

Council on Training in
Architectural
Conservation (COTAC)
Mid-term Review of
2019-2024 Corporate
Plan Operational
Intentions:
March 2021



COTAC Mid-term Review of 2019-2024 Corporate Plan Operational Intentions: Report as at 25 March 2021: Ingval Maxwell, Chair COTAC

	Content	Page
	Introduction: COTAC Understanding Conservation School (UCSchool) Web Structure	3
1	Website Background and Resolution	3
2	COTAC's ISSN Assignments	3
3	COTAC Global Strategic Website Approach	3
4	Promoting National and International links (2019 – 2020)	5
	COTAC Global Home Page News Section	5
	Heritage Disaster	5
	ICOMOS International Scientific Committee on Stone	6
	ASCHB Transactions Volume 41: 2019	6
	COTAC/IHBC Memorandum of Understanding	7
	Building Crafts College: COTAC's Official Registered Address	7
	The Heritage Alliance and British Council Global Travel Grant Scheme 2018-19	7
	ERASMUS+ project	7
	Hub for Biotechnology in the Built Environment, Newcastle University JPICH call	7
5	COTAC Conference ISSN Series of Reports or Abstracts	8
6	COTAC Newsletter Series: Past and Present	8
7	COTAC Studies ISSN Series	9
	Study 1: Integrating Digital Technologies in Support of Historic Building Information	9
	Study 2: Fire and Flood in the Built Environment: Keeping the Threat at Bay	10
	Study 3: BIM4C Integrating HBIM Framework Report Parts 1 and Part 2	10
	Study 3: COTAC BIM4C Integrating HBIM Framework Illustrative Bibliography	10
	Study 4: COTAC Web-search List of UK + RoI Heritage Courses 2020	10
8	COTAC Insight ISSN Series (accessible under the Learning Menu tab)	10
	Insight 1: <i>The 'Need to Appreciate the Built Heritage'</i>	11
	Insight 2: <i>The 'Need to be Aware of the ICOMOS E+T Guidelines'</i>	11
	Insight 3: <i>'The Potteries and Surrounding Areas: Understanding and Appreciating the Region'</i>	12
	Insight 4: <i>'Understanding and Appreciating the Region of East Anglia'</i>	13
9	Possible Insight xx Supplementary Learning Materials: 'Let's look at Building Materials and Elements' To be developed	15
10	Future Potential: Study and Insight Series: Posting of Content	15

Introduction: COTAC Understanding Conservation School (UCSchool) Web Structure

Mid-way through the *COTAC Corporate Plan 2019-2024* period, voluntary operational work has been focused on developing and promoting new website content in accordance with a devised strategy. Building and reporting upon what had already been posted, this is being provided through:

- Promoting National and International links (2019 – 2020)
- Heritage Disaster
- Providing a COTAC Conference Series of Reports or Abstracts
- Offering Archival Record Newsletters and current COTAC Newsletter information
- Providing and developing a COTAC Study Informative Series of Reports
- Developing a COTAC Insight Learning Series of integrated materials

1 Website Background and Resolution

After considerable work by COTAC's Digital Sub-group, and authored by Paul Toms, two significant documents were drafted in 2019 to ensure that COTAC had compiled a full understanding of its then web-based materials and underlying website architecture, being:

- COTAC Website Development Plan. Version: 001 as at 29 August 2019
- COTAC Digital Strategy, Assets and Data Management Procedures. Version: 005 as at 30 August 2019

These two documents have and will be used to guide further on-line developments.

2 COTAC's ISSN Assignments

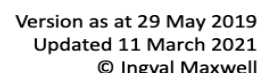
COTAC has secured formal recognition from the *British Library ISSN UK Centre* for its on-line publication Series outputs:

ISSN 2632-9166	COTAC Conference Reports Series	(from 27 July 2020)
ISSN 2634-7709	COTAC Study Series	(from 28 July 2020)
ISSN 2634-1093	COTAC Newsletter Series	(from 15 October 2020)
ISSN 2753-9083	COTAC insight Series	(from 6 January 2021)

3 COTAC Global Strategic Website Approach

The strategic website content developments are based on the *COTAC Corporate Plan 2019-2024* and outlines intentions to promulgate learning outcomes to a wide range of potential audiences including lay, school, student, general education, training, vocational and

•



COTAC Mid-term Review of Corporate Plan Intentions: Ingval Maxwell as at 25 March 2021

Capacity Building document. The two key ICOMOS documents also provide a universal, National and International relevance for all COTAC's educational activities that are envisaged and outlined in the structure diagram.

