



ALGAO-UK HER Committee – Minutes – Group updates

Wednesday 7th October 2015

English Heritage West Midlands Regional Office, Birmingham

12. Regular updates from other meetings:

i. ALGAO England Executive

The last meeting of the ALGAO England Executive has only draft minutes – so these have not been circulated. Items to note:

- Quinton Carroll (Chair) is now having meetings with the Local Government Association.
- Heritage 2020 is going very slowly
- Archives have been discussed
- Next meeting is on 12th November

ii. Report from HE Listing Group + ALGAO HER liaison meeting

The “HE HDM/ALGAO HER Liaison Meeting” is now called the “HE Listing Group + ALGAO HER liaison meeting” This group last met on 29th September. All the items discussed at this meeting, have been covered above.

iii. HER Forum

The HER Forum met in York on the 8th July. Nick Davis (Historic England) put a ‘View from the not-Chair’ on Heritage Gateway:

<http://www.heritagegateway.org.uk/gateway/news/detail.aspx?ctid=102&id=5177>

The next meeting is on 8th December 2015 in Birmingham.

It was suggested (and the ALGAO-UK HER Committee agreed) that there should be an additional Spring meeting of HER Forum, because there is a large reserve list of speakers, and there is a need to have an interactive discussion about the HER Outcomes Framework and HER Audits. This will possibly be in March 2016, and possibly in London.

The committee discussed how we could capture barriers for HERs participating in the sector. A suggestion was made to include a question about this in the HER Content & Computing Survey.

iv. HER Local Engagement Group

The group agreed to stop meeting and is not active.

v. FISH

No meeting since last ALGAO-UK HER Committee meeting

Next meeting on 3rd November 2015.

vi. HBSMR User Group Meeting Report

There have been no user group meetings since the last ALGAO HER Committee meeting of the 10th of June. However, nominations were opened to for successors to the position of User Group Co-ordinator (the post now having a fixed term of three years). The two nominees agreed to share the position so no voting was required. The new coordinators, Sally Croft (Cambridgeshire CC) and Sam Mellonie (Central Bedfordshire Council), will formally take over from Rob Edwards and Moya Watson (Cheshire Archaeology Planning Advisory Service) at the next user group meeting.

Next Meeting: 16th November at the Hive, Worcester

vii. BHUG Meeting Report

This group hasn't met recently. NB is trying to organise a meeting after the HER Forum meeting on 8th December 2015.

NB confirmed that the group was seen as a standing committee, rather than a regular meeting.

viii. OASIS Management Board

No meeting since last ALGAO-UK HER Committee meeting

Next meeting on 22nd October 2015.

ix. ALGAO Maritime Committee

Last met on 3rd June 2015.

The committee stated that responses from the ALGAO Maritime Committee were very useful, and it would be great if the rep could attend future ALGAO-UK HER Committee meetings.

Items discussed:

CITIZAN – issues were raised about lack of liaison with local authority archaeologists apart from some requests for HER data, and the need to avoid duplication with work already taking place.

HIAS – concern was raised about the perception that the HIAS proposed that local authority HERs would no longer record maritime data. It was explained that Principle 1 was that Local Authority HERs should be the first point of call for and primary trusted source of investigative research data and knowledge. Principle 2 stated that Historic England should be the first point of call for and primary trusted source of national datasets such as the National Maritime Record. This was because the HE maritime record was larger, not all coastal HERs included maritime records and some just had records from data exchange with the national record. The principles were still draft and the HIAS was to be tested by a series of work packages. There was yet to be agreement about where the line between terrestrial and maritime records should be drawn.

The Archaeology Forum Marine Policy -

The policy had been endorsed by TAF at its last meeting

(<http://www.archaeologyuk.org/archforum/TAF%20marine%20policy%20statement.pdf>). It was seen as a policy statement rather than a strategy so there was no action plan.

Coastal Concordat – a framework to streamline consents for complex coastal developments by agreeing a single lead body to coordinate. The Coastal Concordat had a low profile, difficult to find updates or to establish which local authorities had signed up.

Wales - The Historic Environment (Wales) Bill was introduced in May. This included the statutory provision of HERs although there was a limited maritime component.

Other projects discussed:

Progress of RCZAS

HE Intelligence Team's foresight report

The National Importance of Cargo Vessels – Tees Pilot (Fjordr) – project looking at the significance of post-1840 cargo vessels.

