Scotland's Historic Environment Data (SHED) Strategy

Scotland's Historic Environment Data is the collaborative national public information resource for the historic environment. This joint venture between local and national bodies comprises shared and linked digital records. It will be professionally managed, continually updated, and accessible to all, ensuring the greatest economic, social and cultural benefits for the people of Scotland and beyond.

Vision Statement

SMR Forum, August 2012

Contents

Executive Summary 3
Introduction 5
Background 7
Data and Data Management Issues 10
Additional Data Content Needs 12
Strategy 13
Benefits 17
Delivery of the Development Phase 18
A series of milestones and performance indicators will be created for each of the Objectives, to be updated and scrutinised by the Programme Management Group. 20
Appendix 1 - Acronyms 22
Appendix 2 – Data and Data Management Issues 23
Appendix 3 – Data Content Issues 27
Appendix 4 – Proposed SHED Strategy Implementation (Development Phase) 29
Appendix 5 - Bibliography, and further Reading 32

Version	Change Description	Date
0.1	First draft	06/07/12
0.2	based on feedback from Bruce Mann ALGAO	11/07/12
0.3	based on feedback from Robin Turner RCAHMS	18/07/12
0.4	Tracked changes applied, comments left	09/08/12
0.5	Comments added from Reference Group	22/08/12
0.6	Amendments based on feedback, Comments section added	25/09/12
0.7	RCAHMS/Historic Scotland changes applied	08/11/12
0.8	Amendments based on feedback from Beccy Jones, Noel Fojut	06/12/12
1.0	Amendments by Robin Turner, RCAHMS, based on RCAHMS and HS feedback	21/01/13
1.1c	Amended following HS feedback	10/02/13
1.1d	Amended following RCAHMS, HS and ALGAO:Scotland feedback	20/02/13

1 Executive Summary

The Vision: *Scotland's Historic Environment Data is the collaborative national public information resource for the historic environment. This joint venture between local and national bodies comprises shared and linked digital records. It will be professionally managed, continually updated, and accessible to all, ensuring the greatest economic, social and cultural benefits for the people of Scotland and beyond.*

1.1 Scotland's Historic Environment Data (SHED) Strategy is a partnership to help protect, promote and enhance Scotland's historic environment through coordinated activity to improve the quality, systems and processes for SHED. The partnership includes government agencies, non-governmental organisations (NGOs) and academic institutions, and will support the public's involvement in the care and enjoyment of the historic environment through the improved and more efficient provision of information.

1.2 Scotland's Historic Environment Data plays a key role in a wide range of activities. From providing people with evidence for planning decisions, to helping school children understand and value their environment, SHED provides a living record for all.

1.3 This Strategy echoes the significance that society places on cultural heritage. SHED helps us interpret our surroundings, gives us a place to record our knowledge, and to share it with others.

1.4 The aims and objectives of the Strategy result from collecting and analysing views from creators, curators and users of data. The Strategy looks to address those issues and the wider needs of current and future users.

1.5 Partnership working is a cornerstone of this Strategy – an example of a complex and diverse sector coming together to agree and deliver benefits to a wide audience. The success of this Strategy will depend on partnership working and cross sector collaboration.

1.6 This Strategy is a commitment between organisations responsible for compiling, maintaining and working with SHED.

1.7 A ten year plan, beginning with a 3-year Development Phase, will deliver a more efficient process for handling these records, and will increase their value through data cleansing, gap filling, improved access and better use of technology.

1.8 The Strategy will fit with international, national and local policy, guidance and standards, from central and local government and more widely.

1.9 The Strategy will provide much-needed co-ordination and joint working to address the many issues raised in its development. Historic environment data will become much more useful in the management of change and also in engaging individuals and communities in understanding and appreciating their physical cultural heritage.

1.10 The data will be more complete, more reliable, and more accessible, easier to navigate and understand. By better security and curation, the data will be sustained for the benefit of our successors, and it will be easier to mainstream historic environment information in other aspects of life – from wider environmental concerns, to health and well-being, to education and quality of life.

2 Introduction

Purpose

2.1 This document sets out the Strategy for Scotland's Historic Environment Data (SHED).

2.2 The purpose of the Strategy is to enhance Scotland's Historic Environment Data, to address long-standing issues highlighted by users and curators, and to ensure the long-term sustainability of Scotland's Historic Environment Data so that public benefit is maximised.

2.3 This document summarises the current situation and explores issues arising from current working practices that have evolved organically. The Background, Issues and Additional Needs sections (Sections 3, 4 and 5) relate to the 2009 report *A Strategy for the Development of Historic Environment Records in Scotland* (Carter 2009) and from discussions with curators and users of data attending workshops in 2012 (Robertson 2012; Mann 2012a and b). Section 6 outlines the Strategy and includes the Vision, a Partnership Statement, Principles, Aims and Objectives. This section then details the roles of those involved together with their responsibilities. Section 7 indentifies the intended benefits, while Section 8 on the Development Phase outlines the governance model, resource plans and longer-term plans.

2.4 The Strategy will continue to be developed by and for the sector, and its implementation coordinated by RCAHMS, Historic Scotland and the SMR Forum. The implementation will be overseen by the SHED Programme Management Group with representation of data curators and users from the sector. The constituency of that Group will continually be broadened, especially to include representatives of the built heritage conservation sector, museums and archives.

Scope

2.5 This Strategy benefits both curators and users of SHED. The beneficiaries of the Strategy are broad and include a range of government bodies, heritage organisations, practitioners, community groups, and individuals.

2.6 The scope of this Strategy reflects the wide range of curators and users consulted thus far, and also the broad range of challenges facing the sector. At a time of reducing resources, it is clear that delivery of the Strategy will tend need to be opportunistic and spread over the longer term.

