

## AACAI AGM Meeting Minutes December 2021

Via Zoom

6:00pm-6:48pm, (AESTD) Friday 10 December 2021

Martin formally opened the meeting at 6:05 and welcomed everyone.

### 1. Present and apologies

Present
Andrew Costello
Andrew Wilkinson
Adrienne Ellis
Caroline Bird
Emma Beckett
JJ McDermott
Jim Rhoads
Kasey Robb
Martin Lawler
Matt Barber
Richard Mackay
Tessa Boer-Mah

Apologies
Lynley Wallis
Vanessa Edmonds

### 2. Review of previous meeting minutes

Tessa read out summary

### 3. Matters arising from previous AGM

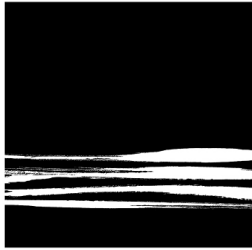
None

### 4. Announcement of New Life Members

No nominations

### 5. Reports

Written reports to be circulated



## 6. Motions to be voted on

None

## 7. Nominations for positions

- **President** – Nomination from Adrienne Ellis, nominated by Martin, seconded by Tessa, voted on – all in favor, Adrienne declared new president
- **Vice- President** - Martin Lawler
- **Treasurer** - Andrew Wilkinson (will continue in role, until replacement can be found)
- **Secretary** – Tessa Boer-Mah – to continue
- **Returning Officer** – Matt Barber

Richard explained returning officer was responsible for lodging the annual return and must be resident of ACT

- **Membership Secretary** – Lynley Wallis (will continue in role, until replacement can be found)

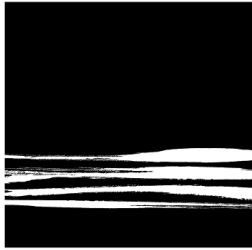
## 7. Other Business

- **Liala Haglund Award** – Nomination was for Revisiting Models: Semi-Automatic Landscape Analysis in the Sydney Region - Amanda Atkinson, Austral Archaeology -William Andrews, Austral Archaeology. Discussion was that since there weren't enough of the AACAI members at the meeting who had seen the AAA papers that it wouldn't be reasonable to make an award, so it was decided there would be no award for 2021
- **Richard Mackay** – Thanked the NEC for his award of as a Life Member from the last AGM
- **Sponsorship for WA AGM Drinks** – Andrew Wilkinson proposed that an additional \$52 be awarded to WA chapter to cover a total of \$252 (with \$200 being previously awarded), which was put towards drinks. NSW and VIC AGMs were held online so did not request funding. Andrew Wilkinson put forward the motion and Andrew Costello seconded it. Vote was unanimous.
- **Continuing Professional Development** – Caroline will continue to pursue and assemble research and committee in new year.
- **Strategic Plan** – Andrew Wilkinson raised the strategic plan was due to expire 2025 and therefore should be revisited. After some discussion about whether consultation should be done in 2022, it was decided the plan should be reviewed in the first NEC meeting of 2022.

Martin thanked everyone for attending the AGM and wished everyone a Happy Christmas.

Meeting was closed 6:48 pm.

*Copy of 2020*  
**AGM Minutes**



## AACAI AGM Meeting Minutes December 2020

Via Zoom

8:00pm-10:00pm, (AESDT) Friday 11 November 2020

### 1. Present and apologies

Present
Andrew Costello
Caroline Bird
Emma Beckett
Erica Walther
JJ McDermott
Jim Rhoads
Jo Dorch
Lyndon Patterson
Martin Lawler
Tessa Boer-Mah

Apologies
Andrew Wilkinson
David Nutley
Fiona Hook
Jillian Comber
Jim Stedman
Jo Thomson
Richard Mackay

### 2. Review of previous meeting minutes

Not undertaken, to be circulated separately

### 3. Matters arising from previous AGM

Not undertaken

### 4. Announcement of New Life Members

Richard Mackay and Dr Helen Brayshaw welcomed as new life members, bringing total life members to 11.

### 5. Reports (verbal)

- **President's Report** – Martin Lawler welcomed everyone and reflected on the tough year it has been. Thanked Tessa for taking on the secretary's role.
- **Membership's Report** – Presented by Martin Lawler on behalf of Jo Thomson, AACAI, there has been a slight decline in AACAI membership applications and members over the last year. This could be due in part to the impacts of COVID-19 on consultancy work across the country, particularly between April and November.
- **Treasurer's Report** – Presented by Martin Lawler on behalf of Andrew Wilkinson, currently have approximately \$16,000 in the NEC account. AACAI has rising fixed costs



associated, but not appreciable increases in revenue and should consider raising membership fees in the next year.

- **State Report NSW**– Martin Lawler welcomed everyone and reflected on the tough year it has been. Thanked Tessa for taking on the secretary’s role.
- **State Report WA**– Worked closely with stakeholders to provide better outcomes for Aboriginal heritage, particularly following the Juukan Cave debacle. Achievements included the Future Forum and providing support for AACAI members during COVID and getting a seat at the table for the WA heritage reforms.
- **State Report VIC**– formal report yet to be given

## 6. Nominations for positions

- **Membership Secretary** – No nominations were tendered for membership secretary were received. There was discussion about how much work this role entailed. The idea was put forward that the existing membership committee would be responsible for assessing applications on rotating basis (likely alphabetically by last name), so that the first application in the first month of the year would be handled by the membership committee member with the last name closest to “A” and then the rotate on a monthly basis. Martin raised that this should just be a temporary arrangement until a Membership Secretary could be appointed. Any membership applications that needed further assessment or input would be directed to Martin and Andrew Costello. This was voted on as motion 4.

## 7. Other Business

- **Continuing Professional Development** – Caroline raised the need to have a working group on this matter. Jo raised the need to have CPD to assist students and inexperienced staff to transition into consulting, as well as catering for senior members and addressing cross-cultural awareness. It was agreed to create a CPD working group, from the meeting Caroline, Emma and Tessa volunteered to join the working group, as well as for a general expression of interest to be put to the AACAI members.
- **Membership assessment process** – Discussion around whether there should be an express membership application process to assist experienced members in gaining full membership, various opinions for and against were tendered, but not motion put forward to change the process at this stage.
- **Social Media** – Andrew raised that AACAI needs to participate more fully in social media, it was discussed that a position description was to be created and put out to the membership for 1 or 2 people to do the social media. This would need to be supported by state chapters in providing information to the social media coordinator/s.



- **Victorian Archaeological Colloquium Sponsorship** – Lydon put forward that AACAI should consider sponsoring the VAC which is to be held in February 2021. There was discussion about the benefits and exposure it would have for AACAI. Sponsorship packages were \$2000 and \$1000. Andrew suggested that AACAI should offer a prize for the best student paper to encourage people to join the consulting industry. It was put forward that AACAI put forward \$1000 in sponsorship and a \$250 student paper prize or similar. Lyndon and Erica volunteered to be judges (as well as Martin, if available). This was voted on in Motion 5 and carried.

## 6. Motions Voted on

Note there were 10 members present over the course of the meeting, all motions were carried unanimously, however, differences in voting numbers was reflective of who was present at the time. Emma Beckett held a proxy vote on behalf of Jo Thomson.

Motion #	Motion	Votes For	Votes Against	Outcome
1	Increase full members experience requirement to 5 years	7	0	Carried
2	Retired members are to be given the opportunity to remain with AACAI as Affiliate Members (voting members) or Honorary Members (non-voting members)	8	0	Carried
3	In Principle support for changing policy on annual payment of fees	8	0	Carried
4	Temporary process to be implemented in lieu of having an appointed Membership Secretary	9	0	Carried
5	AACAI to sponsor the Victorian Archaeological Colloquium for \$1000 and offer a \$250 prize for the best student paper, or similar	9	0	Carried

Notes on Motion 3 – Full and Associate AACAI members are expected to pay their annual dues each year consecutively. If there is a foreseeable reason that they are unable to pay their annual dues for instance maternity leave, inability to work in the profession, or similar, they can apply in advance to the membership secretary to become Honorary members for that time and once able to continue their work in archaeological consulting will be reinstated to their Full or Associate Membership status without needing to pay arrears or having to reapply to be a Full or Associate Member. If Full and Associate AACAI members, allow their membership lapse for over a year, they may be asked to pay outstanding years in arrears and/or nominate to contribute to an AACAI committee and/or reapply to their nominated membership level. If a Full or Associate AACAI



member allows their membership to lapse more than 5 years they will be required to reapply in full for their nominated membership level (with the required documentation) and pay the required membership processing fee.

