



## ALGAO-UK HER Committee – Group updates

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Wednesday 25<sup>th</sup> January 2017

Historic England West Midlands Regional Office, Birmingham

### 14. Country updates.

#### i. ALGAO Cymru

##### ***Historic Environment (Wales) Act 2016***

The second round of consultation on the statutory and non-statutory guidance on HERs, to be issued in support of the *Historic Environment (Wales) Act 2016*, as part of Chapter 6 of *Planning Policy Wales* and in the new *Technical Advice Note 24 (The Historic Environment)*, have now been completed. This guidance and policy together with that consulted on between October and December 2016 will come into force in April 2017. The HERs have undertaken to provide the various sets of data described in the Act through the Archwilio web site and the first phase of re-programming to achieve this is complete. The development copy of the new site (minus its front end and with a few bugs!) can be seen at [www.walesher1974.org/her/arch](http://www.walesher1974.org/her/arch)

Since last October's ALGAO meeting, it has been decided that Archwilio will act as the means of displaying the *statutory* HER elements for each local authority area, as described in Sections 35-37 of the Act, and will therefore require further re-programming to incorporate this. Specifications for this additional work are presently being prepared – it is hoped to implement these within the next month. A third phase of changes are planned to introduce bilingual text, using *HeritageData.org*, which will have to be completed before April 2017.

As a result of the Act new guidelines are also being produced by the HERs to deal with data collection and deposition and the requirement for bilingualism in the public parts of the HER. These will come into force in April 2017.

##### ***Natural Resources Wales***

Under Annex 2 of the Memorandum of Understanding between the Welsh Archaeological Trusts and Natural Resources Wales, NRW have now withdrawn from advising on the assessment of developments within Registered Historic Landscapes in Wales – passing the responsibility for the initial assessment of applications to the Archaeological Trusts. Those developments within RHLs that require an EIA will thereafter be carried forward by Cadw and those that don't by the Archaeological Trusts

Annex 4 of the MoU has now also been concluded. This deals with the mechanisms for consulting the HERs about works on the NRW estate (nature reserves, etc.), works undertaken by NRW (such as Habitat Restoration Schemes), capital works formerly dealt with by the Environment Agency and all aspects of the work undertaken by the former Wales Forestry Commission (the Welsh arms of both EA and FC are now subsumed within NRW).

##### ***Glastir (all Wales agri-environment scheme)***

Despite a Brexit lead hiatus, Glastir continues to operate in part and consultations have recently been received on a small number of applications to the Small Grant Scheme.

It is still planned to accept applications from farmers for Glastir for commencement in 2018. However, in the absence of a contract between the Welsh Government and the HERs it is not yet known how any consultation about the historic environment will work.

##### ***National Archaeological Archives Panel***

The National Archaeological Archives Panel, which includes representation from ALGAO Cymru, has produced a *National Standard and Guidance to Best Practice for Collecting and Depositing Archaeological Archives in Wales*. This document has finally been accepted by Cadw and will be cross referenced in Technical Advice Note 24, which will be issued in April

2017. The Standard will be adopted by the Welsh HERs for all aspects of developer lead, and central or local government sponsored archaeology, in Wales

### **HER software - HEROS**

The Wales HER software suite continues to develop under the HEROS partnership. As part of the preparation for changes to its role under the Historic Environment (Wales) Act Archwilio has now been re-programmed to work across all major computing platforms, including PCs, tablets and other touch screen devices, and all types of mobile phone.

#### **ii. Scottish SMR Forum**

The Scottish SMR Forum met on 30<sup>th</sup> Nov, 2016.

**Polygonisation Projects** – after successfully getting funding from HES and other sources, two HER polygonisation projects are underway: one in Shetland, and one in the Scottish Borders, with Stirling and Clackmannanshire. Both projects are progressing well, and have thrown up a number of interesting issues which were discussed at the SMR Forum meeting in November.

A technical specification for Known Site Extent Polygons has been agreed by the Scottish SMR Forum and is available on the SMR Forum website: <http://smrforum-scotland.org.uk/shed/data-standards/spatial-data-standards/>

The SMR Technical Working Group is finalising a technical specification for Areas of Archaeological Interest Polygons and this will be available on the website soon. A technical specification for Events Polygons is in draft.

**Data security** - The SMR Forum is working with HES regarding the archiving of HER data in the event of an archaeology service / HER being shut down. We are also looking at disaster planning generally and creating a national register of HER backups.

Through the SHED Strategy Programme Board, HER data has been highlighted as needing to be mentioned specifically in the SCARRS: Scottish Council on Archives Records Retention Schedules. This will be discussed at the next SCA meeting in Feb, but the recommendation is that HERs, including databases, map data and documents / images, will be listed as 'for permanent retention'. This will require local authorities in Scotland to make provision for keeping HER records and files even if a service is shut down, and raises the profile of HERs within records management circles.

**Spatial Hub** – HER data will be in the next round of spatial data from local authorities to be included in the Spatial Hub. This is being undertaken by the Scottish Govt Improvement Service, to help local authorities to meet their INSPIRE requirements. See <http://www.improvementservice.org.uk/spatial-hub.html>

#### **iii. Historic Environment Scotland**

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## **15. Regular updates from other meetings:**

### **i. ALGAO England Executive**

Reedsdale report. At a meeting to discuss Reedsdale report; there was some discussion about making statutory HERs/Historic Environment Services. Quinton will liaise with DCLG about this. Chris Smith (who was looking at this from HE) will be standing down in March. Committee agreed that they would recommend that ALGAO Exec take forward Reedsdale report; and look to make HERs statutory.

