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# SMR News

## The Newsletter of the SMR Users Group

Issue 11 - August 2001

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SMR News is produced by English Heritage and is distributed free of charge to members of the SMR Users Group twice a year.

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### A Note from the Chair

Emma Jones, Warwickshire SMR Officer

Many people feel the most useful part of our meetings is when we are able to chat with colleagues and exchange ideas, so the meeting held in York on May 22<sup>nd</sup> was split into two sessions. This was generally well received and I hope to develop the setup at future meetings. The next meeting will be split with a single discussion-led session in the morning and a couple of presentations in the afternoon. This issue of SMR News contains a summary of the two seminar sessions held at York (digital data, and applications to the HLF); I hope they are useful to SMR Officers who were not able to attend the meeting as well as those who were there.

With the Culture and Recreation Bill excluded from this session of Parliament the urgent need to design acceptable measures for statutory status for SMRs has diminished. However, the issue is likely to re-emerge and it is prudent to work towards a situation whereby achieving statutory status as a realistic goal for SMRs. With this in mind our next SMR User Group Meeting will take the theme of moving SMRs towards Statutory Status. Although the discussion subjects have yet to be decided, it is likely that we will use a couple of key issues to act as focus points for group discussion.

As I will be on maternity leave for the next SMR User Group Meeting, I am currently trying to press gang a number of people into chairing the meeting, if anyone has a yen to do it, please don't be shy. Similarly, if anyone has a suggestion for venues for forthcoming SMR User Group Meetings, suitable discussion topics or presentations let me know either through SMR Forum for open discussion or email me at [emmajones@warwickshire.gov.uk](mailto:emmajones@warwickshire.gov.uk).

### Sites and Monuments Records or Historic Environment Record Centres? A Problem of Terminology

David Miles, Chief Archaeologist, EH

Some concern has been expressed about the recent proliferation of the term 'Historic Environment Record Centres'. This was used in *Power of Place: the future of the historic environment* - the review of policies relating to the historic environment of England; co-ordinated by English Heritage (EH) on behalf of the Department of Culture Media and Sport (DCMS) and the then Department of Environment, Transport and the Regions.

Recommendation 16 states that the Government should 'ensure that local authorities have access to properly curated Historic Environment Record Centres'.

At the same time as *Power of Place* appeared, a Culture and Recreation Bill was stuttering through Parliament, finally expiring with the announcement of the General Election. As a result of amendments, the Bill also used the term Historic Environment Record Centres or HERCs and proposed that they should be made a statutory requirement.

Some curators of SMRs appear to be anxious that 'HERCs' may imply an intention on the part of EH and/or the DCMS to undermine the present system of SMRs and replace it with a larger-scale, regional

network. This is not the case, but it may help to explain how HERCs, as a term, came about.

When the amendments to the Culture and Recreation Bill were considered by the Government, EH was asked for advice. We expressed great enthusiasm for the concept of statutory SMRs, but emphasised the conclusions of the Baker Report – that standards and support varied considerably and that there was a worrying trend towards fragmentation which meant that some SMRs were very small or under-resourced. We also noted that many SMRs did not adequately cover the built environment or reflect the growing need for wider characterisation of the historic environment. If an information network was to be made statutory, EH was anxious not to fossilise the present system, or imply that it was itself an ideal. Rather, we hoped to see SMRs broaden their scope: include buildings and the wider historic environment and integrate with other local authority or special interest records.

For this reason, EH supported the use of the term 'Historic Environment Record Centres' with the implication of broader, more integrated records operating to an agreed standard.

Discussions around the Culture and Recreation Bill with DCMS included the question of costs, particularly of updating record backlogs, and of standards, which in the event of the Bill becoming law, would have been the responsibility of the Secretary of State.

Now this, in a sense, is ancient history as the Bill was lost in the run-up to the election. However, the HERCs concept remains in *Power of Place*, and the Government response to the Review is imminent.

It remains to be seen if the Government will choose to revisit the issue of statutory records. However, in the meantime, EH and the Association of Local Government Archaeological Officers (ALGAO) have established a working party on SMR standards. This is chaired by Jan Wills, Chair of ALGAO and, alternately, by myself as Chief Archaeologist at EH.

The best SMRs are already functioning in accordance with the more inclusive and integrated HERCs model. Our aim is to capture and promote the best standards and encourage local and national government to aim for these. No rational creature would create the present system of English SMRs, which have sprouted and grown over the past thirty years. When PPG16 appeared in November 1990 it listed, in Annex 2, some forty-six contact addresses for SMRs. A decade later there were over one hundred. More does not necessarily mean better.