Fees as at 2020

Full Member – \$180

Associate Member – \$100

Affiliate Member – \$80

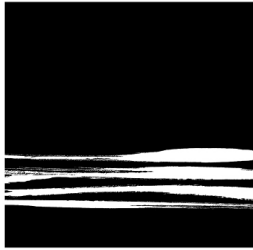
Honorary -\$0 (can not vote on a motion)

Application processing fee \$50

#### **7. Actions Arising from AGM**

Actions for next meeting	Assigned to
Position description for social media coordinator	Andrew
Eol to AACAI list for social media coordinator	Tessa
Eol to AACAI list for CPD Working group	Tessa
Temporary membership processing procedure to be circulated to membership committee and for them to agree to it for continuing on in their roles	Tessa/Lyndon
Organise sponsorship with Victorian Archaeological Colloquium	Erica
Update wording on website for full members to be required to have 5 years experience	Andrew
Update wording on the website that retired members can be Affiliate or Honorary Members	Andrew
Wording for changing annual payment of fees to be circulated and voted on in next NEC	NEC meeting item

Reports received



## AACAI NEC Secretary's Report 2021

The NEC met 5 times over the course of the year. Summary of meetings provided below. Attendance was 3-10 people with average of 7 per meeting.

Meeting Date	Main Topics
19 February	Student fund, professional development working party, increase in membership fees, NSW archaeology forum
8 April	New members, new legislation in Victoria, BBQ in WA, increase in membership fees – actual figures discussed
3 June	NSW held trivia night as part of National archaeology week, Victoria end of financial year drinks held in May, WA Trivia night held for national archaeology week and sundowner talk on geophysics, student fund allocations decided
12 August	New members announced, new RAPS in Victoria, WA discussed standards document, payment of Aboriginal groups discussed and draft policy for NSW presented.
5 October	Sponsorship of end of year drinks for state chapters

## **AACAI SECRETARIAT REPORT – AGM – 10 DECEMBER 2021**

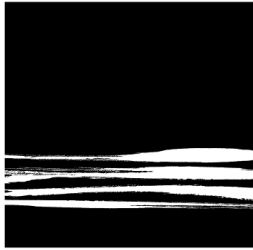
- This year saw the launch of the new AACAI online payment system for membership renewals and for application fees.
- The increase in the annual memberships which were approved at the 2020 AGM were implemented with the membership renewal invoices in May 2021.
- More than 48% of renewal payments were made using the online payment system saving a large portion of administration.
- Honorary memberships were added to the website this year with two members approved for this category.

The total cost of the AACAI Secretariat Officer for the 2020-21 financial year, was AUD9, 959.43

Thank you for another eventful year with AACAI.

Regards

Cindy Shadiack – AACAI Secretariat Officer



AUSTRALIAN ASSOCIATION OF CONSULTING ARCHAEOLOGISTS INC

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Australian Association of Consulting Archaeologists Incorporated  
NSW / ACT Chapter  
2021 Annual Reports

Chairperson's report

Secretary's report

Treasurer's report

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## **NSW-ACT Chapter – Chairperson’s Report for 2021**

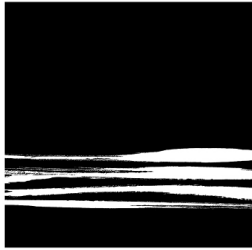
Reflecting again on where we were this time last year, we find ourselves in a similar position to the year prior. I think we can all agree that 2021 threw up its fair share of challenges. So, while we might be moving back to some semblance of normality, our plans for events were once again scuttled by COVID.

With that said, we had some wins in 2021. In particular, there was the inaugural NSW Aboriginal Archaeology Future Forum which was hosted in collaboration with the Australian Museum in March. This event was perfectly timed in between lockdowns, enabling us to hold an event that combined papers delivered in person and remotely, with all sessions viewable live over the internet. The day provided a refreshing ability for people to meet in person, with presenters representing a diverse range of backgrounds including Traditional Owners, consultants, students, academics, and staff from the museum sector.

The event was planned and run with a minimalist and no-frills approach that enabled us to implement free attendance for all in-person registrations. Whilst the support from the Australian Museum, AACAI NEC, Everick, Lantern Heritage, EMM & Heritage Now enabled us to subsidise travel and accommodation costs for Traditional Custodians who presented at the forum. Following on from the success of this event and the robust discussions it prompted during the sessions and afterwards, plans are now well underway for next year’s Forum, scheduled for 25 March 2022.

Unfortunately, most of our other plans for events were either cancelled or modified due to various lockdown restrictions. The upside of this is that we now have various events already in the pipeline for 2022, including a guest lecture from a well-known writer on Aboriginal history, and a master class workshop on nineteenth century firearms related artefacts. These events, much like the Future Forum, will be planned as events that can be attended in person, with options available to dial in and watch remotely. In this way, we hope that people across the country might be able to participate, regardless of what challenges 2022 presents for travel.

2021 also saw a review of the *Heritage Act 1977*. Following the online information sessions and invitation to submit comments on the proposed changes to the Act, our Chapter compiled a detailed submission. Special thanks and recognition needs to go to Richard Mackay, Anne Bickford, Fenella Atkinson and Michael Lever for their assistance in preparing that submission. We were also invited to participate in a joint hearing into the review as a witness alongside representatives of the Australasian Society for Historical Archaeology, the Australian Archaeological Association and Engineers Australia, but were unable to attend due to short lead in times during a very hectic August. Nevertheless, it appears from the recently released report on the review, that the collective voices within the industry have made an impact. Most notably, there is acknowledgement of the numerous stakeholders that raised concerns with regard to Aboriginal cultural heritage reform, which was a key theme in our submission – namely that

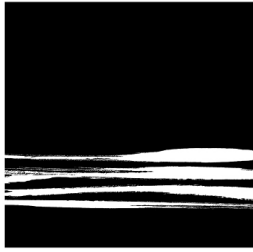


review of Aboriginal cultural heritage legislation is much more urgent than the review of the *Heritage Act 1977*.

Continuing on the theme of Aboriginal cultural heritage reform, there was a recurring discussion at our committee meetings this year surrounding payment to Aboriginal groups and individuals when attending meetings. This was also a topic that was discussed at the Future Forum in March and is clearly an issue that needs to be addressed within NSW and the ACT. While we are still discussing and finalising our Chapter's standpoint on this matter, it appears that most in the industry recognise the inequality inherent in proponents paying heritage consultants for their time at meetings, whilst Aboriginal communities are far too often expected to attend for free or minimal reimbursement. Whilst this may be more fully resolved in future by the long overdue ACH reforms, our committee has tabled a formal statement that will hopefully be finalised at our AGM in November.

Finally, I would just like to thank all the members of our committee and other members who have contributed to meetings and events over the past two years. It was a challenging term for all of us in different ways, but it has been so rewarding to see the support and collaboration that has emerged. I look forward to seeing the make-up of our committee for 2022-2023, and I strongly encourage all members to attend the AGM and consider getting involved with the committee. The more people we have involved, the less time it takes to get things done and the more we can achieve for our industry. To borrow a phrase from Wayne Brennan's opening paper at the Future Forum, let's walk together into the future. .