The devised material will be freely offered, enhancing the understanding conservation sister website's 5 Units, whilst the COTAC Global website will assimilate and present relevant CPD orientated content. It is anticipated that this will incorporate copyright-free illustrative and other accessible educational and training materials on built environment conservation and related heritage matters. This information and material will be fully acknowledged where sources can be readily identified. Where that is not possible, material founded from historic, and archives resources will be incorporated in a manner as fair use educational material provision under the terms of the Creative Commons Attribution-NonCommercial-ShareAlike (CC-BY-NC-SA) license. The ultimate aim of the COTAC approach is to create an integrated learning system where users can migrate across the content, depending upon their interest and need to develop an appreciation, understanding or skilled competencies in advancing that knowledge.

Care has been, and will be, exercised to ensure compliance with GDPR legislation, details of which are available as a downloadable pdf showing COTAC's Privacy Policy, dated 25 May 2018 (amended 26 September 2018) from the cotac.global website.

4 Promoting National and International links (2019 – 2020)

COTAC Global Home Page News Section

A scrolling COTAC News section is incorporated on the cotac.global website home page. Here, relevant information is provided on current national and international events, new publications and associated opportunities. Inevitably, and especially with the announcement of date-related events, this material may become out-dated and will be purged as more up-to-date information becomes available. Hyperlinks take users to the related COTAC News section, where fuller details of variously posted items are presented and a limited search facility is also provided. In addition, an invitation is included to sign up to receive future e-issues of COTAC Newsletters as they are launched.

Heritage Disaster

Paragraph 9 of the ICOMOS Guidelines raises concerns over the need for those involved in conservation to be better attuned to the potential loss of the cultural heritage through disaster. It promotes the need for *“training in disaster preparedness and in methods of mitigating damage to cultural property, by strengthening and improving fire prevention and other security measures...”* and COTAC has risen to that challenge.

Consequently a specific *Heritage Disaster* Menu tab was created under which relevant information can be sources from previous international study activities into *Fire Loss and the Built Heritage* as noted below:

Fire Loss and the Built Heritage



Fire has always been a threat to culturally valuable historic buildings and their surroundings. Building construction work, especially hot work and portable lighting, day to day activities, events and variable usage all create different degrees of risks. Smoking, lit candles, open fires and chimneys in poor condition are also responsible for starting many incidents.

Historic buildings are often built from easily- ignited materials. They can be located in isolated places, remote from fire stations, increasing travel time for the fire and rescue services to be deployed, allowing a fire to become established creating greater potential for considerable damage and cultural loss.

Undertaken during the period 2002-06, the intention of COST Action C17 "Built Heritage: Fire Loss to Historic Buildings" was to address the significant physical and cultural loss of Europe's built heritage to the damaging effects of fire. The aim was to provide building owners and other interested parties with relevant guidance and meaningful advice.

Twenty Signatory Countries provided active representation from Austria, Belgium, Bulgaria, Denmark, Finland, France, Hungary, Israel, Italy, Macedonia, Netherlands, Norway, Poland, Serbia and Montenegro, Slovenia, Spain, Sweden, Switzerland, Turkey, and the United Kingdom. Corresponding links were also established with the USA, Russia and Baltic Sea Countries. A unique and unsurpassed 16 related reports were delivered from the Action by 2008, with the following 13 now available on this section of the COTAC website:

COST Action C17 Reports

COWI Reports

Can we Learn and CFPA report

High Rise Buildings

Scaling up Prevention

Bibliography

The sub-tab headed '*Bibliography*' offers a *Fire Risk Assessment and Fire Engineering in Historic Buildings: Chronological Bibliographic List* of selected published guidance covering the period 1995 to 2019 with reference url's correct to March 2020. In addition, a sobering '*Chronological List of International High-rise Building Fire Incidents: 1986 – 2017*' is offered under the *High Rise Buildings* sub-tab. This is supported by a 2018 Image Set entitled '*Grenfell: The Missed Opportunities*' that was prepared by the BAFSA Special Projects Consultant, Stewart Kidd, and delivered to the Edinburgh Group meeting in November 2018.

