

ICOMOS New Zealand Charter Practice Notes and Best Practice Guidelines Scoping Report

Version: FINAL

Prepared for: ICOMOS New Zealand Te Mana o Nga Pouwhenua o Te Ao

Date: November 2021

CONTENTS

EXECUTIVE SUMMARY	4
1. INTRODUCTION	6
1.1. THE ROLE OF ICOMOS NZ.....	6
1.2. BACKGROUND.....	7
2. METHODOLOGY	7
2.1. IDENTIFYING THE ISSUES.....	8
2.2. LITERATURE REVIEW	9
2.3. CONSULTATION.....	9
2.3.1. SURVEY QUESTIONS.....	9
2.3.2. INITIAL LIST OF TOPICS.....	9
2.3.3. ANALYSIS	10
2.4. CREATING A FRAMEWORK FOR ICOMOS NZ PRACTICE NOTES.....	10
2.5. RECOMMENDATIONS ON PROPOSED TOPICS AND PRACTICE NOTES.....	11
3. THE ISSUES	11
3.1. INITIAL WORK BY ICOMOS NZ.....	11
3.2. AUSTRALIA ICOMOS 2009-2013 BURRA CHARTER REVIEW PROJECT	12
3.3. THE ISSUES	13
4. LITERATURE REVIEW	16
4.1. GUIDANCE ON THE USE OF THE ICOMOS NZ CHARTER.....	16
4.2. TYPES OF HERITAGE GUIDANCE.....	17
4.3. WHAT ARE PRACTICE NOTES?.....	17
4.3.1. STRUCTURE, HIERARCHY.....	18
4.3.2. OTHER GUIDANCE	18
4.3.3. EXAMPLES OF PRACTICE NOTES.....	19
EXAMPLE 1: BURRA CHARTER PRACTICE NOTES	19
EXAMPLE 2: NZIA PRACTICE NOTES	20
EXAMPLE 3: ENGINEERING NZ	21
4.4. SOURCES OF INFORMATION	22
4.4.1. EXISTING NEW ZEALAND GUIDANCE DOCUMENTS.....	22
4.4.2. INTERNATIONAL LITERATURE REVIEW.....	23
4.5. POTENTIAL PARTNER ORGANISATIONS	23
4.6. INITIAL REVIEW OF THE USE OF THE CHARTER IN HEARINGS	23
5. CONSULTATION.....	26
5.1. SURVEY – OVERALL ANALYSIS.....	26
5.2. LIMITATIONS OF SURVEY	29

6.	ASSESSMENT FRAMEWORK FOR ICOMOS NZ PRACTICE NOTES	29
6.1.	GENERAL RECOMMENDATIONS FOR PRACTICE NOTES.....	29
6.2.	THE PURPOSE OF AN ICOMOS NZ PRACTICE NOTE	31
6.3.	DECISION-MAKING PROCESS FOR PRACTICE NOTE TOPICS.....	32
7.	ANALYSIS OF THE LIST OF PROPOSED TOPICS	33
7.1.1.	HIGHEST PRIORITY	34
7.1.2.	HIGH PRIORITY	34
7.1.3.	MEDIUM PRIORITY	35
7.1.4.	LOW PRIORITY	35
7.1.5.	IN-DEPTH ANALYSIS OF TOPICS.....	36
	TABLE 1: HIGH PRIORITIES FOR THE PUBLICATION OF AN ICOMOS NZ PRACTICE NOTE	37
	TABLE 2: MEDIUM PRIORITIES FOR THE PUBLICATION OF AN ICOMOS NZ PRACTICE NOTE.....	41
	TABLE 3: LOW PRIORITIES FOR THE PUBLICATION OF AN ICOMOS NZ PRACTICE NOTE.....	44
8.	ESTIMATED TIME/BUDGET REQUIRED.....	49
9.	CONCLUSION AND RECOMMENDATIONS.....	49
10.	RECOMMENDATIONS.....	50
11.	ACKNOWLEDGEMENTS	51
12.	SOURCES	51
	APPENDIX 1: NEW ZEALAND LITERATURE REVIEW.....	53
	APPENDIX 2: INTERNATIONAL LITERATURE REVIEW	53
	APPENDIX 3: SURVEY RESULTS AND ANALYSIS	53

Quality control

Document: ICOMOS New Zealand Charter Practice Notes and Best Practice Guidelines
 Scoping Report
 Revision: FINAL
 Reference: 104
 Date of issue: 12 November 2021
 Prepared by: Moira Smith, The Heritage Practice
 Reviewed by: Jim Gard’ner, GJM Heritage

Revision history

Revision	Revision date	Details
----------	---------------	---------

EXECUTIVE SUMMARY

ICOMOS New Zealand Te Mana o Nga Pouwhenua is a professional membership organisation “for the support and advancement of individuals and organisations engaged in the conservation of places of cultural heritage value in New Zealand”. It forms part of ICOMOS, the International Council on Monuments and Sites, which is an international non-governmental organisation of heritage professionals. The ICOMOS New Zealand Charter, Te Pumanawa o ICOMOS o Aotearoa Hei Tiaki I Nga Taonga Whenua Heke Iho o Nehe (the Charter) is a set of guidelines on cultural heritage conservation that is widely used in New Zealand.

In December 2020 ICOMOS NZ applied for seed funding to the Te Tahua Whakamarohi i te Rāngai Ahurea | Cultural Sector Regeneration Fund established by the MCH. The application was “to undertake a scoping exercise and develop a comprehensive proposal for preparing written guidance for users of the ICOMOS New Zealand Charter to enable appropriate implementation.” The application was successful, and Heritage Practice and GJM Heritage have been engaged by ICOMOS NZ to complete the scoping exercise.

The project started with the identification key issues that Practice Notes could seek to address. These include:

- Past misunderstandings or misrepresentation of the Charter;
- Inconsistent use of the Charter in resource management decision-making (including hearings);
- Lack of information on how the Charter is used; and
- Incorporating the aims of ICOMOS NZ.

Other issues that are beyond the control of ICOMOS NZ are acknowledged as the context to this report. These include the complexities of the underlying legislation, a lack of a consistent national statutory framework, the (lack of) mandatory inclusion of the Charter within District and Regional Plans, and a general lack of resources for heritage management in New Zealand.

There are few official sources of guidance on the use of the Charter. The literature review examines the production of Practice Notes by other professional membership organisations and identifies sources of information for Practice Notes. It concludes with an initial review of hearings and case law that have been identified as relevant by ICOMOS NZ.

The scoping report includes a list of general recommendations related to the initial problem definition. These include that ICOMOS NZ should use the production of Practice Notes:

- To deliver on the aims of the organisation;
- To focus on the Charter (and the work of ICOMOS, and its scientific committees); and
- To create partnerships.

The Practice Notes should:

- Be written in a standard template and represent the official policy of the organisation; and
- Be considered as enduring documents, that should be subject to periodic review in line with the Charter itself.

ICOMOS NZ should:

- Make best use of limited resources;

- Establish what is needed and prioritise the publication of the most essential Practice Notes; and
- Consult on drafts and nominations to create consensus, ownership and awareness.

This report proposes a definition or purpose of an ICOMOS NZ Practice Note which would (only) include:

- Guidance on how to use or interpret the ICOMOS NZ Charter;
- Guidance on other ICOMOS publications including Charters; and
- Guidance to ICOMOS NZ members on professional practice including ethical principles.

The report establishes a decision-making framework that includes three key issues when considering a Practice Note Topic. The framework considers the following:

- Does the proposal support the aims of ICOMOS NZ?
- Does the topic meet the definition / purpose of an ICOMOS NZ Practice Note?
- Has the topic been identified as important during the consultation?

A topic that meets these three criteria may be considered a high priority for the publication of an ICOMOS NZ Practice Note.

The decision-making framework is used to analyse responses from the consultation. The survey was the primary form of consultation, along with follow up conversations and focus group meetings. The survey asked respondents to rank a list of topics in order of priority and provide written comments on their top three choices. The final analysis includes consideration of the issues, priority, potential audience and opportunities and constraints for 20 topics. The highest priorities identified through this process are (in order of priority):

1. The Charter – an overview.
2. Degrees of Intervention (from preservation to adaptation).
3. Understanding and assessing cultural heritage value.
4. The use of the Charter in resource management decision-making (including hearings).
5. The Charter and the management of Māori heritage.
6. Climate change mitigation and adaptation for heritage places.

Recommendations for the production of Practice Notes include:

- Seeking approval for this scoping report from the ICOMOS NZ Executive Board and circulating the report to members for their comments;
- Undertaking an ongoing programme of Practice Note production and review;
- Seeking funding for the five highest priority topics and considering seeking funding for five medium priority topics;
- Encouraging and supporting the production of Practice Notes where there are offers by suitably qualified ICOMOS NZ members to carry out the work at no cost to the organisation;
- Commissioning Practice Notes in ‘batches’ to simplify production and consultation;
- Actively seeking opportunities for co-production of Practice Notes, and for consultation on drafts;
- Consider assembling a toolbox of best-practice guidance that has been prepared by other organisations, particularly for important topics that do not fit the Practice Note definition / format; and

The development of policy documents can vary significantly according to scope, complexity, stakeholder interest and consultation. The budget to prepare Individual practice notes will vary from

the minimal in the case of those prepared pro bono by ICOMOS members or others to more than \$10,000 for those prepared as commissioned documents from heritage practices.

Although this is beyond the scope of this report on Practice Notes, it is noted that the ICOMOS Charter was last updated in 2010 and may need to be reviewed. A suggestion is that ICOMOS NZ follow the precedent of the Burra Charter review of 2009 to 2013 and review the Charter in parallel with the production of Practice Notes.

1. INTRODUCTION

ICOMOS NZ is considering the publication of Practice Notes to complement the ICOMOS NZ Charter and provide guidance on specific aspects of practice and interpretation. This project is intended to determine how many Practice Notes could be produced with time and budget restraints. It is also intended to identify subjects, specific themes or topics that should be prioritised.

1.1. THE ROLE OF ICOMOS NZ

ICOMOS New Zealand Te Mana o Nga Pouwhenua is a professional membership organisation “for the support and advancement of individuals and organisations engaged in the conservation of places of cultural heritage value in New Zealand.”¹ It forms part of ICOMOS, the International Council on Monuments and Sites, which is an international non-governmental organisation of heritage professionals. ICOMOS has a secretariat in Paris with national committees in over 107 countries, and international specialist committees that develop conservation theory and techniques across various disciplines.

The aims of ICOMOS NZ are:

- *To develop expertise amongst those engaged in cultural heritage conservation*
- *To promote high professional standards of conservation*
- *To promote and from time to time review the ICOMOS New Zealand Charter*
- *To promote the identification and protection of World Heritage Sites in New Zealand*
- *To circulate and promote heritage conservation information, including newsletters to members*
- *To organise seminars and conferences*
- *To admit as members of ICOMOS New Zealand individuals and institutions working professionally in New Zealand within the field of conservation*
- *To create opportunities for the professional development of its members*
- *To organise and promote the annual celebration of International Day for Monuments and Sites – the world heritage day.*²

The ICOMOS New Zealand Charter, Te Pumanawa o ICOMOS o Aotearoa Hei Tiaki I Nga Taonga Whenua Heke Iho o Nehe (the Charter) is a set of guidelines on cultural heritage conservation that is...

¹ ICOMOS New Zealand Te Mana O Nga Pouwhenua O Te Ao. Home. [Webpage] <https://icomos.org.nz> (Retrieved October 2021)

² ICOMOS New Zealand Te Mana O Nga Pouwhenua O Te Ao. Home. [Webpage] <https://icomos.org.nz> (Retrieved October 2021)

...widely used in the New Zealand heritage sector and forms a recognised benchmark for conservation standards and practice. It is used by central government ministries and departments, by local bodies in district plans and heritage management, and by practitioners as guiding principles.

Heritage New Zealand / Pouhere Taonga, the Ministry of Culture and Heritage and the Department of Conservation use the New Zealand Charter to guide their heritage conservation work. It was used by Ngai Tahu in their Deed of Settlement and the Lotteries Grants Board uses it for guidance in its deliberations.

The Charter has been adopted as heritage policy by a number of district councils and is used as a standard reference document in Auckland, Christchurch, Hutt City and a number of other local authorities.

The New Zealand Charter covers the purpose, principles, practice, and processes of conservation. It also provides useful definitions of the main conservation terms such as preservation, maintenance, restoration and so on.³

In December 2020 ICOMOS NZ applied for seed funding to the Te Tahua Whakamarohi i te Rāngai Ahurea | Cultural Sector Regeneration Fund established by Te Manatū Taonga the Ministry of Culture and Heritage (MCH). The application was successful, and funding was provided for a scoping project to advise on Practice Notes to complement the Charter and provide guidance on specific aspects of practice and interpretation.

1.2. BACKGROUND

The Heritage Practice and GJM Heritage have been engaged by ICOMOS NZ to undertake a scoping exercise on Practice Notes for the ICOMOS NZ Charter which includes:

- Identifying subjects, specific themes or topics for Practice Notes;
- Estimating the time and budget requirements for their delivery; and
- Establishing a prioritised list of Practice Notes.

This report contains the following:

- Methodology including online survey and engagement with the sector;
- A national and international literature review;
- The outcomes of the survey and consultation;
- A list of proposed practice notes topics, arranged in order of priority each accompanied with a summary outlining specific implications (pros and cons); and
- An estimate of time and budget to develop practice notes.

2. METHODOLOGY

The methodology for the *ICOMOS New Zealand Charter Practice Notes and Best Practice Guidelines Scoping Report* [the report] includes the:

³ ICOMOS New Zealand Te Mana O Nga Pouwhenua O Te Ao. *Charters*. [Charter] <https://icomos.org.nz/charters/> (Retrieved October 2021)

- Identification of the issues;
- A literature review of available sources of information and other resources; and
- Consultation with ICOMOS NZ members and other users of the Charter.

This review of available information informed:

- A definition / purpose of a Practice Note, in the context of ICOMOS NZ and the Charter;
- The design of a decision-making process for ICOMOS NZ; and
- Overall recommendations for the preparation of ICOMOS NZ Practice Notes.

The definitions and decision-making process provide a framework of analysis for the proposed Practice Note topics, and overall recommendations for each topic.

2.1. IDENTIFYING THE ISSUES

The identification of issues was an iterative process that began with initial work by ICOMOS NZ to secure grant funding for this project. These issues formed basis of the project brief included in the initial request for services. Further issues were identified in the project inception meeting with ICOMOS NZ vice-president Mary O’Keeffe and the project team in August 2021, followed by the literature review and the initial review of case law.

These issues, along with an initial list of possible Practice Notes, were included in a survey that was sent to ICOMOS NZ members and others operating in the sector in August 2021. Analysis of the survey results, focus group and other follow up meetings provided opportunities to re-examine and test the issues identified at the start of the project.

A summary of the issues is included in Diagram 1, and analysis is included in Section 3 of this report.

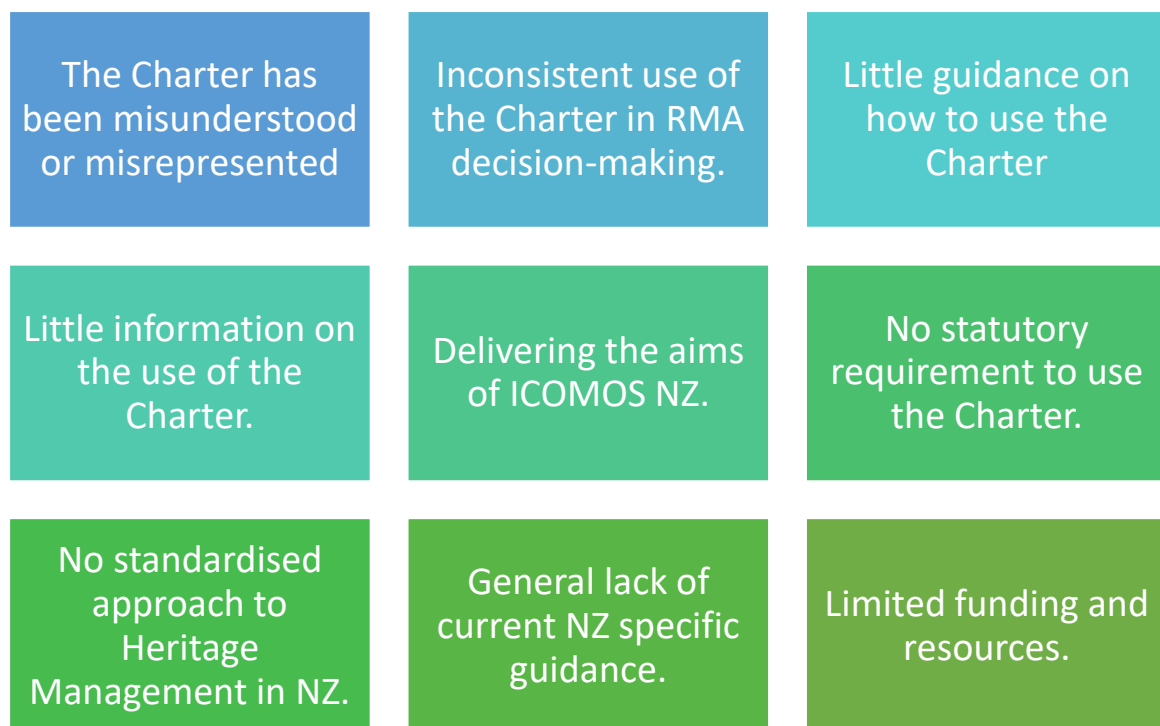


Diagram 1: Underlying issues for heritage management in New Zealand.

Discussion of the key issues is included in Section 3.3 of this report.

2.2. LITERATURE REVIEW

The Practice Notes prepared to inform the implementation of *The Australia ICOMOS Charter for Places of Cultural Significance 2013* (the Burra Charter) were the starting point for the literature review. The literature review is intended to provide background information for the scoping report. It is used in later sections of the report to:

- Create a definition and consider the purposes of an ICOMOS NZ Practice Note, based on the work of other organisations;
- Provide background information on the issues – most notably the use of the Charter in Hearings. (Note that a full literature review of each topic will need to be carried out as part of the preparation of the individual Practice Notes); and
- Support the preparation of the survey and other consultation.

The findings of the literature review are included in Section 4 of this report.

2.3. CONSULTATION

Consultation for this report was carried out in September and October 2021 and included an online survey, online focus group meetings via Teams, as well as informal discussions with ICOMOS NZ members and others.

The online survey was the primary method for consultation and was intended to collect information anonymously from both ICOMOS NZ members and non-members working within the heritage sector. The survey questions examined the use and usefulness of the Charter and asked for views on a draft list of Practice Note topics. Some survey respondents agreed to discuss the project in further detail, and meetings were held via Teams, phone or in person during October 2021.

2.3.1. SURVEY QUESTIONS

The survey included a range of questions which were designed to:

- Provide general information on the field of work of the respondent;
- Establish the importance of the Charter to the respondents' work and the frequency of its use;
- Establish the type of work the Charter is used for;
- Understand how each section of the Charter is used;
- Understand any issues with the Charter including:
 - Ease of use.
 - Ambiguity of interpretation;
- Prioritise the initial list of 18 suggested topics (see section 2.3.2 below);
- Establish if any other publications should be considered for adoption by ICOMOS NZ;
- Establish if any publications should be prepared by other organisations;
- Find volunteers for the focus groups; and
- Request any other comments.

2.3.2. INITIAL LIST OF TOPICS

The survey included an initial list of topics that was established by:

- A review of the *ICOMOS NZ list of suggested topics* dated 30 April 2021 – see Appendix 3. This list was refined to reduce any duplicates and align with the list of Burra Charter Practice Notes where relevant;
- Review of the Burra Charter Practice Notes; and
- Consideration of current or emerging topics in New Zealand particularly the review of the RMA and proposals for new legislation including the Natural and Built Environments Bill, Strategic Planning Bill, and the Climate Adaptation Bill.

2.3.3. ANALYSIS

When the literature review was complete and the survey results were analysed, the topics were reviewed to consider whether the key issues could be addressed by an ICOMOS NZ Practice Note. This analysis forms the basis of the report’s recommendations.

2.4. CREATING A FRAMEWORK FOR ICOMOS NZ PRACTICE NOTES

The issues, literature review and consultation were used to create a framework for analysis of each proposed Practice Note Topic. The framework includes:

- A definition of what a Practice Note is and the purposes that it can be used for, in the context of ICOMOS NZ and the Charter;
- Overall recommendations for the preparation of ICOMOS NZ Practice Notes; and
- The design of a decision-making process for ICOMOS NZ for each proposed Practice Note Topic.

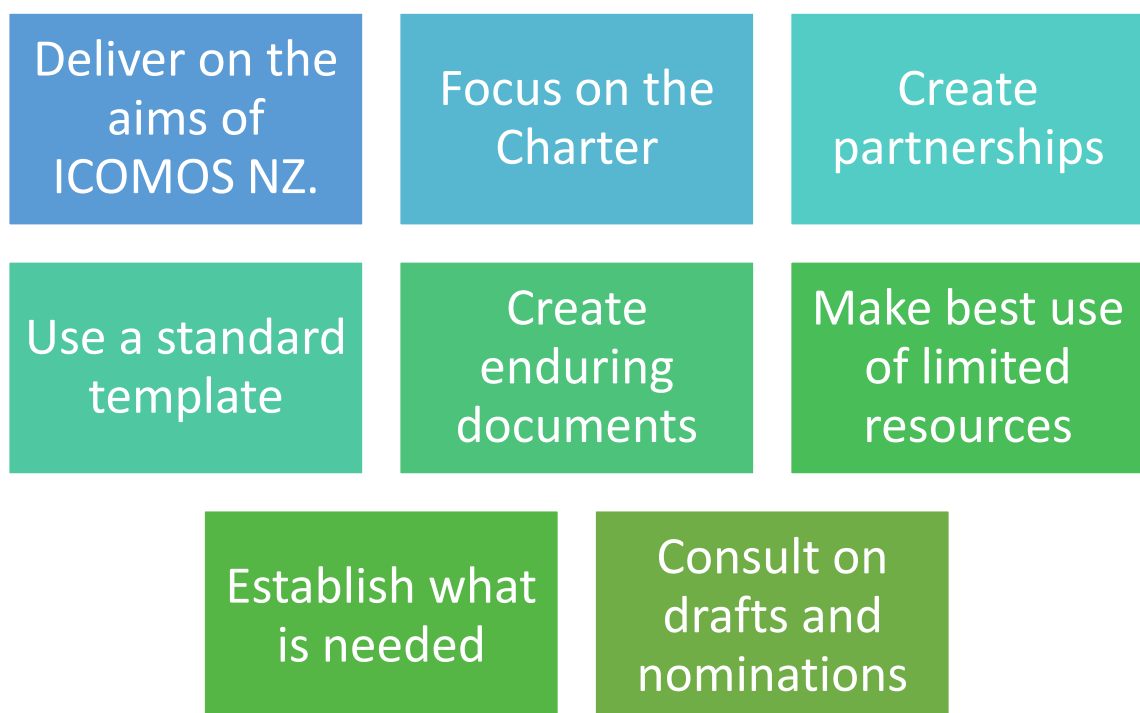


Diagram 2: Overall Recommendations for the preparation of ICOMOS NZ Practice Notes.

2.5. RECOMMENDATIONS ON PROPOSED TOPICS AND PRACTICE NOTES

The report considers the list of proposed topics that were identified through the survey and subsequent consultation. It uses the proposed ICOMOS NZ Practice Note definition / purpose and decision-making process to create a list of Practice Note Topics arranged in order of priority. The analysis provided with each topic includes:

- Identification of key issues;
- Confirmation that the topic meets the aims of the organisation;
- Explanation of why the topic has been prioritised;
- Identification of the potential audience(s) for the Practice Note;
- Opportunities and constraints; and
- Key sources.

3. THE ISSUES

The identification of the key issues is a fundamental part of this project and includes analysis of the problems that the provision of ICOMOS NZ Practice Notes could potentially resolve. This chapter also includes some of the underlying context for the management of heritage in New Zealand that is beyond the control of ICOMOS NZ, but which provides a background to the project.

3.1. INITIAL WORK BY ICOMOS NZ

In December 2020 ICOMOS NZ applied for seed funding to the Te Tahua Whakamarohi i te Rāngai Ahurea | Cultural Sector Regeneration Fund established by the MCH. The Capability Fund was designed “to support the cultural sector in Aotearoa New Zealand to adapt to the COVID-19 environment, by funding activities that build skills and knowledge, and provide access to advice, services, tools, and resources.”⁴ The Capability Fund includes both seed funding and project funding, and the seed fund was designed to “develop proposals for projects that build the capability of cultural sector practitioners, organisations, and/or businesses.” Recipients of seed funding applications are expected to submit an application for funding the main project within three or six months of payment. For ICOMOS NZ this date is November 2021.

The application for seed funding states that ICOMOS New Zealand intends to produce Practice Notes as “short sets of guidelines on specific themes or topics arising from the Charter or its use.” Practice Notes are required because:

*It has long been apparent to ICOMOS New Zealand that written guidance is necessary for those who interact with the New Zealand Charter to understand how it should be interpreted and implemented in practice. Over the years, there have been a number of public instances where the Charter has been misunderstood or misapplied. It is likely that there are many more instances of misunderstanding of the New Zealand Charter that do not occur in the public realm.*⁵

⁴ ICOMOS. (December 2020) *Capability Fund Seed Funding Application*. [Unpublished report]

⁵ IBID

The application notes the 2020 Independent Hearings' Commissioner decision on the reinstatement of Christ Church Cathedral (see Section 4.6 of this report) and in their grant funding application ICOMOS NZ consider that that it was...

*...erroneously asserted that the New Zealand Charter is not appropriately applied in the context of any damaged building where anything other than complete preservation is envisaged. The Charter is designed to be applied to the conservation of any heritage place, whatever its condition. Misunderstandings like this example undermine the Charter and the practice of heritage conservation and can ultimately lead to poor outcomes for New Zealand's precious heritage sites.*⁶

In the seed fund application ICOMOS NZ notes that the New Zealand Charter is largely based on "Australia's ground-breaking Burra Charter," and identifies the Burra Charter Practice Notes as an important precedent. The application states the intention to base the ICOMOS NZ project on the "Australia ICOMOS's 2009-2013 Burra Charter Review project".

The initial work by ICOMOS NZ also includes a draft list of topics for Practice Notes. The list is included in Appendix 3, and formed the basis of the international literature review and was adapted for use in the survey.

3.2. AUSTRALIA ICOMOS 2009-2013 BURRA CHARTER REVIEW PROJECT

The ICOMOS NZ grant funding application notes the Australia ICOMOS 2009-2013 Burra Charter Review Project as an important reference. It comments that the Burra Charter Review Project:

*...led to the adoption of the Burra Charter 2013 and seven new Practice Notes following a detailed program of review, drafting and consultation that commenced in 2009. The Australian project was undertaken by a Working Group and overseen by the Executive Committee.*⁷

The Australia ICOMOS 2009-2013 Burra Charter Review Project reports are available on the Australia ICOMOS website including links to the main report⁸ and a summary of consultation⁹. The project started in 2009 with a review of the three original guidelines which had not been updated since the 1999 Burra Charter was adopted. A working group consulted Australia ICOMOS members and other heritage professionals through workshops and online surveys. They recommended some minor changes to the Burra Charter, and "that the concept of Practice Notes [rather than guidelines] form the basis of new guidance materials". The working group also suggested a list of potential Practice Notes for development.

In mid-2013, Australia ICOMOS released drafts of the revised Burra Charter and seven new Practice Notes for consultation. Australia ICOMOS members, heritage agencies and NGOs across Australia were invited to comment via an online survey or by participating in an online forum. Feedback on the draft Practice Notes (and revised Charter) were taken into consideration before the documents

⁶ IBID

⁷ IBID

⁸ Australia ICOMOS. *The Burra Charter & Guidelines Review*. [Unpublished report] <https://australia.icomos.org/wp-content/uploads/The-Burra-Charter-Guidelines-Review.docx> (Retrieved October 2021)

⁹ Australia ICOMOS. *Burra Charter & Guidelines Review: Report on comments received*. [Unpublished report] <https://australia.icomos.org/wp-content/uploads/Burra-Charter-Guidelines-Review-Report-on-comments-received.pdf> (Retrieved October 2021)

were published in their final format. The review also produced a prioritised list of potential Practice Notes that could be written in the future.

One of the key points from the Australia ICOMOS Burra Charter Review Project is the importance of consultation, both on the proposed list of Practice Notes and on the draft documents as they are produced.

3.3. THE ISSUES

The following key issues were identified in the initial work by ICOMOS NZ and were refined through an iterative process throughout the literature review and consultation phases of this project. They form the underlying context for this project.

The initial list of issues was used in the preparation of the survey questions, tested through the consultation phase of the project, and refined to become the final problem definition in the report conclusions.

1. THE CHARTER HAS BEEN MISUNDERSTOOD OR MISREPRESENTED

This issue was identified by ICOMOS NZ.

2. INCONSISTENT USE OF THE CHARTER IN RESOURCE MANAGEMENT DECISION-MAKING.

The ICOMOS NZ Charter is used inconsistently in resource management decision-making.

- The ICOMOS NZ Charter is inconsistently applied in hearings.
- Some recent decisions suggest the Charter is considered to only apply to “pure” heritage preservation, and is not useful in making “pragmatic” management decisions.
- There is some suggestion of ambiguity in the way that the ICOMOS NZ Charter can be interpreted by Expert Witnesses.

This issue was identified by ICOMOS NZ.

3. LITTLE GUIDANCE ON HOW TO USE OF THE ICOMOS NZ CHARTER.

There is little information to guide the use of the ICOMOS NZ Charter.

- There is little or no data on who uses the Charter and their views on whether it is useful to their practice.
- There is little information on the issues that people experience with the Charter.
- There is little information on which Practice Notes are required, and the priority in which ICOMOS NZ should produce them.

This issue was identified by ICOMOS NZ.

4. LITTLE INFORMATION ON THE USE OF THE CHARTER.

ICOMOS NZ Charter is well-known for its use in the management of built heritage, but there is less information on how it is used more generally, including for archaeology, Māori heritage, landscapes, intangible heritage, etc.

- The Charter could be used more widely, including by more people, in more heritage-related professions, and applied to a broader range of heritage.

This issue was identified in the initial review of the project brief.

5. DELIVERING THE AIMS OF ICOMOS NZ.

The aims of ICOMOS NZ are fundamental to the way the organisation operates. The existing ICOMOS NZ website is the place where most people interact the organisation and the Charter, particularly those who are not ICOMOS members. The resources available on the ICOMOS NZ website do not comprehensively address the aims of the organisation. These include:

To develop expertise amongst those engaged in cultural heritage conservation

- With the exception of the links to the various Charters, there is no specific location for resources on cultural heritage conservation available on the website.

To promote high professional standards of conservation

- The website includes the ICOMOS NZ Charter, the Code of Ethics, and Ethical Principles on the membership page,¹⁰ but the two documents are not given prominence on the website.

To promote and from time to time review the ICOMOS New Zealand Charter

- ICOMOS NZ currently include a list of Charters on their website, these include the ICOMOS NZ Charter and its translation into te reo Māori, Te Tūtohunga ICOMOS o Aotearoa. Other ICOMOS national and international charters and declarations include the Venice Charter, Burra Charter, Archaeological, Underwater Cultural Heritage, Cultural Routes, Interpretation and Nara Document on Authenticity, amongst others.
- There are no current resources that to act as a companion to the ICOMOS NZ Charter (or other ICOMOS publications) and provide advice on their use and interpretation in New Zealand.
- The ICOMOS NZ Charter was last revised in 2010, replacing the 1993 and 1995 versions of the document. A 10-year review period may be appropriate for a living document of this kind.

To create opportunities for the professional development of its members

This issue was identified by a brief review of resources available on the ICOMOS NZ website.

6. NO STATUTORY REQUIREMENT TO INCLUDE THE ICOMOS NZ CHARTER.

There is no statutory requirement to include the ICOMOS NZ Charter in heritage management in New Zealand, including by territorial authorities in District and Regional Plans.

- Unlike the Burra Charter which has wide recognition in State and local planning instruments, policy, and guidance there is no statutory requirement to include the ICOMOS NZ Charter in District or Regional Plans.
- The Charter is cited in Heritage New Zealand Pouhere Taonga (HNZPT) guidance and some (but not all) territorial authority heritage policies, District and Regional Plans, and is often cited by Expert Witnesses in hearings.

It is acknowledged that the publication of Practice Notes alone is unlikely to resolve this issue.

¹⁰ ICOMOS New Zealand Te Mana O Nga Pouwhenua O Te Ao. *Membership*. [Webpage] <https://icomos.org.nz/membership/> (Retrieved October 2021)

This issue was identified by members of the project team who have experience working in jurisdictions where the local (Burra) Charter is incorporated into statutory land use planning and heritage instruments.

7. NO STANDARDISED APPROACH TO HERITAGE MANAGEMENT IN NZ

There is no standardised approach to heritage management in New Zealand, particularly by territorial authorities.

- There is currently no National Policy Statement for Heritage, and heritage provisions in each District and Regional Plan varies.
- There is no standard heritage identification methodology or assessment criteria, and thresholds for inclusion in District and Regional Plan heritage schedules.
- The underlying legislation is complex, particularly the relationship between the RMA and the Heritage New Zealand Pouhere Taonga Act 2014 (HNZPT Act 2014) and the specific provisions of each act.

It is acknowledged that the publication of Practice Notes alone is unlikely to resolve this issue. This issue was identified in the literature review.

8. LACK OF CURRENT NZ SPECIFIC GUIDANCE

- There is relatively little NZ-specific guidance on 'Policy' (i.e. guidance for applying discretion in making decisions about a heritage place) and 'Technical Guidance' (i.e. practical guidance for undertaking heritage-related activities).
- The HNZPT guidance was mostly written in 2007 and some of it is out of date due to new legislation, events (such as the Canterbury Earthquakes & Covid-19), and emerging issues and technologies (including major infrastructure projects and digital signs etc.) that were not anticipated when the documents were written.
- There is new legislation proposed, including the Natural and Built Environments Bill that includes concepts (for example Cultural Landscapes) that are not included in the RMA.

The publication of Practice Notes can add to guidance available for the local NZ context, but is not the complete solution. Other agencies and organisations have a role to play and a mandate to provide heritage guidance.

This issue was identified in the literature review, and noted by survey respondents.

9. LIMITED FUNDING AND RESOURCES.

- There is relatively little NZ-specific guidance on 'Policy' (i.e. guidance for applying discretion in making decisions about a heritage place) and 'Technical Guidance' (i.e. practical guidance for undertaking heritage-related activities).
- The HNZPT guidance was mostly written in 2007 and some of it is out of date due to new legislation, events (such as the Canterbury Earthquakes & Covid-19), and emerging issues and technologies (including major infrastructure projects and digital signs etc.) that were not anticipated when the documents were written.
- There is new legislation proposed, including the Natural and Built Environments Bill that includes concepts (for example Cultural Landscapes) that are not included in the RMA.

The publication of policy and technical guides, although important in raising standards and achieving greater consistency in heritage practice, is outside the scope of ICOMOS NZ Practice Notes.

4. LITERATURE REVIEW

The literature review for this project was undertaken to support the overall findings of the scoping report and:

- Confirms that there is very little “official” guidance on the use of the ICOMOS NZ Charter available in New Zealand;
- Considers the types of guidance available in New Zealand and overseas and formulates a definition / purpose of Practice Notes within the context of the ICOMOS NZ Charter;
- Identifies sources of information for each of the topics on the draft list of Practice Notes proposed by ICOMOS NZ;
- Identifies potential organisations or agencies that may have an interest in ICOMOS NZ Charter Practice Notes; and
- Includes an initial summary on the use of the Charter in hearings, initially prepared by ICOMOS NZ.

4.1. GUIDANCE ON THE USE OF THE ICOMOS NZ CHARTER

The literature review includes a brief review of ‘official’ sources of information on the use of the Charter in New Zealand, including government entities and agencies, territorial authorities, iwi, and professional membership organisations. A review of the use of the ICOMOS NZ found that the Charter is acknowledged by following organisations in the following ways:

- ICOMOS NZ – The website includes links to Charter, along with an overall introduction and commentary on its use;
- HNZPT publishes the majority of heritage guidance in New Zealand. As part of HNZPT’s mission or whakatautanga to identify, protect and promote heritage / kia mōhiotia atu, kia tiakina, kia hāpaingia ā tātau taonga tuku iho, it publishes a range of guidance on heritage. The Charter is cited in the following documents:
 - Statements of general policy
 - Various conservation plans for properties owned or managed by HNZPT
 - The Sustainable Management of Historic Heritage guidance series. This series was published in 2007 and documents are due for a review or update;
- Territorial Authorities – The Charter is cited in some Regional and District Plans including the Christchurch District Plan. Further work is required to establish how many Plans include reference to the Charter, and to review the wording of each citation;
- NZIA – The Charter is cited in Practice Note PN 5.202 Built Heritage; and
- MfE – The Charter is included on the Quality Planning website with
 - Discussion on the status of the Charter established by caselaw;¹¹ and
 - Discussion of the Charter in relation to Māori heritage.¹²

A review of these documents concludes that there is little practical guidance on how to use the Charter available in New Zealand. Sources of information from New Zealand that are relevant to each proposed Practice Note topic are included in the tables in Section 6.3 of this report.

¹¹ MfE et al, “Legal Aspects”, *Quality Planning*. [Webpage]. <https://qualityplanning.org.nz/node/139> . Retrieved from URL October 2021

¹² MfE et al, “Heritage Strategy”, *Quality Planning*. [Webpage]. <https://qualityplanning.org.nz/index.php/node/748> Retrieved from URL October 2021

4.2. TYPES OF HERITAGE GUIDANCE

This literature review has also considered the types of guidance available in New Zealand and overseas, and report proposes the following definitions for Practice Notes, Heritage Policy and Technical Guidance. The definitions are used to distinguish between the guidance that is published by organisations to guide the practice of its members or to support the main purpose of the organisation, from general heritage policy and technical guidance.



Diagram 3: Definitions for Practice Notes, Heritage Policy and Technical Guidance

4.3. WHAT ARE PRACTICE NOTES?

Meaning of practice note in English:

practice note



NOUN

Law

A note published by the authority of a court, judge, or other official body (sometimes under express statutory provision), usually indicating how procedures should be handled.

Origin

Early 20th century; earliest use found in The Times.

Diagram 4: Meaning of a Practice Note. ¹³

¹³ (2021). *Definition of practice note* [online]. Oxford University Press. Available at https://www.lexico.com/definition/practice_note Retrieved from URL October 2021

The term Practice Note originates from the British legal system. Practice Notes are now used by the New Zealand Court system, along with some territorial authorities, and some professional membership organisations. When produced by a professional membership organisation, Practice Notes are generally considered to be the official policy of an organisation and typically include:

- Guidance provided by a professional organisation to support the professional practice of its members; or
- Guidance published by an organisation on topics related to its main purpose or mandate.

Practice Notes that are published in New Zealand include:

- The New Zealand Ministry of Justice - which provides Practice Notes to explain how a case must be managed through each of the court systems;¹⁴
- Some Territorial Authorities – use Practice Notes to address specific issues, including consenting requirements under the Resource Management Act (RMA) and the Building Act 2004¹⁵ ; and
- Some Professional membership organisations –use Practice Notes to provide guidance to members – see examples of the NZIA and Engineering NZ below.

Professional organisations typically write Practice Notes to a standard template, with the organisation named as the corporate author (and with no named individual contributors). This demonstrates that the Practice Note has been endorsed by the organisation as its official policy on the subject matter.

Practice Notes are a long-term commitment for an organisation. They are typically written as enduring documents that remain in use for many years (or even decades). Additional Practice Notes can be prepared to address topical issues, and older Practice Notes can be revised, superseded, or withdrawn as required.

4.3.1. STRUCTURE, HIERARCHY

The structure, hierarchy and location of Practice Notes varies between organisations, but Practice Notes are typically available via a ‘resources’ section on the organisation’s website. Some organisations create a hierarchy of resources, and Practice Notes that are the official policy of the organisation are often located on a separate webpage from more informal guidance.

4.3.2. OTHER GUIDANCE

Professional organisations sometimes provide additional guidance on topics that is not in the format of a Practice Note – for example on general policy or technical guidance. This can be provided by

¹⁴ New Zealand Ministry of Justice. *Lawyers & Service Providers: Practice notes & procedures*. [Webpage] <https://www.justice.govt.nz/about/lawyers-and-service-providers/service-providers/practice-notes-and-procedures/> (Retrieved 22 September 2021)

¹⁵ Auckland Council Te Kaunihera o Tāmaki Makaurau. Practice Note: *External and internal membranes*. [Webpage] <https://www.aucklandcouncil.govt.nz/building-and-consents/Documents/ac2234-external-and-internal-membranes.pdf> (Retrieved October 2021) ; New Zealand Ministry of Justice. *Lawyers & Service Providers: Practice notes & procedures*. [Webpage] <https://www.justice.govt.nz/about/lawyers-and-service-providers/service-providers/practice-notes-and-procedures/> (Retrieved 22 September 2021) ; Queenstown Lakes District Council. *Practice notes and guidance*. [Webpage] <https://www.qldc.govt.nz/services/resource-consents/practice-notes-and-guidance> (Retrieved October 2021) ; Otago Regional Council. *Resource consenting practice and guidance notes*. [Webpage] <https://www.orc.govt.nz/consents-and-compliance/consenting-information/resource-consenting-practice-and-guidance-notes> (Retrieved October 2021)

assembling a heritage 'toolbox' or 'toolkit' of links to best practice guidance published by other organisations. Some examples of organisations that produce both Practice Notes and other guidance include:

- Engineering NZ – which produces a series of 29 Practice Notes, along with a “series of guidelines on tricky subjects to describe best practices, clarify principles, and streamline engineering processes.”¹⁶ The guidelines in are varied formats that range from FAQs to research reports prepared by members;
- Australia ICOMOS – which produces the Burra Charter Practice Notes and the ICOMOS Australia Heritage Toolkit¹⁷. This toolkit includes more than 30 topics with links to best practice documentation that has generally been produced by other organisations; and
- IHBC Toolbox¹⁸ - this includes a wide range of Practice Notes, Heritage Policy and Technical Guidance.

4.3.3. EXAMPLES OF PRACTICE NOTES

The following examples of Practice Notes have been selected from organisations that are similar to ICOMOS NZ, they include Australia ICOMOS, the New Zealand Institute of Architects (NZIA), and Engineering NZ. The examples are a useful reference for Practice Note style, format and structure.

