

Guidance for users and schedule of  
charges for commercial enquiries

# Essex Historic Environment Record

April 2023– March 2024



## Introduction

The Essex Historic Environment Record (EHER) is a GIS database, and associated material, containing information on a wide range of buildings, monuments, find spots, places, and landscapes. These are of archaeological, architectural, artistic or historic interest. HER searches provide information selected from the record, normally for a defined area, although bespoke searches can also be completed e.g. filtered for particular periods or types of records.

The EHER includes both digital and hard copy information and references to other sources held outside the EHER. It is constantly updated and enhanced, but the absence of a record should not be relied upon as indicating an absence of heritage significance at any given location. Absence of evidence may indicate a dearth of previous investigations in an area. Other national specialist sources may contain information not currently held or indexed.

For personal research core EHER information may be found online at [www.heritagegateway.org.uk](http://www.heritagegateway.org.uk). This data will only include a summary of the full EHER, and should not be relied upon to be complete or up-to-date. EHER searches undertaken in support of planning applications, and for other commercial purposes, must be directed to the Historic Environment Advisors at Place Services. To use the EHER for personal research please contact Place Services to discuss your requirements.

### Commercial EHER searches

For Commercial searches that involve the supply of digital data by Places Services, please see the schedule in Table 1. This can also include a range of extra data beyond that of the basic records (see schedule).

### Non-commercial EHER searches

For non-commercial EHER searches, a discretionary charging policy applies. Non-commercial enquirers should contact Place Services to discuss their requirements.

All EHER search requests must be made by e-mail to: [historicenvironment@essex.gov.uk](mailto:historicenvironment@essex.gov.uk)

After a request has been made, a quote for EHER searches will be provided.

Place Services aims to respond to EHER search requests within 10 working days of payment remittance. Where a rapid turnaround is required a priority search is normally available with a response within three working days, although this will be charged at an additional cost.

### Charges

Charges are levied for a licence to re-use EHER information for commercial purposes and planning applications. The level of charge depends on the number of records within the search area. The schedule of charges is set out in Table 1, on the next page.

### Data format

Data can be supplied in the following formats:

- Monument and Event Records (PDF report)
- Map data as ArcGIS shapefiles (Monument polygons, polylines and points; Event polygons and points)
- Historic Environment Characterisation (PDF report and ArcGIS shape files)
- PDF copy of Essex HER map data
- Aerial photographic NMP plots (PDF maps or ArcGIS shape files)
- PDF copies of specific reports within the study area.

### Heritage Assets

Information that can be accessed (where held in the EHER) includes:

- Designation documents
- Oblique aerial photos
- Photographs of Heritage Assets
- Published sources
- Contractors' and other fieldwork reports (these are largely available as PDF files)
- Conservation/Management plans.

Contractors and consultants wishing to obtain bulk copies of spatial data for Designated Heritage assets are encouraged to obtain the definitive datasets from Historic England. These can be downloaded from: <http://services.historicengland.org.uk/NMRDataDownload/>

Conservation Area documents can be obtained from the relevant District or Borough councils' websites.

**Table 1 Schedule of charges for commercial enquiries**

Service/Data type	Charge
Standard Search (up to 75 records)	£80.00
Extended Search (75 to 150 records)	£160.00
Large scale/complex search (> 150 records)	Request a quote
<b>Additional material</b>	
Provision of each requested PDF plan showing EHER data at a suitable scale*	£80.00 each
Provision of PDF of NMP cropmark data within search area	£80.00 each
Provision of NMP cropmark data as GIS files NB. This service is only available for certain locations in Essex	
Provision of additional shape files for HLC data	
Provision of additional shape files for HEC data	
Provision of additional shape files Palaeolithic layer	
Provision of additional shape files for designated data such as Conservation Areas, SM, LB Registered Parks and Gardens	
Digital Photography** Up to 5 images. Additional digital photography will be charged	£80.00
PDF copies of specific reports within a study area (for up to 5 reports)	£80.00
Priority search (3 working day turnaround – supplement to above)	£110.00
Provision & licensed use of ECC copyright images for publication	£60.00 per image
EHER visit for commercial purposes Any request for data made at the time of the visit will be charged as per the above schedule	£80.00 per hour
<p>Please note that since March 1st 2023 the process for provision of HER data and Briefs was changed. HER Data and Briefs will only be provided upon provision of payment receipt (invoice remittance).</p> <p>Please note that VAT is not chargeable on any EHER searches</p> <p>* Depending on the amount of information required, extent of geographic area and number of records within the search area, more than one PDF maybe required. This will be discussed with the enquirer when a quote is prepared.</p> <p>** Digital photography must be supplied under licence, for the use within a specified project. A license must be signed and returned before images are supplied. The images supplied as part of an EHER search must not be published without prior permission, and may incur a further publication charge.</p>	

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