2.7 The aspiration is that many of the policies and practices contained in this Strategy will be implemented by partner organisations as they apply changes during their routine cycle of system maintenance and development.

2.8 The SHED Strategy proposes the cementing, through coordinated activity and better information, of the current partnership approach to managing and accessing the data which supports the activities of protecting, promoting and improving Scotland's Historic Environment. The partnership will include government agencies, non-governmental organisations (NGOs), and academic institutions, and will support the public's involvement in historic environment monitoring and improvement.

2.9 A three-year Development Phase of the SHED Strategy is planned to run from early 2013.

3 Background

3.1 This Strategy builds on the 2009 report on the development of Historic Environment Records in Scotland (Carter 2009), and has subsequently been heavily informed by the users' and curators' workshops held in 2012 (Robertson 2012; Mann 2012a and b). The sector's involvement in developing this Strategy, via workshops and more formal engagement routes, will to be fundamental to its success.

3.2 The 2009 report set out the background to this work by reviewing the current position of the sector and setting out a strategic framework for the development of SHED. The report explained the breadth of Historic Environment Records in Scotland and looked at the substantial and varied benefits that follow from its existence.

3.3 Scotland's Historic Environment Data provides "a starting point for management processes, conservation, fieldwork and research into the historic environment and also informs local communities about their area. In turn many of these activities generate new information which feeds back to Historic Environment Record Managers in the form of reports and archives that are used to enhance the Historic Environment Record." (Carter 2009, 1.3).

3.4 The 2009 report called for a period of consultation and the development of an Implementation Plan. The SHED Strategy and Plan outlined below builds on the foundations laid by the 2009 report., but deviates significantly from the concept of the creation of a single record for each asset, which was considered to be unworkable in terms of the context of current roles and responsibilities, and unnecessary in light of recent development in information management and presentation technology.

Resources and existing projects

3.5 The Strategy will build on and benefit from a number of existing programmes and projects which are planned or already underway, including:

PastMap	The portal that will provide a way of viewing Scotland's Historic Environment Data. The routine maintenance and development of PastMap will continue to be funded by RCAHMS and Historic Scotland. Major developments will have to find additional resources.
Canmore Mapping - Defining Scotland's places	The data enhancement and data standards project which looks to polygonise known site extents and provide a layer in Canmore showing the known footprint of HE assets.
Local Authority polygonisation	Various current and forthcoming projects to supply polygonised information for development management purposes, e.g. 'trigger mapping' and 'known site extents'.

SURE	Specialist User Recording Environment, a partnership between RCAHMS and various local authorities, other public bodies and NGOs, to provide direct access to Canmore and obviate the need for them to run independent HER systems, saving time and money.
SMR Forum and SMR Forum Technical Working Group	Guidance and advice to ensure the programme meets the needs of the local authority archaeologists.

Related strategies and programmes

- The SHED Strategy links with national initiatives and other strategies, including:

- National Performance Framework (Scottish Government 2011): The SHED Strategy embodies the cores values and aspirations outlined in the National Performance Framework (NPF) which underpins delivery of the Scottish Government's agenda and in turn supports an outcomes-based approach to performance. The SHED strategy and its objectives contribute to the Government's purpose: To focus government and public services on creating a more successful country, with opportunities for all of Scotland to flourish, through increasing sustainable economic growth. By sharing heritage information more effectively and agreeing the methods and practices to improve efficiency in the sector the SHED strategy will help delivery for heritage professionals, for business, and for the public of Scotland.

- *McClelland Report* (McClelland 2011): *Review of ICT Infrastructure in the Public Sector in Scotland*. The recommendations in the report state that we need to make better use of ICT and address fragmented operating practices. The standalone, self-sufficient operating mode for ICT needs to be discontinued. The report highlights the lack of "oversight and governance" as a key reason for the current status. The SHED Strategy has the potential to address these points with respect to the historic environment.

- Central Government's *Digital Public Services Strategy* (Scottish Government 2012): Citizen Focus, Privacy and Openness, workforce, and collaboration and Value for Money are the four keys themes that this Strategy uses to align itself with the Scottish Government's National Strategy. The SHED Strategy is aligned with this and aims to create a resource which matches these themes.

- RCAHMS/Historic Scotland Business Case for merger (forthcoming): This presents opportunities for improved joint working and for a bringing together of responsibilities which it is hoped will benefit this Strategy.

- Scottish Historic Environment Review (in progress): The Review is looking at all areas of the sector, including the work undertaken by Historic Scotland and partners working in the historic environment sector. The scale and wide scope mean that the high level delivery options will inevitably impact on this SHED Strategy. Therefore, a degree of flexibility is required during the development of this Strategy to accommodate the findings of the Review..

- Archaeology Strategy (Historic Scotland 2012; in progress): In partnership with the sector, Historic Scotland has begun a 3-year programme to develop a strategy for Scotland's archaeology.

- Open Government (National Archives 2012): As best practice, the Strategy should promote the Open Government Licence system.

4 Data and Data Management Issues

4.1 Numerous issues and aspirations have been raised by the 2009 report (Carter 2009) and through Stakeholder Consultation (Robertson 2012; Mann 2012), during the development of this Strategy. These are summarised below, and expanded in Appendix 2, although it is acknowledged that other issues will undoubtedly arise as work on the Development Phase of the Strategy proceeds.

4.2 Accessibility: SHED should be available online without undue barriers to its reuse by the Public. PastMap is one way into further detail held elsewhere by individual contributors, but others can be developed. The data itself should be freely accessible

4.3 Linking and sharing: PastMap is widely welcomed as a good starting point for sharing data and providing a portal for access, and its potential to deal with other issues and opportunities is recognised. PastMap is one way to help link data, but more work is needed in this respect; polygonisation of information, both in terms of known site extents and as a tool for managing change, can assist with the process of data linking and concordance. Providing data online is the most important way of sharing, and is seen as a fundamental building block – becoming increasingly achievable as technology advances.