### **ii. ALGAO Maritime Committee**

The committee met on 2 November 2016.

The main items discussed were:

**CITIZAN** – there had been little contact with the local authority archaeologists present at the meeting.

**National Marine Heritage dataset for England** – Joe Flatman and Sarah Poppy updated the committee on progress to date with the maritime strand of HIAS. There was some dismay that reference to 'the National Maritime Record' had been reintroduced. The committee felt that a National Maritime Record' rather than **the** National Maritime Record' would be preferable.

The next steps were to produce a vision statement and to run a series of meetings with HERs with intertidal and marine data holdings in representative parts of the country, in order to understand local information flows and inform the requirements for data sharing between national and local records.

There was also a discussion about maritime archives and where HE would advise deposition. **Marine Antiquities Scheme** - feedback suggests that the scheme had started slowly but some interesting finds were being reported. There was concern about what would happen when HLF funding ceased.

### iii. ALGAO Countryside Committee

There was good representation at the last Countryside Committee meeting last November. Ken Smith gave an update at the last ALGAO England Exec meeting:

- Natural England have met with exeGesIS to resolve issues with portal system; and will be updating this v soon.
- Invoices – Most HERs should now have had an invoice request – chase Julia Maddocks at Natural England if you haven't.
- 2017/2018: The plan is for the next round of application window processing will be March to July; but the absolute deadline will be September. (The Exec committee noted that work in March would be over the over financial year-end, and might cause issues).
- Looks like overall numbers of applications might be higher this year (2017/18). In 2015/16 all higher tier and 50% of mid-tier were included. Last year (2016/17) 100% of all applications. This year – NE are looking to reduce the number that go through; but the total number of consultations might be similar due to a higher total number of applications.
- Any issues with Countryside Stewardship – Linda Smith is the ALGAO 'super-user' for any issues with Countryside Stewardship.

TG noted that some applications were going through right now (in January) – it was noted that this was possibly an issue with a certain regional Natural England office. **Action:** TG to alert David Robertson that there are applications that are going through now and have had no Historic Environment input.

**Glastir:** CM updated: Situation v fluid – were due to sign a contract last year – not sure how this will be funded. Have been receiving woodland and small (hedgerow) applications. Planning on opening a new Glastir application window for 2017/2018 (but no historic environment agreement has been made).

### iv. Archaeology Data Service Management Board

The board meets annually now – and last met on 12<sup>th</sup> October 2016 (see the minutes of the ALGAO-UK HER Committee from October 2016).

In addition: Diana Murray stepped down as Vice Chair, and since the meeting it has been confirmed that William Kilbride, Director of the Digital Preservation Coalition (and formerly worked at ADS) has agreed to replace her.

### v. BHUG Meeting Report

No Meeting. One was proposed for after HER Forum 7<sup>th</sup> December but not many could attend, so decided not to have one. Ongoing troubles with the BritArch List mean NB is investigating alternatives for the email group – possibly KnowledgeHub.

### vi. FISH

FISH-HEIRNET met on 29<sup>th</sup> November 2016 for a Strategic Meeting in Edinburgh.

Mike Heyworth (CBA) chaired a session on **Strategic updates** and discussed changes in planning and other policies across the UK. There were updates from Historic England on "HIAS", from Historic Environment Scotland on "Our Place in Time" (the Historic Environment Strategy for Scotland), the "Scottish Archaeology Strategy" and the "SHED" strategy, and from RCAHMW about a review of cultural sector in Wales and legislative changes in Wales.

Gill Grayson (HE) chaired a discussion on the **role of FISH-HEIRNET** in supporting more joined up approaches in areas of common strategic interest. There was agreement that there was much benefit to FISH-HEIRNET sharing information on information standards in heritage; that there was still an important oversight role in setting and maintaining standards, and that collaboration (e.g. across nations) is important. It was agreed that FISH-HEIRNET would revisit their aims and objectives (with greater clarity of role and what the audience is) – and bring-together other partners for sharing and collaboration.

Julian Richards (ADS) gave an update on **European projects & Brexit**, and implications for Historic Environment Information Resources.

Other business included that a **new convener for FISH** would be David Thomas (RCAHMMW), who would take over from Gill Grayson (HE) as convener and organiser for FISH.

The presentations and minutes from this meeting are on the FISH website at: <http://heritage-standards.org.uk/fish-heirnet/>

#### **vii. HBSMR User Group**

The last meeting was held at St James Church, Piccadilly in late November 2016 and the Scottish HBSMR user group met in early November. The next user group meeting is due to be held in May 2017 (date and location TBC). There has been no resolution to the failure of the user mailing list (since January 2016) which has forced the group to find another way of communicating. The ExeGesIS-provided forum has been used since shortly after the last meeting and appears to have been used successfully so far.

Version 5 of HBSMR is now scheduled for release in 2017 and installations will be undertaken as part of the Annual Service Visit programme once available. Further information about V.5 was discussed at the user group meeting including the IT pre-requisites and what preparatory work by users is required before installation.

A further update and presentation from Stuart Cakebread on the GLHER's use of the Consultations module allowed for more productive discussion relating to development requests for the module. The pricing structure will be amended and the consultations module will become free to all users (with MATS payments on activated licences).

The HE-led HIAS survey and the supplementary HBSMR user OASIS survey were covered briefly. Early results from HBSMR user OASIS survey were promising and showed that there is enthusiasm for more intelligent synchronisation between HERs using HBSMR software and the OASIS project. The final results of the survey are available from the HBSMR forum. The results of this survey will be passed on to the HIAS project team.