An illustrated paper entitled '*Heritage Risk Management Strategies in the EU*' was published in the *2019 IHBC Yearbook*. This paper referred to the European Civil Protection Forum and the EC 2018 report '*Safeguarding Cultural Heritage from Natural and Man-made Disasters: A comparative analysis of risk management in the EU*' – an e-link to details of this were posted on the www.cotac.global website under the '*International*' Menu tab.

ICOMOS International Scientific Committee on Stone

A brief paper and remote PPT presentation entitled '*The Impact of the Council on Training in Architectural Conservation (COTAC)*' was delivered to the ICOMOS ISCS international on-line annual meeting on 7 September 2020.

ASCHB [Association for Studies in the Conservation of Historic Buildings] Transactions Volume 41: 2019

An article by Roger France, entitled '*Conservation: Pioneering a Discipline for Architecture*', was published in Vol 41 of the ASCHB Transaction. Part of the research behind the article drew heavily on COTAC's archive material, and a detailed exposé of COTAC's early beginnings and key individuals behind the organization is well revealed. An telling reference is made to a COTAC meeting in September 1971 when a recorded view was that COTAC

“...had been hammering at the problem of education in conservation for ten years without tangible results.” [Perhaps, after 2021, greater progress might be achieved!!!]

COTAC/IHBC Memorandum of Understanding

A planned second Annual Review meeting to jointly check progress on the agreed 3-year COTAC/IHBC Memorandum of Understanding was not held as a result of Covid-19 restrictions. However, COTAC submitted its second Annual Report on progress to IHBC in accordance with the MoU, and a paper for publication in Context entitled *‘What do the New Digital Kids on the Block Look Like?’* was issued on 2 March 2020.

Building Crafts College: COTAC’s Official Registered Address

With a view to consolidating a longstanding agreement with the Building Crafts College (BCC) to permit the use of its address as the formal location of COTAC, and to restate the beneficial mutuality of that arrangement, a formal updated Memorandum of Understanding between the BCC and COTAC was signed by principal representatives of both organisations on 11 February 2020.

The Heritage Alliance and British Council Global Travel Grant Scheme 2018-19

In April 2019 COTAC successfully supported an application for travel funding to visit Kazan in Russia. This involved Guided visits to conservation/heritage sites in Tatarstan to investigate processes, methods of conservation and finances involved, and thus identify training needs and methods; to investigating the possibilities of introducing BIM for Conservation; to see how 3D point clouds are being used for heritage work by TSSRA, and to present COTAC’s work of BIM4Conservation to TSSRA and KSUAE through a series of lectures. The visit took place between 9th and 15th June 2019 with a detailed report being subsequently submitted to the fund awarding bodies.

ERASMUS+ project

On 2 December 2019 COTAC submitted an expression of interest in the results of the proposed ERASMUS+ project *“Building Capacity in Sustainability for Architectural Heritage (SAH)”*, with the University of L’Aquila [Italy] in the lead and the active participation of other relevant universities and institutes in the project. In accordance with COTAC’s stated Objectives, it supported this initiative as an interested stakeholder. As such it indicated it would welcome receiving conclusions, guidelines and other outcomes from the project, so they may be available to support and further the work that COTAC has been actively promoting for many years. COTAC was informed that the proposal had been accepted by the EC for funding on 31 July 2020. Further details are awaited.

Hub for Biotechnology in the Built Environment, Newcastle University JPICH funding call

In October 2020, COTAC was invited by the University of Newcastle to be an associate partner in a proposal for funding from *‘JPICH Cultural Heritage, Identities and Perspectives: Responding to Changing Societies (CHIP): Growing Living Heritage’* with funded from the European Union's Horizon 2020 research and innovation programme. On providing this, COTAC suggested that it would commit to an in-kind contribution equivalent to 10 days staff time over the duration of the project. Further details are awaited.

