plan will be drawn up in the next few weeks – some of the content for the annual review will provide the basis for some content. Leads were requested for some of the Aims, to take the pressure off CS and KJG – one Tweet per week will suffice. HS and CS will lead on behalf of social media for the SSAC. JM will lead on behalf of Archaeology Scotland.</p> <p>15. Other Comms: RHJ advised there are negotiations for one piece of archaeology promotion per month with HES Comms.</p> <p>Close</p> <p>16. Close and Date of Next Meeting: The next meeting is scheduled for 5 November at 10:30, via Teams. A general discussion took place on the Strategy and the direction it is going in. SW minuted thanks to everyone for their work on the Strategy during lockdown. It was agreed to reconnect with JOS of Museums Galleries Scotland (MGS). It was further agreed the SSAC will organise an event with Scottish student bodies on behalf of undergraduates who are due to complete their studies which will focus on career opportunities in Scotland, led by ClfA.</p> <p>Relevant links: https://www.befs.org.uk/wp-content/uploads/2020/08/CHERF-Report.pdf https://www.parliament.scot/S5_European/Meeting%20Papers/20200903_MeetingPapers.pdf https://landward.eu/wp-content/uploads/2020/07/Impact-of-Covid-19-on-Local-Authority-Archaeology-Services.pdf https://landward.eu/wp-content/uploads/2020/08/Development-Led-Archaeology-in-Scotland-and-Covid-19.pdf</p>	<p>Action 10: CS to set up a social media subgroup including HS and JM and include other leads.</p> <p>Action 11: AH and RHJ to foster contacts with the wider museum sector on behalf of the SSAC.</p> <p>Action 12: AH to draft up something to go online regarding the Scottish archaeology sector for students.</p> <p>Action 13: CJ to plan event with Scottish student bodies.</p>
<p>Mike Elliot Archaeology Strategy Team</p>	<p>1 September 2020 0131 668 8811</p>