Ports, Harbours and Coastal Settlements – 3 projects – North Sea Ports, 20th Century Naval Dockyards, and Historic Environment Guidance: Marine Operations in Ports and Harbours.

x. Report from regional HER Forums

a. East of England HER Forum

Bedford Borough: The Bedford Borough Historic Environment Team is working with the HE NMP Team on a project design for NMP for the whole borough, after a successful project proposal. Haven't historically had much funding and this will be a great addition to our evidence base. Our work experience student (currently doing his MA in Landscape Archaeology at Oxford) is working out very well. He has created a number of new Event records but is now working on enhancing our WWII records, already having doubled the amount that existed in a few weeks. We have just had the HBSMRV4 minor upgrade and move to Windows 7. A further £25million pounds worth of cuts have been announced over the next 4 years, on top of the £81million pounds already saved. We already charge for briefs and quality checking of the archaeological process but may have to consider further funding options for our team of 2.

Central Bedfordshire: Digital issues with move from Citrix 4.5 to 6 (moving to new SQL server and on MapInfo 12.5 so ready for HBSMR version 5 update next year). HER for Luton still running

(on a renewable annual contract) and Central Beds cover archaeology for Luton as well. Completed all HER documentation (e.g. manual, guidelines), now continuing to move forward with the action plan – currently adding all pre-PPG16 events. SM has put in a bid to get AP digitised, and has completed role as IFP editor. Photo negative scanning has been completed but having to use HER income so limited funds to continue with digitisation programme. Still have no HER visitors room. Enquiries are down slightly from the previous 2 years and have not recovered non-commercial search numbers that used to have. Number of commercial searches is steady but declining as planners have been told to ask for less heritage statements. Have had incidences of people not consulting the HER and just consulting HG. Now require the unique HER reference to be added to reports (those submitted without an HER number will not be approved). Continued problem of 4% budget decrease year on year until 2020 across authority, No immediate concerns for HER. Beginning a new project with Greensand Ridge ‘Secrets of the Sands’ with Greensands Trust and Bedford Borough Council.

Cambridgeshire: Assistant Archaeologist left in June so intend to re-recruit for HER/Archive person. Plans for summer and autumn work have been postponed. Stewardship and archives both originally part of now vacant post so rest of the team has taken over this. Enquiries have steadily increased year on year since 2009 (92 in quarter 1, Apr-Jun 2015). We will have 2 Bradford University placement students working with the HER until May 2016 (consecutively). Financial review in Council has resulted in new ‘Target Operating Model’ with 40% less internal funding for all services including the Historic Environment Team by 2020. We’ve had in excess of 30 stewardship enquiries, the majority we could not charge for.

Colchester: Jess Tipper is the Archaeological Advisor for Colchester Borough Council. No significant developments and/or changes since the last update in January 2015.

Essex: Commissioning model of operating so supposed to be at full cost recovery for DC work and HER enquiries but is difficult to cover non-paid HER work. Have made a case for money from ECC this year but it may not continue as have to show a lot of public involvement and include a list of everything that gets done. Focusing on building relationships with Districts. Whole group of Design, Landscape and Ecology have been given go-ahead to look for work outside of Essex to bring in money – for example, tree surveys done in Kent and St Albans. At the moment have capacity to do short-term bits of work. Projects – AP not good on gravels but is good on clay with new sites coming up. End of Palaeolithic project with a seminar open for everyone in the East and South-East region. IFP coming to an end. Internal project for flood risk assessments. Enquiry levels about the same as last year, slightly more academic enquiries. Commercial enquiries are a mix of small and large projects. Lots of HLS-SHINE enquiries, mix of sites, should just break even (between those that will be charged for and those that won’t).

Hertfordshire: Upgrade to Windows 7 went well after talking to ExeGesIS. Still exploring upgrade to HBSMR v.4 but tangled up with remote hosting. Main HER Officer reduced to 24 hour week and assistant is a non-archaeologist but sends out shapefiles and requests and working on complicity manual. Kate Batt has left (Planning for Dacorum Borough and Agri-Environment). Management are planning to restructure team with a temporary replacement for Kate before permanent replacement found. Lots of development in Dacorum, especially with Roman finds in Hemel Hempstead. Increase in non-commercial enquiries from national projects to students and prospective house-buyers. Quaker Meeting Houses project is out with first OASIS records online, about 6 new houses in Hertfordshire with Hertford having one of the oldest.