The Scottish HBSMR user group was convened by Stephanie Leith of East Lothian Council and discussed;

- Scottish OASIS developments,
- publication of designation data by Historic Environment Scotland (HES) as a web feature service (WFS),
- SHED objectives concerning publications of data online with web services,
- Information security in HERs.

Intention to hold next meeting in Scotland, to combine with Scottish SMR Forum.

#### **viii. HER Forum**

The winter HER Forum meeting was held as last year in the lecture theatre at the Birmingham and Midland Institute. The late withdrawal of one of the speakers caused the programme to be reshuffled slightly but also allowed for more discussion. The morning started with a presentation on the National Historic Landscape Characterisation project, concentrating on the difficulties faced when trying to combine various rather disparate data sets created over a 20-year period. This was followed by an update on the integration of the various bibliographic databases held by the ADS into the British and Irish Archaeological Bibliography and how this might be maintained in the future. Finally, the software Digital Dig Team that has been developed by Digventures to allow on-site digital recording was demonstrated.

In the afternoon, the potential of data modelling for HER data was explored and the project to develop a system for the national HER in Qatar was described and the system demonstrated. After the close of formal business, there was a very good turn-out for post-meeting networking.

The summary of the meeting is available on Heritage Gateway at:

<http://www.heritagegateway.org.uk/gateway/news/detail.aspx?ctid=102&id=5191>

Next meeting is on the 4th July. Possible suggestion that it is held in Hull (as part of City of Culture Celebrations) – Ruth Atkinson looking into this. To be confirmed.

#### **ix. OASIS Management Board**

SC was not able to attend, but here are some notes from the minutes:

England

- Increase in recording and reports in a number of area, but largely down to specific projects funded by HE.
- Total number of research reports on OASIS: 700
- Large number of unsigned off reports which would be migrated to new 'OASIS' system.
- In the case of very incomplete records, these could be 'hidden' and only re-activated at the request of a user
- Some Local Authority services are using OASIS in the planning system (i.e. to accept or reject reports in the planning sense of 'validation' as opposed the OASIS sense)

#### Scotland

- Not clear if OASIS was mandated in HES commissioned projects, so this will be checked with HES.
- Service Level Agreements for ADS provided systems will need revising in the near future.

#### Wales

- OASIS Wales project on-going.

#### Northern Ireland.

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#### BIAB

- Handed over in August. Migration by ADS took longer than expected
- Most of the major archaeological publishers on board for delivering information
- BIAB 'brand' would be retained

#### OASIS

- Have been consulting on the new OASIS over the summer, and looking at different user groups.
- Consulted on the building mock-up that we were asked to create for historic buildings professionals. Comments for this were collated by Historic England.
- The HE tender for work flow mapping of the built HE professionals had failed to attract a suitable tender. As a result it was proposed to hold a workshop towards the end of the year.
- October workshop attended by HE, ALGAO HER Committee representatives, HERS and the software providers, to discuss data sharing and syncing. Syncing thought to be a good idea,
- the use of WMS/WFS data to help concord existing Monuments in HERs with OASIS was not the best method of looking at monument type data collection.
- The next stage for HERALD would be the completion of the Functional Specification, and consultation.

Next meeting April in London

#### **x. Report from regional HER Forums**

##### **a. East of England HER Forum**

**Bedford Borough:** No report provided.

**Central Bedfordshire:** Seeking resolution to continuing IT problems including exploring the possibility of moving to remote-hosted HBSMR. The possibility of a restructure affecting the team has been raised but nothing is clear yet. Project work continues and a written guide to all of the resources available in the HER is in production.

**Cambridgeshire:** Our vacant post is to be filled imminently, bringing the HER team back to full strength, the first time since 2015. Project work ongoing at the moment includes Cambridge UAD integration.

**Colchester:** Colchester's HER is to become remote hosted by Exegesis shortly. A project to create a Heritage Explorer website similar to that of Suffolk and Norfolk is underway.

**Essex:** Essex are already prepared to upgrade to V.5 HBSMR and have the IT prerequisites in place however, still in discussions about moving to remote-hosting option in order to resolve other IT problems relating to performance of ECC's IT supplier. Vacant posts in management above the team are been covered by staff acting up to these posts but this is

not a long-term solution. Project work for external clients continues including Assessment reports for Local Plans in the unitary authority of Thurrock.

**Hertfordshire:**

Restructuring (coincidentally timed with the departure of a member of staff last year) have been taking place but team are stretched very thinly. A succession strategy for Isobel's retirement will include a more junior post to the one she is vacating covering both DC and HER aspects of work. Experienced serious problems with the Heritage Gateway data since upgrading to HBSMR v.4 (although resolutions have been suggested, HCC's IT provider have as yet not implemented this).

**Norfolk:** Ongoing reorganisation of the service and the loss of the posts of County Archaeologist and Senior HER Officer continue to make long term security a difficulty. The scanning project continues but with less staff. The Brecks Landscape Partnership and Broads Landscape Partnership schemes are now both up and running. A HER audit is planned for April/May 2017. The team are aware that they will need to upgrade their servers before they can migrate to V.5 of HBSMR.

**Peterborough:** HER business as usual with no changes planned for the current financial year.

**Suffolk:** James Rolfe will be interim HER manager after the departure of Rik Hoggett. HBSMR admin training has been given on location to three Suffolk staff. Also considering remote hosting of HBSMR to resolve continuing IT issues in the county, discussions are ongoing. The Ipswich UAD project is set to finish in March 2017.