However, it would be unrealistic and impractical to consider dismantling or by-passing the present system. Instead central and local government should be encouraged to accept a sensible and reasonable definition of standards and of the expertise required to operate, develop and interpret the record.

The working party will put these standards in place with a deadline of late January 2002. We welcome any comments to myself, David Miles, Chief Archaeologist, English Heritage, 23 Savile Row, London, W1S 2ET.

## **Dealing with the Digital Revolution: what do we want, how do we want it, and how can we join it all up?**

**William Kilbride User Services Manager  
Archaeology Data Service**

Archaeologists have long been at the forefront of applied computing. The volumes of "Computer Applications in Archaeology" and assorted papers are testimony to the enthusiasm and expertise with which archaeologists have seized the digital initiative. Yet, the last few years have seen a rapid acceleration in political, institutional and financial investment in digital infrastructures, presenting us with new opportunities and new challenges. There are three areas of ADS work where local heritage officers have a key role in forming and influencing debate: the supply of electronic data from field work; the long-term preservation of digital data; and the construction of inter-operable information systems. The latter of these - the electronic supply of records - has been at the forefront of our minds recently, not least because of the second edition of *Digital Archives from Excavation and Fieldwork: A Guide to Good Practice*. ADS involvement in a recent IFA standards review has also focussed attention on the issue. As ever, technical solutions are possible: it is time to talk about whether and how we implement them to best advantage.

There is a basic problem in the flow lines associated with digital data in heritage management. Most, if not all, fieldwork data is "born digital" as word processed reports, CAD and Geophysical images, or on-site GIS. As often as not, however, the units involved supply this data to SMR officers in paper format, or in formats that cannot communicate with native systems. This leaves the SMR officer in the unhelpful position of labouring with a back-log of reports that need to be re-keyed into the SMR index. This is essential so that any results (or none!) can be fed back into the automated tools used in the planning process. Of course, this process is not simply a mechanical information flow. The paper reports allow time for consideration and validation,



organisations have different roles in this validation process. In some cases, the National Moments Record would be able to undertake this work. In most cases, the local heritage managers with detailed local knowledge will be better placed, especially if they were responsible for the original planning brief. In most cases, local SMR officers will seek OASIS records as event records. In other cases, the record may be more useful if presented as a source or monument record. Each SMR has its own particular needs. Though this presents a sophisticated technical challenge, it can be overcome if the consultation and review is sufficiently detailed.

Finally, this wider consultation involves much more than Sites and Monuments Records. Field workers will also have to be consulted about what is feasible and practical as well as technically possible. All of the information sought is data that would normally be gathered on a field project. It does not ask for new or extra data to be gathered, simply that it be presented in a new way. Project managers may need training or encouragement to make the project a success.

So, the ADS is now seeking your involvement and support for the OASIS project. SMR officers in particular may want to consider whether or not this would help them with their work. Can specific fields be identified that are pre-requisites for local need, and can these be included in project specifications? How would you like to receive the data: on disk, by email, as a text file or in a database format? Who should undertake validation, and how would the form assist in data exchange between units, SMRs, NMRs and the ADS? There may be specific parts of the form that need to be corrected or changed for local needs. If so, we need to know!

If you are interested, and would be willing to take part in a trial, then have look at the OASIS form online at <http://ads.ahds.ac.uk/project/oasis/> or contact us at [oasis@minerva.york.ac.uk](mailto:oasis@minerva.york.ac.uk)



A D S

## Heritage Lottery Funding for SMRs

Martin Newman, Heritage Information Partnerships, NMR, EH

At the SMR User Group meeting in York there was a session on applying to the Heritage Lottery Fund (HLF) for support within the Unlocking Britains Past framework. This was designed to be a two-way exchange of information with the HLF/EH putting over common issues from bids received so far and the SMRs asking questions and feeding back their thoughts on the process to the HLF.

### Points of concern raised by HLF and EH resulting from comments given back to SMRs

#### Market Research/Consultation

SMRs need to consider the following questions. Each SMR should develop this area based on its own situation/location. The market research can be developed/refined as part of the project. A plan for user participation should be included in the overall plan.

- Who should be consulted?
- Who are the current user groups?
- Who are the potential users and how can they be reached (just putting information on the web is not developing new audiences)?
- Which age groups are being targeted?
- What is the level of information required for the audience/audiences?
- How will users wish to access information?
- How will users be involved in the project/piloting?
- How will the project address current barriers to access?