EXAMPLE 1: BURRA CHARTER PRACTICE NOTES

As noted in the MCH funding application, the Practice Notes produced by Australia ICOMOS are an important precedent for ICOMOS NZ. The Australia ICOMOS Practice Notes for the Burra Charter are intended to:

*... to supplement and provide practical advice on aspects of the Burra Charter and its application. They cover a wide variety of topics, recognising that heritage is an increasingly diverse field.*¹⁹

There are 10 Practice Notes on the Burra Charter, along with a flow chart, and a Code of Ethics of Co-existence. The Practice Notes were written in 2013 at the same time as the last comprehensive review of the Burra Charter. They include:

- [The Burra Charter: the Australia ICOMOS Charter for Places of Cultural Significance, 2013](#)
- [The Burra Charter flow chart](#)
- [Practice Note – Understanding and assessing cultural significance](#)
- [Practice Note – Developing Policy](#)
- [Practice Note – Preparing studies and reports – contractual and ethical issues](#)
- [Practice Note – The Burra Charter and Archaeological Practice](#)
- [Practice Note – The Burra Charter and Indigenous Cultural Heritage Management](#)
- [Practice Note – Interpretation](#)
- [Practice Note – Burra Charter Article 22-New Work](#)

¹⁶ Engineering New Zealand. *Practice Notes and Guidelines*. [Webpage] <https://www.engineeringnz.org/engineer-tools/engineering-documents/practice-notes-and-guidelines/> (Retrieved 22 September 2021)

¹⁷ Australia ICOMOS. *Heritage Toolkit*. [Webpage] <https://australia.icomos.org/resources/australia-icomos-heritage-toolkit/> (Retrieved October 2021)

¹⁸ IHBC: Institute of Historic Building Conservation. *IHBC Toolbox*. [Webpage] <https://ihbconline.co.uk/toolbox/> (Retrieved October 2021)

¹⁹ Australia ICOMOS. *Burra Charter & Practice Notes*. [Webpage] <https://australia.icomos.org/publications/burra-charter-practice-notes/> (Retrieved 22 September 2021)

- [Practice Note – Understanding Cultural Routes](#)
- [Practice Note – Intangible Cultural Heritage & Place](#)
- [Practice Note – Heritage and Sustainability 1 – Built Heritage](#)
- [Code on the Ethics of Co-existence](#)

ICOMOS NZ could also consider adopting the typical Burra Charter Practice Note format which includes:

- The purpose of the Practice Note.
- Introduces the key concept(s).
- Identifies common issues.
- Provides guidance on each issue that is generally based on an interpretation of the Charter.
- Is a summary (rather than a comprehensive research paper) on each topic.
- Includes a bibliography of primary and other useful resources.

Typical Burra Charter Practice Note – Burra Charter Article 22 – New Work

This practice note relates to Article 22 of the Burra Charter which states that:

Article 22. New work

22.1 New work such as additions or other changes to the place may be acceptable where it respects and does not distort or obscure the cultural significance of the place, or detract from its interpretation and appreciation.

22.2 New work should be readily identifiable as such, but must respect and have minimal impact on the cultural significance of the place.²⁰

This Practice Note provides guidance on the application of Article 22 of the Burra Charter. It describes the purpose of the Practice Note, introduces the key concepts (including a definition of ‘new work’), and identifies three common issues with the interpretation of Article 22. These are:

- *Being readily identifiable does not automatically make new work sympathetic to the place.*
- *The importance of getting the study boundary right; and*
- *Recognising that there is a distinction between new work and reconstruction.*

The Practice note is not a comprehensive research paper on ‘New Work’, but instead provides guidance on issues associated with the interpretation of the Burra Charter on this topic. The Practice Note includes a bibliography of primary resources and other key guidelines. It is a succinct summary that is 3-pages long.

EXAMPLE 2: NZIA PRACTICE NOTES

For anyone offering or providing building design services in New Zealand, the use of the title ‘architect’ is restricted to those who are registered with the New Zealand Registered Architects Board (NZRAB). Registered Architects are required to provide a minimum standard of practice and comply with ethical behaviours set out in the Registered Architects Act 2005 and Registered Architects Rules 2006.

Most architects belong to the New Zealand Institute of Architects (NZIA) which is a membership organisation that is separate from the NZRAB. One of the roles of the NZIA is to “promote excellence in the profession of architecture” and the NZIA publishes a range of resources to support

²⁰Australia ICOMOS. (2013). *The Burra Charter: The Australia ICOMOS Charter for Places of Cultural Significance*. [ICOMOS Charter]

professional practice. These include Practice Notes and Guide Letters which are both available for purchase by its members.

There are approximately 160 NZIA Practice Notes arranged under 20 headings – see Appendix 2, Section 4. The Practice Notes were written from the early 1990s to 2021, and approximately 20% of the Practice Notes were written in the last 5-years. They follow a standard template, and the NZIA is the corporate author with no other authors cited. Some Practice Notes are endorsed or co-produced by other organisations including Engineering New Zealand and the Association of Consulting and Engineering (ACENZ). The Practice Notes generally provide advice on an issue within the context of architectural practice in New Zealand.

Typical NZIA Practice Note – “Built Heritage”

The NZIA Practice Note on Built Heritage was written in 2009 and is included in section 5.2 - Design. It is five pages long and includes an overview of built heritage. The Practice Note covers the regulations governing built heritage including the Resource Management Act (RMA), the Building Act 2004, and the now superseded Historic Places Act 1993.

The Practice Note explains the underlying principles of conservation established in the ICOMOS NZ Charter. It comments on the appropriate skills and qualifications required for a specialist conservation architect, heritage architect or architectural conservator and explains that these terms are generally used interchangeably.

The Practice Note ends with a description of the services provided by conservation architects, including the preparation of conservation plans and planning for maintenance and remediation, along with specialist input into resource consent applications, and preparing evidence for planning hearings and the Environment Court.

EXAMPLE 3: ENGINEERING NZ

Engineering NZ is the professional body for 20,000 engineers in New Zealand. The organisation publishes Practice Notes that:

...explain practices and procedures for a wide variety of engineering topics. Depending on the subject matter, they can range from several pages to a couple of hundred.

The Engineering Practice Advisory Committee (EPAC) approves the development of Engineering New Zealand’s Practice Notes. We write them to reflect:

- *responses to trends*
- *professional issues of topical interest*
- *matters arising from significant occurrences.*²¹

There are 20 Practice Notes arranged under five headings – see Appendix 1, Section 4. They were written over a 20-year period, from the early 2000s to 2019, and approximately 25% were written or updated in the past five years. The Practice Notes follow a relatively standard template (noting that Engineering New Zealand has recently changed its name from IPENZ with a subsequent change in branding). The Practice Notes typically have an ISSN number (particularly those written to the older IPENZ format) and Engineering New Zealand is the corporate author with no other authors cited.

²¹ Engineering New Zealand. *Practice Notes and Guidelines*. [Webpage]. <https://www.engineeringnz.org/engineer-tools/engineering-documents/practice-notes-and-guidelines/> (Retrieved 22 September 2021)

Typical Engineering New Zealand Practice Note – “Land Development Processes”

The Engineering New Zealand “Practice Note 11: Land Development Processes” was written in 2007 and includes an overview of legislation and consenting processes for land use developments.

The Practice note includes commentary on the processes for obtaining Resource Consents, Building Consents and additional other consents including Archaeological Authorities and under the Ngāi Tahu Claims Settlement Act 1998. It is six pages long.

4.4. SOURCES OF INFORMATION

This literature review identifies sources of information for each of the topics on the draft list of Practice Notes proposed by ICOMOS NZ. The literature review of existing policy and guidance documents was undertaken in three parts:

1. Existing New Zealand guidance documents produced by:
 - ICOMOS NZ;
 - Heritage New Zealand Pouhere Taonga (HNZPT); and
 - Other Government entities – including Department of Conservation (DoC) and MfE.
2. New Zealand agencies, territorial authorities and professional organisations that provide Practice Notes.
3. An international literature review considering national and state guidance in the following English-speaking jurisdictions:
 - Australian Commonwealth and State governments;
 - Canadian Government;
 - the United Kingdom (England and Scotland); and
 - the United States Federal Government with specific reference made to the State of California given the similarities in terms of seismic strengthening and its impact on heritage.

The literature review only includes literature from government entities and professional organisations.

Detailed lists of sources are included in:

- Appendix 1: New Zealand Literature Review
- Appendix 2: International Literature Review

Sources are also listed by topic in tables in Section 6.3 of this report.

4.4.1. EXISTING NEW ZEALAND GUIDANCE DOCUMENTS

See summary in Section 4.3 and Appendix 1.

4.4.2. INTERNATIONAL LITERATURE REVIEW

The international literature review included in Appendix 2 of this document summarises the best practice guidance that is currently available. This document will be of particular use in the preliminary research for the authors of each Practice Note.

As well as Practice Notes the international literature review identified a wide range of policy and technical documents which are provided with links to the guidance within Appendix 2. While many of these documents are not directly applicable to the development of ICOMOS NZ Practice Notes they provide a useful resource for ICOMOS members and other practitioners and could form the basis of a New Zealand specific heritage 'toolkit'.

Sources of information identified in the international literature review that are relevant to each proposed Practice Note topic are included in the tables in Section 6.3 of this report.

4.5. POTENTIAL PARTNER ORGANISATIONS

ICOMOS NZ, as an membership organisation that spans across all fields of heritage practice, is uniquely placed to partner with other organisations in the production and consultation of Practice Notes. This is likely to have significant benefits including:

- Potential to share the costs of production, or to apply for joint funding;
- Potential to reach a larger audience, particularly if a Practice Note can be co-produced, workshopped with members, and made available on the website of each partner organisation;
- Greater access to input from experts from other disciplines, and greater acceptance from the members of other organisations; and
- Endorsement by other organisations that are respected for leadership in their expert fields.

Some suggestions for partners and for other organisations that should be consulted in the production of Practice Notes are included in Appendix 1, along with a brief overview of the role of the organisation and a list of their Practice Notes and other publications where relevant.

A coordinated approach between NZHPT, MCH and MfE with input from ICOMOS NZ would encourage partnerships, avoid duplication of effort and maximise the effectiveness of scarce resourcing within the heritage sector. This could be in the form of a steering committee or regular information sharing forum across the relevant community of practice.

4.6. INITIAL REVIEW OF THE USE OF THE CHARTER IN HEARINGS

The use of the ICOMOS NZ Charter in resource management decision-making (including hearings) has been identified as an issue by ICOMOS NZ. ICOMOS NZ completed an initial review of hearing decisions in February 2021 and has identified over 20 decisions in Independent Commissioner and Court hearings where the ICOMOS Charter was cited²² see summary in Appendix 1. It should be noted that this is an initial study and does not comprise a comprehensive case-law, has not been prepared with input or advice from other experts on RMA planning issues and does not constitute legal advice.

²² ICOMOS NZ. *ICOMOS Charter Citations – Environment Court & High Court Decisions*. [unpublished paper dated February 2021]. With thanks to Mary O'Keefe

A brief review of the decisions noted in the Appendix 1 finds that they generally include a summary of the evidence of the expert witnesses who cited the Charter, and some decisions comment on the relevance of the Charter and the suitability of its use by experts. The overwhelming majority of decisions that referred to the Charter included one or more heritage buildings, but a small number of decisions also considered archaeology, Sites of Significance to Māori, and Cultural Landscapes. Most of the decisions were for hearings brought before the Environment Court, with one heard by an Independent Hearings Commissioner. The decisions date from 1995 to 2020 and the graph in Diagram 5 (below) shows the key issues in the cases, noting that there are often multiple issues for each development proposal.

The graph demonstrates that most hearings where the Charter was cited involved the demolition of one or more buildings, followed by District Plan Changes and the relocation of heritage buildings. Some hearings involved the decision to approve an archaeological authority, the reinstatement of a heritage building, and the redevelopment of a building (including the construction of new buildings). One decision on a District Plan Change included consideration of Sites of Significance to Māori and Cultural Landscapes.

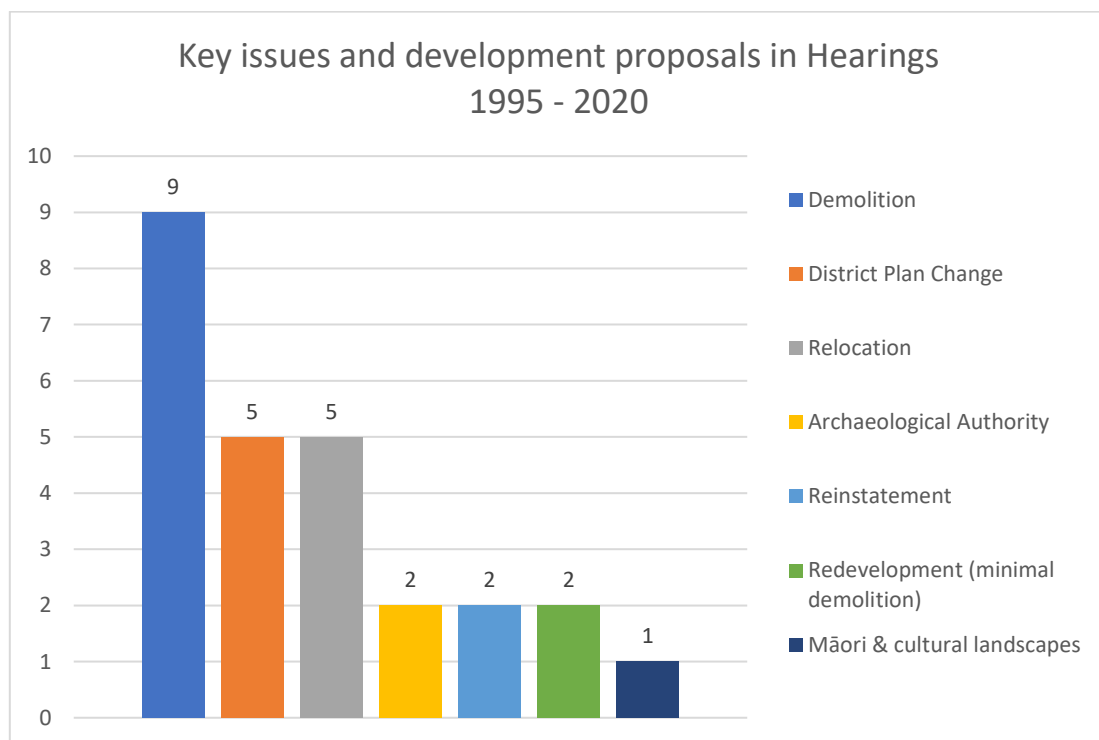


Diagram 5 – Graph shows the key issues and development proposals in hearings where the Charter was cited.

The status of the Charter is discussed in several decisions, where it is noted that the Charter is not referred to in statutory instruments (for example in the RMA, or in a National Policy Statement). The Quality Planning website notes the following on its 'Legal Aspects' page:

Te Aro Heritage Trust v Historic Places Trust of New Zealand [2003] W52/03. Neither the ICOMOS Charter or UNESCO recommendations have been incorporated into domestic law in any form that would make them obligatory. The principles in the instruments cannot be

*elevated over and above the legislative framework but were recognised by the Court as being able to provide guidance.*²³

But where the Charter has been cited in hearings, the decision generally accepts that the Charter is relevant to the issues at hand. Some decisions include additional comments for example:

- Erskine College, Wellington – “...it is however no doubt a document prepared with great care, following international best practice consideration by heritage conservation experts, and is often held in high regard.”²⁴
- McLean’s Mansion, Christchurch – The Charter is referred to as “best conservation practice”²⁵
- Harcourts, Wellington – The Charter is referred to as a “useful guide to heritage values”²⁶

There has been some criticism of the use of the Charter by expert witnesses in recent hearings – most notably in the Independent Hearings’ Commissioner’s decision on the Christ Church Cathedral reinstatement in 2020, and the proposal to demolish Erskine College in 2018. In the Christ Church Cathedral Reinstatement Commissioner’s Hearing, the Commissioner stated that the Charter was not appropriately employed as a reference document as:

*None of the governing statutory instruments refer to the ICOMOS Charter. Also, the ICOMOS Charter appropriately applies to buildings where the law has earmarked them for complete preservation and is not therefore apt for a building that is in the state the Cathedral is in. The inapplicability of the ICOMOS Charter is also evident from the text of the statutory instruments and the activities they envisage.*²⁷

This interpretation of the Charter is unusual and arguably misinterprets that document itself. The application of the Charter to places in a semi-ruinous or damaged condition could be examined in further detail in a practice note. A review of the Erskine College decision would also be useful, particularly of the following paragraphs which criticised the reliance on the Charter in the evidence of an expert witness.

[40] We are concerned that [the Heritage Expert] was inclined to hold too much store by the Charter. We have considered it with care, and make the following findings about it. The Charter is not a set of rules promulgated after processes akin to Schedule 1 of the RMA, or rules in any sense; it is however no doubt a document prepared with great care, following

²³ Quality Planning. *Legal Aspects*. [Webpage] <https://qualityplanning.org.nz/node/139> (Retrieved October 2021)

²⁴ Environment Court of New Zealand. (2018). *The Wellington Co. Ltd v Save Erskine College Trust* NZEnvC 006. (paragraph 40). [Environment Court Decision] <https://www.environmentcourt.govt.nz/assets/Documents/Decisions/2018-NZEnvC-006-The-Wellington-Co.-Ltd-v-Save-Erskine-College-Trust.pdf> (Retrieved October 2021)

²⁵ Environment Court of New Zealand. (2016). *Taggart Earthmoving Ltd v Heritage New Zealand Pouhere Taonga* NZEnvC 123. (paragraph 110) [Environment Court Decision] <http://www.nzlii.org/cgi-bin/sinodisp/nz/cases/NZEnvC/2016/123.html?query=Taggart%20Earthmoving%20Ltd> (Retrieved October 2021)

²⁶ Environment Court of New Zealand. (7 October 2013). *Lambton Quay Properties Nominee Limited v Wellington City Council* NZEnvC 238. (paragraph 135). [Environment Court Decision] [Lambton Quay Properties Nominee Limited v Wellington City Council \[2013\] NZEnvC 238 \(7 October 2013\) \(nzlii.org\)](http://www.nzlii.org/nz/cases/NZEnvC/2013/238.html) (Retrieved October 2021)

²⁷ Christchurch City Council. (2020) *IN THE MATTER of an application by Christ Church Cathedral Reinstatement Limited (CCRL) for the reinstatement of the Christ Church Cathedral and associated facilities and the management of other heritage items AND UNDER the Christ Church Cathedral Reinstatement Act 2017 and the Christ Church Cathedral Reinstatement Order 2020 and the Resource Management Act 1991*. (paragraph 56). [Independent Hearings’ Commissioner Decision].

*international best practice consideration by heritage conservation experts, and is often held in high regard. Importantly it is stated in its preamble and elsewhere, to be a **guide**.*²⁸

A fundamental issue for a Practice Note on the use of the Charter in Hearings would be to address concerns that the Charter is useful only for ‘purist’ conservation activities and can be difficult to apply where there are complex and competing issues at hand. A Practice Note on the use of the Charter could clarify its role as a ‘best practice’ document rather than one that is used to inform the ‘balancing’ exercise in relation to decision making by the Territorial Authority or Environment Court.

The decisions noted above only include reference to the ICOMOS NZ Charter because expert witnesses referred to the Charter in their evidence. As this initial review only includes decisions a full review of case-law for this topic would need to include a review examples of Expert Witness evidence/statements and assessments of effects where these are publicly available.

Practice Notes could also clarify the applicability of the Charter to a range of common matters that are subject to hearings - such as major repair and reconstruction, adaptive reuse of redundant heritage places, major development, and relocation – in a similar manner to the Burra Charter Practice Note on Article 22 — New Work.

5. CONSULTATION

The final part of the information gathering for the scoping report project was consultation with ICOMOS NZ members and other users of the Charter. A copy of all survey responses is included in Appendix 3 of this report, and comments on each proposed topic is included in the tables in Section 7, tables 1,2 and 3. The online survey was the main form of consultation for the scoping report study and was sent to ICOMOS NZ members in September 2021. The survey asked respondents if they were interested in joining a focus group session or taking part in a follow-up discussion. There was one follow-up discussion by email, a focus group discussion, and eight follow-up discussions either in person, via Teams, or by phone.

5.1. SURVEY – OVERALL ANALYSIS

A survey link was sent to ICOMOS NZ members in September 2021 and members were encouraged to forward the information onto their contacts including non-ICOMOS NZ members. Most notably the survey was forwarded to over 120 members of the New Zealand Local Government Heritage Planners’ Forum, a national group of heritage planners who work in local government and at HNZPT. There were 33 responses, with 28 by ICOMOS NZ members and five by non-members.

²⁸ The decision notes the following - *In the second paragraph of the[^{sic}] its preamble provides: ... this Charter sets out principles to guide the conservation of places of cultural heritage value in New Zealand ... it is a statement of professional principles for members of ICOMOS New Zealand. It also provides in the third paragraph of the preamble that: This Charter is also intended to guide all those involved in the various aspects of conservation work, including owners, guardians, managers, developers, planners, architects, engineers, craftspeople and those in the construction trades, heritage practitioners and advisors and local and central government authorities. It offers guidance for communities, organisations, and individuals involved in the conservation management of cultural heritage places.*

How often do you use or make reference to the ICOMOS Charter in your work?

Answered: 33 Skipped: 0

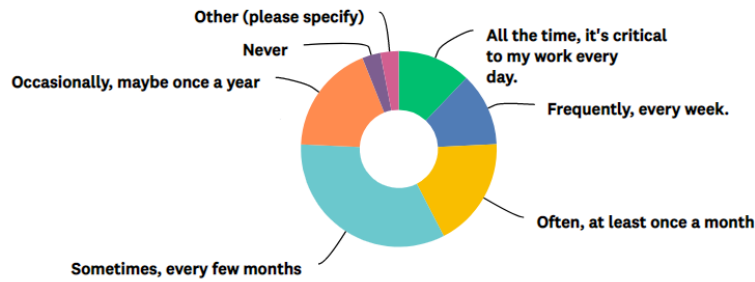


Diagram 8: Frequency of use of the Charter.

Most respondents used the Charter “sometimes” (33%), and 44% of respondents used the Charter more frequently.

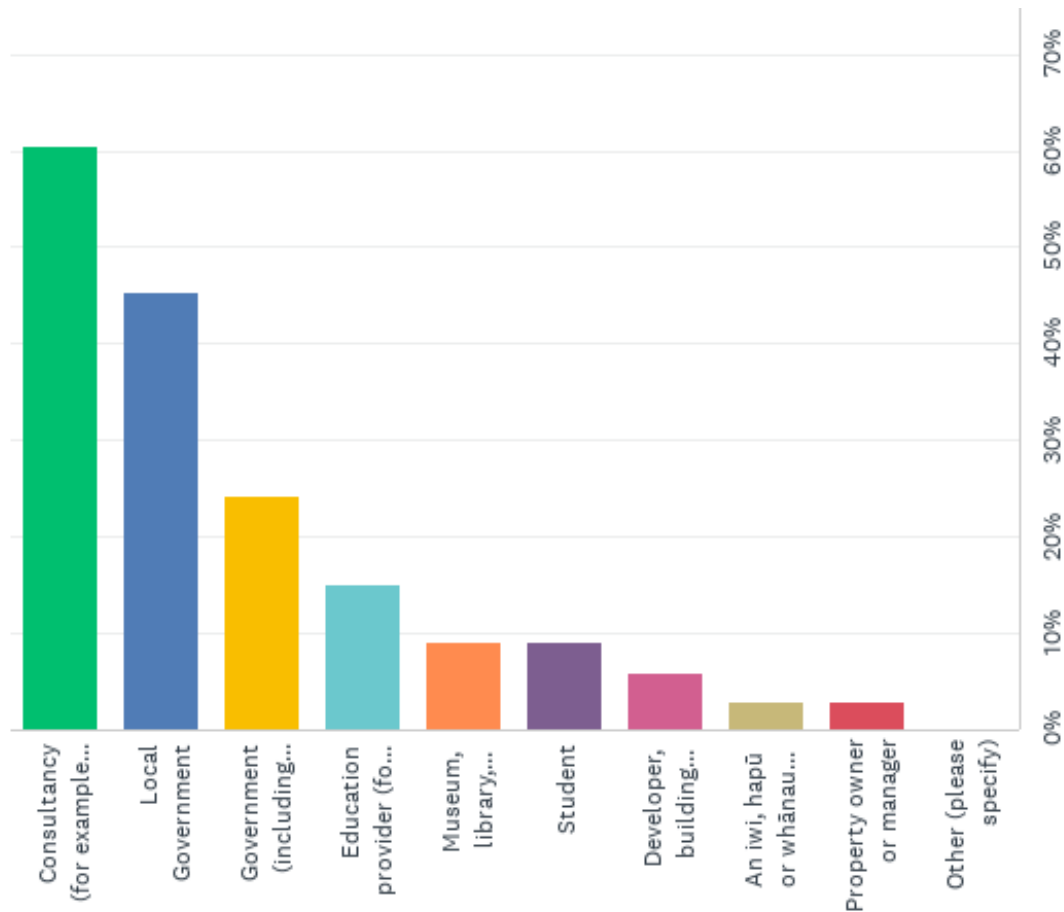


Diagram 9: Q2: Where do you work, or have experience working? Select all the options that apply.

Most respondents work (or have worked) in a consultancy (61%), and/or local government (45%), and/or government including HNZPT (24%).

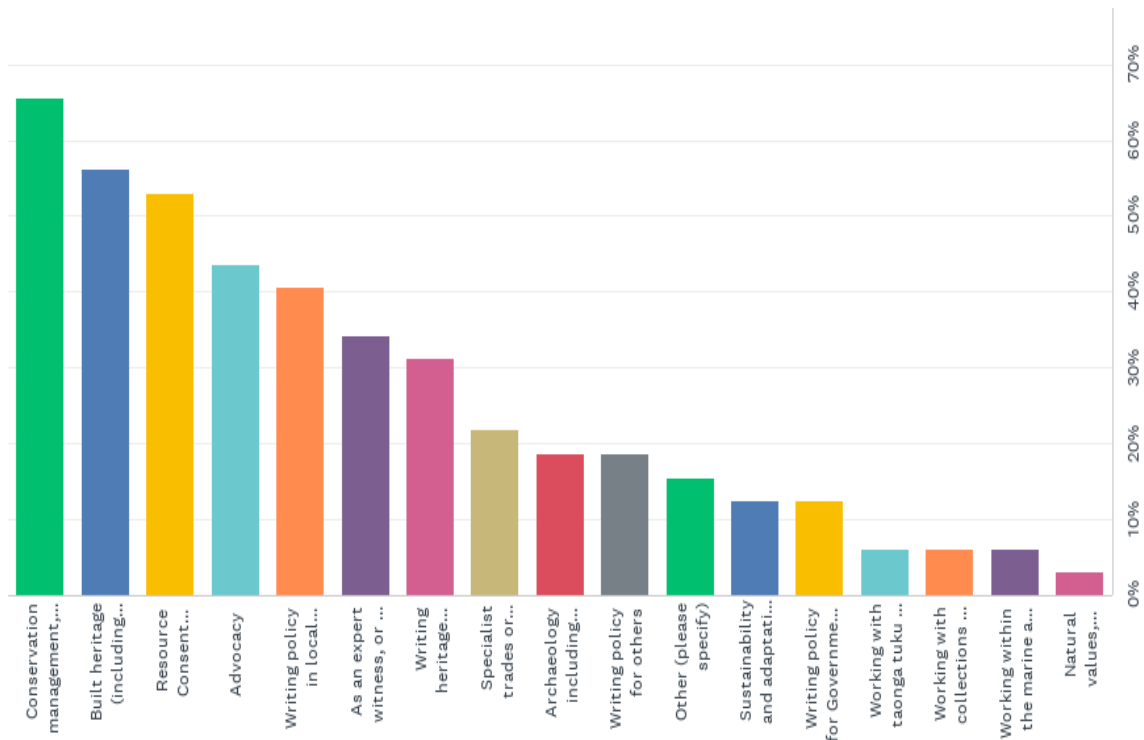


Diagram 10: Q4: What kind of work would you typically use the Charter for? Select all the options that apply

Survey respondents were asked to comment on the types of work they use the Charter for:

- Conservation Management – The most frequent use of the Charter is for conservation management (66%) and this aligns with the intention of the Charter, which is to guide the “conservation and management of cultural heritage places”.²⁹
- Local and other Government Policy – The Charter Preamble also notes that the Charter should be made an integral part of statutory heritage management policies or plans. This is reflected to some extent by the number of respondents who use the Charter for writing policy including in local government (41%), writing policy for others (19%), and writing policy for government (including HNZPT) (13%).
- RMA – The Charter is more frequently used in statutory processes related to the RMA. Respondents use the Charter for built heritage including architecture and design (56%), for resource consent applications (53%), and in hearings or when acting as an Expert Witness (34%). Other significant uses of the Charter are in advocacy (44%), writing heritage interpretation/ historical narratives/ research (31%), and in specialist trades or construction skills (22%).
- Archaeology – The Charter is used by respondents to a lesser extent for “archaeology including assessments for archaeological authorities” (19%). This may be related to the focus of many archaeologists practice on the Archaeological Authority consent process under the HNZPT Act 2014 for the modification and destruction of archaeological sites.
- Māori – The Charter is not used by many respondents working with taonga tuku iho or within te ao Māori (6%). It is unclear from the data whether this is because few respondents

²⁹ ICOMOS New Zealand Te Mana O Nga Pouwhenua O Te Ao. (2010). *Charter. Preamble*: page 1 (Retrieved October 2021)

work in this field, because working with taonga tuku iho or within te ao Māori was an integral part of the respondent's work (for example archaeology) and didn't require a separate category, or because the Charter is considered to be more appropriate for the management of tangata tiriti heritage rather than by (or for) iwi, hapū and whānau.

- Other – Other, related, situations where the Charter is less well used by respondents is for “sustainability and adaptation for climate change” (13%), “working within the marine and coastal environments” (6%), and “natural values, ecosystems, biodiversity and geodiversity” (3%).

Most respondents found the Charter to be either ‘very easy’ (9%) or ‘easy’ (47%) to use, while some found it ‘requires some effort’ (28%) or is ‘challenging’ (6%).

A summary of comments on each proposed topic is included in the tables in Section 7, tables 1,2 and 3, and analysis of the comments is included in Appendix 3.

5.2. LIMITATIONS OF SURVEY

Although the survey and consultation are a useful, there are some limitations:

- The sample size is relatively small (33 responses to the survey and 11 individuals who participated in other / follow up conversations or emails, and/or focus group meetings);
- Most responses were from ICOMOS NZ members (28), and there is a relatively small number non-ICOMOS NZ members (5). Although it would be useful to differentiate between the views of ICOMOS members and others who use the Charter, the sample size is too small to produce accurate data;
- Although most respondents noted that the Charter was relatively easy to use, most also noted that a Practice Note on “The Charter- an overview” would make the Charter more accessible and improve understanding. It is difficult to reconcile these two positions without further consultation; and
- There was a relatively short period of time to organise focus groups and attendees, and most people who agreed to participate in the focus groups did not include contact details. This is most likely due to a design flaw with the survey.

6. ASSESSMENT FRAMEWORK FOR ICOMOS NZ PRACTICE NOTES

This section establishes an overall framework for the development of ICOMOS NZ Practice Notes. It follows on from the initial establishment of the issues, the literature review, and the consultation. The assessment framework:

- Includes overall recommendations for the publication of ICOMOS NZ Practice Notes;
- Proposes a definition of what is (and is not) an ICOMOS NZ Practice Note; and
- Provides a flow-chart to assist decision-making on the list of proposed topics.

The assessment framework is used to analyse the proposed list of topics in Section 7 of this report.

6.1. GENERAL RECOMMENDATIONS FOR PRACTICE NOTES

The general considerations and recommendations were developed from the problem definition and the identification of issues in Section 3. They were refined following the literature review, in

particular by analysis of Practice Notes produced by professional organisations that are similar to ICOMOS NZ in their role or area of interest.

It is recommended that ICOMOS New Zealand should:

1. DELIVER ON THE AIMS OF ICOMOS NZ.

ICOMOS NZ has a list of aims for the organisation, and care should be taken to ensure the Practice Notes support the relevant aims. These are:

- *To develop expertise amongst those engaged in cultural heritage conservation*
- *To promote high professional standards of conservation*
- *To promote and from time to time review the ICOMOS New Zealand Charter*
- *To create opportunities for the professional development of its members*

2. FOCUS ON THE CHARTER

ICOMOS NZ should prioritise Practice Notes that provide guidance that align with its primary purpose. ICOMOS NZ is responsible for the creation, maintenance, and promotion of the use of the ICOMOS NZ Charter, and is the only organisation that has the mandate to publish Practice Notes on how to use or interpret the Charter.

It also has a role in supporting the work of its contributors to scientific and other committees, and to the work of ICOMOS generally including the international ICOMOS Charters.

3. USE A STANDARD TEMPLATE

ICOMOS NZ should develop and use a standard template and format for Practice Notes. Practice Notes should be written as the official policy of ICOMOS NZ on each topic, sanctioned by the Executive Board, and with ICOMOS NZ cited as the corporate author.

4. CREATE ENDURING DOCUMENTS

Practice Notes require an enduring commitment by organisations to ensure that the guidance remains relevant. This includes:

- Regular reviews of Practice Notes once they have been published;
- Maintaining a prioritised list of potential Practice Notes for future publication. This list should be updated periodically to address emerging issues and new legislation; and
- Commissioning, writing, and publishing Practice Notes on an ongoing basis.

5. CONSULT ON DRAFTS

ICOMOS NZ should:

- Consult with ICOMOS NZ members, heritage organisations, and relevant professional bodies and NGOs on the content of draft Practice Notes before they are formally published.

6. CREATE PARTNERSHIPS

Following on from the recommendation for consultation on draft Practice Notes, ICOMOS NZ should consider working with other organisations to co-write specific Practice Notes. This could:

- Increase the awareness of the Charter and Practice Notes; and
- Make them available to wider communities; and
- Ensure the Practice Notes meet the needs of other relevant professions.

7. MAKE BEST USE OF LIMITED RESOURCES

The recommendations in this report are based on a fundamental assumption that resources are limited – not just for ICOMOS NZ but also for the wider heritage sector in New Zealand. Any guidance that is commissioned by ICOMOS NZ should complement (rather than duplicate) guidance provided by other heritage organisations.

ICOMOS NZ should find creative ways to partner with other organisations. It should also consider collecting and endorsing best practice guidance that has been published overseas, or by other organisations in New Zealand for use by its members. Ways to achieve this include:

- Assembling a heritage ‘toolkit’ or ‘toolbox’ similar to the ICOMOS Australia Heritage Toolkit; and
- Establishing a review process to assess other organisations’ guidance and make recommendations to ICOMOS NZ Executive Board on whether to endorse or adopt that third party guidance.

ICOMOS NZ should also consider offers by members, heritage practitioners and academics to write Practice Notes on topics that are within their field of expertise.

8. ESTABLISH WHAT IS NEEDED

ICOMOS NZ has commissioned this scoping report to establish what guidance is needed to support the use of the Charter. Further information on what is needed is included in the analysis of consultation/survey results in this report.

6.2. THE PURPOSE OF AN ICOMOS NZ PRACTICE NOTE

The following is a proposal for the definition of what an ICOMOS NZ Practice Note is (and is not) it is based on Recommendation 2 – Focus on the Charter. This recommendation considers that ICOMOS NZ should prioritise Practice Notes that provide guidance that align with its primary purpose which is the creation, maintenance, and promotion of the use of the ICOMOS NZ Charter.

ICOMOS NZ should also consider the work of its scientific and other committees and develop Practice Notes that promote and increase awareness of the work of these groups where appropriate. It should also consider opportunities to increase awareness of the work of ICOMOS generally, including other national and international ICOMOS charters and declarations. A final consideration is that many professional membership organisations provide guidance on Professional Practice to their members, on topics that are directly related to the overall concerns of the organisation.³⁰

³⁰ Although this type of guidance aligns with the aims of the organisation it is noted that many ICOMOS NZ members are also members of professional organisations that already provide this type of guidance. A second consideration is that the audience for this type of guidance is relatively small (i.e. only ICOMOS NZ members).

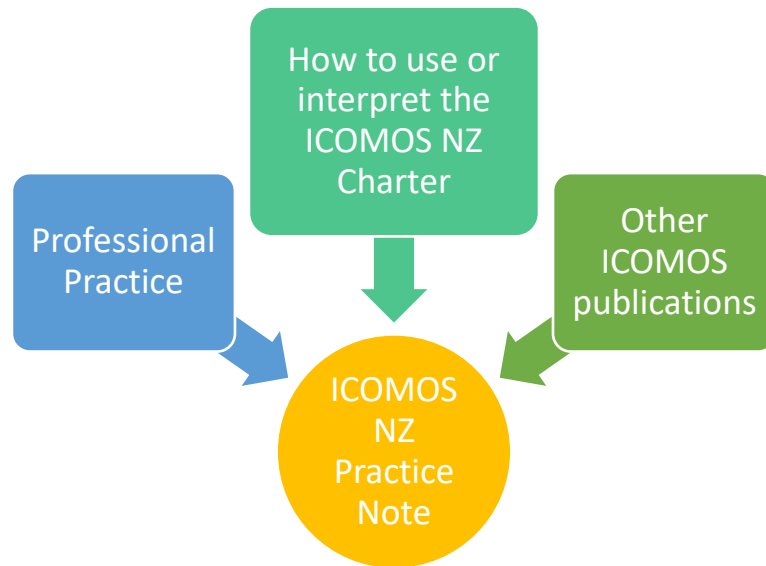


Diagram 6: The definition and purpose of an ICOMOS NZ Practice Note

An ICOMOS NZ Practice Note should generally be focussed³¹ on:

- Guidance on how to use or interpret the ICOMOS NZ Charter;
- Guidance on other ICOMOS publications including Charters and the work of relevant scientific committee; and
- Guidance to ICOMOS NZ members on professional practice including ethical principles.

Practice Notes should also focus on the use of the Charter (or other relevant ICOMOS document) for each issue. Practice Notes should not attempt to provide comprehensive guidance on each topic but should instead refer to guidance where this is available from other sources. An additional comment is that Practice Notes may also be required to address emerging topics and issues that were not foreseen when the Charter was last reviewed in 2010.

The lowest priority should be given to the publication of general policy or technical guidance (where the interpretation of an ICOMOS Charter is not a central issue), particularly where there is another organisation is better placed to prepare the guidance.

6.3. DECISION-MAKING PROCESS FOR PRACTICE NOTE TOPICS

The assessment framework developed in this report also includes a decision-making process to assist ICOMOS NZ to establish what is needed and to prioritise the publication of Practice Notes or other guidance. The process considers:

- The aims of ICOMOS NZ;
- Whether the issues of the topic can be linked back to the overall purpose of an ICOMOS NZ Practice Note;
- The relative importance of the topic; and
- Opportunities to partner with other organisations.

³¹ Note that although the recommendation for a definition / purpose of an ICOMOS NZ Practice Note that excludes general guidance on heritage policy or technical advice is only intended to restrict the scope of issues that an ICOMOS NZ Practice Note could (or should) include. It is not intended to prevent ICOMOS NZ from publishing other guidance or assembling “toolkits” of best practice guidance prepared by other organisations.

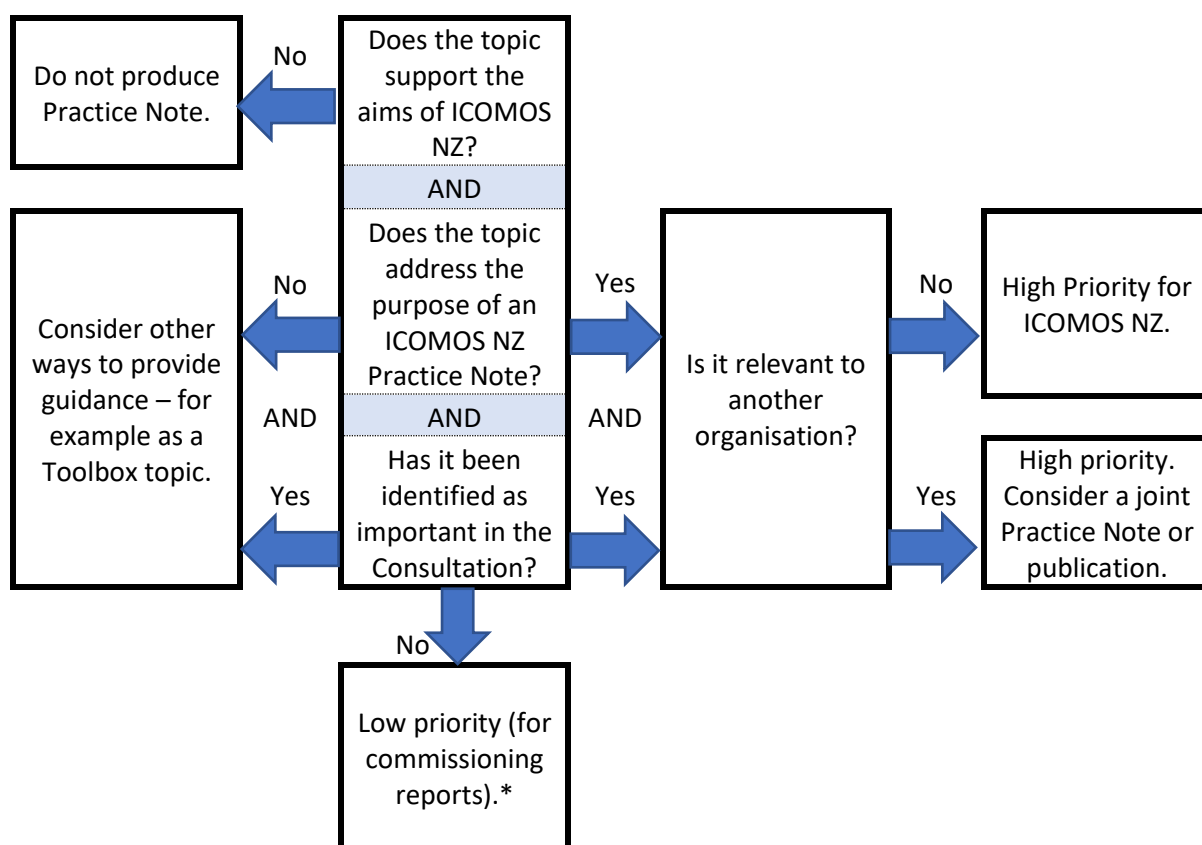


Diagram 7: Decision-making hierarchy for commissioning ICOMOS NZ Practice Notes.

*Note: ICOMOS NZ members, working groups and scientific committees may offer to produce Practice Notes at no cost to ICOMOS NZ. These offers should be considered favourably by ICOMOS NZ if they are within their field of expertise of the writer(s), even where topics are considered a low priority for commissioning work. Members would, however, need support including:

- Access to resources for editing and peer-review;
- Opportunities to workshop topics and socialise draft Practice Notes; and
- A process of review and sign off by the Executive Board.