Bec Parkes  
AACAI NSW/ACT Chapter Chair



## AACAI NSW / ACT Chapter: 2021 Secretary's Report

### **Executive Committee Meetings**

The 2021 Committee of the NSW / ACT State Chapter comprised Bec Parkes (Chair), Andrew Costello (Vice Chair), Vanessa Edmonds (State Delegate), Michael Lever (Treasurer), Matt Barber (Alternate State Delegate), Fenella Atkinson (Secretary), and Tessa Boer-Mah, Diana Cowie and Simon Greenwood (Committee Members)

The Committee met seven times during 2021:

- 8 January 2021
- 19 February 2021 – no quorum
- 13 April 2021 – no quorum
- 25 May 2021
- 13 July 2021
- 31 August 2021

The final meeting for the year will be the Annual General Meeting on 5 November 2021.

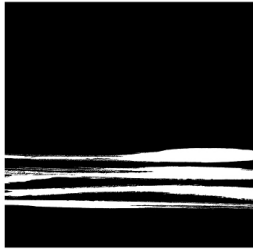
### **Events**

Two events were held during 2021:

- 26 March 2021. NSW Aboriginal Archaeology Future Forum, hosted in partnership with the Australian Museum. As well as the financial and in-kind support provided by the Museum and the Chapter, financial support was generously provided by the AACAI NEC, Lantern Heritage, EMM Consulting, and Everick Heritage; covering the Metropolitan LALC Welcome to Country, presenter expenses, and Zoom fees.
- 18 May 2021. National Archaeology Week Trivia Night, hosted in partnership with the Australasian Society for Historical Archaeology. Held online and in person at the Big Dig Centre.

### **Correspondence and other business**

- Diana Cowie stepped down from the committee, having served for many years including periods as Secretary and Treasurer. The current committee members are particularly grateful for Diana's guidance.
- Michael Lever and Fenella Atkinson were added as signatories to the Chapter bank account, and Diana Cowie and Oliver Brown were removed.
- Bengi Selvi-Lamb attended a committee meeting as a guest, to discuss some of the issues arising from the Future Forum, including the possibility of lobbying for legislative reform and better RAP engagement/involvement.

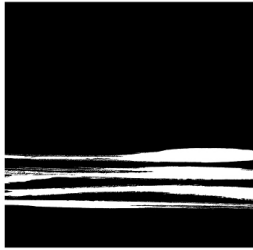


- The Chapter made a submission to the committee reviewing the *Heritage Act 1977*. The committee is particularly grateful to members Richard Mackay, who drafted the submission, and Anne Bickford, who assisted with review.
- A draft statement on payment for Registered Aboriginal Party (RAP) contributions to consulting projects was prepared by Michael Lever, reflecting concerns that some proponents were refusing to reimburse RAPs.

Fenella Atkinson

Secretary

AACAI NSW / ACT State Chapter



AUSTRALIAN ASSOCIATION OF CONSULTING ARCHAEOLOGISTS INC

## **AACAI NSW / ACT Chapter: Treasurer's Report – October 2021**

**Last report: 9/12/2020**

**This report: 10/10/2021**

**Treasurer 2021: Michael Lever**

### **Account:**

National Bank of Australia (NAB) BSB: 082-372. AC: 02574-2537

Details of all transactions provided in Appendix A.

**A: OPENING BALANCE (Brought forward from 2020) - \$6,456.83**

### **B: INCOME**

Future Forum sponsorship - \$ 1,490.00

### **C: EXPENSES**

Future Forum expenses -\$ 2,885.00

### **D: SUMMARY:**

**INCOME \$1490**

**EXPENSES \$ 2,885**

Current deficit since last report - \$1,395

**CURRENT TOTAL ASSETS (11/10/2021) \$5061.83**

# APPENDIX A – BANK TRANSACTION LISTING



## Corporate Cheque Account

For further information call 13 22 65 for Personal Accounts or 13 10 12 for Business Accounts.



A 2-021  
 JENNA WESTON  
 AUST ASSOC OF CONSULTING ARCHAEOLOGISTS  
 29 HANNAN STREET  
 MAROUBRA NSW 2035

### Account Balance Summary

Opening balance	\$6,456.83	Cr
Total credits	\$0.00	
Total debits	\$0.00	
<b>Closing balance</b>	<b>\$6,456.83</b>	<b>Cr</b>

**Statement starts 1 October 2020**  
**Statement ends 31 December 2020**

### Outlet Details

Broadway  
 Tenancy 20C, Broadway Shopping Centre  
 1 Bay Street, Ultimo NSW 2007

### Account Details

AUSTRALIAN ASSOCIATION OF  
 CONSULTING ARCHEOLOGIST INCORPORATED NSW STATE  
 CHA  
 PTER  
 BSB number 082-021  
 Account number 02-574-2537

### Transaction Details

Date	Particulars	Debits	Credits	Balance
1 Oct 2020	Brought forward			6,456.83 Cr



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A 2-021  
 JENNA WESTON  
 AUST ASSOC OF CONSULTING ARCHAEOLOGISTS  
 29 HANNAN STREET  
 MAROUBRA NSW 2035

### Account Balance Summary

Opening balance	\$6,456.83	Cr
Total credits	\$505.00	
Total debits	\$0.00	
<b>Closing balance</b>	<b>\$6,961.83</b>	<b>Cr</b>

**Statement starts 1 January 2021**  
**Statement ends 31 March 2021**

### Outlet Details

Broadway  
 Tenancy 20C, Broadway Shopping Centre  
 1 Bay Street, Ultimo NSW 2007

### Account Details

AUSTRALIAN ASSOCIATION OF  
 CONSULTING ARCHEOLOGIST INCORPORATED NSW STATE  
 CHA  
 PTER  
 BSB number 082-021  
 Account number 02-574-2537

### Transaction Details

Date	Particulars	Debits	Credits	Balance
1 Jan 2021	Brought forward			6,456.83 Cr
8 Mar 2021	Michael David Lever Account Reactivation.....		5.00	6,461.83 Cr
11 Mar 2021	FF2021 001 CBA 068523.....		250.00	6,711.83 Cr
18 Mar 2021	PMT Inv Everick Heritage 421520.....		250.00	6,961.83 Cr



**Corporate Cheque Account**

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JENNA WESTON  
AUST ASSOC OF CONSULTING ARCHAEOLOGISTS  
29 HANNAN STREET  
MAROUBRA NSW 2035

A 2-021

**Account Balance Summary**

Opening balance	\$6,961.83	Cr
Total credits	\$0.00	
Total debits	\$2,885.00	
<b>Closing balance</b>	<b>\$4,076.83</b>	<b>Cr</b>

**Statement starts 1 April 2021**  
**Statement ends 25 May 2021**

**Outlet Details**

Broadway  
Tenancy 20C, Broadway Shopping Centre  
1 Bay Street, Ultimo NSW 2007

**Account Details**

AUSTRALIAN ASSOCIATION OF  
CONSULTING ARCHEOLOGIST INCORPORATED NSW STATE  
CHA  
PTER  
BSB number 082-021  
Account number 02-574-2537

**Transaction Details**

Date	Particulars	Debits	Credits	Balance
1 Apr 2021	Brought forward			6,961.83 Cr
26 Apr 2021	Internet Transfer Repayment Forum.....	1,050.00		5,911.83 Cr
27 Apr 2021	Internet Transfer Repayment Forum.....	1,335.00		4,576.83 Cr
29 Apr 2021	Internet Transfer Colin Ahoy Forum.....	500.00		4,076.83 Cr



**Corporate Cheque Account**

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JENNA WESTON  
AUST ASSOC OF CONSULTING ARCHAEOLOGISTS  
29 HANNAN STREET  
MAROUBRA NSW 2035

A 2-021

**Account Balance Summary**

Opening balance	\$4,076.83	Cr
Total credits	\$0.00	
Total debits	\$0.00	
<b>Closing balance</b>	<b>\$4,076.83</b>	<b>Cr</b>

**Statement starts 26 May 2021**  
**Statement ends 30 June 2021**

**Outlet Details**

Broadway  
Tenancy 20C, Broadway Shopping Centre  
1 Bay Street, Ultimo NSW 2007

**Account Details**

AUSTRALIAN ASSOCIATION OF  
CONSULTING ARCHEOLOGIST INCORPORATED NSW STATE  
CHA  
PTER  
BSB number 082-021  
Account number 02-574-2537

**Transaction Details**

Date	Particulars	Debits	Credits	Balance
26 May 2021	Brought forward			4,076.83 Cr



**Corporate Cheque Account**

For further information call 13 22 65 for Personal Accounts or 13 10 12 for Business Accounts.