#### Project Management

The following is a checklist for the development of the project design and the framework for project management:

- Clearly identified aims and objectives (e.g. placing information on the web is a means of delivering access rather than an objective in its own right, the objective can be improving access/developing new audiences etc).
- Identifiable deliverables/outcomes
- Clear methodology for achieving objectives
- Soundly based estimates of resources required
- Constraints and dependencies
- Timetable
  - Start Date
  - End Date
  - Tasks and who is responsible
  - Tasks which inter-relate

- Milestones (monitoring points and group meetings)
- Management methodology, e.g. PRINCE 2
- Management structure, e.g. Project Board/Steering Group, Project Manager, Project Team, User Group
- Roles and responsibilities (individuals, e.g. Project Manager, and groups, User Group)
- Quality control mechanisms, e.g. approval of deliverables by User Group, formal acceptance of deliverables by Project Board
- Risks and risk management, i.e. factors which may have a negative impact on the delivery of parts, or all, of the project and how these will be managed.

#### Evaluating Success

It is very important to think about how you will know if the project is successful. Think about the following:

- Current situation
- What methods of evaluation you will use to measure success
- Use of evaluation groups to provide feedback.

#### Marketing and Outreach

It is important to provide details of how you intend to market the project and its outcomes and any associated outreach activities.

- Who should be targeted?
- What methods should be used, e.g. workshops, exhibitions, leaflets etc
- What information should be included in any promotion material such as leaflets?
- How will audience development be tackled?

#### **Points of concern raised by SMRs**

##### Support

- There is concern over the lack of guidance available? The NMR is available to offer assistance at any stage of bid preparation (the earlier the better). SMRs who have been awarded funding have also volunteered to offer help and guidance.
- There is a need for model documents to assist in marketing plans etc and checklists for things which must be included. The HLF are considering this. All this information is contained in 'Unlocking the Past' and the first part of this article can act as a check list.
- There is a need for greater technical support /advice with web developments. The ADS has offered assistance and there is useful information on their website.
- More pre-application advice is required. The possibly EH led training sessions on particular

topics (e.g. project management) was suggested. EH and the HLF are considering this suggestion

- SMRs would like more feedback from the HLF at all stages.

#### Producing a Bid

- Market research takes up a lot of time. SMR Officers should share relevant information. However, HLF recommends that SMRs should focus on the local situation and consider the needs of local audiences.
- Regionally. There are differences in the character of areas, e.g. urban/rural, and these will be reflected in the SMR. This should be discussed at the ALGAO SMR regional working parties.
- There is a cost to the SMR in producing a bid. Can an SMR include the cost of producing a bid in the submission to the HLF? The cost of producing a bid cannot be reimbursed by the HLF as part of its grant.
- How do we give people the ability to use SMRs in a bid? How do we bridge the skills gap? Bids can include outreach, training (e.g. research skills), interpretation and explanation of technical terms.

#### Improving the SMR

- Additional work required on the SMR only attracts 50% funding but is a real benefit. The HLF has no plans to change this rule.
- SMRs are worried about the quality of the data that will be presented to audiences if they focus on access rather than improving the record and changing the format of data to suit particular audiences. These issues need to be addressed and implications considered as part of bid preparation.

Hopefully, SMRs currently preparing bids to the HLF will be able to use the information contained in the first section of this article as a check list. Further guidance on the preparation of bids is available from myself or Gillian Grayson at the NMR.

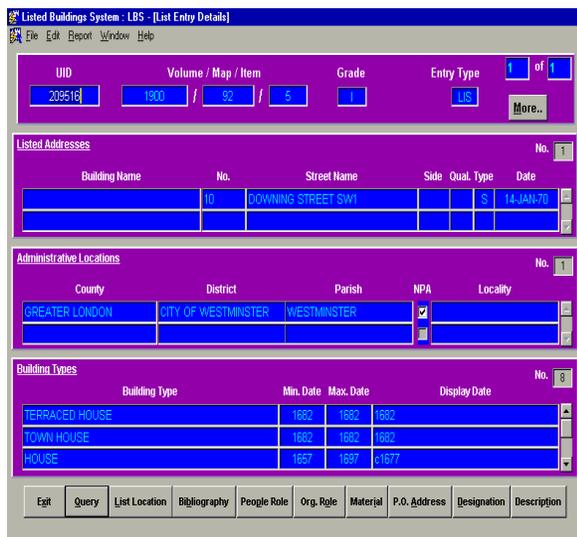
## **LBS Online**

**Duncan Brown, Project Manager, EH**

This project aims to make the Statutory Lists of Buildings of Historic and Architectural Importance available over the Internet. In part this duplicates *Images of England*, which incorporates the text of listings (taken in June 2000) alongside the images themselves. However, a broad-based public access system cannot easily provide the specific range of services to high-intensity users required by local authorities and National Amenity Societies, who represent the primary users for LBS Online.

