

HER21: Developing Historic Environment Records for the 21st Century: A Historic Environment Enabling Programme

Introduction

English Heritage is committed to Heritage Protection Reform (HPR). A critical element of this reform is ensuring that useful, appropriate and accurate information is readily available to those making planning decisions about the character and components of the historic environment.

Government recognises the central part which Historic Environment Records (HERs) play in providing access to this vital knowledge. English Heritage recognises its own responsibility in assisting local authorities to develop HERs which comply with HPR approaches and which enhance the evidence base for effective planning.

English Heritage in partnership with the Institute of Historic Building Conservation and the Association of Local Government Archaeological Officers is developing a strategy for HPR compliant HERs. It is envisaged that implementation of this strategy will take place between 2010 and 2015, subject to funding being available.

In 2010/11 therefore, we are intending to invest a sum of £400,000 in projects dedicated to assisting HERs in the move towards full HPR Compliance in England.

While this is a significant sum, we recognise that it will not of itself deliver HPR compliance in all HERs nationally. The projects will therefore focus on developing exemplars and good practice, delivering guidance and assisting with infrastructural improvements to provide working models.

This scheme will run initially for **one year only**. It will be run in accordance with Historic Environment Enabling Programme protocols (please see www.english-heritage.org.uk/HEEP).

An HPR compliant HER

Historic Environment Records (HERs) are information services that provide access to comprehensive and dynamic resources relating to the historic environment of their locality for public benefit and use. Typically, they consist of databases linked to a Geographic Information System (GIS), together with associated reference collections and are managed by dedicated staff. HERs are unique repositories of, and signposts to, information relating to landscapes, buildings, sites and finds spanning more than 700,000 years of human endeavour. Their content complements and enriches the collections of museums, archives and local studies libraries, and underpins the work of local authorities (and National Park Authorities) to identify, record, protect, conserve and interpret the historic environment designation and planning decisions.

The strategy for HPR-compliant HERs is aimed at ensuring that they become more integrated within the planning system. Engagement of all the professionals who use and operate the planning system, within and outside of local authorities, in the production of HPR-compliant HERs will ensure that they are both relevant and sustainable. Achieving this will maximise the benefits to be gained in terms of the development of holistic HERs together with more efficient and effective integration into the relevant planning processes and systems. This scheme has been designed to work towards this goal.

HER21 Scheme Structure

The scheme will comprise the following strands of activity

1) **Strategic research.**

Projects will be commissioned by tender. They will aim to provide the sector with greater understanding of user requirements, integration of HERs with wider planning process, and establish standards or guidance for HER development.

2) **Expanding the Content and Coverage of HERs for HPR Coverage.**

Projects will be anticipated that will be developed by, or in close conjunction with, local authorities to explore and demonstrate new methods of integrating the full range of historic environment data into HERs, to forge effective links with relevant datasets held outside those HERs, and to explore the challenges and opportunities presented by increased on-line public accessibility to HER data. HER backlog projects will not be considered.

Projects funded within the scheme will be required to deliver formal reports which can be taken forward to develop standards and guidance that will be used by other HERs to shape their own development.

The potential for carrying the project forward after March 2011 will be assessed on the success of the first year. A seminar will be arranged to provide the opportunity for funding recipients to present their results/conclusions.

SHAPE and HER21

SHAPE is English Heritage's strategic framework for commissioned projects. Project applications and tenders must identify the primary relevant Sub-Programme (For more information please go to www.english-heritage.org.uk/SHAPE)

Projects under Strand 1 will align with SHAPE Sub-Programme 41123.110
(*Researching Local Authority Priorities and Requirements*)

Projects under Strand 2 will align with SHAPE Sub-Programme 41161.110
(*Systems Research for Historic Environment Records*)

Time Frame

All projects must be completed and report by 15th March 2011. A timetable for the two strands is presented below. No extensions beyond this date will be possible, and any outstanding funding on incomplete projects will be retained.

Scope, Eligibility and Schedule

Strand 1: Strategic research

Projects will be by tender against Project Briefs issued by English Heritage.