5 COTAC Conference ISSN Series of Reports or Abstracts

Whilst the following conference reports or abstracts have been previously posted on the COTAC Global website under Column 4 of the *Overall UC School Structure Diagram* (on page 2 above), they need to be reformatted and reposted to incorporate the allocated COTAC ISSN Series designations. In doing so an opportunity is being taken to improve the image quality of the reports whilst reducing, as far as possible, the pdf download file size. Posted reports or abstracts list:

- 2011 Improving Thermal Performance in Traditional Buildings
- 2012 Past Caring? BIM and the refurbishment of Older Buildings
- 2013 A Digital Future for Traditional Buildings
- 2014 Fire and Flood in the Built Environment: Keeping the Threat at Bay
- 2015 Connecting Conservation
- 2016 BIM4Heritage: Where We Are and Where We are Going?
- 2017 BIM for Heritage: Stepping into the Future with the Past
- 2019 Digital Heritage: Anticipating an Integrated Way Forward

All of the above events have taken place at negotiated freely-provided venues and, in consequence, significantly reducing any financial risk that COTAC might have been exposed to by holding such events. An outlined programme for a 2018 COTAC Conference, entitled '*Future Proofing the Past*', was prepared but lack of resources prevented this from being developed and held. In conjunction with Historic Environment Scotland a detailed joint COTAC 60th Anniversary two-day conference was to be held at the Engine Shed, Stirling in 2019. Although promoted with an agreed full programme of speakers, this too failed to happen due to a negligible uptake in bookings, so was cancelled and a half-day workshop, held in conjunction with the 6th monthly meeting of the Edinburgh Group, took place instead.

Given such an unproductive experience over the two-year period, it was determined that the considerable voluntary effort involved in planning and setting up annual conferences, COTAC would better served by re-focussing their commitment into developing and launching web-based learning materials that could reach a wider audience of users.

The following lists of available and potential future e-material is indicative of the change to the emphasis on voluntary delivery. The penalty of course, is that COTAC has relinquished the opportunity to achieve a degree of annual income generation through charging conference fees but, at the same time, as the voluntary commitment continues without incurring expenditure, the degree of financial risk of arranging non-profit making events has all but been eliminated.

6 COTAC Newsletter Series: Past and Present

The first COTAC Newsletter was published in February 1993. It was developed as part of the COTAC 'Network Project' which began in November 1992, funded by a grant from the Department of the Environment, to promote the establishment of a National Network of Building Conservation Training Centres. It and subsequent issues until 2001, were sent to a wide range of individuals and organisations concerned with conservation, including government departments, local authorities, professional and trade organisations, specialised building firms and amenity societies. The archival series of 17 Newsletters have been digitised and posted to facilitate access for research and these are available for download as pdf copies. In December 2018 a new series of Newsletters was initiated with numbers 1 – 4 issued to date.



Recent COTAC Newsletters:
 Issue 1 December 2018
 Issue 2 January 2019
 Issue 3 July 2019
 Issue 4 November 2020

7 COTAC Studies ISSN Series

The COTAC ISSN Study Series will be located within and referenced under Column 4 of the *Overall UC School Structure Diagram* (on page 2 above), Three existing COTAC Study Reports were reformatted and reposted on the global website having incorporated the authorised ISSN Study Series identity, being:

Study 1: Integrating Digital Technologies in Support of Historic Building Information (2014)
 (Reformatted and reposted July 2020)

Study 2: Fire and Flood in the Built Environment: Keeping the Threat at Bay - Part 1: Fire; Part 2 Flood, and Summary (2015) (Reformatted and reposted July 2020)

Study 3: BIM4C Integrating HBIM Framework Report Parts 1 and Part 2 (2016)
(Reformatted and reposted July 2020)

In addition, an updated **Study 3** BIM4C Bibliography and a new **Study 4**, Listing Heritage Courses, were both posted in January 2021:

Study 3: COTAC BIM4C Integrating HBIM Framework Illustrative Bibliography

The Bibliography of web-searched findings is presented in three Parts:

- Part 1: Organisations, Bodies, Industry and Practices Web Search Findings
- Part 2: Research Web Search Findings
- Part 3: Case Study Web Search Findings

Heavily referenced across the three categories, each entry is accompanied by its source url; all of which were correct to 17 December 2020. It replaces the earlier draft edition, dated 2016. (Posted January 2021)



Study 4: COTAC Web-search List of UK + Rol Heritage Courses 2020

Listed by Award Level and alphabetical Location, the Study content lists:

- Architectural Conservation Courses
- Courses offered with Architectural Conservation Modules (May be optional)
- Architectural Technology (Conservation not specified)
- Heritage Courses (Not necessarily Architectural)



