

MINUTES OF ANNUAL REVIEW MEETING OF SCOTTISH ARCHAEOLOGICAL  
FINDS ALLOCATION PANEL (SAFAP) AND QUEEN'S AND LORD  
TREASURER'S REMEMBRANCER (QLTR)

Thursday 22nd November 2012 – 10:45 AM

Present

Catherine Dyer	QLTR – Chair of Meeting
Dr Evelyn Silber	SAFAP Chair
Stuart Campbell	Treasure Trove Unit
Natasha Ferguson	Treasure Trove Unit
Andrew Brown	QLTR Office – Solicitor
Catriona Ogg	QLTR Office – Administrator
Jane Carmichael	Director of Collections, NMS
Anne Dagg	Scottish Government – Cultural Excellence Team
David Connolly	SAFAP Member
Neil Curtis	SAFAP Member
Jilly Burns	SAFAP Member (NMS)
Amy Dale	Museums Galleries Scotland

Apologies

John Urquhart	SAFAP Member
Richard Welander	Historic Scotland

SC took the minutes. It was agreed that these minutes would be circulated and approved after the meeting.

### **1. Welcome**

1. Catherine Dyer welcomed all present and thanked them for their attendance.
2. The matters listed in the Agenda were agreed as the basis of the meeting.

### **2. Minute of previous SAFAP Annual Review Meeting 11 November 2011**

3. Amendments: 'QLTR Unit' to be changed to 'QLTR Office' throughout. Section 15, 'been to be added ('there had been a')

### **3. Report from Dr Silber on SAFAP's work.**

4. Dr Silber commented that in the ten months since her appointment there had been some flux in SAFAP membership; restructuring at Museums Galleries Scotland had

meant they had not been represented at some panel meetings and AD's presence today was welcomed. The continuing representation of MGS on SAFAP was considered vital, representing as they did the wider museum sector, and their continued involvement was welcomed.

5. Richard Welander had attended the October meeting of SAFAP as a guest to represent Historic Scotland.

6. The terms of appointment to SAFAP of both NC and DC were due to lapse in December, and both had agreed to an extension of (respectively) a full term and one year.

7. It was important to ensure that SAFAP had an appropriate level of archaeological expertise and it was suggested that membership be increased by two members (to be discussed again Section 6).

8. In the 10 months in post ES had held discussions with Historic Scotland, NMS, ALGAO and other heritage and museum stakeholders as well as representatives of the National Council for Metal Detecting Scottish Region. Concern was expressed at the lack of contact from the Royal Society of Edinburgh regarding their ongoing working group on treasure trove and other matters.

9. TTU were congratulated on their work in this period, including the processing of the large numbers of excavation assemblages through the system, the revision of the website and the outreach programme which had resulted in an increase in reporting of chance finds.

10. Looking ahead it was considered desirable to further streamline panel business to make meetings shorter, other issues to be considered included-

11. The review of the Code of Practice and the associated consultation with stakeholders.

12. Holding a SAFAP meeting outside Edinburgh; this could be a means to meet local stakeholders and link into the wider consultation about review of the Code of Practice.

13. To resolve the wider issues surrounding excavation assemblages, their reporting and retention.

### **Comments on Dr Silber's report**

14. CD welcomed the increasing streamlined and efficient procedures between all parts of the TT system.

15. JC commented that the TTU was working particularly well within NMS and was pleased with the improved clarity and working relationships across all parts of the system as attested by the Annual Report.

16. JB commented on the higher profile of the TTU within the museum sector as a result of outreach.

AD (SG) commented that the process of re-appointing NC and DC was underway.

#### **4. Report from the QLTR**

17. CD thanked ES for the clarity and tone she had brought to her tenure at SAFAP and commented in particular on the positive working relationships between all parties. The work of individual panel members was also recognised.

18. The TT system had benefited from media exposure, including a feature in the Scots Magazine, and both CD and SC had carried out various media interviews.

19. CD & AB had attended an annual meeting with the National Council for Metal Detecting Scottish Region. It was agreed that these meetings were a helpful addition to normal contacts.

20. The final outcome of the Scottish Law Commission report on Prescription and title to moveable property was considered satisfactory in line with the operation of the TT system.

