

REQUEST FOR QUOTES

Kilkenny County Council is seeking a Request for Quotes from suitably qualified professional/s to undertake a survey of mass paths (phase 2) in County Kilkenny

Issued by: Kilkenny County Council

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Closing date: 3 May 2024



Kilkenny County Council
Comhairle Chontae Chill Chainnigh

INVITATION TO SUBMIT A PROPOSAL FOR THE PROVISION OF SERVICES TO UNDERTAKE PHASE 2 OF A MASS PATHS SURVEY IN COUNTY KILKENNY.

Kilkenny County Council invites proposals from suitably qualified professionals to undertake phase 2 of a mass paths survey in the county. The project is co-funded by the Heritage Council, under the County Heritage Plan Programme.

1. INTRODUCTION

Mass paths are important and under-recorded part of our cultural heritage. They serve as reminders of the challenges faced by Catholics during the penal times, and also reminders of a later era when they were still used by people in rural areas as pedestrian routes to mass, visiting neighbours etc. If they are not recorded soon, their presence and value will have faded from the public memory.

Input from the public and community/local history groups will be vital to gather data in this survey, as the location of mass paths is often not formally recorded on maps. However, they may have been described in published or unpublished local records, the Irish Folklore Commission Schools' Collection, 1937 etc. A review of the 1937 schools' folklore notebooks for the parish of Conahy shows a number of mass paths were recorded by the primary school children in this area. In addition, farmers and landowners may have information and stories about such paths on their land. However, actual maps of the routes are unlikely to exist. A small amount of data may also be available from the Kilkenny Field Name Recording Project. Therefore, the project will involve a significant citizen science element whereby members of the public would be invited to provide details of the paths, stories in their area. It will also involve trying to piece together actual routes on maps, based on written descriptions.

1.1 Project Aims

The aim of this project is to compile baseline information relating to mass paths in county Kilkenny including the location, extent, history, associated stories and status of mass paths in the county.

During Phase 1 of this project in 2023, a comprehensive methodology and data set template was developed for the systematic surveying of mass paths in Co. Kilkenny by Pat Reid. This included a pilot project which tested the methodology. The results were produced in a report *Mass Paths in Memory* (Appendix B)

Phase two of this project will further test this methodology to record an additional 10 mass paths with local communities around Co. Kilkenny. Engagement with local communities will be central to this phase which will involve recruiting and training volunteers in the surveying of mass paths.

1.2 Project Objectives

- The desktop audit will include investigation of historical primary and secondary national local sources; interrogation of the Record of Monuments & Places/Sites & Monuments Record; consultation with archaeological, historical and heritage organisations and societies around Co. Kilkenny along with local informants.
- Engagement with communities across Kilkenny to locate the remaining mass paths in the county, including participation in a local media campaign.
- Coordination and training of local volunteers in recording 10 mass paths (4 workshops to be held across the county including one on Heritage Week).
- Ground truthing of mass paths to provide comprehensive mapping and recording of mass paths
- Photographing and cataloguing the elements of each paths

- Capturing valuable oral history and first-hand accounts of usage
- Delivery of full survey of 10 mass paths using recommended methodology.
- The project will be managed by the Heritage Officer, in partnership with relevant members of the Kilkenny Heritage Forum, the Kilkenny County Council GIS Project Officer and Forward Planning; Heritage Maps programme manager

1.3 Expected duration of the contract:

The work will be carried out over an estimated six-month period between May and the end of October 2024. A draft report must be provided by mid-October for review by the Heritage Officer.

2. PROCUREMENT

Proposals for this project are sought from suitably-qualified and experienced professionals. The successful applicant/s will be expected to have the necessary qualifications and skills to bring the project to completion within the scheduled timeframe. It is required that this project be completed by 25th October 2024.

Closing date for receipt of Proposals is: 16:00, 3 May 2024.

It is the responsibility of the tenderer to ensure that the proposals are received on time and late proposals, however transmitted, will not be considered.