Norfolk: Working on digitisation of secondary files (started with grey lit, unpublished documents and unpublished reports and are about to start extracting all of the finds-related material including artefact drawings, descriptions, coin sheets and finders’ maps). The HER is closing for most of August and September whilst this is done. Using RPJ for scanning, very pleased with work so far. Currently getting quotes for scanning photos and slides but this is a huge undertaking as it also includes large air photo collection. Currently revisiting remote hosted HBSMR ahead of scheduled ICT hardware refresh in autumn. Windows 8 abandoned in favour of Windows 7 as HP are so far behind with Windows 8 deployment. As always lots of enquiries both commercial and non-commercial.

Peterborough: PCC HER database transfer and data cleansing in progress. Recruitment of PCCHER volunteer ongoing. PCC planning team is set to team up with their counterparts in Fenland District Council to deliver an improved and more cost-effective service. The Archaeology Services of PCC and Cambridgeshire should not be affected.

Suffolk: The SCC Archaeological Service has relocated to a temporary office next door to our old office in Bury St Edmunds, with a view to moving into a permanent new office in Bury St Edmunds

later this year. In the interim, the HER paper files have been put into storage, so the HER is running a reduced service. A proposed move to Ipswich has been ruled out due to lack of space at County Hall. Have received £80,000 from Historic England to create a UAD for Ipswich, which is to be built inside HBSMR and will include a new tab on the event form to record deposit sequences. The project is due to run for 18 months and we have recruited a person to undertake the project hopefully starting in the first week of November. ExeGesIS have recently reintegrated NMP records and mapping from projects undertaken in the north-east of the county by the Norfolk NMP team and in the south of the county by the Essex NMP team. A third NMP project examining the remaining unmapped area of the Suffolk Coasts and Heaths AONB is currently being undertaken by the Norfolk NMP team.

b. East Midlands HER Forum

All East Midland HE services are still recovering from the impact of budget cuts over several years. The following are the major items of interest.

In **Leicester** HER, Chris Wardle will be retiring at the end of the month. At the moment it is not known what provision will be made for future services although a number of options are under consideration.

Leicestershire currently has a part time HER assistant working with the HER officer. This is on a three month rolling contract and, at the moment, it is not certain how much longer the part time post will continue. It is nevertheless an extremely useful and helpful addition to the HER staffing and some of the backlog is being tackled.

The **Lincoln** Heritage Database Officer post has been lost and the duties subsumed into the City Archaeologist post. But on a more positive note the Lincoln City Archaeologist is now full-time and there is also a full-time Conservation Officer. The authority is considering changing and updating its heritage database and is looking at 'Archer' the database in open source software used and promoted by the Getty Institute.

Lincolnshire HE services have been reorganised as part of the progression of the council towards becoming a commissioning authority. The HER has also moved to smaller offices with fewer desks. The HER has imported the Lincolnshire Heritage at Risk project data into the computerised HER. The project was run by the Heritage Trust of Lincolnshire using volunteers. The authority has finished implementing cuts of 65m to its budget and now has to find a further 65m cuts for 2018.

North Lincolnshire HER is collaborating within a wider partnership on a landscape project covering the Isle of Axholme and Hatfield Chase. Funding has been sought from HLF and has been gained for the first stage, the enabling stage.

Nottinghamshire is now using the exeGesIS HBSMR software and is aiming to have their data on the Heritage Gateway before the end of the financial year. Otherwise there are no major changes.

c. London HER

- Taken on a temporary HER Project Officer to help with our APA review programme, until the end of the financial year. First paid for review about to be completed for LB Croydon. Also comments in for our draft APA guidelines, which will be updated shortly.
- Very busy search wise, and Thames Water have renewed their annual contract.
- AP project
- Undertaking a review of the GLHER; looking at our needs and other internal and external stakeholders.

d. North West HER Forum

There has been one meeting (24th September at Chester) since the last ALGAO HER Committee meeting of the 10th of June.

