

Environment and Rural Affairs Monitoring & Modelling Programme (ERAMMP)

ERAMMP Document-106: Field-Survey Handbook (Procedures) Historic Features 2025

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1.0	Author Team	12/5/2021	Published
1.1	Sabine Reinsch	13/02/2025	Incorporated changes to the software interface and added instructions. Addition of changes from CADW

Mae'r adroddiad hwn ar gael yn electronig yma / This report is available electronically at: www.erammp.wales/106

Neu trwy sganio'r cod QR a ddangosir / Or by scanning the QR code shown.



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Abbreviations Used in this Report

ERAMMP	Environment and Rural Affairs Monitoring & Modelling Programme
FYM	Farmyard Manure
HA	Historic Assets
HEF	Historic Environment Feature
PRN	Primary Record number
SM	Scheduled Monuments
UKCEH	UK Centre for Ecology & Hydrology
TWA	Heneb-The Trust for Welsh Archaeology

Contents

1	Historic Features	2
1.1	Historic feature classes	2
1.2	HA Site Recording.....	2
1.3	Photographs.....	4
1.4	Information provided to the Surveyor.....	4
2	Information to be Recorded by the Surveyor	6
2.1	Threat Identification Table	6
2.2	Severity	6
2.3	Threat Identification Table	7
2.4	Condition Recording.....	9
3	General Guidance	11
3.1	Photographic Examples	11
3.2	Background.....	13

1 HISTORIC FEATURES

1.1 Historic feature classes

There are two classes of Historic Assets (HA's) that will be recorded as part of the survey work:

Scheduled Monuments (SM's) – are nationally important remains with statutory protection (The Historic Environment (Wales) Act 2023). It is an offence to damage, disturb or undertake unauthorized works to a scheduled monument. SMs will be identified by a unique reference consisting of two letters (denoting the historic county) followed by a three-digit number – e.g. all SMs in Montgomeryshire will be MG - MG056, MG057 etc.

The location and a brief description for all SMs in Wales can be found via this link:

[Search Cadw records | Cadw](#)

SMs are also covered by Cross- Compliance regulations.

Historic Environment Features (HEF's) – are regionally important sites but they do not have statutory protection. HEFs will be identified by PRN (Primary Record number).

Recording of both classes of HA's should be undertaken in the same format.