Kilkenny County Council invites a proposal for phase 2 of this project, with the option, at the sole discretion of the awarding authority, to extend the contract for a further 2 phases of the project subject to funding and availability.

Required Skills and Expertise

Essential

- Proven professional experience of archaeological survey work, with a good understanding of the issues relating to cultural heritage in Ireland.
- Proven experience in relating to stakeholders i.e. owners and the public in relation to heritage issues and engaging with members of the public on heritage matters.
- Full driving licence and access to a vehicle suitable for the carrying out of this project.
- Experience of writing clear reports and working to strict deadlines.

Desirable

- Experience, knowledge and understanding of the archaeology and cultural heritage of county Kilkenny.
- Experience in recording oral history and tradition.

2.1 Response to the Brief

Proposals in response to this brief should set out in detail how the study will be approached, methodology, and any other relevant matters. The project design should include:

Required Skills and Experience: Proposals should contain clear details of the skills and experience of the researcher(s), including the range of relevant professional skills which would be brought to bear, and the CV(s) of the researcher(s). Details should also be given of the relevant experience of the researcher(s) proposed including examples of previous relevant field survey work.

Method Statement and Detailed Timetable: Must including reference material to be used, consultation planned, data analysis, report preparation and a detailed timetable.

Consultation with Key Stakeholders: It is important that consultation take place with key stakeholders and that a knowledge of the relevant key stakeholders is demonstrated in the proposal. Public appeals seeking information about mass paths, practices and cures should be considered as part of any methodology.

Resource Plan: showing the breakdown of person hours for each stage in the survey.

Breakdown of Costs: A detailed breakdown of the estimated costs of carrying out all elements of the survey.

Insurance: Extent of professional indemnity and public liability cover

Tax: The consultant(s) should be tax compliant

2.3 Evaluation of Proposals

Evaluation of proposals will be based on the ability of the person(s) to deliver the skills and outputs detailed above and on the value for money of the proposed work. Kilkenny County Council is not bound to accept the lowest or any tender, and no person making a submission will be remunerated for any trouble or expense incurred in preparing a submission.

2.4 Award Criteria

The contract will be awarded on the basis of the most economically advantageous and relevant tender by applying the following award criteria and sub-criteria, scored out of a total of 100 marks. The tenderer whose Proposal is deemed to meet the qualification criteria and be the most suitable will be invited to enter into discussions with a view to being awarded a contract to provide the services requested in these documents.

Criterion Weighting Minimum required	
Expertise and relevant experience	30
Methodology and management for delivery of work	25
Ability to communicate with owners and audience	20
Cost Structure	15
Quality of proposal	10
Total	100

3. PROJECT DELIVERABLES

The following output will be required:

- A report including the findings of 10 surveyed mass paths.
- Four training workshops with local volunteers in the surveying of mass paths (including one on Heritage Week)
- A draft report should be provided to the Heritage Officer by mid-October. This report may be provided in digital format and should include key information on survey results and any recommendations for future work.
- Final Report in pdf format, with the logos of Kilkenny County Council and the Heritage Council to be shown on the front cover and should contain the text 'An action of the Kilkenny Heritage Plan'.

The format of the report should comply with guidelines set out by the Heritage Council: https://www.heritagecouncil.ie/content/files/publications_styles_for_reports.pdf

- Figures and plates should also be saved as separate jpeg images, with specific captions (images should be at least 300dpi).
- All sites appropriately georeferenced; ITM co-ordinate system to be used

4. GENERAL ISSUES

4.1 Copyright

All documents prepared by the consultants on foot of this appointment and submitted to the contracting Authority will be considered the property of the contracting authority. The person(s) appointed will be required to assign their copyright to Kilkenny County Council and the Heritage Council. The contracting authority reserves the right to use said materials at any time, including for use in other projects, without the prior approval of the consultants. Copyright for any third-party illustrations or other material used should be cleared by the lead consultant. The consultants will be duly credited in any reports, publications or works that may emanate from this tender.

