



Greater London Sites and Monuments Development Plan 2007 – 2010, SMR-HER

PROJNUM5537

The London Boroughs and English Heritage: New Historic Environment Information

Background

1. The Heritage Protection Review and Historic Environment Records

- 1.1 English Heritage (EH) hopes to develop the Greater London Sites and Monuments Record (GLSMR) into a fully integrated Historic Environment Record (HER) that will be able to meet the demands of the new Heritage Protection system. The Heritage Protection Bill published on 2 April 2008 proposed the creation of statutory HERs. Structural and operational changes will be necessary to existing SMRs if they are to develop into fully functioning HERS. The draft Heritage Protection Bill refers specifically to Greater London in Part 5, section 211 and requires English Heritage to maintain a Historic Environment for Greater London although the London Boroughs can jointly make arrangements for the resource to be held and maintained elsewhere. The draft legislation requires the record to contain registered assets, locally important heritage assets, sites of archaeological interest, "information about the way in which the archaeological, architectural or historic development of the area of Greater London... has contributed to the present character...and about how that character may be preserved"¹ and details and findings of investigations carried out.
- 1.2 This project was established to consider what data should be incorporated into the GLSMR to widen coverage to the whole historic environment. This will mean the addition of built environment data to the existing, predominantly archaeological data that currently comprises the SMR. The project sits alongside and is subsidiary to the wider development of the GLSMR and related specifically to built historic environment which may be required by conservation officers working for the London Boroughs. The project has gathered information on the current knowledge and future requirements conservation officers have of the GLSMR through analysing the

¹ Heritage Protection Bill 2008 Part 5, section 211, Department of Culture Media and Sport.

products of a specially convened seminar and written questionnaire completed by conservation officers in Greater London.

2. The Greater London SMR

- 2.1 The GLSMR originated in 1983 with the Greater London Council (GLC) and in 1991 responsibility for the record was passed on to English Heritage.²
- 2.2 The staff of two operating the GLSMR receive around 51 enquiries a month of which 90% are commercial. The 51,964 records are held on a HBSMR database which is the standard format of around half of the SMRs in the country. Data is entered using standard terminology and agreed wordlists.
- 2.3 The majority of the information held in the GLSMR is from PPG15 and PPG16 event reports and around 445 reports are received each year. Increasingly these are being added in digital form. But the record also holds digital copies of mapping from the 16th to 19th Centuries, a Parks and Gardens database and 19,439 relating to buildings, mainly list entries for Listed Buildings.
- 2.4 Conservation officers currently make very limited use of the existing GLSMR and if the resource is to develop to cover more of their area of professional interest, its development needs to consider the professional requirements of those working in local authorities. Therefore conservation officers were the primary focus of this project.

3. The role of the IHBC in the project

- 3.1 The IHBC is the professional body for building conservation practitioners and historic environment professionals across the United Kingdom. As of December 2007, the IHBC had 1628 Members including 1282 professional Full Members. IHBC members represent specialist historic environment professionals working across the entire spectrum of historic environment activities. Members range from educators, archaeologists and historians to planners, surveyors, architects and project managers.
- 3.2 The 2006 IHBC-EH Phase 1 survey of conservation professionals in England's Local Planning Authorities (LPAs), which covered 100% of the subjects, identified IHBC members in 67% of LPAs (Quantifying Local Planning Authority Conservation Staffing, 2006/7) and around half of the IHBC membership is employed in local authority work.
- 3.3 The IHBC was uniquely placed to operate this project as a result of its coverage of IHBC members in 70% of local authorities in London. In Greater London the above survey showed that in 2006 22 of the 32 London

² For further information on the historical development of SMRs generally see Gilman, P & Newman M (editors) Informing the Future of the Past: Guidelines for Historic Environment Records (second edition) English Heritage 2007

Boroughs, some 70%, employed IHBC members on their conservation staff whilst a number of others use them as consultants. The London Branch of the IHBC has 190 members (at December 2007) and an active and positive branch structure with a high level of member involvement.

- 3.4 But the IHBC role was not simply one of facilitating the project through its existing contacts and assets. The IHBC has, for some time, echoed the concerns of many of its members, elsewhere in the country, that in preparation for HPR many authorities are simply changing the name of their existing SMR to HER without any changes to its content, function or audience. The approach to the GLSMR is therefore refreshing. The IHBC especially welcomed the approach which accepted that a mainly archaeological SMR may not be immediately transferable to a HER without significant additional input and amendment.

4. Project procedure

- 4.1 The project began by identifying the key stakeholders and participants, London Borough conservation officers, through IHBC London branch members and members of the London Conservation Officers Forum. These officers were then invited to attend a seminar on the development of the GLSMR.
- 4.2 Prior to the seminar delegates were circulated with a variety of information in preparation. This included a list of information sources which conservation officers may already be using. This was produced specifically for the project (Appendix 4) and includes sources which are site or area specific, rather than those which describe general architectural, historical or technical information. The principle intention of the document was to give delegates a guide to the sources available but was not intended to define, prior to discussion with Conservation Officers, what should be put into the development of the SMR. The document was drafted by IHBC from background research and internet assessment but also through advice from expert advisers in IHBC London Branch and English Heritage.
- 4.3 Delegates were also sent, in advance of the seminar, a feedback questionnaire which is attached at Appendix 2. They were asked to complete two sections before attending the seminar: part one, which asked for their existing knowledge of the GLSMR before they received any information at the seminar and part four, which asked for contact details and technical information on behalf of their authority, which they may have needed to research. The remaining sections (two and three) were to be completed at or after the seminar, building on the discussions of the afternoon.
- 4.4 The seminar was held at St James's Church, Piccadilly, London on 22nd January 2008. The venue was selected because it is centrally and easily located in London but also because it is an interesting historic building with

recent conservation work to encourage attendance, make the event attractive to delegates and provide an additional CPD element. The programme of the seminar is appended at Appendix 5. The event began with a contextual talk about the role of HER/SMR and an overview of the contents and function of the SMR to inform conservation officers of the existing resource. Delegates were then divided into four discussion groups facilitated by IHBC and EH staff without a specialist interest in the specific outcome of the London HER. The seminar groups considered the following questions:

1. *What information in the existing GLSMR do you think you will find useful?*
2. *What particular part of your work would you use this information for?*
3. *What new information would you most like to be added to the GLSMR?*
4. *What format would you like this information to be in and how would you want to access it?*
5. *How do you see the Heritage Protection Review changing your role or your requirements of a resource such as the SMR?*
6. *What skills or knowledge do you think it important that those producing the GLSMR have in order to create a resource that is useful to you in your work?*
7. *What sort of help and assistance will you need to obtain and use the resource to best effect?*
8. *Do you already share information across Borough boundaries?*

The seminar concluded with a summing up and drawing together of the seminar group discussions. This allowed priorities to be drawn out from the deliberations of each of the groups.

- 4.5 Thirty-four conservation officers (or those officers fulfilling a conservation role) attended the seminar representing twenty-six of the thirty-two London Boroughs. Representatives of a further four authorities were unable to attend the seminar but were interested in the subject and fed their views into the process in the later stages. Representation of 81% London Boroughs at the seminar and overall involvement by 94% of Boroughs is a very positive level of engagement demonstrating both the validity of the approach to the project and the existing lack of knowledge and potential interest in the subject matter amongst conservation officers.
- 4.6 The notes of the seminar were written up within a week of the event and distributed to both those who had participated and also to those unable to attend asking for confirmation that the proceedings had been accurately recorded and feedback on the contents. Whilst some of the delegates are known to have read the notes no amendments were proposed and no objections to the content lodged. It is thus assumed the notes of the meeting are an accurate reflection of the proceedings and most notably of the suggestions made.

- 4.7 Delegates were asked to submit their feedback questionnaires either immediately after the event or by post or email in the subsequent weeks. Those who did not submit were reminded on a number of occasions but the response rate remained quite low at fifteen returns representing thirteen London Boroughs (40%). However a number of those who were unable to submit their forms emailed brief comments or confirmed that their views had been expressed in the record of the seminar.
- 4.8 The analysis below is based upon all forms of conservation officer involvement and feedback described above.

5. Use and knowledge of the current GL-SMR.

- 5.1 Generally conservation officers in London had very little prior knowledge of the GLSMR. They were fairly evenly divided between i) those who had some knowledge of the GLSMR and had previous cause to use it, ii) those with a very limited knowledge who knew of its existence and expected to find it contained records of an archaeological nature and iii) those who had no knowledge and had not heard of the GLSMR.
- 5.2 Only three responding conservation officers had used and two had thought of using the GLSMR in the past whilst ten had not considered doing so³.
- 5.3 Despite their lack of interaction with the resource the impression conservation officers had of the sort of information that they expected to find in the GLSMR was generally correct. They suggested it would contain historic maps, information on archaeological sites, records of ancient monuments, record of archaeological finds and other site-based records. Some conservation officers had referred other people to the GLSMR for information.
- 5.4 The reasons the GLSMR is not widely used amongst conservation officers appears to be that they:
- Have limited involvement in archaeology by conservation officers who have only small numbers of Scheduled sites and receive their planning archaeological advice through The Greater London Archaeology Advisory Service (GLAAS) which provides archaeological advice to local authority planners, developers and their agents, and local people, for thirty one of the London boroughs (the City of London and Southwark employ their own archaeology officers)
 - Have a perception that the GLSMR is, as a result, only an archaeological resource.
 - Have had some earlier problems with accessing GLSMR information which has put them off trying again.
 - Make use of alternative sources of local information

³ 15 conservation officers who returned their seminar questionnaire responded to the question "Have you ever used or thought of using the GLSMR?"