A lot of lessons are being learned from the experience of the *Images* project team. For LBS Online, of critical importance will be the currency of the dataset, alongside some additional functions, including the ability for users to download significant quantities of data from the Internet, and to search in different ways.

Pilot sites have already been identified, including all National Amenity Societies and two principal pilot local authorities Kent County Council and Birmingham City Council, although selected other partners will also be consulted. Local Authority responses to Images of England will also be monitored, and comments made will help to guide the development of LBS Online.



The contract to build the website is currently out to tender, but we hope to have LBS Online up and running by June 2002.

## The SMR Data Audit Review

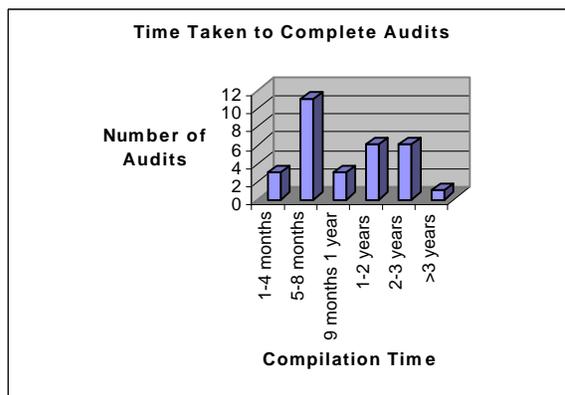
Martin Newman, Heritage Information Partnerships, NMR, EH

As you may be aware a questionnaire was sent out to every SMR which completed a data audit in order to assess its usefulness, ease of compilation and make recommendations for the continuance and improvement of the programme. The full report will be available shortly. The main conclusions and recommendations can be summarised as follows.

The programme should continue at the rate set out in the NMR Departmental Plan and should aim to be completed in 10 years. EH will budget for £82K to cover the cost over this period.

EH should actively target for audits those SMRs identified in the Baker Report as performing at less than 44% overall or where specific problems are known to exist.

Audits are taking too long to complete. EH should enter into a contract with an SMR as part of the commissioning process prior to the payment of a grant for a data audit in order to prevent the excessive overruns on individual audits.



For nearly half the SMRs the current level of funding available is insufficient to cover 50% of the cost of carrying out the audit. Grants to SMRs should be looked into further. The funding limit of £1,000 should possibly be raised or the rules clarifying when this can be exceeded should be defined.

The NMR should promote the audit programme to SMRs and wider within EH to ensure regional teams are aware of it and the benefits it provides to SMRs.

SMRs are satisfied with the assistance received from the NMR, including the *Audit Specification* and the Audit Database.

The audit specification should be brought up to date to reflect changing circumstances. The next version should broaden the content of the audit in the non data-specific areas e.g. continuing professional development of staff. This should be agreed with ALGAO and kept under review.

The SMR Data Audits should be renamed SMR Audits to reflect the changing nature of their content.

The audit database must be converted to Microsoft Access 97, in order to ensure that the SMRs to which it is sent can use it.

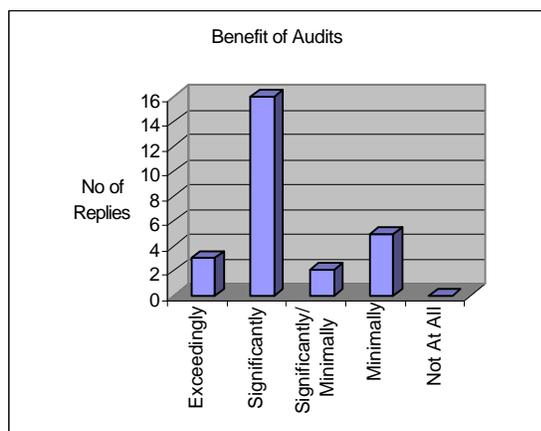
SMRs have found the response to the Data Audits produced by the NMR to be Useful or Very Useful. There is a slight overlap between the two responses by the NMR (*Reference Data Audit* and *General*

Comments) and possible confusion about their roles and origins. The two responses should be combined into one document, with input from Data Standards and Heritage Information Partnerships.

