



NEW ZEALAND
ARCHAEOLOGICAL
ASSOCIATION

New Zealand Archaeological Association Strategic Plan 2020-2025

Updated: 31 July 2020

Objectives

The objectives of the New Zealand Archaeological Association as recorded in our Constitution are:

- To initiate and to organize research into the prehistory of New Zealand and related areas in the Pacific.
- To unite all persons engaged in or interested in archaeology, by holding conferences and meetings for the discussion of archaeological questions.
- To increase and to disseminate information on all matters relating to, or of interest to archaeologists, and to assist in the spread of this information among the public generally.
- To strengthen the links between the professional and amateur archaeologist.
- To encourage and foster teaching and research in archaeology.
- To encourage the use of public museums as the repositories for artefacts and associated material.
- To encourage the conservation of archaeological sites as part of the New Zealand national heritage.
- To affiliate with, establish relations with, become a member of, co-operate with any Association, Society, body or combination of Associations, Societies or bodies in New Zealand or elsewhere having objects in any way similar in whole or in part to the objects of this Association.
- To establish, maintain and encourage adherence to professional standards and ethics.

The objectives of this strategic plan are:

- To provide long-term planning for the Association
- To provide successive councils with continuity
- To allow Council to prioritise issues and focus resources efficiently
- To provide transparency for the members of the Association
- To provide Council with a framework for reporting back to members on progress towards goals

The following goals have been identified:

- leadership and advocacy
- iwi engagement
- sharing Aotearoa's past
- resilience

Goal: leadership and advocacy

Target	Action	Who?	When?	What would success look like?
Be a strong, leading voice for the protection and conservation of Aotearoa's archaeological heritage.	Maintain strong relationships with HNZPT and DOC as New Zealand's lead heritage agencies.	President	ongoing	Improved archaeological community relationships with HNZPT and DOC.
	Engage with HNZPT, DOC, MCH, MfE, TLAs and any other relevant government entities through formal and informal submission processes.	Submissions portfolio	ongoing	
	Proactively provide media releases, comment and expert opinion on archaeological and heritage matters in the media.	Communications portfolio	ongoing	
Encourage and support research to understand the implications of climate change on cultural heritage resources to minimise and mitigate the loss of archaeological sites and information.	Undertake the action points set out in the NZAA Climate Change and Cultural Heritage Strategic Plan.	Climate change working group	ongoing (see the Climate Change Plan for a detailed timeline of work)	Comprehensive understanding of which parts of New Zealand's archaeological heritage are most at risk due to climate change and mitigation strategies to combat the loss of sites and information.
Advocate for the concerns of our members.	Be a conduit for issues that members have with any aspect of the practice of archaeology in Aotearoa New Zealand.	President	ongoing	NZAA viewed as an effective advocate and with credibility within the heritage community.
	Consolidate and communicate concerns to relevant government entities, museums, local groups, etc.	President	ongoing	
	Regularly survey the membership about topics of importance, including further training needs and profiling the membership.	Professional development portfolio	ongoing	Baseline data about the archaeological community demographics, areas of concern, professional development areas, and performance of NZAA generally.

Establish formal relationships with the wider heritage community.	Māori Heritage Council	President	June 2021	Regular consultation on issues of joint interest/concern, mutual conference attendance, organising joint conferences.
	ICOMOS NZ	President	ongoing	
	Historic Places Aotearoa	President	ongoing	
	PHANZA (Professional Historians' Association of Aotearoa/New Zealand)	President	June 2022	
	New Zealand Historical Association	President	June 2022	
	MAANZ (Maritime Archaeological Association of New Zealand)	President	June 2022	
	Museums Aotearoa	President	June 2022	
	New Zealand Conservators of Cultural Materials	President	June 2022	
Encourage an ethical approach to the practice of archaeology in New Zealand.	Actively promote the code of ethics and educate our membership about it, particularly with regard to our obligations to tangata whenua.	Constitution/code of ethics subcommittee & the Kaupapa Māori Advisory Group (KMAG)	ongoing	Comprehensive yet concise code of ethics incorporated into the new constitution.
Maintain and advocate ArchSite and the Site Recording Scheme as the national inventory of archaeological sites in New Zealand.	Ensure that ArchSite remains on a sound financial footing.	ArchSite board	ongoing	ArchSite remains the national inventory of archaeological sites
	Ensure that ArchSite remains on a sound technological footing.	ArchSite board	ongoing	
	Ensure that ArchSite meets its users' needs.	ArchSite board	ongoing	
	Encourage DOC to carry out the upgrade project on public conservation land, and ensure that tangata whenua are involved in this work.	President/ArchSite board	ongoing	Completion of the Site Recording Scheme upgrade.
	Develop policy concerning access to ArchSite for kaitiaki Māori.	ArchSite board, KMAG	June 2022	Support from kaitiaki Māori for the operation of ArchSite as the national inventory of archaeological sites.
	Review the Site Recording Scheme handbook.	SRS/ArchSite portfolio	June 2023	A relevant, up-to-date handbook.