4.2 Archiving

All materials should be archivally stable.

4.3 Budget and Financial arrangements

The detailed costings should be inclusive of VAT, as applicable, and including all project costs, travel, and expenses. Tenderers should quote the cost of services excluding VAT and including VAT

Payment for all services will be on foot of appropriate invoices. Invoicing arrangements will be agreed with the successful Consultant, following the award of the contract. Kilkenny County Council operates in accordance with the European Communities (Late Payment in Commercial Transactions) Regulations 2002. The successful tenderer must accept payment of invoices by Electronic Funds Transfer to its nominated bank account.

4.4 Communication and queries

To ensure equality between applicants, Kilkenny County Council or their partners will not enter into any correspondence or discussions with the applicants or their agents during the preparation period for submissions, save for the clarification of issues relating to the tender brief only. Any such queries should be submitted to the following email address: regina.fitzpatrick@kilkennycoco.ie clearly marked Query for Quotation for the provision of consultancy services to Kilkenny.

Queries should be raised as soon as possible and, in any case, at least 3 days before the closing date. For the purpose of circulating responses, queries will be edited to avoid disclosing the identity of the querist, and any sensitive information included in the query should be clearly indicated.

4.5 Freedom of Information

Kilkenny County Council is subject to the provisions of the Freedom of Information (FOI) Act 1997-2003. If tenderers consider that any of the information they have supplied is either commercially sensitive or confidential in nature, this should be highlighted and the reason for its sensitivity specified. In any such case, the relevant material will, in response to FOI requests, be examined in the light of the exemptions provided for in the FOI Act.

4.6 Award to Runner up

If for any reason, it is not possible to award the contract to the designated successful party emerging from this competitive process, or if having awarded the contract, The Contracting Authority considers that the successful party has not met its obligations, The Contracting Authority reserves the right during the quotation validity period to award the contract to the next highest scoring party on the basis of the terms advertised without re-opening the competition.

This shall be without prejudice to the right of The Contracting Authority to cancel this competitive process and/or initiate a new contract award procedure at its sole discretion.

4.7 Project Management

The project will be managed largely by the Heritage Officer, but a project steering group may be set up which may include representatives of Kilkenny County Council, Kilkenny County Heritage Forum and/or the Heritage Council and the landowners. The project manager and/or representatives from the steering group will meet with the consultants on appointment to agree the work programme and dates for review points.

The client will be Kilkenny County Council on behalf of the project partners. The day to day contact will be with Regina Fitzpatrick, Heritage Officer.

4.8 Termination of Appointment

The Contracting Authority shall be entitled to terminate the appointment at any time without notice subject only to full payment being made for services performed up to date of termination.

4.9 Insurance

The person(s) to whom the contract is awarded must have public liability to the value of €6.5 million with a reputable insurance company. It is a condition of the award of this contract that the firm selected must produce evidence of such cover prior to the award. Evidence of Public Liability and Employer's Liability Insurance, if appropriate, for the Consultant/s, will be required before a Contract is awarded.

4.10 Submissions

Closing date for receipt of Proposals

The closing date for receipt of Proposals is: 16:00 on 3 May 2024

It is the responsibility of the tenderer to ensure that the Proposals are received on time.

Address for Proposals Proposal should be sent by email, with the subject marked "Proposal for a survey of mass paths in County Kilkenny" to: Heritage@kilkennycoco.ie

4.11 Language of Proposal

The Proposal must be completed in the English language.