Linden Groves of the newly formed The Gardens Trust attended the last meeting. The Garden History Society and the Association of Gardens Trusts voted to merge their two organisations to become The Gardens Trust. The Department for Communities and Local Government has announced that The Gardens Trust will be the statutory consultee in relation to planning proposals which affect historic designed landscapes on the Register of Parks and Gardens of Special Historic Interest in England. The Historic Landscape Project is managed by The Gardens Trust, with funding from Historic England, to support County Gardens Trusts (CGTs) in the conservation of historic designed landscapes. The Gardens Trust is

encouraging CGTs to work with their local HER officers to establish how they can best contribute their research and local expertise to HERs.

Cheshire Archaeology Planning Advisory Service: Following the Service Review of 2014-15 the Archaeology Planning Advisory Service the Team Leader (County Archaeologist) post was deleted and a part time Development Control Archaeologist post created. Permission was also given to backfill the unallocated hours of one of the HER Officer posts. Both vacancies have been filled and Mark Leah is now the professional lead for the service.

Cumbria County Council: The Cumbria HER have currently opted out of the Countryside Stewardship consultations, although they are examining the possibility of using a consultant to undertake the work on their behalf. Ken Davis (Lancashire CC) continues to man the HER on a part time basis.

Greater Manchester Archaeological Advisory Service: The service, hosted as part of the Centre for Applied Archaeology at the University of Salford, has moved buildings again. This is working well; the Archaeology Centre is now expanding and is beginning to integrate with the rest of the School of Environment and Life Sciences in relation to teaching and research. The field unit based at the Archaeology Centre are changing their name to Salford Archaeology.

AGMA are expected to extend the GMAAS SLA contract to the end of 2016 but there is uncertainty about what happens after that. In any case there will be a 12.4% cut in the budget from 1st January 2016. Norman Redhead will only work half-time for AGMA next year and focus on project work the rest of the time.

The HER was showcased at an open day for the Dig Greater Manchester flagship excavation at Radcliffe as well as other events. GMAAS are working with the Heritage Trees Project, a four-year project run by Red Rose Forest (the Community Forest for central and western Greater Manchester) which launched earlier this year.

Lake District National Park Authority: A stage two HLF application for a project at the Coniston Copper mines has been submitted. LDNP are hoping to receive c. £440,000 from the HLF to complete conservation work to various structures across the 57 hectare site and remove it from the At Risk register. There is also a programme of interpretation and activities which will provide opportunities for the local and visiting communities to engage with the Coniston Copper mining heritage. If successful, the project will start in October/November and run for two years. LDNP has also submitted a stage two HLF bid for a Landscape Partnership scheme called Rusland Horizons. An application was submitted at the end of September. The team is continuing to carry out a programme of conservation using the Lake District Archaeology Volunteers network.

Lancashire County Council: Ken Davis (HER Officer) has been seconded to the Cumbria HER for two days a week.

Merseyside HER: The team are now at 66% complete for Phase 1 of the digitisation project (Phase 1 being the paper SMR records) and preliminary preparations have taken place towards the provision of a planning advisory service. The HER had six students from Liverpool University each for two week placements over the summer and will soon be adding mapping to its data presented on the Heritage Gateway.

Next Meeting: TBC

e. South East HER Forum

The SE Regional HER Group met last week and agreed that Julia Wise (Historic Environment Record Officer, Buckinghamshire County Council) will be the rep for 1 year, after which someone else might like to have a go.

From the SE Meeting: Would it be possible to cut down the minutes to include just issues raised on the day, and leave the round-ups out but accessible somewhere else? (Good that they are so lengthy as it shows the committee is engaged in lots of work and also more open.)

Julia Wise, Bucks will represent the SE region for the next year.

CS Scheme, good, website simpler, but lack of training, information about invoicing, and some issues with website (wrong email addresses), and mapping could be a bit bigger.

East Berks: Started using exegesis remote hosting, and very pleased with it. HLC project going well also. HER now based in Berkshire Record Office, but HER records on the other side of town. Looking a digitizing legacy papers. DC Officers adding skeleton Event & Source records which is making a huge difference to report backlog.

Oxford: Smaller team, HIC Officer has gone, as has Assistant Archaeological Officer, and unlikely to be replaced, but will be recruiting a new HLCO. Workloads increasing, and undertaking digitization due to limited storage space. Possible SLA with districts.

Surrey: Moved back to CO (in Greater London), and under Planning. Looking at a digitization project in the future. Also getting HBSMR. Had commercial consultants using the SY Website rather than getting HER search, so putting a stop to that.

Soton: Budget cuts, so Ingrid doing more planning work, and concentrating on HER backlog. No space for volunteers.