7. ANALYSIS OF THE LIST OF PROPOSED TOPICS

The list of proposed topics was developed by ICOMOS NZ as part of the initial phase of this project. These topics were refined and added to the survey. Survey respondents were asked to rank the topics in order of priority and provide comments on their top three choices. Respondents were asked to suggest additional topics, and the follow up discussions and focus groups also suggested additional topics.

The following analysis considers the survey responses to each topic along with the follow up conversations. It uses the methodology established in Section 5 of this report to establish:

- If the topic/ proposed Practice Note is consistent with the aims of ICOMOS NZ;
- If (or how) the topic can be framed as a Practice Note;
- Whether the topic is a priority for ICOMOS NZ; and

- Opportunities to partner with other organisations and to build consensus through co-production and consultation.

The analysis is presented in three tables, in order of priority.

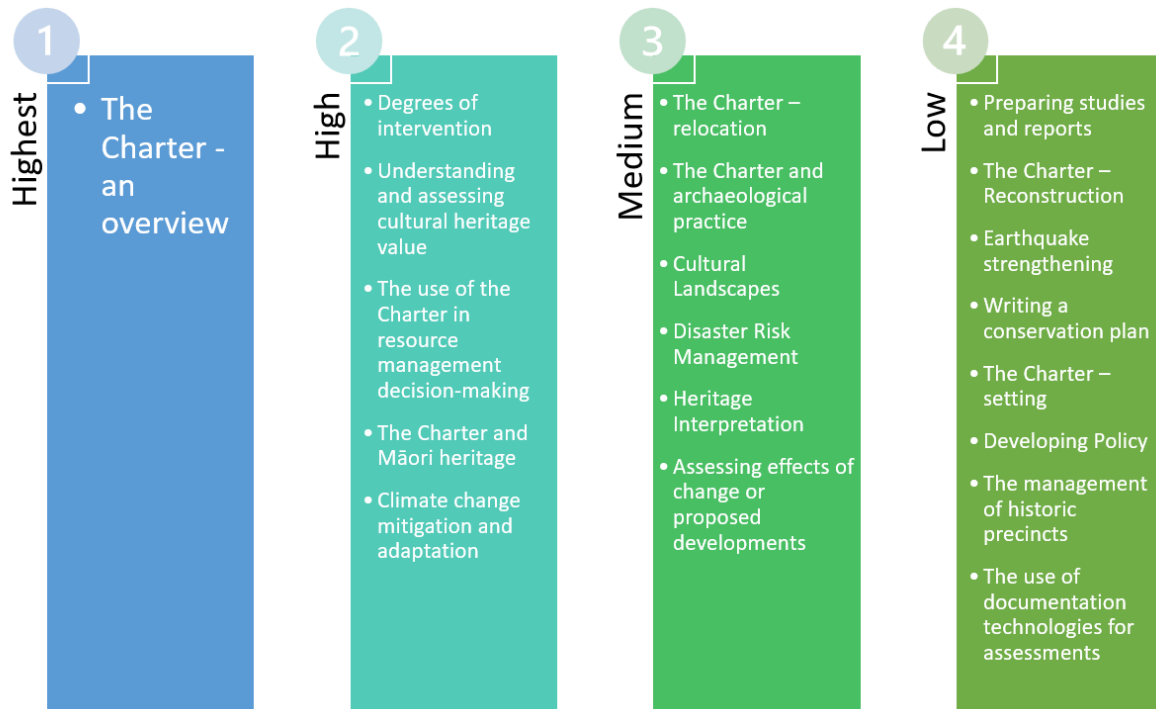


Diagram 11: Prioritisation of Practice Notes.

7.1.1. HIGHEST PRIORITY

The highest priority topic for a Practice Note was The Charter: an overview. This topic was identified by survey participants as “a logical starting point” that would make the Charter “more accessible to all heritage practitioners across all fields involving heritage; to improve peoples' awareness of it and raise its credibility”.

7.1.2. HIGH PRIORITY

The next five topics were identified as a high priority for the production of an ICOMOS NZ Practice Note for many survey respondents. These topics were generally one of the respondents' top three ranked choices for a Practice Note and respondents have identified key issues for each of these topics. For each topic there is a clear link to the operation of the Charter and guidance would meet the definition of a Practice Note provided at Section 5 of this report.

High Priority topics are:

2. Degrees of Intervention (from preservation to adaptation).
3. Understanding and assessing cultural heritage value
4. The use of the Charter in resource management decision-making (including hearings)
5. The Charter and the management of Māori heritage.
6. Climate change mitigation and adaptation for heritage places.

7.1.3. MEDIUM PRIORITY

There are six topics that are a medium priority for the production of an ICOMOS NZ Practice Notes. These topics were less likely to be considered one of the respondent's top three ranked choices for a Practice Note and there are fewer key issues identified in the survey. Some subject areas are large, topical, and complex topics that require in-depth guidance to be prepared that is beyond the scope of a Practice Note. For these topics the use of the Charter or the work of ICOMOS is a relatively small component of a much larger issue, and there are often other organisations that are better suited to prepare the substantive work required. The topics are generally arranged in the order of prioritisation identified in the survey.

Medium Priority topics are:

7. The Charter – relocation*
8. The Charter and archaeological practice
9. Cultural Landscapes
10. Disaster Risk Management
11. Heritage Interpretation.
12. Assessing effects of change or proposed developments.

* An ICOMOS NZ member and noted academic has offered to prepare the Practice Note 'The Charter – relocation'.

7.1.4. LOW PRIORITY

The remaining topics were identified as being lower priority for the following reasons:

- The topic doesn't fit the definition of an ICOMOS NZ Practice Note developed in Section 5 of this report;
- The topic was not identified in the top three ranked choices for a Practice Note;
- The key issues of the topic can be covered in a higher priority Practice Note;
- The topic is considered to be topical, but there are other ways to address the key issues; and/or
- The topic is one of the lowest priorities for survey respondent.

The low priority topics are:

13. Preparing studies and reports - contractual and ethical issues
14. The Charter – Reconstruction
15. Earthquake strengthening
16. Writing a conservation plan
17. The Charter – setting
18. Developing Policy
19. The management of historic precincts
20. The use of documentation technologies for assessments

7.1.5. IN-DEPTH ANALYSIS OF TOPICS

The three tables on the following pages show the topics in priority order, and are accompanied by a summary outlining the specific implications for each topic, including:

- Identification of key issues.
- Confirmation that the topic meets the aims of the organisation.
- Reasons for the priority order.
- The potential audience(s) for the Practice Note.
- Opportunities and constraints.
- Key sources.

TABLE 1: HIGH PRIORITIES FOR THE PUBLICATION OF AN ICOMOS NZ PRACTICE NOTE

PRIORITY (SURVEY POSITION IS NOTED IN BRACKETS)	KEY ISSUES IDENTIFIED IN THE SURVEY AND IN OTHER CONSULTATION:	WOULD IT SUPPORT THE AIMS OF THE ORGANISATION AND THE DEFINITION / PURPOSE OF AN ICOMOS NZ PRACTICE NOTE?	WHO ARE THE POTENTIAL AUDIENCE FOR THE PRACTICE NOTE?	OPPORTUNITIES:	CONSTRAINTS:	RESOURCES IDENTIFIED IN THE LITERATURE REVIEW
1.	The Charter – an overview					
(1)	<p>Issue 1: A Practice Note on “The Charter – an overview” should:</p> <ul style="list-style-type: none"> • Provide a basic overview of the Charter • Highlight and summarise the key points of the Charter • Provide context for the use of the Charter <p>Issue 2: The Charter should be made accessible for non-experts.</p> <p>Issue 3: There needs to be a consistent interpretation of the Charter.</p> <p>Issue 4: Increasing the use of the Charter and promoting its use.</p> <p>Issue 5: Supporting the Professional Practice of ICOMOS NZ members.</p> <p>Issue 6: The Charter and the process of heritage management.</p> <p>Issue 7: Heritage Conservation in the “real world”.</p>	<p>Yes – if it is focussed on how to use or interpret the ICOMOS NZ Charter.</p>	<p>ICOMOS NZ members – to support Professional Practice.</p> <p>Non-experts – to explain the Charter provisions.</p> <p>Other associated organisations – to promote the use of the Charter.</p>	<p>ICOMOS NZ has the unique mandate to maintain, promote and explain the Charter, and this Practice Note would not duplicate work by any other agency or organisation.</p> <p>The Practice Note provides an opportunity for ICOMOS NZ to advocate for and promote the Charter.</p> <p>The Practice Note could communicate that the fundamental principles of the Charter are about caring for places of cultural heritage value.</p> <p>The Practice Note could address some of the key issues identified in this report, for example concerns that the Charter is only for “purist” conservation projects – a comment that has been raised in various hearings.</p> <p>The content is likely to fit the Burra Charter Practice Note format and may not require extensive further research.</p> <p>The Practice Note could establish an ICOMOS NZ Charter Process.</p>	<p>The publication of the Practice Note (on its own) is unlikely to increase the use of the Charter. Consideration should be given to the processes of consultation, and opportunities to work with other organisations to promote an understanding of the Charter.</p> <p>The Practice Note should complement rather than repeat the ICOMOS NZ Charter provisions.</p> <p>The Practice Note should prioritise the key issues – rather than try to address all issues with the Charter within a single Practice Note.</p> <p>Some of the methods suggested to make the Charter accessible for a non-expert audience (for example and illustrated guide in a modern format with interaction / video) would require significant additional time and resources.</p> <p>More work is required to identify and confirm the specific issues that the Practice Note should address. In particular, working with people who are unfamiliar with the Charter to identify challenges, and opportunities.</p>	<p>The ICOMOS NZ Charter.</p> <p>HNZPT Sustainable Management of Heritage series – particularly:</p> <ul style="list-style-type: none"> • “Principles and Issues” discussion paper <p>International sources</p> <p>Burra Charter Practice Notes – as a template.</p>
2.	Degrees of Intervention (from preservation to adaptation).					
(2)	<p>Issue 1: The ICOMOS NZ Charter provisions on “Degrees of Intervention” have been identified for their importance and frequency of use.</p> <p>Issue 2: Promoting the consistent use of the Charter for adaptation and managing change.</p>	<p>Yes – if it is focussed on how to use or interpret the ICOMOS NZ Charter and promote the use of other ICOMOS work/publications including Charters.</p>	<p>ICOMOS NZ members – to support Professional Practice.</p> <p>Non-experts – to explain the Charter provisions.</p> <p>Other associated organisations – to promote the use of the Charter. Particularly:</p>	<p>Most consent processes (including Resource Consents and Archaeological Authorities) are focussed on intervention, managing change, and adaptation, and so this proposed topic is relevant to many ICOMOS NZ members, and other Charter users.</p>	<p>There may be too many diverse issues for a single practice note, and it may be better to divide it into individual topics under a general heading of “degrees of intervention”.</p>	<p>ICOMOS Specialist Committees – for example ISC20C, ICORP, ISCES.</p> <p>HNZPT Sustainable Management of Heritage series – particularly</p> <ul style="list-style-type: none"> • “Principles and Issues” discussion paper • “Providing for Physical Access to Heritage Places” guideline • “Fire Safety and Heritage Places” guidelines <p>International sources</p>

TABLE 1: HIGH PRIORITIES FOR THE PUBLICATION OF AN ICOMOS NZ PRACTICE NOTE

PRIORITY (SURVEY POSITION IS NOTED IN BRACKETS)	KEY ISSUES IDENTIFIED IN THE SURVEY AND IN OTHER CONSULTATION:	WOULD IT SUPPORT THE AIMS OF THE ORGANISATION AND THE DEFINITION / PURPOSE OF AN ICOMOS NZ PRACTICE NOTE?	WHO ARE THE POTENTIAL AUDIENCE FOR THE PRACTICE NOTE?	OPPORTUNITIES:	CONSTRAINTS:	RESOURCES IDENTIFIED IN THE LITERATURE REVIEW
	<p>Issue 3: The use of the Charter for adaptation for issues that have statutory requirements:</p> <ul style="list-style-type: none"> • Earthquake strengthening • Energy efficiency • Accessibility <p>Issue 4: Guidance on the use of the Charter for Modern Architecture.</p> <p>Issue 5: Reconstruction.</p> <p>Issue 6: Compatible use</p> <p>Issue 7: Cumulative Change</p>		<ul style="list-style-type: none"> • Earthquake strengthening - Engineering organisations such as Engineering NZ, SESOC & the NZSEE. • Modern architecture - DoCoMoMo. 	<p>The proposed Practice Note provides an opportunity for ICOMOS NZ to provide additional guidance on Degrees of Intervention, including illustrations and case studies.</p> <p>The Practice Note provides opportunities to highlight the work of ICOMOS Scientific Committees – particularly on energy and sustainability, risk preparedness, and 20th Century Heritage.</p> <p>The Practice Note provides opportunities to work with other (larger) organisations such as Engineering NZ, and to explore the potential for shared Practice Notes. This has the potential to increase the audience for the Practice Note and promote the use of the Charter generally.</p> <p>There is an offer by an ICOMOS NZ member to write a Practice Note on the Charter and Modern architecture.</p>		<p>The Burra Charter: the Australia ICOMOS Charter for Places of Cultural Significance (2013): ‘Article 21: Adaptation’, ‘Article 22: New Work’ and ‘Article 15: Change’.</p> <p>Parks Canada, Standards and Guidelines for the Conservation of Historic Places in Canada (2010): ‘Guidelines for the Conservation of Historic Places in Canada’.</p> <p>Canada ICOMOS, Appleton Charter for the Protection and Enhancement of the Built Environment (1983).</p> <p>Historic England, Conservation Principles, Policies and Guidance for the Sustainable Management of the Historic Environment (2008): ‘English Heritage Conservation Policies and Guidance’.</p> <p>Constructive Conservation: Sustainable Growth for Heritage Places (2013).</p> <p>Historic England, Technical Guidance: Improving Accessibility.</p> <p>Historic England, Advice Note 9 – The Adaptive Reuse of Traditional Farm Buildings.</p> <p>Historic Environment Scotland, Managing Change in the Historic Environment - Use and Adaptation of Listed Buildings (2020) and West Dunbartonshire Council Headquarters Case Study.</p> <p>Department of the Interior National Park Service, Archaeology and Historic Preservation; Secretary of the Interior’s Standards and Guidelines (1983): ‘Standards for Historic Preservation Projects’.</p> <p>US Secretary of the Interior, Standards for the Treatment of Historic Properties with Guidelines for Preserving, Rehabilitating, Restoring & Reconstructing Historic Buildings (2017) and Standards for Rehabilitation.</p> <p>US National Parks Service, Technical Preservation Service: Preservation Briefs, New Exterior Additions to Historic Buildings: Preservation Concerns.</p> <p>California Building Standards Commission, California Historical Building Code (2020).</p>
3.	Understanding and assessing cultural heritage value					
(3)	<p>Issue 1: Understanding the heritage value of a place is fundamental to heritage management practices.</p> <p>Issue 2: There are no consistent methods of understanding and assessing cultural heritage value are available in NZ.</p> <p>Issue 3: Contested values.</p>	<p>Yes – if the Practice Note is focussed on how to use or interpret the ICOMOS NZ Charter in a similar way to the Burra Charter Practice Note on values.</p> <p>In relation to Issue 2: although the Practice Note could</p>	<p>ICOMOS NZ members – to support Professional Practice.</p> <p>Non-experts – to explain the Charter provisions.</p> <p>Other associated professionals – RMA Planners, Regional and Local territorial</p>	<p>There is a Burra Charter Practice Note that would provide a reasonable template.</p> <p>The ICOMOS NZ Charter includes a list of cultural heritage values in the Definitions but does not provide additional guidance. The Burra Charter Practice Note addresses this by analysis of each term.</p>	<p>The Practice Note cannot resolve the key issue - which is that there is no national standard heritage assessment criteria and thresholds in New Zealand. Without common criteria, assessing cultural heritage in a consistent way is almost impossible. This work must be carried out by government within the statutory framework for planning, for example as part of a</p>	<p>HNZPT Sustainable Management of Heritage series, particularly:</p> <ul style="list-style-type: none"> • “Regional Policy Statements” guideline • “Regional Plans” guideline • “District Plans” guideline • “Principles and Issues” discussion paper <p>International sources</p> <p>Understanding and assessing cultural significance: Australia ICOMOS, Understanding and Assessing Cultural Significance (2013) and the Burra Charter Flow Chart.</p>

TABLE 1: HIGH PRIORITIES FOR THE PUBLICATION OF AN ICOMOS NZ PRACTICE NOTE

PRIORITY (SURVEY POSITION IS NOTED IN BRACKETS)	KEY ISSUES IDENTIFIED IN THE SURVEY AND IN OTHER CONSULTATION:	WOULD IT SUPPORT THE AIMS OF THE ORGANISATION AND THE DEFINITION / PURPOSE OF AN ICOMOS NZ PRACTICE NOTE?	WHO ARE THE POTENTIAL AUDIENCE FOR THE PRACTICE NOTE?	OPPORTUNITIES:	CONSTRAINTS:	RESOURCES IDENTIFIED IN THE LITERATURE REVIEW
	Issue 4: Tangible and intangible heritage.	acknowledge the issue - that there is lack of consistent criteria and thresholds to identify heritage places and assess value - it cannot solve the underlying problem. A solution would be for central government to standardise the definition of heritage in key legislation and prepare a consistent statutory framework for heritage planning (for example a National Policy Statement).	authorities, archaeologists.	The Practice Note could include discussion of intangible values in a similar way to the Burra Charter Practice Note(s).	National Policy Statement for Heritage. The ICOMOS NZ Charter definition of cultural heritage values does not align with legislation – for example the RMA 1991 definition of heritage, and the HNZPT 2014 Act criteria. The Practice Note should not duplicate the HNZPT guidance.	Queensland Government Department of Environment and Heritage Protection, Assessing Cultural Heritage Significance Using the Cultural Heritage Criteria (2013). Heritage Victoria, Guiding Principles for Changes Proposed to Places in the Victorian Heritage Register (2021): ‘Principle 1: Understand why the place is significant’. Parks Canada, Standards and Guidelines for the Conservation of Historic Places in Canada (2010): ‘The conservation decision-making process’ and ‘Guidelines for the Conservation of Historic Places in Canada’. Historic England, Conservation Principles, Policies and Guidance for the Sustainable Management of the Historic Environment (2008): ‘Assessing Heritage Significance’, ‘Conservation Principles’ and ‘Understanding Heritage Values’. Historic England, Good Practice Advice in Planning 2: Managing Significance in Decision-Taking in the Historic Environment (2015). Historic England, Good Practice Advice in Planning 3: The Setting of Heritage Assets (2017). Historic Environment Scotland, Historic Environment Policy for Scotland (2019): ‘Policies and Principles: Understand and Recognition – Principle 1’. Department of the Interior National Park Service, Archaeology and Historic Preservation; Secretary of the Interior’s Standards and Guidelines (1983): ‘Standards for Identification’ and ‘Guidelines for Identification’. US National Parks Service, Technical Preservation Service: Preservation Briefs, Understanding Old Buildings: The Process of Architectural Investigation. Australia ICOMOS, Code of the Ethics of Co-existence in Conserving Significant Places
4.	The use of the Charter in resource management decision-making (including hearings)					
(4)	Issue 1: This Practice Note would comment on legal matters, and: <ul style="list-style-type: none"> • Would need input from legal practitioner(s) and Resource Consent planners. • Would need a review of case law (see initial work by ICOMOS NZ in section 4.6 and Appendix 1 of this report). 	Yes – if the focus is on the use of the ICOMOS Charter. The Practice Note, on its own, is unlikely to resolve Issue 5 – how others regard the ICOMOS Charter.	ICOMOS NZ members – to support Professional Practice. Non-experts – to explain the Charter provisions. Other associated organisations – RMLA, NZPI, NZLS, MfE.	There is potential to use the process of writing, workshopping, and consulting on a Practice Note on the use of the Charter in resource management decision-making to build relationships with other key organisations including the RMLA, NZPI, and the NZLS, and to increase their members’ understanding of the Charter.	The Practice Note cannot resolve the key issues – for example: <ul style="list-style-type: none"> • It cannot require the inclusion of the Charter in Regional and District Plans. This could be achieved if government adds a requirement into the statutory planning instruments – for example 	HNZPT Sustainable Management of Heritage series, particularly: <ul style="list-style-type: none"> • “Regional Policy Statements” guideline • “Regional Plans” guideline • “District Plans” guideline • “Principles and Issues” discussion paper Environment Court of New Zealand “Practice Note 2014” (particularly the Code of Conduct for Expert Witnesses). ³² MfE et al, “Quality Planning” website ³³

³² [Practice-Note-2014.pdf \(environmentcourt.govt.nz\)](#)

³³ [Welcome to the Quality Planning Website | Quality Planning](#)

TABLE 1: HIGH PRIORITIES FOR THE PUBLICATION OF AN ICOMOS NZ PRACTICE NOTE

PRIORITY (SURVEY POSITION IS NOTED IN BRACKETS)	KEY ISSUES IDENTIFIED IN THE SURVEY AND IN OTHER CONSULTATION:	WOULD IT SUPPORT THE AIMS OF THE ORGANISATION AND THE DEFINITION / PURPOSE OF AN ICOMOS NZ PRACTICE NOTE?	WHO ARE THE POTENTIAL AUDIENCE FOR THE PRACTICE NOTE?	OPPORTUNITIES:	CONSTRAINTS:	RESOURCES IDENTIFIED IN THE LITERATURE REVIEW
	<ul style="list-style-type: none"> May benefit from building a relationship with the RMLA, NZPI and the NZLS. <p>Issue 2: The inclusion and use of the Charter in Regional and District Plans, is fundamental to the relevance of the Charter in resource management decision-making.</p> <p>Issue 3: There is variation in the way that Expert Witnesses use the Charter in their statements of evidence. The Charter is an underlying philosophy for heritage and this needs to be stated clearly and communicated to users – it should not be used to undertake the ‘balancing’ exercise in relation to decision-making under the RMA.</p> <p>Issue 4: Comments that the Charter is useful only for “purist” conservation activities and can be difficult to apply where there are complex and competing issues at hand.</p> <p>Issue 5: There are wider issues of how the Charter is used or regarded by Resource Consent Planners, Commissioners, RMA lawyers.</p> <p>Issue 6: Other issues arising from the review of case-law, and other hearings. For example:</p> <ul style="list-style-type: none"> Damaged buildings. Relocation. 		Heritage Planners and others who work in territorial authorities, or who write heritage policy in government.	<p>The Practice Note could include “model provisions” and recommendations for the inclusion of Charter in Regional and District Plans. It is, however, unlikely to resolve the issue of inconsistent use of the Charter in statutory instruments.</p> <p>The Practice Note could include recommendations for Expert Witnesses and the preparation of Statements of Evidence, based on how (or if) the Charter is included in the relevant Regional or District Plan.</p> <p>The Practice Note could (and should) address the ways the Charter can be used, beyond conservation of heritage material “as found”. For example, it could include case studies and examples of the use of the Charter for projects that include adaptive reuse, large scale redevelopment, and rebuilding / reconstruction.</p>	<p>in a National Policy Statement for Heritage.</p> <ul style="list-style-type: none"> It cannot change case-law or challenge other decisions except via the correct appeals processes. It might not change the views of other professionals, including decision-makers. <p>The Practice Note, on its own, is unlikely to change the views of others involved in decision making – for example planners and commissioners. Most value is likely to come through the creation and consultation processes, and the building relationships with other interested organisations.</p> <p>The Practice Note is likely to require significant resources including access to planning and legal advice.</p> <p>The Practice Note is likely to require an in-depth review of case-law.</p> <p>The underlying legislation is currently under review, and the Practice Note would need to be reviewed regularly to keep it up to date with any changes to legislation, statutory frameworks, and case-law.</p>	<p>International sources</p> <p>This topic is dealt with on an individual charter or guideline basis in the Table of Findings in Appendix 3.</p>
5.	The Charter and the management of Māori heritage.					
(5)	Issue 1: The management of Māori heritage needs more guidance.	Yes – if it focusses on the provisions of the ICOMOS NZ Charter, the work of the ICOMOS NZ Māori	ICOMOS NZ members – to support Professional Practice. Non-experts – to explain the Charter provisions.	There is potential to use the process of writing the Practice Note to build relationships, including with other organisations.	Further work may be required that is beyond the scope of a Practice Note – for example Australia ICOMOS have published a “Code of Ethics of Co-existence in Conserving Significant Places”.	ICOMOS NZ Māori Committee & other specialist committees where appropriate. HNZPT, Tapuwae: A Vision for Places of Māori Heritage. HNZPT Sustainable Management of Heritage Series, particularly: <ul style="list-style-type: none"> “Iwi Management Plans” guideline.

TABLE 1: HIGH PRIORITIES FOR THE PUBLICATION OF AN ICOMOS NZ PRACTICE NOTE						
PRIORITY (SURVEY POSITION IS NOTED IN BRACKETS)	KEY ISSUES IDENTIFIED IN THE SURVEY AND IN OTHER CONSULTATION:	WOULD IT SUPPORT THE AIMS OF THE ORGANISATION AND THE DEFINITION / PURPOSE OF AN ICOMOS NZ PRACTICE NOTE?	WHO ARE THE POTENTIAL AUDIENCE FOR THE PRACTICE NOTE?	OPPORTUNITIES:	CONSTRAINTS:	RESOURCES IDENTIFIED IN THE LITERATURE REVIEW
	<p>Issue 2: Māori heritage is a fundamental part of the Charter and its use.</p> <p>Issue 3: Contested values, for example – “our settler colonial context, and how valorisation of some heritage necessarily negates others.”</p> <p>Issue 4: Intangible heritage values, and the view that the Charter has a focus on tangible values and built heritage.</p> <p>Issue 5: Resources and relationships that are required to write the Practice Note.</p>	Committee and other work by ICOMOS.	<p>Other associated organisations:</p> <ul style="list-style-type: none"> • HNZPT including the Māori Heritage Council • NZAA including the Kaupapa Māori Advisory Group • RMLA, NZPI, NZLS & others that work under the RMA for example their members who work for territorial authorities or who write government policy. • NZILA (particularly in relation to their associated work on Cultural Landscapes) • Ngā Aho 		The Practice Note will need to be created with care to ensure it is credible and has value to both Tiriti o Waitangi partners.	<p>International sources</p> <p>Australia ICOMOS, Indigenous Cultural Landscapes and World Heritage Listing (1995).</p> <p>Australia ICOMOS, The Burra Charter and Indigenous Cultural Heritage Management (2013).</p> <p>Australia ICOMOS, The 2001 Australia ICOMOS Statement on Indigenous Cultural Heritage.</p> <p>Parks Canada, Standards and Guidelines for the Conservation of Historic Places in Canada (2010): ‘Guidelines for cultural landscapes, including heritage districts’</p>
6.	Climate change mitigation and adaptation for heritage places.					
(6)	Issue 1: JSC-ANZCORP are preparing draft principles that are likely to be the basis for a joint Australia ICOMOS/Burra Charter and ICOMOS NZ Charter Practice Note.	Yes – the focus would be on the work of an ICOMOS Joint Scientific Committee.	ICOMOS NZ members – to support Professional Practice. Non-experts – to explain the Charter provisions	An ICOMOS member/ scientific committee subgroup have offered to write the Practice Note at no cost to the organisation.	The writer would need the support of ICOMOS NZ – including by offering opportunities to workshop the issues, providing a template, organising consultation on the drafts, and sign off/endorsement by the Executive Board	

The following are medium priorities for the publication of an ICOMOS NZ Practice Note

TABLE 2: MEDIUM PRIORITIES FOR THE PUBLICATION OF AN ICOMOS NZ PRACTICE NOTE						
PRIORITY (SURVEY POSITION IS NOTED IN BRACKETS)	KEY ISSUES IDENTIFIED IN THE SURVEY AND IN OTHER CONSULTATION:	WOULD IT SUPPORT THE AIMS OF THE ORGANISATION AND THE DEFINITION / PURPOSE OF AN ICOMOS NZ PRACTICE NOTE?	WHO ARE THE POTENTIAL AUDIENCE FOR THE PRACTICE NOTE?	OPPORTUNITIES:	CONSTRAINTS:	RESOURCES IDENTIFIED IN THE LITERATURE REVIEW
7.	The Charter - relocation					

TABLE 2: MEDIUM PRIORITIES FOR THE PUBLICATION OF AN ICOMOS NZ PRACTICE NOTE

PRIORITY (SURVEY POSITION IS NOTED IN BRACKETS)	KEY ISSUES IDENTIFIED IN THE SURVEY AND IN OTHER CONSULTATION:	WOULD IT SUPPORT THE AIMS OF THE ORGANISATION AND THE DEFINITION / PURPOSE OF AN ICOMOS NZ PRACTICE NOTE?	WHO ARE THE POTENTIAL AUDIENCE FOR THE PRACTICE NOTE?	OPPORTUNITIES:	CONSTRAINTS:	RESOURCES IDENTIFIED IN THE LITERATURE REVIEW
(11) This topic has been prioritised (above its position in the survey) as an ICOMOS NZ member has offered to write the Practice Note.	Issue 1: There is current research on relocation, and an offer to write an ICOMOS NZ Charter Practice Note on this topic. The research has identified the following issues: <ul style="list-style-type: none"> • Climate Change and sea-level rise • Construction typologies • Site and context • Relocation of post-war houses • Degrees of intervention • Relocation vs demolition • Setting Issue 2: Relocation (and setting) in hearings (see also Topic 4).	Yes – if the focus is on the interpretation of the Charter.	ICOMOS NZ members – to support Professional Practice. Other users of the Charter – particularly under the RMA.	An ICOMOS member has offered to write the Practice Note at no cost to the organisation.	The writer would need the support of ICOMOS NZ – including by offering opportunities to workshop the issues, providing a template, organising consultation on the drafts, and sign off/endorsement by the Executive Board. The issues of the use of the ICOMOS Charter in hearings for relocation would need a review of case-law and some planning and legal advice – see Topic 4.	Canada ICOMOS, Appleton Charter for the Protection and Enhancement of the Built Environment (1983). California Building Standards Commission, California Historical Building Code (2020).
8.	The Charter and archaeological practice					
(12) This topic has been prioritised (above its position in the survey) following other consultation.	Issue 1: Key organisations & contacts <ul style="list-style-type: none"> • HNZPT – including the Māori Heritage Council • NZAA – including the Kaupapa Māori Advisory Group • Otago University Archaeology Programme Issue 2: Lack of available resources on professional practice for archaeologists. Issue 3: Archaeology and Māori heritage. Issue 4: Archaeological Authority process/ modification and destruction of sites. Issue 5: Management of archaeological sites Issue 6: Use of the Charter by archaeologists	Yes – if it focusses on the use of the Charter by archaeologists, and in the management of archaeological sites and landscapes. The Practice Note cannot resolve underlying provisions of the HNZPT Act 2014 or the destruction of sites under the Archaeological Authority process. It can also only provide a small amount of resources on professional practice for archaeologists.	ICOMOS NZ members – to support Professional Practice. Archaeologists Associated organisations including HNZPT & the NZAA.	There is the potential to work with the NZAA to provide a joint practice note for archaeologists. This would promote the use of the Charter to a group of heritage professionals that may not already work with it. The Practice note could clarify the use of the Charter for the conservation and management of archaeological sites.	As with some of the other topics, a Practice Note on the “Charter and archaeology” may not be used by many people unless it is brought to their attention as part of a wider programme of co-production, workshops, and consultation. This is a particular issue for this Practice Note given the relatively small number of archaeologists and ICOMOS NZ members in New Zealand.	HNZPT website and publications including: <ul style="list-style-type: none"> • Statement of General Policy: Administration of the Archaeological Provisions • AGS* Guideline series <i>DoC, Practical guidelines for protecting and managing archaeological sites in New Zealand. (2007)</i> ³⁴ International sources Australia ICOMOS, The Burra Charter and Archaeological Practice (2013). Australia ICOMOS, Heritage Toolkit: Archaeological Heritage Management. Parks Canada, Standards and Guidelines for the Conservation of Historic Places in Canada (2010): ‘Guidelines for archaeological sites’. Historic England, Conservation Principles, Policies and Guidance for the Sustainable Management of the Historic Environment (2008): distils from Planning Policy Guidance note PPG16 Archaeology and Planning (1990) and is consistent with the ‘Valetta’ Convention (The European Convention on the Protection of the Archaeological Heritage). Historic England, Advice Note 13 – Mineral Extraction and Archaeology. Historic England, Technical Guidance – Archaeological Science.

³⁴ <https://www.doc.govt.nz/globalassets/documents/science-and-technical/sap243entire.pdf>

TABLE 2: MEDIUM PRIORITIES FOR THE PUBLICATION OF AN ICOMOS NZ PRACTICE NOTE

PRIORITY (SURVEY POSITION IS NOTED IN BRACKETS)	KEY ISSUES IDENTIFIED IN THE SURVEY AND IN OTHER CONSULTATION:	WOULD IT SUPPORT THE AIMS OF THE ORGANISATION AND THE DEFINITION / PURPOSE OF AN ICOMOS NZ PRACTICE NOTE?	WHO ARE THE POTENTIAL AUDIENCE FOR THE PRACTICE NOTE?	OPPORTUNITIES:	CONSTRAINTS:	RESOURCES IDENTIFIED IN THE LITERATURE REVIEW
						<p>Historic England, Good Practice Advice in Planning 2: Managing Significance in Decision-Taking in the Historic Environment (2015): ‘Archaeological and historic interest’, ‘Decision-taking for assets with archaeological interest’ and ‘Archaeological conditions and obligations for WSIs’.</p> <p>Historic Environment Scotland, Managing Change in the Historic Environment – Consent for Archaeological Excavation (2021).</p> <p>Scottish Government, Planning Advice Note 2/2011: Planning and Archaeology.</p> <p>Department of the Interior National Park Service, Archaeology and Historic Preservation; Secretary of the Interior’s Standards and Guidelines (1983): ‘Standards for Archaeological Documentation’ and ‘Guidelines for Archaeological Documentation’.</p> <p>ICOMOS, Charter for the Protection and Management of Archaeological Heritage (Lausanne, 1990).</p>
9.	Cultural Landscapes					
(8) Although this topic was a relatively high priority for survey respondents the production of a Practice Note is a lower priority as there are limitations on what such a document could achieve.	<p>Issue 1: The work of the ICOMOS International Scientific Committee on Cultural Landscapes (ISCCL).</p> <p>Issue 2: Lack of clear definition, understanding or protection for Cultural Landscapes.</p> <p>Issue 3: Legislative reform.</p> <p>Issue 4: The potential value of Cultural Landscapes to identify and manage heritage in holistic way.</p> <p>Issue 5: Some similarities with Topic 19: Historic Precincts.</p>	<p>Yes – if it focusses on identifying and promoting the work of the ICOMOS International Scientific Committee on Cultural Landscapes (ISCCL), and the other relevant international Charters.</p> <p>No – if it tries to include all to cover guidance the topic comprehensively – for example definitions, identification, assessment of values and methods of management.</p>	<p>ICOMOS NZ members – to support Professional Practice.</p> <p>Those who are involved in the preparation and consultation of the Natural and Built Environments Bill which refers to “cultural landscapes” – for example HNZPT, NZPI, RMLA, MfE, Policy Advisors in local and national government.</p> <p>NZILA & Ngā Aho</p>	<p>There is the potential to identify and promote the work of ICOMOS on Cultural Landscapes at a time when the term “Cultural Landscapes” is proposed for inclusion in key legislation (The Natural and Built Environments Bill).</p> <p>The potential value of Cultural Landscapes to identify and manage heritage in holistic way.</p> <p>Opportunities to work with other organisations on an emerging topic.</p>	<p>The current lack of clear definition, understanding or protection for Cultural Landscapes.</p> <p>The scale and scope of an important issue which is currently poorly defined. A Practice Note would need to focus on the work by ICOMOS.</p>	<p>ICOMOS Scientific Committees – ISCCL & NZ Māori Committee</p> <p>The work of the NZILA – particularly the 2005 Dunedin Conference “Looking forward to Heritage Landscapes.”</p> <p>HNZPT Sustainable Management of Heritage series, particularly:</p> <ul style="list-style-type: none"> • “Landscape Heritage Values” discussion paper. <p>DoC – Bannockburn Heritage Landscape Study.</p>
10.	Disaster Risk Management					
(17)	Issue 1: This is an important issue and aligns with “Topic 7: Climate change mitigation and adaptation for heritage places.”	Yes – if it focussed on the work of the International Committee on Risk Preparedness (ICORP) and ANZCORP.	ICOMOS NZ members – to support Professional Practice.	There is an opportunity for NZ members of ICORP & ANZCORP to highlight their work.	It depends on the capacity of ICOMOS NZ members to prepare the Practice Note.	<p>ICORP: International committee on Risk Preparedness</p> <p>HNZPT, Earthquake-prone Policies Prepared under the Building Act 2014, Sustainable Management of Historic Heritage Guidance Series, 2007.</p> <p>HNZPT, Fire safety and Heritage Places, Sustainable Management of Historic Heritage Guidance Series, 2007.</p> <p>International sources</p> <p>Australia ICOMOS, Heritage Toolkit: Risk Preparedness.</p>

TABLE 2: MEDIUM PRIORITIES FOR THE PUBLICATION OF AN ICOMOS NZ PRACTICE NOTE						
PRIORITY (SURVEY POSITION IS NOTED IN BRACKETS)	KEY ISSUES IDENTIFIED IN THE SURVEY AND IN OTHER CONSULTATION:	WOULD IT SUPPORT THE AIMS OF THE ORGANISATION AND THE DEFINITION / PURPOSE OF AN ICOMOS NZ PRACTICE NOTE?	WHO ARE THE POTENTIAL AUDIENCE FOR THE PRACTICE NOTE?	OPPORTUNITIES:	CONSTRAINTS:	RESOURCES IDENTIFIED IN THE LITERATURE REVIEW
11.	Heritage Interpretation					
	Identified in consultation phase			<p>Could highlight the</p> <ul style="list-style-type: none"> • ICOMOS “Interpretation & Presentation Charter” • ICIP Scientific Committee <p>And there is a Burra Charter Practice Note on Interpretation that could be used as a template.</p>	More work is required to establish the local issues that it should address, and why it is needed.	
12.	AEE / Assessing effects of change or proposed developments.					
	Identified in consultation phase			This is an obvious follow on from “assessing heritage values”, and “degrees of intervention”.	<p>This is, to some degree, an RMA/consenting matter that could and should be covered in HNZPT guidance.</p> <p>Any ICOMOS NZ Practice Note should be based on the Charter and other ICOMOS publications.</p>	

The following topics are lower priorities for the publication of an ICOMOS NZ Practice Note.