4.12 Query handling

Any queries concerning this document should be addressed to:

Regina Fitzpatrick; Email: regina.fitzpatrick@kilkennycoco.ie; Ph: 056-7794923

5. CONDITIONS

In addition to the points outlined above, the following conditions will apply to all Proposals:

1. A completed declaration as per Article 45 of Directive 2004/18/EC on the coordination of procedures for the award of public works contracts, public supply contracts and public service contracts. See appendix A.
2. Any conflicts of interest involving the Consultant/s must be fully disclosed to Kilkenny County Council, particularly where there is a conflict of interest in relation to any recommendations or Proposals put forward by the Consultant/s.
3. Before a contract is awarded the successful Consultant/s will be required to produce a current Tax Clearance Certificate.
4. All payments made to the Consultant/s will be liable to the deduction of Professional Services Withholding Tax. The current rate is the standard rate of income tax - 20%.
5. Kilkenny County Council will not be liable in respect of any costs incurred by proposers in the preparation of Proposals or any associated work effort.
6. Evidence of Public Liability and Employer's Liability Insurance, if appropriate, for the Consultant/s, will be required before a Contract is awarded.
7. Evidence of motor vehicle insurance that indemnifies Kilkenny County Council and will be required before a Contract is awarded.
8. Kilkenny County Council is subject to the provisions of the Freedom of Information (FOI) Act 1997-2003. If tenderers consider that any of the information they have supplied is either commercially sensitive or confidential in nature, this should be highlighted and the reason for its sensitivity specified. In any such case, the relevant material will, in response to FOI requests, be examined in the light of the exemptions provided for in the FOI Act.

APPENDIX A

Article 45, of Directive 2004/18/EC co-ordinating procedures for the award of public supply contracts:

1. Any candidate or tenderer who has been the subject of a conviction by final judgment of which the contracting authority is aware for one or more of the reasons listed below shall be excluded from participation in a public contract:

(a) participation in a criminal organisation, as defined in Article 2(1) of Council Joint Action 98/733/JHA (1);

(b) corruption, as defined in Article 3 of the Council Act of 26 May 1997 (2) and Article 3(1) of Council Joint Action 98/742/JHA (3) respectively;

(c) fraud within the meaning of Article 1 of the Convention relating to the protection of the financial interests of the European Communities (4);

(d) money laundering, as defined in Article 1 of Council Directive 91/308/EEC of 10 June 1991 on prevention of the use of the financial system for the purpose of money laundering (5). Member States shall specify, in accordance with their national law and having regard for Community law, the implementing conditions for this paragraph. They may provide for a derogation from the requirement referred to in the first subparagraph for overriding requirements in the general interest. For the purposes of this paragraph, the contracting authorities shall, where appropriate, ask candidates or tenderers to supply the documents referred to in paragraph 3 and may, where they have doubts concerning the personal situation of such candidates or tenderers, also apply to the competent authorities to obtain any information they consider necessary on the personal situation of the candidates or tenderers concerned. Where the information concerns a candidate or tenderer established in a State other than that of the contracting authority, the contracting authority may seek the cooperation of the competent authorities. Having regard for the national laws of the Member State where the candidates or tenderers are established, such requests shall relate to legal and/or natural persons, including, if appropriate, company directors and any person having powers of representation, decision or control in respect of the candidate or tenderer.

2. Any economic operator may be excluded from participation in a contract where that economic operator:

(a) is bankrupt or is being wound up, where his affairs are being administered by the court, where he has entered into an arrangement with creditors, where he has suspended business activities or is in any analogous situation arising from a similar procedure under national laws and regulations;

(b) is the subject of proceedings for a declaration of bankruptcy, for an order for compulsory winding up or administration by the court or of an arrangement with creditors or of any other similar proceedings under national laws and regulations;

(c) has been convicted by a judgment which has the force of res judicata in accordance with the legal provisions of the country of any offence concerning his professional conduct;

(d) has been guilty of grave professional misconduct proven by any means which the contracting authorities can demonstrate;

(e) has not fulfilled obligations relating to the payment of social security contributions in accordance with the legal provisions of the country in which he is established or with those of the country of the contracting authority;

(f) has not fulfilled obligations relating to the payment of taxes in accordance with the legal provisions of the country in which he is established or with those of the country of the contracting authority;

(g) is guilty of serious misrepresentation in supplying the information required under this Section or has not supplied such information. Member States shall specify, in accordance with their national law and having regard for Community law, the implementing conditions for this paragraph..