(Posted January 2021)

8 COTAC Insight ISSN Series (accessible under the Learning Menu tab)

This new Insight Series of documents differ from COTAC's other publications Series of Conference and Study Reports in that they will be specifically being prepared as educational resources Listed under the COTAC **Learning** Menu tab (see Page 2 above). Each **Insight** will

be drafted to provide relevant information upon which a sequence of related Questions are set, with suggested Answers provided. Each Insight topic, and its associated Units, will be introduced by an Image Set of relevant illustrations, accompanied either by Presentation Support Notes, or through individually annotated Image Set pages. In progress, or nearing completion, the initial Insight Series releases will include:

Insight 1: The ‘Need to Appreciate the Built Heritage’

With reference Column 1 of the *Overall UC School Structure Diagram* (on page 2 above), Insight 1’s 5 Units are currently in near-final draft. Concentrating on the ‘Need to Appreciate the Built Heritage’ they aim to target a wide variety of learners. The Units offer related illustrative information and texts to assist users gain a fundamental appreciation of why building conservation matters. Insight 1’s 5 Units broadly align with the 5 Units in Column 3 (*Need to be Skilled in Conservation*) on the www.understandingconservation.org website, with the Insight Units being drafted to create direct read-across links = to the UC 5 Units:

- Insight 1 Unit 1 What is special and why?**
[= UC Unit 1 Cultural significance and how does heritage affect us]
- Insight 1 Unit 2 Is appearance and appeal important?**
[= UC Unit 2 Aesthetic qualities and values]
- Insight 1 Unit 3 How does a building work?**
[= UC Unit 3 Investigation, materials and technology]
- Insight 1 Unit 4 What needs to be thought about?**
[= UC Unit 4 Social and financial issues]
- Insight 1 Unit 5 How does what we do affect heritage?**
[= UC Unit 5 Implementation and management of conservation]

When the current drafts are complete, it is the intention that Insight 1’s 5 Units will be launched on the COTAC global website as an integrated suite of five related *Learning Handbooks* (Cover thumbnails below) together with 5 supporting *Image Sets* of full-page pdf illustrations (the thumbnails of which are included on page 4 of each Handbook)



























Insight 2: The ‘Need to be Aware of the ICOMOS E+T Guidelines’

Following completion and the launch of Insight 1, COTAC aims to ensure that the overall structured UCSchool learning initiative will offer further developmental support for those who wish to enhance their appreciation and understanding of building conservation.

A start has been made in drafting the individual PPT/PDF presentations and support texts for each of the 14 Guideline. These will be developed to also effect a direct read-across link with various Insight documents and especially the www.understandingconservation.org sister website. The required work will address the ‘*Need to be aware of the ICOMOS Education and Training Guidelines*’ as indicated by Column 2 of the ‘*Overall Understanding Conservation School Structure*’ diagram on page 2 above.

The underlying approach to Insight 2 will offer a more detailed exploration of the 14 ICOMOS Education and Training Guidelines a) – n). With a series of 14 pdf *Image Set* files, supported by relevant *Learning Handbook* texts, these will aim to enhance the user’s knowledge regarding the philosophical and ethical basis, the technical challenges and operational demands of practical conservation work.

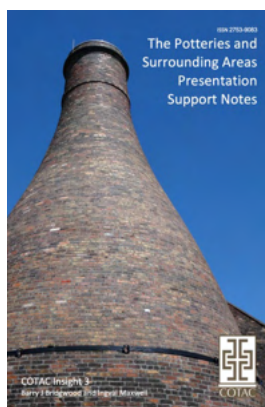
 A Significance.ppt	 A Significance.doc
 B History Technology.ppt	 B History and Technology.doc
 C Setting.ppt	 C Appreciating Setti...nd Relationship.doc
 D Finding Information.ppt	 D Finding Information.doc
 E Understanding evidence.ppt	 E Understanding evidence.doc
 F Wear and tear.ppt	 F Wear and tear.doc
 G Inspection Reporting.ppt	 G Inspection Recording.doc
 H Context.ppt	 H Context.doc
 I Applying Ethics.ppt	 I Applying Ethics.doc
 J Seeking Advice.ppt	 J Seeking advice.doc
 K Professional Advice.ppt	 K Professional Advice.doc
 L Documentation.ppt	 L Documentation.doc
 M Multi Disciplinary.ppt	 M Multi disciplinary.doc
 N Completeing Process.ppt	 N Completeing Process.doc
Draft PPT Image Sets for conversion to PDF	Draft associated Word texts

