

West Sussex County Council Historic Environment Record Guidance for Users

The following guidelines and disclaimer govern the use of the West Sussex County Council Historic Environment Record and all users must abide by them.

Guidelines

1. West Sussex County Council holds copyright of the WSCC computerised HER data. No reproduction of WSCC HER data in the form of a direct copy of the original will be allowed without prior agreed written permission from West Sussex County Council. Documents will be provided electronically and will be read and print only.
2. At the time of enquiry, information may exist concerning archaeological sites unknown to the County Council which will not therefore be included in the WSCC computerised HER.
3. The location of artefacts or secondary sources referred to in the WSCC HER but not held by West Sussex County Council cannot be guaranteed.
4. At the discretion of West Sussex County Council, and under the provisions of the Data Protection Act and the Freedom of Information Act certain data may be withheld.
5. The WSCC HER **must** be acknowledged where data is used in publication.
6. West Sussex County Council is committed to protecting, enhancing and raising awareness of our heritage. To help achieve this users are requested to inform the HER of new sites or information which comes to light as a result of their research. Copies of the completed research are welcomed for inclusion in the HER.
7. West Sussex County Council operates a charging policy for staff time employed in preparing WSCC HER data with a fixed scale of charges. While the County Council supports the principle of free access to bona fide researchers for the purposes of academic dissertations, thesis and school projects, they reserve the right to charge depending on the nature of the enquiry and the manner in which the WSCC HER data is to be utilised.

Disclaimer

Every effort is taken to ensure the accuracy of the information held in the West Sussex Historic Environment Record, but as the HER can only be as accurate as the sources used in its compilation, West Sussex County Council cannot be held responsible for any inaccuracies in the data. Archaeological research is a continual process and as such there is information that is held on the HER that should not be taken as the definitive statement of these records. The HER is a constantly evolving record and there may be a back log of information awaiting to be entered into the record.

The absence of data in certain areas should not be taken as an absence of archaeological features.