3. Contracting authorities shall accept the following as sufficient evidence that none of the cases specified in paragraphs 1 or 2(a), (b), (c), (e) or (f) applies to the economic operator:

(a) as regards paragraphs 1 and 2(a), (b) and (c), the production of an extract from the 'judicial record' or, failing that, of an equivalent document issued by a competent judicial or administrative authority in the country of origin or the country whence that person comes showing that these requirements have been met;

(b) as regards paragraph 2(e) and (f), a certificate issued by the competent authority in the Member State concerned. Where the country in question does not issue such documents or certificates, or where these do not cover all the cases specified in paragraphs 1 and 2(a), (b) and (c), they may be replaced by a declaration on oath or, in Member States where there is no provision for declarations on oath, by a solemn declaration made by the person concerned before a competent judicial or administrative authority, a notary or a competent professional or trade body, in the country of origin or in the country whence that person comes.

4. Member States shall designate the authorities and bodies competent to issue the documents, certificates or declarations referred to in paragraph 3 and shall inform the Commission thereof. Such notification shall be without prejudice to data protection law.

(1) OJ L 351, 29.12.1998, p. 1.

(2) OJ C 195, 25.6.1997, p. 1.

(3) OJ L 358, 31.12.1998, p.2.

(4) OJ C 316, 27.11.1995, p. 48.

(5) OJ L 166, 28.6.1991, p. 77. Directive as amended by Directive 2001/97/EC of the

European

Parliament and of the Council of 4 December 2001 (OJ L 344, 28.12.2001, p. 76

APPENDIX B

METHODOLOGY: Methodology for Mapping and Recording Mass Paths

(Designed by Pat Reid)

Action 1: Call for Information – getting your message to the right demographic is essential to ensure as much information as possible is collected.

- Local Radio – Interviews on local radio stations have the potential to reach an older demographic in the area being surveyed. Some stations cover an entire county and some are more area specific. It is recommended to contact all radio stations in the survey area. If possible, multiple interviews should be staggered so broadcasts go out at different times of the day.
- Local papers – Interviews in local print media still have a decent circulation amongst rural and older age groups. Contact all the local news outlets in the survey area, including the free newspapers. Almost all newspapers now have an online presence – try to ensure your interview is represented on this, including your contact details.
- Sunday Mass – The local priest will always be receptive to a call for information, particularly for such a project as surveying local Mass Paths. Create a blurb for them to read out as part of the Parish notes during Sunday Mass. Priests are often an excellent source of historical information and can point you to local history experts.
- Schools, both primary and secondary – Approach the local school principals and ask if it is possible to ask children to interview relatives about Mass Paths in their area. Have a leaflet printed for the children to bring home laying out the aims of the survey and contact details. Ask if older relatives might be available for interview for oral history collection. This could be done as part of a school project, instilling a sense of the value of place and heritage in the local school-goers.
- Nursing Homes – Contact managers of local nursing homes and ask about interviewing residents that may have knowledge of local Mass Paths for the oral history element of the survey. Nursing homes are generally keen to include alternative activities for residents and many residents will be keen to impart their local knowledge.

Action 2: Community involvement and engagement – The involvement of local community groups is vital to both capturing information on Mass Paths and spreading awareness of the survey objectives.