Projects will be open to consultants and organisations demonstrating a clear understanding of the issues of Heritage Protection Reform, a full working knowledge of HERs, and a proven track record of ability to deliver within tight time constraints. Projects will include the following:

- MIDAS Heritage compliant information flows into HERs – guidance on specifying standards for information which is to be incorporated into HERs
- Interoperability of HERs and the electronic planning system and Local Authority Electronic Planning systems and the MIDAS data standard – These two inter-related projects explore whether the historic environment modules of electronic planning systems have the potential to be interoperable with HERs using the MIDAS data standard.
- Constraints/alert mapping of historic environment data – developing the current ad-hoc nature of alert mapping and providing standards guidance to maximise relevance and usefulness to others involved in the planning processes
- GIS Data Standards for HERs – developing GIS standards for HERs in order to bring about interoperability between GIS outputs from HERs and also between HERs and LA GIS systems.
- Scoping the role and responsibilities of a HPR Compliant HER officer – guidance on the knowledge, understanding and skills needed of a HER officer working within an HPR compliant environment.

Strand 1: Project Application Schedule

Project Briefs will be posted on the English Heritage website (see <http://englishheritage.q2b.info/>) on or before **30th April 2010**.

All expressions of interest must be declared by 17.00hrs on **31st May 2010**.

MoRPHE-compliant Project Designs must be submitted to English Heritage (Diana.quinn@english-heritage.org.uk) on or before 17.00hrs on **30th June 2010**

Winning tenders will be notified on or before **15th July 2010**. We anticipate projects formally starting from 31st July 2010.

Strand 2: Expanding the Content and Coverage of HERs for HPR Coverage.

Funding will be available to local authorities or organisations working in close association with them. A maximum of £40,000 will be available for any one project.

English Heritage will especially welcome applications which include multiple HERs, and/or which integrate different tiers of local government. Project teams which include HER officers and curatorial expertise from district and county/AONB/NPA level will be particularly welcomed.

English Heritage will favour applications which demonstrate integration and partnership between different tiers of local government. Project teams which include local authority curatorial representation from those with expertise of the historic built environment and landscapes will be particularly welcome.

Projects will deliver the following kinds of HPR enhancement or test cases:

Projects which test the methodology and applicability of making available the full range of commonly encountered historic environment data (for example the built environment – especially event and condition data relating to designated buildings and landscapes: HLC characterisation) through the HER or integrated within it. Here EH will be looking for creativity in accessing relevant data sources (born digital or digitised as part of project), developing consistency of standards and logicity of approaches, building on current good practice towards a common national approach, and wider consultation with user groups.

Projects which test the capture of, and/or demonstrate electronic access to valuable thematic or period based datasets at a regional or national level (for example relevant ‘event’ or ‘monument’ data held by active local groups or national amenity societies). Such projects will not consider one-time downloads, but must explore effective updating/live linkage, and must include the owners of such data sources at all stages of project planning and implementation.

Projects will be eligible if they can provide confirmation of the following:

- Evidence of commitment to the principles of Heritage Protection Reform by the authorities managing the relevant HER(s) and associated Local Planning Authorities.
- Evidence of long-term commitment to HER development
- Evidence for demonstrable cooperative working with built environment and landscape partners
- Evidence of commitment to providing public access to HERS for example through Heritage Gateway (see <http://www.heritagegateway.org.uk/gateway/>)

- Evidence for project compatibility with the use of OASIS (see <http://www.oasis.ac.uk/>)

The form of this evidence may be in terms of appended copies of strategic plans, service level agreements, letters of commitment from an appropriate senior executive, portfolio-holder or similar.

Strand 2: Project Application schedule

The scheme opens for applications on **15th February 2010**

All applications should be submitted electronically to Historic Environment Commission Winter (HECT) (Charlotte.winter@english-heritage.org.uk) by no later than **15th April 2010**.

Project naming

Please ensure the project title starts with HER21. For example: **HER21: Developing Built Environment Event Records in Loamshire**

Proposal Stage

Applications should be in the form of MoRPHE-compliant **Project Proposals** (see www.english-heritage.org.uk/MoRPHE). Proposals should include costs for developing a full MoRPHE-compliant Project Design.

