

Charity registration number: 1183965

Enabled Archaeology Foundation

Annual Report and Financial Statements

for the Year Ended 5th April 2023

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Enabled Archaeology Foundation

Charity Number: 1183965

Trustees' Annual Report 27/03/22 to 5/04/23

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Charity Trustees Names of the charity trustees on the date of approval of the Trustees' Annual Report

1. Chair: David Connolly
2. Professor Sally Everett
3. Professor Hannah Cobb
4. Andrew Mayfield
5. Chris Moore

The first four above-named Trustees served for the full year and a new appointment was made in June 2022. There were no resignations during the above period.

Structure, governance and management and type of governing document

The Foundation is administered in accordance with the terms of its Charitable Incorporated Organisation Staff Protocols and Constitution and is governed by a board of Trustees, named above.

Trustee recruitment and appointment

By co-option of new members by the current Trustees

Introduction

The Enabled Archaeology Foundation (EAF) was set up by the late Theresa O'Mahony, and the current committee seek to realise her ambitions to make archaeology accessible and inclusive to dis/abled people. This report examines the reach and, where possible, the impact of the activities we undertook in 2022/23. However, it is worth noting that we recognise the need to develop more robust evaluation methods and measurements if we are to evaluate impact effectively going forward. The report includes activities that have measurable outputs at the time of writing that are linked to our key activity themes. Some themes are not covered in the report, but it is worth noting that does not mean that work in this area has not progressed. Instead, it reflects where our activities have had the most reach, engagement, and impact in professional, community, and university archaeology. Eleni (Administrative Officer) and Chris (Treasurer) have been pivotal in ensuring that we maintained good governance and continued to work towards financial sustainability. It is envisaged that their themes will feature much more in the 2022/23 report as we grow as an organisation and their work moves from setting up to maintaining good governance and financial sustainability through our various activities.

Eleni resigned her role in January 2023 and was replaced by Freya who also took on the role of Social Media Assistant in March 2023.

Objectives and activities with Achievements and Performance

The promotion of equality and diversity for the public benefit by:

1. Working to assist all disabled people to access archaeology;
2. Promoting a culture of equality for all disabilities in archaeology;
3. Educating the public in enabled archaeology.

The previous year (2021-22) saw a formal thematic framework with a series of measurable goals laid out for this years activities, as follows:

Theme	Total number of goals	Achieved in report year	Actions for next year
Theme 1. Good Governance	6	3	3
Theme 2. Financial Sustainability	6	2	4
Theme 3. Networking, Communications and Profile Raising	7	6	1
Theme 4 Sharing good practice and providing guidance on inclusive archaeological practice	9	6	1
Theme 5. Promoting and developing inclusive archaeological fieldwork opportunities	3	0	3
Theme 6. Facilitating a sustainable network of disabled archaeologists and their allies	4	4	0
Theme 7. Producing and sharing research on inclusive archaeological practice	9	6	3

The achievements can be summarised as follows:

Theme 1: Good Governance

We now have a series of formal protocols dealing with all aspects of the charities aims and ideals, as well as those relating to good governance and volunteer policies. These policies were reviewed and agreed on by the Trustees and Committee. These now facilitate reputational growth, transparency to stakeholders and ensure good governance is maintained.

Theme 2 Financial Sustainability

Actions involved connecting the Bank Account and Pay Pal with an ability to raise funding from external sources (including a GoFundME campaign, Chartered Institute for Archaeologists and Historic England). This has allowed the charity to plan for future larger funding bids, as well as use some of the monies raised to pay towards enabled archaeologists to attend conferences in partnership with the British Archaeological Jobs and Resources. We have also been able to spend money to fund the [knowledge cards project](#).

Theme 3. Networking, Communications, and Profile Raising

We have engaged in PR and profile-raising activities throughout the year and have managed to make ourselves more prominent in the field of archaeology. In terms of social media our Twitter presence has continued to grow, and our reach and

engagement has become significant. By 31 March 2023 we had 904 followers.