21. CD commented overall on the great change in efficiency, clarity and communications which had greatly improved the operation of the system.

#### **5. Website**

22. SC commented that subject to a technical issue, the new website was about to go live. He emphasised that the new website was very much a base for further development and encouraged feedback. The website was one part of a wider digital outreach programme which was being developed with the advice of AD (MGS). SC mentioned the TT Facebook page and other developments.

23. It was agreed that users should also be encouraged to submit feedback about the website, perhaps via an online questionnaire.

24. It was suggested that the successful outreach programme aimed at metal detector users should be complemented by a similar one aimed at excavators. It was agreed that this would solve a number of misconceptions about procedures which still remained.

#### **6. Appointments to Panel- SAFAP views**

25. ES commented that the presence of RW as an informal invitee had been particularly useful and she wished to continue to invite RW and others as the need arose.

26. ES mentioned the desirability of building extra membership into the system. In response to the suggestion from SG that the appointment of Panel members be conducted by the Chair of SAFAP in future, it was noted that recruitment would continue to be administered by the standard SG processes and the desirability of having an independent element on the selection panel was noted. It was noted that any revised procedure would need to be approved and in place for September 2013 in order to recruit one or two new panel members for March 2014.

**Action Point-** Views to be invited on the procedures for recruiting extra panel members as part of the consultation on the Code of Practice review.

ES and AD (SG) had discussed at a separate meeting the potential for SAFAP to appoint its own professional members rather than these appointments being made by Ministers. SG would still provide support and guidance during the recruitment process.

**Action Point** – AD (SG) to prepare a paper on the appointment process and how it would work if delegated to be submitted to QLTR/SAFAP for consideration.

## **7. Code of Practice Review**

27. AB mentioned the discussion paper circulated and suggested the next step was to draft a consultation paper on the comments submitted thus far. This consultation paper was to be finalised for the March SAFAP meeting. A working group consisting of ES, AB, JU and TTU staff would meet in January to work on the document.

28. It would be intended to invite comment on the consultation paper from as wide an audience as possible, and that the proposed external SAFAP meeting in June would be a useful venue to hold such a discussion. The need for funding to enable such a meeting was recognised.

**Action Point-** SC to (a) develop list of contacts for consultation exercise and investigate means of advertising the consultation and (b) consider budget implications for out of Edinburgh meeting/workshop on consultation and to ensure a bid for appropriate budgetary provision is raised with NMS and SG as part of the budget round for next year.

AD (SG) highlighted that DC only wishes to be appointed for a further year and that would mean an appointment round (either Ministerial or delegated) would have to begin in September or October next year. To make best use of that appointment round SC advised that it would be advantageous if a decision on the SAFAP membership be made before the conclusion of the review as one round could be used to recruit more than one new member. AB said this could be achieved by an amendment to the current Code.

## **8. AOCB**

29. CD commented that overall there had been a great improvement in the system, and that all parties were agreed on the problems that needed to be solved.

30. JC commented that the reduction of the NMS purchase grant meant that it could no longer be assumed that NMS was in a position to acquire items, especially those with significant costs attached. However, although it too had been reduced, the National Fund for Acquisitions still offered an important route for non-national museums to acquire material.

31. AD (SG) commented that Aileen McKechnie had been recently appointed as Director of Culture & Heritage at Scottish Government with an overarching responsibility for National Records of Scotland, the SG Culture Division and Historic Scotland.

32. AD (MGS) offered the support of the MGS network for an efficient way of engaging with the museum sector over consultation and in raising the profile of the TT system.

35. DC welcomed the initiatives to ensure greater communications with fieldworkers and excavators.

36. ES reported the suggestion of R Welander that a display and presence at an appropriate English meeting or event could increase awareness of TT in Scotland and the process surrounding the removal of material from Scotland. This suggestion and the offer of HS support were welcomed.

37. JB and JC welcomed the positive role that NMS played in the system, not least in representation on SAFAP.

38. SC noted the large increase in reporting as a welcome outcome of the TTU outreach.

39. AB commented that the RSE working group had not yet issued a final report.

**Meeting ended 12.45**