**b. East Midlands HER Forum**

**Derbyshire:** The section is currently in the process of being restructured and this is likely to mean the loss of half a post from the three current full-time posts covering archaeology and the HER. The section lost an undergraduate archaeology student placement in December and there is no more funding to carry on the scheme in 2017. Derbyshire are working towards external hosting for their HBSMR system and HER data through exeGesIS SDM Ltd. With regards to Countryside Stewardship, staff were extremely busy over the summer with about four times as many applications coming through than last year. Apart from the odd difficulty, and the sheer quantity of them, the consultation window went relatively smoothly.

**Leicestershire and Rutland:** This spring and summer a significant amount of staff time and resources has been spent preparing for an office downsize and move. The move took place in October. Overall the results have been positive, rationalising and organising collections for a combination of office, on-site and off-site storage. Various collections have been scanned and the hard copies, either deep stored, disposed of or passed to Museums/Records Office. There is probably a 4-6 year programme to integrate the resulting data. There have been an increasing number of neighbourhood plans coming forward, which has involved some HER work, but the majority of plans have bypassed the HER altogether. With the HECA/Countryside schemes Leicestershire has dealt with 4 Higher Tier and 131 Mid-Tier applications. There are two COSMIC projects in train: Tickencote, Rutland is an area of early Bronze Age and Anglo-Saxon potential, the second scheme is at Burley where metal detected finds suggest a significant archaeological interest.

**Lincolnshire:** The most recent restructure in the Directorate is concluding and the Historic Environment service has not been majorly affected. There will be an office move in the summer of 2017. It is uncertain what effect this will have on service provision, if any. Recent datasets added to the HER computerised record include the data from the English Heritage (now Historic England) Lincolnshire Historic Farmstead Mapping Project. This has added or enhanced over 9000 farmstead records in the HER. Also the images from the Lincolnshire Heritage at Risk Project have now been linked to records in the HER linking about 24000 images mostly of historic buildings. Staff have assisted Nottinghamshire HER in dealing with enquiries and have also provided some basic training to the newly appointed Nottinghamshire staff in MapInfo and use of HBSMR. Staff have been assisting with a project on Prehistoric learning resources for schools as well as dealing with a large number of Countryside Stewardship applications. The results of the Anglo-Saxon and Viking Torksey Project by the Universities of Sheffield and York have just been published (in *The Antiquaries Journal*). This project identified the site of the winter camp (AD872-873) of the Viking Great Army at Torksey. Sheffield University have also excavated at Little Carlton in the Lindsey marshland to the east of the county and identified a previously unknown middle Anglo-Saxon monastic site. The Historic England Lincolnshire Long Barrows Project is out to tender. This will reassess

sites both scheduled and unscheduled with a view to improving the quality of the scheduling information. It will include survey work and some intervention on some sites.

**North Lincolnshire:** The HER officer post is still vacant but has not been deleted from the staff structure. The council is currently undergoing a top down restructure but the planning department has not yet been affected. The Archaeology Officer has been dealing with development control and has not been able to undertake HER enhancement. The backlog of grey literature reports is growing.

**Northamptonshire:** The HER will shortly be going onto the Heritage Gateway; a grant has been obtained and this is imminent. No other major issues to report.

**Nottinghamshire:** An HER Database Manager and an HER Officer have now been appointed to replace the HER officer who retired in March. HER enquiries were handled in the interim from the Lincolnshire HER and the section is grateful for their support. The HER will be opting back into doing the Countryside Stewardship applications in 2017. The County is continuing to negotiate with the Districts over ecological and archaeological advice provision, but so far with little movement. It would appear that in two Districts conservation officers are providing advice in certain cases. On the massive Newark South development there is about ten hectares of extensive Iron Age into Roman archaeology. A quarry in the south of the County has produced its fourth early medieval graveyard. The number of burials is not known, but it is into hundreds. A small development in Newark unexpectedly encountered the Anglo-Saxon burh embankment. Work has just commenced on a large sewer scheme, also in Newark, and this found a massive Civil War ditch almost immediately. Work has been continuing on the development phase of the Miner to Major HLF LPS bid. The Nottinghamshire Archaeology Panel, which was set up to support this, has met regularly and has been extremely helpful in guiding other community archaeology projects. Local community groups were recently invited to a "meet the panel" session and feedback from the event was very positive. Nottinghamshire are planning further such events for the future. Community archaeologists have been continuing an experimental archaeology project at Skylarks nature reserve building a replica *grubenhous*. A further HLF project at *Segelocum* (Roman small town on the Trent) was supposed to have had fieldwork start within the last month, but has had to overcome several problems, including human sewage in the wrong place.

### c. London HER

- Have recruited an additional temporary HER Office to help cover the GLHER Manager working on the HE/Getty Conservation Institute/City of Lincoln Arches HER Project until the end of the financial year, and working on extending this post next financial year.
- Still looking at what charging system to implement in light of EIR and RPSI. Will be one based around an hourly rate, but still working on what added value to give. Hope to report back before the end of the financial year on this.
- The HE legal team are not able to give general legal advice on the regulations but could issue a statement on how HE is interpreting/applying the regulations to the GLHER.

Also:

### Arches HER System Project

Press release announcing project sent out Late November

Finalising workflows, and GLHER and City of Lincoln requirements for casework/consultation recording in Arches

The project team have had meetings with the HEROS team and the ADS

City of Lincoln in the process of being migrated into Arches, and the GLHER will shortly send a test borough to see what additional attributes are needed in Arches

The Getty Conservation Institute is holding an Arches workshop in late March at the Liverpool John Moores University. A number of HERs are attending. Videos of the workshop will be available online to view.