4.4 Standards and consistency: The historic environment data sector is already committed to national and international standards in heritage, through the UK coordinating body the Forum on Information Standards in Heritage (FISH) , and other initiatives including the INSPIRE Directive. There is a commitment to maintain and improve standards and acceptance of standards will drive data quality and consistency.

4.5 Functionality: As the data has become more accessible, its potential has increased to be analysed by a wider range of users in new ways. There is a clear demand for better functionality, and through better interoperability for interaction and searchability to become easier between datasets. Bringing data up to date and keeping it updated are particular challenges for most data creators and curators, although the growing thirst for User-Generated Content creation may be a route towards fruitful partnerships in improving data quality in this way. Increased functionality must continue to allow some data to be kept private (for reasons of data protection and commercial confidentiality for example.)

4.6 Efficiency and resourcing: As well as aspiring to keep data up to date, avoiding duplication between datasets is a common aspiration, consistent with one of the key tenets of the Inspire Directive. That being said, there is a need to recognise that individual partners in the SHED hold information for different purposes and that an element of overlap is inevitable. Keeping data safe is another concern, both in the short and long term: curation and sustainability of the data we have invested so much to create is a major common concern. It is recognised that many aspirations cannot bear fruit without investment of human resources, and the funding and ongoing maintenance costs are uppermost in people's minds at a time of contraction and severe financial constraints.

4.7 Training and promotion: As the functionality of the data increases there is a commensurate need to train users to get the most out of an increasingly sophisticated system. This also applies to those compiling the data, to help ensure consistency and completeness. Issues related to copyright and intellectual property rights are amongst the requirements for training, but could also benefit from being made clearer to data creators and users. More time also needs to be invested in communicating with users and others concerned with the creation and curation of the data, especially in relation to promotion of the use of the data, and in terms of feedback from current and potential users.

4.8 Content: Many comments and suggestions have been made in terms of improving data content. Content-related issues are summarised in the following section.

5 Additional Data Content Needs

5.1 While the SHED Strategy will primarily focus on the form and delivery of the data, the process of creating the Strategy identified other needs and aspirations related to the data content. Some of these aspects, captured in more detail in Appendix 3, may be able to be addressed as part of the delivery of the Aims and Objectives of the SHED Strategy.

5.2 The current needs which this Strategy must help support, as identified by the users and curators include the following:

5.3 Content improvements: The most popular request for content enhancement is for more scanned images and other resources to be made available online. In terms of what is already available, there are significant gaps in the basic descriptions of many sites, buildings and finds, and in the associated bibliographic referencing. Especially for designated sites there is a demand for statements outlining significance and cultural value, while for complex, e.g. multi-period sites, there is a thirst for overarching summary information. For all data, the expectation is that the content will be up to date and current.

5.4 Structural issues: One way to obviate the need for scanning material is to require all new material to be submitted electronically from the start; this could be achieved in the context of development management. However, there is a concern about the security of sites and buildings if too much information is readily available, and there remains a need for some information to be kept private or at least unavailable online. While digital access is much in demand, there is also a requirement for continuing physical access to the archival material upon which much of the data is based.

6 Strategy

Vision

6.1 Scotland's Historic Environment Data is the collaborative national public information resource for the historic environment. This joint venture between local and national bodies comprises shared and linked digital records. It will be professionally managed, continually updated, and accessible to all, ensuring the greatest economic, social and cultural benefits for the people of Scotland and beyond.

Partnership

6.2 In the Development Phase (Years 1-3) the Vision will be delivered through partnership working between Historic Scotland, the Royal Commission on the Ancient and Historical Monuments of Scotland and Local Authority Archaeology Services, working where possible with other bodies that collate relevant data, for example Local Authority services (Conservation/Planning; Museums; Archives), National Museums Scotland, commercial contractors, academics, community groups, and the National Trust for Scotland. The partnership will grow and be enhanced in the course of the Development Phase and into the rest of the full ten-year programme.

Principles

6.3 The following principles, agreed by the SMR Forum (Mann 2012a), will underpin the development and implementation of the SHED Strategy:

1. *Strategy:* A new national strategy is needed for Scotland's Historic Environment Data.

2. *SHED*: Scotland's Historic Environment Data will include information about the whole of the historic environment, including buildings, marine and maritime, and may also include artefactual records and information on our intangible cultural heritage.

3. *Access:* The SHED will be available online for free with a national portal to enable wider user access. PastMap will act as that portal, providing a key to the SHED.

4. *Curation*: The SHED will be updated in the most appropriate place, by those curating and maintaining the data. The curators will work together to reduce double handling of data where possible.

5. *Partnership:* The Strategy will continue to allow museums, archives, academia, commercial organisations, communities and individuals the ability to contribute to the SHED in an efficient and appropriately coordinated manner.

6. *Standards:* MIDAS Heritage and other appropriate national standards, as agreed by the Sites & Monuments Record Forum, will form the appropriate data standards for the sector and the Strategy. Data will comply with these standards.

7. *Storage:* Storage of data will be dependent on organisational corporate IT, archive and security strategies agreed to nationally accepted standards.

8. *Concordance:* Where possible, concordance should be put in between data to aid in their interpretation and use.

9. Aims

6.4 The Strategy has five key Aims:

Aim 1: To make major improvements and enhancements to the sharing of, linking and access to the information about the historic environment.

Aim 2: Further development of standards, and of consistency within and across the data.