Goal: iwi engagement

Target	Action	Who?	When?	What would success look like?
Partnership: through the creation of meaningful and mutually beneficial relationships between NZAA and kaitiaki Māori.	Better understand Māori desires and goals regarding their cultural heritage.	President with support of Council and KMAG	ongoing	A better informed NZAA and archaeological community.
	Create an ex officio role on NZAA Council for a member of KMAG.	President with support from KMAG	2021 AGM	A permanent Māori seat on Council.
	Create an ex officio role on the ArchSite Board for a member of KMAG.	President with support from KMAG	August 2020	A permanent Māori seat on the ArchSite Board.
	Formalise the role of KMAG.	President with support from KMAG	By June 2021	KMAG to have an active and purposeful role in NZAA.
	Support the indigenous archaeology hui as part of conference.	Conference subcommittee	annually	Continual growth and development of the indigenous archaeology hui – potential for international reach.
	Make an active effort to increase the use of te reo Māori in the NZAA community.	Council with support from KMAG	ongoing	Regular and appropriate use of te reo Māori in NZAA communications and documents.
Participation: invite kaitiaki Māori to be active participants in NZAA and promote close working relationships between archaeologists and iwi, hapū and 5hanau.	Encourage and support joint research relationships and bicultural research, including through the Walton Fund.	Secretary and KMAG representative	annually	To see these relationships visualised and published.
	Develop a plan to facilitate kaitiaki Māori participation in conference.	KMAG and President, conference subcommittee	By June 2021	Joint papers, co-run field trips, local iwi attending conference.

Protection: to actively work alongside kaitiaki Māori in the protection of their cultural heritage for the benefit of all New Zealanders.	Liaise with local iwi and hapū about submissions in their area.	Submissions coordinator & regional filekeepers, with support from KMAG	ongoing	For NZAA, iwi and hapū to see this as a mutually beneficial relationship.
	Support kaitiaki Māori in understanding the HNZ authority process and conditions.	Council, regional filekeepers, with support of KMAG	ongoing	Guidelines.
To be seen as an ally for kaitiaki Māori and other communities.	For NZAA to become more visible to kaitiaki Māori and develop/share common goals.	President with support of all council members and KMAG	ongoing	More visible interaction/collaboration.

Goal: sharing Aotearoa New Zealand's past

Target	Action	Who?	When?	What would success look like?
Actively produce and disseminate archaeological information and the diverse stories of our past, in partnership with like-minded organisations.	Develop a strong social media presence.	Communications portfolio, in conjunction with the social media manager	ongoing	Hashtags for consistency and branding, broad range of content, promoting & creating content with like-minded groups. Social media channels are actively followed and fan base increasing. Track the statistics.
	Continue to support, promote and expand Archaeology Week.	Archaeology week coordinator	Annual review following archaeology week	Growth and diversity in events nationwide. Increased engagement with volunteer and community groups, iwi and regional filekeepers.
	Continue to publish and disseminate <i>Archaeology in New Zealand</i> .	AINZ editor	ongoing	Consistent submission of articles.
	Continue to publish and disseminate the <i>Journal of Pacific Archaeology</i> .	JPA editor	ongoing	Consistent submission of articles.
	Stocktake of organisations that currently receive material/attend conference and identify gaps for expanded outreach.	Conference subcommittee	August 2021	Identify gaps in NZAA outreach and further potential for advocacy.
	Develop the website further to include more information about New Zealand archaeology, more links to resources and answers to FAQs.	Communications portfolio, in conjunction with the website manager	June 2021	Increase in website views and decrease in general information enquires to Secretary.