TABLE 3: LOW PRIORITIES FOR THE PUBLICATION OF AN ICOMOS NZ PRACTICE NOTE						
PRIORITY (SURVEY POSITION IS NOTED IN BRACKETS)	KEY ISSUES IDENTIFIED IN THE SURVEY AND IN OTHER CONSULTATION:	WOULD IT SUPPORT THE AIMS OF THE ORGANISATION AND THE DEFINITION / PURPOSE OF AN ICOMOS NZ PRACTICE NOTE?	WHO ARE THE POTENTIAL AUDIENCE FOR THE PRACTICE NOTE?	OPPORTUNITIES:	CONSTRAINTS:	RESOURCES IDENTIFIED IN THE LITERATURE REVIEW
13.	Preparing studies and reports: contractual and ethical issues					
(9)	<p>Although the survey found that this is the tenth priority for the publication of a practice note, the key issues have not been clearly identified.</p> <p>The Practice Note would generally guide Professional Practice of ICOMOS NZ members and would be relevant to a relatively small group of professionals.</p>	<p>Yes – generally</p> <ul style="list-style-type: none"> • <i>To promote high professional standards of conservation</i> • <i>To create opportunities for the professional development of its members</i> 	ICOMOS NZ members – to support Professional Practice.	<p>There is a Burra Charter Practice Note that could be adapted for use for the Charter.</p> <p>There may be some value in re-arranging the current website to provide greater prominence to the “ICOMOS NZ Code of Ethics” and “Ethical Principles” of ICOMOS.</p>	<p>The issues would need to be explored in more detail to establish why the Practice Note is needed.</p> <p>Time and resources required to produce a Practice Note for a relatively small audience.</p> <p>Some ICOMOS NZ are members of professional organisations that provide this type of advice on professional practice – for example the NZIA.</p>	<p>ICOMOS NZ Code of Ethics</p> <p>ICOMOS, Ethical Principles.</p> <p>International sources</p> <p>Australia ICOMOS, Preparing Studies and Reports: Contractual and Ethical Issues (2013).</p> <p>ICOMOS Ethical Commitment Statement (Adopted by the 13th General Assembly, Madrid 2002).</p> <p>IHBC, Starting out on your own – some advice for setting up in private practice, IHBC toolbox topic (2019)</p>
14.	The Charter - Reconstruction					

TABLE 3: LOW PRIORITIES FOR THE PUBLICATION OF AN ICOMOS NZ PRACTICE NOTE

PRIORITY (SURVEY POSITION IS NOTED IN BRACKETS)	KEY ISSUES IDENTIFIED IN THE SURVEY AND IN OTHER CONSULTATION:	WOULD IT SUPPORT THE AIMS OF THE ORGANISATION AND THE DEFINITION / PURPOSE OF AN ICOMOS NZ PRACTICE NOTE?	WHO ARE THE POTENTIAL AUDIENCE FOR THE PRACTICE NOTE?	OPPORTUNITIES:	CONSTRAINTS:	RESOURCES IDENTIFIED IN THE LITERATURE REVIEW
(7) This topic has been given a relatively low priority as the key issues have not been identified in consultation. Some key considerations have also been included in other proposed Practice Notes (for example the use of the Charter in RMA decision-making & degrees of intervention).	Issue 1: This topic could be included in “The Charter – degrees of intervention” – see Topic 2	Refer Topic 2	Refer Topic 2	Refer Topic 2	Cost, time, and resources. The issues for this topic have not been identified in the survey and other work.	HNZPT Sustainable Management of Heritage series, particularly: <ul style="list-style-type: none"> • “Principles and Issues” discussion paper International sources The Burra Charter: the Australia ICOMOS Charter for Places of Cultural Significance (2013): ‘Article 21: Restoration and reconstruction’ and ‘Article 20: Reconstruction’. Canada ICOMOS, Appleton Charter for the Protection and Enhancement of the Built Environment (1983): ‘Levels of intervention’. Department of the Interior National Park Service, Archaeology and Historic Preservation; Secretary of the Interior’s Standards and Guidelines (1983): ‘Standards for Preservation Projects – Standards for Reconstruction’. Secretary of the Interior, Standards for the Treatment of Historic Properties with Guidelines for Preserving, Rehabilitating, Restoring & Reconstructing Historic Buildings (2017). California Building Standards Commission, California Historical Building Code (2020): ‘Structural regulations’.
15.	Earthquake strengthening					
(10) This topic has been given a relatively low priority as it could be included in other Practice Notes for issues related to the Charter.	Issue 1: Earthquake strengthening as disaster risk management – see topic 10. Issue 2: Earthquake strengthening as adaptations and alterations – see topic 2. Issue 3: Technical issues with earthquake strengthening heritage buildings.	Yes – for Issues 1 & 2 No – Issue 3 is technical guidance and would be beyond the scope of an ICOMOS NZ Charter Practice Note.	ICOMOS NZ members – to support Professional Practice. Engineering societies – Engineering NZ, NZSEE, SESOC.	Earthquake strengthening could be included under topics 10 & 2. Opportunities to work with other professional organisations.	Cost, time, and resources. Key issues could be covered in other Practice Notes.	ICOMOS Scientific Committees - ICORP MBIE, Securing parapets and facades on unreinforced masonry buildings International sources US National Parks Service, Technical Preservation Service: Preservation Briefs, The Seismic Rehabilitation of Historic Buildings. California Building Standards Commission, California Historical Building Code (2020). California State Office of Historical Preservation, Historic Preservation Incentives in California (Technical Assistance Series #15, 2013). Unreinforced Masonry Buildings Parks Canada, Standards and Guidelines for the Conservation of Historic Places in Canada (2010): ‘Guidelines for materials - Masonry’. US National Parks Service, Technical Preservation Service: Preservation Briefs, The Seismic Rehabilitation of Historic Buildings: ‘Remediating Seismic Deficiencies According to Building Construction Type: Unreinforced Masonry Bearing Wall’. California Building Standards Commission, California Historical Building Code (2020): ‘Archaic Material and Methods of Construction – Masonry’.
16.	Writing a conservation plan					

TABLE 3: LOW PRIORITIES FOR THE PUBLICATION OF AN ICOMOS NZ PRACTICE NOTE

PRIORITY (SURVEY POSITION IS NOTED IN BRACKETS)	KEY ISSUES IDENTIFIED IN THE SURVEY AND IN OTHER CONSULTATION:	WOULD IT SUPPORT THE AIMS OF THE ORGANISATION AND THE DEFINITION / PURPOSE OF AN ICOMOS NZ PRACTICE NOTE?	WHO ARE THE POTENTIAL AUDIENCE FOR THE PRACTICE NOTE?	OPPORTUNITIES:	CONSTRAINTS:	RESOURCES IDENTIFIED IN THE LITERATURE REVIEW
(13)	Issue 1: There is no current guidance on writing a Conservation Plan in New Zealand.	No – it doesn't meet the definition as it is not directly related to the use of the ICOMOS NZ Charter.	-	-	HNZPT published a Conservation Plan guide that was written by Greg Bowron and Jan Harris in 2000 for the Historic Places Trust. It has been under review since about 2013 and the original is no longer available. ICOMOS NZ should advocate that the review and publication of the guidance on Conservation plans is prioritised.	<p>Australia ICOMOS, Conservation Plan: A Guide to the Preparation of Conservation Plans for Places of European Cultural Significance (James Semple Kerr, 7th Edition, 2013).</p> <p>Australian Government, Department of the Environment and Heritage, Management Plans for Places on the Commonwealth Heritage List: A Guide for Commonwealth Agencies (2006).</p> <p>Queensland Government Department of Environment and Heritage Protection, Developing Heritage Places (2013).</p> <p>Heritage Council of Victoria, Conservation Management Plans: Managing Heritage Places – A guide (2010)</p> <p>Department of the Interior National Park Service, Archaeology and Historic Preservation; Secretary of the Interior's Standards and Guidelines (1983): 'Standards for Preservation Planning' and 'Guidelines for Preservation Planning'.</p> <p>US National Parks Service, Technical Preservation Service: Preservation Briefs, Protecting Cultural Landscapes: Planning, Treatment and Management of Cultural Landscapes.</p> <p>There are numerous other guidelines on the preparation of conservation management plans and similar documents.</p>
17.	The Charter – setting					
(14)	Issue 1 – relocation / see use of Charter in RMA decision-making.	-	-	-	<p>The survey found that this is the fourteenth priority for the publication of a practice note, and the key issues have not been clearly identified.</p> <p>Some of the issues of setting can be addressed in other proposed practice notes.</p>	<p>The Burra Charter: the Australia ICOMOS Charter for Places of Cultural Significance (2013): 'Article 8: Setting'.</p> <p>Heritage Victoria, Guiding Principles for Changes Proposed to Places in the Victorian Heritage Register (2021): 'Principle 3: Protect significant settings and views'.</p> <p>Canada ICOMOS, Appleton Charter for the Protection and Enhancement of the Built Environment (1983): included in the 'Principles for the preservation of the built environment'.</p> <p>Historic England, Good Practice Advice in Planning 2: Managing Significance in Decision-Taking in the Historic Environment (2015): 'Opportunities to enhance assets, their settings and local distinctiveness'.</p> <p>Historic England, Good Practice Advice in Planning 3: The Setting of Heritage Assets (2017).</p> <p>Historic Environment Scotland, Managing Change in the Historic Environment – Setting (2020).</p> <p>Secretary of the Interior, Standards for the Treatment of Historic Properties with Guidelines for Preserving, Rehabilitating, Restoring & Reconstructing Historic Buildings (2017): Guidelines are provided for 'Setting (district/neighbourhood)'.</p>
18.	Developing Policy					

TABLE 3: LOW PRIORITIES FOR THE PUBLICATION OF AN ICOMOS NZ PRACTICE NOTE

PRIORITY (SURVEY POSITION IS NOTED IN BRACKETS)	KEY ISSUES IDENTIFIED IN THE SURVEY AND IN OTHER CONSULTATION:	WOULD IT SUPPORT THE AIMS OF THE ORGANISATION AND THE DEFINITION / PURPOSE OF AN ICOMOS NZ PRACTICE NOTE?	WHO ARE THE POTENTIAL AUDIENCE FOR THE PRACTICE NOTE?	OPPORTUNITIES:	CONSTRAINTS:	RESOURCES IDENTIFIED IN THE LITERATURE REVIEW
(15)	Issue 1 – see related Topic 4 on the use of the Charter in RMA decision-making (particularly the inclusion of the Charter in Regional and District Plans).	-	-	-	Some of the issues of Developing Policy can be addressed in other proposed practice notes.	-
19.	The management of historic precincts					
(16)	<p>Issue 1: The management of heritage precincts (including character areas) is an emerging topic, particularly with regard to the provisions of the NPS-UD.</p> <p>Issue 2: The issues identified in the consultation are generally related to protection of Historic Precincts in Regional and District Plans.</p> <p>Issue 3: Some similarities with Topic 8: Cultural Landscapes.</p>	<p>Yes – if it was focussed on the two relevant ICOMOS international charters.</p> <p>No – issues 2 & 3 are not directly related the ICOMOS NZ Charter. This could be reviewed if particular concerns are identified with the use of Charter for this issue.</p>	-	<p>Could highlight the ICOMOS Charters:</p> <ul style="list-style-type: none"> ICOMOS, Charter on the Conservation of Historic Towns and Urban Areas (Washington, 1987). ICOMOS, The Valletta Principles for the Safeguarding and Management of Historic Cities, Towns and Urban Areas (2011). <p>And the work of CIVVIH: International committee on Historic Towns and Villages</p>	<p>The ICOMOS Charters may not need further interpretation. The topic is difficult to frame as a Practice Note that is centred on the use of the ICOMOS NZ Charter or other work by ICOMOS.</p> <p>It is however, an important and topical issue, and so it would be useful to develop resources – for example as heritage toolbox topic & possibly a position statement by the organisation.</p>	<p>Australia ICOMOS, Heritage Toolkit: The Conservation of Urban Areas, Towns & Villages</p> <p>Parks Canada, Standards and Guidelines for the Conservation of Historic Places in Canada (2010): ‘Guidelines for cultural landscapes, including heritage districts’.</p> <p>Historic England, Advice Note 1 – Conservation Areas.</p> <p>Historic England, Valuing Places (2011).</p> <p>Historic Environment Scotland, Guidance on Conservation Areas (2019).</p> <p>Scottish Government, Conservation Area Management: Planning Advice (2004).</p> <p>California Building Standards Commission, California Historical Building Code (2020): ‘Qualified Historical Districts, Sites and Open Spaces’.</p> <p>ICOMOS, Charter on the Conservation of Historic Towns and Urban Areas (Washington, 1987).</p> <p>ICOMOS, The Valletta Principles for the Safeguarding and Management of Historic Cities, Towns and Urban Areas (2011).</p>
20.	The use of documentation technologies for assessments					
(18)	-	No – this is technical guidance.	-	-	The survey found that this is the lowest priority for the publication of a practice note, and the key issues have not been clearly identified.	<p>CIPA: International committee on Heritage Documentation</p> <p>International sources</p> <p>Australia ICOMOS, Heritage Toolkit – Heritage Documentation.</p> <p>Parks Canada, Standards and Guidelines for the Conservation of Historic Places in Canada (2010): ‘The Guidelines for the Conservation of Historic Places in Canada’.</p> <p>Historic Environment Scotland, Records Management Plan (2021).</p> <p>Department of the Interior National Park Service, Archaeology and Historic Preservation; Secretary of the Interior’s Standards and Guidelines (1983): ‘Standards for Historical Documentation’ and ‘Guidelines for Historical Documentation’.</p> <p>Department of the Interior National Park Service, Standards and Guidelines for Architectural and Engineering Documentation (1983).</p>

Other Practice Notes proposed in the consultation that followed the survey are:

Topic	Pros and cons	Recommendation
Adaptation	This has been included in proposal for “degrees of intervention”- see Topic 2.	Included in Topic 2
The Charter and Modern Heritage (particularly how to interpret the degrees of intervention)	An ICOMOS NZ has offered to write the Practice Note on this topic. This could be as a separate Practice Note, or possibly as a contribution to “degrees of intervention” – see Topic 2.	Included in Topic 2
Cumulative Change	This issue could be addressed in “degrees of intervention” and “adaptation”.	Included in Topic 2
Use - Retaining existing uses / sustainable ongoing use / finding a “compatible use”.	This issue could be addressed in “degrees of intervention” and “adaptation”.	Included in Topic 2
Heritage Interpretation.	<p>Pros - This could highlight the</p> <ul style="list-style-type: none"> • ICOMOS Ename Charter for the Interpretation & Presentation of Cultural Heritage Sites • ICIP Scientific Committee <p>There is a Burra Charter Practice Note on Interpretation that could be used as a template.</p> <p>Cons – more work is required to establish the local issues that it should address, and why it is needed.</p>	Added to list of Practice Notes as a medium priority.
AEE / Assessing effects of change or proposed developments.	<p>Pros – this is an extension of ‘assessing heritage values’, and ‘degrees of intervention’.</p> <p>Cons – this is, to some degree, an RMA/consenting matter that could and should be covered in HNZPT guidance.</p> <p>Any ICOMOS NZ Practice Note should be based on the Charter and other ICOMOS publications.</p>	<p>Added to list of Practice Notes as a medium priority.</p> <p>The priority of this Practice Note would increase if there was demand from ICOMOS NZ members.</p>
How to undertake a heritage study or inventory project.	<p>Pros – this could advocate for heritage studies to be carried out ahead of District Plan inventory projects.</p> <p>Cons - this is technical guidance on “how to” that is possibly best written by those who commission studies or reports, rather than a Practice Note.</p>	Consider ways that ICOMOS can advocate for this outcome and suggest this topic to HNZPT as part of their Sustainable

	It would have a greater audience if it was written by HNZPT as part of their Sustainable Management of Heritage Series.	Management of Heritage Series.
Theory of Conservation / Conservation Basics	This is guidance on technical heritage matters and does not fit the definition of a Practice Note. It would make a better 'toolbox' topic than a Practice Note.	Consider a 'toolbox' of best-practice conservation theory.
Storage and retention of heritage fabric	This is a technical guide rather than a Practice Note	Consider a 'toolbox' topic.
Definitions	Pros – this has been identified as a particularly well-used part of the Charter that establishes a shared conservation language. Cons – there don't appear to be many issues with the definitions – they are clear to most users.	Low priority
Working with stone	This is a technical guide (rather than a Practice Note).	Consider a 'toolbox' topic if there is demand.

8. ESTIMATED TIME/BUDGET REQUIRED

The development of policy documents can vary significantly according to scope, complexity, stakeholder interest and consultation required. The budget to prepare Individual practice notes will vary from the minimal in the case of those prepared pro bono by ICOMOS members or others to more than \$10,000 for those prepared as commissioned documents from heritage practices.

It is therefore difficult to provide estimates for the cost to prepare individual Practice Notes and the best way to confirm actual costs in the New Zealand context would be to formally seek prices through a request for quotation or tender process. From experience in the preparation of such documents in the Australian context we provide the following cost ranges as guidance:

Document Type	Approximate cost range
Short protocol documents articulating a process or procedure	\$2,000-\$3,000
Illustrated policy document or practice note on a specific issue	\$10,000-\$25,000
Detailed technical guide	\$30,000-\$50,000
Major review of an existing suite of policy documents	\$50,000+

9. CONCLUSION AND RECOMMENDATIONS

There is a recognised need for the production of Practice Notes to assist in the interpretation and implementation of the ICOMOS NZ Charter. The survey has identified an appetite within the ICOMOS members and the heritage sector for Practice Notes as well as policy and technical guidance, however a number of suggested topics fall outside the core activities of ICOMOS NZ or do not meet the definition of a Practice Notes. Within those key issues that can be reasonably progressed through a Practice Note there is a clear hierarchy of preference from those who responded to the survey.

The literature review has identified a wealth of existing guidance and information that could inform future Practice Notes and/or form part of a more practically focused heritage ‘toolkit’.

It is recommended that Practice Notes prepared to support the Charter should:

1. Deliver on the aims of ICOMOS NZ.
2. Focus on the Charter
3. Use a standard template
4. Create enduring documents
5. Consult on drafts and nominations
6. Create partnerships
7. Make best use of limited resources
8. Establish what is needed

The following topics have been identified as being of high priority for the development of Practice Notes:

1. The Charter – an overview
2. Degrees of Intervention (from preservation to adaptation)
3. Understanding and assessing cultural heritage value
4. The use of the Charter in resource management decision-making (including hearings)
5. The Charter and the management of Māori heritage
6. Climate change mitigation and adaptation for heritage places

Of the topics identified as being a medium priority, an offer was made by an ICOMOS member and noted academic to prepare a Practice Note pro bono on the Charter and relocation. This offer provides ICOMOS NZ with the opportunity to test templates, consultation and approval/endorsement procedures at little cost to the organisation.

10. RECOMMENDATIONS

The following actions are recommended to progress this project beyond this scoping report:

1. Circulate this report to the ICOMOS NZ Executive Board for comments and consensus. Once approved by the Executive Board, make this scoping report available for discussion to all ICOMOS NZ members.
2. Undertake an enduring programme for the production and review of Practice Notes following the recommendations in Section 5 of this report.
3. Seek funding to write at least the five highest priority topics. These are:
 - The Charter – an overview
 - Degrees of Intervention (from preservation to adaptation).
 - Understanding and assessing cultural heritage value
 - The use of the Charter in resource management decision-making (including hearings)
 - The Charter and the management of Māori heritage
4. Support the ICOMOS Joint Scientific Committee work on Climate change mitigation and adaptation for heritage places to ensure that it can inform a future Practice Note

5. Consider seeking funding for the medium priority practice notes:
 - The Charter and archaeological practice
 - Cultural Landscapes
 - Disaster Risk Management
 - Heritage Interpretation.
 - Assessing effects of change or proposed developments
6. Encourage and support the production of Practice Notes where there are offers by suitably qualified ICOMOS NZ members to carry out the work at no cost to the organisation. For example:
 - ANZCORP working group to complete their work on a Practice Note for Climate change mitigation and adaptation for heritage places.
 - Modern heritage – either as part of Degrees of Intervention or a standalone document.
 - The Charter – Relocation
7. Seek opportunities to co-produce practice notes (or parts of practice notes) with other interested organisations.
8. Commission the practice notes in ‘batches’ to simplify the consultation process.
9. Actively seek comments from ICOMOS NZ members, heritage agencies, professional organisations and heritage NGOs on the draft reports.
10. Publish the final Practice Notes on the ICOMOS NZ website
11. Consider assembling a toolbox of best-practice guidance that has been prepared by other organisations, particularly for important topics that do not fit the Practice Note definition / format.
12. If a full review of the 2010 charter is under consideration – try to progress this either before or in parallel with the production of Practice Notes.

11. ACKNOWLEDGEMENTS

With particular thanks to Mary O’Keeffe, ICOMOS NZ Deputy Chairperson.

With thanks to all the ICOMOS NZ members and others who completed the online survey, and to everyone who volunteered to join a focus group session, or other follow up meetings.

12. SOURCES

Auckland Council Te Kaunihera o Tāmaki Makaurau. *External and internal membranes*. [Webpage].

<https://www.aucklandcouncil.govt.nz/building-and-consents/Documents/ac2234-external-and-internal-membranes.pdf> (Retrieved October 2021)

Australia ICOMOS. (2013). *The Burra Charter: The Australia ICOMOS Charter for Places of Cultural Significance*. [ICOMOS Charter] (Retrieved October 2021)

- (2013) *The Burra Charter & Guidelines Review*. [Report] <https://australia.icomos.org/wp-content/uploads/The-Burra-Charter-Guidelines-Review.docx> (Retrieved October 2021)
- (2013) *Burra Charter & Guidelines Review: Report on comments received*. [Report] <https://australia.icomos.org/wp-content/uploads/Burra-Charter-Guidelines-Review-Report-on-comments-received.pdf> (Retrieved October 2021)
- *Burra Charter & Practice Notes*. [Webpage] <https://australia.icomos.org/publications/burra-charter-practice-notes/> (Retrieved 22 September 2021)
- *Heritage Toolkit*. [Webpage] <https://australia.icomos.org/resources/australia-icomos-heritage-toolkit/> (Retrieved October 2021)
- Christchurch Council. (2020) *IN THE MATTER of an application by Christ Church Cathedral Reinstatement Limited (CCRL) for the reinstatement of the Christ Church Cathedral and associated facilities and the management of other heritage items AND UNDER the Christ Church Cathedral Reinstatement Act 2017 and the Christ Church Cathedral Reinstatement Order 2020 and the Resource Management Act 1991*. [Resource Consent Decision by Independent Hearings' Commissioner].
- Engineering New Zealand. *Practice Notes and Guidelines*. Webpage <https://www.engineeringnz.org/engineer-tools/engineering-documents/practice-notes-and-guidelines/> (Retrieved 22 September 2021)
- Environment Court of New Zealand. (2018). *The Wellington Co. Ltd v Save Erskine College Trust NZEnvC 006*. [Environment Court decision] <https://www.environmentcourt.govt.nz/assets/Documents/Decisions/2018-NZEnvC-006-The-Wellington-Co.-Ltd-v-Save-Erskine-College-Trust.pdf> (Retrieved October 2021)
- (2016). *Taggart Earthmoving Ltd v Heritage New Zealand Pouhere Taonga NZEnvC 123*. [Environment Court decision] <http://www.nzlii.org/cgi-bin/sinodisp/nz/cases/NZEnvC/2016/123.html?query=Taggart%20Earthmoving%20Ltd> (Retrieved October 2021)
- (2013). *Lambton Quay Properties Nominee Limited v Wellington City Council NZEnvC 238*. [Environment Court decision]. [Lambton Quay Properties Nominee Limited v Wellington City Council \[2013\] NZEnvC 238 \(7 October 2013\) \(nzlii.org\)](https://www.nzlii.org/nz/cases/nzenvc/2013/238.html) (Retrieved October 2021)
- ICOMOS New Zealand Te Mana O Nga Pouwhenua O Te Ao. *Home*. [Webpage]. <https://icomos.org.nz> (Retrieved October 2021)
- *Charters*. [Webpage]. <https://icomos.org.nz/charters/> (Retrieved October 2021)
- *ICOMOS NZ Charter for the Conservation of Places of Cultural Heritage Value*. (2010). [ICOMOS Charter]
- *Membership*. [Webpage] <https://icomos.org.nz/membership/> (Retrieved October 2021)
- (2021) *ICOMOS Charter Citations – Environment Court & High Court Decisions*. [Unpublished paper].
- (2020) *Capability Fund Seed Funding Application*. [Unpublished paper].
- IHBC: Institute of Historic Building Conservation. [Webpage] <https://ihbconline.co.uk/toolbox/> (Retrieved October 2021)
- MfE et al. Quality Planning. *Legal Aspects*. [Webpage]. <https://qualityplanning.org.nz/node/139> (Retrieved October 2021)
- New Zealand Ministry of Justice. *Lawyers & Service Providers: Practice notes & procedures*. [Webpage]. <https://www.justice.govt.nz/about/lawyers-and-service-providers/service-providers/practice-notes-and-procedures/> (Retrieved 22 September 2021)

Otago Regional Council. *Resource consenting practice and guidance notes*. [Webpage].
<https://www.orc.govt.nz/consents-and-compliance/consenting-information/resource-consenting-practice-and-guidance-notes> (Retrieved October 2021)

Queenstown Lakes District Council. *Practice notes and guidance*. [Webpage].
<https://www.qldc.govt.nz/services/resource-consents/practice-notes-and-guidance> (Retrieved October 2021)

APPENDIX 1: NEW ZEALAND LITERATURE REVIEW

APPENDIX 2: INTERNATIONAL LITERATURE REVIEW

APPENDIX 3: SURVEY RESULTS AND ANALYSIS

Appendix 1: New Zealand Literature Review

ICOMOS New Zealand / Te Mana O Nga Pouwhenua O Te Ao Practice Notes New Zealand Literature Review

CONTENTS

A1 -1.	RESEARCH TOPICS AND RELATED CHARTERS/GUIDELINES IDENTIFIED BY NEW ZEALAND ICOMOS	2
A1 -2.	NEW ZEALAND HERITAGE POLICY AND TECHNICAL GUIDANCE (INCLUDING ICOMOS CHARTERS GENERALLY)	5
2.1.	ICOMOS NZ & ICOMOS - PUBLICATIONS	5
2.2.	HERITAGE NEW ZEALAND POUHERE TAONGA (HNZPT) - PUBLICATIONS	8
2.3.	OTHER NEW ZEALAND GOVERNMENT AGENCIES - PUBLICATIONS	15
	DEPARTMENT OF CONSERVATION (DoC)	15
	MINISTRY FOR THE ENVIRONMENT (MfE)	16
	MANATŪ TAONGA MINISTRY FOR CULTURE AND HERITAGE (MCH)	16
	MINISTRY FOR THE ENVIRONMENT (MfE) et al	17
	MINISTRY FOR JUSTICE.....	17
2.4.	OTHER NEW ZEALAND NGOS - PUBLICATIONS	17
	NEW ZEALAND ARCHAEOLOGICAL ASSOCIATION (NZAA)	17
	NEW ZEALAND INSTITUTE OF LANDSCAPE ARCHITECTS (NZILA).....	18
A1 -3.	THE USE OF THE ICOMOS NZ CHARTER IN HEARINGS	19
A1 -4.	PRACTICE NOTES PUBLISHED BY VARIOUS ORGANISATIONS	25
4.1.	AUSTRALIA ICOMOS - BURRA CHARTER PRACTICE NOTES	25
4.2.	NEW ZEALAND INSTITUTE OF ARCHITECTS (NZIA) – PRACTICE NOTES	25
4.3.	ENGINEERING NZ - PRACTICE NOTES & GUIDELINES.....	26
A1 -5.	ORGANISATIONS OR AGENCIES THAT MAY HAVE AN INTEREST IN ICOMOS NZ CHARTER PRACTICE NOTES.	28
5.1.	HNZPT INCLUDING THE TE KAUNIHERA MĀORI O TE POUHERE TAONGA / MĀORI HERITAGE COUNCIL.....	28

5.2.	MFE - QUALITY PLANNING WEBSITE.....	29
5.3.	OTHER GOVERNMENT AGENCIES AND RESOURCES.....	30
5.4.	TERRITORIAL AUTHORITIES.....	30
5.5.	NGĀ AHO.....	31
5.6.	NZAA.....	31
5.7.	NZCCM.....	32
5.8.	OTHER PROFESSIONAL ORGANISATIONS.....	33

A1 -1. RESEARCH TOPICS AND RELATED CHARTERS/GUIDELINES IDENTIFIED BY NEW ZEALAND ICOMOS

The following table organises the publications identified in the review of New Zealand heritage guidance under the general topic headings included in the survey that was undertaken as part of the scoping report project. It includes:

- Heritage publications by government agencies in NZ – for example HNZPT & DoC
- Other publications by government agencies in NZ that include some reference to heritage management – for example MfE & MBIE
- ICOMOS publications - including the ICOMOS NZ Charter and other international charters

The Charter – an overview

- The ICOMOS NZ Charter.
- HNZPT Sustainable Management of Heritage series – particularly:
 - “Principles and Issues” discussion paper

Degrees of Intervention (from preservation to adaptation).

- ICOMOS Specialist Committees – for example ISC20C, ICORP, ISCES.
- HNZPT Sustainable Management of Heritage series – particularly
 - “Principles and Issues” discussion paper
 - “Providing for Physical Access to Heritage Places” guideline
 - “Fire Safety and Heritage Places” guidelines
- Appleton Charter for the Protection and Enhancement of the Built Environment

Understanding and assessing cultural heritage value

- HNZPT Sustainable Management of Heritage series, particularly:
 - “Regional Policy Statements” guideline
 - “Regional Plans” guideline
 - “District Plans” guideline
 - “Principles and Issues” discussion paper

The use of the Charter in Hearings

- HNZPT Sustainable Management of Heritage series, particularly:
 - “Regional Policy Statements” guideline
 - “Regional Plans” guideline
 - “District Plans” guideline
 - “Principles and Issues” discussion paper
- Environment Court of New Zealand “Practice Note 2014” (particularly the Code of Conduct for Expert Witnesses).
- MfE et al, “Quality Planning” website

The Charter and the management of Māori heritage.

- ICOMOS NZ Māori Committee & other specialist committees where appropriate.
- HNZPT, Tapuwae: A Vision for Places of Māori Heritage.
- HNZPT Sustainable Management of Heritage Series, particularly:
 - “Iwi Management Plans” guideline.

Climate change mitigation and adaptation for heritage places.

The Charter – relocation

The Charter and archaeological practice

- HNZPT website and publications including:
 - Statement of General Policy: Administration of the Archaeological Provisions
 - AGS* Guideline series
- DoC, *Practical guidelines for protecting and managing archaeological sites in New Zealand.* (2007)

Also

- ICOMOS Charter for the Protection and Management of Archaeological Heritage (1990)
- ICOMOS Charter on the Protection and Management of Underwater Cultural Heritage (1996)

Cultural Landscapes

- ICOMOS Scientific Committees – ISCC & NZ Māori Committee
- The work of the NZILA – particularly the 2005 Dunedin Conference “Looking forward to Heritage Landscapes.”

- HNZPT Sustainable Management of Heritage series, particularly:
 - “Landscape Heritage Values” discussion paper.
- DoC – Bannockburn Heritage Landscape Study.

Disaster Risk Management

- ICORP: International committee on Risk Preparedness
- HNZPT, Earthquake-prone Policies Prepared under the Building Act 2014, Sustainable Management of Historic Heritage Guidance Series, 2007.
- HNZPT, Fire safety and Heritage Places, Sustainable Management of Historic Heritage Guidance Series, 2007.

Preparing studies and reports: contractual and ethical issues

- ICOMOS NZ Code of Ethics
- ICOMOS, Ethical Principles.
- HNZPT Sustainable Management of Heritage series, particularly:
 - “Principles and Issues” discussion paper

The Charter – Reconstruction

- The Nara Document on Authenticity (1994)

Earthquake strengthening

- ICOMOS Scientific Committees - ICORP
- MBIE, Securing parapets and facades on unreinforced masonry buildings
- MCH Heritage EQUIP website

Writing a conservation plan

The Charter – setting

Developing Policy

The management of historic precincts

- Charter for the Conservation of Historic Towns and Urban Areas (Washington Charter 1987)

The use of documentation technologies for assessments

- CIPA: International committee on Heritage Documentation

A1 -2. NEW ZEALAND HERITAGE POLICY AND TECHNICAL GUIDANCE (INCLUDING ICOMOS CHARTERS GENERALLY)

2.1. ICOMOS NZ & ICOMOS - PUBLICATIONS

PUBLICATION & LINK	DATE	COMMENTS
ICOMOS New Zealand Charter for the Conservation of Places of Cultural Heritage Value	2010	<p><i>Following the spirit of the International Charter for the Conservation and Restoration of Monuments and Sites (the Venice Charter - 1964), this charter sets out principles to guide the conservation of places of cultural heritage value in New Zealand. It is a statement of professional principles for members of ICOMOS New Zealand.</i></p> <p><i>This charter is also intended to guide all those involved in the various aspects of conservation work, including owners, guardians, managers, developers, planners, architects, engineers, craftspeople and those in the construction trades, heritage practitioners and advisors, and local and central government authorities. It offers guidance for communities, organisations, and individuals involved with the conservation and management of cultural heritage places.</i></p> <p><i>This charter should be made an integral part of statutory or regulatory heritage management policies or plans, and should provide support for decision makers in statutory or regulatory processes.</i></p> <p><i>Each article of this charter must be read in the light of all the others. Words in bold in the text are defined in the definitions section of this charter.</i></p> <p><i>This revised charter was adopted by the New Zealand National Committee of the International Council on Monuments and Sites at its meeting on 4 September 2010.</i></p>
Te Tūtohunga ICOMOS o Aotearoa mō te Atawhai i ngā Tino Wāhi Ahurea Tuku Iho	2010	<p><i>I runga i te wairua o te kaupapa o Te Tūtohunga o te Ao mō te Atawhai me te Whakaora i ngā Whare Tawhito me ngā Wāhi (te Tūtohunga o Venice – 1964), e whakarārangi ana tēnei tūtohunga i ngā mātāpono hei ārahi i te atawhai o ngā tino wāhi ahurea tuku iho i Aotearoa. He tauākītanga o ngā mātāpono ngaio mō ngā mema ICOMOS o Aotearoa.</i></p> <p><i>Hei ārahi anō tēnei tūtohunga i te hunga kei roto i ngā mahi huhua o te atawhai, tae atu ki ngā tāngata nō rātou ngā whenua, ngā kaitiaki, ngā kaiwhakahaere, ngā kaiwhakawhanake, ngā kaiwhakamahere, ngā kaihoahoa, ngā kaipūkaha, ngā tohunga haratau me ērā i roto i ngā mahi hanga whare, ngā kaitiaki rawa me ngā kaitohutohu, tae atu ki ngā āpiha o te kāwanatanga me te kāwanatanga ā-rohe. He tuku tohutohu mō ngā hāpori, ngā whakahaere, me ngā tāngata i roto i ngā kaupapa atawhai me te whakahaere i ngā wāhi ahurea tuku iho.</i></p>

2.1. ICOMOS NZ & ICOMOS - PUBLICATIONS

PUBLICATION & LINK	DATE	COMMENTS
International Charter for the Conservation and Restoration of Monuments and Sites (The Venice Charter 1964)	1964	<p><i>Me uru tēnei tūtohinga hei wāhanga matua o ngā kaupapa here me ngā mahere whakahaere rawa tuku iho, ā-ture, ā-whakaritenga hoki, me te tuku tautoko ki te hunga whakatau tikanga i roto i ngā whakahaere ā-ture.</i></p> <p><i>Me pānui ia upoko o tēnei tūtohinga i runga i te whakaaro mō ngā upoko katoa. Ko ngā kupu miramira e whakamāramahia ana i te wāhanga whakamārama o tēnei tūtohinga.</i></p> <p><i>I whakamanahia tēnei tūtohinga e te Komiti o Aotearoa mō Ngā Pouwhenua o te Ao i tana hui i te 4 o Mahuru 2010.</i></p>
Historic Gardens (The Florence Charter 1981)	1981	<p><i>The ICOMOS-IFLA International Committee for Historic Gardens, meeting in Florence on 21 May 1981, decided to draw up a charter on the preservation of historic gardens which would bear the name of that town. The present Florence Charter was drafted by the Committee and registered by ICOMOS on 15 December 1982 as an addendum to the Venice Charter covering the specific field concerned.</i></p>
Charter for the Protection and Management Of the Archaeological Heritage (1990)	1990	<p><i>It is widely recognised that a knowledge and understanding of the origins and development of human societies is of fundamental importance to humanity in identifying its cultural and social roots.</i></p> <p><i>The archaeological heritage constitutes the basic record of past human activities. Its protection and proper management is therefore essential to enable archaeologists and other scholars to study and interpret it on behalf of and for the benefit of present and future generations.</i></p> <p><i>The protection of this heritage cannot be based upon the application of archaeological techniques alone. It requires a wider basis of professional and scientific knowledge and skills. Some elements of the archaeological heritage are components of architectural structures and in such cases must be protected in accordance with the criteria for the protection of such structures laid down in the 1966 Venice Charter on the Conservation and Restoration of Monuments and Sites. Other elements of the archaeological heritage constitute part of the living traditions of indigenous peoples, and for such sites and monuments the participation of local cultural groups is essential for their protection and preservation.</i></p>
The Burra Charter: The Australia ICOMOS Charter for Places of Cultural Significance	2013	

2.1. ICOMOS NZ & ICOMOS - PUBLICATIONS

PUBLICATION & LINK	DATE	COMMENTS
Appleton Charter for the Protection and Enhancement of the Built Environment	1983	<p><i>Intervention within the built environment may occur at many levels (from preservation to redevelopment), at many scales (from individual building elements to entire sites), and will be characterized by one or more activities, ranging from maintenance to addition.</i></p> <p><i>Though any given project may combine intervention scales, levels and activities, projects should be characterized by a clearly stated goal against which small scale decisions may be measured.</i></p> <p><i>The appropriate level of intervention can only be chosen after careful consideration of the merits of the following:</i></p> <ul style="list-style-type: none"> • <i>cultural significance,</i> • <i>condition and integrity of the fabric,</i> • <i>contextual value,</i> • <i>appropriate use of available physical, social and</i> • <i>economic resources.</i>
Charter on the Protection and Management of Underwater Cultural Heritage (1996)	1996	<i>This Charter is intended to encourage the protection and management of underwater cultural heritage in inland and inshore waters, in shallow seas and in the deep oceans. It focuses on the specific attributes and circumstances of cultural heritage under water and should be understood as a supplement to the ICOMOS Charter for the Protection and Management of Archaeological Heritage, 1990.</i>
The ICOMOS Charter on Cultural Routes	2008	<i>This concept introduces a model for a new ethics of conservation that considers these values as a common heritage that goes beyond national borders, and which requires joint efforts.</i>
International Cultural Tourism Charter: Managing Tourism at Places of Heritage Significance (1999)	1999	<p><i>At a time of increasing globalisation, the protection, conservation, interpretation and presentation of the heritage and cultural diversity of any particular place or region is an important challenge for people everywhere. However, management of that heritage, within a framework of internationally recognised and appropriately applied standards, is usually the responsibility of the particular community or custodian group.</i></p> <p><i>A primary objective for managing heritage is to communicate its significance and need for its conservation to its host community and to visitors. Reasonable and well managed physical, intellectual and/or emotive access to heritage and cultural development is both a right and a privilege. It brings with it a duty of respect for the heritage values, interests and equity of the present-day host community, indigenous custodians or owners of historic property and for the landscapes and cultures from which that heritage evolved.</i></p>

2.1. ICOMOS NZ & ICOMOS - PUBLICATIONS

PUBLICATION & LINK	DATE	COMMENTS
Charter for the Conservation of Historic Towns and Urban Areas (Washington Charter 1987)	1987	
The ICOMOS Charter for The Interpretation and Presentation of Cultural Heritage Sites	2008	
The Nara Document on Authenticity (1994)	1994	
ICOMOS Charter- Principles for the Analysis, Conservation and Structural Restoration of Architectural Heritage (2003)	2003	<i>Structures of architectural heritage, by their very nature and history (material and assembly), present a number of challenges in diagnosis and restoration that limit the application of modern legal codes and building standards. Recommendations are desirable and necessary to both ensure rational methods of analysis and repair methods appropriate to the cultural context.</i>
Charter on the Built Vernacular Heritage (1999)	1999	

2.2. HERITAGE NEW ZEALAND POUHERE TAONGA (HNZPT) - PUBLICATIONS

PUBLICATION & LINK	DATE	COMMENTS	THE CHARTER
Significance Assessment Guidelines: Guidelines for Assessing Historic Places and Historic Areas for the New Zealand List / Rārangī Kōrero	2019	<i>This guide is an internal document to assist Heritage New Zealand Pouhere Taonga ('Heritage New Zealand') staff and governance in applying the statutory criteria for the inclusion of historic places and historic areas on the New Zealand Heritage List/Rārangī Kōrero ('the List'). It also provides useful guidance on writing significance statements.</i>	Charter is cited
		<i>This guide must be followed by Heritage New Zealand staff during the List entry process.</i>	

2.2. HERITAGE NEW ZEALAND POUHERE TAONGA (HNZPT) - PUBLICATIONS

PUBLICATION & LINK	DATE	COMMENTS	THE CHARTER
Heritage redesigned: Adapting historic places for contemporary New Zealand	2011		Charter is cited
Saving the Town: Heritage Toolkit	2020	<i>The purpose of this Saving the Town toolkit is to provide councils and community stakeholders with ideas for, suggestions on and information about a range of strategies, programmes and practical initiatives that can be used to take a proactive approach to facilitating and encourage heritage retention, preservation and reuse.</i>	
Heritage New Zealand Pouhere Taonga Annual Reports Purongo Ā Tau	2019		Charter is cited (2019)
Tapuwae: Nā Te Kaunihera Māori Mō Te Pouhere Taonga Māori The Māori Heritage Council Statement on Māori Heritage	2017		
MĀORI HERITAGE - LINK			
Protecting Māori heritage			
Marae Conservation			
Grants and funding			
STATEMENTS OF GENERAL POLICY - LINK			
Advocating for the Conservation of Historical and Cultural Heritage	2015		Charter is cited
The Administration of the Archaeological Provisions under the Heritage New Zealand Pouhere Taonga Act 2014	2015		
The Administration of the National Historic Landmarks Ngā Manawhenua O Aotearoa Me Ōna Kōrero Tūturu	2015		Charter is cited

2.2. HERITAGE NEW ZEALAND POUHERE TAONGA (HNZPT) - PUBLICATIONS

PUBLICATION & LINK	DATE	COMMENTS	THE CHARTER
Management and use of Historic Places Owned, Controlled or Vested in Heritage New Zealand Pouhere Taonga	2015		Charter is cited
The Administration of the New Zealand Heritage List/ Rārangī Kōrero	2015		
CONSERVATION PLANS			
Various conservation plans	various		Charter is cited
SUSTAINABLE MANAGEMENT OF HISTORIC HERITAGE - LINK			
GUIDES			
Guide No. 1 Regional Policy Statements	2007		
Guide No. 2 Regional Plans	2007		
Guide No. 3 District Plans	2007		Charter is cited
Guide No. 4 Resource Consents	2007		Charter is cited
Guide No. 5 State of The Environment Reporting and Monitoring	2007		
Guide No. 6 Building Act 2004	2007		Charter is cited
Guide No. 7 Insurance and Heritage Properties	2007		Charter is cited
Guide No. 9 Heritage Provisions: Dangerous, Earthquake Prone, Insanitary Buildings and Dangerous Dams Policies Building Act 2004	2007		Charter is cited
Incentives for Historic Heritage	2013		
Guidance Series Iwi Management Plans	2012		

2.2. HERITAGE NEW ZEALAND POUHERE TAONGA (HNZPT) - PUBLICATIONS

PUBLICATION & LINK	DATE	COMMENTS	THE CHARTER
Guidance Series Fire Safety and Heritage Places	2012		Charter is cited
Guidance Series Providing for Physical Access to Heritage Places	2011		Charter is cited
DISCUSSION PAPERS			
Discussion Paper No. 1 Historic Heritage Principles and Issues	2007		Charter is cited
Discussion Paper No.2 Assessment of Effects on the Historic Environment	2007		Charter is cited
Discussion Paper No.3 Heritage Landscape Values	2007		Charter is cited
Discussion Paper No. 4 Urban Design And Historic Heritage	2007		Charter is cited
Discussion Paper No. 5 High Country Tenure Review – Implications For Historic Heritage And Landscapes In The South Island High Country	2007		Charter is cited
Discussion Paper No. 6 Heritage at Risk: Addressing the Issue of the Demolition by Neglect of Historic Heritage in New Zealand	2007		
Discussion Paper No.7 Windfarms and Historic Heritage	2007		Charter is cited
GUIDANCE INFORMATION SHEETS			
Information Sheet 1 Principles for Assessing appropriate or inappropriate Subdivision,	2007		Charter is cited

2.2. HERITAGE NEW ZEALAND POUHERE TAONGA (HNZPT) - PUBLICATIONS

PUBLICATION & LINK	DATE	COMMENTS	THE CHARTER
Use and Development on Historic Heritage Values			
Information Sheet 2 Assessment criteria to assist in the identification of Historic Heritage Values	2007		
Information Sheet 3 A framework for Historic Heritage	2007		
Information Sheet 4 Historic Heritage Schedules in RMA Regional and District Plans	2007		
Information Sheet 5 Model Heritage Rules for RMA Regional and District Plans (historic buildings)	2007		
Information Sheet 6 Model Heritage Rules for RMA Regional ¹ and District Plans (Historic Sites)	2007		
Information Sheet 7 Model Heritage Rules for RMA Regional and District Plans (Places and Areas of Significance to Maori)	2007		
Information Sheet 8 Model Heritage Rules for RMA Regional ¹ and District Plans (Historic Areas)	2007		
Information Sheet 9 Preparing a Heritage Impact Assessment	2007		Charter is cited
Information Sheet 10 Archaeological Site Advice Notices for RMA plans and consents	2007		

2.2. HERITAGE NEW ZEALAND POUHERE TAONGA (HNZPT) - PUBLICATIONS

PUBLICATION & LINK	DATE	COMMENTS	THE CHARTER
Information Sheet 11 Repairs and Maintenance to Historic Places and Areas	2007		Charter is cited
Information Sheet 12 Alterations and additions to historic buildings	2007		Charter is cited
Information Sheet 13 Relocation of historic buildings	2007		Charter is cited
Information Sheet 14 Partial demolition of historic buildings	2007		
Information Sheet 15 Demolition of historic buildings	2007		
Information Sheet 16 Assessing Impacts on the Surroundings associated with Historic Heritage	2007		
Information Sheet 17 Assessing Impacts on Historic Areas	2007		
Information Sheet 18 Assessing Impacts on Places and Areas of Significance to Maori	2007		
Information Sheet 19 Assessing Impacts on Historic Sites, including Archaeological Sites	2007		
Information Sheet 20 Assessing Impacts of Subdivision on Historic Heritage	2007		
Information Sheet 21 Assessing Impacts of Advertising Signs on Historic Heritage	2007		

2.2. HERITAGE NEW ZEALAND POUHERE TAONGA (HNZPT) - PUBLICATIONS

PUBLICATION & LINK	DATE	COMMENTS	THE CHARTER
Information Sheet 22 Assessing Impacts of Designations on Historic Heritage	2007		
Information Sheet 23 Best Practice (Model) Historic Heritage Rule Guidance for Regional Coastal Plans (CMA)	2007		
Information Sheet 24 Monitoring the State of Historic Heritage Sample Form	2007		
ARCHAEOLOGICAL GUIDANCE			
Generally - Archaeology Protecting Heritage Heritage New Zealand			
Guidelines and Templates - LINK			
AGS1 Guidelines for investigation and recording of buildings and standing structures	2018		
AGS2 Guidelines for writing archaeological assessments	2019		
AGS3 Research strategies for archaeological authority applications	2019		
AGS6 Dealing with overdue authority reports	2007		
AGS7 Guidelines for the finding of artefacts	2019		
AGS8 Guidelines for koiwi tangata/human remains	2014		

2.2. HERITAGE NEW ZEALAND POUHERE TAONGA (HNZPT) - PUBLICATIONS

PUBLICATION & LINK	DATE	COMMENTS	THE CHARTER
AGS9 Guidelines for midden sampling and analysis	2014		
AGS10 Guidelines for approval of person to carry out activity (Section 45)	2017		
AGS11 Guidelines for the declaration of an archaeological site	2021		

ARCHAEOLOGICAL TEMPLATES

ATS1 Archaeological assessment template

ATS2 Archaeological interim report template

2.3. OTHER NEW ZEALAND GOVERNMENT AGENCIES - PUBLICATIONS

PUBLICATION & LINK	DATE	COMMENTS	THE CHARTER
DEPARTMENT OF CONSERVATION (DoC)			
Caring for Archaeological Sites: Practical guidelines for protecting and managing archaeological sites in New Zealand.	2007	<i>This manual has been written by archaeologists who believe that conservation of archaeological sites is an important task, for iwi Māori, for the public, and for all those people in professional employment who are privileged to advise on conservation. One of the first rules to be followed in planning conservation is to analyse the different values that relate to a site. To whom does the place matter, and why? Like many Māori, archaeologists believe that the sites, whether they are tapu or open to the public, are a valuable resource that deserves to be protected and conserved for future generations. Everyone has an interest in their protection. They are important as icons, symbols and resources for the identity of Māori and Pākehā New Zealanders. They are also places of education and research that deserve the best protection that our new</i>	

2.3. OTHER NEW ZEALAND GOVERNMENT AGENCIES - PUBLICATIONS

PUBLICATION & LINK	DATE	COMMENTS	THE CHARTER
Bannockburn Heritage Landscape Study.	2004	<p><i>techniques presented here can provide. However, we must always remember that future generations may judge us harshly if we have rushed to intervene where it was not necessary, or carried out protective measures that have done more harm than good. This work deserves your attention, your questions, and your support</i></p> <p><i>The primary purpose of this study was to trial a newly-developed methodology for investigating heritage at a landscape scale (Appendix 1). A secondary purpose was to produce a heritage landscape report on the Bannockburn area of Central Otago (Fig. 1).</i></p>	
MINISTRY FOR THE ENVIRONMENT (MfE)			
Guidance: Securing parapets and facades on unreinforced masonry buildings: Advice for building owners, councils and engineers	2018	<p><i>Following the Hurunui/Kaikōura earthquake on 14 November 2016 there was an expected increase in the risk of further earthquakes from Amberley in the South Island, to Lower Hutt in the North Island over the next 12 months. The Government made an Order in Council, amending the Building Act 2004, to address the increased risk to public safety from unreinforced masonry (URM) buildings and contribute to overall public confidence in the performance of these buildings in Wellington City, Hutt City, Marlborough District and Hurunui District Council areas.</i></p> <p>The guidelines include discussion on an approach to strengthening heritage buildings.</p>	
MANATŪ TAONGA MINISTRY FOR CULTURE AND HERITAGE (MCH)			
Heritage EQUIP website		<p>A programme for funding and supporting works to strengthen earthquake-prone buildings. Includes advice on:</p> <ul style="list-style-type: none"> • Planning and managing projects. • Funding projects. • Finding project professionals. • Case studies. 	