Aim 3: Improved functionality, responding to user wishes and needs.

Aim 4: Improved efficiency, including keeping data updated, minimising duplication, seeking additional resources, and addressing data safety.

Aim 5: Training and promotion, and seeking user input leading to continuing improvements.

Objectives

6.5 The Objectives to meet each of the principal Aims are shown below.

Aim 1 **To make major improvements and enhancements to the sharing of, linking and access to the information about the historic environment.**

Aim 1.1 Enhance the **ability of the current portal**, to achieve a comprehensive central point for geospatial historic environment information.

Aim 1.2 Ensure, where possible, that **information is linked** with or between the key data sources.

Aim 1.3 Realise the aspiration for all data sources to be **available online and through web services**.

Aim 1.4 Develop efficient methods for **polygonisation** where appropriate, for known site extents and for development management purposes, for example to help in managing change and for facilitating research.

Aim 2 **Further development of standards and of consistency within and across the data**

Aim 2.1 Maintain a voice in the **development of national and international standards** for historic environment data.

Aim 2.2 Ensure that agreed national and international **standards are adhered to** as far as possible within the Scottish context.

Aim 2.3 Work towards achieving **consistency across the data**, especially where this will assist the user.

Aim 2.4 Where data is shared, agree **protocols for data editing** in order to give clarity over roles and responsibilities.

Aim 3 **Improved functionality, responding to user wishes and needs**

Aim 3.1 Improve the **ability of the data to be interacted with** and used for the purposes of managing change and for research – from academic to personal.

Aim 3.2 Help others to create data and devise data sources through **User-Generated Content** (UGC) that has the best fit with agreed standards and principles of Scotland's Historic Environment Data.

Aim 3.3 Create conditions where the most **up to date data** is both available and **kept up to date**.

Aim 3.4 Ensure that systems can accommodate the need for some **data to be kept private**, for privacy, legal and site security reasons.

Aim 4 **Improved efficiency, including keeping data updated, minimising duplication, seeking additional resources, and addressing data safety**

Aim 4.1 Agree and implement ways in which unnecessary **duplication of data can be avoided** in the future.

Aim 4.2 Raise **funds** and/or identify **resources** that can help achieve a prioritised list of actions arising from these aims and objectives.

Aim 4.3 Work towards processes and procedures that can ensure the **safety of data** from unauthorised access and/or accidental deletion or corruption.

Aim 4.4 Create the facilities to ensure the **long-term curation**, readability and availability of data.

Aim 5 **Training and promotion, and seeking user input leading to continuing improvements**

Aim 5.1 Create opportunities and resources to **train professional and non-professional users** in the use of Scotland's historic environment data.

Aim 5.2 **Raise awareness** of the existence, uses and value of Scotland's historic environment data.

Aim 5.3 Initiate a programme of **user feedback and engagement** in order to identify demands that may be fulfilled through the SHED initiative.

Aim 5.4 Produce guidelines relating to **Intellectual Property Rights** in order to help avoid copyright and reproduction issues.

Aim 5.5 Encourage the enhancement of **content**.

7 Benefits

Overall benefits of the Strategy

7.1 Fulfilling the aims of the Strategy will realise a number of benefits on behalf of the historic environment sector. This will be achieved by pulling together a number of activities which are planned or already underway, and initiating other activities to address issues raised in the process of developing the Strategy.

7.2 The key benefits of the Strategy relate to the following headings:

- **Ease of access:** More information will be put online and therefore more widely available
- **Ease of use**: Better joining up of information will make data more consistent and easier to navigate
- **Accessibility:** Better training resources will be created and more widely available, removing barriers to people's ability or willingness to engage with the data
- **Participation**: More opportunities for User-Generate Content will stimulate contributions from communities of interest as well as local communities and individuals.
- **Quality of content**: Improvements in content can be identified and prioritised, and mechanisms devised and implemented to enrich the available information.
- **Quality data**: Improving data standards and minimising duplication will make using the data more efficient and less confusing.
- **Security**: A focus on long-term security of the data will help safeguard it for the future

Who will benefit from the Strategy?

7.3 The following groups will *all* benefit to some extent from all of these enhancements.

- **Data curators**: SMR/HERs; Canmore; Statutory data holders; other curators of data.
- **Change managers**: including local authority staff, conservation NGO specialists, other land and historic building managers.
- **Practitioners**: including environmental consultants, conservation architects and archaeological contractors, often working on behalf of developers.
- **Academics and their students**: University and college-level researchers in a wide range of social and environmental subjects.
- **Teachers and school children**: Including primary and secondary school education in line with many aspects of the Curriculum for Excellence, and also including lifelong learning.
- **Volunteers**: who contribute to the record, often from special interest groups.
- **The public**: who may be interested in knowing about the historic environment where they live, where they work, or where they visit.