### d. North East HER Forum

No meeting since last ALGAO Committee meeting. The next meeting is planned for 8<sup>th</sup> March.

### e. North West HER Forum

**General**

The group will join the North-east, Yorkshire and Humber HER Forum for a combined meeting in March 2017 in York. The last North West HER Working Party meeting was held on 10/01/2017.

The group notes that HIAS and its associated work packages are poorly understood by HER officers within the region. However, the group recognises the efforts of the Committee inform officers through items such as the Committee minutes. The group thinks that a HIAS focussed HER Forum would be useful, especially as time away from the usual demands on officer time. The opportunity for greater participation would be appreciated.

### **Local Engagement**

*Greater Manchester:* The Castleshaw Roman Forts Hinterland Survey found that the road exiting the fort's north gate terminated only 60 metres from the gate. Tameside Archaeological Society is excavating a series of Mesolithic pits and prehistoric structural remains at Grange Farm, Tameside. A historic graffiti survey is being undertaken by local archaeology society volunteers across Greater Manchester. This includes churches and halls and other timber-framed buildings. As part of Revealing Oldknow's Legacy project, Salford Archaeology led a community dig at Marple Lime Kilns, exposing the remains of two weigh houses.

The latest Greater Manchester's Past Revealed booklet has been published and is No. 17 in the series – Booth Hall and Boggart Hole Clough: from Medieval Private Deer Park to Urban Public Park. This was prepared by Wardell Armstrong through a planning condition for a housing scheme on the site of North Manchester Children's Hospital. The Centre for Applied Archaeology (Salford University) have published Archaeology Monograph 3: Walking the Bridgewater: exploring Manchester's first canal.

The annual Greater Manchester Archaeology Day took place on Saturday 26th November at Peel Hall, University of Salford. 155 attendees heard nine talks on archaeology projects which took place in Greater Manchester over the previous year.

*Merseyside:* MEAS now have a nearly full time volunteer who has rectified aerial photographs from the 1940s and the 1950s and is also checking the greenbacks for lost listings and Grade IIIs. The HER undertook their second refresh of their Heritage Gateway data.

*Cheshire:* The HER has been providing training to The Gardens Trust volunteers on what the HER has to offer and how to report back. Changes have been made to the Revealing Cheshire's Past website to remove the requirement for a user account to access the more detailed versions of the monument and designation records.

### **Cheshire**

It has been confirmed that the Total Environment Team, which hosts APAS and the HER, will be moving to offices at Mid-Cheshire College in Winsford. The team is expected to pay for the accommodation and services from their existing budget. Although the facilities are much improved, public transport links are poor.

Cheshire West and Chester Council are currently consulting on a further round of restructuring which proposes a formal merger between the Total Environment Team and The Mersey Forest ([www.merseyforest.org.uk](http://www.merseyforest.org.uk)). No posts are at risk in the current proposals.

### **Cumbria CC**

Ken Davies is continuing in a part time capacity as the HER officer. This will continue whilst funds allow. Cumbria CC is still intending to replace the existing bespoke HER software, which is very old and not linked to GIS. The available software will need to be evaluated prior to any decision being made. Cumbria opted out of providing data or advice to Countryside Stewardship.

### **Greater Manchester**

Greater Manchester (GMAAS) received confirmation of a one-year extension to the service just before Christmas. Staff now have contracts until the end of 2017. It is hoped that a new arrangement can be negotiated once the new Mayor of Greater Manchester is in office.

The second stage of the GM Textile Mills Buildings at Risk Survey has been secured from Historic England and work is well under way on visiting extant mills across eight districts. The project is due to complete in May this year.

Work on the North West Regional Research Framework for the Historic Environment commenced in October. The first stage has been to gather data from NW ALGAO members, due by the end of this month. Then period co-ordinators will put together synopses of key

archaeology projects/advances in knowledge ready for the first conference, which will be held in Lancaster at the end of April or early May.

### **Lake District National Park**

Very busy with the application for designation as a World Heritage Site. Representatives from ICOMOS (International Council on Monuments and Sites) visited the Lake District in October in relation to the. Some areas still require clarification, but a decision is anticipated in July. Whilst Defra has not yet confirmed the national parks settlement for the next financial year, it is not expected to change significantly from last year. Staff from Natural England's nearby office will soon be moving in to share the LDNPA offices at Murley Moss.

### **Lancashire**

No report, but Pete Illes of the Lancashire Archaeology Advisory Service LLP was invited to attend.

### **Merseyside**

Phase 2 of the digitisation project, grey literature, is progressing well. All hard copy reports have now been processed and entered into the HER fully. Digital reports are the next step, with a small archive on CDs from the previous service and a more substantial collection amassed but not processed since the establishment of the new service.

MEAS have appointed a Development Management Archaeologist (Doug Moir) who has provided advice on 66 development management cases since the last working group meeting (October). MEAS are now seeing projects coming through on conditions that the service has advised on. Since the start of this year MEAS have moved to using OASIS to manage report submission and validation.

At the committee meeting, RE asked if anyone else had looked at regional working? – but suggested that many services are currently provided at an appropriate size.