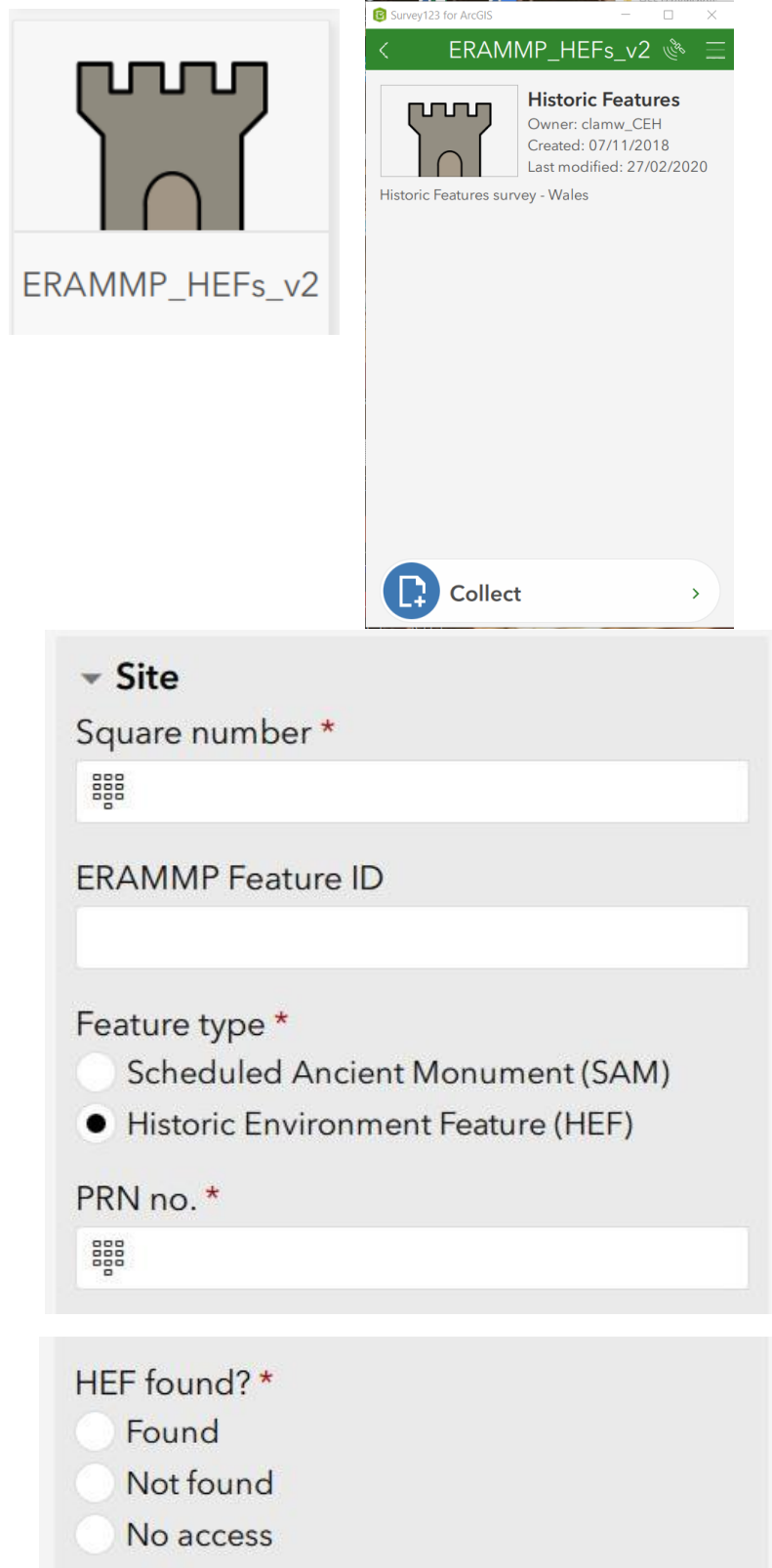
1.2 HA Site Recording

Surveyors will record data electronically and will be provided with a Fieldnote paper form containing information from the previous survey provided by Heneb the Trust for Welsh Archaeology (TWA), CADW or CEH. The field sheets will be provided as printed hand outs and will not contain the previous assessment.

To open the digital recording form, click on the HEFs icon in Survey123, and click collect (***further instruction on Survey123 is given in the Vegetation Plots Handbook [ERAMMP Document-49]¹***). ***NB – if you have any queries please contact the named contact at the head of the fieldnote on the phone number provided.***

¹ www.erammp.wales/49

¹ www.erammp.wales/49



The above shows the information asked in the software. Fields with a red star are compulsory. The square number is provided in the square pack. The ERAMMP Feature ID may be provided and is formed of the square number and a number e.g. 12345_3. Please enter if available.

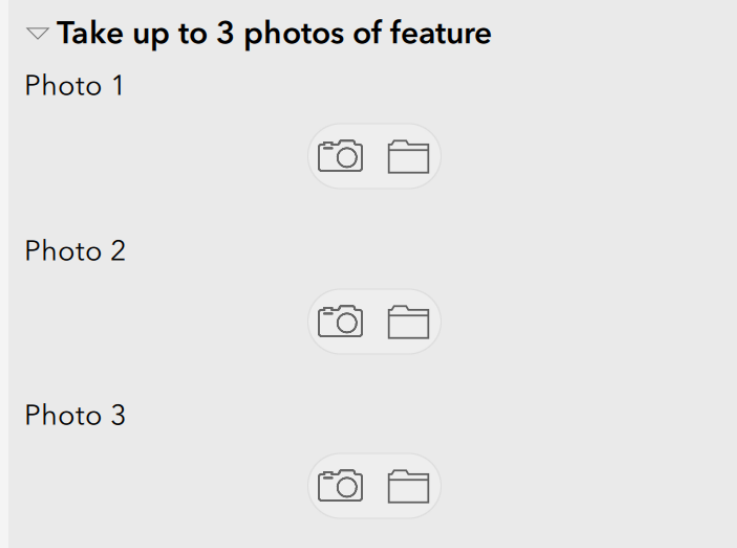
After selecting the type of historic feature, the SM or PRN number needs to be added. This information is SM or PRNA number) is provided on the printed hand out.