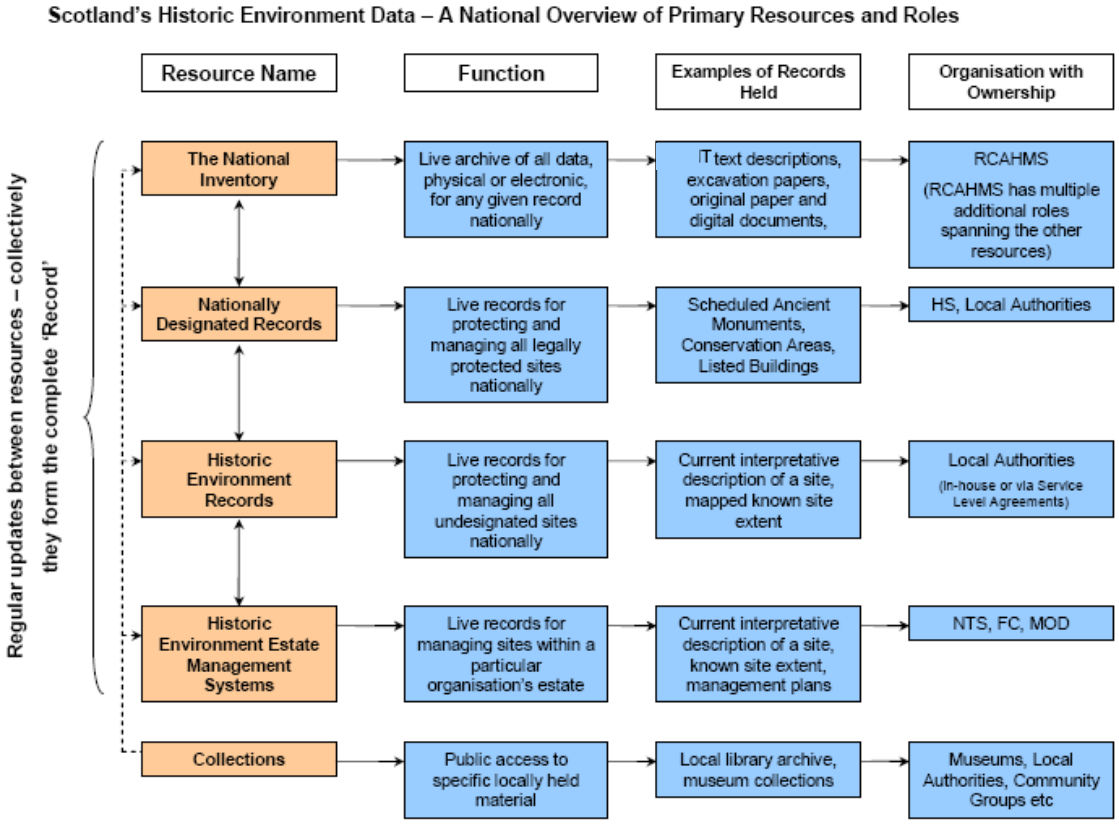
8 Delivery of the Development Phase

8.1 The initial Development Phase of the SHED Strategy is planned to run from early 2013 for three years – the start of a 10-year programme. A number of partners, including the Royal Commission on the Ancient and Historical Monuments of Scotland (RCAHMS), the SMR Forum and Historic Scotland, will be involved in delivering the programme, with the partnership increasing over time.

8.2 This document outlines the governance arrangements for the SHED programme. A Programme Management Group will oversee the projects. The key roles on the programme Group are envisaged to be the Senior Responsible Officer (SRO – Chair of the Group), Programme Manager and Business Change Manager, which will, ideally, be filled from across the heritage sector.

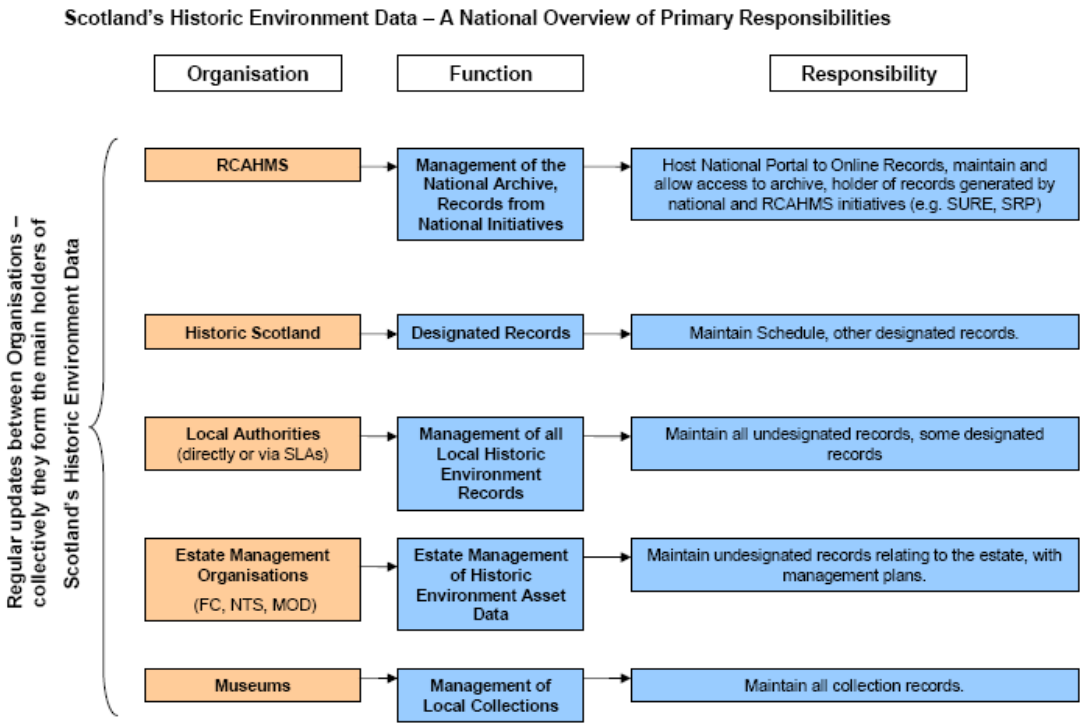
Roles

8.3 The following diagrams show primary roles of those bodies who hold and curate the primary historic environment records in Scotland. These roles were agreed by the SMR Forum Curators' Workshop in May 2012 (Mann 2012a and b).