A 2-021  
JENNA WESTON  
AUST ASSOC OF CONSULTING ARCHAEOLOGISTS  
29 HANNAN STREET  
MAROUBRA NSW 2035

**Account Balance Summary**

Opening balance	\$4,076.83	Cr
Total credits	\$985.00	
Total debits	\$0.00	
<b>Closing balance</b>	<b>\$5,061.83</b>	<b>Cr</b>

**Statement starts 1 July 2021**  
**Statement ends 30 September 2021**

**Outlet Details**

Broadway  
Tenancy 20C, Broadway Shopping Centre  
1 Bay Street, Ultimo NSW 2007

**Account Details**

AUSTRALIAN ASSOCIATION OF  
CONSULTING ARCHEOLOGIST INCORPORATED NSW STATE  
CHA  
PTER  
BSB number 082-021  
Account number 02-574-2537

**Transaction Details**

Date	Particulars	Debits	Credits	Balance
1 Jul 2021	Brought forward			4,076.83 Cr
19 Jul 2021	NSW Futures Forum A A C A Inc.....		985.00	5,061.83 Cr



AACAI WA Chapter  
c/o Secretary JJ McDermott  
[wa.chapter@aacai.com.au](mailto:wa.chapter@aacai.com.au)  
[jagemcdermott2@gmail.com](mailto:jagemcdermott2@gmail.com)

AUSTRALIAN ASSOCIATION OF CONSULTING ARCHAEOLOGISTS INC

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## AACAI WA Chapter 2021 Annual General Meeting Minutes

*Wednesday 17<sup>th</sup> November, The Left Bank, 15 Riverside Rd, East Fremantle*

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### PRESENT

Jo Thomson (JT), JJ McDermott (JJ), Joe Dortch (JD), Emma Beckett (EB), Caroline Bird (CB), Jim Rhoads (JR), Ben Pentz (BP) and John Marrell (JM). Vicky Winton (VW) and Jade Pervan (JP) attended via Zoom.

### APOLOGIES

Peter Veth (PV), Jo McDonald, Ian Ryan, Aidan Ash, Phil Czerwinski, Elizabeth Bradshaw, Mel Marshall, Nigel Tonkin, Annabelle Davis, Viv Brown, Jim Stedman (JS), Kellie Cue, Tania Philips, Wendy Reynen and Kane Ditchfield.

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*The meeting opened at 5.30pm*

### ITEMS

#### 1. Chairperson's 2021 Report

*Jo Thomson – See attached*

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#### 2. Treasurer's 2021 Report

*Joe Dortch – See attached*

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#### 3. Secretary's 2021 Report

*JJ McDermott – See attached*

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#### 4. Draft Aboriginal Cultural Heritage Bill

The new Aboriginal Cultural Heritage Bill 2021 was released to the public on the 16<sup>th</sup> November. It is linked to here, along with other documentation:

<https://www.wa.gov.au/government/document-collections/aboriginal-cultural-heritage-bill-2021>

There is also an explanatory memorandum on the Bill here:

[https://www.parliament.wa.gov.au/parliament/bills.nsf/F761A1DBBD9832A04825878F001FCB97/\\$File/EM%2B56%2B%282021%29.pdf](https://www.parliament.wa.gov.au/parliament/bills.nsf/F761A1DBBD9832A04825878F001FCB97/$File/EM%2B56%2B%282021%29.pdf)

The Bill was discussed at length during the meeting. In summary:

- The Bill was put before Parliament for reading last week.
- The Legislative Assembly passed it, but it now has now to go to the Legislative Council in its last sitting of the year, which is in the next few weeks.
- The Bill has changed a number of things but everyone needs time to read and study it. The main surface issues raised were:
  - Structural inequality presented in the Bill
  - Does not address the outcomes of the Juukan Inquiry
  - The lack of merits review of decisions by the Minister
  - Inability to reverse an authorised ACHMP
  - FPIC and UNDRIP issues inherent throughout Bill
  - LACHS ongoing funding still not determined
  - Criteria for heritage does not adequately address the intangible
  - People on the ground are still removed from decision-making process
  - This will not prevent another Juukan
  - Much of the media put out from the Government about the new Bill is spin, with some blatant white-washing around the level of consultation completed
  - There has been a zero meaningful engagement with Aboriginal groups who have voiced their concerns about the Bill in the past number of months

JT advised that an ACHB 2021 Working Group be assembled like last year, so that AACAI WA can take next steps on our response to the Bill. JT will put an email to the membership seeking volunteers for a Working Group that will:

- a) Write a short letter to all MPs highlighting the major issues with the Bill by mid-December.
- b) Work in a group to interrogate the Bill section by section and underline the major risks in it by mid-January.

It was also agreed to liaise with our partners at the Anthropological Society of WA (ASWA), the Australian Archaeological Association (AAA) and the Aboriginal Heritage Action Alliance (AHAA) among others to coordinate our response (media statements, letters etc.) and show our support for concerns on the Bill expressed by Aboriginal groups in particular.

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## 5. Juukan Gorge Parliamentary Inquiry

The outcomes of the Inquiry and *The Way Forward* report were only briefly discussed. The report and other information can be found here:

[https://www.aph.gov.au/Parliamentary\\_Business/Committees/Joint/Northern\\_Australia/CavesatJuukanGorge/Report](https://www.aph.gov.au/Parliamentary_Business/Committees/Joint/Northern_Australia/CavesatJuukanGorge/Report)

It was agreed that our analysis of the report can be drawn upon as we work on our response to the Bill through the ACHB 2021 Working Group.

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## 6. 2021 Activity and Action Plan Summary

Most of these summaries were already provided through the Chair and Secretary's reports respectively (see attached).

- Advocacy – JT
- DPLH's Heritage Practitioner's Reference Group – CB & JJ
- Media – JD & JS
- Membership – JJ
- Relationships – JT & PV
- Social – JJ
- Training & Professional Development – EB & CB

On Training & Professional Development, it was agreed that AACAI WA meet up in the new year to develop strategies, and work with the NEC to arrange AACAI training sessions, aiming to upskill archaeologists as well as provide capacity-building in Aboriginal bodies. The Skills Passport was discussed, and it was agreed that this should be encouraged more by AACAI members through their companies and/or universities.

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## 7. Election of officers

All WA Chapter positions (Chairperson, Treasurer, Secretary, State Delegate and Alternate State Delegate) were put up for re-election.

The incumbents for Chairperson, Secretary and State Delegate were returned. Joe Dortch stepped aside as Treasurer. John Marrell nominated from the floor and was unanimously voted in. Caroline Bird nominated from the floor for the role of Alternate State Delegate and was unanimously voted in.

The WA Chapter executive committee for 2021 are:

- Chairperson – Jo Thomson
- Treasurer – John Marrell
- Secretary – JJ McDermott
- State Delegate – Emma Beckett
- Alternate State Delegate – Caroline Bird

There were no elections for any 'ordinary' members of the executive committee but JT encouraged members to step up and champion one of the activities in our Action Plan for 2022.

John Marrell was welcomed into the executive committee for the first time.

Joe Dortch was thanked for his strong commitment and passionate involvement on the WA executive committee over the last number of years. AACAI WA wish him all the best in taking up any future committee roles elsewhere, acknowledging that he will still be a prominent and active member of AACAI going forward.

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## 8. National Executive Committee and AACAI AGM

EB and CB provided an overview from recent meetings of the NEC.