The Networking and Communications Officer has engaged in a range of developmental activities including utilising the functionality of the current website:

- Embedding the EAF Twitter feed into the home page
- Adding and updating committee member's details
- Added [two blog](#) posts
- Added an [academic resource section](#)
- Added a [professional resource section](#)

Committee Members have engaged in a range of workshops and events to raise the profile of the EAF, network, and update skills and knowledge to enhance the work of the EAF. It is worth noting that several requests for training and development have come from these engagements. Perhaps one of the most successful outcomes is that through engagement with Historic England the EAF have been asked to develop training for Historic England employees in 2023 that will draw a small income.

Example workshops include:

Alex Fitzpatrick (Research Officer):

- Developing Audiences for Archaeology Inclusion Projects (24/03/22, Wessex Archaeology)
- Disability Inclusion Training (10/05/22, Historic England)
- Audience Impact and Data Collection (17/05/22, Council for British Archaeology)
- Supporting Disabled Employees (19/05/22, Historic England)
- Accessibility in the Built Environment (26/05/22, Historic England)
- All Inclusive: Championing Accessible Museums (26/05/22, Museums Association)

SarahJayne Clements (Networking and Communications Officer)

- Online Accessibility (ICE)
- Anxiety – How can we manage it (The National Archives)
- Accessibility insights (Verizon Media)
- Inclusion in the workplace (Abilitynet)
- Top tips on dyslexia inclusion (Abilitynet)
- How to build an inclusive workplace (Abilitynet)
- Disability inclusion (Historic England)
- Supporting disabled employees (Historic England)
- Bringing empathy to the workplace (Abilitynet)
- Accessibility and disability inclusion accessibility in the built environment (Historic England)
- All inclusive: Championing accessible museums (Museums Association)
- Vision loss awareness (Access to Archaeology & Alternative Visions Coaching)
- Neurodiversity Awareness (Access to Archaeology)

Trustees and Committee members have won awards for their volunteering with the EAF & other organisations or been nominated for awards which demonstrates acknowledgement of their contributions to accessible and inclusive archaeology. This has served to further raise the profile of the EAF. These include:

- Andrew Mayfield: Winner 2022 Council for British Archaeology Marsh Award
- SarahJayne Clements: Winner University of Hertfordshire school of Humanities Dean's Awards 2022 - Winner of 'Outstanding Contribution to Community Work or Volunteering' and nominee for 'Outstanding Commitment to Global Awareness' award.
- Alex Fitzpatrick: Nominated Council for British Archaeology - Archaeological Achievement Awards 2022 Early Career Archaeologist

The activity with the most impact in terms of PR and profile raising was our contribution to the 2021 Council for British Archaeology Festival of Archaeology. SarahJayne's video about the day in the life of a dis/Abled archaeologist was the most engaged with presentation of the festival, with 5,000 engagements. This resulted in an article in *Current Archaeology*, which has a readership of 45,000 people. Our Committee members are being recognised at a national level in professional circles and we are now we are communicating with and reaching new audiences

Theme 4 Sharing good practice and providing guidance on inclusive archaeological practice

Our engagement with the Council for British Archaeology has been positive and we have been able to develop an ongoing relationship with them in relation to supporting the Festival of Archaeology. This has changed from being participants in 2021 to shaping the approaches taken by event organisers in relation to accessibility and inclusivity in 2022.

Our engagement with the Chartered Institute for Archaeologists (CIfA) has had significant impact on their work and that of the EAF. From delivering a small lunchtime event, we now have representation on their EDI committee (SarahJayne Clements) and are negotiating delivering an event that we charge for. We were invited to host a panel at the 2022 conference, which has led to a collaborative edition of *The Archaeologist* on disability and archaeology in Feb 2023. We are directly influencing and shaping CIfA's approach to access and inclusivity to archaeology for dis/Abled people and engaging with people from across academic, community and commercial archaeology.

Delivering the panel at the 2022 conference has built our confidence and impacted on our activities for 2022/23. Emily Stammitti is leading on the panel for CIfA Conference 2023 and SarahJayne is leading on the approved panel at the European Archaeological Association Conference 2023 in in partnership with *Enabled Archaeologie*.