Portsmouth: Facing further cuts next year, but increase in searches, and outreach going well.

Hants: Alan Whitney has taken over from Alex Bellisario (Citizen), and now charging for HER searches. HER moving to HBSMR, but had considered other open source options.

East Sussex: HE funding for post ended, now funded by LA, looking at a tiered APA system. War memorial project with recording by volunteers. Reducing report backlog, using W Sussex HER Ass. LA now using agile working. suggesting using Skype for meetings, hot desking, and using café for team meetings.

West Sussex: Hot desking, but within team areas. Report submission down since cancelling SLAs with Districts, down to D & Bs to get reports. Issue with getting arch advisors consulted. Moving towards self funding, and restructuring.

IOW: Using LIDAR to enhance HER mapping. Moved from old site to one nearer museum store.

Bucks: HS2 using data without permission, odd search areas. Asking for most of the county – took it to legal. HER searches are on the backburner as having to focus on CS. exeGIS updating the Bucks website.

West Bucks: Now in Culture; may end up in a trust at some point. Corporate strategy does not say about protecting heritage, more about outreach. Creating heritage post for neighbourhood planning project. WA project looking at predictive modelling of Pal sites.

Kent: Still just HER manager and part-time HERO, so dependent on volunteers (about 0.75FTE over the year). Two undergrads over the summer reduced report backlog to c.350, and another has updated the UAD. Canterbury City has a new archaeologist, Rosie Cummings (PT only). Recently completed Stow Basin Palaeolithic Project which cleaned HER data in E Kent and revealed lots of sites not included when the SMR was built in the 1980's. Also enhancement projects on 20th century military and civil defence in Swale and Thanet, plus another on WWI VAD hospitals.

f. South West HER Forum.

No meeting since the last ALGAO-UK HER Committee meeting. The next meeting is to be held on 14th October 2015.

g. West Midlands HER Forum

We have not had a meeting since our last ALGAO meeting in June so just a couple of staffing updates to provide:

- Coventry: New HER officer, Graham Tait ☺
- Herefordshire: Lucie Dingwall has now left to work for a small environmental consultancy
- Worcestershire: New member of staff, Adrian Scruby
- Staffordshire: Julie Hall has now left the HE team. Debbie Taylor secondment to AMEY has been extended until November as the review of the service is still ongoing.
- Staffordshire and West Midlands: PAS Officer Teresa Gilmore is shortly to go on maternity leave.

The next meeting will be hosted by Worcester City at The Guildhall on Monday 2nd November.

h. Yorkshire, Humber and North East Regional HER working party

The Yorkshire, Humber and the North East HER Working Party last met on Wednesday 16th September 2015 at Historic England's offices, Tanner Row, York

Countryside Stewardship / SHINE. General consensus that online system seemed to be functioning adequately, with a few teething problems/hiccups. Some discussion over payment and eligibility for payment, which need clarification from NE. Most noted that a significant additional workload

Britain from Above Collection. Request from Meeting to Historic England Attendees to inquire if there are any plans to pass on data from this project to HER's.

HER / ALGAO Committee. Leonora Goldsmith agreed to be Yorkshire and Humber region representative on this Committee.

Regional Round up's

Durham:

HER Software – Development on-going but some issues with how being managed by ICT
Planning now using IDOX software – still being rolled out and work streams adjusted
FLO Rob Collins left (November 2014) and was replaced by Ellie Cox (April 2015)
Lee McFarlane left DCC June 2015 – resulted in replacement for only one year, and need to re-jig team roles eg HERO now doing DM
As of 14/09/2015 DCC HER is on Heritage Gateway
HLC – project to get this online by end of financial year

Tees Archaeology:

No further progress has been made with the HER Audit Action Plan, due to lack of time.
A Teesside University 6 week IT placement during June and July was used to improve the HER interface on the website, although the level of information available remains very basic.
All Tees Archaeology staff remain on a 4 day week, although Peter Rowe is currently doing an extra day until Christmas to cover specialist work.

North Lincolnshire Roundup:

Senior planning officer managing the HER left for the private sector in June. New SPO appointed, arrives October.
Still no office space at Civic centre, so HER still at Church Square House.
HER paper archive was moved at short notice to Glanford House Flixborough in June. 40 minute round trip to collect or deposit a file.