The National AGM is proposed as an online event on 10 December. However, no notice has been provided to the members as of yet. EB will follow up with the NEC on this, and other updates.

It was queried whether there was a succession plan for the NEC, given that the current committee will be stepping aside at the end of this year. This had not been discussed at recent NEC meetings.

It was acknowledged that the NEC have provided some financial support to the WA chapter over the past few years (Future Forum, Residue Analysis workshop, chapter AGMs).

It was agreed that the NEC should be more active in providing ongoing support for training and professional development across the chapters, with the suggestion that a line item should be added to the yearly NEC budget for this.

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## 9. Plans for 2022

JT sent out an email to the WA members prior to the meeting. It requested volunteers for help in 2022 and was outlined as follows:

- **Become an activity champion.** Our yearly plan is divided into several focus areas and we are looking for members to lead various initiatives:
  - Advocacy
  - DPLH Heritage Practitioners Reference Group
  - Media
  - Membership
  - Relationships
  - Social
  - Professional development and training
- **Become a working group member.** Get involved in specific projects such as responses to the ACHB or development of the Minimum Standards practice note.
- **Be an active member.** Come to meetings and have a say or share news. Attend development opportunities, events or other initiatives. Propose or request some training or seminar topics.
- **Encourage your colleagues or employees to get involved.** We all have a range of skills that we can bring and share. If you are a business manager, senior archaeologist etc, encourage your team or staff to come along to an AACAI event or meeting to see what it's about, or even sponsor them to attend a training event.

In addition to the ACHB 2021 Working Group, we may also be working on the following activities in 2022:

- Minimum Standards practice note
- DPLH Heritage Practitioner Reference Group
- Media training for committee members
- Membership drive – meet the graduates/potential members
- Social events to continue

There was some discussion about organising a Christmas Drinks event closer to Christmas, at a fun new venue – stay tuned!

VW and JP both acknowledged the hard work of the executive committee over the past few years. Everyone else acknowledged that it has been a relentlessly busy year for archaeologists and we all deserve a long rest over the Christmas and New Year.

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***There being no other business the meeting closed at 7.30pm.***

The above minutes are a true record of the 2021 AACAI WA Chapter Annual General Meeting.

<u>Name</u>	<u>Signature</u>	<u>Date</u>
Jo Thomson		24/11/2021
_____	_____	_____
<b><i>Chairperson</i></b>		
John Marrell		24/11/2021
_____	_____	_____
<b><i>Incoming Treasurer</i></b>		
JJ McDermott		24/11/2021
_____	_____	_____
<b><i>Secretary</i></b>		



## **AACAI (WA Chapter) Annual General Meeting 2021 Chairperson's Report**

*16<sup>th</sup> November 2021*

2021 has been another busy and productive year for AACAI WA. Upfront, I want to acknowledge and thank everyone who has contributed any amount of their time, skills and efforts into making things happen for the association and its members. It wouldn't be what it is without you.

This year has been eventful and challenging. As we meet tonight, the Aboriginal Cultural Heritage Bill 2021 is being debated and voted upon in the WA Parliament. AACAI members have worked hard for numerous years to advocate for better care and management of Aboriginal heritage. If the Bill is passed, the requirement for advocacy won't stop. New legislation will bring some dramatic changes to the working landscape of Aboriginal heritage in WA, including how we practice archaeology. We must be ready to continue our advocacy into the future as well as supporting Western Australian archaeologists through the changes.

I also make note of the heavy demands placed upon WA archaeologists this year. With closed borders, a limited pool of archaeologists and incessant development demands, this year has been tough for many. We therefore need to make sure that we are supporting each other and, in particular, taking responsibility for supporting the development of our recent graduates, early career and developing archaeologists. There is always a risk that in high pressure situations these archaeologists can be thrown in the deep end without guidance or support, ultimately opening them up to potential legal, safety, personal or other risks. We all have a responsibility to ensure that they are adequately trained and equipped to do their job. It is, therefore, my intention to make the development of the mentoring program and the integration of the Australian Skills Passport into our training program a high priority for the coming year. I also encourage all members to refer to the Skills Passport and consider how you can incorporate into both your own and your colleagues or staff's development.

One other area of focus that I hope to see AACAI more actively involved in next year is the Women and Gender Diverse Network of Archaeologists and Anthropologists. The findings of the inquiry into FIFO sexual harassment have highlighted the risks and issues associated with working within the mining industry. This is another area where we can focus our energies on supporting our members and fellow archaeologists by advocating for safe working environments.

## Key achievements in 2021

Our goals for this year were to:

1. pursue collaboration and collegiality across our industry;
2. promote WA's archaeology and heritage;
3. advocate for better heritage outcomes; and
4. continue to develop our professional relationships with our members, consultancies, Traditional Owner groups, other heritage organisations and interest groups, proponents and DPLH.

I think we have achieved very well across all of these goals. As the AACAI WA Secretary report provides a marvellous summary of our Chapter's activities during the last year, I refer you to that report for the details. To briefly summarise, some of our key achievements this year have included:

- **Improved working relationships with Traditional Owners, other heritage bodies and interest groups.** We have significantly expanded our working relationships with many other groups and organisations and collaborated on numerous initiatives. It has been encouraging to see Traditional Owner-led organisations, such as the Aboriginal Heritage Action Alliance (AHAA), the WA Alliance of Native Title Representative Bodies and Service Providers take the lead this year on ACHB advocacy. Of note our collaborations have involved ACHB lobbying with the AHA Collective, the Aboriginal Heritage Action Alliance (AHAA), the WA Alliance of Native Title Representative Bodies and Service Providers; and collaborations with ASWA, AAA, AICOMOS and UWA on a range of workshops and seminars throughout the year.
- **Ongoing advocacy for better Aboriginal heritage outcomes.** We have again been very busy liaising with First Nations and Traditional Owner groups, other heritage organisations, politicians, and the DPLH, to advocate for improved legislation, resourcing and recognition of Aboriginal heritage.
- **Providing support and opportunities for AACAI Members.** In conjunction with ASWA in particular, we have provided numerous events, workshops, seminars and social gatherings for our members.
- **Facilitated the Minimum Standards Taskforce.** During July and August, archaeologists from around WA came together to form the WA Taskforce on Minimum Standards. The taskforce involved members from AAA and AACAI plus other interested and non-affiliated archaeologists. This was a fantastic opportunity to get a significant number of WA archaeologists together to talk about minimum standards and demonstrated that we can work effectively together as an industry cohort. A lot of additional material was produced through the process and we plan to develop it into a Practice Note that can be used as reference and practical guide for WA archaeologists in 2022.

## Visions and plans for 2022

Looking towards 2022, we are expecting another big year of challenges and change. We therefore plan to focus on:

1. Continued engagement, advocacy and lobbying on the ACHB and the to-be-developed Regulations and supporting documents;
2. Development and implementation of mentoring program;

3. Alignment of development and training events with the Australian Skills Passport;
4. Increased focus on ensuring the sustainability of AACAI WA, including succession planning and development;
5. Facilitate the development of the WA Archaeology Minimum Standards Practice Note with AAA and other non-affiliated WA archaeologists through the Minimum Standards Taskforce;
6. Continued collaboration with our colleague organisations; and
7. Continue to provide support for members on a range of issues including mental health and personal safety.