	Develop a plan for public outreach as part of conference: local schools, iwi, museums, historical societies, public talks, etc.	Conference subcommittee	June 2021	Expansion in NZAA outreach. Increased perception in NZAA as first point of call for archaeological matters in Aotearoa Improved awareness and appreciation of Aotearoa's heritage.
Advocate for and facilitate the development of educational and training material.	Investigate, co-develop and advocate for schooling packages to align with the 2022 curriculum changes.	Education/outreach portfolio	2022	Educational material produced and incorporated into school curriculum prior to 2022. Increased understanding of Aotearoa's past and archaeological heritage in schools.
	Promote existing educational material.	Education/outreach portfolio	ongoing	
	Assess the need for, and advocate for the production of, online education packages, for archaeologists and schools.	Education/outreach portfolio; professional development subcommittee	ongoing	Online training material created in partnership with NZAA which meets the professional development interests of the NZAA membership. General archaeological training material is produced for the general public.

Ensure that archaeological material is appropriately curated and shared for current and future generations.	Advocate for the long-term retention of archaeological material in appropriate repositories.	Archaeological data preservation portfolio	2023	Increase in material retained appropriately.
	Develop a plan to provide best practice guidance for archaeological material and data preservation (i.e. storage and curation).	Archaeological data preservation portfolio	2023	Plan/guidance produced that aligns with best practise.
	Advocate for the interpretation of Aotearoa New Zealand's past.	Communications portfolio, education/ outreach, President	ongoing	Increase in interpretation RMA and HNZPT conditions Increase in heritage interpretation nationwide promoting Aotearoa's diverse past.

Goal: resilience

Target	Action	Who?	When?	What would success look like?
An organisation with good systems, policies and procedures.	Develop annual work plans.	NZAA Council	March each year	Achieving actions and targets in the strategic plan.
	Develop annual budgets.	Treasurer	March each year	Prudent financial management that allows NZAA to meet the requirements of its members.
	Annual review of the strategic plan	NZAA Council	March each year	A relevant strategic plan.
	Carry out regular environmental scans.	NZAA Council	each meeting	Awareness of the threats and opportunities that NZAA faces.
	Complete the Site Recording Scheme audit (scanning).	SRS/ArchSite portfolio	June 2021	All data in the Site Recording Scheme is available in ArchSite.
	Update the constitution and code of ethics when the new Incorporated Societies Act is passed.	Constitution/code of ethics subcommittee	[contingent on the act]	A relevant constitution.
	Professional archiving of the paper records, including the Site Recording Scheme records.	SRS/ArchSite portfolio	June 2022	NZAA's paper records securely stored in a professionally-run archival facility.
	Archiving of digital records.	Archaeological data preservation portfolio	2023	NZAA's digital records stored and managed in a way that ensures future access to them.
	Succession planning	President	ongoing	An active Council with good leadership.

A diverse and engaged membership.	Work with our members and Heritage New Zealand to develop guidance on professional standards.	Professional development portfolio/subcommittee	ongoing	NZAA input into archaeological guidelines developed by HNZ.
	Work with our members and Heritage New Zealand to provide professional development opportunities.	Professional development portfolio/subcommittee	annual workshops (minimum)	Relevant, well-attended workshops.
	Work closely with KMAG to ensure that NZAA is relevant for iwi Māori and attracts iwi members.	KMAG/Membership portfolio	ongoing	Increasing iwi Māori involvement in NZAA.
	Regular updates to the membership about Council activities.	Communications portfolio	quarterly (in AINZ)	A membership that's well-informed about Council's activities.
	Develop a plan for mentoring students and emerging professionals.	Professional development portfolio/subcommittee	June 2022	Strong relationships with the two student organisations. Young professionals who are well-supported by NZAA and the working profession.
	Continue to hold an annual conference.	Conference organiser	ongoing	Well-attended and relevant annual conference.
	Regularly survey the membership to find out what members want from NZAA.	Communications portfolio	as necessary	An organisation that meets its members' needs.
	Establish good relationships with the two university departments	President	ongoing	Regular liaison with the university departments.
A sound financial basis, which enables NZAA to meet the needs of our members.	Develop a plan to secure and diversify our income streams.	Treasurer	June 2021	A range of income streams to ensure the long-term viability of the Association, and that it can meet the needs of its members.
	Develop a robust plan for obtaining conference sponsorship.	Conference subcommittee	December 2020	Regular sponsorship of conference by a range of organisations.