As time elapses since the completion of an audit its usefulness decreases and SMRs need to keep focused on the challenges highlighted by the audit and the changing situation.

The majority of SMRs that have undertaken audits believe that they should be revisited. Audits should be revisited by the SMR with advice from the NMR after 5 years (sooner if necessary depending on circumstances). The revisiting of the audit should be an assessment of progress against actions and an assessment of how changing circumstances have affected the SMR. An outline for this should be included in the revised *Audit Specification* following consultation with ALGAO and the SMR User Group. Once the specification has been agreed an estimate of the cost to both EH and SMRs should be made.

The majority of SMRs have benefited significantly from undertaking audits (including help in obtaining additional funding) and would recommend audits to others.



EH has benefited both practically and politically from the audit programme.

Audits play an essential role for the HLF in ensuring that funding is making data of a suitable quality available.

Data Audits have proved useful to the sections hosting SMRs during Best Value Reviews.

Audits have proved useful in preparation for migration to new computer systems in particular the HBSMR system produced by exeGesIS SDM Ltd. EH should recommend that any SMR planning to undertake a migration to a new system to undertake an audit first.

The data audit programme should be seen as supporting the recommendations on SMRs in the *Power of Place* and the *Baker Report*.

Copies of the final report will be available shortly and a presentation made at the next SMR User Group. In the meantime the report including the draft recommendations are being reviewed by the ALGAO SMR committee.

## SMR's and Management of the Historic Environment

Jason Siddall, SMR Officer, The National Trust

### Introduction

The introduction of new technologies and recording practices over the last 20 years has allowed us to develop a greater understanding of Historic Landscapes. Recognition and recording of new features within the landscape have developed to a relatively fine art with an increasingly integrated approach being taken to the analysis of monuments and landscapes.

With this greater understanding must come a recognition that the Historic Environment must be preserved in a sustainable manner.

### Why?

Archaeological monuments within the historic landscape are a finite resource, many of which can and are being damaged or destroyed by any number of threats or factors. The evidence for this is well demonstrated in the results of The Monuments at Risk Survey (Darvill, T. and Fulton, A. 1995).

With the increased pressures on the landscape from development and environmental change, it is important to ensure that we can make informed decisions on the monuments within the landscape. Also, where possible and practical, they are maintained in a sustainable manner for future generations. Indeed these very points are noted in the recent review of policies "*Power of Place: The future of the Historic Environment*" (English Heritage 2000) under section 2.6 several important points are advocated:

- regular 'state of the historic environment' audits
- systematic use of existing indicators
- research into data collection and forms of field observation
- The need to have a better understanding of change and how action priorities can be developed

- There needs to be comprehensive recording of the record as a whole.

This can only be done by recording the condition of the individual monuments and the factors from the surrounding landscape that may help or hinder the survival of a monument.

Essentially, this means that in the future these issues must be addressed in a coherent manner to provide the means to understand and mitigate the damage done to monuments so they do survive for future generations.

### What is Management to the National Trust?

I could read, verbatim the dictionary definition but I don't think its particularly useful.

I think it is more important to note what Management is to the National Trust. Essentially it is a process of collecting key information which helps to develop strategies. All of which ensures the long term sustainable survival and enjoyment of the historic environment.

Management can be broken down into three broad categories of information:

*Monitoring:* To assess the condition of the monument and the key factors that might be affecting its survival.

*Management Recommendations:* To suggest the Management Action that is required to ensure that the factors are resolved.

*Management Action (or Activities):* To record the action that has been undertaken.

A detailed discussion with a case study of the National Trust's Management recording practices can be found in *Informing the Future of the Past: Guidelines for SMR's* (ed Fernie, Kate & Gilman, P., 2000).

### What needs to be recorded to manage effectively?

We already record a host of information for monuments. All of which allows us to understand the monument and its history and inform the value we place upon a monument. The next step is to ensure that its survival or change is assured in a sustainable manner.

To some extent we already do this with recording the land or site status with implicit information being gained from certain designations. For instance we all understand that if a monument is scheduled it is considered to be nationally significant and should be protected.

To ensure that a monument survives in a sustainable manner it is important to record specific types of information. Some of which is already recorded in present SMR's. However, there is a whole category of information that is not presently included in current recording practices. Below are suggested elements of information that are needed to manage effectively.