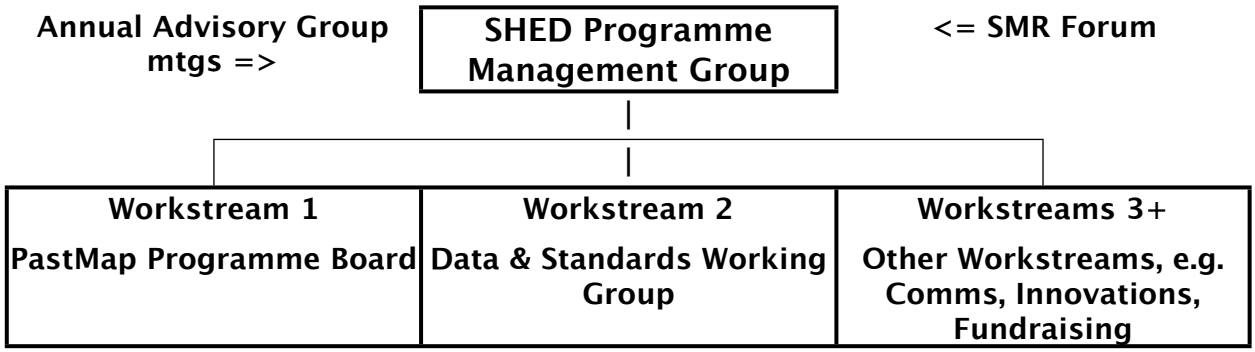
Responsibilities

8.4 The following diagram shows the organisations with primary responsibility for historic environment data. This diagram was also drawn-up by consensus during the SMR Forum Curators' Workshop.



Programme Implementation

8.5 An overview of the governance structure is shown in the figure below, with further details in Appendix 4.



SHED Programme Management Group

8.6 The SHED Programme Management Group will be responsible for the overall direction of the Strategy, within the context of the Vision, Aims and Objectives. It will act as a conduit for partner, sector and user feedback, and to receive and comment on reports on Workstream activities. The Group will receive and suggest ideas for expansion and implementation, assisting where possible.

8.7 The Management Group will include representatives of the key stakeholder organisations, responsible for overall programme management and administration, including high-level executive role in project management. The Group will also seek resources, ensure appropriate communication and outreach, and encourage further and more extensive partnerships within the context of the Vision, Aims and Objectives.

Outline Plan

8.8 The Development Phase programme outlined here will run for three years and deliver the foundations on which the Strategy can continue to be implemented.

8.9 Detailed Terms of Reference, roles and responsibilities for the workstreams will be developed and agreed by the Management Group. **Workstream 1**, the PastMap Programme Board, will involve the development of the portal **Workstream 2**, the Data and Standards workstream will deal with technical aspects of the data, including data standards. Other Workstreams and working groups will be developed as appropriate

8.10 A new version of PastMap was released in early 2013 and the PastMap Strategy for the next few years is currently being devised. The new PastMap Strategy will take full cognisance of the SHED Strategy and of the new Historic Environment Strategy for Scotland above it.

8.11 There are strong dependencies between the workstreams but all can start without needing to wait for each other. The workstreams will evolve as the programme progresses.

Phases

- Strategy development stage 2013 – Plan and Consult – develop the programme to implement the goals of the SHED Strategy.
- Development Phase – Two workstreams to make SHED available, up-to-date and ensure that the best use of technology is made to increase efficiency whilst reaching as wide an audience as possible. Ready for 2015 Celebration of Archaeology.
- Full Implementation Phase – Building on the Development Phase work, a 7-year implementation plan will be put into action

Monitoring

8.12 A series of milestones and performance indicators will be created for each of the Objectives, to be updated and scrutinised by the Programme Management Group.

Appendix 1 - Acronyms

ALGAO	Association of Local Government Archaeological Officers
AS	Archaeology Scotland
BEFS	Built Environment Forum Scotland
COSLA	Council of Scottish Local Authorities
FISH	Forum for Information Standards in Heritage
HER	Historic Environment Record
NTS	National Trust for Scotland
RCAHMS	Royal Commission on the Ancient and Historical Monuments of Scotland
SHED	Scotland's Historic Environment Data
SMR	Sites and Monuments Record
SSDI	Scottish Spatial Data Infrastructure
SURE	Specialist User Recording Environment

Appendix 2 – Data and Data Management Issues

SHED Data and Data Management Issues from BEFS Workshop and 2009 Report

DRAFT: Version 2 - Compiled by Robin Turner, December 2012

NOTE: The following issues were raised in the BEFS User Workshop (Robertson 2012) and in the 2009 Report (Carter 2009), but do not necessarily represent commonly held views or perspectives.

Aim 1: To make major improvements and enhancements to the **sharing** of, **linking** and **access** to the data.

Access and linkages

- Desire for single entry point (cf. PastMap)
- Want improved user interface
- Improve linkages
- Need for improved access to the data

SURE

- SURE initiative welcomed.
- SURE model fits with 'One asset, one record' idea

Online

- All Local Authority-related SMR/HERs should be online in some form
- No need for physical amalgamation in one repository
- OK to have diversity of routes into the Record

Polygons – DSP/trigger

- Point to polygon shift welcome
- Polygonise where appropriate
- Actual extent information needed
- Desire for Listed Building curtilage polygons [as in England]
- Polygonisation process helps deliver concordance

Aim 2: Further development of **standards**, and of **consistency** within and across the data.

Standards

- Single glossary/common vocabulary/standards for cataloguing
- MIDAS/INSPIRE

Data Quality

- Need to look at formatting of unstructured text
- Need for consistency across Local Authorities and all records
- More precise locational information needed

Multi-user, e.g. LAs updating HS data

- Could/[should] Local Authorities update Historic Scotland GIS information?

Aim 3: Improved **functionality**, responding to user wishes and needs.