Additional work is required to refine, develop and integrate the files to synthesise the draft Word texts into a related suite of 14 PDF Image Sets and support Handbooks. At present all files are held on a private personal computer and the intention is to systematically develop them as directly related pairs. **As this work proceeds, the Insight 2 website tab will be identified as ‘Work-in-progress’ in the interim.**

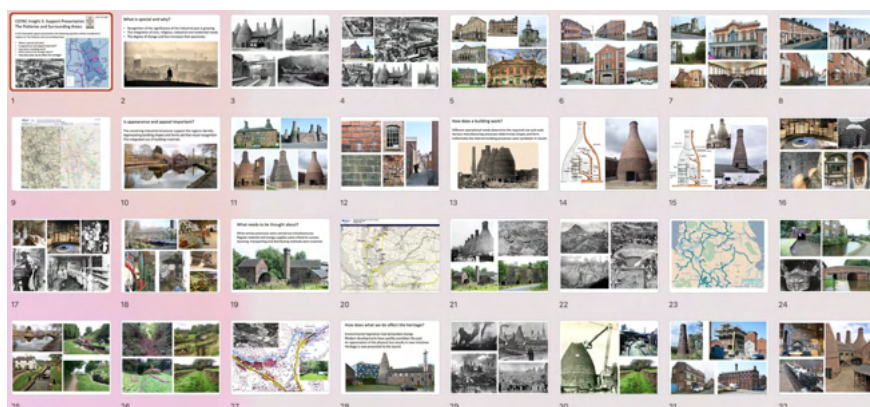
Insight 3: ‘*The Potteries and Surrounding Areas: Understanding and Appreciating the Region*’

With a focus on *The Potteries and Surrounding Areas* this complete and well-illustrated four-part Insight 3 will be the second Insight to be posted on the global website, being listed in the following order to aid their use and relevance:

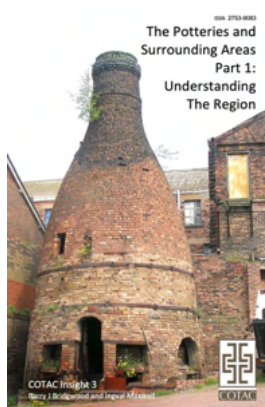
- 1) Introductory Presentation Support Notes of Image Set
- 2) Introductory Presentation Image Set [of 32 illustrations]
- 3) Part 1: Understanding the Region
- 4) Part 2: Appreciating the Region



List link 1



List link 2



List link 3

Insight 3: Part 1: Understanding the Region

Part 1 is offered in nine Sections, addressing:

- Understanding the Area
- What is important about The Potteries
- The Character of The Potteries
- Getting to know the Surroundings
- Remaining Issues at the Heart of the Area
- The Legacy and what might be done
- What can help make the best decisions?
- Achieving an Awareness
- Working Together



List link 4

Insight 3: Part 2: Appreciating the Region

Part 2 is offered in five Sections to address in greater detail:

- What is special and why?
- Is appearance and appeal important?
- How does a building work?
- What needs to be thought about?
- How does what we do affect the heritage?

Part 2 builds upon the similarly named 5 Units presented by COTAC's Insight 1.

Insight 4: 'Understanding and Appreciating the Region of East Anglia'

A near complete suite of PPT and Word documents have been developed over the past two years and all are awaiting conversion into downloadable pdf versions prior to posting on the cotac.global website as Insight 4. The full suite of documents will be Indexed by an 'Overview of Insight Intentions Parts 1 – 7 and Bibliography'.



An introductory series of eight briefly-annotated Image Sets of 24 illustrations in pdf format will offer preparatory information on *Understanding the Region*. (front page illustrations shown adjacent). The suite of documents have been compiled with reference to the ICOMOS Guidelines, with Parts 1 – 4 providing an Understanding of the Region and supported by two Annexed inventory volumes of Country House Estates and Airfields (Parts 5 and 6)

Appreciating the Region Learning Parts 7.1 to 7.4 each consist of 3 elements:

- An Image Set of 24 illustrations
- A set of Background Notes in support of the Image Set
- A set of related Questions and Suggested Answers



Understanding and Appreciating the Region of East Anglia: Font cover images of the full suite of Word documents *Parts 1 – 7.1 to 7.4* are illustrated by the above thumbnails.