2.3. OTHER NEW ZEALAND GOVERNMENT AGENCIES - PUBLICATIONS

PUBLICATION & LINK	DATE	COMMENTS	THE CHARTER
MINISTRY FOR THE ENVIRONMENT (MfE) et al Quality Planning: The Quality Planning Resources		<p><i>The Quality Planning website (QP) exists to 'promote good practice by sharing knowledge about all aspects of practice under the RMA'.</i></p> <p><i>It is a useful resource for:</i></p> <ul style="list-style-type: none"> • <i>resource management practitioners</i> • <i>council planners</i> • <i>private practitioners</i> • <i>consultants and</i> • <i>environmental managers.</i> <p><i>Launched in 2001 this successful partnership is backed by the Ministry for the Environment, New Zealand Planning Institute, Resource Management Law Association, New Zealand Institute of Surveyors, Local Government New Zealand and New Zealand Institute of Architects.</i></p>	Charter is cited
MINISTRY FOR JUSTICE Practice note Environment Court of New Zealand	2014	<p><i>Environment Court of New Zealand Practice Note 2014.</i></p> <p>This includes the Code of Conduct for Expert Witnesses, their duty to the Court, and Evidence of an expert witness.</p>	

2.4. OTHER NEW ZEALAND NGOS - PUBLICATIONS

PUBLICATION & LINK	DATE	COMMENTS
NEW ZEALAND ARCHAEOLOGICAL ASSOCIATION (NZAA) Various publications on heritage policy and technical guidance - LINK		

Conference - Looking forward to heritage landscapes 2005
- [LINK](#)

Landscapes are a never-ending conversation. Within them we weave our living and senses of belonging. Also gathered there are the past actions and meanings of the many people who have lived and died before. And it's in these landscapes that those who come after us will dwell. How might these pasts that are bound to our heritage landscapes engage in the future? How might future landscapes be enriched by the past? What strategies could be pursued in such work? Or, as the conference theme suggests: how are we 'looking forward to Heritage Landscapes'?

This conference, hosted by New Zealand Institute of Landscape Architects, arose from a desire to address these questions. Case studies, papers and design-led approaches on the following themes were invited: what is meant by heritage landscapes; living with heritage landscapes; and local examples of resources and responses.

A1 -3. THE USE OF THE ICOMOS NZ CHARTER IN HEARINGS

This table is adapted from initial work by ICOMOS NZ that identified hearing decisions that include reference to the ICOMOS NZ Charter. The document *ICOMOS Charter Citations – Environment Court & High Court Decisions* unpublished report was prepared by Mary O’Keeffe in February 2021.

Case	Key issues	Status of the Charter - for example it is not referred to in any statutory instruments.	Concerns about the Charter, or the way it has been applied.	Positive comments on the Charter, or its use by Expert Witnesses.
All Saints Church, Palmerston North (Independent Hearings Commissioner’s Decision) 2021. ¹	The demolition of the existing baptistery; the addition of a new lobby and reception area; new entrances; an office space; and a new roof.	Included in District Plan and Conservation Plan.		Impartiality of the “ICOMOS witnesses” was questioned and the Commissioners found that there was no conflict (4.26 – 4.30).
Canterbury Museum (Independent Hearings Commissioner’s Decision) 2021 ²	Comprehensive redevelopment of the Canterbury Museum complex including the Robert McDougall Art Gallery.			<i>The ICOMOS charter and conservation plans for both the museum and the RMAG were discussed by a number of witnesses. They have informed [the Independent Hearings’ Commissioner’s] decision-making. (275)</i>
Christ Church Cathedral, reinstatement (Independent Hearings)	Reinstatement	This is noted in the decision.	<i>[the Charter] appropriately applies to buildings where the law has earmarked them for complete preservation and is not therefore apt for a building that is in the state the Cathedral is in.</i>	

¹ Independent Hearings’ Commissioner, *Application for Resource Consent LU 5331: Being an application for land use consent for additions and alterations of All Saints Church, including: the demolition of the existing baptistery; the addition of a new lobby and reception area; new entrances; an office space; and a new roof. 338 Church Street, Palmerston North City. Notice of Decision by Independent Hearings Panel. 27 April 2021* [Commissioner Recommendation \(pncc.govt.nz\)](https://www.pncc.govt.nz); see also [All Saints Church additions and alterations \(pncc.govt.nz\)](https://www.pncc.govt.nz) for full resource consent application and witness statements.

² Independent Hearings’ Commissioner, BEFORE THE CHRISTCHURCH CITY COUNCIL IN THE MATTER OF The Resource Management Act 1991 and IN THE MATTER OF Resource Consent Application RMA/2020/2852 by Canterbury Museum Trust Board for a comprehensive redevelopment of the Canterbury Museum complex including the Robert McDougall Art Gallery. 26 July 2021

Case	Key issues	Status of the Charter - for example it is not referred to in any statutory instruments.	Concerns about the Charter, or the way it has been applied.	Positive comments on the Charter, or its use by Expert Witnesses.
Commissioner's Decision) 2020. ³				
Erskine College, proposed demolition (Interim Decision) 2018. ⁴	Demolition	<i>The Charter is not a set of rules promulgated after processes akin to Schedule 1 of the RMA.</i>	<p><i>...focusses strongly on retention and preservation of places of cultural heritage value in quite a pure sense.</i></p> <p>[and]</p> <p>The Charter is considered to be a set of guidelines, rather than rules.</p> <p><i>...we are not happy with the inclination of some witnesses to cherry-pick various of its provisions and treat them like rules.</i></p>	<i>...it is however no doubt a document prepared with great care, following international best practice consideration by heritage conservation experts, and is often held in high regard.</i>
Archaeological authority appeal regarding the proposed demolition of McLean's Mansion (2016). ⁵	Archaeological Authority, demolition			The Charter is referred to as "best conservation practice".
Euphrasie House, proposed demolitions and alterations to St Mary's Chapel, Hamilton (2014). ⁶	Demolition			Chapel restoration proposal would adhere to the conservation principles of the Charter.

³Independent Hearings' Commissioner, *IN THE MATTER of an application by Christ Church Cathedral Reinstatement Limited (CCRL) for the reinstatement of the Christ Church Cathedral and associated facilities and the management of other heritage items AND UNDER the Christ Church Cathedral Reinstatement Act 2017 and the Christ Church Cathedral Reinstatement Order 2020 and the Resource Management Act 1991*, Resource Consent Decision, Christchurch City Council, 2020.

⁴ *The Wellington Co. Ltd v Save Erskine College Trust* [2018] NZEnvC 006 <https://www.environmentcourt.govt.nz/assets/Documents/Decisions/2018-NZEnvC-006-The-Wellington-Co.-Ltd-v-Save-Erskine-College-Trust.pdf>

⁵ *Taggart Earthmoving Ltd v Heritage New Zealand Pouhere Taonga* [2016] NZEnvC 123

⁶ *Hamilton East Community Trust v Hamilton City Council* [2014] NZEnvC 220

Case	Key issues	Status of the Charter - for example it is not referred to in any statutory instruments.	Concerns about the Charter, or the way it has been applied.	Positive comments on the Charter, or its use by Expert Witnesses.
Auckland plan design guidelines (2013). ⁷	District Plan Change			<i>At 3.5 The ICOMOS Charter – the reference to the ICOMOS Charter is clearly intended to be relevant to conservation area and scheduled buildings and we can see no objection to it being included in these Guidelines.</i>
Harcourts (T&G) Building, proposed demolition, Wellington (2013). ⁸	Demolition			Charter seen as a “useful guide to heritage values” Proposed demolition would not achieve purpose of charter.
Auckland plan change – Britomart (2013). ⁹	District Plan Change			Charter was referenced.
Ashburton Railway Station, proposed demolition (2011). ¹⁰	Demolition	Noted.		<i>It is not a statutory document, but it is widely regarded as highly relevant to the issues, and as a statement of professional practice for relevant disciplines. It is helpful to consider some of the points it contains.</i>
Masonic Hotel, proposed adaptation and partial demolition, Devonport (2010). ¹¹	Reassembly, reconstruction and restoration.			Refers to Charter definitions including “reassembly”, “reconstruction” & “restoration”.
Spinks Cottage, proposed relocation, St	Relocation.			Charter cited as an “important reference”. Charter sections: “setting”, “relocation”, & “adaptation” were considered.

⁷ *New Zealand Heavy Haulage Association Incorporated v Auckland Council* [2013] NZEnvC 240

⁸ *Lambton Quay Properties Nominee Limited v Wellington City Council* [2013] NZEnvC 238

⁹ *Kiwi Property Holdings Limited v Auckland Council* [2013] NZEnvC 303

¹⁰ *Redson Corporation Holdings Limited v Ashburton District Council* [2011] NZEnvC224

¹¹ *Atkinson v North Shore City Council* [2010] NZEnvC 224

Case	Key issues	Status of the Charter - for example it is not referred to in any statutory instruments.	Concerns about the Charter, or the way it has been applied.	Positive comments on the Charter, or its use by Expert Witnesses.
John's Church, Wellington (2008). ¹²				
Canterbury Museum, proposed redevelopment (2006). ¹³	Redevelopment, conservation plans.			Charter is cited at length.
Proposed restoration and relocation of a cottage, Queenstown (2006). ¹⁴	Relocation			Charter was used by an expert witness to assess heritage values, including the value of the original location and orientation.
Leinster House, proposed relocation, Christchurch (2005). ¹⁵	Relocation. Charter provisions for removal and relocation are noted.			The Decision notes the <i>ICOMOS charter for best practice conservation</i> .
Pataua South, proposed rezoning (2005). ¹⁶	District Plan Change. Cultural Landscape, setting, sites of significance to Māori.			UNESCO/ICOMOS Expert Group is noted.
Wellington Inner City Bypass appeal of archaeological authority. ¹⁷	Archaeological authority, demolition and relocation.			Noted
Christchurch Proposed District Plan and the	District Plan Change. Establishing values and significance.			Noted

¹² *Wellington Boys' And Girls' Institute INC v The Wellington City Council W010/2008* [2008] NZEnvC 49

¹³ *Canterbury Museum Trust Board v Christchurch City Council C059/2006* [2006] NZEnvC 154

¹⁴ *Cassidy v Queenstown-Lakes District Council C039/2006* [2006] NZEnvC 112

¹⁵ *Tuscany Limited v Christchurch City Council C099/2005* [2005] NZEnvC 263

¹⁶ *Harrison v Whangarei District Council W034/2005* [2005] NZEnvC 124

¹⁷ *Te Aro Heritage Trust v New Zealand Historic Places Trust (Pouhere Taonga) W52/2003* [2003] NZEnvC 286

Case	Key issues	Status of the Charter - for example it is not referred to in any statutory instruments.	Concerns about the Charter, or the way it has been applied.	Positive comments on the Charter, or its use by Expert Witnesses.
Taylor's Mistake baches. ¹⁸				
Demolition of Fleming House and McKellar House on Park Terrace, Christchurch by the Christchurch Central Methodist Mission. ¹⁹	Demolition			Noted
Wellington Inner City Bypass appeals. ²⁰	Demolition and relocation	<i>The status of the Charter was addressed by Transit in submissions, and this position was not opposed by CBC. In light of those submissions, and having reviewed recent judicial decisions on the matter, we find that the Charter has no binding influence on matters to be determined under the RMA. However, we do note that a number of local authorities have recognised the Charter as an important document for recommending the care</i>		Noted

¹⁸ *Save the Bay Limited v Christchurch City Council* C50/2002 [2002] NZEnvC 159 (2 May 2002)

¹⁹ *New Zealand Historic Places Trust / Pouhere Taonga v Christchurch City Council* C173/2001 [2001] NZEnvC 350

²⁰ *Estate of PA Moran v Transit New Zealand* W55/99 [1999] NZEnvC 513

Case	Key issues	Status of the Charter - for example it is not referred to in any statutory instruments.	Concerns about the Charter, or the way it has been applied.	Positive comments on the Charter, or its use by Expert Witnesses.
		<i>of heritage buildings, and we also have found the Charter to be a useful guide in these matters.</i>		
Demolition of Warner's Hotel, Lyttleton Times Building and the Old Star Building, Cathedral Square, Christchurch. ²¹	Demolition			ICOMOS NZ Charter noted by one of the expert witnesses.
Construction of a new house in a Rural H (Historical) zone in Queenstown. ²²	Construction of new house.			Charter is noted

²¹ *A A McFarlane Family Trust v Christchurch City Council C046/99 [1999] NZEnvC 126; [1999] NZRMA 365 (1 April 1999)*

²² *Crichton v Queenstown-Lakes District Council W012/99 [1999] NZEnvC 130*

A1 -4. PRACTICE NOTES PUBLISHED BY VARIOUS ORGANISATIONS

The following list of Practice Notes was compiled as part of a review to establish

- The types of organisations that publish practice notes
- Typical content of practice notes published by professional membership organisations that are similar to ICOMOS NZ.

4.1. AUSTRALIA ICOMOS - BURRA CHARTER PRACTICE NOTES

Australia ICOMOS has published 10 Practice Notes on the Burra Charter along with a flow chart and a Code of Ethics of Co-existence.

- The Burra Charter flow chart
- Understanding and assessing cultural significance
- Developing Policy
- Preparing studies and reports – contractual and ethical issues
- The Burra Charter and Archaeological Practice
- The Burra Charter and Indigenous Cultural Heritage Management
- Interpretation
- Burra Charter Article 22 – New Work
- Understanding Cultural Routes
- Intangible Cultural Heritage & Place
- Heritage Sustainability 1 – Built Heritage
- Code on the Ethics of Co-existence

4.2. NEW ZEALAND INSTITUTE OF ARCHITECTS (NZIA) – PRACTICE NOTES

The NZIA has published approximately 160 Practice Notes arranged under 20 headings as follows:

- Professional & ethical
- Liability issues
- Practice administration
- Practice finances
- Quality procedures
- Architects' services
- Architects' charges
- Project administration (design stage)
- Project administration (construction phase)
- Project administration (post construction phase)
- Design management (briefing etc.)
- Design
- Document control
- Specifications
- Consultant & other services
- Building act and other legislation

- Forms of contract
- Tendering
- Conditions of contract – general
- Conditions of contract – financial
- Conditions of contract – time

4.3. ENGINEERING NZ - PRACTICE NOTES & GUIDELINES

Engineering New Zealand has written 20 Practice Notes arranged under 5 headings.

General

Practice Note 2: Peer Review (version 2: 2018)
 Practice Note 8: Being Ethical (2019)
 Practice Note 3: Tips for Working with the Media (2012)
 Practice Note 6: Developing and Maintaining Client Relationships (2006)
 Practice Note 5: Sustainability and Engineers (2005)

Safety

Practice Note 22: Guidelines for Documenting Fire Safety Designs (2011)
 Practice Note 12: Operator Protective Structures (2014)

Structures

Practice Note 28: Screw Piles – Guidelines for Design, Construction and Installation (2015)
 Practice Note 1: Guidelines on Producer Statements (2014)
 Practice Note 13: Constructability (2008)
 Practice Note 14: Structural Engineering Design Office Practice (2009)
 Practice Note 11: Land Development Processes (2007)
 Practice Note 10: Urban Design (2007)

Industrial Plant

Practice Note 9: Commissioning Capital Plant (2007)
 Practice Note 18: HSN0-Compliant Buildings for Flammable Substances (2010)
 Practice Note 15: Coldstore Engineering in New Zealand (2009)
 Practice Note 19: Seismic Resistance of Pressure Equipment (2019)

Dairy Industry

Practice Note 27: Farm Dairy Infrastructure (2017)
 Practice Note 21: Farm Dairy Effluent Ponds (2017)
 Practice Note 29: Dairy Housing (2015)

Engineering NZ Guidelines

- Engineering New Zealand also publishes a set of Guidelines
- Residential portal frames (2020)
- How to use the revised C5 (2019)
- How the new Health and Safety Act 2015 will affect you (2015)
- Improving Collaboration between Architects and Engineers (2014)

- Construction Monitoring Services (2014)
- Using Producer Statements (2013)
- Combating Counterfeit Parts and Substandard Materials (2011)
- Software Engineering (2007)
- Risk Management of Software-based Systems (2007)
- Sustainability and Engineering in New Zealand (2004)

A1 -5. ORGANISATIONS OR AGENCIES THAT MAY HAVE AN INTEREST IN ICOMOS NZ CHARTER PRACTICE NOTES.

One of the key recommendations of the scoping report is that ICOMOS NZ works with other organisations to co-produce Practice Notes wherever possible. The report also recommends that ICOMOS NZ consults with heritage agencies, professional membership organisations and other NGOs. This section of the appendixes includes a list of possible partners, and organisations that may have an interest in the production and consultation of Practice Notes.

5.1. HNZPT INCLUDING THE TE KAUNIHERA MĀORI O TE POUHERE TAONGA / MĀORI HERITAGE COUNCIL

Heritage New Zealand Pouhere Taonga is an autonomous Crown Entity and is New Zealand's leading national historic heritage agency. The Māori Heritage Council Te Kaunihera Māori o te Pouhere Taonga "assists Heritage New Zealand Pouhere Taonga in developing and reflecting a bicultural view in the exercise of its powers and functions. It advocates for the interests of Pouhere Taonga and Council in so far as they relate to Māori heritage at any public or Māori forum." HNZPT manages the Archaeological Authority consent process under the HNZPT Act 2014, maintains a portfolio of 45 historic properties, and manages the New Zealand Heritage List / Rārangi Kōrero.

As part of HNZPT's mission or whakatautanga to identify, protect and promote heritage / kia mōhiotia atu, kia tiakina, kia hāpaingia ā tātau taonga tuku iho, it publishes a range of guidance on heritage – see Section 2 of this Appendix for a list of publications on the following topics. This includes:

- Significance Assessment Guidelines.
- Statements of General Policy.
- Tapuwae: Nā Te Kaunihera Māori Mō Te Pouhere Taonga Māori / The Māori Heritage Council Statement on Māori Heritage.
- Conservation plans for the properties that it owns and manages; and
- The Sustainable Management of Historic Heritage Guidance Series.

This list includes over 50 publications, many of which include reference to the ICOMOS NZ Charter. The *Sustainable Management of Historic Heritage Guidance Series* is intended for use by heritage professionals, territorial authorities and others in the preparation of heritage policy and the management of heritage places. The series is the most definitive guidance on heritage available in New Zealand and many of the guides that consider the built environment also cite the ICOMOS NZ Charter.

Although the guidance available from HNZPT is relatively comprehensive there are some issues, particularly the need to update the bulk of the Sustainable Management series that were written in 2007. A noted gap in guidance is the lack of current advice on how to commission and prepare a Conservation Plan.²³

²³ The original Conservation Plan guide was written by Greg Bowron and Jan Harris in 2000 for the Historic Places Trust. It has been under review since about 2013 and the original is no longer available.

HNZPT as New Zealand’s leading heritage agency, and has a mandate to provide guidance on heritage matters. ICOMOS NZ should ensure that the Practice Notes for the ICOMOS NZ Charter complement and supplement, rather than duplicate, HNZPT’s publications and work.

Recommendations – Practice Notes
That ICOMOS NZ should:
1. Consult with HNZPT (including Te Kaunihera Māori o te Pouhere Taonga/ Māori Heritage Council) on the preparation of new and updated documents in the <i>Sustainable Management of Historic Heritage Guidance Series</i>
2. Acknowledge, where appropriate, the HNZPT guidance documents as important reference documents when preparing Practice Notes.
3. Publish Practice Notes that complement and supplement (rather than duplicate) the guidance prepared HNZPT.
4. Encourage HNZPT to carry out a comprehensive review of the <i>Sustainable Management of Historic Heritage Series</i> and include reference to the ICOMOS NZ Charter in a wider range of topics beyond built heritage.
5. Encourage HNZPT to complete the current review of the guidance on Conservation Plans and publish the completed document.

5.2. MFE - QUALITY PLANNING WEBSITE

The Ministry for the Environment (MfE) maintains the Quality Planning Website, and the website is one of the most comprehensive resources available to those who work with the RMA. The website notes that:

The Quality Planning website (QP) exists to ‘promote good practice by sharing knowledge about all aspects of practice under the RMA’.

It is a useful resource for:

- *resource management practitioners*
- *council planners*
- *private practitioners*
- *consultants and*
- *environmental managers.*

Launched in 2001 this successful partnership is backed by the Ministry for the Environment, New Zealand Planning Institute, Resource Management Law Association, New Zealand Institute of Surveyors, Local Government New Zealand and New Zealand Institute of Architects.²⁴

The website includes over 70 Guidance Notes, along with a library of resource management documents and articles, and links to resource management legislation. The main sections of the website include some reference to the ICOMOS NZ Charter, particularly the section on Māori Heritage which cites the first two paragraphs of Section 3 in full.²⁵ The “Legal Aspects” webpage includes a summary of a court decision that found that the Charter “cannot be elevated over and

²⁴ MfE et al. Quality Planning. *Welcome to Quality Planning Website*. [Webpage]. <https://qualityplanning.org.nz/> Accessed October 2021

²⁵ MfE et al. Quality Planning. *Heritage Strategy*. [Webpage] <https://qualityplanning.org.nz/node/748> Accessed October 2021

above the legislative framework but were recognised by the Court as being able to provide guidance.”²⁶

There is some scope to work with MfE to review content for the Quality Planning website, and to provide links to the ICOMOS NZ Charter, and to any Practice Notes that may be published by the organisation.

Recommendations – Practice Notes
That ICOMOS NZ should:
1. Consider approaching MfE to add a link to the ICOMOS NZ Charter to the Quality Planning website.
2. Consider approaching MfE to review content to the website, and resources to the QP Resources (reference “library”).

5.3. OTHER GOVERNMENT AGENCIES AND RESOURCES

Although HNZPT is the autonomous Crown Entity that is New Zealand’s leading national historic heritage agency, there are other Government agencies that have an interest in New Zealand’s heritage. These include:

- Manatū Taonga Ministry of Culture and Heritage which has direct link to HNZPT, and maintains the Te Ara, NZ History, Tuia 250, Heritage Equip, 28th Māori Battalion, and Vietnam War websites.
- Department of Conservation which manages the largest heritage portfolio in New Zealand including Māori sites.
- Various other departments and agencies in the state sector which manage use cultural sites.
- Ministry of Business Innovation and Employment which provides resources including on the management of Earthquake Prone Buildings.

Relevant resources published by government agencies are included in the analysis of each proposed Practice Note topic. An overall comment is that any Practice Note should consider government agencies as part of their core audience, and the relevant agencies should be included in any consultation on draft documents.

5.4. TERRITORIAL AUTHORITIES

The New Zealand Local Government Heritage Planners’ Forum is an informal collective of heritage planners and advisors. It mainly includes those working in local government, along with HNZPT officers who have an RMA-related role. The organisation holds an annual symposium and invites government advisors who are working with heritage, particularly on legislation and government policy.

There is no National Policy Statement on heritage, and so each territorial authority develops their own heritage strategies and policies, generally following the guidance of HNZPT’s Sustainable Management of Heritage publication series.

Although there is no statutory requirement, some territorial authorities cite the ICOMOS NZ Charter in their publications, including in District and Regional Plans. ICOMOS NZ should consider conducting a review of District Plans to understand the number of District Plans that include reference to the

²⁶ MfE et al. Quality Planning. *Legal Aspects*. [Webpage] <https://qualityplanning.org.nz/node/139> Accessed October 2021

Charter and establish how the Charter is cited in each Charter. The organisation should also consider how to communicate with RMA planners including through the Heritage Planners' Forum, NZPI, and RMLA organisations and via the Quality Planning website.

5.5. NGĀ AHO

Ngā Aho is a national network of Māori design professionals who work in architecture, commercial design, engineering, landscape architecture, business, planning, project and resource management.²⁷ In 2017 Ngā Aho agreed Te Kawenata o Rata with the NZIA as a “covenant that formalises an ongoing relationship of co-operation between the two groups.”²⁸ Ngā Aho also have a primary role in the development and use of the “Te Aranga Principles” in Tāmaki Makaurau/Auckland. These were developed following the New Zealand Urban Design Protocol (UDP) in 2005...

In response to [a]...lack of consultation [on the UDP], and with the support of the Ministry for the Environment and Te Puni Kōkiri, a hui of Māori professionals working across the design disciplines, the resource management sector and representatives of iwi/hapū organisations from across Aotearoa/New Zealand gathered first at Waitākere in June 2006 and then in November the same year at Te Aranga Marae in Flaxmere to discuss and formulate a draft National Māori Cultural Landscape Strategy.

The “Te Aranga Māori Cultural Landscape Strategy 2006” has been adapted to provide the “Te Aranga Principles” which now form part of the Auckland Design Manual. Ngā Aho are a significant national network of Māori design professionals and it would be useful to have their collective input on the ICOMOS NZ Charter Practice Notes.

Recommendations – Guidance

That ICOMOS NZ should:

1. Consult with Ngā Aho when preparing Practice Notes.

5.6. NZAA

Many ICOMOS NZ members are likely to also belong to the New Zealand Archaeological Association. The organisation includes a Kaupapa Māori Advisory Group. The association’s website notes that:

The New Zealand Archaeological Association is the national organisation for archaeology with a membership spanning professionals, amateurs, students, organisations, businesses and institutions involved or interested in New Zealand archaeology and heritage.

We aim to advance the knowledge and practice of archaeology across New Zealand through encouraging public and professional engagement, undertaking advocacy to Government and providing access to ArchSite, the national archaeological Site Recording Scheme database.²⁹

²⁷ Ngā Aho. [Webpage] <https://ngaaho.maori.nz/index.php?m=2> Accessed October 2021

²⁸ Te Kāhui Whaihanga New Zealand Institute of Architects. “Te Kawenata o Rata” [webpage]. <https://nzia.co.nz/about-us/te-kawenata-o-rata> Accessed October 2021

²⁹ NZAA. [webpage] <https://nzarchaeology.org/> Accessed October 2021

The association has compiled a set of resources and links that is similar to a heritage “toolkit” (that will be discussed later in this literature review) and is...

...designed to help you find information and contacts for organisations and other sources relating to the research, practice and management of archaeology and heritage in New Zealand and abroad.³⁰

The website includes a number of publications on archaeological practice in New Zealand including quarterly and bi-annual newsletters and journals.

The NZAA also operate the ArchSite database of recorded archaeological sites, in partnership with HNZPT and DoC. This is a significant national resource.

<i>Recommendations – Guidance</i>
That ICOMOS NZ should:
1. Consult with NZAA (including the Kaupapa Māori Advisory Group) when preparing Practice Notes.
2. Consider ways to partner with the NZAA so that both organisations can use Practice Notes as a shared resource.

5.7. NZCCM

Many ICOMOS NZ members are likely to belong to the New Zealand Conservators of Cultural Materials Pū Manaaki Kahurangi (NZCCM). The association’s website notes that:

The New Zealand Conservators of Cultural Materials Pū manaaki kahurangi (NZCCM) is a professional association of conservators of cultural property in Aotearoa. You will find us all over the country working in museums, galleries and in private practice. NZCCM provides support to our members and can connect you with qualified conservators who are committed to following our Code of Ethics. Even if you are not a conservator there are lots of ways you can connect with us and support our mission.³¹

The NZCCM shares many of the same interests and concerns as ICOMOS NZ, particularly in:

- Preservation of cultural material, including the cultural, historic, aesthetic, scientific and research values of materials. Along with respect for tangible and intangible “the tangible and intangible aspects of cultural heritage and the need to engage with connected communities to enable its preservation for future generations.”³²
- Maintaining high standards of professionalism in the field of conservation.
- Sharing knowledge and developing conservation practice.
- Disaster Risk Management.

<i>Recommendations – Guidance</i>
That ICOMOS NZ should:
1. Consult with NZCCM when preparing relevant Practice Notes.

³⁰ NZAA “Resources & Links” [webpage] <https://nzarchaeology.org/resources/resources-links> Accessed October 2021

³¹ NZCCM. [Webpage]. <https://nzccm.org.nz/> Accessed October 2021

³² IBID

2. Consider ways to partner with the NZCCM so that both organisations can use Practice Notes as a shared resource.

5.8. OTHER PROFESSIONAL ORGANISATIONS.

The following list includes professional organisations that do not have cultural heritage as a central consideration. The list includes a description of each organisation, along with any key issues that it may share with IOCMOS NZ.

- **NZILA**
The New Zealand Institute of Landscape Architects Tuia Pito Ora (NZILA) is the professional organisation for qualified landscape architects in New Zealand.³³ For many years it has led discussion on Cultural Landscapes, particularly with the 2005 Dunedin Conference, “Looking forward to Heritage Landscapes”.³⁴
- **NZPI**
The New Zealand Planning Institute has over 2000 members worldwide, and represents the planning profession in New Zealand.³⁵ The website includes a “document library” and a “selection of useful links relevant to planners...[etc].” The NZPI has a particular interest in planning matters under the RMA.
- **RMLA**
The Association for Resource Management Practitioners Te Kahui Ture Taiao is New Zealand’s ...
*...leading forum for the interpretation and implementation of the ground breaking 1991 Resource Management Act. A thriving organisation with over 900 members, RMLA brings together lawyers, barristers, judges, planners, environmental managers, environmental engineers, environment commissioners, consultants and civil servants, keeping them abreast of latest developments in environment and resource management-related policy, law and practice, through news, debate, commentary and collaboration. The Association benchmarks itself against high quality environmental outcomes resulting from a robust application of the Resource Management Act.*³⁶
- **NZIA**
Te Kāhui Whaihanga New Zealand Institute of Architects is a membership organisation that represents more than 90% of registered architects. It has around 4000 members, and promotes architecture in Aotearoa New Zealand.
- **Engineering NZ**
Engineering New Zealand is the engineers’ professional body and has 20,000 members.
- **SESOC**

³³ NZILA. [webpage] <https://www.nzila.co.nz/about/> Accessed October 2021

³⁴ NZILA “2005 Conference Heritage Landscapes”. [Conference proceedings].
<https://www.nzila.co.nz/media/user/PDF's/2005%20Conference%20-%20Heritage%20Landscapes%20-%20proceedings%20from%20CD%20.pdf> Accessed October 2021

³⁵ NZPI [Webpage] <https://planning.org.nz/about-nzpi/what-we-do> Accessed October 2021

³⁶ RMLA [Webpage] <https://rmla.org.nz/> Accessed October 2021

The Structural Engineering Society New Zealand Incorporated promotes excellence in the “art, science and practice of structural engineering design” and has over 2000 members. Membership is targeted at *persons having an interest in all aspects of structural engineering, across the range of construction materials (timber, concrete, structural steel) as well as aspects of construction management and education.*³⁷

- NZSEE
The New Zealand Society for Earthquake Engineering “advances the science and practice of earthquake engineering”.³⁸

Recommendations – Guidance

That ICOMOS NZ should:

1. Consult with other relevant professional organisations when preparing Practice Notes.
2. Consider possible partnerships where both organisations can use Practice Notes as a shared resource.
3. Consider assisting other organisations in the review of their Practice Notes.

³⁷ SESOC. [Webpage]. <https://www.sesoc.org.nz/about/structural-engineering-and-our-members/> Accessed October 2021

³⁸ NZSEE. [Webpage]. <https://www.nzsee.org.nz/> Accessed October 2021

Appendix 2: International Literature Review

ICOMOS New Zealand / Te Mana O Nga Pouwhenua O Te Ao Practice Notes International Literature Review (excluding New Zealand)

Research Methodology

A desktop search was undertaken to uncover the key international charter practice notes, policies and guideline documents related to the conservation of cultural heritage. This search was limited to English-speaking countries (excluding New Zealand) and charters or guidelines that concern the nation (i.e., not state, provincial or local jurisdictions). A table was created and findings from three key questions related the documents added to the table– what is covered by the charter/guidelines? What supporting documents are there? How is the charter/guidelines implemented or embedded in practice?

In the course of this process information regarding seismic retrofitting and upgrading of heritage buildings or precincts was lacking. To address this, an additional case study that includes the *California Historical Building Code (2020)* and associated policies have been included.

1. What is covered by the charter/guidelines?

The following information was initially sought:

- The author, a brief description of the document and date of publication, including revisions;
- Any statements of intended audience and/or purpose; and
- A list/summary of contents.

This information audience, purpose and contents summary was added to the first column of the table.

2. What supporting documents are there?

A search was undertaken for any supporting documents that related to the key charter/guidelines. Initially this involved searching the website and resources of the organisation that had authored the key charter/guidelines, as this was the national heritage peak body. In this process other governing bodies or heritage-related organisations were referenced, and a search for relevant resources authored by these organisations undertaken, with relevant documents added

If there were a series of documents and some were not relevant to the research (e.g., Historic Environment Scotland's *Managing Change in the Historic Environment Series* includes guidance on castles), then these documents have not been included.

These resources have been organised into four categories, and added to the second column of the table, namely:

- **Practice notes** – these provide guidance on specific topics and expand on the contents of the key charter/guidelines and assist in their interpretation and implementation.
- **Policies** – These may or may not specifically relate to the key charter or guidelines, and detail policies related to heritage conservation for the particular jurisdiction.
- **Technical advice** – Provide information related to specific conservation practices and technical matters.
- **Other related publications** – may include 'advice notes' on specific topics, or other documents (such as regional charters) that support or sit alongside the key charter/guidelines.

3. How is the charter/guidelines implemented or embedded in practice?

Any associated legislation or links to government policies that formally recognise the charter or guidelines have been added to the third column. Where the charter or guidelines are not specifically mentioned or supported by legislation, this has been noted, and other ways in which the key document has support from government or statutory authorities has been added. These links focus on national legislation and policies, with the exception of Australia where links have been made to the Commonwealth and each of the states in relation to how the Australia ICOMOS *Charter for Places of Cultural Significance (The Burra Charter)* is recognised through government policy documents.

4. ICOMOS and Other Resources

A preliminary list of other relevant resources has been made following the table of findings. This primarily includes other ICOMOS Charters, guidelines and recommendations.

5. Research topics and related charters/guidelines

The research topics identified in the document entitled 'ICOMOS New Zealand Charter Best Practice Guidelines suggested topics as at 30 April 2021' prepared by New Zealand ICOMOS have been matched to any charters, guidelines, or supporting documents that had been referenced in the literature review. This was to ensure that there are no gaps in the findings, and as a reference point when seeking information on a specific topic.

Research topics and related charters/guidelines identified by New Zealand ICOMOS

The same headings as included in the document 'ICOMOS New Zealand Charter Best Practice Guidelines suggested topics as at 30 April 2021' are generally used below.

How the charter is used in hearings

This topic is dealt with on an individual charter or guideline basis in the Table of Findings below.

Adaptations, additions, and alterations

- *The Burra Charter: the Australia ICOMOS Charter for Places of Cultural Significance* (2013): 'Article 21: Adaptation', 'Article 22: New Work' and 'Article 15: Change'.
- Parks Canada, *Standards and Guidelines for the Conservation of Historic Places in Canada* (2010): 'Guidelines for the Conservation of Historic Places in Canada'.
- Canada ICOMOS, *Appleton Charter for the Protection and Enhancement of the Built Environment* (1983).
- Historic England, *Conservation Principles, Policies and Guidance for the Sustainable Management of the Historic Environment* (2008): 'English Heritage Conservation Policies and Guidance'.
- *Constructive Conservation: Sustainable Growth for Heritage Places* (2013).
- Historic England, *Technical Guidance: Improving Accessibility*.
- Historic England, *Advice Note 9 – The Adaptive Reuse of Traditional Farm Buildings*.
- Historic Environment Scotland, *Managing Change in the Historic Environment - Use and Adaptation of Listed Buildings* (2020) and *West Dunbartonshire Council Headquarters Case Study*.
- Department of the Interior National Park Service, *Archaeology and Historic Preservation; Secretary of the Interior's Standards and Guidelines* (1983): 'Standards for Historic Preservation Projects'.
- US Secretary of the Interior, *Standards for the Treatment of Historic Properties with Guidelines for Preserving, Rehabilitating, Restoring & Reconstructing Historic Buildings* (2017) and *Standards for Rehabilitation*.
- US National Parks Service, Technical Preservation Service: Preservation Briefs, *New Exterior Additions to Historic Buildings: Preservation Concerns*.
- California Building Standards Commission, *California Historical Building Code* (2020).

The Charter – Conservation vs Alteration

- The documents/sections that deal with alteration are listed above.

Preparing assessments and ethical issues

- Australia ICOMOS, *Preparing Studies and Reports: Contractual and Ethical Issues* (2013).
- *ICOMOS Ethical Commitment Statement* (Adopted by the 13th General Assembly, Madrid 2002).

Understanding and assessing cultural significance

- Australia ICOMOS, *Understanding and Assessing Cultural Significance* (2013) and the *Burra Charter Flow Chart*.
- Queensland Government Department of Environment and Heritage Protection, *Assessing Cultural Heritage Significance Using the Cultural Heritage Criteria* (2013).
- Heritage Victoria, *Guiding Principles for Changes Proposed to Places in the Victorian Heritage Register* (2021): 'Principle 1: Understand why the place is significant'.
- Parks Canada, *Standards and Guidelines for the Conservation of Historic Places in Canada* (2010): 'The conservation decision-making process' and 'Guidelines for the Conservation of Historic Places in Canada'.
- Historic England, *Conservation Principles, Policies and Guidance for the Sustainable Management of the Historic Environment* (2008): 'Assessing Heritage Significance', 'Conservation Principles' and 'Understanding Heritage Values'.
- Historic England, *Good Practice Advice in Planning 2: Managing Significance in Decision-Taking in the Historic Environment* (2015).
- Historic England, *Good Practice Advice in Planning 3: The Setting of Heritage Assets* (2017).
- Historic Environment Scotland, *Historic Environment Policy for Scotland* (2019): 'Policies and Principles: Understand and Recognition – Principle 1'.
- Department of the Interior National Park Service, *Archaeology and Historic Preservation; Secretary of the Interior's Standards and Guidelines* (1983): 'Standards for Identification' and 'Guidelines for Identification'.
- US National Parks Service, Technical Preservation Service: Preservation Briefs, *Understanding Old Buildings: The Process of Architectural Investigation*.

Disaster risk management

- Australia ICOMOS, *Heritage Toolkit: Risk Preparedness*.