Functionality

- Need for better/more comprehensive/intelligent search terms
- How about flexible browsing, e.g. "if you liked X, then you might be interested in Y."
- Smartphone technology required, esp. to engage younger people
- Improved key word searching
- QR codes, e.g. on Listed Buildings
- Need to respond to academic community requirements

WFS

- People want to interact with the data
- Wish to obtain and use shapefile/GIS downloads

User-Generated Content

- Move towards UGC generally welcomed
- Need to differentiate between mediated and unmediated content

Data currency

- Worry about broken links
- Need for information to be up to date

Privacy – private data

- Internal management documents needed, but need to be kept private

Aim 4: Improved **efficiency**, including keeping data **updated**, minimising **duplication**, seeking additional resources, and addressing **data safety**.

Data cleansing

- Duplication needs to be removed
- Need to address contradictory information, e.g. different 'facts' for the same site
- Discrepancies between data sources for same site should be ironed out [e.g. parent/child vs single numbers]
- ?Amalgamate duplicate records

Joined up data, without duplication or contradictory information [as opposed to differing opinions]

- Data should be linked
- Concordance is the ideal
- Relate to INSPIRE

Resourcing and efficiencies, incl. roles and responsibilities

- Additional resourcing needed to deliver the vision
- Need to be more cost-effective/efficient
- Cannot be delivered without the support of the sector
- ?Agree responsible body for each record [BUT: 'One asset, one record'/'Golden Record' concept – not generally supported by the sector]

Data security/resilience

- Worry about continuing readability of old formats and media

Aim 5: **Training and promotion**, and seeking user input leading to continuing improvements.

Training and expertise

- User training required
- Record manager training also required

Promotion and user consultation

- Representation of user views/needs is required
- Better promotion
- Ongoing dialogue required between data managers and information users

IPR

- Worry re text as well as images
- Concerns over licensing and open-ness

Charges – financial

- HER data should be available free

Appendix 3 – Data Content Issues

SHED Data Content Issues
from BEFS Workshop and 2009 Report

DRAFT: Version 2 - Compiled by Robin Turner, November 2012

NOTE: The following issues were raised in the BEFS User Workshop (Robertson 2012) and in the 2009 Report (Carter 2009), but do not necessarily represent commonly held views or perspectives.

A. Scanning – images and documents

- More content requested on Canmore – images and documents
- Wish to download high-quality images
- Scanning programme required

B. Additional content

- C14 datasets
- AP transcriptions
- More details on Listed Buildings
- Content related to landscapes
- More marine
- Family history
- Social history
- Dictionary of Scottish Architects
- Video content
- Oral history
- Links to artefacts; also artefact 'journeys'
- Museum catalogues
- Local Authority planning information

C. Significance/values

- Statements of Significance needed for Listed Buildings
- Statements of Significance for other sites too

D. Gaps in data, including backlogs

- At least summary information for each record in Canmore
- Backlogs of archive material should be catalogued and made available

E. Bibliographic references, incl. grey literature

- Put more bibliographic links into Canmore

F. Summary information – non-technical

- Publish list descriptions
- Make available social history information
- Need for high-level information for sites, and for groups of sites

G. Security of sites and buildings

- Worry that putting information online is a 'Burglar's Charter'
- Worry about heritage crime, e.g. metal detecting

H. Obligation to submit electronically

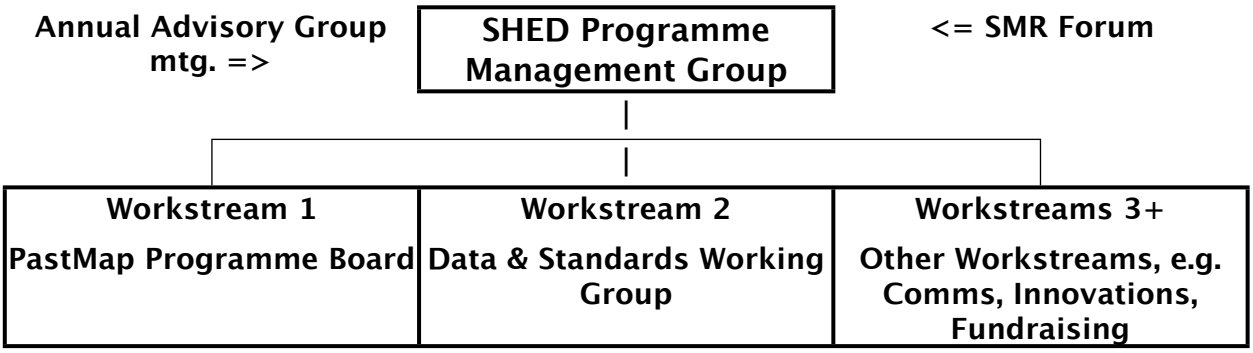
- Should be enforced [in the planning context]
- Funding requirement for contractors to do this

I. Physical access

- Online is actually a barrier to some; original material still needs to be accessible

- The National Association of Decorative & Fine Arts Societies (NADFAS)?

Appendix 4 – Proposed SHED Strategy Implementation (Development Phase)



SHED Programme Management Group

Composition – Representation from: RCAHMS, HS, ALGAO Scotland, SMR Forum, NMS/MGS, IHBC, FAME, Academic Rep, Non-professional user rep. Will agree a Chair, from this list, who will act as SRO of the initiative. Also Chairs of the Workstreams, if not one of the above.