Thumbnail introductory images of *Appreciating the Region of East Anglia: Parts 7.1 to 7.4 Learning Image Sets* are as below:

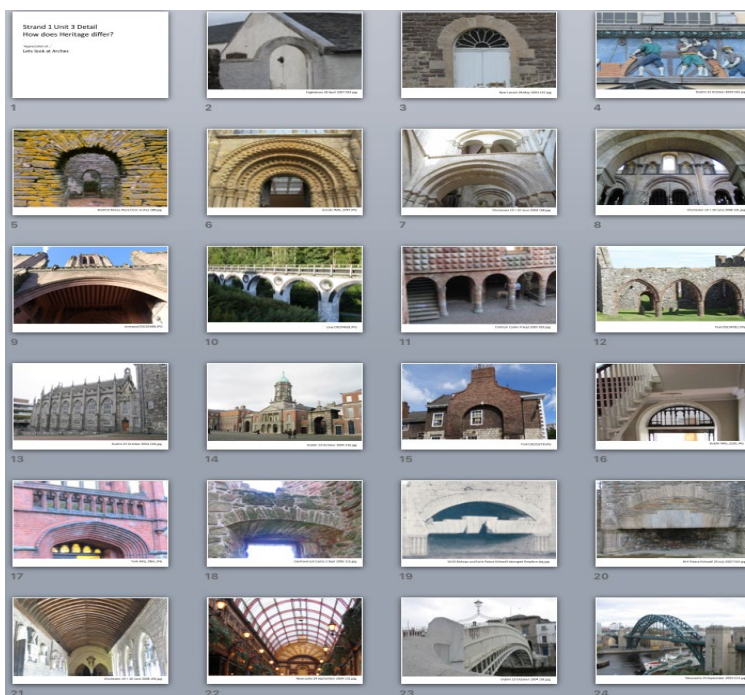


The adopted approach, pioneered through undertaking Insight 3 (*The Potteries*) and greatly expanded upon, Insight 4 follows a similar methodology. Consequently, a outline template approach has been established which other learning-based Insights can follow.

9 Possible Insight xx Supplementary Learning Materials: 'Let's look at Building Materials and Elements' To be developed

Looking to the future: further possible illustrative Insight learning materials could result in a specific series under a '*How does heritage differ*' theme of '**Let's look at...**'. A support series of Image Sets (currently in draft PPT form) range over a variety of heritage building elements and materials to include (with the Arches Image Set shown as an example below):

- ☐ Arches.ppt
- ☐ Brick.ppt
- ☐ Chimneys.ppt
- ☐ Cracks.ppt
- ☐ Doors.ppt
- ☐ Evidence.ppt
- ☐ Fireplaces.ppt
- ☐ Glass.ppt
- ☐ Introduction.ppt
- ☐ Lasting Effects.ppt
- ☐ Metal.ppt
- ☐ Partitions.ppt
- ☐ Quirks .ppt
- ☐ Repair + Maintenance.ppt
- ☐ Roofing.ppt
- ☐ Stairs.ppt
- ☐ Stone Ashlar.ppt
- ☐ Stone Decorative.ppt
- ☐ Stone Geology.ppt
- ☐ Stone Rubble.ppt
- ☐ Stone Vaulting.ppt
- ☐ Thatch.ppt
- ☐ Timber.ppt
- ☐ What not to do.ppt



This work, currently drafted as 24 separate Image Set presentations (although more could be devised and added), will require detailed checking, refinement and enhancement, with additional drafting of related Handbook information (and the integration of related bibliographic url information that was updated in 2019) to reach a position where they can be more clearly integrated into the COTAC on-line Insight Series. (As with Insight 2 above, at present, all PPT image and Word files are currently held on a private personal computer: © The Author)

10 Future Potential: Study and Insight Series: Posting of Content

As other voluntary opportunities arise additional materials could be added, with any devised **Reference and Informative Content** being posted under the **COTAC Study ISSN Series** and specific **Educational and Learning Content** under the **COTAC Insight ISSN Series**.

Ingval Maxwell
25 March 2021