Earthquake Strengthening

- US National Parks Service, Technical Preservation Service: Preservation Briefs, *The Seismic Rehabilitation of Historic Buildings*.
- California Building Standards Commission, *California Historical Building Code* (2020).
- California State Office of Historical Preservation, *Historic Preservation Incentives in California* (Technical Assistance Series #15, 2013).

Unreinforced Masonry Buildings

- Parks Canada, *Standards and Guidelines for the Conservation of Historic Places in Canada* (2010): 'Guidelines for materials - Masonry'.
- US National Parks Service, Technical Preservation Service: Preservation Briefs, *The Seismic Rehabilitation of Historic Buildings: 'Remediating Seismic Deficiencies According to Building Construction Type: Unreinforced Masonry Bearing Wall'*.
- California Building Standards Commission, *California Historical Building Code* (2020): 'Archaic Material and Methods of Construction – Masonry'.

Reconstruction

- *The Burra Charter: the Australia ICOMOS Charter for Places of Cultural Significance* (2013): 'Article 21: Restoration and reconstruction' and 'Article 20: Reconstruction'.

- Canada ICOMOS, *Appleton Charter for the Protection and Enhancement of the Built Environment* (1983): ‘Levels of intervention’.
- Department of the Interior National Park Service, *Archaeology and Historic Preservation; Secretary of the Interior’s Standards and Guidelines* (1983): ‘Standards for Preservation Projects – Standards for Reconstruction’.
- Secretary of the Interior, *Standards for the Treatment of Historic Properties with Guidelines for Preserving, Rehabilitating, Restoring & Reconstructing Historic Buildings* (2017).
- California Building Standards Commission, *California Historical Building Code* (2020): ‘Structural regulations’.

Relocation

- Canada ICOMOS, *Appleton Charter for the Protection and Enhancement of the Built Environment* (1983).
- California Building Standards Commission, *California Historical Building Code* (2020).

Setting

- *The Burra Charter: the Australia ICOMOS Charter for Places of Cultural Significance* (2013): ‘Article 8: Setting’.
- Heritage Victoria, *Guiding Principles for Changes Proposed to Places in the Victorian Heritage Register* (2021): ‘Principle 3: Protect significant settings and views’.
- Canada ICOMOS, *Appleton Charter for the Protection and Enhancement of the Built Environment* (1983): included in the ‘Principles for the preservation of the built environment’.
- Historic England, *Good Practice Advice in Planning 2: Managing Significance in Decision-Taking in the Historic Environment* (2015): ‘Opportunities to enhance assets, their settings and local distinctiveness’.
- Historic England, *Good Practice Advice in Planning 3: The Setting of Heritage Assets* (2017).
- Historic Environment Scotland, *Managing Change in the Historic Environment – Setting* (2020).
- Secretary of the Interior, *Standards for the Treatment of Historic Properties with Guidelines for Preserving, Rehabilitating, Restoring & Reconstructing Historic Buildings* (2017): Guidelines are provided for ‘Setting (district/neighbourhood)’.

The Charter and Archaeology

- Australia ICOMOS, *The Burra Charter and Archaeological Practice* (2013).
- Australia ICOMOS, *Heritage Toolkit: Archaeological Heritage Management*.
- Parks Canada, *Standards and Guidelines for the Conservation of Historic Places in Canada* (2010): ‘Guidelines for archaeological sites’.
- Historic England, *Conservation Principles, Policies and Guidance for the Sustainable Management of the Historic Environment* (2008): distils from Planning Policy Guidance note PPG16 *Archaeology and Planning* (1990) and is consistent with the ‘Valetta’ Convention (The European Convention on the Protection of the Archaeological Heritage).
- Historic England, *Advice Note 13 – Mineral Extraction and Archaeology*.
- Historic England, *Technical Guidance – Archaeological Science*.
- Historic England, *Good Practice Advice in Planning 2: Managing Significance in Decision-Taking in the Historic Environment* (2015): ‘Archaeological and historic interest’, ‘Decision-taking for assets with archaeological interest’ and ‘Archaeological conditions and obligations for WSIs’.
- Historic Environment Scotland, *Managing Change in the Historic Environment – Consent for Archaeological Excavation* (2021).

- Scottish Government, *Planning Advice Note 2/2011: Planning and Archaeology*.
- Department of the Interior National Park Service, *Archaeology and Historic Preservation; Secretary of the Interior's Standards and Guidelines* (1983): 'Standards for Archaeological Documentation' and 'Guidelines for Archaeological Documentation'.
- ICOMOS, *Charter for the Protection and Management of Archaeological Heritage* (Lausanne, 1990).

The Charter and places of significance to iwi (Indigenous peoples)

- Australia ICOMOS, *Indigenous Cultural Landscapes and World Heritage Listing* (1995).
- Australia ICOMOS, *The Burra Charter and Indigenous Cultural Heritage Management* (2013).
- Australia ICOMOS, *The 2001 Australia ICOMOS Statement on Indigenous Cultural Heritage*.
- Parks Canada, *Standards and Guidelines for the Conservation of Historic Places in Canada* (2010): 'Guidelines for cultural landscapes, including heritage districts'.

Historic precincts

- Australia ICOMOS, *Heritage Toolkit: The Conservation of Urban Areas, Towns & Villages*
- Parks Canada, *Standards and Guidelines for the Conservation of Historic Places in Canada* (2010): 'Guidelines for cultural landscapes, including heritage districts'.
- Historic England, *Advice Note 1 – Conservation Areas*.
- Historic England, *Valuing Places* (2011).
- Historic Environment Scotland, *Guidance on Conservation Areas* (2019).
- Scottish Government, *Conservation Area Management: Planning Advice* (2004).
- California Building Standards Commission, *California Historical Building Code* (2020): 'Qualified Historical Districts, Sites and Open Spaces'.
- ICOMOS, *Charter on the Conservation of Historic Towns and Urban Areas* (Washington, 1987).
- ICOMOS, *The Valletta Principles for the Safeguarding and Management of Historic Cities, Towns and Urban Areas* (2011).

Use of documentation technologies for assessment

- Australia ICOMOS, *Heritage Toolkit – Heritage Documentation*.
- Parks Canada, *Standards and Guidelines for the Conservation of Historic Places in Canada* (2010): 'The Guidelines for the Conservation of Historic Places in Canada'.
- Historic Environment Scotland, *Records Management Plan* (2021).
- Department of the Interior National Park Service, *Archaeology and Historic Preservation; Secretary of the Interior's Standards and Guidelines* (1983): 'Standards for Historical Documentation' and 'Guidelines for Historical Documentation'.
- Department of the Interior National Park Service, *Standards and Guidelines for Architectural and Engineering Documentation* (1983).

Writing a conservation plan

- Australia ICOMOS, *Conservation Plan: A Guide to the Preparation of Conservation Plans for Places of European Cultural Significance* (James Semple Kerr, 7th Edition, 2013).
- Australian Government, Department of the Environment and Heritage, *Management Plans for Places on the Commonwealth Heritage List: A Guide for Commonwealth Agencies* (2006).
- Queensland Government Department of Environment and Heritage Protection, *Developing Heritage Places* (2013).
- Heritage Council of Victoria, *Conservation Management Plans: Managing Heritage Places – A guide* (2010)
- Department of the Interior National Park Service, *Archaeology and Historic Preservation; Secretary of the Interior's Standards and Guidelines* (1983): 'Standards for Preservation Planning' and 'Guidelines for Preservation Planning'.
- US National Parks Service, Technical Preservation Service: *Preservation Briefs, Protecting Cultural Landscapes: Planning, Treatment and Management of Cultural Landscapes*.
- There are numerous other guidelines on the preparation of conservation management plans and similar documents.

Table of Findings

What is covered in the charter/guidelines	Supporting documents <ul style="list-style-type: none"> Practice notes Policies Technical advice Other related publications 	Implementation <ul style="list-style-type: none"> How is the implementation of the charter supported? Is there a statutory instrument that is connected?
1. AUSTRALIA		
<p><i>The Burra Charter: the Australia ICOMOS Charter for Places of Cultural Significance</i>, 2013</p> <p>First adopted in 1979, the <i>Burra Charter</i> is periodically updated to reflect developing understanding of the theory and practice of cultural heritage management. The current version of the <i>Burra Charter</i> was adopted in 2013, previous revisions were made in 1981, 1988, and 1999.</p>		
<p>Definitions (Article 1)</p> <p>Conservation Principles (Articles 2-13)</p> <p>Article 2: Conservation and management</p> <p>Article 3: Cautious approach</p> <p>Article 4: Knowledge, skills and techniques</p> <p>Article 5: Values</p> <p>Article 6: Burra Charter Process</p> <p>Article 7: Use</p> <p>Article 8: Setting</p> <p>Article 9: Location</p>	<p><i>The Burra Charter Flow Chart</i></p> <ul style="list-style-type: none"> Steps in planning for and managing a place of cultural significance Comprises three overarching steps: understand significance, develop policy and manage. <p><i>The Illustrated Burra Charter</i>, 2004 (refers to the 1999 version of the <i>Burra Charter</i>)</p> <ul style="list-style-type: none"> Aims to illuminate and explain the sensible advice contained in the Burra Charter. The articles in the Burra Charter are illustrated by examples drawn from many different situations. <p><i>The Burra Charter: An Introduction (the Burra Charter Video Series)</i></p>	<p>Commonwealth</p> <ul style="list-style-type: none"> The Australian Heritage Council (December 2004) endorsed the 2004 version of <i>The Illustrated Burra Charter</i> in accordance with section 5(e) and (h) of the Australian Heritage Council Act. Council endorsed the Charter in order to encourage best practice. The <i>Burra Charter</i> and the <i>Australian Natural Heritage Charter</i> are among a number of best practice documents that provide guidance when developing a management plan for places on the Commonwealth Heritage List. The <i>Management Plans for Places on the Commonwealth Heritage List: A Guide for Commonwealth Agencies</i> (2006) outlines the <i>Burra Charter Process</i> and how elements of this Process align with the legislative requirements for management plans of Commonwealth Heritage places. The Commonwealth Heritage

<p>Article 10: Contents</p> <p>Article 11: Related places and objects</p> <p>Article 12: Participation</p> <p>Article 13: Co-existence of cultural values</p> <p>Conservation Processes (Articles 14-25)</p> <p>Article 14: Conservation processes</p> <p>Article 15: Change</p> <p>Article 16: Maintenance</p> <p>Article 17: Preservation</p> <p>Article 18: Restoration and reconstruction</p> <p>Article 19: Restoration</p> <p>Article 20: Reconstruction</p> <p>Article 21: Adaptation</p> <p>Article 22: New work</p> <p>Article 23: Retaining or reintroducing use</p> <p>Article 24: Retaining associations and meanings</p> <p>Article 25: Interpretation</p> <p>Conservation Practices (Articles 26-34)</p> <p>Article 26: Applying the Burra Charter Process</p> <p>Article 27: Managing change</p>	<ul style="list-style-type: none"> • Created to facilitate an appreciation of heritage principles and processes among non-practitioners, and professionals for whom heritage is peripheral to core business. • These videos are intended to be clear, practical and engaging to illustrate how the <i>Burra Charter</i> should be utilised. • This new program will be part of an ongoing series by Australia ICOMOS. Each episode will focus on a different aspect of the Burra Charter and the Practice Notes. <p><u>Conservation Plan: A Guide to the Preparation of Conservation Plans for Places of European Cultural Significance</u> (James Semple Kerr, 7th Edition, 2013).</p> <ul style="list-style-type: none"> • First published by the National Trust of Australia (NSW) in 1982. • It has been widely used, not only by heritage practitioners and owners in Australia but worldwide [a <u>Chinese translation</u> is available on the ICOMOS website]. • It outlines the logical processes of the Burra Charter, and how to prepare a Conservation Plan to guide and manage change to a heritage item appropriately. <p>Cultural Heritage Places Policy: Visions, Policies and Implementation Strategies. Australia ICOMOS, July 1998.</p>	<p>Management Principles are then assigned the relevant <i>Burra Charter</i> Articles (Attachment g, pp 27-29).</p> <p>New South Wales</p> <ul style="list-style-type: none"> • All Heritage Council of NSW approvals are undertaken with respect to the <i>Burra Charter</i>. • ‘The <i>Burra Charter</i> and associated series of Practice Notes provide a best practice standard for managing cultural heritage places in Australia.’ • In 2013 the Heritage Council of NSW endorsed the <i>Burra Charter</i> as underpinning all applications for change to State Heritage Register listed Items.ⁱ <p>Queensland</p> <ul style="list-style-type: none"> • The <i>Burra Charter</i> has been adopted by the Queensland Heritage Council as the best practice for managing Queensland’s heritage places. • At its meeting of 28 January 2005 the Queensland Heritage Council formally adopted the principles of the <i>Burra Charter</i>: RESOLUTION NO. 171.10 The Heritage Council resolved to adopt The Burra Charter: The Australia ICOMOS Charter for Places of Cultural Significance 1999 including Guidelines to the Burra Charter: Cultural Significance, Guidelines to the Burra Charter: Conservation Policy, Guidelines to the Burra Charter: Procedures for Undertaking Studies and Reports and the Code on the Ethics of Co-existence in Conserving Significant Places as guidelines for making decisions under the <i>Queensland Heritage Act</i> 1992.
---	---	---

<p>Article 28: Disturbance of the fabric</p> <p>Article 29: Responsibility</p> <p>Article 30: Direction, supervision and implementation</p> <p>Article 31: Keeping a log</p> <p>Article 32: Records</p> <p>Article 33: Removed fabric</p> <p>Article 34: Resources</p> <p>The Burra Charter Process flow chart</p>	<ul style="list-style-type: none"> • Details the action that is needed by communities, governments, owners and individuals to keep and conserve their heritage places. • It is the Australia ICOMOS philosophical position on key aspects of cultural heritage conservation, including legislation, standards and ethics, conservation, registers and records, community and international participation. <p><u>Indigenous Cultural Landscapes and World Heritage Listing</u></p> <ul style="list-style-type: none"> • Proceedings of the Australia ICOMOS Workshop sponsored by the Australian Heritage Commission held February 1995. <p>Australia ICOMOS Practice Notes</p> <p>The changes made to the <i>Burra Charter</i> in 2013 were directed primarily at standards of practice and also include development of a range of associated Practice Notes, which provide specific guidance on the application of the <i>Burra Charter</i>.</p> <p><u>Understanding and Assessing Cultural Significance</u> (2013)</p> <ul style="list-style-type: none"> • Provides guidance on cultural significance and its assessment, and elaborates the principles contained in the <i>Burra Charter</i>. <p><u>Developing Policy</u> (2013)</p> <ul style="list-style-type: none"> • Defines the scope of policy, describes the steps in the process of policy development and addresses some of the common issues encountered in developing policy. 	<ul style="list-style-type: none"> • Two policy documents by the Queensland Government’s Department of Environment and Heritage Protection; <i>Developing Heritage Places Using the Development Criteria</i> (2013) and <i>Assessing Cultural Heritage Significance Using the Cultural Heritage Criteria</i> (2013). These were prepared under section 173 (1) (b) of the <i>Queensland Heritage Act 1992</i> to guide development on Queensland Heritage Places. • <i>Developing Heritage Places</i> reiterates that the best way to protect and manage a heritage place is to prepare a Conservation Management Plan (CMP) in accordance with the <i>Burra Charter</i> and <i>EHP’s Guideline: Conservation Management Plan</i>. • <i>Assessing Cultural Heritage Significance</i> owes much to the <i>Burra Charter 1999</i> and work on criteria prepared for the Australian Heritage Commission in the late 1980s and early 1990s. <p>South Australia</p> <ul style="list-style-type: none"> • The <u>South Australian State Planning Policy 7</u>: Cultural Heritage lists the <i>Burra Charter</i> as one of the ‘related legislation and instruments’ related to the Policy 7. • The Glossary definition of ‘heritage’ provided in the <i>State Planning Policies</i> states: <ul style="list-style-type: none"> <i>Heritage has an established international frame of reference (ICOMOS / Burra Charter) and is about how a place represents history and evolution of an area and its people or activities that have taken place. Heritage and</i>
---	---	---

	<p><u>Preparing Studies and Reports: Contractual and Ethical Issues</u> (2013)</p> <ul style="list-style-type: none"> • Provides guidance on contractual and ethical issues that commonly arise in professional heritage practice when studies and reports are prepared on places of cultural significance. • Highlights the obligations of the parties to act ethically towards each other, and towards all others for whom the place may be significant. • Highlights, and suggests solutions to, some common issues that often arise. • Refers to the <u>ICOMOS Ethical Commitment Statement</u> (Adopted by the 13th General Assembly, Madrid 2002) <p><u>The Burra Charter and Archaeological Practice</u> (2013)</p> <ul style="list-style-type: none"> • Illustrates the application of the Burra Charter to archaeological practice. • Addresses a perception within some parts of the heritage profession that the <i>Burra Charter</i> is mainly for places that contain built form. <p><u>The Burra Charter and Indigenous Cultural Heritage Management</u> (2013)</p> <ul style="list-style-type: none"> • Provides guidance to practitioners about the application of the <i>Burra Charter</i> within the field of Indigenous cultural heritage management. 	<p><i>cultural significance is embodied in the fabric and setting of the place.</i></p> <ul style="list-style-type: none"> • The <u>Criteria and Guidelines for State Heritage Places</u> notes the <i>Burra Charter</i> as a resource when considering the cultural heritage significance of a place at the state level. Some of the definitions used in this document are taken from the <i>Burra Charter</i>. • The <i>Burra Charter</i> sets out the best practice principles of conservation subscribed to by the [SA Heritage Council] department. • The <u>SA Government website</u> provides an overview of the <i>Burra Charter</i>, noting: <ul style="list-style-type: none"> <i>The Burra Charter is a set of principles that have been adopted to create a nationally accepted standard for heritage conservation practice in Australia. It is not a legal requirement to adopt the Burra Charter guidelines, however they are well entrenched in policy.</i> <p>Tasmania</p> <ul style="list-style-type: none"> • When making decisions on works to a heritage-listed place, the main consideration is to retain the significance of the place. The Heritage Council uses these <u>Works Guidelines</u> and the underlying principles of the <i>Burra Charter</i> to make its decision. <p>Victoria</p> <ul style="list-style-type: none"> • The <i>Burra Charter</i> was endorsed by Heritage Victoria in 2010 and by the Heritage Council of Victoria in 2013 as a
--	--	---

	<ul style="list-style-type: none"> • The 2001 Australia ICOMOS Statement on Indigenous Cultural Heritage provides an important policy platform that underpins this Practice Note. • The Resources list at Section 4 of this Practice Note includes other useful guiding documents that may be relevant. <p>Interpretation (2013)</p> <ul style="list-style-type: none"> • For all practitioners who are seeking to fulfill Article 25 of the <i>Burra Charter</i> and to build interpretation into the planning and management of places of cultural significance. • Includes the seven key principles that guide approaches to the interpretation of places outlined in the international ICOMOS Ename Charter for the Interpretation and Presentation of Cultural Heritage Sites adopted in 2008. <p>Burra Charter Article 22 – New Work (2013)</p> <ul style="list-style-type: none"> • Provides guidance and details common issues on the application of Article 22 of the <i>Burra Charter</i>. • The 1999 version of Article 22.2 of the <i>Burra Charter</i> ('New work should be readily identifiable as such') has sometimes been used to support new design which does not respect the cultural significance of the place. • Consequently, in the 2013 <i>Burra Charter</i> Article 22.2 has been revised to read: New work should be readily identifiable as such and must respect and have 	<p>key document for guiding best-practice cultural heritage management in Victoria.</p> <ul style="list-style-type: none"> • Heritage Victoria uses the matters set out at section 101 of the <i>Heritage Act 2017</i> and the underlying principles of the <i>Burra Charter</i> — as well as other relevant policy and guidance — to make decisions in relation to works to heritage places on the Victorian Heritage Register. • In accordance with the <i>Burra Charter</i>, Heritage Victoria advocates a cautious approach to changes to heritage places: do as much as necessary to care for a place to make it useable, but otherwise change it as little as possible so that its significance is retained. • Guiding Principles for Changes Proposed to Places in the Victorian Heritage Register (September 2021) states that, 'while every place is different, there are a number of best practice principles consistent with the <i>Burra Charter</i> that should be followed when first considering changes to heritage places'. These principles are: <ul style="list-style-type: none"> ○ <i>Principle 1: Understand why the place is significant</i> ○ <i>Principle 2: Changes to a place should be sympathetic to its significance</i> ○ <i>Principle 3: Protect significant settings and views</i> ○ <i>Principle 4: Provide for upkeep.</i> • State Planning Policy at Clause 15.03-1S – Heritage conservation of the Victoria Planning Provisions includes the <i>Burra Charter</i> as a 'Policy guideline'. The <i>Burra</i>
--	---	---

	<p>minimal impact on the cultural significance of the place.</p> <p><u>Understanding Cultural Routes</u> (2017)</p> <ul style="list-style-type: none"> • Illustrates the application of the concept of cultural routes in Australia and the Asia Pacific region. • For practitioners with a particular interest in working with cultural routes at all levels from local to global. <p><u>Intangible Cultural Heritage and Place</u> (2017)</p> <ul style="list-style-type: none"> • Provides guidance on intangible cultural heritage and place. • For all practitioners, with particular relevance for those new to applying the <i>Burra Charter</i> or to addressing intangible cultural heritage. • The term intangible cultural heritage is not used in the <i>Burra Charter</i>; but the cultural practices to which it refers are encompassed by the Charter and explanatory notes, and other Australia ICOMOS Practice Notes. • Both the scope and terminology of the UNESCO Convention differ from the scope and terms used in the <i>Burra Charter</i>, its explanatory notes and other Practice Notes. The UNESCO Convention applies to the wide spectrum of intangible cultural heritage, irrespective of its association with a place or specific places, whereas the <i>Burra Charter</i> applies to places of cultural significance. 	<p>Charter is frequently also recognised in local planning schemes as well as State policy.</p> <p>Western Australia</p> <ul style="list-style-type: none"> • <u>State Planning Policy 3.5 - Historic heritage conservation (SPP 3.5)</u> sets out the principles of sound and responsible planning for heritage protection. It can act as a default policy for local governments in relation to heritage and is usually given significant weight in any determination by the State Administrative Tribunal. • SPP 3.5 articulates the key principles of heritage conservation as described in the <i>Burra Charter</i> and provides a broad framework for decision-making.
--	--	--

	<ul style="list-style-type: none"> • Refers to the UNESCO Convention for the Safeguarding of the Intangible Cultural Heritage (2003) and associated publications. <p>Heritage and Sustainability 1: Built Heritage (2019)</p> <ul style="list-style-type: none"> • Promotes the benefits and importance of the conservation of heritage places as part of the ongoing protection and sustainability of the world’s increasingly scarce resources • Promotes recognition of the sustainability inherent in heritage practice. • This is the first in a series of practice notes and it relates to the conservation of existing buildings and improvements to their environmental performance. Other practice notes will consider other aspects of sustainability and cultural heritage. The Heritage and Sustainability Practice Note series is expected to include: <ul style="list-style-type: none"> ○ Built Heritage (this Practice Note); ○ <i>Heritage and Sustainability Practice Note 2: Cultural Landscape;</i> ○ <i>Heritage and Sustainability Practice Note 3: Intangible Heritage;</i> ○ <i>Heritage and Sustainability Practice Note 4: Climate Change.</i> <p>Australia ICOMOS Heritage Toolkit</p>	
--	--	--

	<ul style="list-style-type: none"> • A web-based toolkit of reference resources for heritage conservation. • This online reference collection of benchmark “best practice” websites and documents is being progressively assembled by and for members of the Australia ICOMOS. • The Australia ICOMOS Heritage Toolkit links can be found under the following headings arranged in alphabetical order: <ul style="list-style-type: none"> <u>ABORIGINAL & TORRES STRAIT ISLANDER HERITAGE</u> <u>ARCHAEOLOGICAL HERITAGE MANAGEMENT</u> <u>BUILT HERITAGE CONSERVATION GENERALLY</u> <u>BUSHFIRE RESPONSE RESOURCES</u> <u>CULTURAL HERITAGE & CLIMATE CHANGE</u> <u>CULTURAL LANDSCAPES</u> <u>CULTURAL ROUTES</u> <u>CULTURAL TOURISM</u> <u>EARTHEN ARCHITECTURAL HERITAGE</u> <u>ECONOMICS OF CONSERVATION</u> <u>ENERGY & SUSTAINABILITY</u> <u>FORTIFICATIONS & MILITARY HERITAGE</u> <u>HERITAGE DOCUMENTATION</u> 	
--	--	--

	<p><u>HERITAGE IMPACT ASSESSMENT</u></p> <p><u>HERITAGE WEBSITES GENERALLY</u></p> <p><u>INDUSTRIAL HERITAGE</u></p> <p><u>INTERPRETATION & PRESENTATION OF HERITAGE PLACES</u></p> <p><u>INTANGIBLE CULTURAL HERITAGE</u></p> <p><u>LEGAL, ADMINISTRATIVE AND FINANCIAL ISSUES & HERITAGE</u></p> <p><u>MURAL (WALL) PAINTINGS</u></p> <p><u>POLAR HERITAGE</u></p> <p><u>PRINCIPLES, THEORY & PHILOSOPHY OF CONSERVATION</u></p> <p><u>RISK PREPAREDNESS</u></p> <p><u>ROCK ART</u></p> <p><u>SHARED BUILT HERITAGE</u></p> <p><u>STAINED GLASS</u></p> <p><u>STONE (CONSERVATION OF)</u></p> <p><u>TRADITIONAL TRADES</u></p> <p><u>TRAINING (IN HERITAGE CONSERVATION)</u></p> <p><u>TWENTIETH CENTURY HERITAGE</u></p> <p><u>UNDERWATER HERITAGE</u></p>	
--	---	--

	<p>URBAN AREAS, TOWNS & VILLAGES (THE CONSERVATION OF)</p> <p>VERNACULAR ARCHITECTURE</p> <p>WOOD (CONSERVATION OF)</p> <p>WORLD HERITAGE</p> <p>In addition to the toolkits noted above, a suite of Bushfire Response Resources are available, that include:</p> <ul style="list-style-type: none"> • Rapid Assessment Documents for Fire-Impacted Heritage Places • Resource links from the Australia War Memorial website • Australia ICOMOS Guidelines for Cultural Heritage Places (primarily built heritage) damaged by Bushfires – October 2020 • Penguin and CSIRO bushfire safety guides 	
<h2>2. CANADA</h2>		
<p>Parks Canada: Standards and Guidelines for the Conservation of Historic Places in Canada (Second Edition, 2010).</p> <p>The <i>Standards and Guidelines</i> offers results-oriented guidance for sound decision-making when planning for, intervening on and using historic places. It establishes a consistent, pan-Canadian set of conservation principles and guidelines that will be useful to anyone with an interest in conserving Canada's historic places.</p>		
<ul style="list-style-type: none"> • The conservation decision-making process: <ul style="list-style-type: none"> ○ Understanding ○ Planning ○ Intervening 	<p>Criteria – Special Guidelines, Specific Guidelines for Evaluating Subjects of Potential National Historic Significance (Historic Sites and Monuments Board of Canada, 2017).</p> <ul style="list-style-type: none"> • Over time, the HSMBC has developed a number of criteria and guidelines to frame its advice to the 	<ul style="list-style-type: none"> • The <i>Standards and Guidelines for the Conservation of Historic Places in Canada</i> is the first-ever pan-Canadian benchmark for heritage conservation practice in this country.

<ul style="list-style-type: none"> • The conservation treatments: <ul style="list-style-type: none"> ○ Preservation ○ Rehabilitation ○ Restoration • Standards for the conservation of historic places in Canada (14 in total based on ‘internationally recognised conservation principles’, they relate to): <ul style="list-style-type: none"> ○ Preservation ○ Rehabilitation ○ Restoration • The Guidelines for the Conservation of Historic Places in Canada: <ul style="list-style-type: none"> ○ General guidelines: understanding, documenting, assessment, protecting and maintaining elements, retaining, stabilising, repair and replacement ○ Additional guidelines for rehabilitation: additions or alterations to a historic place, health, safety and security, accessibility, sustainability ○ Additional guidelines for restoration: removing, recreating missing features • Guidelines for cultural landscapes, including heritage districts: <ul style="list-style-type: none"> ○ Evidence of land use 	<p>Minister. The ‘criteria’ are those found in the ‘Criteria for National Historic Significance’.</p> <ul style="list-style-type: none"> • The term ‘guideline’ refers to both the ‘General Guidelines’ as adopted by the Board in 1998, and the ‘Specific Guidelines’, which are based on Board decisions to address specific aspects of commemoration, adopted through the years. • There is a section on additional HSMBC direction for the eligibility and preparation of nominations, and an appendix of thematic studies and workshops undertaken at the Board’s request over the years. These sections summarise additional direction guiding the Board, and list key HSMBC resources used to support decision-making. <p><u>Appleton Charter for the Protection and Enhancement of the Built Environment</u> (ICOMOS Canada, 1983)</p> <ul style="list-style-type: none"> • Outlines principles for the preservation of the built environment regarding its protection, value, setting, relocation, enhancement, use, additions, and environmental control. • Emphasises management of the urban environment as an important aspect of conservation of cultural heritage. • Levels of intervention (preservation, period restoration, rehabilitation, period reconstruction, redevelopment) and scales of intervention (maintenance, stabilisation, addition, removal) are described. 	<ul style="list-style-type: none"> • The <i>Standards and Guidelines</i> are supported by 14 jurisdictions, including the Canadian, provincial and territorial governments. <p><u>Heritage Conservation 101</u> (Parks Canada) details:</p> <ul style="list-style-type: none"> • The regulatory and policy contexts <ul style="list-style-type: none"> ○ In addition to national designations such as National Historic Sites of Canada, all provinces and many local governments in Canada have legislation related to heritage conservation. As a result, heritage designations may exist at any of these levels. ○ All Canadian provinces and territories have legislation that protects archaeological sites to varying degrees. This legislation expresses the need to protect archaeological sites from damage and destruction and to allow an expert (a qualified archaeologist) to investigate the site’s significance. ○ In the context of a specific heritage designation, other conservation documents may be consulted, including international conservation charters that provide direction on subjects such as recent, industrial or vernacular heritage. These documents will complement the approach defined in the Standards and Guidelines while providing guidance for specific applications. • Codes, standards and other legislation <ul style="list-style-type: none"> ○ Federal and provincial codes and standards apply to all structures that are part of buildings but also to cultural landscapes, engineering works or
---	--	---

<ul style="list-style-type: none"> ○ Evidence of traditional practices ○ Land patterns ○ Spatial organisation ○ Visual relationships ○ Circulation ○ Ecological relationships ○ Vegetation ○ Landforms ○ Water features ○ Built features ○ Guidelines for archaeological sites ○ Sites in Urban Environments ○ Industrial Sites ○ Sites in cultural landscapes ○ Sites in protected natural areas ○ Sites underwater ○ Rock art and culturally modified trees ○ Culturally sensitive places ● Guidelines for buildings <ul style="list-style-type: none"> ○ Exterior form 	<ul style="list-style-type: none"> ● Recommends that interventions consider cultural significance, condition and integrity of the fabric, contextual value, and the appropriate use of available physical, social, and economic resources. ● Calls for public participation in the decision-making process. ● Includes principles of practice, among which is a recommendation regarding patina, which seen as part of the historical integrity of the built environment. <p><u>Deschambault Charter for the Preservation of Quebec's Heritage</u> (ICOMOS Canada, 1982)</p> <ul style="list-style-type: none"> ● Defines the special nature of Quebec's heritage and outlines principles for the preservation of Quebec's material culture, geographic and human environments. ● Looks not only at the material culture but also at human adaptations to the natural environment, sees cultural landscapes as part of the heritage to be protected. ● Conservation efforts are to be directed at preventing deterioration and destruction of the national heritage. ● Encourages maintenance of up-to-date inventories and the use of specialised expertise. ● Encourages assessment of the importance of the heritage and recommends that the “principles of protection and development of the national heritage must have primacy over all development plans”. 	<p>archaeological sites, and related disciplines (architectural, structural, mechanical, electrical, environmental, etc.).</p> <ul style="list-style-type: none"> ○ Rehabilitating an historic place for a new use, such as converting it from a private to a public place, will require complying with current applicable codes and standards. ○ Other considerations include structural performance or safety, health and safety and universal access. <ul style="list-style-type: none"> ● Sustainable heritage conservation <ul style="list-style-type: none"> ○ Increasing recognition that sustainability has environmental, social and economic dimensions helps us understand the potential role of heritage conservation. ○ Developing an approach to heritage conservation that respects these principles is increasingly seen as a fundamental responsibility. ● Who is involved and when <ul style="list-style-type: none"> ○ Owners and property developers ○ Users and communities ○ Specialists and authorities ○ Contractors, suppliers and skilled trades people
---	---	---

<ul style="list-style-type: none"> ○ Interior arrangement ○ Roofs ○ Exterior walls ○ Windows, doors and storefronts ○ Entrances, porches and balconies ○ Interior features ○ Structural systems ○ Mechanical and electrical systems ● Guidelines for engineering works, including civil, industrial and military works <ul style="list-style-type: none"> ○ Constructed elements ○ Functional arrangement ● Guidelines for materials <ul style="list-style-type: none"> ○ All materials ○ Wood and wood products ○ Masonry ○ Concrete ○ Architectural and structural metals ○ Glass and glass products ○ Plaster and stucco 	<ul style="list-style-type: none"> ● Citizens are seen as the chief protectors of the heritage the public's right to participate in decisions about national heritage is asserted. ● Promotes continuous use of the heritage integrated into the social and economic life of the nation, with preference given to traditional use. ● Encourages the dissemination of information about Quebec's cultural heritage through the educational system and other means in order to make people aware of its value. ● Encourages the training of artisans, technicians and professionals. 	
--	--	--

<ul style="list-style-type: none"> ○ Miscellaneous materials • References ○ Glossary ○ Bibliography ○ Provincial and territorial heritage branches 		
<h3>3. UK - ENGLAND</h3>		
<p>Historic England, Conservation Principles, Policies and Guidance for the Sustainable Management of the Historic Environment (2008)</p> <p>A consultation draft Conservation Principles for the Sustainable Management of the Historic Environment was published on 10 November 2017.</p>		
<p><i>It is intended mainly to guide Historic England staff on best practice. We hope that, like all of our guidance, the principles will also be read and used by local authorities, property owners, developers and professional advisers.</i></p> <ul style="list-style-type: none"> • Introduction • Aims • Terms and concepts • Conservation principles: <ul style="list-style-type: none"> ○ <i>The historic environment is a shared resource</i> ○ <i>Everyone should be able to participate in sustaining the historic environment</i> ○ <i>Understanding the significance of places is vital</i> 	<p>Current Guidance and Advice provides an A-Z list of guidance published by Historic England, including those detailed below.</p> <p>Historic England’s Technical Guidance provides the following [links to English Heritage webpages with information, downloads and further links on each respective topic]:</p> <ul style="list-style-type: none"> • Looking after Historic Buildings - how to maintain and repair historic buildings, including advice on the types of materials and treatment methods to use. • Looking After Parks, Gardens and Landscapes - technical guidance on how to care for and manage historic parks, gardens and landscapes. 	<ul style="list-style-type: none"> • Historic England’s <i>Conservation Principles, Policies and Guidance for the Sustainable Management of the Historic Environment</i> distils from Planning Policy Guidance note (PPG) 15 <i>Planning and the Historic Environment</i> (1994) and PPG16 <i>Archaeology and Planning</i> (1990) those general principles which are applicable to the historic environment as a whole. • The <i>Principles</i> are consistent with: <ul style="list-style-type: none"> ○ The relevant legislation including the Acts relating to both planning and designation. ○ The objectives and policies for the historic environment stated in the Government’s National Planning Policy Framework (NPPF), Planning Practice Guidance and the DCMS Principles of Selection. ○ The approach to heritage conservation required of the UK as a signatory to the Council of Europe’s

<ul style="list-style-type: none"> ○ <i>Significant places should be managed to sustain their values</i> ○ <i>Decisions about change must be reasonable, transparent and consistent</i> ○ <i>Documenting and learning from decisions is essential</i> ● Understanding heritage values: <ul style="list-style-type: none"> ○ Evidential value ○ Historical value ○ Aesthetic value ○ Communal value ● Assessing heritage significance ● Making changes to significant places ● English Heritage Conservation Policies and Guidance: <ul style="list-style-type: none"> ○ Appropriate routine and maintenance ○ Periodic renewal ○ Repair ○ Intervention to increase knowledge of the past ○ Restoration ○ New work and alteration ○ Integrating conservation with other public interests 	<ul style="list-style-type: none"> ● Building Services Engineering - aimed at anyone looking to install building services such as electrics, heating, plumbing and ventilation. ● Energy Efficiency and Historic Buildings – how to improve the energy efficiency of older buildings in ways that are sympathetic to their historical character. ● Flooding and Historic Buildings – how to inspect, conserve and repair historic buildings after flooding, as well as ways to prevent flood damage in the first place. ● Emergency Planning and Fire Advice – advice about fire safety and emergency planning in the heritage sector. ● Looking After War Memorials – advice on conserving, protecting and maintaining these monuments. ● Improving Accessibility – how to adapt historic buildings and landscapes to make them more accessible to people with disabilities. ● Archaeological Science – advice and guidance on archaeological science topics. ● Recording Heritage – how to survey historic places to the best standard possible, using wide-ranging technical survey guidance. ● Information Management – for those responsible for recording, curating and maintaining information about the historic environment. 	<p>‘Granada’ Convention (The Convention for the Protection of the Architectural Heritage of Europe), ‘Valettea’ Convention (The European Convention on the Protection of the Archaeological Heritage), the ‘Florence’ Convention (The European Landscape Convention), and the 1972 UNESCO World Heritage Convention.</p> <ul style="list-style-type: none"> ○ British Standard 7913 (2013) Guide to the Conservation of Historic Buildings. <p>National Planning Policy Framework (UK Ministry of Housing, Communities and Local Government; 2012, last revised July 2021).</p> <ul style="list-style-type: none"> ● Article 16 deals with ‘Conserving and enhancing the historic environment’ (pp 55-62). It details: <ul style="list-style-type: none"> ○ Designation of heritage assets, record keeping and accessibility. ○ Proposals affecting heritage assets, local authorities’ role in assessment of proposals. ○ Considering potential impacts, including any justification for impacts to heritage assets, including public benefits.
---	--	--

<ul style="list-style-type: none"> ○ Enabling development • Applying the Principles • Definitions 	<ul style="list-style-type: none"> • Project Management – HE’s general approach to project management, with specialist advice, guidance and training <p>Historic England - Good Practice Advice (GPAs) provide information on good practice to assist local authorities, planning and other consultants, owners, applicants and other interested parties in implementing historic environment policy in the National Planning Policy Framework (NPPF) and the related guidance given in the National Planning Practice Guide (PPG).</p> <p><i>Good Practice Advice in Planning 1: The Historic Environment in Local Plans</i> (2015).</p> <ul style="list-style-type: none"> • Sets out information to help local planning authorities make well informed and effective local plans. <p><i>Good Practice Advice in Planning 2: Managing Significance in Decision-Taking in the Historic Environment</i> (2015).</p> <ul style="list-style-type: none"> • Contains information on assessing the significance of heritage assets, using appropriate expertise, historic environment records, recording and furthering understanding, neglect and unauthorised works, marketing and design and distinctiveness. • Contents: <ul style="list-style-type: none"> ○ Introduction ○ General advice on decision-taking ○ The assessment of significance as part of the application process 	
--	---	--

	<ul style="list-style-type: none"> ○ Conservation Principles and assessment ○ Curtilage structures ○ Archaeological and historic interest ○ Finding appropriate information: Historic Environment Records (HERs) ○ Assessing the proposals ○ Cumulative impact ○ Listed building consent regime ○ Decision-taking for assets with archaeological interest ○ Recording and furthering understanding ○ Written Schemes of Investigation (WSI) ○ Archaeological conditions and obligations for WSIs ○ Reporting, publication and archiving ○ Human remains ○ Mineral extraction ○ Public engagement ○ Unexpected discoveries during work ○ Scheduled monument consent ○ Neglect 	
--	--	--

	<ul style="list-style-type: none"> ○ Unauthorised works, enforcement notices and prosecution ○ Marketing to demonstrate redundancy ○ Public or charitable interest and support for assets under threat ○ Opportunities to enhance assets, their settings and local distinctiveness ○ Design and local distinctiveness <p><i>Good Practice Advice in Planning 3: The Setting of Heritage Assets</i> (2017).</p> <ul style="list-style-type: none"> ● Provides general advice on understanding setting, and how it may contribute to the significance of heritage assets and allow that significance to be appreciated, as well as advice on how views contribute to setting. ● The suggested staged approach to taking decisions on setting can also be used to assess the contribution of views to the significance of heritage assets. ● The guidance has been written for local planning authorities and those proposing change to heritage assets. <p><i>Good Practice Advice in Planning 4: Enabling Development and Heritage Assets</i> (2020).</p> <ul style="list-style-type: none"> ● Enabling development is development that would not be in compliance with local and/or national planning policies, and not normally be given planning 	
--	---	--

	<p>permission, except for the fact that it would secure the future conservation of a heritage asset.</p> <ul style="list-style-type: none"> • The advice in this document is intended to help all those involved in enabling development proposals (local authorities, planning and other consultants, owners, applicants and other interested parties) to work through the possible options in relation to the asset in question, and to understand whether they are acceptable. • Through analysis of the process, the likely alternatives to and the potential impacts of enabling development, it sets out a model against which to consider proposals. • It includes a flow chart: Initial key questions for establishing whether Enabling Development is appropriate before taking further action <p>Historic England Advice Notes (HEANs) are advice notes covering various planning topics in more detail and at a more practical level. They have been prepared by Historic England following public consultation.</p> <ul style="list-style-type: none"> • <i>Historic England Advice Note 1 - Conservation Areas</i> • <i>Historic England Advice Note 2 - Making Changes to Heritage Assets</i> • <i>Historic England Advice Note 3 - The Historic Environment and Site Allocations in Local Plans</i> • <i>Historic England Advice Note 4 - Tall Buildings</i> 	
--	---	--

	<ul style="list-style-type: none"> • <i>Historic England Advice Note 5 - Setting up a Listed Building Heritage Partnership Agreement</i> • <i>Historic England Advice Note 6 - Drawing up a Local Listed Building Consent Order</i> • <i>Historic England Advice Note 7 - Local Heritage Listing</i> • <i>Historic England Advice Note 8 - Sustainability Appraisal and Strategic Environmental Assessment</i> • <i>Historic England Advice Note 9 - The Adaptive Reuse of Traditional Farm Buildings</i> • <i>Historic England Advice Note 10 - Listed Buildings and Curtilage</i> • <i>Historic England Advice Note 11 - Neighbourhood Planning and the Historic Environment</i> • <i>Historic England Advice Note 12 - Statements of Heritage Significance</i> • <i>Historic England Advice Note 13 - Mineral Extraction and Archaeology</i> • <i>Historic England Advice Note 14 - Energy Efficiency and Traditional Homes</i> • <i>Historic England Advice Note 15 - Commercial Renewable Energy Development and the Historic Environment</i> • <i>Historic England Advice Note 16 - Listed Building Consent</i> 	
--	---	--

	<p><i>Managing Local Authority Heritage Assets</i> (Historic England, 2017):</p> <ul style="list-style-type: none"> • Contains a set of ‘tool kits’ which local authorities are encouraged to modify and use to suit their local circumstances. • The changing nature of local government and the resource pressures it is facing means that the management and treatment of heritage assets will require more innovative approaches – both to safeguard them for the future and to bring them into productive use. • The guidance emphasises the need to think broadly and creatively about the options for heritage assets by illustrating what is possible through reference to case studies. <p><i>Practical Building Conservation</i> is a ten-volume series that looks at the conservation of building materials and systems.</p> <ul style="list-style-type: none"> • It builds on Historic England’s research and field experience and is aimed at those who work on or look after historic buildings: primarily architects, surveyors, engineers, conservators, contractors and conservation officers, but also owners, curators, students and researchers. • The ten volume series, published by Ashgate/Routledge on Historic England’s behalf, is available to purchase from their web site: Routledge/PBC 	
--	--	--

	<p><i>Heritage Works</i> (Deloitte for the British Property Federation (BPF), the Royal Institute of Chartered Surveyors and Historic England, 2017) is a toolkit for best practice in heritage regeneration. It comprises:</p> <ul style="list-style-type: none"> • Introduction • Context – what are heritage assets? Heritage and regeneration, heritage and sustainability • The economic case • Using heritage assets in regeneration (a stepped process from ‘buying your asset’ to ‘occupation and management’) • Consents regime for heritage assets <ul style="list-style-type: none"> ○ Government policy on the historic environment is provided in the National Planning Policy Framework (NPPF) and associated guidance. ○ The NPPF sets out that, when considering the impact of a proposal on the significance of a designated heritage asset, great weight should be given to the asset’s conservation. The more important the asset, the greater the weight should be. ○ Also covers listed buildings, scheduled monuments, World Heritage Sites, registered parks, gardens and battlefields and certificates of immunity from listing. • Further sources of information 	
--	---	--

	<ul style="list-style-type: none"> • Bibliography and credits <p>A series of five publications by Historic England illustrate how England’s most valued buildings and places can be successfully adapted. They are:</p> <ul style="list-style-type: none"> • <i>Capital Solutions</i> (2004) showcased examples within London. • <i>Shared Interest</i> (2006) widened the focus to all of England. • The first volume of <i>Constructive Conservation</i> (2008) illustrated a further 20 exemplars of the conservation led approach • <i>Valuing Places</i> (2011) demonstrated its application to Conservation Areas. • <i>Constructive Conservation: Sustainable Growth for Historic Places</i> (2013). <ul style="list-style-type: none"> ○ ‘Constructive conservation’ is the term used by Historic England to describe the protection and adaptation of historic buildings and places through actively managing change ○ It has a particular focus on conservation led schemes which are delivering real economic benefits. 	
<h4>4. UK - SCOTLAND</h4>		
<p>Historic Environment Scotland: Historic Environment Policy for Scotland, 2019.</p>		

<p>Written for planners and owners, the <i>Historic Environment Policy for Scotland</i> (HEPS) supports good decision making for Scotland's unique places.</p>		
<p><i>We collectively have a duty of care for our historic environment. The HEPS outlines how we should undertake this duty whenever a decision will affect the historic environment.</i></p> <p><i>HEPS sets out a series of principles and policies for the recognition, care and sustainable management of the historic environment. It promotes a way of understanding the value of the historic environment which is inclusive and recognises different views. It encourages consistent, integrated management and decision-making to support positive outcomes for the people of Scotland. It also supports everyone's participation in decisions that affect the historic environment.</i></p> <p>Contents</p> <ul style="list-style-type: none"> • Words and phrases used in the Policy document. • What is the status of HEPS? • What is HEPS for? • How has HEPS been developed? • Policies for managing the historic environment: <ol style="list-style-type: none"> 1. <i>Decisions affecting any part of the historic environment should be informed by an inclusive understanding of its breadth and cultural significance.</i> 	<p>Historic Environment Scotland Designation Policy and Selection Guidance (2019):</p> <ul style="list-style-type: none"> ○ Sets out the policy and selection guidance used by Historic Environment Scotland to designate historic sites and places at the national level. • Guidance on Conservations Areas (2019) provides guidance on the designation of Conservation Areas and Conservation Area Consent. • Historic Environment Scotland Records Management Plan (2021): <ul style="list-style-type: none"> ○ As part of the Public Records (Scotland) Act 2011, HES is required to submit to the Keeper of the Records a records management plan (RMP) which must set out proper arrangements for the management of its records. ○ The plan must clearly describe the way HES cares for the records that it creates, in any format, whilst carrying out its business activities. • Historic Environment Scotland Intangible Cultural Heritage Policy Statement (2020). <ul style="list-style-type: none"> ○ Defines HES's understanding of, and role towards, ICH and how intangible culture influences the historic environment, and how it will work to safeguard and promote it over the life of the <i>Our Place in Time</i> strategy. 	<ul style="list-style-type: none"> • HEPS is a policy statement directing decision-making that affects the historic environment. • It is non-statutory, relevant to a wide range of decision-making at national and local levels and supported by detailed policy and guidance. • HEPS should be taken into account whenever a decision will affect the historic environment. This includes in plans and policies that deal with funding decisions or estate management, or other specific topics such as agriculture or energy. • It is also a material consideration for planning proposals that might affect the historic environment, and in relation to listed building consent and scheduled monument consent. • Decisions on scheduled monument consent are made in line with Historic Environment Scotland's Scheduled Monument Consents Policy (2019). • The Scottish Government produces national policies for addressing land use matters and decisions. HEPS sits alongside these policies and should be used with them. • HEPS helps to deliver the vision and aims of Our Place in Time (2015) - Scotland's strategy for the historic environment. It takes into account principles that the UK and Scottish governments have agreed to in international charters and conventions on cultural heritage and landscape.

