INTRODUCTION

If you are looking to submit an article containing illustrations of any kind to an RRRA publication or report, it is important that you read this document thoroughly, EVEN IF YOU HAVE PREVIOUSLY PUBLISHED ELSEWHERE. Whilst some of the content and guidance may already be second nature to some, we have included a list of the standard attribution statements which must be utilised in our publications when incorporating work from online and other digital sources. This list also provides a valuable resource list with links to the various websites. Using the sources and standardised attribution statements in the list will ensure that you know you have the permissions safely in place to reproduce material, and that such material is correctly recognised and attributed according to the stipulations of the original creator or publisher. PLEASE BE AWARE THAT WORK SUBMITTED THAT DOES NOT ATTRIBUTE MATERIAL ACCORDING TO OUR GUIDELINES OR USE THESE STANDARD STATEMENTS CORRECTLY WILL BE RETURNED FOR REVISION.

Why must we insist on this? In short, we have to be sure that we have permission to reproduce material contained in illustrations, and that such material is correctly recognised and attributed according to the stipulations of the original creator or publisher. Failure to do so would not only be unprofessional, but also be a breach of copyright.

We recognise, however, that it is not always easy to know whether or not certain material that is easily accessible on the internet can be legally reproduced for publication, or if it can, what wording should be used when including an attribution statement, since the required information is all too often buried deep in legal jargon in an obscure part of a website. As a result, it is all too easy to find images online and assume that they are in the public domain and that all that is needed is to mention the creator (e.g. Google), or indeed that no attribution is needed at all. We have recently received submissions from seasoned academics who have made this assumption. IN 99.99% OF CASES SUCH AN ASSUMPTION WOULD BE WRONG AND RESULT IN A BREACH OF COPYRIGHT.

To help ensure that our contributors & illustrators get it right first time when preparing images for use in RRRA publications and reports, we have prepared this document, a guide to ensuring that permission to reproduce exists, and that images are correctly attributed. It provides clear details of what we need from
our contributors, but also incorporates a list of the most commonly utilised resources (and some a bit more obscure) that may be legally reproduced without additional permissions needing to be sought, along with the attribution statements stipulated by the original publishers.

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   This sounds obvious, since as a general rule, if you didn’t create it, you don’t hold copyright. However this can include material created by yourself and published, but where copyright has been assigned to a publisher.

2. Determine whether or not permission must be sought

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iv) Public Domain online. Be extremely wary of any material that claims to be in the Public Domain – it usually isn’t. Always trace back to the original source to ascertain the true licensing situation – if that is impossible please don’t use it.

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   If you already have permission as in paragraph 2.ii) above, you will normally also know the identity of the copyright holder. Otherwise (excepting most websites), you are usually looking for the copyright symbol followed by the name of the author(s) or publisher

   i) Books – this is generally on the reverse of the title page at the front of the book. It may be the author(s), the publisher, and sometimes both.

   ii) Journals and Conference Papers. The copyright statement will usually be on the first page of the paper, either at the bottom or in the header, and will usually refer to the author(s).

   iii) Websites. – can be tricky. On content sharing sites such as Flickr the copyright owner is often clearly stated (however on YouTube it isn’t). Flickr will also tell you if a Creative Commons licence is in place, although these days it usually isn’t. For most online material, the contributor is likely also to be the copyright holder.

   If ultimately you cannot locate the copyright holder, then you must not reproduce that material in an RRRA publication.

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UK LiDAR Data
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Current Ordnance Survey Mapping
British Geological Survey Mapping
Historic Mapping
Online Maps including WMS feeds to GIS systems
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To download any of the available LiDAR data from DEFRA for a particular area, use the selection map here. However, for the most recent Composite LiDAR datasets 2019 (DTM only), additional features are available on other pages which contain various features such as WMS feeds and Image Service Endpoints for different modelling, which in turn have options for online viewers and layers for Google Earth Pro – extremely useful services.

LiDAR Composite DTM 2019 1m
LiDAR Composite DTM 2019 2m

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DTM 1m data
DSM 1m data

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DEFRA Data Services Platform - Online Viewers & Google Earth Layer kmz downloads

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ArcGIS Online Map Viewer
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https://www.lidarfinder.com/ This provides a split screen view of lidar and aerial imagery for England and Wales and provides 25cm, 50cm and 1m in both DSM and DTM. Data is supplied by the Environment Agency and Natural Resources Wales. Either of the following statements should therefore be used

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CURRENT ORDNANCE SURVEY MAPPING

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OS Open Roads - A high level view of the road network
Boundary-Line - From Euro constituencies to council wards - maps every administrative boundary in detail
GB Overview Maps - The simplest OS map of Britain
Strategi - A very useful regional level vector dataset last updated in 2016, which will not be updated again
1:250,000 Scale Colour Raster
MiniScale - A simple overview raster map of Great Britain
OS openMap - Local - A detailed local map designed to be viewed at street level
OS Vectorsmap District - A District level vector map, possibly more attractive than Zoomstack at this level
OS Open Zoomstack - A zoomable comprehensive basemap of all of Great Britain, showing coverage from national level right down to street detail. Perhaps not as visually pleasing s some of the tiled options, but so easy to use

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