- 5.5 The seminar proved to be an excellent vehicle for raising awareness of the GLSMR, its content and possibilities. All responding conservation officers said after the seminar that they had learnt something new about the GLSMR by attending⁴. This additional knowledge was often a better grasp of what the current resource is able to do and could do for them. This included the greater level of information and means of interrogation than envisaged, the comprehensive nature of the records and the existence of records for buildings and other items as well as mainstream archaeological information. However a number of conservation officers felt the seminar had made them aware not of what the GLSMR can do currently but of how it could be developed and improved. There was concern that, especially given the limited resources available for development, this had to be done without duplication of other existing information sources.
- 5.6 As a result of attending the seminar twelve conservation officers felt there was some information in the current GLSMR which they had not considered before but might find useful in their work⁵. This was mainly the core archaeological information and historical mapping but also included information such as details of listed buildings beyond the statutory list description.
- 5.7 However three conservation officers felt they still had no cause to use the GLSMR because it was either not relevant to their work, they did not need the information because they received advice from GLAAS. Also perhaps more pertinently, there were concerns that the way the information is currently accessed via personal requests and email responses rather than as a self serve on line resource discourages its use. Those who may be using the GLSMR in future felt it would be useful in conservation area appraisals, characterisation, researching buildings, producing site briefs and informing statutory decision-making.⁶
- 5.8 Alongside building positive knowledge development of the GLSMR amongst conservation officers the feedback from the project also highlighted some concern about the relevance of the GLMSR to their work. Some felt that they were unlikely to find anything in the resource either at present or in the future which would be relevant to their work. There was concern that in developing this and other HERs English Heritage and government appear to be giving priority to something which was not related to core building conservation work and for which it was felt there was neither need or demand at local authority level in London. An appreciation that conservation

⁴ 14 conservation officers who returned their seminar questionnaire responded to the question "Did you learn anything new about the GLSMR as a result of this seminar?"

⁵ The seminar questionnaire asked "What information in the existing GLSMR do you think you will find useful?"

⁶ The seminar questionnaire asked "What particular part of your work would you use this information for?"

officers may be happy to work with the GLSMR and contribute to its development should not lose sight of the perceived lack of relevance or usefulness of an SMR or HER to conservation officers.

6. Existing Knowledge of the Heritage Gateway

6.1 There was very limited knowledge amongst conservation officers of the Heritage Gateway. Over two thirds of responding conservation officers had not heard of the Heritage Gateway before they were asked to the GLSMR seminar.⁷

7. Developing GLSMR content

7.1 Seminar discussion groups and the final concluding session of the event identified priorities for future inclusion in the GLSMR. This produced a number of lists of preferred suggestions which are included in the seminar notes at Appendix 1. The seminar feedback questionnaire also asked conservation officers "What new information would you most like to be added to the GLSMR?" and a further fourteen personal lists were produced as a result. The detailed responses of each can be found in the questionnaire response digest at Appendix 3.

7.2 Analysis of responses from all sources has produced Figure 1 which shows the broad areas suggested for inclusion in the GLSMR during seminar groups, the seminar concluding session and by individuals on their seminar feedback questionnaire.

7.3 The areas suggested by London conservation officers for future inclusion in the GLSMR are listed below in more detail and in order of priority for inclusion:

i. Conservation Areas

Map based Conservation Area boundaries including Article 4 directions and associated Conservation Area documents such as boundary reviews, enhancements proposals, character appraisals and management plans.

ii. Local designation

Map based information on locally listed buildings and locally designated historic parks and gardens to include descriptions and additional historic information

⁷ 14 conservation officers who returned their seminar questionnaire responded to the question "What do you know about the Heritage Gateway?" Of those 4 had some prior of the Heritage Gateway knowledge and 10 had no knowledge or awareness of it.

iii. **Information on individual buildings**

To include historical reports, conservation plans, historic plans, architects records, structural reports on historic buildings and building control records often dating back as far as the 1880's.

iv. **Photographic archives**

Historic photographs of buildings and areas, recent dated record photographs, aerial and oblique photographs

v. **Wider access to English Heritage information**

There was a strong feeling that English Heritage holds a great amount of relevant material which is not accessible to conservation officers.

As much of this information may be digitised within the organisation, the GLSMR was seen by conservation officers as having a potential role in drawing this together and making it accessible.

Suggested relevant items for wider use included non confidential information from case files, reports, listing inspectors field work notes, research papers, London architectural collection, photographic collections, buildings with blue plaques, historic and recent plans.

v. **Local authority planning current information**

Planning histories
UDP/LDF designations
Strategic viewing corridor

vi. **Links to data held elsewhere**

Much relevant data has already been digitised and may be available on web sites. Linking the GLSMR to such data sources such as that held by English Heritage, local studies libraries, RIBA drawings collection, museums, local authorities etc would make it a much wider tool.

vii. **Listed building information**

Statutory listings and schedulings including the extent of the Listings

viii. **Public realm audits**

Audits of unprotected historic assets, street furniture, historic paving etc

ix. **Design and access statements**

Design and access statements have been required for all Listed Building consent applications and most planning application since 2006. Whilst the quality and content can be variable, statements should attempt to explain the design principles that have been applied in the proposal and how the proposal takes account of the

special architectural or historic importance of the building and its setting. A good design and access statement will thus include important research and examination of the buildings history and character.

x. **Items from published sources**

Area and building specific articles from books and journals such as *Country Life*, *Context*, *Amenity Society* journals, building entries from the *Pevsner Buildings of England* series, items from the *Victoria County History* etc

xi. **Further archaeological information**

Information on the results of excavations, survey data and an interpretation of archaeological priority areas.

xii. **Natural statutory designations**

Natural designations such as Tree Preservation Orders, protected hedgerows, Sites of Special Scientific Interest, Areas of Outstanding Natural Beauty

xiii. **Award winning buildings**

Buildings that have won design or conservation awards such as the Civic Trust Awards.

xiv. **Additional Maps**

Map layers including bomb damage maps

7.4 The suggestion for inclusion within the GLSMR appear to sit happily within the proposed legal framework for the Greater London Historic Environment Record laid down in the Draft Heritage Protection Bill 2008. Whilst items iii and viii fall within the category of registered assets⁸, items i and ii are locally important heritage assets⁹, item xii relates to sites of archaeological interest¹⁰ and items vi and ix to details and findings of investigations¹¹. The remaining suggestions (items iii, iv, v, vi, vii, x, xi, xiii, iv and xv) whilst having some overlap with the other categories predominantly fall within the category of "information about the way in which the archaeological, architectural or historic development of the area of Greater London... has contributed to the present character...and about how that character may be preserved"¹²

⁸ Heritage Protection Bill 2008 Part 5, section 211, 3 (a). Department of Culture Media and Sport.

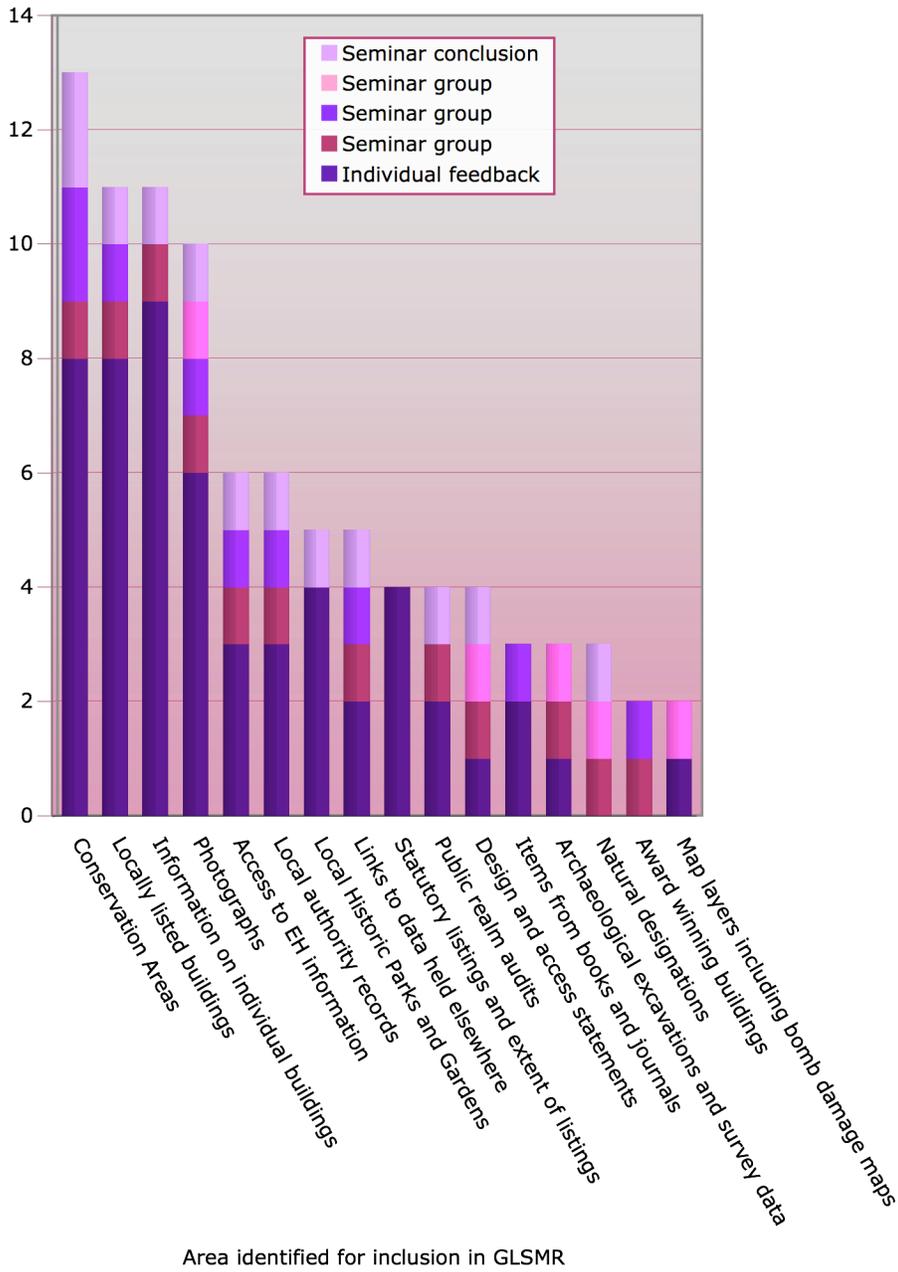
⁹ Heritage Protection Bill 2008 Part 5, section 211, 3 (b) Department of Culture Media and Sport.