#### Value of the site:

- based on land status/designations
- monument status/designations
- significance
- benefits

#### Present Situation:

- current land management regimes
- current visitors and accessibility
- interpretation and information provided on and off site
- current condition (monitoring)

#### Mitigation (only applicable to land owning organisations or managing agents):

- suggested management actions to sustain or improve the site
- Actions previously undertaken

Evidently the above are key to the appropriate and timely management of a site. It is understood that not everyone has the remit or authority to change the current management of monuments. However, it is arguable that SMR's must take on the responsibility to identify the value and present situation that monuments are under to at least identify the issues or benefits to the general public.

### Where it fits in?

The EMA model has provided us with a framework that allows us to record information in a retrievable and meaningful way. Below are two typical examples (fig1 and 2).



Fig.1. A simplified event/monument/archive model.

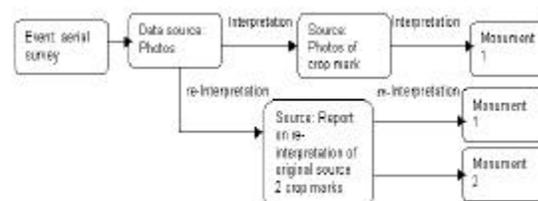


Fig. 2. Re-interpretation of a monument that uses the source.

These examples provide the current framework of how we intellectually order our records.

Management information on the whole falls into two categories: monument specific or management programmes (which can cover numerous monuments). Either way the management information is intrinsically linked to a monument.

In many ways this is the fourth missing element of the EMA model. In essence the model is not a straight one-way flow, it is actually a loop with the different elements informing the other. Management represents what the current condition and situation of a monument is from which recommendations are derived. It is the event that records that action has taken place from which may well be a source which is again fed back to the site's interpretation and understanding (see fig 3).

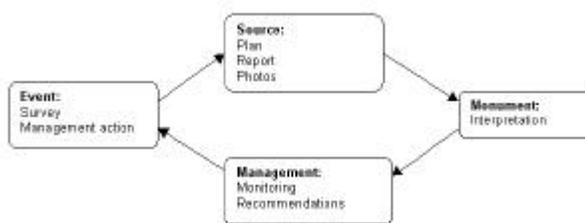


Fig. 3. EMA model with management as the fourth element.

Ideally, it is a continual dialogue, which ensures that a monuments information is up to date and relevant.

#### Where we go now?

The issues arising have risen from recent documents including 'MARS' and 'Power of Place' all point to the need to record Management information. It is core information that is needed to understand and sustain the historic landscape.

Although the National Trust has recorded management information for some time, it would seem prudent to develop national agreed practices and standards. We can see that this is relevant to other land owning organisations such as National Parks and in some cases county councils. I am keen to broaden the practice beyond the boundaries of our properties. Basic research is being undertaken within the National Trust to look at these issues throughout this year and active liaison is being sought and maintained with organisations to develop these practices. I feel that this information is the missing element of the EMA model and is as important as events or sources. Although such recording does have some resource implications it would be an enormous wealth of information that would allow us to enhance the utility and worth of SMR's. Also it would allow SMR's to develop the active role in base line recording that must inform regular 'state of the historic environment' audits.

*This document has been written in response to a request from English Heritage. It is a discussion piece only. Although the National Trust currently uses the exeGesIS system the issues discussed here are not system specific. For further information or to comment please contact Jason Siddall at [XEAJAS@smtplib.org.uk](mailto:XEAJAS@smtplib.org.uk).*

## NMR/ALGAO Licensing Agreement and Information Supply

Duncan Brown, EH

Most SMR officers in England should by now have had the bundle of explanatory paperwork for this agreement thudding onto their desks.

In essence, the aim of the agreement is to formally permit all normal uses of NMR information by SMRs, and to regularise the supply of information, which has been very patchy in the past. There are two strands to the agreement: the licence and information exchange.

The licence covers use of NMR-supplied material by SMRs for all expected purposes. It allows a much wider range of use than has been permitted by other licences issued by the NMR.

Information exchange starts with a rolling programme of supply of information from the NMR, which has already begun for the first licensed SMRs. In return, the NMR has requested usage figures, which should allow estimates to be made of the interest shown in archaeological information across the country.

The first round of licences, for English Heritage copyright material supplied by the NMR, has now been taken up by 47 SMRs across England. Other SMRs can participate by obtaining signatures on both copies of the licence, filling in the blanks and returning one copy to Duncan Brown at the NMR.

Negotiations between the NMR and ALGAO representatives should begin in the autumn in order to cover Crown Copyright material supplied by the NMR. Some of this material may already be in use in SMRs, and we will try to ensure that all existing uses are covered. Future rounds of discussion under the agreement will look at a range of other issues, including help for SMRs in licensing their own material.