- Local History and Heritage groups, forums and associations can be found in every county. They will usually carry knowledge of local heritage way beyond their own group's geographic limits. These groups often have collections of journals, historic documents and project reports that are not available elsewhere. Organise a workshop with members to collect information, oral histories and recommended contacts.
- Tidy Towns groups have a strong focus on preservation of local heritage. Make contact with the chairperson and ask to speak at their next meeting, explaining the survey objectives, with the aim of organising an oral history collection workshop. Tidy Towns will have an excellent network at a local level and many members may have information to share or contacts to recommend.
- Local Age Action and Age Friendly groups across your survey area should be contacted. This can usually be done through Community Centres or the Health Service. They may be happy to schedule a meeting with members, with a view to organising oral history collection workshops with their members.
- Workshops should be held in a Parish Hall or community centre near the Church to which the series of Mass Paths lead. These workshops should feature large scale maps of the area surrounding the church, for participants to show where the Mass Paths crossed the landscape.

OSi, Discovery and current aerial imagery should be available, alongside laptops with mapviewers featuring historic mapping, such as HeritageMaps.ie.

Action 3: Documented sources – Mass Paths may not feature heavily in the written resources available through Local Studies collections and other archives. Other hard copy resources may contain information and there are some online resources that could prove useful. The following resources may yield valuable information:

- Local Studies Collection in County Libraries – Each county has a dedicated Local Studies Librarian and Archivist. They will have an in-depth knowledge of what information is available in relation to the county’s heritage and will be aware of Mass Path specific information if it is available in their collections. It is good practice to call a week in advance of visiting, outlining your project and giving them time to research Mass Paths in their collections.
- Griffith’s Valuation - Published between 1847 and 1864 this was the first full-scale and detailed valuation of properties in Ireland. It captures the names of occupiers, lessees, lessors and the area and value of the properties recorded.
- OSi first and second edition maps – The Ordnance Survey maps captured limited detail of Mass Paths in Ireland. This was for political reasons, as early cartographers didn’t want to be accused of legitimising Catholic worship in Ireland. Some indirect evidence of Mass Paths can be found where footpaths, footbridges, footsticks and stepping stones are recorded. Characteristic sheets for the early OSi editions have been published by UCD & National Library of Scotland.
- Dúchas Schools Collection – Compiled between 1937 and 1939, this invaluable collection features 740,000 pages of local folklore and traditions collected from 5000 primary schools. Mass Paths feature in 686 entries nationwide.
- Lewis’s Topographical Dictionary of Ireland – provides good statistical, geographical, historical and contextual information on parishes, baronies, towns and villages.
- Field Name Surveys – Several counties have full or partial field name surveys completed and available for research. These contain much information on local history with both Irish and English field names. Individual field name survey sheets have entries concerning Mass Paths and Mass Rocks.
- Local Historical Society collections and journals – Many local history societies will have large localised collections and their own journal. Mass Paths and Mass Rocks are a topic that may feature in these journals and collections. They will also have knowledge of the best local people to seek information from.
- Local Newspapers can often carry information on Mass Paths in the form of court cases over Rights of Way and boundary disputes. Local volumes can be accessed through the Local Studies section of the County Library.
- Web Resources – Information may be available online from open data sources such as Openstreetmap, previously published works, genealogy sites and historical society archives.
- OSi Irish Townland and Historical Map Viewer – contains survey and publication dates for individual sheets of the first and second edition Ordnance Survey Mapping. Irish Townland and Historical Map Viewer

Action 4: Oral History – Collecting recollections of Mass Paths directly from local people is an excellent way to augment information about particular features. Recording the interviewee allows for a fuller account of their memories to be captured and stored. These oral histories can be mined for pertinent facts and transcribed for clarity post-interview, and the oral account can capture pronunciations,

perspectives, differing viewpoints and other nuances that may otherwise be lost or mis-interpreted. The following people should be interviewed:

- Farmers and landowners of known Mass Paths will need to provide permission for access to survey paths and features. They will have in-depth knowledge of features on their farm.
- Local residents from surrounding rural areas will have memories of using the paths for Mass, school and other uses.
- Churchgoing devotees will potentially be an excellent source of detail on Mass Paths in their local area.
- Local and Parish priests will usually have an excellent knowledge of the heritage of their local area. They will also be willing to assist in identifying people to interview.
- Nursing home residents in local and surrounding areas may have knowledge of Mass Paths they used in their younger days.