West Yorkshire HER (September 2015):

Jason Dodds (HER Officer) is still working full-time on the Historic England funded West Yorkshire Palaeolithic and Mesolithic HER Enhancement Project, due to finish in November 2015.

All other HER services are being covered by Rosalind Buck (HER Information Officer) and Rhona Finlayson (temporary Assistant HER Officer)

WYAAS will be moving offices to the West Yorkshire Joint Services' headquarters in Morley (near Leeds) in spring 2016.

WY Historic Landscape Characterisation project: Stage 2 is on course to be completed by the end of November 2015. Stage 3 (reporting and analysis) is due to be completed by the end of December 2016.

All Development Control work for West Yorkshire is still only being covered by one DC Officer (David Hunter), with support from the Principal Archaeologist (Ian Sanderson).

Humber SMR:

Both SMR enquiries and visitors to the SMR have been very busy.

The Archaeology Manager has now retired, we do not have any further information related to what the council plans to do with the post. So at the moment there are only three members of staff covering the work. The main running of the SMR and the covering of the Archaeology Managers duties falls with the Senior SMR Officer.

Northumberland:

We have a long-term volunteer who always makes a useful addition to the team, helping out with several tasks, mostly including SMR enhancement.

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

Keith Elliott (HER Assistant) left at the end of June to take up a combined DM/HER post in Warwickshire and his post has been frozen

Historic England (Heritage Information Partnerships) Update:

HE Heritage Information Partnerships are presently undertaking 2 HER audits (trailing the new online recording system) and 7 audit revisits (2 trialling the new online system and the remainder undertaken by traditional means).

The HER Forum summer meeting took place in York on 08-07-15.

Advance notification was now being issued regarding Historic England's new Enhanced Advisory Services (to be available from 12-10-15).

ND and PW both attended a Historic England staff event at Warwick University on 2nd-3rd July. More than 700 HE employees attended, watched and participated in a series of presentations and workshops. The event as a whole had been tremendously instructive and had done much to foster corporate spirit.

Any Other Business:

Keith Elliott (CBA North and former HER assistant at Northumberland) attended the Durham Home Front Legacy day in August and wanted to pass on the following report:

There was a mixed audience of around 14 including those with professional backgrounds some independents and some local societies. There was a good regional spread for the North East with people from Alnwick, Sunderland, Newcastle, Durham.

The audience's existing knowledge of HERs was somewhat mixed and, although there were no HER questions, the end of day feedback was positive.

13. Country updates.

i. ALGAO Cymru

Historic Environment (Wales) Bill:

This Bill is still progressing through its various stages within the Welsh Government. The results of the first round of public consultation have been processed and as far as is known there have no major objections. The Bill is still on course to go before the Senedd in spring 2016 and thereafter receive royal ascent. It is now understood that the various guidance papers that accompany the Bill can only go out to final consultation once the Bill has received ascent, so there will be 3 month plus lag before we know exactly where we are with the status of HERs

In the meantime the Welsh HERs have been meeting with their various local authorities to ascertain whether they are happy to continue the existing arrangements with the Welsh Archaeological Trusts providing an HER service. As yet none of the authorities have raised any objection to the continuation of the present regime – although as yet not all been seen and they do have approximately 11 months in which to change their minds

The Historic Environment (Wales) Bill is still available at

(<http://www.senedd.assembly.wales/mglIssueHistoryHome.aspx?Ild=12573>) as are its

guidance papers at

(<http://cadw.gov.wales/historicenvironment/policy/historicenvironmentbill/guidancedocuments/?lang=en>).

Historic Environment Data Standards Working Group for Wales:

This group has continued to work on various thesaurus and word list issues. It has been agreed that editing rights will be sought from "Heritage Data", which now holds an increasing number Welsh thesauri, to edit these data and to keep the various lists up to date.

Links have been forged with the Buildings at Risk database, prepared on Cadw's behalf by Scott Handley, and it has been agreed to link the URLs for buildings in the database to the HER.

A program of work is being agreed to update the look and feel of the Historic Wales website, which acts as a gateway for access to National Monuments Record for Wales, Historic Environment Record, Cadw Listed Building and Scheduled Monuments data and National Museum of Wales Records. Improvements will be made to the front pages to more clearly identify the web site's purpose.