### **f. South East HER Forum**

No notes of the last meeting (October 2016), but here follows items for Julia to raise at Oct ALGAO Meeting/updates:

- Definition of HER, which is being worked on by Ben and Graham; definition could be approved at next meeting
- When will Outcomes Framework be circulated?
- Feedback from piloting of NHLE into HERs – harder than expected; when will project be rolled out; what is timetable?
- Concern about possibility of Pastscape disappearing
- IFP – Bibliography not finished
- Feedback on Howell and Resedale report on statutory nature of HERs due soon
- ALGAO needs to respond to Future of Local Archaeological Services paper

Other issues:

- Sarah Orr to attend ClfA meeting in Cardiff
- Historic England will look in more detail at 8th report on Local Authority Staff Resources
- Discussion about Countryside Stewardship Scheme/SHINE– staff leaving, many polygons not claimable, project has possibly limited lifespan

### **g. South West HER Forum**

**Interaction with the National Trust:** SK reported that she had a WMS for NT HER sites. There was some discussion about what HER cover the NT has and it was decided to ask Martin Papworth what was going on with HER cover and take it to ALGAO HER Committee to try and get a better picture. CW pointed out that the database holds a lot more information than the average HER.

**NHRE to HER Project:** CW reported that the project went very well. There were differences between HERs who simply added the data, those that improved the record as well and those that undertook full editing of records. Report to the project team on 19/10/2016. CW expects the project to happen nationally. HE is winding down AMIE.

PD requested an automated import process because six months of input time is too long for him. CW suggested that HE might be in a position to pay for this to be done through DCMS funding as a 'spend to save' project.

CD queried statutory status for HERs and CW noted that those HERs not able to produce information to a national data standard would be a problem. The Reedsdale report states that there is no appetite for statutory status despite Wales having managed to do just that.

Discussion followed about adding sources that had not been seen, mapping, empty AMIE entries for buildings.

NH noted HE changing IT providers to three separate companies.

### **Regional round-up**

#### **Cornwall**

Working on backlog and moving the paper archive before the move to the new Cornwall Record Office.

Council re-structure begun and the devolution plan was ongoing.

Emma Trevarthen working on a buildings at risk app for volunteers to use to record buildings.

#### **Exmoor National Park**

CD now part time and Shirley doing the planning work.

Buildings officer was lost but has been replaced by Tony Garrett.

RCZA has been completed by AC Archaeology in August and the report is in with HE.

Buildings at Risk Survey in 2017

Successful HLF-funding for the extension of the Signpost project in Exmoor. But there is no HER time in the bid.

CD trying to add buildings to the HER.

#### **Dartmoor National Park**

Considerable pressure on services and staff, Awaiting the appointment of a historic environment and ecology manager. AR part time.

Recovering from SHINE and FEPs which were awful.

There has been interest from planners re: local listing and heritage assets.

Moor Than Meets the Eye HLF project continues with the usual problem of adding the HER information created.

Historic buildings officer retired but has been replaced by someone from Exmoor.

#### **Wiltshire & Swindon (Tom Sunley by email)**

200 FEPs done by the DC team

Busy with large projects for the A303 Stonehenge scheme run by Atkins and the AMEY-run 're-basing' scheme (10000 soldiers from Germany to Salisbury Plain).

Also working on Thames Water licensing, completing the HLC project and Know Your Place.

JR and TS focussing on 10 year monuments backlog.

Community project looking at Roman roads

Wilts Council has agreed to buy an archives store for the museums

World heritage site person Liam White beginning soon

Hoping to get W10 laptops.

#### **Dorset**

Moving to the basement with the PAS people on 11<sup>th</sup> November.

132 FEPs with 16 higher level and the rest mid tier

Looking for companies to scan building photographs, negatives and documents.

Consultations have been sent out on versions of a unitary authority for Dorset

Archivists now seem to be keen to join Know Your Place after initially not being so.

#### **Gloucestershire**

Working on adding the Severn Vale NMP data to the HER which will complete NMP coverage for the county.

152 FEPS this year

Finalising connections to the Gloucestershire Know Your Place project. Basic HER information will be on the site in early 2017.

TG sitting on the PAS Database Working Group.

Gloucester City secondment to complete work on adding the City UAD to the HER is on hold following the departure of the staff member doing the work.

## **Devon**

450 CS apps

NMP team working with CW to get information into Somerset HER.

Have a shared flood risk apprentice

Have put archaeological information on website for schools

South Devon RCZA project to be added directly into the HER but the North Devon Coast RCZA will just be providing data.

Know Your Place project is meeting the archives people in Devon.

SK asked about sending shape files out to people and it was mentioned that Suzy Blake was looking at the OS exemption rules. This needs to be chased.

## **South Gloucestershire**

Lots of PSP Joint Spatial Plan work (BANES, N. Somerset, Bristol, S Glos)

Oldbury Power Station likely to be rebuilt. New infrastructure required including a road from Jct 14 of the M5).

The devolution process is ongoing.

PD visiting BARAS as they wind up their archive. Kate Iles working on it 2 days per week and there are lots of cds and photos that will need archiving. PD will email round his findings.

## **Somerset**

Ann Dick has now left but put 800 new records on the HER in 6 months with a lot from the RCZA project

CW was working on the website while AD was there.

KYP volunteers are moving on to the apportionment data to create clickable maps

213 FEPs

A303 work is also looking at Camel Hill and route between Ilminster and Taunton.

Finally disconnected from the County Council IT systems and all is going well. HEROS running from the Cloud.

## **North Somerset**

Excavation of Congresbury medieval cross with a local group and Vince Russett. Successful despite being located in the middle of a road. Negotiations with the parish council, highways and HE should lead to better management.

DS hoping to spend more time on the HER.

## **AOB**

Bob Croft setting up a SW ALGAO meeting for everyone to meet up and talk about the regional research agenda and have a general discussion. Maybe in January.