## **Acknowledgements and thanks**

Coming to the close of my third year of leading the AACAI WA Chapter, I am grateful for many things. I am deeply thankful for all the support and contribution that our members and colleagues have made to improving archaeology and heritage management in Western Australia. Specifically I want to acknowledge the following people (apologies if I have forgotten anyone):

1. **The WA Executive Committee:** JJ McDermott, Joe Dortch, Emma Beckett and Jo McDonald. You guys are awesome and I admire your dedication and passion. Also to Caroline Bird and Jim Rhoads for their role on the National Executive Committee and the JAACAI Journal Editors. I would also like to thank Paul Greenfeld and JJ McDermott for serving on the national Membership Committee.
2. **Dr Joe Dortch:** a special thank you to Joe Dortch, who is stepping down from Treasurer and the WA Executive. Joe has been an immensely valuable member of the WA executive team and we would not have achieved half of what we have without him. He has been a highly dedicated and fervent advocate for Aboriginal heritage – he has been integrally involved in AACAI's responses to and lobbying on the ACHB and other heritage issues; has been a really effective liaison between AACAI WA and other organisations; and took on the role of media contact and liaison with grace and fortitude. We will miss having him on the team, but wish him the very best for his future endeavours.
3. **The Minimum Standards Taskforce members:** Emma Beckett, Caroline Bird, Denis Coutant, Ryan Crawford, Kellie Cue, Kane Ditchfield, Joe Dortch, Giulietta Holborn, Fiona Hook, Ryan Hovingh, Gavin Jackson, Mel Marshall, John Marrell, JJ McDermott, Edward McDonald, Jo McDonald, Kate Morse, Sven Ouzman, Ben Pentz, Jade Pervan, Tegan Raines, Ian Ryan, Patricia Ryan, Wendy Reynen, Michael Slack, Michelle Smyth, Jo Thomson, Sean Winter, Vicky Winton and Peter Veth.
4. **ACHB team:** There are many people who have contributed to the ongoing ACHB project this year including Peter Veth, Jo McDonald, JJ McDermott, Caroline Bird, Fiona Hook, Joe Dortch, Robin Stevens.
5. **Our seminar speakers for this year:** Nerida Moredout, Belinda Duke, Wendy Reynen, Kane Ditchfield, Gareth Lewis and Naomi Howells; and Georgia Roberts and Mel Marshall.
6. **Our fellow colleagues in other organisations including ASWA, the AHA Collective ICOMOS, AAA, UWA, AHAA:** Richard Riordan, Tania Philips, Dirima Cuthbert and Eddie McDonald, Robin Stevens, Ken Hayward, Flavia Kiperman, Naomi Howells, Kado Muir.

## Final word

To wrap up, my key message for next year is – **get involved**. Things are about to change dramatically, so keep up to date, participate and help to continue the push to improve the practice and management of archaeology in Western Australia.

Wishing you all a very happy, healthy and safe break over the New Year period and looking forward to catching up in 2022.

Jo Thomson MAACAI

Chairperson

Australian Association of Consulting Archaeologists Inc. WA Chapter

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## **AACAI (WA Chapter) Annual General Meeting 2021 Treasurer's Report**

*16<sup>th</sup> November 2021*

I present the accounts of the WA Chapter of the Australian Association of Consulting Archaeologists Incorporated (AACAI WA) for 1 November 2020 to 1 November 2021.

In 2021 AACAI WA's net financial activity was relatively low compared to 2020, when we co-hosted the Heritage Forum, and we made a small loss.

Our expenditure for this year was \$3,887.70, including \$674.50 towards the 2020 Forum which was not included in last year's accounts (allowing for this expenditure, the Forum still returned a small profit). All other expenditure was on our social events and a workshop: the joint AACAI WA – ASWA barbecue at the start of the year, the annual Trivia Night, three Sundowner talks, and the Women In Fieldwork workshop. Several other talks and professional development events organised by AACAI WA members incurred no costs to AACAI WA. Spending items included food, MC hire, and venue costs. Income was \$3,043.95 from these events, comprising \$1,893.95 in ticket sales and \$1,150.00 in donations.

Not counting the Forum costs, already covered by Forum income, we had an effective loss of \$169.25 for the year. While this is partly due to our decision to support several events in the wider interest of the archaeological community, having had net profits for the last several years, we can only offer such support sparingly. AACAI WA could consider raising revenue, e.g. through slightly higher registration fees for events, which are popular in the wider heritage community and will probably not be affected by a small rise. Alternatively, the AACAI National Executive Committee might also be approached for support.

The closing balance as of 16 November is \$1,467.65, which provides sufficient "float" to continue the range of activities AACAI WA has usually supported. A summary of income and expenditure for the year is provided below.

I am stepping down from the AACAI Treasurer role to pursue other interests in supporting professional archaeology and advocacy. I wish to thank my fellow AACAI WA Committee members, Jo Thomson, JJ McDermott, Caroline Bird, and Emma Beckett, for their enormous efforts in making AACAI WA a supportive and active organisation, and I encourage other local members to consider volunteering for the Treasurer role. I would also like to acknowledge our donors this year: Ethnoscience, Thomson Cultural Heritage Management, Sticks and Stones, Dortch Cuthbert, Gavin Jackson CRM and Jo McDonald.

Joe Dortch, Treasurer, AACAI - WA Chapter

Transaction Date	Narration	Debit	Credit	Balance
24/09/2021	HUMANITIX HPRFAIWR9G		\$ 135.00	\$ 1,467.65
22/09/2021	Left Bank Sundowner 21-09-2021	-\$ 332.00		\$ 1,332.65
15/06/2021	HUMANITIX HPJOUKGJHV		\$ 160.00	\$ 1,664.65
14/06/2021	AACAI Sundowner 11 Jun Left Bank	-\$ 176.00		\$ 1,504.65
9/06/2021	Dortch Cuthbert Women in Fieldwork (reimbursement for covering costs)	-\$ 83.47		\$ 1,680.65
25/05/2021	HUMANITIX HPD309WOXP		\$ 1,365.00	\$ 1,764.12
24/05/2021	JO-ANNE THOMSON TCHM Trivia Night		\$ 200.00	\$ 399.12
24/05/2021	AACAI-ASWA Quiz Night - MC	-\$ 450.00		\$ 199.12
24/05/2021	AACAI ASWA Quiz Night Pizza Menu	-\$ 1,020.50		\$ 649.12
24/05/2021	reimburse JJ McDermott (for covering costs)	-\$ 812.22		\$ 1,669.62
18/05/2021	Gavin Jackson Cu GJackson donation		\$ 100.00	\$ 2,481.84
11/05/2021	Jo McDonald AACAI NAW donation		\$ 50.00	\$ 2,381.84
19/04/2021	TryBooking Pty L TryBooking Payment		\$ 233.95	\$ 2,331.84
19/04/2021	Reimburse JJ McDermott (for covering costs)	-\$ 196.99		\$ 2,097.89
16/04/2021	Edward McDonald Sponsorship		\$ 500.00	\$ 2,294.88
16/04/2021	DANIEL PULETAMA SandS Trivia Spons		\$ 200.00	\$ 1,794.88
15/04/2021	Dortch Cuthbert		\$ 100.00	\$ 1,594.88
22/03/2021	Reimburse JJ for BBQ (for covering costs)	-\$ 142.02		\$ 1,494.88
24/11/2020	Future Forum gifts	-\$ 674.50		\$ 1,636.90
	<b>Totals</b>	<b>-\$ 3,887.70</b>	<b>\$ 3,043.95</b>	



AACAI WA Chapter  
Secretary - JJ McDermott

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**AUSTRALIAN ASSOCIATION OF CONSULTING ARCHAEOLOGISTS INC**

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## **AACAI WA Chapter 2021 Secretary's Report**

Another year bites the dust! And it's been another year where AACAI'S WA chapter has led the way in advocacy for better heritage protections and best practice standards.

Just like 2020, 2021 has been a challenging year. The Covid-19 pandemic still rages around the world and despite vaccinations now being widely available, a great deal of uncertainty persists. Thankfully in WA we only had to deal with the odd lockdown, with life continuing as normal for the majority of the year.

The two main ticket items for archaeologists here in WA have been the Draft Aboriginal Cultural Heritage Bill (ACHB) and the Parliamentary Inquiry on Juukan Gorge. We are still waiting on the former to be released with so-called 'improvements', and the latter was only recently completed with the release of a final report.