In addition to our national partnerships with governing bodies, we have been able to use the opportunity to deliver training to build a range of other partnerships including Chester House Estate, The School of Archaeology & Ancient History (SAAH) at the University of Leicester, University of Leicester Archaeological Services (ULAS), Museum of London Archaeology (MOLA), the Council for British Archaeology East Midlands, Council for British Archaeology South Midlands and Northamptonshire Archaeological Society (NAS). It is anticipated that this will lead to further delivery of training, which we can now charge for, and that this will contribute to our financial sustainability. These

relationships also carry weight in terms of the EAF and our work being acknowledged as valuable and relevant by peers across the sector.

100 archaeologists from across the UK trained in disability awareness.

Theme 5: Promoting and developing inclusive archaeological fieldwork

opportunities

In June 2022, Harlaxton College and its partner, The Enabled Archaeology Foundation held a month-long archaeology field school. The project centred on two areas of archaeological investigation: the courtyard in a Victorian walled garden and a prehistoric ritual landscape. It hosted both American archaeology students, experience-seeking participants from the United States, Canada, and the United Kingdom, and sought to engage the broader community through inclusive and enabling methods. The participant body spanned age, ethnicity, LGBTQAIP+ identification, nationality, religion/belief, social background, career trajectory and geographic origins, to include British participants, students, and school pupils. In total, the project garnered 271 unique points of contact (on-site).

Over the duration of the project, a range of modifications were made to suit the needs of participants, allowing them the opportunity to fully engage with the widest range of activities. While they were considered basic adjustments, many of the participants were surprised that they were present. These included allowing full choice of how each participant could interact with the tangible past, with no penalty or judgment incurred for their choice. Critically, on-site access was improved so that mobility impaired participants could still access all areas of the site. Steps were cut into both sides of the trench for easier access, though challenges were faced in crossing an unimproved fallow field with no obvious trackway. Several fully accessible toilets were also available.

Modifications to hand tools were made and offered to participants who requested them, though those participants later chose other activities to engage with, focusing on other strengths and academic interests. Lone-zones were available for students who needed physical or mental health breaks, and there was never a question about individuals who needed time on or away from site for physical or mental health needs. This featured as a strength of the project: absolute freedom of emotional expression throughout: from socialisation to teamwork, and from personal to professional. Barring the basic safeguarding of participants, there were no questions asked about those specific lone-working or lone-time needs. All on-site recording forms were selected on the basis of simplicity, altered slightly to be in line with dyslexia-accessible standards (based on ideas of font size and style), and paperwork in different colours was offered though not taken up.

Theme 6. Facilitating a sustainable network of dis/Abled archaeologists and their allies

Issue 118 of *The Archaeologist* was produced, taking on the whole issue of the professional magazine for Archaeologists to highlight Enabled Archaeology and Diversity. We also completed a partnership visit to the Netherlands, which will lead to future projects in Europe. The intention is to create Knowledge Cards in partnership with several European and British national organisations. This is helping to develop

further our network in Europe, alongside our closer ties to American disabled Archaeology organisations.

Theme 7. Producing and sharing research on inclusive archaeological practice

The EAF Committee has sought to engage in research relating to Enabled Archaeology to inform our practices and to have a positive impact on the sector through knowledge creation and sharing and encouraging evidence-based good practice and activism. Whilst we are still evaluating the impact of our chapter in the *Oxford Museum Handbook of Museum Archaeology*, we are using sales data and citations (using Google Scholar). This piece of work was a review of current literature on dis/Ability and archaeology, and access and inclusion.

This publication led to our engagement with the Society of American Archaeologists and the development of a paper on the exclusive history and present of archaeology and the possibility of an inclusive future. Participating in the SAA conference has led to the paper being developed into a chapter in a University of Utah Press publication dedicated to discussion on exclusion and inclusion in archaeology. The Society for Post Medieval Archaeology conference has led to us being asked to lead a round-table event at the University of Manchester for Hannah Cobb (Trustee) in 2023. Perhaps most importantly our research is gaining traction across academic and professional archaeology, which means that we should be able to measure impact in terms of knowledge creation and changes in practice in the future.