## **Details of next meeting**

Wednesday 26th April 2017

### **h. West Midlands HER Forum**

#### **Staffing/Structure Updates:**

**Coventry:** No staffing changes, but proposed office move to Friargate in summer 2017.

**Herefordshire:** have had a part-time post working on tidying up old project data and woodland survey information.

**CPAT:** Community archaeologist post has moved from the Trust with Jeff Spencer now undertaking more community work.

**GAT:** Lost one member of staff to redundancy (in May) with two others also having left, though replacements for these two staff have now been recruited and are in post.

**Sandwell:** No change.

**Shropshire:** Charlotte Orchard has been on maternity leave and her post has not been backfilled. With Penny Ward retiring Giles Carey has taken on the HER Officer role however his previous technician post has not been backfilled. This has meant that Giles has had to cover CS and DC work along with the HER. They have also had an office move.

**Staffordshire:** Debbie Taylor has finally been transferred to AMEY to work in their Environment team. Although initially SCC were meant to be able to buy back 50% of her time in reality this has worked out as much less due to financial restrictions and demands on Debbie's time from Amey. Still looking at bringing in charges for DC related work. Proposed

move within same building in March/April will mean further reduction in available cupboard and desk space.

**Warwickshire:** Keith Elliot has left (to Scottish Borders Council) but post not replaced. Stratford on Avon DC have cancelled their SLA for planning advice (though WCC still providing HER data for enquiries). They are undergoing cuts and will have a 'zero' budget from 2017. Looking at revising their HER charges, including introduction of 'priority search fee'.

**Wolverhampton:** No change.

**Worcestershire:** HER assistant left at the end of March (due to lack of funding for the post). Still have 2.5 assistant, with one post upgraded as they are also helping to cover planning and CS advice. The service has been through scrutiny and asked to be exempt from cuts to enable the service to become commercially viable. They have been given some funding to invest in marketing, with a new website being developed with particular focus on the field team who are now 100% commercial.

#### **Other News:**

**Enquiries:** Several of HERs in the West Mids region have noted a marked increase in the number of HER Enquiries coming in.

**Countryside Stewardship:** Very high number of CS for most counties, with all noting that it was difficult to deliver within the relatively short application window. This, along with issues over lack of information from NE regarding payment for the consultations and in relation to the SHINE standards were noted and taken forward to the ALGAO HER Countryside Committee / HECAs Meeting on 17<sup>th</sup> November.

**RSA Heritage Index:** Most HERs did go ahead and provide stats for the RSA Heritage Index however concerns were expressed about how the data was being used and the potential for misinterpretation of the data on the website.

**Grey Literature:** General discussion about increasing difficulty in getting contractors to submit reports to HERs, with sometimes a lot of chasing required.

#### **Date of Next Meeting:**

The next meeting will be held in Stafford on Wednesday 10<sup>th</sup> May 2017.

### **i. Yorkshire and The Humber HER working party**

#### **City of York**

Archaeological/HER Staff 1.5 – Full time John Oxley mainly dealing with City Walls and DM and Claire MacRae now PT carrying out DM and maintaining HER.

Still exploring options other than using HBSMR in order to cut costs and create a bespoke, fully accessible and interactive HER system. Currently looking at HEROS and Know Your Place system – perhaps a combination of the two. We are further down the road on this with IT & management on board. Currently waiting server being built so we can test out the system with our own data.

Over 1000 archaeological reports now online on the CYC website [www.york.gov.uk/HER](http://www.york.gov.uk/HER). This will be maintained monthly.

#### **South Yorkshire**

Over 50 HEFER consultation this year, up from 7 in 2015

We are still trying to decide what our database software will be going forward . Considering various options, particularly HBSMR or HEROS, but no resolution in sight really due to internal IT issues.

In early stages of considering a research agenda and assisting regional museums in preparing a consortium bid to help resolve the archiving problems.

Otherwise, business as usual – consultations steady at about 2 a week on average. Commercial activity mainly occurring in Doncaster.

Still 4 members of staff, though all 3 or 4 days/week. HER role 3 days/week. A new head of planning is in post in Sheffield.

South Yorkshire Archaeology Day will be held as normal in November (19<sup>th</sup>) at the Showroom cinema. Details [here](#).

#### **West Yorkshire**

The West Yorkshire Historic Landscape Characterisation (HLC) data entry is now completed and now in its reporting stage and is due for completion February 2017

Ros Buck has left the service to work as Sites and Monuments Record Officer for the National Trust in the West Midlands

The Historic England funded Palaeolithic & Mesolithic Project is now completed, and has been reviewed by Historic England, Jason Dodds has returned to his post as HER Officer WYAAS IT systems have been moved to Leeds City Council this has created a number of issues

Planning is busy, however, this is related to a number of sites which had been commented on previously becoming active

Amy Downes, the PAS FLO for South & West Yorkshire who is housed within WYAAS is taking maternity leave

HER work has included a large number of HEFER searches (c.55)

Since last meeting 1461 records added or amended

We had 19 commercial visitors and 7 public visitors

Facebook is the main source of outreach activity

Rhona Finlayson (Assistant HER Officer) is still working with us 2 days a week and will continue to do so at least until the end of the year

Planning to move offices Jan/Feb time 2017. Likely to be out of commission for several weeks

Informed that our budgets are now stable until 2020.

### **Tyne and Wear**

David Heslop, County Archaeologist, took voluntary redundancy in May and his post has been deleted.

Claire MacRae has been appointed as part-time (18 hours) Archaeology Officer (Claire works for the City of York for the rest of the week). So the archaeology service is now run by 1.5 people.

The HER audit revisit has been finished (albeit a bit late).

Newcastle City Council no longer purchases licences for ArcMap. The HER now runs on QGIS, the free open source software, which has taken a bit of getting used to.