# SMR News Goes Online

Martin Newman, Heritage Information Partnerships, EH

The text from all 10 back issues of SMR News can now be found on the EH website at <http://www.english-heritage.org.uk/knowledge/nmr/otherwork/smr/smr-news.asp>

Copies (printed or digital) of any of the issues including the graphics can be supplied by contacting me directly ([martin.newman@rchme.co.uk](mailto:martin.newman@rchme.co.uk)). As there have now been 10 issues this seems like a good opportunity to look back and provide a list of contents of the major articles.

## Issue 1, October 1995

SMR Monarch Pilot, Paul Gilman  
A Portable SMR, Duncan Brown  
Local Government Review, David Evans  
SMR Data Management: The Northants Example  
Heritage Database Project, Nigel Clubb

## Issue 2, July 1996

The Future of SMR Software, Glenn Foard  
Monarch for SMRs, Simon Walton  
Regional Forum, various  
RCHME/SMR Software Partnership Proposal, Neil Lang  
The Role of an SMR in a Public Enquiry: a case study, Mark Stevenson  
Listed Building System, Dawn Abercromby  
Maritime Archaeology, Ben Ferrari  
Data Standards for Spatial Information on the Historic Environment in GIS, Neil Lang

## Issue 3, November 1996

Urban Archaeological Databases, Roger Thomas  
An Urban Archaeological Database for Plymouth, Keith Ray and Sarah Noble  
What is a Site Event, Glenn Foard  
An Essential Tool for SMR work? The British Archaeological Bibliography, Jeremy Oetgen  
IFA 96: SMRs in Action, Sarah Jane Farr  
SMR Data Audits, Kate Fernie

## Issue 4 April 1997

Current Implementation of Spatial Data Systems in SMRs, Kate Fernie  
MapInfo in Northamptonshire, Glenn Foard  
ArcInfo and ArcView in Essex County Council Archaeological Section, Paul Gilman  
SMR Software Partnership, Neil Lang  
The Archaeology Data Service, Alicia Wise  
Transferring Archaeological Archives to Museums and SMRs, Jim McNeil and Sarah Whiteley  
When is an SMR Officer Not an SMR Officer, Linda Smith

Towns and their Hinterlands, Rebecca Roseff  
A structure for Effective Consultation and Action, Glenn Foard and Dave Barrett  
Forthcoming SMR Co-operation Statement, Nigel Clubb

## Issue 5, February 1998

exeGesIS Software Development Project, Kate Fernie  
Site Management and SMRs, Rob Bourne  
MIDAS: A New Data Standard, Paul Gilman  
Modelling the Resource: Monuments, Events, Archaeological Elements and GIS, Keith Ray  
Metadata for the Masses, Paul Miller  
Finds and the SMR, Dinah Saich

## Issue 6, June 1998

An Update on SMR Issues, Dave Barrett  
The Statement of co-operation for Local Sites and Monuments Records, Neil Lang  
Modelling the Past a Way Ahead, Rob Bourne  
SMR Database – Progress Report, exeGesIS  
exeGesIS SMR Users Group, Rob Bourne  
SMRs and the International Perspective, Kat Fernie  
Portable Antiquities Initiative, Roger Bland  
Metal Detectorists and Archaeologists in Kent, Richard Hobbs  
Finds Recording and the Changing Role of SMRs, Chris Addison  
Year 2000 Compliance, Kate Fernie

## Issue 7, January 1999

SMRs: A Progress Report, Dave Barrett  
Recording Practice, Kate Fernie  
So what is an Event? Steve Catney  
An Example of Events in Practice, Paul Charlton  
SCAUM, Recording Information About Archaeological Fieldwork, Mark Barratt  
Time and Place: Recording Archaeological Interventions in England 1990-1996, Tim Darvill  
British Archaeology Gets Online Catalogue, Alicia Wise  
News from RCHME Data Standards, Gillian Grayson  
The Heritage Spatial Information Service, Neil Lang  
SMR Database: Recent Developments exeGesIS

## Issue 8, June 1999

EH Re-organisation, Nigel Clubb  
A Desk Manual for SMRs, Kate Fernie and Paul Gilman  
Events and Monuments: a discussion Paper, Rob Bourne  
FISHEN, Edmund Lee  
Other Heritage Data Partners, Duncan Brown  
Specifications for Depositing Digital Data and Archives: How Far Can We Go? Steve Catney  
News from the ALGAO SMR Committee, Dave Barrett