¹⁰ Heritage Protection Bill 2008 Part 5, section 211, 3 (c) Department of Culture Media and Sport.

¹¹ Heritage Protection Bill 2008 Part 5, section 211, 3 (e) Department of Culture Media and Sport.

¹² Heritage Protection Bill 2008 Part 5, section 211, 3 (d) Department of Culture Media and Sport.

Figure 1
 Conservation Officer priorities for expansion of

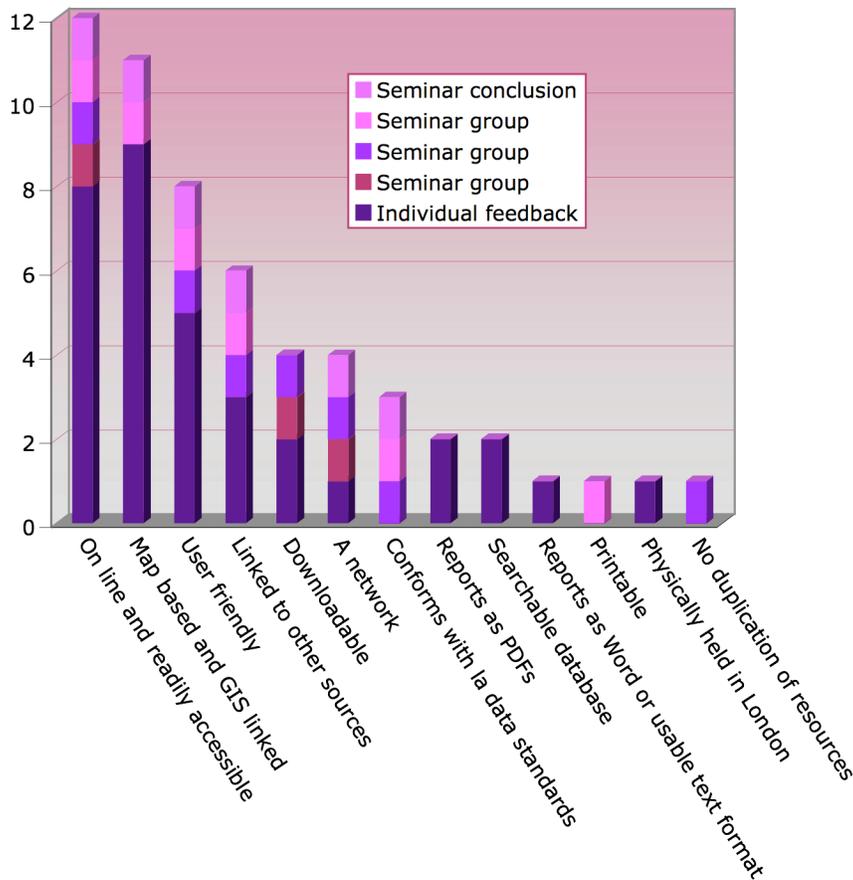


8. Format of the developing SMR

- 8.1 The four clear priorities arising from conservation officers for the format of the developing GLSMR are that it should be:
- i. An on line accessible resource with all information available to all (or at very least available to those in local authorities through a password system)
 - ii. Map based and compatible with local authority GIS systems
 - iii. Easy to use
 - iv. Linked to other existing internet sources so that information is drawn together and any duplication of tasks avoided. In this way the GLSMR could become an invaluable resource drawing together useful sources without the need to add a substantial weight of extra information
- 8.2 Other key points raised were that the GLSMR should:
- i. Be immediately downloadable by the user without delay or reference to other bodies.
 - ii. A network allowing interaction with users. Drawing together various sources of information but perhaps also allowing users to contribute as a kind of GLSMR Wikipedia
 - iii. Conform to local authority data standards to allow information to be cross-referenced with planning files etc.
 - iv. Be a searchable database allowing searches on the work of a particular architect, building type etc.
 - v. Produce reports as PDFs to allow easy inspection of data
 - vi. Produce reports as Word or usable text format to allow information to easily be fed into reports.
 - vii. Be printable by the user
 - viii. Physically be held in London rather than elsewhere in the country
 - ix. Involve no duplication of resources such as redigitising information already held by other bodies or adding data to the GLSMR which is already accessible elsewhere.
- 8.3 Evidently the fundamental concern raised which cuts across many of the more specific concerns is one of accessibility. Potential users of the GLSMR want it to be accessible remotely by professionals and the public and they want it to be easy and simple to use. The addition of the GLSMR data to the Heritage Gateway may go some way to achieving this and indeed the establishment of the Heritage Network, not dissimilar to the Heritage Gateway, was suggested as a dissemination tool for the GLSMR information. The use of the Heritage Gateway to expand the available data would also allow on-line access through links to locally held records rather than using resources to create new archives. The use of local information through web links also allows local authorities to keep data up to date without having to send updates to the GLSMR. This is especially useful with access of listed building files or other evolving resources.

8.4 Some Conservation Officers, thinking imaginatively, suggested an interactive resource which, like Wikipedia, would enable new information to be uploaded by anyone. It was accepted that to maintain the credibility and accuracy of the data this would need policing and an alternative suggestion was made that only certain approved people could upload, such as English Heritage officers, archivists and conservation officers, should be able to add information. A discussion forum could also add to the usability of such a site.

Figure 2 The format of the GLSMR



9. The specific impact of Heritage Protection reform on conservation in London and use of the GLSMR

9.1 The peculiar and unique nature of the London historic environment means that the perception, at least, of how Heritage Protection Reform (HPR) will impact on the area is very different from that which could be experienced in other areas. There are fewer Scheduled Ancient Monuments in Greater London than in other local authority areas elsewhere in the country and, as a result, the transfer of the equivalent of Scheduled Monument consent to local

authorities is seen, by conservation officers, as having only a limited impact. For example the Royal Borough of Kensington and Chelsea has over 4,000 listed buildings but only 2 Scheduled Ancient Monuments. All but two London Boroughs obtain their archaeological advice from GLAAS and it is thought that this situation will continue to enable informed decision making on applications for archaeological issues.

- 9.2 There was a widespread view that HPR may increase the demand for access to information by both professionals and the public. Some conservation officers felt they might need the GLSMR more for this purpose and that the key to success in these circumstances would be wider access to the resource. Wider public access to information is seen as a possible way of reducing simple information requests. Those who had an understanding of the proposed requirement of HPR to introduce a statutory Historic Environment Record felt that it would be reasonable to work with the existing SMR to produce a single resource although the form and function will need refining in the light of the legislation.

10. What is needed to develop and manage the GLSMR

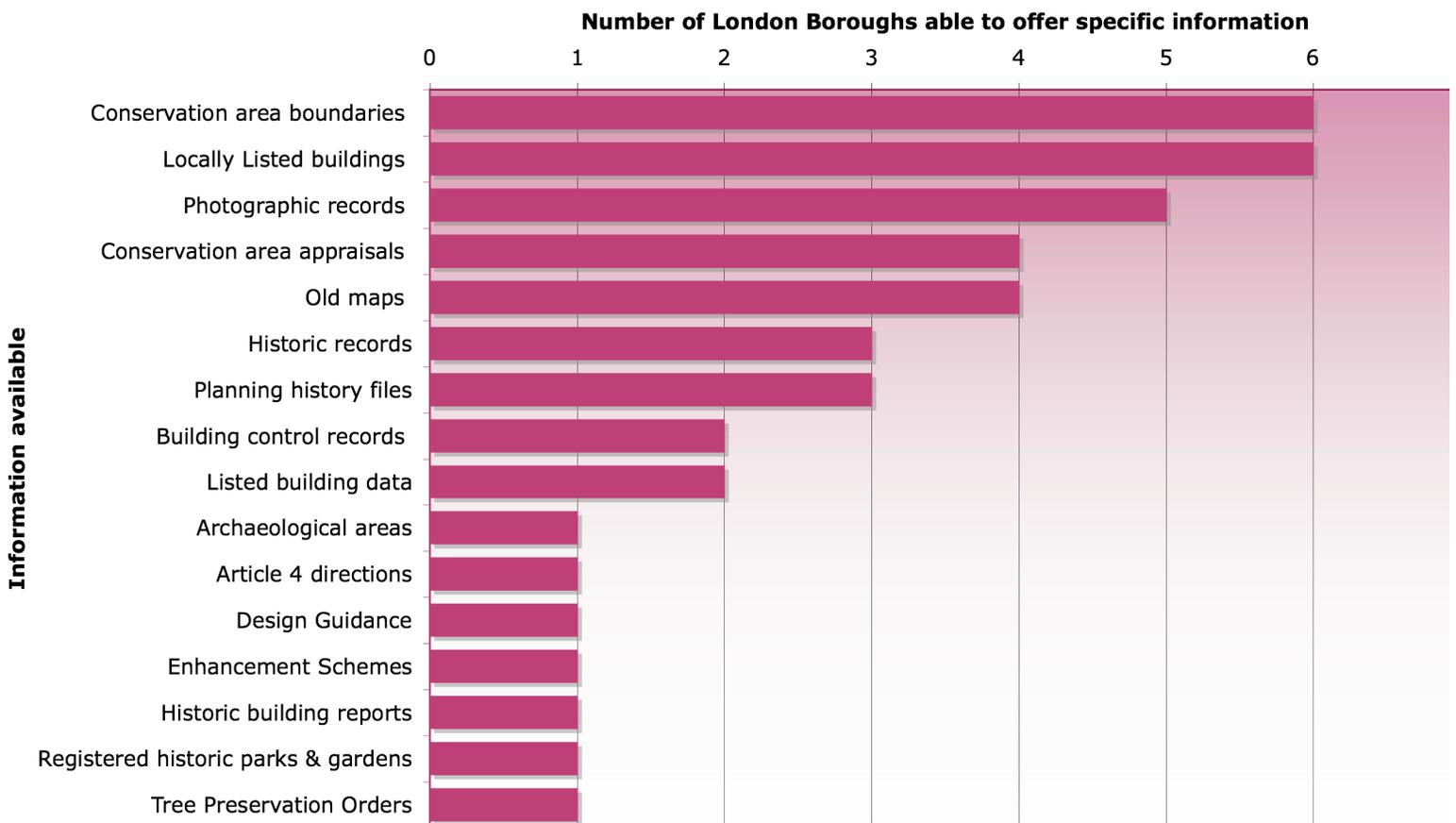
- 10.1 Conservation officers were asked in the seminar questionnaire what particular skills or knowledge they felt the staff of the GLSMR ought to have. In order to guarantee that the resource is relevant and the information supplied is usable it was felt that someone working on the GLSMR should have a specialist knowledge of historic buildings and areas.
- 10.2 One of the key areas of need identified in order to allow the GLSMR to expand and develop in a way that is relevant and usable is the allocation of adequate resources to the project. Without sufficient dedicated staff to obtain and input information it is unlikely the GLSMR will ever grow into the resource those consulted hoped it might become. As there is already scepticism amongst some conservation officers about the potential for growth and development of the SMR, inadequate resource investment will do little to reassure and persuade. To carry out the role which this report has begun to define, English Heritage will need to reconsider the GLSMR staffing requirements.
- 10.3 London Boroughs are unlikely to be in a position to assist with funding towards the development of the GLSMR. The feedback from local authorities indicated that it is unlikely that a business case could be made in their budgets for financial support from the local authorities when set alongside other Council priorities. But conversely they also felt that financial support for local authorities from English Heritage or Central Government would allow each to upgrade their data to meet an agreed standard, giving universal applicability rather than patchy coverage.