Apart from the usual HER and DM work, there is HLF-funded archaeological work going on at Hylton Castle in Sunderland which includes a community excavation.

The 'Sunderland's Forgotten Stones' project has also been awarded lottery money. This involves an archaeological excavation on the banks of the River Wear.

### **Durham**

Staff changes Clare Henderson left on 15<sup>th</sup> July 2016. Her post was kept and Lauren Proctor was appointed on 5<sup>th</sup> September 2016. Lauren was previously in a temporary post which had replaced Lee McFarlanes post. This still had 6 months to run, but when Lauren was promoted, this post was lost. This amounts to a 25% cut in our team. This has mainly impacted HER enhancement with us concentrating on day to Day work (ie inputting GL as it comes in) with other work as and when possible.

Ellie Cox left as PAS FLO for Durham. Her post is being replaced with interviews on 6<sup>th</sup> October.

Ongoing software development has happened to the HER focussing on the Consultations module, and the HER-GIS link. Neither are finished, but progress is being made.

The LIDAR WWI day school for 15<sup>th</sup> October has been postponed, and will happen in the New Year.

Volunteers have been doing enhancement work on Bridges, Chapels and now Rock art.

There have been 17 payable HER searches since the last meeting, and 59 non-chargeable (33 of which are related to War memorial Listing inquiries)

We dealt with 75 Countryside Stewardship applications.

Since the last meeting the following records have been created 237 Heritage Features, 130 Events, and 248 Sources, c 1039 Heritage features have been edited, along with c 400 Events and 373 Sources.

### **Northumberland**

Liz Williams still acting up as Conservation Team Manager (part-time) to cover Chris Burgess's sick leave until at least December 2016 and Karen Derham is doing an extra day per week to provide additional HER cover.

Still preparing next issue of Archaeology in Northumberland (vol 22) due out before Christmas 2016.

NCC has moved to Google (gmail, docs, drive etc); MS Access licences are being retained for HER purposes.

Peregrini Lindisfarne Landscape partnership project has run excavations as part of its Community Archaeology Project on Holy Island and at Scremerston over the summer and another is planned along the coast in autumn. The project is eager to recruit volunteers and can be followed on [Facebook](#).

*Searches:*

- 29 commercial searches undertaken since last meeting in March 2016
- 178 Countryside Stewardship consultations undertaken this summer (only 24 higher tier).

### **Tees Archaeology**

No further progress has been made with the HER Audit Action Plan, due to lack of time.

Stats since last meeting – 17 commissioned searches, of which 11 were charged for, and 17 public enquiries; HER records – 46 added and 159 edited, Events – 28 added and 48 edited.

HER enhancement - historic farmsteads from first (c. 1853) to fifth map editions (c. 1952) for Hartlepool is complete, now looking to develop further self-contained enhancement projects for volunteers.

No Teesside University or Bradford placements this year.

Peter Rowe has left Tees Archaeology for the post of Principal Archaeologist at North Yorkshire CC, and Rachel Grahame has replaced him in the planning role (whilst still covering HER matters for the moment). A new HER officer is expected to be appointed by the New Year. Both remaining Tees Archaeology staff remain on a 4 day week.

Community and research projects – the EH National Importance Programme project for the River Tees Pilot is complete. Several HLF funded River Tees Rediscovered community projects are up and running, with fieldwork in Low Worsall village and a workshop at Coatham in Redcar taking place during the spring, and various guided walks over the summer. Further fieldwork projects at Piercebridge are being planned. Tees Archaeology has also won the contract to provide the archaeological elements of the successful Skelton THI bid.

22 HEFER consultations received, all passed after a quick check against the HER, no time to update SHINE this year.

### **North Lincolnshire**

Mike Hemblade resigned his post in July; attempts to replace him by various means have met with no success. Alison Williams is continuing to provide basic HER cover alongside DM workload.

The HER line manager in the Development Management Team appointed in Sept 15 left in May 16 and has now been replaced; three line managers in two years.

The head of Development Management took early retirement at the beginning of Sept. Post is currently being advertised.

The Chief Executive of the Council retires 30 Sept. His post and that of the three Directors are to be replaced by two Executive Directors and the 12 Assistant Directors subsequently reviewed; restructuring is then expected to cascade down the chain of command.

The HER (ie AW & the Conservation Officer) finally moved into an office at Civic Centre where the Development Management team is based. However, those HER records not already moved to the council's archive store last year remain with the Environment Team across town, so shuttle between the two with laptop.

10 commercial searches; 1 HE project search (Lincolnshire Long Barrows); no visitors.

35 Countryside Stewardship consultations, including 5 Higher Tier

36 reports awaiting accession to HER

2 new scheduled monuments & 3 LBs (war memorials) awaiting accession to HER

No new mon or event records created

Exegesis service visit booked for 9 November.

**North Yorkshire**

The NYCC Heritage Team (which comprises the Archaeology, Landscape, Ecology and Local Nature Partnership staff combined last financial year), has moved directorates from 'Waste and Countryside Services' to 'Trading Standards and Planning Services'. Three full-time members of staff – 1 HER, 1 DM and 1HER/DM.

Our new HER room is coming together, all paper files have been boxed and digitised and a programme for this to be fully entered into HBSMR is in the works.

As part of the 2020 Modern Council, we are to receive updated technology in the form of new thin clients/laptops.

407 Countryside Stewardship applications, 84 Commercial Enquiries and 20 Non-commercial Enquiries have been processed (from the 1<sup>st</sup> of Jan 2016- 1<sup>st</sup> of Jan 2017).