The group is intending to invite the National Trust to join its ranks

Natural Resources Wales:

Natural Resources Wales has progressed its Memorandum of Understanding with the Welsh Archaeological Trusts. The Memorandum will set out how NRW interfaces with the Trust's Heritage Management Services - including the HER – and with other areas of heritage work.

However internal issues within NRW concerning the mechanism for payment for services provided are still holding up the final stages. It is hoped that these issues can be resolved within a reasonable time frame.

National Archaeological Archives Panel:

The National Archaeological Archives Panel, which includes representation from ALGAO Cymru, has produced a new draft standard document based on the recently published European Standard (*A Standard and Guide to Best Practice for Archaeological Archiving in Europe*). It is expected that this draft will be approved within the next couple of weeks, and that it can then progress to the Historic Environment Group from whence it can be issued.

Glastir (all Wales agri-environment scheme):

At the risk of being repetitive I will simply repeat what I said to the last meeting

“The hold up in funding for work on the production of Historic Environment Feature management reports under the Glastir scheme continues, as the new contract governing this work still awaits finalization. This is now causing acute staffing problems and if funding is not secured soon it may not be possible to produce the reports for 2016 within the given time frame as staff will have been redeployed or lost.”

I suspect it is now unrealistic to consider that all work that might be required by Glastir can be done.

Work continues on the production of Historic Environment Feature polygons as part of Cadw funded field projects. These polygons have been sent to Glastir in the hope that they will be used by the forthcoming application round.

HER software – HEROS:

The Wales HER software suite continues to develop under the HEROS partnership. HEROS (Historic Environment Records Open System – look at heros.software) aims to inform the HER, and other, communities about this rapidly developing open source software suite. The initiative continues to attract a growing interest from English HERs!

Roman Rural Settlements:

The Leverhulme Trust project looking at Roman Rural Settlement has now completed its data gathering for Wales and the preliminary results will be presented at a one day seminar in Cardiff on November 4th. It is hoped that the results of this work will be successfully incorporated into the HERs.

ii. Scottish SMR Forum

The Scottish SMR Forum met on 20 May, 2015.

Inverclyde Council – Still no archaeology service provision.

Aberdeen City Council - An SLA is being drawn up by Aberdeen City Council with the Archaeology Service for Aberdeenshire, Moray and Angus Councils to provide archaeological advice and to maintain the HER. Once the SLA is in place a new post will be created.

Dumfries and Galloway Council – After the death of Jane Brann last December, Andy Nicholson has been seconded into her post on a temporary basis pending a service review. It seems likely that the HERO post will be dropped and that the service will be reduced to a single post.

Comhairle nan Eilean Siar – Western Isles Council - After Debbie Anderson left to take up a post with the CBA in York, her post has been left vacant pending a service review. Kevin Murphy, the assistant archaeologist, has had his temporary contract renewed until the end of the financial year.

SHED Strategy - The SHED Programme Board is working on an Implementation Plan for the SHED Strategy (Scotland's Historic Environment Data Strategy). A workshop is being planned for Nov 26 hosted by Built Environment Forum Scotland (BEFS) for stakeholders from throughout the heritage sector, and one of the topics for discussion will be the implementation plan, and prioritisation of projects.

The SMR Technical Working Group, on behalf of the SHED Programme Board, will be starting a list of standards and links to information used by different parts of the heritage sector, and these will be made available on the SHED pages of the SMR Forum website.

Polygonisation projects – one of the objectives of the SHED Strategy is the polygonisation of historic environment data. Many of the HERs/SMRs in Scotland already have polygonised data,

but the areas that do not have been identified as a priority. Projects in a few of these areas have been proposed and bids for funding have been put in. Project management and training will be provided by the Data & Recording team at Historic Environment Scotland, in partnership with the SMR Forum.

It was noted that a Scottish HBSMR Users Group will meet (and feed into the national HBSMR Users Group meeting).

It was noted that RCAHMS and Historic Scotland are now Historic Environment Scotland. This organisation has a new chief executive. One item to note was that there is a new right for owners to appeal designation decisions.

BW has stated that he will try to attend Scottish SMR Forum meetings (next meeting on 24th November).

iii. RCAHMS / Historic Environment Scotland

The primary thing to highlight is that the Royal Commission on the Ancient and Historical Monuments of Scotland (RCAHMS) and Historic Scotland are now Historic Environment Scotland. Please see this link to find out more: <http://www.rcahms.gov.uk/news/welcome-to-historic-environment-scotland>