Action 5: Go-Alongs – A Go-along is a walking interview through a place of memories. They are an efficient and qualitative means by which to ‘uncover aspects of individual lived experience that frequently remain hidden when using more traditional methods such as participant observations and sit-down interviews’ (Bishop, 2022, p. 28).

- Audio recording is essential and the use of wireless microphones on the interviewee is best practice.
- Video recording is recommended where possible, though Mass Paths often traverse rough terrain and may make this difficult.
- Geotagging keywords at particular points whilst on the go-along will allow the interviewer to tie key places to the recorded interviews.
- Supplementing with digital photography of features along the Mass Path are best practice for go-alongs.
- Landscapes play an important role as historical repositories and act as a national aesthetic arena for embodied and sensory experience and practice (Maddrell, 2013, p.64). Immersion in a place of memory can trigger deeper memories and prompt discussion of small and less important seeming details that can add an entirely different depth to a particular place. An individual’s recollections and descriptions can be fragmentary, but a certain scene or scent, or some other form of mnemonic, can suddenly tie a rich memory to a place or feature in the landscape.
- Finding the right individuals for go-alongs is vitally important. A walk of the Mass Path is advised, prior to bringing an elderly person along a path they may not have walked in decades. Care must be taken to ensure the safety of the participant at all times. Once on the go-along, interviewees will tend to recall far more of the traditions, actions, and associations with a place by being immersed in that place.
- Go-alongs should be flexible and relatively unstructured, and must be tailored to both the project and the individuals participating. The go-along should be taken slowly and with plenty of time to spare. Bright, calm weather is preferable for go-alongs, affording ease of pace and time to recollect in detail. All our fondest memories involve warm and sunny days. Full permission for access to the go-along routes must be sought well in advance.

Action 6: Site Recording and Mapping – Geographically recording Mass Paths is a vitally important element of this survey work and highly accurate positional data alongside high quality still and video imagery for all Mass Path features are essential to the project needs.

- GPS co-ordinate capture is a useful way to record the routes of Mass Paths. Hand-held GPS units, such as the Garmin GPSMAP 66i (see left), are affordable and accurate to about 3m. This can be used to obtain co-ordinates at start and end points, to record feature locations of stiles, gates, footbridges and path divergence points. Once imported into a Geographic Information System (GIS), these can be more accurately re-plotted using aerial imagery and co-ordinate capture as necessary and populated into an excel template (appended to this report) which can be converted to GIS shapefile.
- Photography – Still and video photography are vitally important to creating a baseline record of the Mass Paths at time of survey. TIFF images of all features, including path end points, are best practice, being easily converted to PNG or JPEG for publication purposes and capture more visual and contextual information. Videographic content should be captured in MP4 format as it captures high quality imagery in relatively small file size and can be used across all digital platforms and devices.
- It is important to capture imagery of all features along a Mass Path including start and end points, divergence/convergence points, paths, turns, stiles, gates, open entrances, footbridges, footsticks, stepping stones, Mass rocks, altars, prayer stations, wells, rest points, barns/outhouses used for changing footwear and clothing and any other features mentioned locally. It is also important to photograph and accurately record co-ordinates for lost features where possible.
- Access permissions must be obtained from landowners prior to any recording of Mass Paths on the ground. Surveyors must have their own appropriate insurance to cover them in the event of an accident. It is worth noting that Rights of Way may be an issue for landowners. Mass Paths may have been permitted across land by kind permission of farmers and, as Mass Paths have been out of use for many decades, traditional access may have been long revoked or forgotten. Existing public rights of way are rare but some private rights of way, or easements, may still be in place. Surveyors are not entitled to use these without permission from the landowner and/or the easement user. Landowners will need to be assured that the purpose of the survey is simply to record the remains of the traditional Mass Paths – not to survey them for the purpose of re-opening them for public walkways or any other use.