11. Information which London Boroughs could provide to the GLSMR

11.1 Conservation officers were asked what information was held in their own authority that might feed into the GLSMR. A number of suggestions were made (see figure 3) which included a variety of information on Conservation Areas (boundaries, appraisals and Article 4 directions) listed building and planning records, historic records (building control, maps, photographs) locally listed buildings and other designations (parks and gardens, tree preservation orders etc). However there was some concern that this information might not be, either politically or technically, easily supplied to the GLSMR and that the conservation officers did not have sufficient influence to ensure this could happen but did not always feel able to supply third party names to do so either.

11.2 The format which such information might be available in varies from that which is digital (GIS, PDF, Word or other electronic format) to hard copy paper based information including maps and photographs.

Figure 3 Information which could be provided by London Boroughs



12. Conclusion

- 12.1 This project has demonstrated that there is currently little knowledge of, or involvement with, the GLSMR amongst conservation officers in Greater London. As a result of circumstances which may be quite unique to London, conservation officers have little direct involvement in archaeological matters because most specialist archaeological advice is received from GLAS.
- 12.2 The development of the GLSMR towards a fully functioning HER will include expansion of the data held by or accessible through the resource. If it is to be truly relevant holistically to the historic environment it will need to expand beyond its archaeological origins. This expansion will also be necessary if the GLSMR is to develop its relationship with, and relevance to, conservation officers. If they are to make better use of the resource they would need it to hold or access considerable additional historic environment data outside archaeological parameters.
- 12.3 The additions suggested by London Borough conservation officers to the GLSMR have been demonstrated as falling within the definitions established for the resource in the Draft heritage Protection Bill 2008. The type of data which conservation officers in Greater London feel should be included consists, in priority order, of:
1. Conservation Areas
 2. Local designations
 3. Information on individual buildings
 4. Photographic archives
 5. English Heritage held information
 6. Local authority planning current information
 7. Links to data held elsewhere
 8. Listed building information
 9. Public realm audits
 10. Design and access statements
 11. Items from published reference sources and books
 12. Archaeological information
 13. Natural statutory designations
 14. Award winning buildings
 15. Additional Maps
- 12.4 However the desire to see the inclusion of the information listed above into the GLSMR does not mean that conservation officers feel it is necessary for it all to be added to and held in the existing database. The research highlighted clear priorities from conservation officers for the format of the developing GLSMR and their fundamental priority was that the GLSMR should be linked to other existing internet sources to draw existing information together avoiding duplication of tasks. In this way, it was argued, the GLSMR could become an invaluable holistic historic environment resource

drawing together useful sources without the need to add a substantial weight of extra information.

- 12.5 The other priorities for the format of the GLSMR were all about easy access and use. Conservation Officers felt the system needs to be an on line, easy to use, accessible, map based resource with all information available to all (or at very least available to those in local authorities through a password system) and compatible with local authority GIS systems.
- 12.6 Conservation officers felt that without allocation of adequate resources to the project and sufficient dedicated staff it is unlikely the GLSMR will ever become the resource they hoped it might be.
- 12.7 When considering potential local authority investment of resources in the development of record systems for the historic environment representatives of London local authorities felt it unlikely a business case could be made in their budgets for financial support from the London Boroughs when set alongside other Council priorities. Some conservation officers felt they may be able to assist development by contributing data held by their authorities. However there was some concern that this information might not be easily supplied, for technical or political reasons, and that the conservation officers did not have sufficient influence within their authority to ensure this happens. There was also a view that financial support to local authorities from English Heritage or Central Government would allow each to upgrade their data to meet an agreed standard, giving universal applicability rather than patchy coverage.
- 12.8 In conclusion this report has demonstrated the aspirations conservation officers have from the development of the GLSMR towards a true Historic Environment Record. It has prioritised the types of new information they would like adding and the sort of accessible web based resource they would like it to be. But for the GLSMR to carry out the role this report has begun to define with success, and to any level of customer satisfaction, English Heritage will need to consider in detail the staff and financial resources of the GLSMR and other associated record systems.

APPENDIX 1

Seminar Notes 22 January 2008, St James's Church, Piccadilly

The London Boroughs and English Heritage: New Historic Environment Information

1. Introductory talks

1.1 IHBC Introduction Sean O'Reilly, IHBC Director.

The term Historic Environment Record (HER) reflects a wider engagement with the historic environment, one which is more holistic, than was typical of the original Sites and monuments Records when they were being developed. The successful development of the SMR in the context of HPR is about laying strong foundations for future resources and tools, and the seminar comes at a crucial point in this process. IHBC with ALGAO is promoting the Heritage Gateway as an access portal for historic environment information.

Under HPR proposals (and the Heritage White Paper), heritage will be more fully integrated with the Planning System. Access to a SMR/ HER will be a statutory responsibility of a planning authority, and as such it must address the needs of conservation professionals working in the planning system if it is to operate effectively (and in line with HPR). If the HER is to support conservation in planning processes – from timely, credible, substantial and reliable responses to queries from applicants to informed and balanced historical advice for third parties - what should the HER include (contents) and what should it be able to do (services, including the advisory services). These were identified as the key question of the day.

EH (and its funding system, the Historic Environment Enabling Programme) were thanked for their support and for allowing the development of the SMR to be consumer based.

2.2 The Greater London SMR – Stuart Cakebread, GLSMR Manager

The GLSMR came into being through the GLC in 1983. English Heritage has managed it for the last 17 years. When fully staffed the GLSMR has a staff of two. It received 51 enquiries a month of which 90% are commercial. Information is gathered from a variety of sources.

The GLSMR has digital layers of the first four OS maps and paper copies of maps from the 16th-19th Centuries.

The majority of the information held is from PPG15 and PPG16 event reports. Around 445 reports are received per year. More of these are now arriving in digital form.

The Parks and Gardens database has recently been added.

The information is held on the HBSMR database which is also used by around half of the SMR records in the country. Data is entered using standard terminology and agreed wordlists.

There are 51,964 records of which 19,439 relate to buildings, mainly Listed Buildings.

The GLSMR will be put onto the Heritage Gateway, which allows on line searching of various sources. The mapping will also be enhanced in the next couple of years.

Data can be sent out from the GLSMR in many formats including print outs, html, Access, Excel, GIS, AutoCad etc. Searches can be performed on specific periods, monuments types etc.

2. Notes from seminar groups

2.1 Group One

2.1.1 What information in the existing GLSMR do you think you will find useful?

- Maps were felt to be really good

2.1.2 What particular part of your work would you use this information for?

2.1.3 What new information would you most like to be added to the GLSMR?

- Streetscape – miles stones, parish boundary stones, stone troughs, york paving, historic letter boxes etc
- Conservation area appraisals
- Planning histories
- Locally listed buildings
- Photographic archives
- Protected trees/hedgerows
- Building control records, many go back a long way and contain images, drawings, maps etc
- Architect design statement for developments
- Design guidance (e.g. preserving historic roof lines)

- Specific building histories (maybe researched by owner or prepared as part of major conservation work.)
- OASIS (archaeological survey data)
- Buildings that have won awards (civic trust)
- Blue plaque
- Natural England – SSSI and AONB
- Design and access statements
- Links from local community to local authorities and then in to HER

Bearing in mind the storage issues, it is difficult to know where to stop with the kind of information that could be included.

2.1.4 *What format would you like this information to be in and how would you want to access it?*

- On line web based access far more useful than paper
- Needs to be easily accessible and easy to use whether it's the public, developers or professionals (e.g. conservation officers) using it
- Wikipedia type resource
- Web based communication forum

2.1.5 *How do you see the HPR changing your role or your requirements of a resource such as the SMR?*

2.1.6 *What skills or knowledge do you think it important that those producing the GLSMR have in order to create a resource that is useful to you in your work?*

- Feel strongly about people understanding the historic environment

2.1.7 *What sort of assistance will you need to obtain and use the resource to best effect?*

2.1.8 *Do you already share information across Borough boundaries?*

2.2 **Group Two**

2.2.1 *What information in the existing GLSMR do you think you will find useful?*

- Listed Building records could be useful but would not link into planning records.
- None of the group used the SMR on a regular basis.
- It is important that the SMR defines who it is actually for.