It has been great to see a strong togetherness in everything that the chapter has done this year. There has been increased involvement from many of our members, and this is largely due to the development of an Activity and Action Plan drawn up at the start of the year, which focused on seven key items (advocacy, engagement with the regulator, media, membership, relationships, social, and training) and placed champions for each of them.

Our partnerships and collaborations with other organisations has grown this year and we have come together on many occasions, both socially and formally, to speak about current issues and discuss resolutions. The following is an overview of the year at AACAI WA.

### ***AACAI WA Meetings***

Although restrictions began to be lifted this year and we could meet up face-to-face more often, we continued to have our chapter meetings via Zoom, and this facilitated members who were busy with fieldwork or were far away from our usual meeting venues. The chapter had three general meetings in 2021 and we had good attendances at each of them.

<b>Date</b>	<b>Event</b>	<b>Location</b>	<b>Attendance</b>
2 Feb 2021	General Meeting	Via Zoom	13
15 April 2021	General Meeting	Via Zoom	7
30 June 2021	General Meeting	Via Zoom	9

***Table 1: AACAI WA Meetings in 2021***

We were also involved in many other meetings that brought together heritage organisations such as the Anthropological Society of WA (ASWA), the Australian Archaeological Association (AAA), A.ICOMOS, and the AHA Collective. The reason for an increase in these meetings arose out of an

informal coming-together at the start of the year, where it was agreed that the peak heritage bodies in WA show a united front in advocating for improved heritage legislation.

As the year progressed, there was increased advocacy on the ACHB coming from Traditional Owner groups and alliances such as the newly re-formed Aboriginal Heritage Action Alliance (AHAA) and the WA Alliance of Native Title Representative Bodies and Service Providers. After AACAI WA and others met with these groups in June, we collaborated with AAA in publicising a statement showing our support.

Date	Event	Location
17 Feb 2021	Meeting with Heritage Organisations	City Farm Café, East Perth
1 June 2021	Meeting with Heritage Organisations	Via Zoom
29 June 2021	Meeting with AHAA and Heritage Organisations	Via Zoom
16 July 2021	Meeting with AHAA and Heritage Organisations	Via Zoom

**Table 2: Meetings with other organisations in 2021**

### **Engagement with the State Government**

At the start of the year, the Department of Planning, Lands and Heritage (DPLH) continued to have oversight of the review of the *Aboriginal Heritage Act 1972* (AHA) and were progressing with the draft ACHB. Between January and February, we engaged with DPLH on their proposed categorisation of ‘activities’ that would be included in the as-yet-unseen Aboriginal Cultural Heritage Regulations for determining the required level of approval (as shown in the ACHB).

After the State Election in March, Ben Wyatt stepped down and was replaced as Minister for Aboriginal Affairs by the former Minister for Environment, Stephen Dawson. Shortly after the Election, AACAI WA wrote a public letter to Mr Dawson requesting improvements to the draft ACHB and more meaningful engagement with Traditional Owner groups. We also requested a meeting with the Minister but this was not answered until several months later when a briefing on the ACHB was arranged for all heritage and Aboriginal organisations in WA. Before that, we were advised that the Department of Premier and Cabinet (DPC) had taken over the handling of the ACHB and were now progressing it with several improvements. As of writing, these improvements have not yet been released to the public. However, the afore-mentioned briefing in August did outline some changes to the ACHB, but these were not widely welcomed by advocacy groups including ourselves.

Date	Event	Location
17 Feb 2021	Meeting with Cesar Rodriguez from DPLH on Draft Bill	DPLH Office, William St, Perth
21 June 2021	Meeting with Clint Hammond from DPC on Draft Bill and associated documents	Fishbowl, UWA
19 Aug 2021	DPC briefing to heritage organisations and rep bodies on Draft Bill	Burswood on Swan

**Table 3: Meetings and briefings with State Government in 2021**

Caroline Bird and JJ McDermott continued to represent AACAI on DPLH’s Heritage Practitioner’s Reference Group in 2021. Unfortunately, we only met up once in February, and while Ben Harvey and Cesar Rodriguez gave a short update on the draft ACHB then, there was little discussion on Aboriginal heritage matters.

Date	Event	Location
17 Feb 2021	Heritage Practitioner’s Reference Group Meeting	DPLH Office, William St, Perth

**Table 4: Heritage Practitioner’s Reference Group Meetings in 2021**

Following on from concerns expressed by AACAI WA members regarding the lack of engagement from DPLH with heritage practitioners on Aboriginal heritage matters, it was decided that we set up an online survey on this very subject. In May, we ran the survey for a number of weeks and received 70 responses. We collated the results and put them in a summary document with graphs and tables that clearly demonstrated a dissatisfaction with DPLH’s role as the regulator for WA’s Aboriginal heritage. The summary document has been published on the AACAI website, and we have recently sought a response from DPLH (see link in Table 6).

### **Minimum Standards Taskforce**

After meeting with Clint Hammond from DPC in June this year, AACAI WA were requested to provide a list of minimum standards for archaeological practice that could be included in the as-yet-unseen Aboriginal Cultural Heritage Regulations or supporting documentation for the draft ACHB. We decided to set up a working group/taskforce made up of AACAI members and non-members with experience in archaeological consulting in WA. Over 20 people were involved between July and August in attending workshops and in putting together and reviewing a final document that was then forwarded on to DPC for their perusal.

The project provided some interesting challenges and stimulated discussions around what are minimum standards as opposed to best practice; how to strike a balance between prescription and flexibility to allow for different contexts and ways of doing things; and incorporating Free Prior and Informed Consent into our practice. In 2022, AACAI WA hope to use the material derived during this project to develop a Practice Note that can be used as practical guidance for archaeologists.

<b>Date</b>	<b>Event</b>	<b>Location</b>	<b>Attendance</b>
5 July 2021	Minimum Standards Taskforce Meeting	Via Zoom	9
19 July 2021	Minimum Standards Taskforce Workshop 1 – Reporting & GIS	GJCRM Office, Cockburn Central	9
19 July 2021	Minimum Standards Taskforce Workshop 2 – Complex Assessments	Fishbowl, UWA	6
21 July 2021	Minimum Standards Taskforce Workshop 3 – Standard & Desktop Assessments	Fishbowl, UWA	7
22 July 2021	Minimum Standards Taskforce Workshop 4 – Significance & Impact Assessments	Fishbowl, UWA	8

**Table 5: Minimum Standards Taskforce Meetings and Workshops in 2021**

### **Public Statements, Letters and Other Documents**

AACAI WA have once again been active in writing letters to Government and publicising statements and other documents in 2021. We have written a letter to the new Minister for Aboriginal Affairs requesting that the ACHB be improved; we have submitted a proposal for the categorisation of activities that will be included in the ACHB; and we have written to the Head of the School of Social Sciences at UWA condemning the plan to re-structure the school thus impacting the future for anthropological and archaeological research and education. Much of these were publicised on the AACAI website, as too was our statement of support for AHAA and the WA Alliance (with AAA) and two summary documents relating to our research on the AHA Review since 2018, and the outcomes of our online survey for DPLH engagement on Aboriginal Heritage respectively (links in the table below).

Date	Statement/Letter	Link
26 Feb 2021	Letter to Ben Harvey, DPLH regarding categorisation of activities in proposed Aboriginal Cultural Heritage Regulations	-
31 March 2021	Summary document - Overview of the Western Australia Aboriginal Heritage Act 1972 Review 2018-2021	<a href="#">On AACAI website here</a>
21 April 2021	Press Release – The Aboriginal Heritage Act Review in Western Australia 2018-2020	<a href="#">On AACAI website here</a>
27 April 2021	Letter to Minister Stephen Dawson requesting improvements on the Draft Aboriginal Cultural Heritage Bill 2020	-
8 June 2021	Summary document – Responses to an AACAI WA online survey about DPLH engagement on Aboriginal heritage	<a href="#">On AACAI website here</a>
15 July 2021	Press Release – AACAI and AAA's Statement of Support for AHAA and WA Alliance	<a href="#">On AACAI website here</a>
21 July 2021	Letter to UWA Head of School of Sciences rejecting proposed restructure	-

**Table 6: AACAI WA's public statements, letters and documents in 2021**

### Membership

At the beginning of the year, we sent letters to all consultancies in WA encouraging their staff and sub-consultants to get involved and become members of AACAI. We also presented an information session on the importance of having a professional organisation such as AACAI to UWA students and graduates in August.