<p>2. Decisions affecting the historic environment should ensure that its understanding and enjoyment as well as its benefits are secured for present and future generations.</p> <p>3. Plans, programmes, policies and strategies, and the allocation of resources, should be approached in a way that protects and promotes the historic environment. If detrimental impact on the historic environment is unavoidable, it should be minimised. Steps should be taken to demonstrate that alternatives have been explored, and mitigation measures should be put in place.</p> <p>4. Changes to specific assets and their context should be managed in a way that protects the historic environment. Opportunities for enhancement should be identified where appropriate. If detrimental impact on the historic environment is unavoidable, it should be minimised. Steps should be taken to demonstrate that alternatives have been explored, and mitigation measures should be put in place.</p> <p>5. Decisions affecting the historic environment should contribute to the sustainable development of communities and places.</p>	<ul style="list-style-type: none"> Historic Environment Scotland lists 282 ‘technical advice and guidance’ publications on their website, including the ‘Managing Change...’ series (outlined below). <p>Managing Change in the Historic Environment Guidance Series</p> <p>Managing Change is a series of guidance notes produced by Historic Environment Scotland to support national level policy for planning and the historic environment. Planning and other authorities should take this guidance into account when making decisions.</p> <ul style="list-style-type: none"> Managing Change in the Historic Environment: Demolition of Listed Buildings (2020). <ul style="list-style-type: none"> This guidance should be used when the future of a listed building is uncertain, and demolition is being considered as an option. Managing Change in the Historic Environment: Use and Adaptation of Listed Buildings (2020). <ul style="list-style-type: none"> This guidance note aims to support, promote and enable the continued use, reuse and adaptation of listed buildings. It is focused towards buildings whose long-term future is uncertain. The West Dunbartonshire Council Headquarters case study provides a case study, where a project mixed both conservation and new build elements. Managing Change in the Historic Environment: Roofs (2020). 	<ul style="list-style-type: none"> Historic Environment Scotland Circular: Regulations and Procedures (2019) sets out the processes that Historic Environment Scotland undertakes to fulfil its regulatory and advisory roles.
--	---	---

<p>6. Decisions affecting the historic environment should be informed by an inclusive understanding of the potential consequences for people and communities. Decision-making processes should be collaborative, open, transparent and easy to understand.</p> <ul style="list-style-type: none"> • What are the challenges and opportunities for the historic environment? • Policies and principles (aligned with the six policies outlined above), details ‘core principles’ and ‘how these principles are applied’: <ul style="list-style-type: none"> ○ Understanding and recognition (Principle 1) ○ Managing change (Principles 2, 3, 4) ○ Working together (Principles 5, 6) • Delivery and monitoring • Sources of further information and guidance (these resources are detailed in the adjoining column). 	<ul style="list-style-type: none"> • <u>Managing Change in the Historic Environment: Windows</u> (2020). • <u>Managing Change in the Historic Environment: Doorways</u> (2020). • <u>Managing Change in the Historic Environment: Boundaries</u> (2020). • <u>Managing Change in the Historic Environment: Works on Scheduled Monuments</u> (2020). • <u>Managing Change in the Historic Environment: Asset Management</u> (2020). • <u>Managing Change in the Historic Environment: Setting</u> (2020). • <u>Managing Change in the Historic Environment: Accessibility</u> (2020). • <u>Managing Change in the Historic Environment: External Walls</u> (2020). • <u>Managing Change in the Historic Environment: Extensions</u> (2020). • <u>Managing Change in the Historic Environment: Interiors</u> (2020). • <u>Managing Change in the Historic Environment: Fire Safety Management</u> (2020). • <u>Managing Change in the Historic Environment: World Heritage</u> (2020). 	
--	--	--

	<ul style="list-style-type: none"> • <u>Managing Change in the Historic Environment: Gardens and Designed Landscapes</u> (2020). • <u>Managing Change in the Historic Environment: Engineering Structures</u> (2020). • <u>Managing Change in the Historic Environment: External Fixtures</u> (2020). • <u>Managing Change in the Historic Environment: Micro-renewables</u> (2020). • <u>Managing Change in the Historic Environment: Consent for Archaeological Excavation</u> (2021). <p>Government Guidance</p> <ul style="list-style-type: none"> • The Scottish Government’s <u>Planning Advice Note 2/2011: Planning and Archaeology</u> provides advice to planning authorities and developers on dealing with archaeological remains. • The Scottish Government’s Conservation Area Management: Planning Advice (2004) provides advice on how to preserve and manage conservation areas. <ul style="list-style-type: none"> ○ <u>Part one</u> covers designation, review and managing change. ○ <u>Part two</u> covers funding and resources, knowledge and skills, monitoring and review and conservation area appraisal. 	
--	---	--

5. USA

Department of the Interior National Park Service, [Archaeology and Historic Preservation; Secretary of the Interior's Standards and Guidelines](#) (Federal Register, Vol 48, No 190, 29 September 1983)

To encourage consistent practices, the National Park Service has developed standards and guidelines that guide preservation work at the national, tribal, state, and local levels. In some cases, these standards can be regulatory. The guidelines explain the standards. The flagship of these preservation guideposts is *The Secretary of the Interior's Standards and Guidelines for Archaeology and Historic Preservation*.

This notice sets forth the Secretary of the Interior's Standards and Guidelines for Archaeology and Historic Preservation. These standards and guidelines are not regulatory and do not set or interpret agency policy. They are intended to provide technical advice about archaeological and historic preservation activities and methods.

Purpose

The proposed Standards and the philosophy on which they are based result from nearly twenty years of intensive preservation activities at the Federal, State and local levels.

The purposes of the Standards are:

- To organise the information gathered about preservation activities.
- To describe results to be achieved by Federal agencies, States, and others when planning for the identification, evaluation, registration and treatment of historic properties.

The [Secretary of the Interior's Standards and Guidelines for Architectural and Engineering Documentation](#) define the products acceptable for inclusion in the HABS/HAER/HALS collection at the Library of Congress as measured drawings, large-format black-and-white photographs, large-format colour transparencies, written histories and descriptions, and field records. The Standards were published in the Federal Register on 29 September 1983.

- *Standard I. Documentation Shall Adequately Explicate and Illustrate What is Significant or Valuable About the Historic Building, Site, Structure, or Object Being Documented.*
- *Standard II. Documentation Shall be Prepared Accurately From Reliable Sources With Limitations Clearly Stated to Permit Independent Verification of the Information.*
- *Standard III. Documentation Shall be Prepared on Materials That are Readily Reproducible, Durable, and in Standard Sizes.*

- The Department of the Interior's *Standards and Guidelines* compliment the Federal historic preservation laws.
- The *Standards and Guidelines* are prepared under the authority of Sections 101(f), (g), and (h), and Section 110 of the *National Historic Preservation Act* of 1966, as amended.
- The National Park Service carries out a wide variety of historic preservation work and programs. This work is not only in the National Park System, but also in partnership with local communities and preservation groups, State and Tribal governments, other federal agencies, and international organisations.
- The Park Service's historic preservation work is governed by:
 - Federal law (United States Code [USC] Public Laws [PL])
 - Federal regulations (Code of Federal Regulations [CFR])

<ul style="list-style-type: none"> To integrate the diverse efforts of many entities performing historic preservation into a systematic effort to preserve our nation's cultural heritage. <p>Contents</p> <ul style="list-style-type: none"> Standards for Preservation Planning <ul style="list-style-type: none"> <i>Standard I. Preservation Planning Establishes Historic Contexts</i> <i>Standard II. Preservation Planning Uses Historic Contexts To Develop Goals and Priorities for the Identification, Evaluation, Registration and-Treatment of Historic Properties</i> <i>Standard III. The Results of Preservation Planning Are Made Available for Integration Into Broader Planning Processes</i> Guidelines for Preservation Planning <ul style="list-style-type: none"> Managing the Planning Process Developing Historic Contexts Developing Goals for a Historic Context Integrating Individual Historic Contexts - Creating the Preservation Plan Coordinating with Management Frameworks Recommended Sources of Technical Information Standards for Identification 	<ul style="list-style-type: none"> <i>Standard IV. Documentation Shall be Clearly and Concisely Produced.</i> <p>The Guidelines provide advice and technical information on meeting the Standards.</p> <p><i>The Secretary of the Interior's Standards and Guidelines for Federal Agency Historic Preservation Programs Pursuant to the National Historic Preservation Act</i> (Federal Register, Vol. 63, No. 79, 24 April 1998).</p> <ul style="list-style-type: none"> Section 110 of the <i>National Historic Preservation Act</i> of 1966 establishes Federal agency responsibilities for the preservation of historic properties. Section 101(g) of the Act directs the Secretary of the Interior to promulgate guidelines for Federal agency responsibilities under that part. <p><i>Secretary of the Interior's Standards for Historic Vessel Preservation Projects with Guidelines for Applying the Standards</i> (May 1990).</p> <ul style="list-style-type: none"> Provides uniform standards that may be applied to preservation projects involving historic vessels. Together with the accompanying Guidelines, the Standards provide a framework for responsible preservation practice that recognises the unique problems of historic preservation in a maritime context. It is not a manual for maritime preservation, rather its purpose is to clearly define ideal maritime preservation practice (through the Standards) and to illuminate that 	<ul style="list-style-type: none"> Presidential executive orders <ul style="list-style-type: none"> Orders issued by the Director of the National Park Service. Tribal, State, and local laws (as well as laws specific to other federal agencies) also establish important rules for historic preservation. The <i>Federal Historic Preservation Laws</i> (Fifth Edition, 2018) is an anthology of Federal laws and portions of laws related to the preservation of the United States' cultural heritage. It is the definitive collection of cultural resource management and historic preservation laws in the US. Federal Historic Preservation Laws, Regulations and Orders are grouped in the following categories: <ul style="list-style-type: none"> General Archaeology Grants Maritime & Marine Museums & Archives NAGPRA & Native American Cultural Resources National Park System Tax Incentives Transportation
--	---	--

<ul style="list-style-type: none"> ○ <i>Standard I. Identification of Historic Properties Is Undertaken to the Degree Required To Make Decisions</i> ○ <i>Standard II. Results of Identification Activities are Integrated Into the Preservation Planning Process</i> ○ <i>Standard III. Identification Activities Include Explicit Procedures for Record-Keeping and Information Distribution</i> ● Guidelines for Identification <ul style="list-style-type: none"> ○ Role of Identification in the Planning ○ Process ○ Performing Identification ○ Integrating Identification Results ○ Reporting Identification Results ○ Recommended Sources of Technical Information ● Standards for Evaluation <ul style="list-style-type: none"> ○ <i>Standard I Evaluation of the Significance of Historic Properties Uses Established Criteria</i> ○ <i>Standard II. Evaluation of Significance Applies the Criteria Within Historic Contexts</i> ○ <i>Standard III. Evaluation Results in A List or Inventory of Significant Properties That Is Consulted In Assigning Registration and Treatment Priorities</i> 	<p>ideal and suggest ways of achieving it (through the Guidelines).</p> <p>The Secretary of the Interior’s <i>Standards for Rehabilitation</i>:</p> <ul style="list-style-type: none"> ● The intent of the <i>Standards</i> is to assist in the long-term preservation of historic materials and features. ● The <i>Standards</i> pertain to historic buildings of all materials, construction types, sizes and occupancy and include the exterior and the interior of the buildings. ● They also encompass the building’s site and environment, including landscape features, as well as attached, adjacent or related new construction. ● To be certified for federal tax purposes, a rehabilitation project must be determined by the Secretary of the Interior to be consistent with the historic character of the structure(s) and, where applicable, the district in which it is located. ● The <i>Standards</i> apply when taking into consideration the economic and technical feasibility of each project. ● Rehabilitation as a treatment - when repair and replacement of deteriorated features are necessary; when alterations or additions to the property are planned for a new or continued use; and when its depiction at a particular period of time is not appropriate, Rehabilitation may be considered as a treatment. <p>The <i>Secretary of the Interior’s Standards for the Treatment of Historic Properties with Guidelines for Preserving</i>,</p>	<ul style="list-style-type: none"> ○ Other Resources ● The Secretary of the Interior’s <i>Standards and Guidelines for Federal Agency Historic Preservations Programs</i> have no regulatory effect. Instead, they are the Secretary’s formal guidance to each Federal agency on meeting the requirements of section 110 of the <i>National Historic Preservation Act</i> of 1966. ● Initially developed by the Secretary of the Interior to determine the appropriateness of proposed project work on registered properties supported by the Historic Preservation Fund grant-in-aid program, the <i>Secretary of the Interior’s Standards for the Treatment of Historic Properties</i> have been widely used over the years: <ul style="list-style-type: none"> ○ Particularly to determine if a rehabilitation project qualifies as a Certified Rehabilitation for Federal Historic Preservation Tax Incentives. ○ In addition, the <i>Standards</i> have guided federal agencies in carrying out their responsibilities for properties in federal ownership or control; and state and local officials in reviewing both federal and non-federal rehabilitation proposals. ○ They have also been adopted by historic district and planning commissions across the country.
--	---	--

<ul style="list-style-type: none"> ○ <i>Standard IV. Evaluation Results Are Made Available to the Public</i> ● Guidelines for Evaluation <ul style="list-style-type: none"> ○ The Evaluation Process ○ Criteria ○ Application of Criteria within a Historic Context ○ Inventory ○ Recommended Sources of technical information ● Standards for Registration <ul style="list-style-type: none"> ○ <i>Standard I. Registration Is Conducted According To Stated Procedures</i> ○ <i>Standard II. Registration Information Locates, Describes and Justifies the Significance and Physical Integrity of a Historic Property</i> ○ <i>Standard III. Registration Information is Accessible to the Public</i> ● Guidelines for Registration <ul style="list-style-type: none"> ○ Purpose of Registration Programs ○ Registration Procedures Documentation on Registered Properties ○ Public Availability ○ Recommended Sources of Technical Information 	<p><u>Rehabilitating, Restoring & Reconstructing Historic Buildings</u> (2017).</p> <ul style="list-style-type: none"> ● Illustrate the practical application treatment standards to historic properties. ● The Guidelines are advisory, not regulatory. ● For each of the chapters related to Preserving, Rehabilitating, Restoring and Reconstructing historic buildings, guidelines are provided for: <ul style="list-style-type: none"> ○ Building materials ○ Building features and systems ○ Interior spaces, features and finishes ○ Building site ○ Setting (district/neighbourhood) ○ Code-required work ○ Resilience to natural hazardsⁱⁱ ○ Sustainability ○ New exterior additions to historic buildings and related new construction <p>The Secretary of the Interior’s Standards for Rehabilitation, <u>Illustrated Guidelines for Rehabilitating Historic Buildings</u> provide illustrative examples of recommended approaches and interventions (first published in 1992; updated in 1995 to include technological developments in Energy Efficiency, Health and Safety and Accessibility).</p>	
--	---	--

<ul style="list-style-type: none"> • Standards for Historical Documentation <ul style="list-style-type: none"> ○ <i>Standard I. Historical Documentation Follows a Research Design That Responds to Needs Identified in the Planning Process</i> ○ <i>Standard II. Historical Documentation Employs an Appropriate Methodology to Obtain the Information Required by The Research Design</i> ○ <i>Standard III. The Results of Historical Documentation Are Assessed Against the Research Design and Integrated Into the Planning Process</i> ○ <i>Standard IV. The Results of Historical Documentation Are Reported and Made Available to the Public</i> • Guidelines for Historical Documentation <ul style="list-style-type: none"> ○ Historical Documentation Objectives ○ Research Design ○ Methods ○ Integrating Results ○ Reporting Results ○ Recommended Sources of Technical Information • Standards for Architectural and Engineering Documentation <ul style="list-style-type: none"> ○ <i>Standard I. Documentation Shall Adequately Explicate and Illustrate What is Significant or</i> 	<p>The Guidelines for the Treatment of Cultural Landscapes apply treatment standards to historic cultural landscapes.</p> <p>The Secretary of the Interior’s Standards for Rehabilitation Illustrated Guidelines on Sustainability for Rehabilitating Historic Buildings (2011).</p> <ul style="list-style-type: none"> • The Guidelines begin with an overview focusing on the fact that historic buildings are themselves often inherently sustainable and that this should be used to advantage in any proposal to upgrade them. • These Guidelines offer specific guidance on how to make historic buildings more sustainable in a manner that will preserve their historic character and that will meet The Secretary of the Interior’s <i>Standards for Rehabilitation</i>. • The written guidance is illustrated with examples of appropriate or “recommended” treatments and some that are “not recommended” or could negatively impact the building’s historic character. <p>The Walk Through – Learn to Identify the Visual Character of a Historic Building (Secretary of the Interior).</p> <ul style="list-style-type: none"> • The web “Walk Through” service is specifically designed to help owners, architects, developers, maintenance personnel, and members of historic preservation commissions identify those tangible elements or features that give historic buildings their unique visual character. <p>US National Parks Service, Technical Preservation Service: Preservation Briefs</p>	
---	--	--

<p><i>Valuable About the Historic Building, Site, Structure or Object Being Documented.</i></p> <ul style="list-style-type: none"> ○ <i>Standard II. Documentation Shall be Prepared Accurately From Reliable Sources With Limitations Clearly Stated to Permit Independent Verification of the Information.</i> ○ <i>Standard III. Documentation Shall be Prepared on Materials That are Readily Reproducible, Durable and in Standard Sizes.</i> ○ <i>Standard IV. Documentation Shall be Clearly and Concisely Produced.</i> ● Guidelines for Architectural and Engineering Documentation <ul style="list-style-type: none"> ○ Definitions ○ Goal of Documentation ○ The HABS/HAER Collections ○ Standard I: Content ○ Standard II: Quality ○ Standard III: Materials ○ Standard IV: Presentation ○ Architectural and Engineering Documentation Prepared for Other Purposes ○ Recommended Sources of Technical Information 	<ul style="list-style-type: none"> ● 50 briefs in total (links below). ● Provide information on preserving, rehabilitating, and restoring historic buildings. ● Help historic building owners recognise and resolve common problems prior to work. ● Useful to Historic Preservation Tax Incentives Program applicants because they recommend methods and approaches for rehabilitating historic buildings that are consistent with their historic character. <ol style="list-style-type: none"> 1. <u>Cleaning and Water-Repellent Treatments for Historic Masonry Buildings</u> 2. <u>Repointing Mortar Joints in Historic Masonry Buildings</u> 3. <u>Improving Energy Efficiency in Historic Buildings</u> 4. <u>Roofing for Historic Buildings</u> 5. <u>The Preservation of Historic Adobe Buildings</u> 6. <u>Dangers of Abrasive Cleaning to Historic Buildings</u> 7. <u>The Preservation of Historic Glazed Architectural Terra-Cotta</u> 8. <u>Aluminium and Vinyl Siding on Historic Buildings: The Appropriateness of Substitute Materials for Resurfacing Historic Wood Frame Buildings</u> 9. <u>The Repair of Historic Wooden Windows</u> 10. <u>Exterior Paint Problems on Historic Woodwork</u> 	
---	---	--

<ul style="list-style-type: none"> • Standards for Archaeological Documentation <ul style="list-style-type: none"> ○ <i>Standard I. Archaeological Documentation Activities Follow an Explicit Statement of Objectives and Methods That Responds to Needs Identified in the Planning Process.</i> ○ <i>Standard II. The Methods and Techniques of Archaeological Documentation are Selected To Obtain the Information Required by the Statement of Objectives</i> ○ <i>Standard III. The Results of Archaeological Documentation are Assessed Against the Statement of Objectives and Integrated Into the Planning Process.</i> ○ <i>Standard IV. The Results of Archaeological Documentation are Reported and Made Available to the Public.</i> • Guidelines for Archaeological Documentation <ul style="list-style-type: none"> ○ Archaeological Documentation Objectives ○ Documentation Plan ○ Methods ○ Reporting Results ○ Curation ○ Recommended Sources of Technical Information • Standards for Historic Preservation Projects 	<ol style="list-style-type: none"> 11. <u>Rehabilitating Historic Storefronts</u> 12. <u>The Preservation of Historic Pigmented Structural Glass (Vitrolite and Carrara Glass)</u> 13. <u>The Repair and Thermal Upgrading of Historic Steel Windows</u> 14. <u>New Exterior Additions to Historic Buildings: Preservation Concerns</u> 15. <u>Preservation of Historic Concrete</u> 16. <u>The Use of Substitute Materials on Historic Building Exteriors</u> 17. <u>Architectural Character—Identifying the Visual Aspects of Historic Buildings as an Aid to Preserving their Character</u> 18. <u>Rehabilitating Interiors in Historic Buildings—Identifying Character-Defining Elements</u> 19. <u>The Repair and Replacement of Historic Wooden Shingle Roofs</u> 20. <u>The Preservation of Historic Barns</u> 21. <u>Repairing Historic Flat Plaster -Walls and Ceilings</u> 22. <u>The Preservation and Repair of Historic Stucco</u> 23. <u>Preserving Historic Ornamental Plaster</u> 24. <u>Heating, Ventilating, and Cooling Historic Buildings: Problems and Recommended Approaches</u> 	
--	---	--

<ul style="list-style-type: none"> ○ General Standards for Historic Preservation Projects ○ Standards for Acquisition ○ Standard for Protection ○ Standards for Stabilisation ○ Standards for Preservation ○ Standards for Rehabilitation ○ Standards for Restoration ○ Standards for Reconstruction ● Guidelines for Historic Preservation Projects <ul style="list-style-type: none"> ○ Professional Qualifications Standards ● Preservation Terminology 	<ul style="list-style-type: none"> 25. <u><i>The Preservation of Historic Signs</i></u> 26. <u><i>The Preservation and Repair of Historic Log Buildings</i></u> 27. <u><i>The Maintenance and Repair of Architectural Cast Iron</i></u> 28. <u><i>Painting Historic Interiors</i></u> 29. <u><i>The Repair, Replacement, and Maintenance of Historic Slate Roofs</i></u> 30. <u><i>The Preservation and Repair of Historic Clay Tile Roofs</i></u> 31. <u><i>Mothballing Historic Buildings</i></u> 32. <u><i>Making Historic Properties Accessible</i></u> 33. <u><i>The Preservation and Repair of Historic Stained and Leaded Glass</i></u> 34. <u><i>Applied Decoration for Historic Interiors: Preserving Historic Composition Ornament</i></u> 35. <u><i>Understanding Old Buildings: The Process of Architectural Investigation</i></u> 36. <u><i>Protecting Cultural Landscapes: Planning, Treatment and Management of Historic Landscapes</i></u> 37. <u><i>Appropriate Methods of Reducing Lead-Paint Hazards in Historic Housing</i></u> 38. <u><i>Removing Graffiti from Historic Masonry</i></u> 	
--	---	--

	<p>39. <u>Holding the Line: Controlling Unwanted Moisture in Historic Buildings</u></p> <p>40. <u>Preserving Historic Ceramic Tile Floors</u></p> <p>41. <u>The Seismic Rehabilitation of Historic Buildings</u></p> <p>42. <u>The Maintenance, Repair and Replacement of Historic Cast Stone</u></p> <p>43. <u>The Preparation and Use of Historic Structure Reports</u></p> <p>44. <u>The Use of Awnings on Historic Buildings: Repair, Replacement and New Design</u></p> <p>45. <u>Preserving Historic Wooden Porches</u></p> <p>46. <u>The Preservation and Reuse of Historic Gas Stations</u></p> <p>47. <u>Maintaining the Exterior of Small and Medium Size Historic Buildings</u></p> <p>48. <u>Preserving Grave Markers in Historic Cemeteries</u></p> <p>49. <u>Historic Decorative Metal Ceilings and Walls: Use, Repair, and Replacement</u></p> <p>50. <u>Lightning Protection for Historic Buildings</u></p>	
<p>6. CASE STUDY: CALIFORNIA BUILDING STANDARDS COMMISSION, <u>2019 California Historical Building Code</u> (2020)</p>		
<p>One of the One of California’s most valuable tools for the preservation of historic resources is the <i>California Historical Building Code</i> (CHBC), which is defined in Sections 18950 to 18961 of Division 13, Part 2.7 of Health and Safety Code (H&SC).</p>		
<p>The <i>California Historical Building Code</i> (CHBC) is intended to save California’s architectural heritage by recognising the</p>	<p>The US Department of the Interior’s <u>Preservation Brief 17 – Architectural Character</u> (also noted above) is a resource document referred to on the <i>California Historical Building</i></p>	<ul style="list-style-type: none"> • The <i>Code</i> applies to qualified historical buildings and structures as defined by the <i>California Historical Building Code</i>. Qualified historical buildings and structures is

<p>unique construction issues inherent in maintaining and adaptively reusing historic buildings.</p> <p>They are unique in that they are performance orientated, rather than prescriptive.</p> <p>The CHBC provides alternative building regulations for permitting repairs, alterations and additions necessary for the preservation, rehabilitation, relocation, related construction, change of use, or continued use of a 'qualified historical building or structure'.</p> <p>Contents (Title 24, Part 8, California Code of Regulations)</p> <ul style="list-style-type: none"> • Historical Preface • 8-1 Administration <ul style="list-style-type: none"> ○ The intent of the CHBC is to facilitate the preservation and continued use of Qualified Historical Buildings (QHBs) or properties while providing reasonable safety for the building occupants and access for persons with disabilities. • 8-2 Definitions • 8-3 Use And Occupancy • 8-4 Fire Protection • 8-5 Means of Egress • 8-6 Accessibility • 8-7 Structural Regulations 	<p><i>Code</i> webpage to help property owners and architects identify those features of historic buildings that give the building its visual character so that their preservation can be maximised in rehabilitation.</p> <p>California State Office of Historical Preservation</p> <p>The <i>California State Historic Building Code</i> is one of four State Preservation Laws, Codes and Regulations cited by the Office of Historical Preservation.</p> <p>The Office of Historical Preservation is guided by a high-level plan, Sustainable Preservation: California's Statewide Historic Preservation Plan, 2013-2017</p> <ul style="list-style-type: none"> • The Office of Historic Preservation (OHP) is in the process of developing the next Statewide Historic Preservation Plan. • Preparation of a State Plan is required by the National Park Service every five years as a condition of the grant each state receives from the federal Historic Preservation Fund. • Per NPS requirements, the State Plan must involve a significant public input process. • The plan must include: <ul style="list-style-type: none"> ○ A summary of the planning process ○ A clear statement describing the planning cycle ○ A summary assessment of historic and cultural resources 	<p>defined in Chapter 2, Section 8-218 of the <i>Code</i> and includes any building, site, structure, object, district or collection of structures, and their associated sites.</p> <ul style="list-style-type: none"> • The <i>California Building Standards Code</i> [of which the Historical Building Code is part] is published every three years by order of the California Legislature. The building regulations, or standards, have the same force of law. • The 1984 Senate Bill 2321 <i>State Historical Building Code Statutes and Regulations</i>: <ul style="list-style-type: none"> ○ <i>'The building department of every city and county shall apply the provisions of alternative building standards and building regulations adopted by the CHBC Board pursuant to Section 18959.5 in permitting repairs, alterations and additions necessary to preservation, restoration, rehabilitation, moving or continued use of an historical building or structure'</i> [Health and Safety Code Section 18954]. • Not discretionary for agencies and jurisdictions. • <i>'The regulations of the CHBC have the same authority as State law and are to be considered as such'</i>. [CHBC p. iv] • State Historical Building Safety Board. <ul style="list-style-type: none"> ○ Proposes and approves changes to the CHBC. ○ Provides interpretation of the CHBC to building owners and local agencies. ○ Acts as a review body to State and Local Agencies for interpretation, administration and enforcement.
---	--	---

<ul style="list-style-type: none"> ○ <i>The alternative structural regulations... [contained herein] are to be applied in conjunction with the regular [building] code whenever structural upgrade or reconstruction is undertaken for qualified historical buildings or properties.</i> ○ Responses to seismic loads and forces are included in these regulations. ● 8-8 Archaic Materials and Methods of Construction ● 8-9 Mechanical, Plumbing & Electrical Requirements ● 8-10 Qualified Historical Districts, Sites and Open Spaces 	<ul style="list-style-type: none"> ○ A vision for historic preservation ○ Goals and objectives ○ A bibliography. <p><i>Historic Preservation Incentives in California</i> (Technical Assistance Series #15, 2013) includes the Seismic Bond Act (pp 14-16). This details the California Revenue and Taxation Code Sections 70(d) and 74.5 and exclusions to local ordinances related to seismic safety, seismic retrofitting requirements and improvement amendments.</p>	<ul style="list-style-type: none"> ○ Hears appeals from agencies and individuals to decisions made by local jurisdictions. <p>The Office of Historical Preservation Technical Assistance Series includes the <i>California State Law & Historic Preservation</i> which details statues, regulations and administrative policies regarding the preservation and protection of cultural and historical resources.</p>
--	--	--

Other Charters, Guidelines and Recommendations

The Getty Conservation Institute lists a number of conservation charters, policies and other documents here:

https://www.getty.edu/conservation/publications_resources/research_resources/charters.html

ICOMOS - Other Charters, Guidelines, Recommendations, Principles:

- [Charter for the Protection and Management of Archaeological Heritage Lausanne 1990](#)
- [International Cultural Tourism Charter Mexico 1999](#)
- [The Florence Charter – Historic Gardens – Florence 1981](#); also see the [Statement on the Workshop on the Florence Charter](#)
- [Charter on the Protection and Management of Underwater Cultural Heritage – Bulgaria 1996](#)
- [Principles for the Preservation of Historic Timber Structures – Mexico 1999](#)
- [The Venice Charter – International Charter for the Conservation of Monuments and Sites – Venice 1964](#)
- [Charter on the Built Vernacular Heritage Mexico 1999](#)
- [Charter on the Conservation of Historic Towns and Urban Areas – Washington 1987](#)
- [Recommendations of ISCARSAH](#) (The International Scientific Committee for Analysis and Restoration of Structures of Architectural Heritage), as adopted by International ICOMOS at the 2003 General Assembly
- [Hoi An Protocols for Best Conservation Practice in Asia](#)
- [ICOMOS International Cultural Tourism Charter](#)
- [Andong Recommendations](#) of the joint ICOMOS Asia-Pacific Regional Meeting and ICOMOS International Cultural Tourism Committee Workshop, 10-13 June 2006
Impact of Mass Tourism on Historic Villages
- [Zacatecas Charter, November 2009](#), adopted by ICOMOS Mexicano in 2010
- [ICOMOS New Zealand Charter for the Conservation of Places of Cultural Heritage Value, October 2010](#)
- [Approaches for the Conservation of Twentieth Century Architectural Heritage, Madrid-New Delhi Document, 2017](#)
- [The Valletta Principles for the Safeguarding and Management of Historic Cities, Towns and Urban Areas, 2011](#)

- [Principles for the Conservation of Wooden Built Heritage, 2017](#)

¹ See: <https://www.heritage.nsw.gov.au/what-we-do/heritage-council-of-nsw/>

¹¹ No specific guidance is provided regarding earthquakes in 'resilience to natural hazards', other than 'Some impacts of natural hazards may be particularly sudden and destructive to a historic building (such as riverine flash flooding, coastal storm surge, an earthquake, or a tornado) and may require adaptive treatments that are more invasive' (p 24).

Appendix 3: Survey Results and Analysis

ICOMOS New Zealand / Te Mana O Nga Pouwhenua O Te Ao Practice Notes Consultation

CONTENTS

A3 -1. SURVEY RESULTS.....	1
A3 -2. INITIAL LIST OF TOPICS PROPOSED BY ICOMOS NZ.....	36

A3 -1. SURVEY RESULTS

The following section includes the information collected in the survey and the follow up conversations and focus group sessions.

The survey was written in a standard “SurveyMonkey” format and included open and closed questions which were designed to:

- Provide general information on the field of work of the respondent.
- Establish the importance of the Charter to the respondents’ work and the frequency of its use.
- Establish the type of work the Charter is used for.
- Understand how each section of the Charter is used.
- Understand any issues with the Charter including:
 - Ease of use.
 - Ambiguity of interpretation.
- Prioritise the initial list of 18 topics.
- Establish if any other publications should be considered by ICOMOS NZ.
- Establish if any publications should be prepared by other organisations.
- Find volunteers for the focus groups.
- Request any other comments.

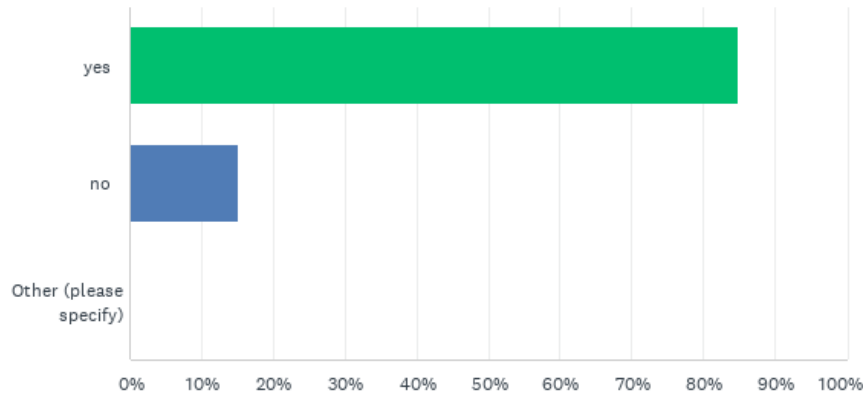
The online survey was the main form of consultation for the scoping report study. A survey link was sent to ICOMOS NZ members in September 2021 and members were encouraged to forward the information onto their contacts including non-ICOMOS NZ members. Most notably the survey was forwarded to over 120 members of the New Zealand Local Government Heritage Planners’ Forum, a national group of heritage planners who work in local government and at HNZPT.

The results are as follows:

ICOMOS NZ Charter Practice Notes

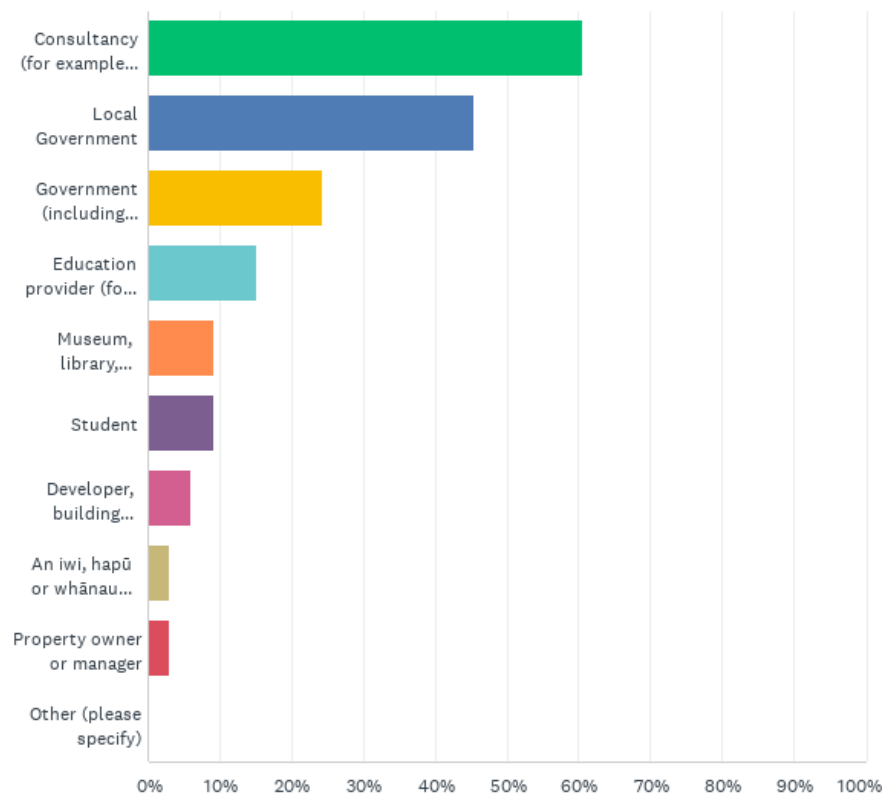
Complete Responses: 33

Q1: Are you a member of ICOMOS NZ?