2.2.2 *What particular part of your work would you use this information for?*

- GLAS is the first port of call for most

- 2.2.3 *What new information would you most like to be added to the GLSMR?*
- GLC photographs
 - Links to book references on a particular site i.e. Pevsner, VCH
 - Links with local history archives
 - All EH information in one place
 - Fieldwork notes from listing inspectors
 - Local information – do not really need information for the whole of London
 - Article 4 Directions
 - Conservation Areas
 - Locally listed buildings
 - UDP/LDF designations
 - But who will provide this information
 - How will the SMR fare as a priority against resources for other duties such as conservation area designations?
 -
- 2.2.4 *What format would you like this information to be in and how would you want to access it?*
- Needs to be available on line
 - Could have password access to some information –in particular that which may be used commercially or which generates income to holder when sold to developers (i.e. local archive information)
 - It is impossible for the SMR to take on everything and so the best resource would be to use complex digital links to join resources on one web site
 - Digital, accessible, usable
 - Do not duplicate existing resources
 - Data standards across authorities need to be considered.
 - A network rather than an archive
 - Talk to GIS user groups
 - Need to establish what data different local authorities have – some are very much more developed.
- 2.2.5 *How do you see the HPR changing your role or your requirements of a resource such as the SMR?*
- 2.2.6 *What skills or knowledge do you think it important that those producing the GLSMR have in order to create a resource that is useful to you in your work?*
- 2.2.7 *What sort of assistance will you need to obtain and use the resource to best effect?*
- 2.2.8 *Do you already share information across Borough boundaries?*

2.3 Group Three

- 2.3.1 *What information in the existing GLSMR do you think you will find useful?*
- Listed Building, Local lists and site investigations will have a value for the UDP only
- 2.3.2 *What particular part of your work would you use this information for?*
- 2.3.3 *What new information would you most like to be added to the GLSMR?*
- Oblique photographs
 - Plans of buildings
 - Map layers
 - SSSIs
 - Design and Access statements
 - Locations reports and log books for planning/excavation sites.
- 2.3.4 *What format would you like this information to be in and how would you want to access it?*
- Universally available to all
 - Immediate access and printability
 - Links
 - Include glossary and jargon busting
 - Speed and consistency
 - Understandable
 - Accessible IT
 - Standardisation / categorisation
 - Use of polygons
- 2.3.5 *How do you see the HPR changing your role or your requirements of a resource such as the SMR?*
- 2.3.6 *What skills or knowledge do you think it important that those producing the GLSMR have in order to create a resource that is useful to you in your work?*
- 2.3.7 *What sort of assistance will you need to obtain and use the resource to best effect?*
- Explanation of metadata
 - Copyright issues
 - Inclusion of caveats – if information is not included it doesn't mean it is not important.
 - Origins of information and updating – dates, protocols, time.
 - Quarterly liaison meetings with Local authorities, EH & IHBC.
 -

2.3.8 *Do you already share information across Borough boundaries?*

- Links with Swindon archives

2.4 **Group Four**

2.4.1 No flip chart notes were taken due to the discursive approach to the topic preferred by this particular group, so feedback incorporated into drawing together section below. The primary focus was on identifying the value (potential and actual) of a HER in the dynamic, development-led process that distinguishes the planning system. It was considered by the facilitator that this would be a useful avenue to explore in light of the exploratory character of the event as a whole.

3. **Drawing together**

The concluding session reported back from each of the discussion groups and the resulting text reflects the views of the whole event.

3.1 **Using the existing GLSMR**

- Mainly used to access archaeological information currently, additional information would be useful.
- Most, but by no means all, local authorities have their own source for maps
- Local information but needs to avoid duplication with existing initiatives such as e-planning.
- Currently archaeological use only CAA and local area maps useful
- How to link to all the information held by local authorities and elsewhere.
- The question of who the SMR is for needs considering

3.2 **Developing the GLSMR**

- Audit of public realm, Article 4 directions, CAA's, descriptions of locally listed buildings, HELM, design guides, listed building management guidelines, architectural records of large estates and houses.
- Interactive access and how this can be done.
- Design and access statements with quality information, building plans, aerial photos, photos, SSSI, local parks and gardens.
- Time & cost of extracting and transferring all this data is too much for local authorities. The option may be to give all information en masse to SMR as it is all in different formats (microfiche, paper, some digital) so that a user-friendly format can be formulated.
- Concentrate on linking with other web based initiatives developing a wider historic environment network probably through the Heritage Gateway.
- Building control records.

- Need to be realistic as to amount of information that can go in. The best approach would be a network that draws together local and London wide information. EH itself has information in several locations which should be available in one place, for example notes from field inspectors. GLA photo library.

3.3 **Format of the SMR**

- Web based, easy to access, hyperlinks. Scanned images – maps and papers.
- What is in the public interest accessible to all, access code for some other information.
- The more information the better for local authorities / educational and local community use – accessible to all.
- A common format should be developed which will use existing digitised information rather than redigitising information. The Planning Portal and Heritage Gateway use what is already there.
- People can serve themselves.
- User friendly, not just for the technical minded.
- Creation of a sort of GLSMR Wikipedia where access to add information is given.

3.4 **How do you see the HPR changing your role or your requirements of a resource such as the SMR?**

- A marginal affect in London
- Scheduled ancient monument almost exclusively presumes against development whilst the rest of the planning system presumes in favour of development. HPR making marginal change to those on the ground in London. Doesn't come up very often in London, will continue to use GLAS.
- Existing resources
- Know where to get information
- Still guessing

3.5 **What skills or knowledge do you think it important that those producing the GLSMR have in order to create a resource that is useful to you in your work?**

- Resources! Is it EH providing for LAs or LAs providing for EH – if it is the latter there will be no more money available? It will be difficult to make a business case for LA support.
- Knowledge of historic buildings and areas.
- Not one skill set so a team of several people is needed.
- Don't use jargon. Access – IT issues, be able to print off hard copy of the information at end of search so in printable format.

3.6 **What sort of assistance will you need to obtain and use the resource to best effect?**

- Skills gap – IT side. Priority – have coped without it so far more immediate value doing CAA's when resources are so stretched.
- Outside London county councils have political responsibility but in London no counties only EH which is not politically responsible.
- A business case will have to be made to local authorities for funding and it is unclear how requests for funding for SMR will outweigh other priorities.
- Links to GLA, its powers are widening but does not currently have listed building responsibility.

3.7 **Do you already share information across Borough boundaries?**

- Rarely
- Sometimes
- Rarely, only when forced to (joint CCA)
- Rarely (building in Wandsworth owned by another borough)

APPENDIX 2

Seminar information gathering questionnaire



ENGLISH HERITAGE

NEW HISTORIC ENVIRONMENT INFORMATION

Seminar information gathering questionnaire

Section 1 and 4 can be completed in advance. Sections 2 and 3 are to be completed at the seminar although you may want to consider your answers beforehand.

| | |
|--------------------------------|--|
| YOUR NAME | |
| JOB TITLE | |
| NAME OF LOCAL AUTHORITY | |
| EMAIL ADDRESS | |

1. YOUR EXPERIENCE OF THE GLSMR

(Can be completed before the seminar)

| | |
|--|--|
| What did you know about the GLSMR before this event? | |
| Have you ever used or thought of using the GLSMR? | |
| What information did you get, or expect to get from it? | |
| What do you know about the Heritage Gateway? | |

2. USING THE EXISTING GLSMR

(To be completed at the seminar)

| | |
|--|--|
| Did you learn anything new about the GLSMR as a result of this seminar? | |
| What information in the existing GLSMR do you think you will find useful? | |
| What particular part of your work would you use this information for? | |

3. **DEVELOPING THE GLSMR**
(To be completed at the seminar)

| | |
|--|--|
| What new information would you most like to be added to the GLSMR? You may list as many items as you wish but please put them in priority order. | |
| What format would you like this information to be in and how would you want to access it? | |
| How do you see the Heritage Protection Review changing your role or your requirements of a resource such as the SMR? | |

4. **CONTRIBUTING TO THE GLSMR**
(Can be completed before the seminar)

| | |
|--|--|
| What information does your authority hold which could be usefully added to the GLSMR? | |
|--|--|

| | |
|--|--|
| | |
| Would it be possible for you to provide this data to the GLSMR? | |
| What format could this data be provided in? i.e. paper-based, text-database, GIS format etc | |
| Do you use any sort of information standard at the moment? E.g. MIDAS | |
| Can you tell us about any sort of web-based database you already have with Historic Environment information? | |
| Please provide contact details for the person in your authority who could be contacted for the data? (Possibly the person responsible for IT/GIS) | Name Job Title Department Contact details |

| | |
|--|--|
| Please make any other comments or points which you feel important here. | |
|--|--|

APPENDIX 3

Feedback questionnaire response digest

What did you know about the GLSMR before this event?

Some knowledge

| |
|---|
| A source for clarifying archaeological and historic site issues |
| Aware of and have used |
| Aware of the database. |
| Record of Greater London archaeological sites and monuments |
| That it holds information on archaeological investigations |

Very basic knowledge

| |
|--|
| Effectively nothing – if asked I would say it was all about Scheduled Monuments and archaeology. |
| I knew what the initials stood for and so that it was a record of historical sites and monuments but no more than that. |
| Not a great deal. I knew it was a central database of historic environment records for Greater London and effectively relieved London Local Authorities of the need to keep detailed records of archaeological finds in their own areas. |
| That it existed |
| Nothing specific only guessed it was the equivalent of any other county SMR |
| Very little other than it being an archaeological record |

No knowledge

| |
|--|
| Not heard of it |
| Nothing! I knew of SMRs from university, but have never discovered the London one. |
| Personally, very little. Looked at English Heritage web site to find out about it before this event. |
| Nothing |

Have you ever used or thought of using the GLSMR?

| |
|------------------------------|
| Yes – 5 (thought of using 2) |
| No - 10 |

| |
|--|
| I found it difficult to navigate and didn't try again (this was about 4 years ago). |
| I use our local studies centre. If I had known of the GLSMR I might not have used it as there is a charge. |
| Not used it but referred people to it. |

What information did you get, or expect to get from it?

| |
|--|
| Detailed technical knowledge. Layers of information. |
| Historic map information |
| I would expect to get information on archaeological sites. |
| Maps and historical records of ancient monuments. |
| None |
| Overlay of maps |
| Record of archaeological finds, SAMs etc |
| Record of what is on a site or what has been found on it. |

What do you know about the Heritage Gateway?

