

SCOTLAND'S ARCHAEOLOGY STRATEGY

Scottish Strategic Archaeology Committee

Thursday 27 January 2022

10.30 – 13.00

(Virtual Meeting on Teams)

Present:

- **Dr Andrew Heald**, AOC Archaeology (*Chair*) (**AH**)
- **Dr Kate Britton**, Aberdeen University (**KB**)
- **Kirsty Dingwall**, Headland Archaeology (& FAME) (**KD**)
- **Kate Geary**, Chartered Institute for Archaeologists (**KGe**)
- **Dr Jon Henderson**, Edinburgh University (**JH**)
- **Dr Rebecca Jones**, Archaeology and World Heritage, HES (**RHJ**)
- **Bruce Mann**, Aberdeenshire Council and ALGAO (**BM**)
- **Dr Devon McHugh**, Museums Galleries Scotland (**DM**)
- **Jane Miller**, Archaeology Scotland (**JM**)
- **Dr Kirsty Owen**, Archaeology and World Heritage, HES (**KO**)
- **Ailsa Smith**, Association of Certificated Field Archaeologists (**AS**)
- **Dr Helen Spencer**, Society of Antiquaries of Scotland (**HS**)
- **Edward Stewart**, University of Glasgow (**ES**)

In attendance:

- **Mike Elliot**, Archaeology and World Heritage, HES (*Minutes*) (**ME**)
- **Dr Rob Lennox**, Chartered Institute for Archaeologists (**RL**) - for item 15
- **Dr James Bruhn**, HES (**JB**) - for item 15
- **Dr Kevin Grant**, Archaeology and World Heritage, HES (**KJG**) - for item 8
- **Dr Lisa Brown**, Archaeology and World Heritage, HES (**LB**) - for item 13

Apologies:

- **Derek Alexander**, National Trust Scotland (**DA**)
- **Dr Fraser Hunter**, National Museums Scotland (**FH**)
- **Craig Stanford**, Archaeology and World Heritage, HES (**CS**)
- **Richard Strachan**, Cultural Resources, HES (**RS**)
- **Dr Sharon Webb**, Kilmartin Museum (**SW**)

Agenda Item	Topic
1	Welcome and apologies: Apologies were noted from DA, FH, CS, RS and SW.
Governance	
2	<p>Minutes of the October meeting: Refer to Paper 1 (SSAC_2021.10.27_DRAFT). The Chair advised that, from this meeting and going forward, minutes will now be action points only and any other information the Chair deems important to note.</p> <p>The Chair expressed condolences on behalf of the committee on the recent passing of Caroline Wickham-Jones. Two fundraisers have been set up in Caroline's memory; a Go Fund Me link on the Society of Antiquaries of Scotland's website</p>

	<p>(https://www.socantscot.org/support-us/donations-welcome/), and one for CLAN on JustGiving (https://www.justgiving.com/fundraising/carolinewj).</p>
3	<p>AOCB including Record of Conflicts of Interest: There were no conflicts of interest reported. The following items were raised for AOCB: 3.1 Rock Art Project (AH)</p>
4	<p>Matters arising: Actions from last meeting: The Chair reviewed the minutes from the last meeting:</p> <ol style="list-style-type: none"> 1. AH to send EDI note – Done 2. ME to include environmental policy/ climate change on the agenda for the next meeting – Done 3. RHJ and CS to Tweet regarding climate change – Done 4. RHJ to canvass opinions from the sector during COP26 – Done 5. AH to send an email suggesting a date for the online Christmas social – Not done 6. AH to share the Equality Diversity and Inclusion document from AOC round the committee to discuss – Not done 7. DM to draft a short equality and diversity statement and circulate round the SSAC – In hand 8. AH and RHJ to draft a letter of support based on the Strategy aims and run it past the committee – Carry forward 9. All to email AH and RHJ with their suggestions on how to find a replacement for DA – Ongoing; suggestions to be submitted by 14 February 10. CS/RJ to contact the Council for British Archaeology regarding combined comms activity – Done 11. CS to send an email round regarding the magazine at the end of this week – Done 12. ALL to promote Strategy Magazine at relevant events and on Twitter: <ul style="list-style-type: none"> • CS – Community Heritage Conversations and ClfA; TAFAC - Done • KD – ELB Conference Done • HS / CS – COP26 virtual – Done • RJ – Archaeological Achievement Awards – Done 21. FH to contact SW to send her info on Before the Museums working group so she can join – Carry forward 22. BM to speak to ALGAO about the use of regional research frameworks and ScARF in planning conditions in the future – Ongoing 23. JM to send CJ the date for the ALWG meeting – Done 24. KO to ask Lisa Brown (LB) to update the Aim 5 report for the next meeting – Done 25. ME to include LB in future calls for updates/ reports for SSAC – Done 26. CJ to send round templates for Creative Careers week – In hand 27. KGe to have a chat with RHJ about meetings with Transport Scotland – Not done 28. ME to put on the agenda for the January meeting for the SSAC to agree protocols for the meetings will be after January in the next financial year – Done 29. AH to circulate the Operation Plan by the end of this week – Done 30. ME to amend the wording in the SSAC governance document to say the committee will meet four times a year instead of three – Done