Conclusions

The year 2022/23 saw a seismic shift in the EAF's activities, which helped it meet its aims, adhere to its values, and undertake a range of meaningful activities raise its profile, engage, and inform academic, community, and commercial archaeologists, on disability and accessible and inclusive practices in archaeology. It was easy to measure reach, and the figures are pleasing because our baseline figure was zero from the year before. However, we must put evaluation methods together to allow us to better measure impact going forward. It is possible to see that committee members are all contributing to our activities, and we will see this develop in 2023/24, as our confidence has grown over the last year, and this is encouraging committee members to take part in more activities.

Our biggest successes were around our online presence, building our networks and meaningful partnerships, successfully developing client-focussed training (that we are now confident about charging for), our partnership with Harlaxton College on Digging Harlaxton, and producing peer-reviewed research that informs our practice and should inform that of others in the sector. One success and particular area of impact that stands out is that we have established working partnerships across all areas of the archaeology sector. We have strong relationships with universities (both in the UK and abroad), learned societies, professional and governing bodies, community organisations, and the commercial sector. If we are to instigate meaningful change in terms of access and inclusion for dis/Abled people in archaeology, we must continue to work across the whole sector.

This past year the Enabled Archaeology Foundation has succeeded in delivering an ambitious plan, with most planned activities completed, some still underway, and some to roll over to next year (possibly from being over ambitious):

EAF has taken a significant step towards being financially sustainable with key actions/successes:

- Reviewed and updated our policies, committee roles, and language use
- Consolidated its position as an expert organisation in access and inclusivity in archaeology across the UK, Europe, and the USA
- Trained archaeologists from across the UK in how they can ensure archaeology is accessible and inclusive to disabled people
- Developed our relationship with *Enabling Archaeologie* significantly, which allowed us to participate in European Association of Archaeologists, undertake a networking visit, and produce the knowledge cards in Dutch and English
- Recognised through national award nominations and success
- Continued to build national and international networks across academic, community, and commercial archaeology, with links to commercial archaeology strengthened significantly
- Engaged in activities to promote the accessible and inclusive archaeology through academic and professional peer reviewed publications
- Engaged with thousands of people in the sector through training provision, conference participation, social media, and publication.

Enabled Archaeology Foundation Statement of Trustees' Responsibilities

The trustees (who are also the directors of The Template Foundation for the purposes of company law) are responsible for preparing the trustees' report and the financial statements in accordance with the United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice) and applicable law and Regulations.

Company law requires the trustees to prepare financial statements for each financial year. Under company law the trustees must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the charitable company and of its incoming resources and application of resources, including its income and expenditure, for that period. In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and apply them consistently.
- observe the methods and principles in the Charities SORP
- make judgements and estimates that are reasonable and prudent.
- state whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable entity will continue in business.

The trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the charitable company and enable them to ensure that the financial statements comply with the Charities Act 2011, the applicable Charities (Accounts and Reports) Regulations, and the provisions of the constitution. The trustees are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Approved by the trustees of the charity on 10th January 2023

and signed on its behalf by:



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Chris Moore - Trustee

ENABLED ARCHAEOLOGY FOUNDATION**Income & Expenses Account year ended 5th April 2023**

	2023	2022
<u>Income</u>	<u>£</u>	<u>£</u>
Donations	37	-
Training Income	500	-
Income for the year	<u>537</u>	<u>-</u>

Balance Sheet at 5th April 2023

	2023	2022
<u>Current Assets</u>	<u>£</u>	<u>£</u>
Bank	537	-
Net Assets	<u>537</u>	<u>-</u>
Surplus Funds	<u>537</u>	<u>-</u>

For the financial year ended 5th April 2023, the charity was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

Trustee's responsibilities:

- 1) The members have not required the charity to obtain an audit of its accounts for the year in question in accordance with section 476, and
- 2) The trustees acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts.

(Registration number: 1183965) Balance Sheet as at 5th April 2023

The financial statements on page 10 was approved by the trustees, and authorised for issue on 10th January 2023

and signed on its behalf by:



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Chris Moore - Trustee