Some knowledge

| |
|---|
| An EH sponsored web site being set up to provide historic environment information |
| Have looked at website and attended seminar summer 2007 |
| I have used it a few times, just for curiosity do far. |
| That it is a heritage related web site. |

Very limited or no knowledge prior to event

| |
|---|
| Very little |
| Very little |
| Very little before attending this event but having attended am now aware and intend to look at web site |
| Nothing |
| Nothing |
| Nothing |
| Nothing yet. Web portal? |
| Probably means the web! |
| Not much |
| Not aware of it before the seminar. Used since and provides a useful additional source linked to GLSMR |

Did you learn anything new about the GLSMR as a result of this seminar?

| |
|---|
| New developments of which I am generally aware |
| The kind of information it contains, but that it can be much improved |
| What it does and could be: the great importance is to correlate information rather than duplicate it. |
| Yes |
| Yes |
| Yes |
| Yes |
| Yes I now understand what the GLSMR contains. |
| Yes it contains more information and means of interrogation than I had envisaged |

| |
|--|
| Yes listed buildings are in there |
| Yes lots |
| Yes- that it remains primarily an archaeological archive; that its resources are extremely limited and that expansion to become an HER could duplicate other existing information sources. |
| Yes the seminar clarified much about the content of the GLSMR |
| Yes. The records are more comprehensive |

What information in the existing GLSMR do you think you will find useful?

Archaeological information

| |
|--|
| Archaeological data |
| Archaeology. Cross-referencing building architects and assessing various layers of site information. |
| Archaeological information. |
| Info about the results of archaeological investigations, |
| Archaeological data, |

Map information

| |
|--|
| As before, the historic map information is a useful addition to mapping information held locally |
| Historical maps |
| Old maps |
| Maps |

Other information

| |
|---|
| All |
| Other 'associated data on building e.g. types, method of construction |
| London wide BAR |
| Listed Buildings (beyond the statutory listing descriptions), |
| Parks and Gardens of special historic interest (again, beyond that contained in descriptions) |
| Photo collection |
| The search facility is useful. |

Will not use

| |
|--|
| I don't use the SMR in my current role |
| In effect, very little, given how the information is accessed – i.e. via email, rather than being online. |
| GLSMR does not hold information of direct relevance to our work- either we have the information locally or GLAAS will provide archaeological expertise |

What particular part of your work would you use this information for?

Working in historic areas

| |
|---|
| Characterisation. Appraisal of sites and buildings of special interest. |
| Creating character appraisals. |
| Conservation area appraisals |
| Producing conservation area appraisals, |
| Research, particularly in relation to the preparation of character appraisals |

Research on individual buildings

| |
|---|
| Information on historic buildings |
| To enhance the understanding of the importance of historic structures within their original context |
| Researching the history of buildings. |

Statutory decision-making

| |
|---|
| Listed building consent applications, conservation area consent applications |
| Finding information about particular buildings/architects to help me be more informed about the impact of other proposals |
| Planning application comments |
| Supporting existing information in consideration and assessment of planning applications Processing of listed building consent applications |
| Site planning briefs |
| Conservation work for the local authority. Finding things out. Providing info for others. |
| Directing development control decision making especially for inquiries |
| Directing s106 opportunities |

What new information would you most like to be added to the GLSMR?

| |
|---|
| 1. Verified plans showing the extent of Statutory Listings |
| 2. More detailed interpretations of archaeological priority areas |
| 3. Verified plans showing the exact extent of Scheduled Monuments |

| |
|--|
| 1. Audits of historic items not listed as much historic environment is interesting yet des not receive statutory recognition. HER should bring together ALL historic information including non-statutory recognised info. Locate them on GIS |
| 2. Descriptions of locally listed buildings |
| 3. Local Historic Parks and Gardens |
| 4. Building Regulation applications (sometimes go back to 1880s) |
| 5. Information about buildings that have been restored |
| 6. Conservation plans, architects papers. |

| |
|---|
| 1. Strategic viewing corridor – especially new height threshold throughout London |
| 2. Photos |

| |
|--|
| 3. Supplementary information regarding a building (e.g. conservation appraisal/historic building report) or architect outside by Borough which I could not utilise |
| 4. Original, existing plans |

| |
|---|
| 1. Detailed information re. all archaeological excavations |
| 2. Conservation Areas: Boundaries and reviews, extant character appraisals and management plans |
| 3. Locally Listed buildings and their descriptions |
| 4. Local List of Historic Parks and Gardens |

| |
|---|
| 1. Historic maps of the whole of London, including bomb damage maps |
| 2. Listed buildings - images and list descriptions |
| 3. Conservation area maps & character appraisals |
| 4. Locally listed buildings |
| 5. Historic photos |
| 6. Historical analysis reports on specific buildings |
| 7. Conservation plans for historic buildings |
| 8. Published articles on specific buildings, parks, monuments, etc et Country Life, Context, Georgian Group, etc, etc |

| |
|---|
| 1. Information on Locally listed buildings including descriptions |
| 2. Other historic features/artifacts, |
| 3. Inventory of parks and gardens of local interest, |
| 4. Maps of conservation areas. |

| |
|---|
| I am not convinced of the benefits of expanding GLSMR. The most useful information resources that are currently inaccessible or difficult to access are those held by EH: |
| 1. London architectural collection; |
| 2. London region photos, |
| 3. Case files, etc; |
| 4. Listing fieldwork research. |

| |
|--|
| It's more a question of easy access than adding new information. If case officers, applicants and interested residents are to use the information routinely then it must be on a web-based, preferably GIS system, so that it is picked up as a constraint like any other. |
| 1. Listed buildings |
| 2. Conservation areas |
| 3. Local list |
| 4. Blue plaques |

| |
|---|
| 1. Historic data such as photos held by EH/NMR. |
|---|

| |
|--|
| 2. Links to data held elsewhere e.g. in local authorities, libraries, websites and archives. |
|--|

| |
|---|
| 1. Web links to other sites e.g. V&A, RIBA drawings, photos of historic building interiors. |
| 2. Design and access statements, |
| 3. Conservation management plans |

| |
|---|
| 1. Conservation Areas, |
| 2. Historic Building info e.g. Pevsner extracts, VCH etc. |
| 3. Locally listed buildings. |
| 4. Photographs. |
| 5. All EH sources in one place. |

| |
|--------------------------------------|
| 1. Conservations Areas. |
| 2. Local listed buildings. |
| 3. Local historic parks and gardens. |

| |
|----------------------------------|
| 1. Photos. |
| 2. Conservation Area Appraisals. |
| 3. Local and statutory lists. |

What format would you like this information to be in and how would you want to access it?

Format

| |
|--|
| Digital on-line. |
| Hyperlinks to other relevant sites |
| It must be on a web-based, preferably GIS system compatible with existing computer systems |
| Links |
| Links to individual GIS systems/website (save duplication of work) |
| Reports as pdfs. |
| Should be available online |

Maps

| |
|---|
| As fields on the existing GLSMR map base |
| As much mapped and other graphic presentation as possible, to help with navigating the site. |
| GIS with links to relevant web sites |
| Map based (layers as well as buildings with particular information marked) |
| Maps |
| Maps of the area with the buildings labelled and many layers for it. Links to any useful documents (either the actual documents directly or links to/contact details of where they can be found). |

| |
|--|
| Maps should ideally be able to be in PDF format extracted from a GIS source. |
|--|

Accessibility

| |
|---|
| Database so that searches can be made by type of building, architect and area for example. |
| Downloadable |
| On line and physically in Central London (i.e. not in Swindon, Shropshire, or in private offices.) |
| PDFs are fine for viewing but a format that allows the viewer to take the data and incorporate it into Word documents would be more useful. |
| Perhaps documents could be ordered for a reasonable fee or downloaded for free. |
| Printable |
| Readily available and accessible for use on the web site (i.e. Without the need to telephone, write etc. and then wait for the information to be forwarded, as at present |
| Searchable text would be great, e.g., "show all articles about historic plasterwork" or "all buildings by Robert Adam" |
| Should be able to look up an area on a map (by street name?); select an area; then print out a list of all historic assets in that area. |
| To know about it electronically but to be able to get paper copies if necessary |

Ease of use

| |
|--------------------------------------|
| A user friendly web site |
| Easy to use |
| Easy to use, |
| People to be able to help themselves |
| User friendly search engine |
| Wikipedia for historic buildings |

How do you see the Heritage Protection Review changing your role or your requirements of a resource such as the SMR?

| |
|--|
| 1. A small amount of SAM will come our way. May need more access to the SMR than at present. |
| 2. Depends on the bill content and any proposals to interpret and update existing statutory list with other historic environment statutory protection e.g. scheduled ancient monuments, historic parks and gardens. |
| 3. Having a centrally held HER would help conservation officers by providing information (hopefully) quickly and easily. Allowing the public and their agents to use the resource is likely to ease our workload significantly and would be an improvement on the current situation. |
| 4. I do not think my role will change significantly, other than acquiring |

| |
|--|
| responsibility for Scheduled Monument Consents. A certain level of additional training may be required to incorporate this function. |
| 5. If our role is to actually maintain the HER ourselves, then it is likely that it will be set up to the minimum requirement, poorly maintained and our core work will suffer due to lack of staff and technical resources. If our role is to supply information to a centrally held HER and to publicise its role, then this would be welcomed. |
| 6. Impossible to say at this stage. Hopefully it will make it easier. |
| 7. Information requirements will increase. Therefore it will be important to ensure historic information is easily accessible by both the public, local government officers and professional organisations. If the SMR has a wider remit then its potential as an information source will be much improved. |
| 8. Potentially fewer enquires. A more transparent system as the public will understand things better. We should still use GLAAS for advice. |
| 9. The existence of a comprehensive, easily accessible database could reduce the burden of enquiries requiring simple information of the "Is my house listed?" nature. Democratising this information will help bring it into the mainstream of the planning system rather than being seen as specialised and possibly esoteric or irrelevant. |
| 10. The form and function of HERs have not yet been specified clearly enough to answer this question. HPR does not currently propose changes in the role of LA Conservation Officers. Therefore there is not yet any reason to think that our need for the SMR will change. |
| 11. The HPR requires LPAs to have an HER but tapping into the GLSMR seems to make good sense rather than re-inventing the wheel. For me that would mean working more closely with EH. |
| 12. Unknown – depends if it is a requirement to produce or just update SMR's. Potentially easier/quicker to access data. Potential very costly and time consuming. Danger of duplication extensive information already contained within the borough own GIS system. |
| 13. Very little. My local authority has 4,000 listed buildings but only 2 SAMs and a handful of registered gardens. I would expect to continue to get archaeological advice from GLAS. |