	<p>31. RHJ to coordinate updating Strategy website – Done</p> <p>32. ME to send out four Doodle polls for the quarterly meetings next year – Done</p> <p>The minutes were duly accepted as a true and accurate record of the previous meeting.</p>
5	<p>Committee membership: new members and nominations, retirees: RHJ updated. KB, ES, KD, KGe and BM will all come off the committee at the end of this year. the Chair reminded everyone to keep in mind the SSAC's overarching equality policy, to make the committee as equal, diverse and inclusive as possible, whilst considering nominations.</p> <ul style="list-style-type: none"> • Action 1: Committee members to suggest replacements for a new land management representative by 14 February • Action 2: RHJ to issue two recruitment calls for SSAC replacements • Action 3: AH to review list of 2022's retirees
6	<p>Equality, Diversity and Inclusion (EDI): DM updated. DM advised that a survey she will create will be used as our benchmark, is voluntary and all information will be secure and not sold to external third parties. A data protection statement is on the MGS website for reference.</p> <ul style="list-style-type: none"> • Action 4: DM to circulate a questionnaire and comments page around the committee • Action 5: ALL members are encouraged to complete the questionnaire • Action 6: ALL members to the use the survey as the benchmark for the Committee and to gauge our aspirations for the SSAC • Action 7: DM to lead on a draft policy for Equality Diversity and Inclusion
7	<p>Climate Change / Environmental Policy: A general discussion took place. The Chair advised that the key is to get a policy that we can agree on.</p> <ul style="list-style-type: none"> • Action 8: KGe to draft a policy on climate change for discussion for discussing at next meeting • Action 9: RHJ to draw up a graphic on how the Strategy links to the NPF and UN's SDGs for the next meeting • Action 10: AH and JH to link sustainable development goals to strategy outcomes • Action 11: AH, JH, BM, JM and KO to update Operational Plan • Action 12: KGe to produce a draft Environmental Policy for next meeting • Action 13: DM to maintain progress on EDI
Marketing / Communications / Review	
8	<p>Marketing / Communications / Review: KJG updated.</p>
Looking Back (Last Quarter: Delivery Plan Update)	
9	<p>Delivery Plan Key Highlights: Aim one – Delivering Archaeology: <i>Refer to Paper 2 (SSAC_270122_Aim 1 Report)</i>. KO updated.</p> <ul style="list-style-type: none"> • Action 14: ME to write up what contributions are required from the committee to go on the Strategy website
10	<p>Delivery Plan Key Highlights: Aim two – Enhancing Understanding: <i>Refer to Paper 3 (SSAC January 2022 Aim 2 report)</i>. HS updated.</p>

	<ul style="list-style-type: none"> • Action 15: JH to circulate information for the Theoretical Archaeology Conference (TAG)
11	<p>Delivery Plan Key Highlights: Aim three – Caring and Protecting: <i>Refer to Paper 4 (SSAC270122_Aim3Update_BMannFHunter).</i> BM updated.</p>
12	<p>Delivery Plan Key Highlights: Aim four – Encouraging Greater Engagement: <i>Refer to Paper 5 (SSAC Aim 4 update - January 2022).</i> JM updated.</p> <ul style="list-style-type: none"> • Action 16: CJ and JM to meet to discuss crossover between aims 4 and 5 • Action 17: RHJ to raise support for apprenticeships with Transport Scotland and gain expressions of support for ClfA to use in their conversations with SDS to show demand • Action 18: AH to chat to RHJ about Highways England to take into discussions with Transport Scotland
13	<p>Delivery Plan Key Highlights: Aim five – Innovation and Skills: <i>Refer to Paper 6 (SSAC Aim Five report Jan 22_final).</i> KGe updated.</p>
Looking Forward	
14	<p>Key initiatives for next quarter: <i>Refer to Paper 7 (Looking Ahead Key Initiatives 2021).</i> AH updated.</p>
15	<p>NPF4: JB updated. AOB: Minute that issues regarding the legacy of Rock Art Project have been raised with AH, and he acknowledges these but is not currently raising the issue in this SSAC because they are being dealt with initially through an internal HES process. This does not preclude it being discussed in future if required.</p> <ul style="list-style-type: none"> • Action 19: AH to write a high-level response to NPF4 consultation on behalf of SSAC and send round committee for comment by 31 March
16	<p>Close: Date of Next Meeting: 20 April 2022. Aim lead updates to be circulated around the committee by Wednesday 6 April.</p>