For each HA, we require the information if it was found, not found, or if there was no access to the HA. This can either be due to lack of farmer permission, or other obstacles preventing you surveying the area safely.

There are approximately 1400 different HA site types – the relevant site type(s) (e.g. Hut Circle, Hillfort, Cairn, etc.) will be provided to you as an accompanying paper document for each HA that you survey, along with some basic information to aid your field recording.

1.3 Photographs

Photographs are an invaluable record of condition. General shots of the site are needed along with detailed shots showing any specific condition issues that have been identified (e.g. areas of erosion, bracken infestation, etc.)



The screenshot shows a mobile application interface for taking photos. At the top, there is a dropdown menu with a downward arrow and the text "Take up to 3 photos of feature". Below this, there are three sections labeled "Photo 1", "Photo 2", and "Photo 3". Each section contains two icons: a camera icon and a folder icon, indicating that users can take photos and also access a gallery or folder of previously taken photos.

1.4 Information provided to the Surveyor

Front page:

Brief Description: a brief description of the site will be provided – number of features and type – e.g. small building 7m x 4m

Management Issues: an assessment by Cadw or the TWA of likely issues that may be encountered on the site – e.g. heavily overgrown, possible root damage and erosion issues

Survival of remains: the type of feature (e.g. earthwork remains) along with likely survival – e.g. low earthwork banks, with ruined walls

Recording Advice: basic advice from TWA as to what should be – e.g. vegetation mapping, photographs, general walkover to identify issues

Map Extract: a map extract identifying the feature(s) along with an air photo will also be provided.

2 INFORMATION TO BE RECORDED BY THE SURVEYOR

2.1 Threat Identification Table

A list of issues encountered on archaeological sites, along with boxes to record the severity and extent of the 'threat'.

Extent: record as you would for vegetation mapping – i.e. we need to know how extensive the issue is as an approximation of the percentage of the site that is affected by this issue.

Record as: localised (1-15%), moderate (15-60%) or extensive (60%+)

2.2 Severity

Severity score: Record on a scale of 1 – 6 regarding the severity of the threat:

1 = not a threat to the site, to 6 = very severe threat

1. The threat has occurred in the past but the affected area has fully recovered without intervention – e.g. evidence of stock erosion that has grassed over/self-repaired/regenerated and is no longer active.
2. There has been active deterioration but it is very localised and/or showing signs of self-repair, e.g. minor stock scars where the erosion face is exposed but showing signs that the vegetation cover is regenerating.
3. The threat is active but localised and unlikely to deteriorate further. The 'threat area' is defined/contained, essentially stable and not likely to worsen e.g. minor wear along line of footpath, seasonal animal erosion – e.g. lambs within field, poaching around a feeder or gate.
4. The threat is active and likely to deteriorate further, e.g. invasive vegetation that is spreading; vertical erosion of earthworks with exposed soil faces; ploughing; heavily used animal track ways, surface downcutting due to vehicle routes.
5. The threat is active and has partially damaged some of the site and the condition will continue to deteriorate unless there is active intervention e.g. collapsing lintels or corner stones of buildings; large trees growing from masonry; earthworks which require in-filling to repair extensive areas of active erosion.
6. The threat has destroyed this part of the site - Virtually all archaeological features / potential for archaeological remains obliterated, e.g. demolition of a building; cuttings through earthwork remains, deep ploughing of an earthwork, cliff collapse.

2.3 Threat Identification Table

Below is the threat table as used in the past. The different threat categories (stock, agricultural operations, vegetation and other) are now covered in the Survey123 app, as well as the assignment of threat extent and severity.