What information does your authority hold which could be usefully added to the GLSMR?

| |
|--|
| 1. Conservation area boundaries and possibly details of Locally Listed buildings |
| 2. Local list descriptions. Building control records dating back a long way. Correspondence file for listed buildings. |
| 3. Planning history files |
| 4. Microfiche |
| 5. Building control records |
| 6. Conservation Area Statements – incl. positive contributors |

| |
|---|
| 7. Photographic records |
| 8. Old maps |
| 9. Building Conservation appraisals/historic building reports |
| 10. HERS |

| |
|--|
| 1. Additional Information re some Listed Buildings: e.g. photographs |
| 2. Non-Statutory Local List. Some building descriptions available |
| 3. Character Appraisals for some Conservation Areas |

| |
|--|
| 1. Local list |
| 2. Conservation area maps |
| 3. Conservation area appraisals |
| 4. Historic maps (local studies centre) |
| 5. Historic photographs (local studies centre) |
| 6. Drainage plans (local studies centre) |

| |
|--|
| 1. Listed building database which can be accessed online giving full list description. |
| 2. GIS maps showing conservation areas, |
| 3. Registered historic parks and gardens, |
| 4. Archaeological areas, |
| 5. Article 4 directions, |
| 6. TPO's. |

| |
|--|
| 1. Local List. |
| 2. Conservation Area Boundaries, |
| 3. Appraisals, |
| 4. Enhancement Schemes and Design Guidance. |
| 5. Residential Precinct studies (lower order areas of interest below Conservation Areas). |
| Some of this material is being added to our GIS and the layers should be complete by May this year. Other historic environment material is held in our local studies archive including a good collection of building plans and aerial photography. This material is in hard copy only. |

Wandsworth Local List

Conservation Area boundaries

A photo collection and other local history info. Drainage records. Conservation Area maps

Results of specific planning/archaeology requirements nowhere else to keep it!
Log books, alterations to LBs

| |
|------------------------------|
| Conservation Area Boundaries |
|------------------------------|

| |
|--|
| Old maps, photos, images etc are held in Council's Local History archive at Bruce Castle Museum. |
|--|

Would it be possible for you to provide this data to the GLSMR?

| |
|---------|
| Yes (5) |
|---------|

| |
|----------------|
| Don't know (3) |
|----------------|

| |
|----------|
| Possibly |
|----------|

| |
|----------------|
| Not personally |
|----------------|

| |
|---|
| The local studies centre may also be able to supply information |
|---|

| |
|---|
| The Conservation Area material is on the Council's website currently and it might be simplest to simply create links from the GLSMR. The GIS layers will be available to view on line later this year and can be made available to the GLSMR. The local studies material will not be available but could be described and signposted. |
|---|

| |
|--|
| This will be discussed within the department as party of resource assessments and we will contact GLSMR for further discussions. |
|--|

| |
|--|
| Photo collection, local history info and drainage records have not been digitised and would be only with consent of local studies librarian. |
|--|

What format could this data be provided in?

| |
|----------|
| Database |
|----------|

| |
|----------------|
| Don't know (3) |
|----------------|

| |
|------------------------|
| Electronic version (2) |
|------------------------|

| |
|----------------|
| GIS format (4) |
|----------------|

| |
|-----------------|
| Paper based (5) |
|-----------------|

| |
|-----|
| PDF |
|-----|

| |
|-------------|
| Photographs |
|-------------|

| |
|------|
| Word |
|------|

| |
|---|
| Scanning is an expense; still seems a great problem of IT hardware and licences |
|---|

Do you use any sort of information standard at the moment?

| |
|--------|
| No (4) |
|--------|

| |
|----------------|
| Don't know (5) |
|----------------|

| |
|------------------|
| Similar to MIDAS |
|------------------|

| |
|---------------------|
| Idox, Magic, M3 MVM |
|---------------------|

Can you tell us about any sort of web-based database you already have with Historic Environment information?

| |
|---|
| Camden my planning |
| Conservation area appraisals and management strategies, article 4 directions, information on our scheduled ancient monuments, design guides and planning application forms. |
| Conservation Area maps. Listed Building maps and descriptions. |
| General guidance, Conservation areas information, statutory list, planning histories, historic maps and photographs etc. are available on council websites. |
| In development |
| Listed building database |
| Merton has some information on its own web site, but does not hold a formal HER. Information also held on the GLSMR |
| Not a database, but our web info is at: www.lewisham.gov.uk/Environment/Planning/ConservationAndUrbanDesign/ |
| Nothing I am aware of although we have AAPs on our maps and SAMs on the UDP. |
| Some access via HARINET |
| The Council's website includes some Conservation material see: http://www.redbridge.gov.uk/cms/environment_planning/planning_and_regeneration/planningpolicy/buildingconservation.asp |
| Wandsworth statutory and local lists, conservation area property lists and character appraisals are available on the Council website. |
| We are currently changing our GIS. The data on the current system is based on original material and has not been verified |

Other comments

| |
|---|
| Duplicating information that is already available on local authority sites seems inefficient. |
| Links to existing sources of information could be provided |
| The information would increase quicker and be more interactive if it used Wikipedia type software that would enable anyone to upload information as they find it. This would need to be supervised. Alternatively only certain approved people could upload, such as English Heritage officers, archivists, conservation officers, EH approved architects, etc Or a disclaimer could be used when information has not been authenticated. |
| A discussion forum could be part of the site. This would enable people to ask questions specifically about the historic environment rather than planning, building regs, etc. Questions such as "Has anyone got any buildings by Ted Christmas in their borough?" Listed buildings can be searched on the images of England website, but the HER could help our understanding of the wider and often unprotected historic environment. |
| There may be scope for Local Amenity Societies to contribute to an audit of |

information.

See Hampshire Treasures Survey <http://www.hants.gov.uk/cgi-bin/dialogserver?DB=hampshiretreasures>

I have had no reason to use the GLSMR and I have no reason think that it contains data that would help my work. (All local archaeological matters are outsourced to GLAAS.)

I should be concerned if the Heritage Protection Bill imposed an additional burden on local authorities when their resources are already over-stretched.

It is difficult to understand why EH and government appear to giving priority to something so far from the core of building conservation work and for which I am not aware of either need or demand at the local authority level in London.

The most useful resources that EH could provide (or HPR could require) would be: clear standards and common formats for local archive material; an Heritage Environment *Network* providing on-line access to locally held records (possibly through Heritage Gateway) rather than a new archive; and financial support for local authorities to allow them to meet the agreed standards.

It is almost inconceivable that local authorities will be able to devote *additional* resources to develop or make accessible their archives otherwise.

The question of how and when to update centrally held information needs to be considered. If the Record is a series of links to local sites, then it will be as up to date as those local sites – otherwise it must be clearly dated.

A central Hub like the Heritage Gateway is useful, providing links to local borough information. All the boroughs could feed in links to their own resources. Would like better links to info but am cautious about the benefits of having the same info held in different places. The risks of double handling

Need to build a Heritage Network

Concern about longevity of electronic forms of storage. Information could become inaccessible if the base information is lost; all scans etc should have a scale measure for comparison

APPENDIX 4

HISTORIC ENVIRONMENT INFORMATION SOURCES TO INFORM THE HISTORIC ENVIRONMENT RECORD

INFORMATION SOURCES THAT MIGHT BE USED BY CONSERVATION OFFICERS IN LONDON BOROUGHES

1. Introduction

- 1.1. The following list shows datasets which are currently available and may be in use by conservation officers working in London.
- 1.2. The sources are those which are site or area specific, rather than those which describe general architectural, historical or technical information.
- 1.3. They may give you some ideas of the sort of data which could be included in the development of the Historic Environment Record.
- 1.4. This list is intended as a guide to the sort of usable sources available. It is not intended to define, prior to discussion with Conservation Officers, what should be put into the Historic Environment Record.