Terms of Reference: tbc

Example activities:

- Vision and Strategy – manage delivery
- Feedback – from partners, sector and users
- Workstreams – receive reports and give feedback
- Ideas for expansion – assisting where possible
- Find resources [?Fundraising Workstream]
- Encourage more partners to join, through Advisory Group and/or Workstream membership
- Improve linking, concordance and polygonisation [?Innovations Workstream]
- Ensure resolution of copyright/Intellectual Property Rights issues, and archiving issues
- Encourage content improvement – data quality [via SMR Forum]
- Communications Plan – create, maintain and implement, for internal & external users; public users; educational users, media [?Comms Workstream]
- Determine and broadcast benefits – tangible and intangible [?Comms Workstream]
- Public outreach/engagement [?Training Workstream]

Workstream 1: PastMap Programme Board

Composition – RCAHMS, HS, SMR Forum

Terms of Reference: The development and promotion of the PastMap website to provide free and effective access to map-based information about Scotland's historic environment (designated or otherwise) using Partner's shared data services. (PastMap 2008-2012, Vision)

Example activities:

- Maintenance – software upgrades; hardware and infrastructure
- Improvements – more layers; advise and help to potential partners, e.g. for WFS output; output improvements, incl. reports, Scottish Spatial Data Infrastructure
- Analysis tools – create and develop [Innovations Workstream]
- Data security matters
- Creation and delivery of PastMap Strategy

Workstream 2: Data & Standards Working Group (Sub-Group or Workstream of SMR Forum Technical Working Group)

Composition – ALGAO Scotland, other LA Archaeologists, RCAHMS, HS

Terms of Reference: tbc

Example activities:

- Devise, maintain, improve and update data standards for use in PastMap and for historic environment data more generally, within the context of national and international standards for historic environment data
- Address selected content issues, e.g. duplication of data

SMR Forum – other interests

Terms of Reference: tbc

Example activities:

- Content expansion – digitisation, summary essays, etc.
- Content areas – widening, e.g. artefacts, oral history/intangible, etc.
- Thesaurus development and integration
- User Generated Content – develop guidelines
- Period/timeline - development
- Gaelic content
- Backlogs – strategy for reducing
- Bibliographic information – addition
- User group expansion - educational/schools, interest groups
- Non-digital information – strategy for inclusion

Robin Turner
December 2012, revised February 2013

Appendix 5 - Bibliography, and further Reading

Carter, S (2009). *A Strategy for the Development of Historic Environment Records in Scotland.* Headland Archaeology/Historic Scotland [www.historic-scotland.gov.uk/a-strategy-for-the-development-of-hers-in-scotland.pdf]

Casey, S (2009). *Delivering Efficient Data Management - Local Authority Archaeological Liaison.* RCAHMS/ALGAO:Scotland [www.heritagegateway.org.uk/ gateway/file/hg/content/upload/4986.pdf]

Cowie, T and McKeague, P (2010) 'Mapping material culture: exploring the interface between museum artefacts and their geographical context', *Scot Archaeol J*, 32 [http://www.euppublishing.com/doi/abs/10.3366/saj.2011.0009]

Historic Scotland (2010). *Scotland's Historic Environment Audit 2010*. Historic Scotland [www.heritageaudit.org.uk/sheareport2010.pdf]

Historic Scotland (2012). 'Cross-sector approach to capitalise on archaeology' [http://www.historic-scotland.gov.uk/news_article.htm?articleid=35749]

Mann, B (2012a), 'HER Strategy Curators' Workshop, Workshop Results and Recommendations'. SMR Forum (unpublished)

Mann, B (2012b). 'Historic Environment Data Overview of Roles, Responsibilities & Resources'. SMR Forum (unpublished)

McClelland, J (2011). *Review of ICT Infrastructure in the Public Sector in Scotland.* Scottish Government [www.scotland.gov.uk/Publications/2011/06/ 15104329/20]

McKeague, P (2008) 'One Scotland, One Geography – One Historic Environment?,' paper delivered to Association of Geographic Information Scotland Annual Event: 'Inspiring Scotland 2007' [http://www.agi.org.uk/POOLED/articles/bf_eventart/view.asp?Q=bf_eventart_285595]

McKeague, P. (2012), 'The historic environment and INSPIRE - a view from Scotland,' in Ioannides, M.; Fritsch, D.; Leissner, J.; Davies, R.; Remondino, F.; Caffo, R. (eds.), *Progress in Cultural Heritage Preservation, EuroMed 2012, Lemessos, Cyprus, October 29 -- November 3, 2012, Lecture Notes in Computer Science*, Vol. 7616, 833-40 [http://rd.springer.com/chapter/10.1007/978-3-642-34234-9_89]

Middleton, M (2009a), 'Polygonisation - The Shape of things to come - What are the needs for Scottish polygonised Historic Environment Data?' RCAHMS/ALGAO:Scotland/HER Forum/Historic Scotland (unpublished) [www.rcahms.gov.uk/rcahms_media/ files/survey/rcahms_polygonisation_report.pdf]

Middleton, M (2009b). 'Inspired - The IT capabilities of the Scottish Sites and Monuments Records'. RCAHMS/ALGAO:Scotland/HER Forum/Historic Scotland (unpublished) [www.rcahms.gov.uk/rcahms_media/files/survey/rcahms_inspired_report.pdf]

National Archives (2012). 'Open Government Licence for Public Sector Information' [http://www.nationalarchives.gov.uk/doc/open-government-licence/]

RCAHMS (2008), 'PASTMAP 2008-2012, Vision' RCAHMS (unpublished)

Robertson, J (2012) 'Accessing information on Scotland's historic environment – meeting users needs Report of workshop held 21st June 2012'. Built Environment Forum Scotland (unpublished)

Scottish Government (2011). National Performance Framework [http://www.scotland.gov.uk/Resource/Doc/933/0124202.pdf]

Scottish Government (2012). *Scotland's Digital Future: Delivery of Public Services.* Scottish Government [www.scotland.gov.uk/Resource/0040/00407741.pdf]

End of document