













Audit Rating Key:

-  No future action required, maintain as existing
-  One or more actions required
-  One or more substantial actions required
-  A number of significant actions are required
-  Significant action is required in most/all areas

A: Content and Coverage	
 <p>Success and Achievement: Dynamic content. Good record quality and record management. Significant enhancement over last five years. Up-to-date Forward Plan and Information Services Policy.</p> <p>Areas for Future Work: Work on projects on the backlog list.</p>	 <p>Success and Achievement: Good Monument and Event coverage, from a variety of sources. Inclusion of a range of other datasets providing comprehensive reference to the historic environment. Recording Policy and data sharing agreements with other organisations and HERs.</p> <p>Areas for Future Work: Extend some monument, event and period type coverage through enhancement projects.</p>
B: Data Standards and Security	
 <p>Success and Achievement: MIDAS and UK GDPR compliant. Detailed up-to-date Recording Manual and Access and Charging Policy. Up-to-date FISH thesauri. Existing metadata for all data types.</p> <p>Areas for Future Work: Join the FISH email group.</p>	 <p>Success and Achievement: Documented regular back-up and recovery testing procedures. Appropriately stored and managed reference collection. Systems Security Policy. Up-to-date Data Management Statement. Signed NSC Code of Practise.</p> <p>Areas for Future Work: None.</p>
C: Access and Engagement	
 <p>Success and Achievement: HER accessible online including via the Heritage Gateway. Good enquiry service and visitor access; accommodates needs of user regarding data format. Information Services Policy and Access and Charging up to date.</p> <p>Areas for Future Work: None.</p>	 <p>Success and Achievement: Guidance issued to data providers. Staff participate in a number of networks and groups. HER offers outreach activities, engages volunteers and publicises HER actively. User feedback is gathered and research into user and non-user undertaken.</p> <p>Areas for Future Work: None.</p>
D: Infrastructure (Service Delivery)	
 <p>Success and Achievement: Formally recognised by host authority. Appropriate disaster and business continuity planning procedures in place. Mission Statement.</p> <p>Areas for Future Work: Draft a Succession Plan.</p>	 <p>Success and Achievement: Technical and administrative support and suitably equipped and accommodated. Appropriately staffed and Continuing Professional Development programme in place.</p> <p>Areas for Future Work: None.</p>