2 Published reference sources

- **Pevsner Buildings of England series.**

Seven volumes for London;

- The City of London (1997, by Simon Bradley and Nikolaus Pevsner),
- South (1983, by Bridget Cherry and Nikolaus Pevsner)
- North West ((1991, by Bridget Cherry and Nikolaus Pevsner)
- North (1998, by Bridget Cherry and Nikolaus Pevsner)
- East (2005, by Bridget Cherry, Charles O'Brien and Nikolaus Pevsner)
- The City of Westminster (2003, by Simon Bradley and Nikolaus Pevsner)
- The City Churches (1998, by Nikolaus Pevsner and Simon Bradley)

- **Victoria County History.**

Founded in 1899, an encyclopedic record of England's places and people. Thirteen volumes produced to date for London:

- London I
- Middlesex I-XII

- **Local history books** especially those with old postcards reproduced
- **The Small House in Eighteenth-Century London** by Peter Guillery (Yale University Press 2004)
- **Georgian London** by John Summerson (Yale University Press 2003)

- **The Art and Architecture of London by Ann Saunders** (Phaidon 1988)
- **Behind the Façade, London House Plans, 1660-1840** by Neil Burton and Peter Guillery (Spire 2006)
- **Architectural History of London** by Anthony Sutcliffe (Yale 2006)
- **The Building of London: From the Conquest to the Great Fire** by John Scholfield (Sutton Publishing 1999)
- **Imperial London: Civil Government Building in London, 1851-1915** by M H Port (Yale 1995)
- **Researching London's Houses: Archives Guide** by Colin Thom (Phillimore in 2005)
- **The Survey of London**
 - Main Series 1900-2000*
 - Volume 1 Bromley-by-Bow (1900) out of print
 - Volume 2 Chelsea, part 1 (1909) out of print
 - Volume 3 St Giles-in-the-Fields, part 1: Lincoln's Inn Fields (1912) out of print
 - Volume 4 Chelsea, part 2 (1913) out of print
 - Volume 5 St Giles-in-the-Fields, part 2 (1914) out of print
 - Volume 6 Hammersmith (1915) out of print
 - Volume 7 Chelsea, part 3: The Old Church (1921) out of print
 - Volume 8 Shoreditch (1922) out of print
 - Volume 9 St Helen's Church, Bishopsgate (1924), facsimile available)
 - Volume 10 Queen Anne's Gate area, Westminster (1926), facsimile available,
 - Volume 11 Chelsea, part 4: The Royal Hospital (1927), facsimile available,
 - Volume 12 All Hallows Church, Barking-by-the-Tower (1929), facsimile available,
 - Volume 13 Whitehall, part 1 (1930), facsimile available
 - Volume 14 Whitehall, part 2 (1931) out of print
 - Volume 15 All Hallows, Barking-by-the-Tower (1934) out of print
 - Volume 16 Charing Cross (1935) out of print
 - Volume 17 Highgate Village (1936) out of print
 - Volume 18 The Strand (1937) out of print
 - Volume 19 Old St Pancras and Kentish Town (1938) out of print
 - Volume 20 Trafalgar Square and Neighbourhood (1940) out of print
 - Volume 21 Tottenham Court Road and Neighbourhood (1949) out of print
 - Volume 22 Southwark: Bankside (1950) out of print
 - Volume 23 Lambeth: South Bank and Vauxhall (1951) out of print
 - Volume 24 King's Cross Neighbourhood (1952), facsimile available
 - Volume 25 Southwark: St George's Fields (1955) available
 - Volume 26 Lambeth: Southern area (1956) out of print
 - Volume 27 Spitalfields and Mile End New Town (1957) out of print
 - Volume 28 Brooke House, Hackney (1960) out of print

- Volumes 29/30 St James's Westminster: South of Piccadilly (1960) out of print
- Volumes 31/32 St James's Westminster: North of Piccadilly (1963), available
- Volumes 33/34 Soho (1966), available
- Volume 35 Theatre Royal, Drury Lane, and Royal Opera House (1970), available
- Volume 36 Covent Garden (1970), available
- Volume 37 Northern Kensington (1973) available
- Volume 38 South Kensington Museums Area (1975), available
- Volume 39 Mayfair: Grosvenor Estate - General History (1977), available
- EH product code 50876000000 how to order
- Volume 40 Mayfair: Grosvenor Estate - Buildings (1980), available
- Volume 41 Brompton (1983), available
- Volume 42 Kensington Square to Earl's Court (1986) available
- Volume 43/44 Poplar, Blackwall and Isle of Dogs (1994), available
- Volume 45 Knightsbridge (2000), available
- Clerkenwell (in progress)

Monographs 1896-1991

- Trinity Hospital, Mile End (1896) out of print
- St Mary, Stratford Bow (1900) out of print
- Old Palace, Bromley-by-Bow (1901) out of print
- The Great House, Leyton (1903) out of print
- Brooke House, Hackney (1904) out of print
- St Dunstan's Church, Stepney (1905) out of print
- East Acton Manor House (1921) out of print
- Sandford Manor, Fulham (1907) out of print
- Crosby Place (1908) out of print
- Morden College, Blackheath (1916) out of print
- Eastbury Manor House, Barking (1917) out of print
- Cromwell House, Highgate (1926) out of print
- Swakeleys, Ickenham (1933) out of print
- The Queen's House, Greenwich (1937) out of print
- St Bride's Church, Fleet Street (1944), available
- College of Arms, Queen Victoria Street (1963), available only from the College of Arms:
- County Hall (1991), available
- Charterhouse (in progress)

3 Historic information owned and held by local authorities

- Original conservation area designation documents.
- Previous conservation area appraisals.
- Building control records.
- Planning records.
- Hardcopy greenback lists.

- Local lists and other local designation documents

4 **Map sources**

- **Old maps.** www.old-maps.co.uk Useful commercial on line source of historic maps.
- **Historic maps held by local authority.** Coverage varies as many maps have not been retained or have been passed onto archives
- **DOE listing resurvey maps** – maps compiled at time of accelerated resurvey in 1980's. Listed buildings referenced to list description but also includes buildings which were not added to statutory list i.e. former Grade III.
- **Bomb damage maps.** Originals held by London Metropolitan Archive, published in book form as London County Council Bomb Damage Maps 1939-45 by Ann Saunders (Editor) and Robin Woolven (Introduction) (London Topographical Society December 2005).
- **London Metropolitan Archive.** 40 Northampton Road, Clerkenwell, London, EC1R 0HB.
- **Local studies libraries and archives.** Often hold maps from 16th century London to the most up to date ordnance survey plans.
- **Charles Booth online archive** (<http://booth.lse.ac.uk/>). The Maps Descriptive of London Poverty were the product of Charles Booth's Inquiry into Life and Labour in London (1886-1903). An early example of social cartography, each street is coloured to indicate the income and social class of its inhabitants. Maps available on line.
- **The Guildhall Library.** major public reference library which specialises in the history of London. Aldermanbury, EC2P 7HH

5 **Internet sources**

- **Images of England** (www.imagesofengland.org.uk) Searchable database of photos of listed buildings linked to list description.
- **Listed Buildings on Line** (www.lbonline.english-heritage.org.uk) Statutory list descriptions available in searchable form..

- **PastScape** (www.pastscape.org) Searchable database of 400,000 records held in English Heritage national historic environment database.
- **Viewfinder** (<http://viewfinder.english-heritage.org.uk/home.asp?JS=True>) Photographs held by National Monuments Record.
- **British history on line** (www.british-history.ac.uk) – includes access to the Survey of London and Victoria County History for Middlesex.
- **Census** sites with free search i.e. www.familysearch.org.
- **Access to archives** (www.a2a.org.uk) Digitised catalogues from archive in UK.
- **Images of London** (www.images-of-london.co.uk) Commercial site for old photos, paintings etc of London sites.
- **Historic Environment Local Management** (www.helm.org.uk) Site to share best practice and build capacity and confidence in those dealing with the historic environment. Some HELM case studies and policy statements are site or area specific.

6 Centres holding reference material

- **London Metropolitan Archive.** Largest record office in the UK. Collections are listed on Access to archives (see below). Records available cover former Counties of London and Middlesex. Areas brought into London from Surrey Kent and Essex in 1965 only have records from 1965. Limited records for the City of London.
- **Local studies libraries and archives.** Collections often hold copies of most printed books on the history of the area, pamphlets and periodicals produced by local organizations, directories, local newspapers from C19, press cuttings etc.
- **Family records centre.** Family history resources such as births, marriages and deaths and census returns. Due to close March 2008. 1 Myddelton Street London EC1R 1UW
- **The National Archives.** The official archive for England, Wales and the central UK government. The National Archives, Kew, Richmond, Surrey, TW9 4DU
- **The Guildhall Library.** major public reference library which specialises in the history of London. Aldermanbury, EC2P 7HH

APPENDIX 5

THE LONDON BOROUGHS AND ENGLISH HERITAGE: NEW HISTORIC ENVIRONMENT INFORMATION

SEMINAR PROGRAMME

TUESDAY 22 JANUARY 2008

ST JAMES'S CHURCH, 197 PICCADILLY, LONDON, W1J 9LL

- | | |
|-------|---|
| 12.00 | Lunch |
| 13.00 | Chairman's opening - David McDonald, Royal Borough of Kensington and Chelsea. IHBC London Branch Representative. |
| 13.05 | IHBC Introduction – Sean O'Reilly, IHBC Director. |
| 13.15 | The Greater London SMR – Stuart Cakebread, GLSMR Manager <ul style="list-style-type: none">• What the SMR contains• What the current SMR can do• What conservation officers want from the new HER• What information local authorities have which could feed into the HER |
| 14.00 | Discussion sessions |
| 15.00 | Tea |
| 15.15 | Conclusion and drawing together. Drawing up a list of priorities for inclusion in the HER |
| 16.00 | St James's Church Piccadilly: History, Conservation and the future by Finna Ayres, Church Site Manager |
| 16.30 | Close |

APPENDIX 6

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APPENDIX 7

SEMINAR DELEGATE LIST

Authority

Barking and Dagenham
Barnet
Barnet
Bexley
Brent
Bromley
Camden
City of London
City of London
City of London
City of London
Croydon
Design for London
Enfield
Greenwich
Hackney
Haringey
Harrow
Hillingdon
Hounslow
Islington
Islington
Kingston
Lambeth
Lewisham
Lewisham
Merton
Newham
Southwark
Waltham Forest
Wandsworth
Wandsworth
Westminster

Delegate

Francesca Cliff
Jon Finney
Jonathan Hardy
Gordon Fraser
Edward Jarvis
Jacinta Fisher
Charlie Rose
Emmanuel Ojugo
Kathryn Stubbs
Petra Sprowson
Maureen Joyce
Andrew Beedham
Edmund Bird
Mike Brown
Stephen Crowe
Ray Rogers
Vernon Farmer
Lucy Haile
Sarah Harper
Maggie Urquhart
Luciana Grave
Cordula Zeidler
Karen Liddell
Michael Copeman
Justine Page
Anna Jagiellak
Alison Beecham
Jackie Morrison
Christopher Constable
Guy Osbourne
Barry Sellers
John Webb
Robert Ayton

Speakers & Organisers

Kensington and Chelsea
IHBC
IHBC
IHBC
English Heritage
English Heritage
English Heritage
English Heritage

David McDonald
Sean O'Reilly
Fiona Newton
Lydia Porter
Stuart Cakebread
Sarah Reilly
Cat Cload
Bruce Howard