The Function of SMRs: From Planning to Research, Ben Robinson  
SMR Forum: A New e-mail Discussion Group for SMR Professionals, Kate Fernie  
SMR Database: exeGesIS Users Group, Rob Bourne

### **Issue 9, June 2000**

SMR User Group: Survey 2000, Kate Fernie  
Mapping Research in Newcastle, David Heslop  
Historic Landscape Project: East of England Region, Lynn Dyson-Bruce  
The Hertfordshire HLA: a County Curator's View, Stewart Bryant  
GIS into the 3<sup>rd</sup> Dimension, Paul Gilman  
World Heritage Sites and GIS, Applications at EH, Nick Burton and Dave Batchelor  
Raising the Standard – GIS and Metadata, Neil Lang  
SMRs in Teaching and Research, William Kilbride  
Teaching News from the ADS, William Kilbride  
The North Yorkshire SMR Customer Survey, Linda Smith  
SMRs and the Heritage Lottery Fund, Kate Fernie

### **Issue 10, January 2001**

The Portable Antiquities Scheme, A Progress Report, Roger Bland  
Portable Antiquities/SMR Users Working Group to be Established, Richard Hobbs  
Portable Antiquities Database to exeGesIS Conversion Software, Paul Cumming  
Images of England – Putting Heritage Information on the Web, Catherine Brown  
Defence of Britain Project, William Foot  
The Church Heritage Record Project, Richard Gem  
FISHEN evolves into FISH, Edmund Lee  
A Review of SMR Data Audits, Hugh Borrill  
Report on the User Testing of version 2 of the exeGesIS SMR Software, Martin Newman  
Launch of 'Informing the Future of the Past – Guidelines for SMRs', Claire Attridge  
SMR Liaison at the NMR, Claire Attridge

## **Other News**

Paul Charlton has left EH and been replaced as Greater London SMR Manager by Barry Taylor.

Matthew Stiff has been appointed as the new Manager of the Data Services Unit (DSU) at the NMR.

Amanda Bodilly has left exeGesIS SDM Ltd. Users should contact Rob Latham [robl@esdm.co.uk](mailto:robl@esdm.co.uk) with any issues concerning the HBSMR system.

Nigel Pratt Heritage Information and Records, Essex CC is taking over from Gillian Grayson as convenor

of FISH (Forum on Information Standards in Heritage).

Following the creation of an improved and updated SMR address list for the EH website ([www.english-heritage.org.uk/knowledge/nmr/otherwork/smr/smr-address.asp](http://www.english-heritage.org.uk/knowledge/nmr/otherwork/smr/smr-address.asp)), a check was carried out against the SMR Forum membership list. All SMR not represented have been invited to join. Consequently, some 20 additional SMRs and UADs are now represented on the forum bringing the membership up to 174. If you work in an SMR or have an interest in SMR related issues and would like to join, please email [martin.newman@rchme.co.uk](mailto:martin.newman@rchme.co.uk). Please also use this address if you spot any inaccuracies in the SMR address list mentioned above.

The DSU has a new general email address [dsu.info@english-heritage.org.uk](mailto:dsu.info@english-heritage.org.uk).

In May a very successful PLANARCH Seminar was held at the Record Office in Chelmsford. Essex are thanked for hosting what all who attended will agree was a very useful two days.

In July the Association of Local Government Archaeological Officers (ALGAO) launched its strategy document which contained a section on SMRs. Copies are available from Caroline Ingle at ALGAO.

The next SMR User Group meeting will take place in Leicester on Friday 26<sup>th</sup> October. Invites and agendas will be sent out shortly. It is intended that the main discussion will be on statutory status for SMRs, with afternoon presentations to include the SMR Data Audit Review and HITITE.

The next exeGesIS HBSMR Users Group will be held on the 8<sup>th</sup> November in Preston. Agenda items should be sent to the chair of the group, Jim McNeil, at [syorks.archservice@virgin.net](mailto:syorks.archservice@virgin.net). If users are going to attend can they please inform Peter Isles at Preston.

Congratulations to Warwickshire, Essex and Durham & Northumberland on their successful bids to the Heritage Lottery Fund.

If you wish to contribute to future editions of SMR News please contact Martin Newman at English Heritage, National Monuments Record Centre, Kemble Drive, Swindon, SN2 2GZ, phone – 01793 414718, fax – 01793 144770, email – [martin.newman@rchme.co.uk](mailto:martin.newman@rchme.co.uk).