Key to Table: Extent	Record – L, M, E	Localised = 1% – 15%, Moderate = 15% – 60%, Extensive = 60% – 100%
Severity (Sev)	Score 1 – 6	See note below

Threat Type	L,M,E	Sev	Threat Type	L,M,E	Sev
Stock:			Other:		
Erosion			Rubbish/fly tipping		
Poaching			Footpath wear		
Stock wear			Vandalism		
Stock path wear – surface			Metal detecting		
Stock path wear – bare ground			Stone removal		
Stock path wear – eroded areas			Coastal erosion		
Burrowing animals – rabbits			Water channel erosion		
Burrowing animals – moles			Natural decay		
Burrowing animals – badgers			Quarrying		
			Development		
Agricultural Operations:			Utility poles		
Tyre tracks – surface					
Tyre tracks – rutting			Vegetation:		
Dumping – FYM, agricultural machinery, agricultural waste/ rubbish etc.			Bracken		N/A
Ploughing			Gorse		N/A
Ploughing - deep			Bramble		N/A
Pasture improvement			rushes		N/A
Farm track			Scrub Broadleaf		N/A
Drainage			Scrub Conifer		N/A
Agricultural buildings			Scrub Mixed		N/A
Building deterioration			Windblown tree(s)		
Building upgrades			Dead tree(s)		
Stone clearance			Dying tree(s)		
			Windthrow hazard		
			Afforestation - broadleaf		N/A
			Afforestation – conifer		N/A
			Afforestation - mixed		N/A

L=Localised, M=Moderate, E=Extensive, Sev=Severity

Note: this is a free-text box for the surveyor to record any additional information that they think is relevant but is not covered in the threat identification table. Think in particular about the survival and stability of the remains and site as a whole.

The image displays four panels for selecting threats, each with a dropdown menu, radio buttons for extent, and a severity slider.

- Select agricultural threats:** Agricultural threat type dropdown, Extent (Localised, Moderate, Extensive), Severity (1-6).
- Select vegetation threats:** Vegetation threat type dropdown, Extent (Localised, Moderate, Extensive), Severity (1-6).
- Select stock threats:** Stock type dropdown, Extent (Localised, Moderate, Extensive), Severity (1-6).
- Select other threats:** Other threat type dropdown, Extent (Localised, Moderate, Extensive), Severity (1-6).

Select stock threats:

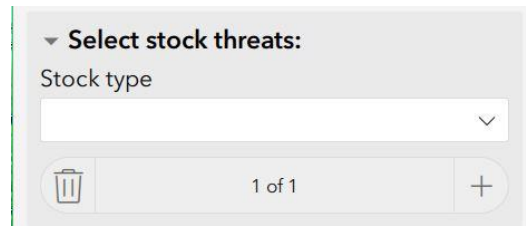
Stock type

Extent *
 Localised Moderate Extensive

Severity *
 1. No threat 2 3 4 5 6. Severe threat

1 of 1

As of 2025, once a threat type is selected in each category, you are required to assign and extend and a severity. You will not be able to save the record without assigning an extent AND severity to each threat identified.



If a threat type for a threat was accidentally assigned, the entry can be deleted by clicking the bin button (see screenshot above).

2.4 Condition Recording

This is an assessment of the overall condition of the site. There may be individual threats you have identified as severe but they may be very localised and not adversely impacting upon the overall condition of the site.

Use the following classifications:

- Excellent Condition
- Sound with long standing defects
- Sound with minor defects
- Signs of potential deterioration
- Major signs of deterioration
- Damaged

Overall Condition:

Site condition

<input type="radio"/> Excellent Condition	<input type="radio"/> Sound with long standing defects	<input type="radio"/> Sound with minor defects	<input type="radio"/> Signs of potential deterioration
<input type="radio"/> Major signs of deterioration	<input type="radio"/> Damaged		

Notes

How to identify the relevant condition:

- 'Excellent Condition'*** Stable grass sward (no over or under grazing), no invasive species (bracken, bramble, gorse etc.) or tree/scrub growth, no evidence of erosion or poaching, no fencing or feeders
- 'Sound with long standing defects'*** Generally good no erosion or scrub – long standing issues – would be mature tree cover or pre-existing fence, established trackway through the site etc.
- 'Sound with minor defects'*** Generally good condition – minor defects would be – localised poaching, surface trample – along stock or footpath routes, small amounts of invasive vegetation/scrub, minor wear around base of standing stones, minor vehicle tracking (not rutting), molehills, small amount of rubbish
- 'Signs of potential deterioration'*** Larger areas of trample poaching that may well be persistent (i.e. not seasonally repairing), smaller active erosion scrapes particularly on earthwork banks (active scars are where there does not appear to be any self-repairing taking place), tyre tracks (particularly on slopes) that have developed into established ruts, larger areas of established invasive vegetation and scrub, satellite badger setts, localised rabbit burrowing, dumping/fly tipping
- 'Major signs of deterioration'*** Large active badger setts, large rabbit warrens, vehicle ruts along slopes that have developed into water/run-off channels, large areas of active/persistent erosion (includes active and self-repairing areas), extensive bracken, bramble and gorse cover, extensive/established scrub/tree regen, ploughing encroachment, cultivation
- 'Damaged'*** Obvious recent damage – will tend to be as a result of human actions – excavation with a machine, quarrying, development over the site, stone robbing, over enthusiastic ditch clearance, ploughing etc.

3 GENERAL GUIDANCE

Many of the condition issues that you are likely to encounter are illustrated in this picture:



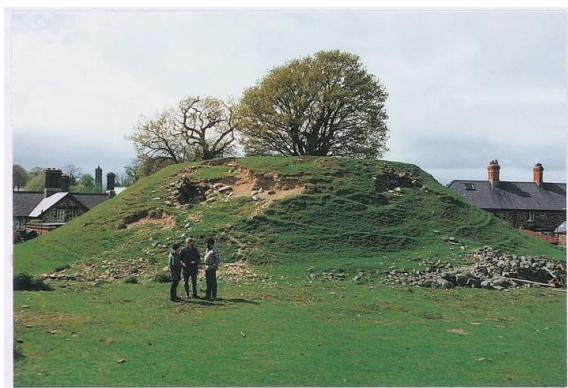
The picture illustrates:

Afforestation
Ploughing
Poaching

Inappropriate location of feeders
Tyre tracking/rutting
Stock scrapes/erosion

Invasive vegetation
Stock path wear
Footpath wear

3.1 Photographic Examples



Active and extensive erosion



Windblow damage – resulting in the rootplate destroying archaeological deposits



Multiple issues – tree root damage (long standing) plus badger damage & stock wear



Fence through monument (long standing) & feeder to close resulting in wear and poaching



Ploughing encroachment – too close to monument



Damage to lime kiln due to vegetation growth – root system forcing out stonework – long standing issue but damage is active and ongoing



Stock erosion (persistent – although evidence of self-repair, problem is clearly longstanding and ongoing)



Vehicle Damage



Vehicle damage – Once ruts develop they may then act as a channel for rainfall run-off resulting in significant downcutting of the channel – see above.

3.2 Background

Site Types

There are some 1400 different site type classifications ranging from small discrete readily identifiable features such as standing stones through to complex and extensive multi-period settlement sites and industrial complexes.

Site type information will be provided to aid in identification. However, the photographs below illustrate some of the site/monument types that will be encountered.



Standing Stone



Cairn



Hut circle



Hut Circle



Neolithic Chambered Tomb



Large well-preserved upland Hillfort



Motte



Mine Complex



Dyke Section



Pillbox



Settlement and field systems can be extensive and cover a number of hectares

Traditional perceptions of a monument may not accord with what is found on the ground particularly in upland Wales.e.g the stone circle above.

Upland monuments in particular are not always readily identifiable.
The photograph below shows a hut circle – lower right hand side of photo:



Above ground preservation of a monument will also depend on land use – see below the difference on the same monument between improved and unimproved land:



Some sites are extremely important but only actually visible from the air – illustrated by this roman villa complex below, where the ground plan is clearly evident but it is a site for which there is no above ground evidence:



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