Selection process

In the case of oversubscription, a sift board will be held to identify those projects to be taken forward to the next stage. The business case, outputs and expected outcomes identified in the Project Proposals will be very significant in the selection process: quality will be of greater importance than price. Sifts and decisions in principle will be communicated by **30th April 2010**.

Project Design stage

Successful applicants will be invited to prepare a **Project Design** to be delivered to HECT by no later than **31st May 2010**. Revisions required will be notified by **15th June 2010** and projects can commence immediately they have been addressed and a revised Project Design signed off.

Strands 1 and 2: Project Reports and Deliverables

Draft reports/deliverables

Please leave time for draft reports to be circulated and revisions to be made. Project duration will be determined in the Project Design, but there are certain immovable deadlines which will apply to all projects. We would request submission of draft reports **as pdfs** (if textual) by **1st February 2011 at the latest** and comments will be returned by 28th February 2011.

Final reports/deliverables

All final deliverables must be received by **no later than 15th March 2011**.

These must include:

- Project report/products as agreed in PD
- MoRPHE Project Closure report assessing outcomes of project and success against aims.
- Confirmation that Project Archive has been completed and submitted to appropriate host.
- Project reports and archives will be made publicly accessible via ADS once signed off. Please ensure that all relevant copyright/online reproduction rights have been agreed in writing before submission.

Scheme management and oversight

Standard Historic Environment Commissions terms and conditions will apply to all projects. These can be found in our Guidance for Applicants (www.english-heritage.org.uk/HEEP). Help and advice is available from the Historic Environment Commissions Team (Buzz Busby - Buzz.Busby@english-heritage.org.uk - 07769 886532) and Local Authority Historic Environment Liaison team (Dave Batchelor – David.Batchelor@english-heritage.org.uk – 0207973 3282/ 07711 186040); enquiries about contractual and finance issues should be directed to the Historic Environment Commissions Team (please email Beverly.hawkins@english-heritage.org.uk and include 'HER21' in the subject line).

Successful applicants will be assigned an English Heritage Project Assurance Officer (PAO) if their organisation does not already have one assigned. The PAO will be the primary contact between the successful applicant and English Heritage. S/he will be responsible for monitoring the delivery of the project(s) being undertaken by each applicant against the agreed Project Design(s) and recommending payments against agreed performance indicators

Additional useful information

Sites and Monuments Record to Historic Environment Record: Local Authority Case Studies.

This new English Heritage publication showcases the exciting range of uses to which Local Authorities have already put their HER. Case Studies range across five themes including access and outreach, content and coverage, partnership working, interoperability and information management.

www.helm.org.uk/HERs

For further information contact Sarah Reilly sarah.reilly@english-heritage.org.uk

HER21: Towards HPR-compliant HERs
HEEP Scheme 2010/11 Timetable

<i>Deadline</i>	Directed Mode (To be directly tendered)	Responsible	Responsive Mode (To await applications)	Responsible
15th February 2010	Scheme posted on website and open			EH
15th March 2010	Briefs for tender started	Project Team	Sift Board(s) identified	EH
15th April 2010			Proposals received and scheme closed if oversubscribed	Applicants/EH
30th April 2010	Briefs for tender completed and mounted	Project Team	Sift process completed	EH Sift Boards
31st May 2010	Closure date for expressions of interest	Applicants	Project Designs Received	Applicants
15th June 2010			Project Designs Agreed, Commissions issued	EH
30th June 2010	Submission of Tenders (Project Designs)	Applicants		
15th July 2010	Sift process complete	Sift Boards		
31st July 2010	Project Designs agreed, Commissions issued	HECT		
1st August 2010	Report to Advisory Group on programme			EH
1st February 2011	Submission of draft reports (as PDFs) to English Heritage for comment			Applicants
15th March 2011	Projects Completed and deliverables submitted			Applicants
15th May 2011	Review of scheme circulated to advisory group			EH