Since the start of the year, our chapter has reached **39 members**, which is a remarkable increase on last year (33). Four of these are new Associate members, while two are coming across from other chapters having recently re-located to WA.

As there is an estimated 100 archaeological consultants working in WA today, we hope to see more membership applications coming through in 2022.

Year	# of Full Members	# of Associate Members	# of Affiliate Members	Total
2018	13	6	4	23
2019	16	12	4	32
2020	17	12	4	33
<b>2021</b>	<b>17</b>	<b>18</b>	<b>4</b>	<b>39</b>

**Table 7: Number of AACAI Members in the WA Chapter**

### Events

It has been very busy year on the social front for AACAI WA. The year has seen an increased collaboration with ASWA, who have been just as busy with events of their own. We started the year with a social BBQ down at the Swan River foreshore, and continued with a number of informative and enlightening sundowner talks at the Left Bank throughout the year. The Annual Trivia Night during National Archaeology Week also made a welcome return after a hiatus brought on by Covid. All events were extremely popular and well attended by heritage practitioners and interested parties from across our profession.

In May, ASWA, AACAI and UWA came together to host a mentoring workshop on 'Women in Fieldwork'. This event presented a safe space for attendees and was really well received by everyone. There is a proposal to continue this mentoring via a 'Women and Gender Diverse Network of Archaeologists and Anthropologists' into 2022 and beyond.

Date	Event	Location	Attendance
20 March 2021	Social BBQ – with ASWA	Matilda Bay, Crawley	34
13 April 2021	Cultural Landscapes Talk by Nerida Moredoundt – with ASWA	Left Bank, East Fremantle	37
19 May 2021	Trivia Night – with ASWA	Left Bank, East Fremantle	54
21 May 2021	Women in Fieldwork Workshop and mentoring– with ASWA & UWA	School of Social Sciences, UWA	55
3 June 2021	Heritage Talks by Jo Thomson, Callum Crofton & Kathy Bonus – with A.ICOMOS)	element offices, Perth	No count
11 June 2021	Geophysics Sundowner Talk by Belinda Duke	Left Bank, East Fremantle	22
5 Aug 2021	AACAI Information Session by Jo Thomson & JJ McDermott – with UWA	School of Social Sciences, UWA and via Zoom	15 (+10 on Zoom)
21 Sept 2021	Northern Territory Heritage Legislation Talk by Gareth Lewis & Naomi Howells – with ASWA	Left Bank, East Fremantle and via Zoom	34 (+3 on Zoom)
9 Nov 2021	Australian Archaeology Skills Passport Information Session by Georgia Roberts & Mel Marshall	Via Zoom	20

**Table 8: AACAI WA Events in 2021**

### **Acknowledgements**

I would like to thank everyone who has assisted me in my secretary role throughout the year. After chairing the organising committee for the Future Forum last year, I felt like I needed a long break from this type of work. But thanks to the help and encouragement of the AACAI WA Executive Committee (chiefly Jo Thomson, Joe Dortch and Emma Beckett), I found a second breath to get back into it and ensure that AACAI WA remained active in the ‘events’ space throughout the year. I don’t think we would have got as many events off the ground as we did without the help and support from ASWA (in particular, the hard work and enthusiasm from Richard Riordan, Tania Philips, Dirima Cuthbert and Eddie McDonald). I also cannot express enough admiration and respect for our Chair Jo Thomson, who is a tireless advocate for our profession. Jo drove the Minimum Standards Taskforce with such determination and gusto, despite it being such a challenge in managing and navigating people’s differing opinions. It was very impressive. My hope for 2022 is that more people will step up to the plate and help out.

Have a safe and happy holiday season.

Date: 12 November 2021

**JJ McDermott MAACAI**

Secretary, Australian Association of Consulting Archaeologists Inc. - WA Chapter

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AACAI Victorian Chapter  
Chairpersons Report  
25 November 2021

A lot has happened in the past few years, in Victoria we experienced our first lock-down in March 2020. At that time many of us were trying to fathom how it may impact the industry, the Traditional Owner communities we work with, and our day to day our capacity to continue to work in the field.

Many of us experienced limited impact to business as our contracts were designated 'essential work'. We navigated the requirements of PPE, social distancing, essential worker permits and more. In Melbourne late in October 2021 we had the dubious honour of becoming the 'most locked down' city in the world.

These events impacted our chapter, principally as we have been unable to host any workshops, symposiums. I am pleased to say we have held some chapter meetings all be it mostly in Zoom format. In March we welcomed AV to talk to members about the proposed changes to 'contingency plans' within the CHMP reporting format.

Financially our chapter is in a strong position and this will provide an opportunity for the incoming Executive to plan for and host future events.

We continue to welcome and assess applications from prospective members.

Unfortunately, we haven't had the opportunity to formally engage with the RAP's (Registered Aboriginal Parties) since I met with them during mid-2019 at their mid-year forum.

Thanks to the Committee members, Adrienne, Kasey, Aaron, Erica for their support over the past two years and other members who took on roles of liaison with the NAC of AACAI.

I look forward to being part of ACCAI for many years to come and being a participant in the future.

Roark Muhlen-Schulte  
Chairperson Victorian Chapter



AUSTRALIAN ASSOCIATION OF CONSULTING ARCHAEOLOGISTS INC

## **AACAI Victorian State Chapter: Meeting Minutes**

Location: Teleconference (Zoom)

Date: 25 November 2021

Meeting opened: 6:38 pm

### **1. Present and apologies**

Roark Muhlen-Shulte (Chairperson) opened the meeting.

*Present:* Ed East, Martin Lawler, Roark Muhlen-Shulte, Kasey Robb, William Truscott, Erica Walther

*Apologies:* Andrea Murphy, Adrienne Ellis, Aaron Dalla-Vecchia

### **2. Confirmation of AGM minutes (25 August 2021)**

*Moved:* Kasey Robb

*Seconded:* William Truscott

### **3. Officers' reports Treasurer, Chairperson**

Chairpersons report and Treasurers report presented.

*Moved:* Kasey Robb

*Seconded:* William Truscott

### **4. Other Business**

#### Secretary role

Position still not filled.

#### NEC Delegate

Ed East nominated and accepted.

*Moved:* Roark Muhlen-Shulte

*Seconded:* Erica Walther

*Action:* Signed paperwork will be needed.

Meeting closed: 6:52 pm

**AACAI VIC Treasurers Report  
25 November 2021 – AGM**

**AACAI VIC Account (NAB)  
01/11/2020-01/11/2021**

*Balance on Hand \$17,453.36*

AACAI Victoria paid outstanding fees from a workshop held in 2019, and the outstanding account for a paid zoom membership.

No events have been held over the last year. Our net position for the year is **\$-2,430.89**.

*Erica Walther  
AACAI Vic Treasurer*

1 Nov 2020 to 25 Nov 2021		Export as		
Showing 2 transactions		Spreadsheet (CSV-comma separated values) ▾		<a href="#">Export</a>
Date ↓	Transaction details	Debit	Credit	Balance*
20 May 21	INTERNET TRANSFER REIMBURSEMENT ZOOM TRANSFER DEBIT	- \$230.89		+ \$17,453.36
17 Nov 20	INTERNET BPAY LTU CUSTOMERPAYMENTS810001173071 TRANSFER DEBIT	- \$2,200.00		+ \$17,684.25
Use the filter to view transactions beyond the displayed dates				
Credit balance				+ \$0.00
Debit balance				- \$2,430.89
Fees				- \$0.00
<b>Net position</b>				<b>- \$2,430.89</b>