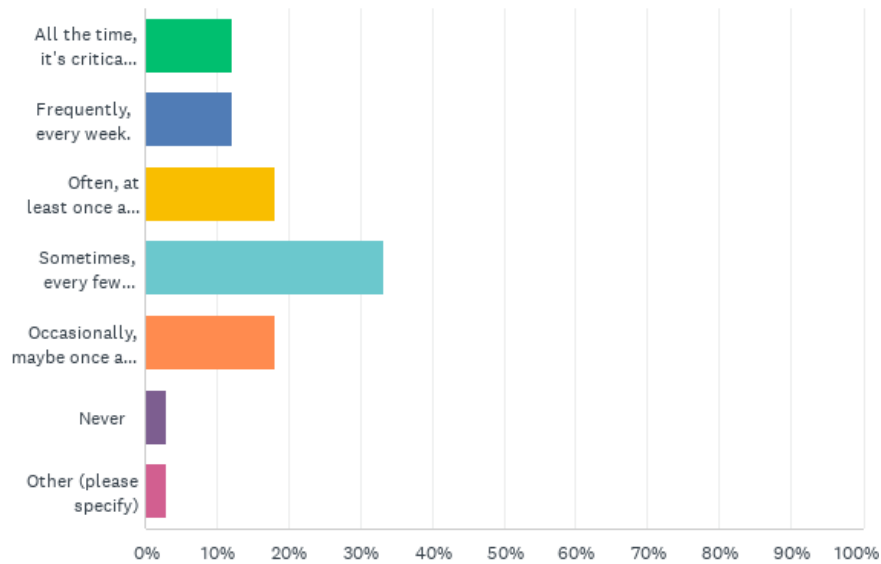
ANSWER CHOICES	RESPONSES
yes	84.85% 28
no	15.15% 5
Other (please specify)	0.00% 0
TOTAL	33

Q2: Where do you work, or have experience working? Select all the options that apply.



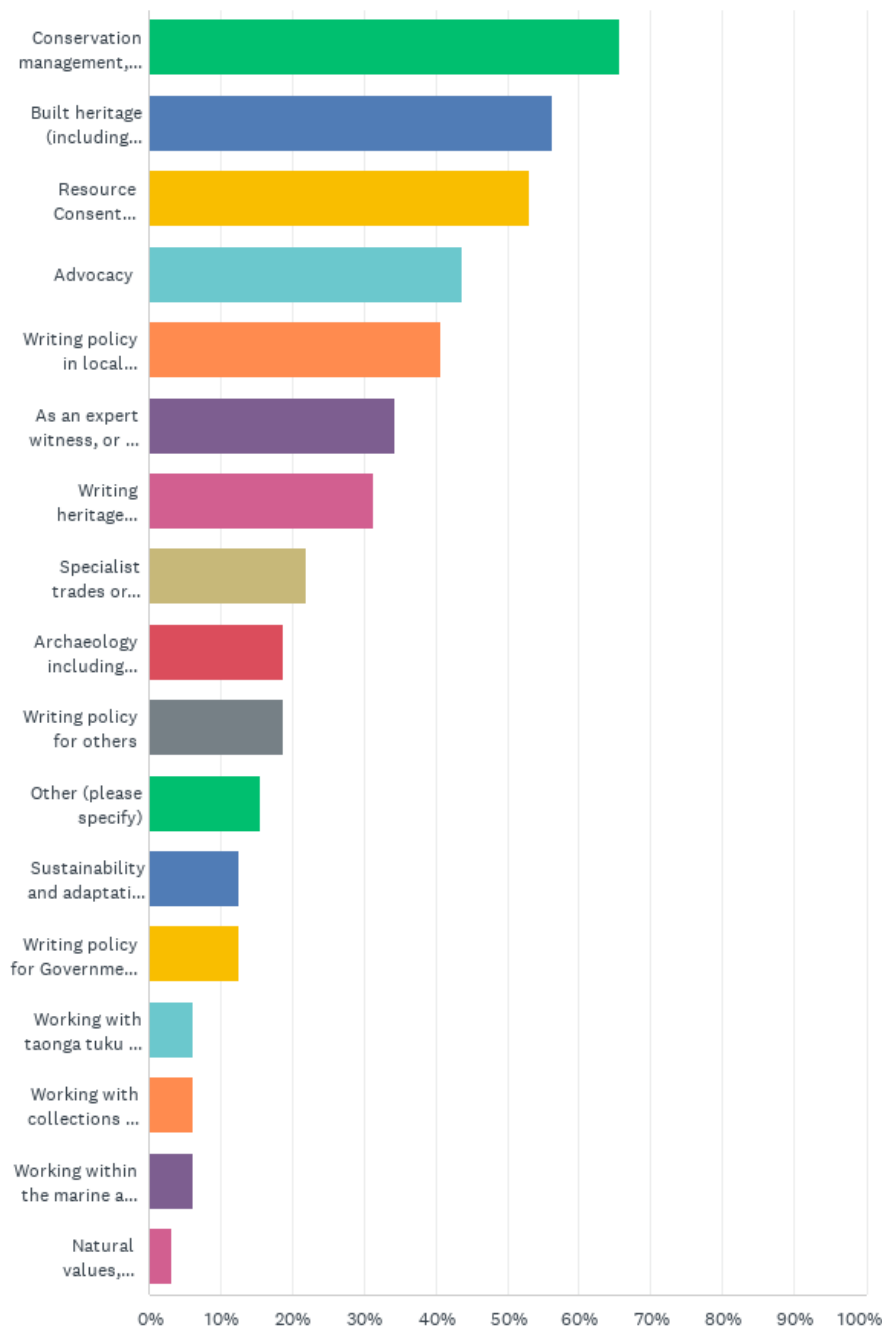
ANSWER CHOICES	RESPONSES
Consultancy (for example – an architect, archaeologist, heritage consultant, planner, etc.)	60.61% 20
Local Government	45.45% 15
Government (including HNZPT)	24.24% 8
Education provider (for example a wānanga or university)	15.15% 5
Museum, library, archive or other cultural organisation	9.09% 3
Student	9.09% 3
Developer, building contractor, or specialist trades	6.06% 2
An iwi, hapū or whānau organisation	3.03% 1
Property owner or manager	3.03% 1
Other (please specify)	0.00% 0
Total Respondents: 33	

Q3: How often do you use or make reference to the ICOMOS Charter in your work?



ANSWER CHOICES	RESPONSES
All the time, it's critical to my work every day.	12.12% 4
Frequently, every week.	12.12% 4
Often, at least once a month	18.18% 6
Sometimes, every few months	33.33% 11
Occasionally, maybe once a year	18.18% 6
Never	3.03% 1
Other (please specify)	3.03% 1
TOTAL	33

Q4: What kind of work would you typically use the Charter for? Select all the options that apply



ANSWER CHOICES	RESPONSES	
Conservation management, planning and recording (including the preparation of conservation plans)	65.63%	21
Built heritage (including architecture and design)	56.25%	18
Resource Consent applications	53.13%	17
Advocacy	43.75%	14
Writing policy in local government including Regional Policy Statements and Regional and District Plans	40.63%	13
As an expert witness, or in hearings	34.38%	11
Writing heritage interpretation, historical narratives and research	31.25%	10
Specialist trades or construction skills	21.88%	7
Archaeology including assessments for archaeological authorities	18.75%	6
Writing policy for others	18.75%	6
Other (please specify)	15.63%	5
Sustainability and adaptation for climate change	12.50%	4
Writing policy for Government (including HNZPT)	12.50%	4
Working with taonga tuku iho or within te ao Māori	6.25%	2
Working with collections in museums, archives, libraries, etc.	6.25%	2
Working within the marine and coastal environments including marine archaeology	6.25%	2
Natural values, ecosystems, biodiversity and geodiversity	3.13%	1
Total Respondents: 32		

Q5: Please describe how you use the Charter in your work?

Note that the responses have been colour coded in relation to four key themes as a way to analyse the responses. The themes are as follows:

	The Charter is generally used as a best practice guide.
	The response relates to the use of the Charter to establish levels or degrees of intervention.
	The response relates to the use of the Charter in statutory documents/ Regional or District Plans / local authority policy/ RMA related activities.
	The Charter isn't useful for the respondent's work or to their clients

Survey responses:

In general...	The purpose of conservation	The conservation principles	The practices and processes of conservation	Definitions
<i>Easily accessible set of standards to quote when setting out the conservation principles being followed in a project/report. Hopefully brings</i>	<i>Occasionally reference or paraphrase this section at the beginning of heritage reports to help explain the 'why' of the project approach.</i>	<i>Occasionally reference these in general but more likely to highlight a specific principle that is relevant to the project/argument being put forward.</i>	<i>As answer above - only occasionally when the project need or recommendation requires substantiating from a more national/</i>	<i>Rarely</i>

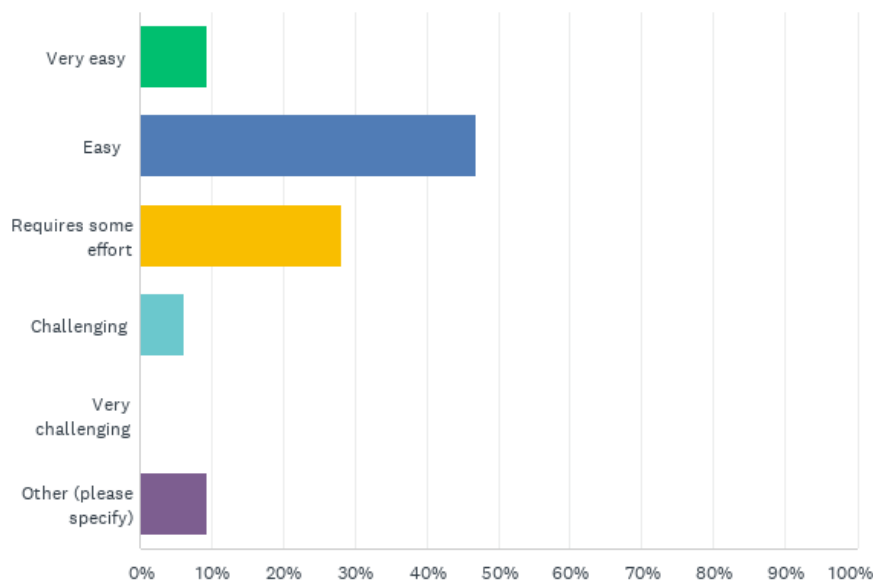
In general...	The purpose of conservation	The conservation principles	The practices and processes of conservation	Definitions
<i>a sense of weight and significance to our practice in general when quoted.</i>			<i>international perspective.</i>	
<i>Making sure I can justify what I'm saying based on the principles of the charter.</i>				
<i>Refer to it as international best practice</i>	<i>above</i>	<i>Use to frame and justify recommendations</i>	<i>Use to frame and justify recommendations</i>	<i>Use all the time to define words like restoration and conservation</i>
				<i>The distinction between the levels of intervention. Authenticity and integrity (where I might draw on the World JHeritage guidelines...)) con</i>
<i>providing general advice</i>		<i>informing resource consent assessments/funding assessments</i>	<i>Advising property owners/assessing funding applications</i>	<i>Informing planning policy</i>
<i>as a reference document</i>	<i>as a reference document</i>	<i>as a reference document</i>	<i>as a reference document</i>	<i>as a reference document</i>
<i>every day in assessments/reports/plans, preparing documents for works to buildings, carrying out works to buildings</i>	<i>significance and effects assessments, conservation plans, specifications for works, resource consent applications, hearings</i>	<i>significance and effects assessments, conservation plans, specifications for works, resource consent applications, hearings</i>	<i>conservation plans, specifications for works, building restoration and renovation</i>	<i>significance and effects assessments, conservation plans, specifications for works, resource consent applications, hearings</i>

In general...	The purpose of conservation	The conservation principles	The practices and processes of conservation	Definitions
<i>For reference in consent applications</i>				
<i>In teaching architectural history and heritage</i>	<i>Same as above</i>	<i>In supervising Master students</i>	<i>In supervising Master students</i>	<i>In supervising Master students</i>
<i>as an established set of guidelines and principles to refer to in Policy</i>		<i>Referred to in Policy, Council reports, resource consents</i>	<i>As above</i>	<i>In the District Plan</i>
<i>I refer to it at different points to help explain why I make recommendations</i>	<i>To explain these processes to colleagues managing property at council</i>	<i>To explain these processes to colleagues managing property at council</i>	<i>To explain these processes to colleagues managing property at council</i>	
<i>Guidance</i>	<i>Guidance</i>	<i>Guidance</i>	<i>Guidance</i>	<i>Guidance</i>
<i>guidance</i>	<i>guidance</i>	<i>guidance</i>	<i>guidance</i>	<i>guidance</i>
<i>Reference it as a standard</i>				
<i>As a framework for providing conservation advice</i>	<i>As above</i>	<i>In evaluating the level of intervention required</i>	<i>As above</i>	<i>Guiding the above</i>
<i>I use as a philosophic foundation to guide my work</i>	<i>It also helps form a frame of reference for other consultants to understand decision making</i>	<i>These are a key reference. I use them all the time</i>	<i>A philosophic guide to technical problems</i>	<i>These provide clarity</i>
<i>educational role + definitions</i>	<i>in discussions and advocacy</i>	<i>in reviews & consents</i>	<i>in consents and in advocacy with owners</i>	<i>in consents & district plan advice plus in hearings</i>
<i>as minor tool to Treaty Settlements and Crown-lwi matters</i>	<i>rarely, usually to support an argument generated from other matters</i>	<i>rarely</i>	<i>very broad, high level reference</i>	<i>never</i>
<i>AEEs for resource consents, developing government policy</i>	<i>Rarely use this section</i>	<i>Often refer to minimum intervention and use sections</i>	<i>Often refer to the degrees of intervention the sections that explain them</i>	<i>Often refer to the definitions</i>

In general...	The purpose of conservation	The conservation principles	The practices and processes of conservation	Definitions
<i>Currently looking at the Burra and NZ Charters to see how they take into account climate change adaptation</i>				
<i>Design of structural strengthening systems or earthquake repairs - charter helps to guide acceptable ways to achieve this</i>	<i>Noted but often not relevant as strengthening and earthquake repairs are a necessary intervention</i>	<i>These are applicable to guide material selection, approach to design, connections to existing heritage fabric, and the aesthetics of the design</i>	<i>Not so relevant.</i>	<i>Not so relevant.</i>
<i>Policy work</i>	<i>Policy work</i>	<i>Policy work</i>	<i>Policy work</i>	<i>Policy work</i>
<i>As an official evidential base for my heritage advice</i>	<i>to inform strategy writing; working with owners and community</i>	<i>advocacy for good heritage outcomes, inform policy (eg heritage grants policy)</i>	<i>to assess change proposals / resource consents; advocate for good heritage outcomes</i>	<i>development of local government policy; heritage significance assessments</i>
<i>Explain it to students. Use it to demonstrate accepted best practice.</i>				
<i>Refer to and reference it to provide advice</i>	<i>This is usually the first part of the advice provided - why we are doing or caring for something</i>	<i>Use when explaining the reason for doing anything. The proposed work is evaluated against the principles</i>	<i>Applied to guide and support any work carried out on built and landscape assets</i>	
<i>Relatively seldom and usually just as a general reference for applicable standards. e.g. "Work to be carried out in terms of the ICOMOS charter"</i>		<i>As above.</i>		<i>Very occasionally, to clarify particular processes e.g. "restoration"</i>

In general...	The purpose of conservation	The conservation principles	The practices and processes of conservation	Definitions
<i>or something similar..</i>				
<i>Direct people too it or supply a copy, explaining they are best practice guidelines</i>	<i>To protection and enhance ALL forms of heritage in nz</i>	<i>Are directed at buildings only and are hard to use to inform archaeology, stone walls, farming hedges and ditches. Ie anything other than WASP church architecture</i>	<i>Are architecture focused</i>	<i>Are easily applied to Victorian buildings but require a bit more thought to be useful for a shitty old barberry hedge and post and rail landscapes.</i>
		<i>Conservation principles helps the client to understand the process of preservation of taonga</i>	<i>Correct methodology before any conservation treatment starts</i>	
<i>As a reference guide for heritage planning matters</i>		<i>when referenced in a district plan</i>	<i>when referenced in a district plan</i>	
<i>Occasional reference - we don't specialise in heritage work</i>				

Q6: How easy do you find it to use and apply the Charter to your work?



ANSWER CHOICES	RESPONSES
Very easy	9.38% 3
Easy	46.88% 15
Requires some effort	28.13% 9
Challenging	6.25% 2
Very challenging	0.00% 0
Other (please specify)	9.38% 3
TOTAL	32

Q7: Can you explain your response to Q.6? For example how is the Charter easy to use? why is it difficult to apply to your work? or what are the challenges?

Note that the responses have been colour coded in relation to six key themes as a way to analyse the responses. The themes are as follows:

	The Charter is easy to use.
	Suggestions for providing guidance on use of the Charter: <ul style="list-style-type: none"> • High-light key messages. • Process – for example the Burra Charter Process “assess value, develop policy, manage in accordance with policy”. • Add explanations for non-experts. • Add illustrations and examples/case studies.
	Te ao Māori – see section XX for summary of responses
	Key issues with the use of the Charter <ul style="list-style-type: none"> • Difficult to use for places with diverse cultural significance (for example where there is a “valorisation” of colonial settler narratives over all other narratives). • Orientated to the preservation of built-fabric and built-heritage.

	<ul style="list-style-type: none"> • Difficult to use for archaeological authorities where sites will be destroyed. • Difficult to use when buildings have been damaged/compromised. • Tension between “experts” and communities. • Purism vs pragmatism.
	<p>Needs to be used more often and by more types of people</p> <ul style="list-style-type: none"> • Particularly territorial authorities & in District and Regional Plans
	The Charter needs a review

Survey Responses:

There is a lot of the Charter (quite naturally) so extracting relevant parts can take time and need good editing skills. It would be handy to have a 'snapshot' section at the beginning which highlighted the key messaging (this is always beneficial when proposing a conservation-based argument for a recommendation, especially if it is unpalatable to its recipient audience).

I find it easy to understand the intent of the charter and to apply it in general terms. However, I find it problematic when considering cultural values, the fact that significance" can be negative as well as positive, and how do we deal with that in the particular cultural context of Aotearoa. Very orientated to fabric authenticity and integrity which can be problematic when considering our settler colonial context, and how valorisation of some heritage necessarily negates others.

Once read and understood it is easy to follow, and the ideas are easy to communicate. It could be more process-driven though

Archaeological authorities pose some challenges because assumption has to be that the site will be destroyed. Ae

There's a difference between working with a building that is much compromised and a building that has clear and intact heritage values. There is also a difference in owners with the resources/access to resources to support purist heritage approaches. These elements combined make the charter difficult to apply. I also think that there is a tension between experts imposing their views and allowing owners who live with a place and who are part of its story tell their own story. There is also a tension between the recommendation that a conservation plan be prepared when a 'condition report' is more useful. Many conservation plans end up unused in a bottom drawer. There's a certain elitism to all this.

just lack of familiarity

It's easy for me to use because it's never been contested.

There are challenges with interpretation of some terms, and the applicability of the Charter to some projects - these are points of contention between practitioners in the heritage profession

Consent applications focus on change. ICOMOS rightly or wrongly is a high bar

It is easily approachable (online), the definitions are valuable.

It is directly relevant to the protection of heritage in the District Plan, Council Plans and Policies, and in Council decision-making

It's not in easy physical reach - i need to print out a copy

The NZ Charter, 2nd principle acknowledges indigenous cultural heritage, and the charter itself recognises 'cultural' heritage and not simply 'historic' heritage.

the nature of conservation practice is not rules based and the nuances of site-by-site responses require careful consideration and interpretation of the "spirit" of the Charter on that basis as a matter of professional discipline and practice

For clients who have no experience with legislation or international standards, it's difficult sometimes to explain how it applies and how it should be interpreted

I think the principles are straight forward easy to apply and convey to others (outside of heritage conservation) and as it is a national framework it assists in justifying ones advice on conservation in court etc

The Charter is by necessity generic and philosophic. There will always be debate around specific issues. In my work this is often related to building budgets.

challenges are what is not covered and needing some additional notes. Needs illustration and examples to expand understanding. Challenges in getting councils to accept as part of district plans

It is easy to read but focuses mostly (or I interpret it to) on tangible heritage and I work with both tangible and intangible heritage. I would also not refer to 'significance' when working with te ao maori or cultural landscapes. I think the Charter is at odds or does not add value to the conversations I have with clients nor their interpretation of cultural heritage.

The charter is not as easy to use as the Burra Charter which has a more straightforward linear approach: assess value, develop policy, manage in accordance with policy approach. This is called the Burra Charter process.

Challenge of applying current thinking around climate change adaptation to a charter that was prepared a decade ago.

It is open to interpretation, and often repairs or strengthening are necessary to ensure the survival of the building and this is impossible to achieve while meeting all of the clauses of the charter, so it requires some degree of prioritisation and pragmatism.

Seems old and needs a refresh

easy for me to use as I have been working with it for so long. Good for all the basics. Adaptation process is the tricky one. previous charter seemed to encourage statement distinctions between old and new - and this version is sometimes used to support almost replicas (there is a cross over with reconstruction here). if you look at chch egs post eq - knox church, chch cathedral rebuild of vestries and porch, college house dining hall rebuild, roger duff wing of the Canterbury museum - substantial reworking/modernisation of facade assessed as an alteration - a lot of this falls outside of the charter scope. But maybe that's OK? not like the charter has to accommodate these fringe/pragmatic approaches to heritage, but they are becoming more and more common...

It is clear and wonderful. However, I actually prefer the old 4 page version from 1993. It was in my view even clearer.

I think it is clearly laid out and in easily understood language.

It's clearly written and serves well as a 'best practice' standard.

It's not written for non- architects. It was written to be exclusive and therefore is not applicable across multiple heritage forms. For example, until recently archaeologists did NOT belong to ICOMOS as it was not considered relevant. The more relevant question is - why are archaeologists joining and why so they want to change the Charter? Because simple, they are unable to form a professional organisation so have latched on to this.

Easy to read trough and helps to refresh terminologies to use in planning

concise document that supports heritage planning in an RMA setting

It is not complicated but it would be good for people that don't have heritage training to have practice notes.

Q8: If you have used the Charter in response to a resource consent, hearing, policy or advocacy matter, can you describe a situation where ...

All parties agreed with the interpretation of a key policy or definition in the Charter?

<i>Legislative reform where the definition of cultural landscape needed to be decided</i>
<i>Napier War Memorial Centre Policy - referred to as a set of principles</i>
<i>No. On rare occasions I have encountered quite wild interpretation and application of the charter in advocating for outcomes that don't constitute conservation advocacy</i>
<i>Yes.</i>
<i>We drove all interpretation.</i>
<i>when acting for a client seeking resource consent from a TLA</i>

A policy or definition could be interpreted in several ways, but generally supported an agreed conservation outcome?
<i>Restoration vs reconstruction of a historic grave for resource consent</i>
<i>Reconstruction and replication - what is the difference?</i>
<i>14. x. - revision of conservation plans is important and could be helped through definition of the period for revision .</i>
<i>Generally but as above I have encountered instances where individuals have interpreted it to assist arguments to compromise heritage values</i>
<i>hearing- demolition & relocation</i>
<i>I think outcomes will almost always be subjective.</i>
<i>We told them what to do. If you want your consent, you will do it this way etc</i>

A policy or definition was used to support an opposing position, or could be interpreted in many ways?
<i>can't think of one</i>
<i>Setting - this policy has been used both against relocation (keeping the building in its setting) and against relocation (the existing setting is eroded and/or changes in the setting have negatively impacted the building's values so moving it will not impact on its contextual values)</i>
<i>14 (x) talks about 'regular revision for the Conservation Plan', but could do with a suggestion for the period to keep a plan 'up to date' - i.e. quinquennially (five-yearly). Needs to reinforce Clause 4, that all conservation work should be based on a conservation plan so that RMA-based Authority plans require them.</i>
<i>6. minimum intervention / 8. use (function) / 16. professional, trade, and craft skills - in the case of 'use' debate centered around whether 'use' applied to an previous or future condition or if a place should be assessed (including this principle) as found</i>
<i>Yes, but this seems to be rare in my experience - an approach to heritage management adopted by only a few</i>
<i>partial demolition- can be very extreme and almost full demolition</i>
<i>[omitted]</i>
<i>problem when charter used as a de facto assessment framework by members undertaking heritage planning tasks eg appearing in a hearing or before the Env Court</i>

A policy or definition was so ambiguous that it required additional guidance to interpret?
<i>I think the policies and definitions are very clear; it is more often a matter of whether they apply or not in a particular context (i.e. if something / place has not been "officially" recognised as a "protected heritage item" - e.g. Ihumaatao on one hand, or 'special character' on another.</i>
<i>can't think of one</i>
<i>The definition and application of 'setting' in a useful way for district plan policy.</i>

Use of the term "cultural heritage" is a continuing point of confusion - because the use of "cultural" in NZ is typically associated with tangata whenua, and cultural value is often identified as one of many heritage values, there are compounding misinterpretations

No

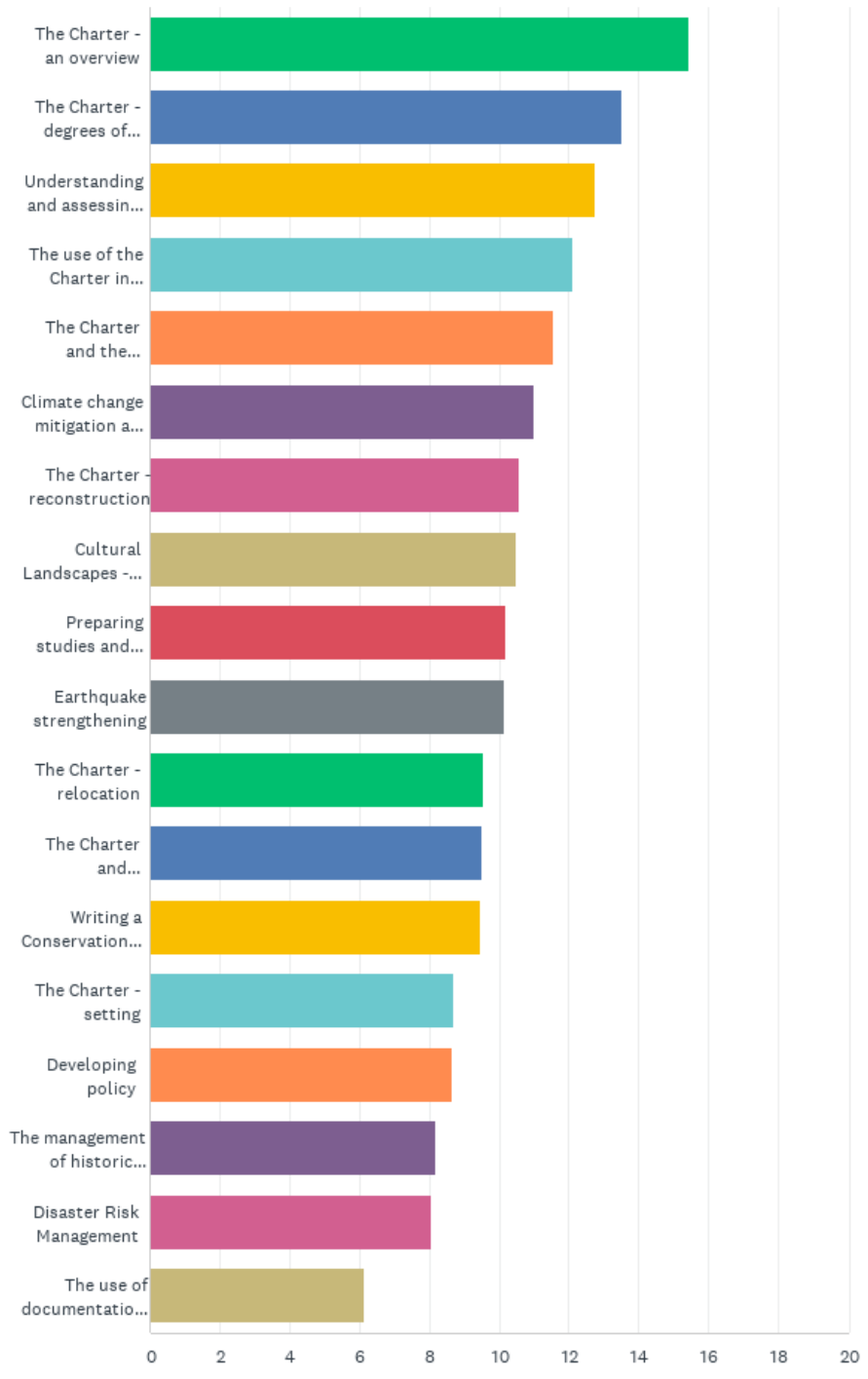
demolition- as not a principle. sometimes relocation if designed as such and moved several times

The OED is a marvellous tool

Key issues identified in the survey responses

- Reconstruction vs replication.
- How often should a conservation plan be revised.
- The use of the Charter to support non-heritage outcomes.
- Setting and relocation.
- Keeping buildings in a sustainable ongoing use.
- Difference between full and partial demolition.
- Use of the Charter as a "de facto assessment framework" by Expert Witnesses in hearings.
- "Official" (listed/scheduled) heritage places vs non-scheduled heritage
- The use of the term "cultural heritage"

Q9: Which of the following guidance documents would be useful to your work? Please rank these in the order of priority for ICOMOS NZ to write / publish. Please note that some of the following can be described as 'Practice Notes' (i.e. how to use or interpret the Charter), while others are either 'Policy' (i.e. guidance for applying discretion in making decisions about a heritage place) or 'Technical Guidance' (i.e. practical guidance for undertaking heritage related activities).



	1	2	3	4	5	6	7	8	9	10	11	12	13	14
The Charter - an overview	58.33% 14	4.17% 1	12.50% 3	0.00% 0	4.17% 1	0.00% 0	0.00% 0	0.00% 0	0.00% 0	8.33% 2	0.00% 0	0.00% 0	0.00% 0	4.17
The Charter - degrees of intervention (from preservation to adaptation).	3.85% 1	23.08% 6	11.54% 3	3.85% 1	7.69% 2	11.54% 3	3.85% 1	7.69% 2	3.85% 1	7.69% 2	0.00% 0	3.85% 1	0.00% 0	3.85
Understanding and assessing cultural heritage value	11.11% 3	18.52% 5	11.11% 3	3.70% 1	11.11% 3	0.00% 0	3.70% 1	0.00% 0	7.41% 2	7.41% 2	7.41% 2	3.70% 1	3.70% 1	3.70
The use of the Charter in Hearings	4.17% 1	16.67% 4	0.00% 0	8.33% 2	8.33% 2	8.33% 2	8.33% 2	8.33% 2	4.17% 1	0.00% 0	8.33% 2	0.00% 0	4.17% 1	4.17
The Charter and the management of Māori heritage	4.17% 1	4.17% 1	20.83% 5	4.17% 1	4.17% 1	0.00% 0	12.50% 3	4.17% 1	8.33% 2	0.00% 0	8.33% 2	0.00% 0	4.17% 1	4.17
Climate change mitigation and adaptation for heritage places	0.00% 0	12.00% 3	4.00% 1	12.00% 3	20.00% 5	0.00% 0	4.00% 1	0.00% 0	8.00% 2	8.00% 2	4.00% 1	0.00% 0	0.00% 0	0.00
The Charter - reconstruction	4.35% 1	4.35% 1	4.35% 1	4.35% 1	4.35% 1	13.04% 3	4.35% 1	4.35% 1	8.70% 2	8.70% 2	8.70% 2	13.04% 3	8.70% 2	0.00
Cultural Landscapes - including for instance guidance on definitions, identification, assessment of values, methods of management	0.00% 0	12.50% 3	4.17% 1	16.67% 4	0.00% 0	8.33% 2	4.17% 1	4.17% 1	4.17% 1	0.00% 0	4.17% 1	12.50% 3	0.00% 0	4.17
Preparing studies and reports: contractual and ethical issues	8.70% 2	0.00% 0	4.35% 1	8.70% 2	8.70% 2	4.35% 1	0.00% 0	4.35% 1	4.35% 1	0.00% 0	8.70% 2	4.35% 1	8.70% 2	8.70
Earthquake strengthening	4.35% 1	0.00% 0	4.35% 1	4.35% 1	8.70% 2	8.70% 2	4.35% 1	13.04% 3	8.70% 2	4.35% 1	0.00% 0	4.35% 1	4.35% 1	4.35
The Charter - relocation	0.00% 0	0.00% 0	8.70% 2	0.00% 0	8.70% 2	4.35% 1	13.04% 3	4.35% 1	8.70% 2	13.04% 3	4.35% 1	8.70% 2	4.35% 1	8.70
The Charter and archaeological practice	0.00% 0	4.55% 1	0.00% 0	18.18% 4	0.00% 0	9.09% 2	4.55% 1	4.55% 1	4.55% 1	0.00% 0	4.55% 1	9.09% 2	0.00% 0	0.00
Writing a Conservation Plan	0.00% 0	3.70% 1	14.81% 4	11.11% 3	3.70% 1	0.00% 0	3.70% 1	7.41% 2	3.70% 1	0.00% 0	0.00% 0	0.00% 0	11.11% 3	0.00
The Charter - setting	0.00% 0	0.00% 0	0.00% 0	9.09% 2	4.55% 1	4.55% 1	9.09% 2	18.18% 4	0.00% 0	0.00% 0	9.09% 2	9.09% 2	9.09% 2	4.55
Developing policy	9.09% 2	0.00% 0	4.55% 1	4.55% 1	4.55% 1	4.55% 1	4.55% 1	4.55% 1	0.00% 0	9.09% 2	4.55% 1	4.55% 1	9.09% 2	4.55
The management of historic precincts	8.70% 2	4.35% 1	4.35% 1	4.35% 1	0.00% 0	4.35% 1	4.35% 1	0.00% 0	0.00% 0	4.35% 1	4.35% 1	0.00% 0	4.35% 1	13.04
Disaster Risk Management	0.00% 0	4.17% 1	4.17% 1	0.00% 0	4.17% 1	4.17% 1	4.17% 1	4.17% 1	4.17% 1	12.50% 3	4.17% 1	4.17% 1	8.33% 2	4.17
The use of documentation technologies for assessments	0.00% 0	0.00% 0	0.00% 0	0.00% 0	0.00% 0	8.70% 2	4.35% 1	4.35% 1	0.00% 0	4.35% 1	0.00% 0	4.35% 1	0.00% 0	8.70

Q10: Please explain why you have selected your top 3 choices

<p>“The Charter - an overview”</p> <p>The following are the Q10 survey responses:</p>
<p><i>1. To make it more accessible to all heritage practitioners across all fields involving heritage; to improve peoples' awareness of it and raise its credibility</i></p>
<p><i>1. To provide users the fundamental understanding of the Charter</i></p>
<p><i>1. We need a short, concise, general overview</i></p>
<p><i>1. The What - Provides a baseline for the guidance, its use and application in general conservation practice</i></p>
<p><i>1. the what</i></p>
<p><i>1. overview to use for a brand range of clients</i></p>
<p><i>1. I think if there is variation in interpretation of the charter where it is being used to support outcomes that do not meet the purpose and principles of the charter then a practice note would be of value</i></p>
<p><i>1. for everyone to help onderstand</i></p>
<p><i>3. to get it used and improve the overall understanding of the Charter and its weighting</i></p>
<p><i>1. An overview of the charter could show that it's advocating for a process like the Burra Charter and that its not just a bunch of principles.</i></p>
<p><i>1. Need to understand the context of the charter - promote its value.</i></p>
<p><i>2. Gives overall context</i></p>
<p><i>1. WOuld be good/use to be able to sumamrise for myself and others the main point(s) of the charter</i></p>
<p><i>1. An overview is the logical starting point</i></p>
<p><i>3. Another basic. These 3 things have only recently crept into Uni teaching (Victoria) but are still absent in others. Only when the basics are understood and USED in a uniform way will we profess our industry</i></p>
<p><i>3. members need to have a shared understanding of the use and application of the charter</i></p>

	<p>Key issues identified with “The Charter – an overview”</p> <p>The following is some analysis of the survey responses from question 10, along with related responses from other survey questions, and through the follow up conversations and focus group discussion.</p>
	<p>Issue 1: A Practice Note on “The Charter – an overview” should:</p> <ul style="list-style-type: none"> • Provide a basic overview • Highlight and summarise the key points of the Charter • Provide context
	<p>Issue 2: The Charter should be made accessible for non-experts – see also:</p> <ul style="list-style-type: none"> • Q13 - <i>an illustrated guide is essential and should be in modern format - include interaction and video clips etc</i> • Q7 - <i>It is not complicated but it would be good for people that don't have heritage training to have practice notes.</i> • Q7 - <i>challenges are what is not covered and needing some additional notes. Needs illustration and examples to expand understanding. Challenges in getting councils to accept as part of district plans</i> • Q7 - <i>There is a lot of the Charter (quite naturally) so extracting relevant parts can take time and need good editing skills. It would be</i>

	<p><i>handy to have a 'snapshot' section at the beginning which highlighted the key messaging (this is always beneficial when proposing a conservation-based argument for a recommendation, especially if it is unpalatable to its recipient audience).</i></p>
	<p>Issue 3: Consistent interpretation – see also:</p> <ul style="list-style-type: none"> • <i>Q7 - It is open to interpretation, and often repairs or strengthening are necessary to ensure the survival of the building and this is impossible to achieve while meeting all of the clauses of the charter, so it requires some degree of prioritisation and pragmatism.</i> • <i>Q7 - The Charter is by necessity generic and philosophic. There will always be debate around specific issues. In my work this is often related to building budgets.</i> • <i>Q7 - For clients who have no experience with legislation or international standards, it's difficult sometimes to explain how it applies and how it should be interpreted</i> • <i>Q7 - the nature of conservation practice is not rules based and the nuances of site-by-site responses require careful consideration and interpretation of the "spirit" of the Charter on that basis as a matter of professional discipline and practice</i> • <i>Q7 - There are challenges with interpretation of some terms, and the applicability of the Charter to some projects - these are points of contention between practitioners in the heritage profession</i>
	<p>Issue 4: Increasing the use of the Charter and promote its use – see also:</p> <ul style="list-style-type: none"> • <i>The use of the Charter in District and Regional Plans (generally Q5 & Q9)</i> • <i>Q11 - Application of the Charter in Local Government settings</i> • <i>Q13 - The charter itself needs to be reviewed to make it simpler to use. This needs to be kept in mind when any practice notes or guidance is being developed. In my use of the charter the issues haven't so much been around disagreements about the interpretation of particular parts, but more about general misunderstandings about the charter e.g. it's not practical or applicable in the real world or it's not able to be used for damaged places. These issues can't be fixed by simply publishing guidance. Engagement with people who make decisions on cultural heritage matters will be required e.g. Council planners, environment court, commissioners, Councillors etc.</i> • <i>Q13 - I am interested in heritage and adaptive re-use work but not immersed in it. I know a lot of people that do not understand what heritage places are and what ICOMOS and NZ Heritage do.</i>
	<p>Issue 5: Professional practice by members of ICOMOS NZ. See also</p> <ul style="list-style-type: none"> • <i>The Charter is used by professionals with [a background in / from] many different professions. So we need an ICOMOS baseline understanding [and a] shared understanding [for ICOMOS NZ members of how to use the Charter across the various disciplines].</i>

	[A Practice Note] <i>to make the Charter clear to archaeologists would be helpful.</i> ¹
	<p>Issue 6: The Charter as a process. See also:</p> <ul style="list-style-type: none"> • Q7 - [The Charter] ... <i>could be more process-driven though</i> • Q7 - <i>The charter is not as easy to use as the Burra Charter which has a more straightforward linear approach: assess value, develop policy, manage in accordance with policy approach. This is called the Burra Charter process.</i> • Q5 – [positive comment about the use of the Charter’s ...] <i>Conservation principles helps the client to understand the process of preservation of taonga</i>
	<p>Issue 7: Best Practice in the “real world”.</p> <ul style="list-style-type: none"> • Q13 - ... <i>In my use of the charter the issues haven't so much been around disagreements about the interpretation of particular parts, but more about general misunderstandings about the charter e.g. it's not practical or applicable in the real world or it's not able to be used for damaged places. These issues can't be fixed by simply publishing guidance. Engagement with people who make decisions on cultural heritage matters will be required e.g. Council planners, environment court, commissioners, Councillors etc.</i> • See also the responses to Q5. on the use of the Charter as Best Practice.

The Charter - degrees of intervention (from preservation to adaptation).

The following are the Q10 survey responses:

2. To increase practitioners' understanding of the acceptable degrees of intervention and why (is still lacking in NZ heritage practice in my view!)

2. A frequently occurring issue

2. Degrees of intervention

3. Further description regarding intervention types and appropriate use would be helpful

1. Accommodating change

Degrees of Intervention: There are a lot of grey areas with adapting buildings for new uses

3. helps to guide approach to intervention

2. Degree of intervention is applied across all the heritage activities in everyday work, wider audience including community

2. to understand levels of intervention

Key issues identified with “The Charter - Degrees of intervention”

The following is some analysis of the survey responses from question 10, along with related responses from other survey questions, and through the follow up conversations and focus group discussion.

¹ Focus Group discussion, 21 October 2021, Tim Stevenson & Laura Kellaway

	<p>Issue 1: This section of the Charter has been highlighted as having particular value by respondents, and may be useful to provide guidance on its use.</p> <ul style="list-style-type: none"> • See also responses to Q5.
	<p>Issue 2: Adaptation / accommodating change. See also:</p> <ul style="list-style-type: none"> • Q11 - <i>retaining existing uses that sometimes no use can keep a place - adaptation can significantly destroy as degree of change can be extreme interiors</i> • Q7 – <i>Consent applications focus on change. ICOMOS rightly or wrongly is a high bar</i> • Q11 – [request for an ICOMOS NZ Practice Note on] <i>adaptation please!!</i>
	<p>Issue 3: Adaptation for earthquake strengthening, energy efficiency & accessibility – see also separate topics</p> <ul style="list-style-type: none"> • Q11 - <i>Energy Efficiency/Upgrade for Heritage Buildings (Passive Energy Design) Draw from other ICOMOS Scientific committees Material Conservation Technical Guidance Accessibility in Heritage Places Interpretation</i>
	<p>Issue 4: Modern architecture / Modern Movement / Modernism & The Charter – this topic was identified in a follow up interview as an issue.²</p> <ul style="list-style-type: none"> • <i>A lot of materials were experimental and haven't necessarily survived particularly well³</i> • <i>Approach to minimum intervention necessary is not always practiced (or practical)⁴</i> • Intactness vs integrity • Noted Dr Phillip Hartley's PhD⁵

Understanding and assessing cultural heritage value

The following are the Q10 survey responses

3. Assessing CH and preparing CPs are equal here - teh wider profession needs much greater understanding what these mean, the hows and whys of doing it, as the level of assessment and especially CP prep is still really low in NZ in my experience.

1. Gives a framework to approach the issue

3. To provide a centralised definition within the industry

2. The Why

2. the why

3. for general understanding

2. Assessing cultural heritage values is vital for my work

1. clarity is needed around RMA heritage assessment practices

² Phone Conversation with Julia Gatley, 18/10/2021

³ Phone Conversation with Julia Gatley, 18/10/2021

⁴ Phone Conversation with Julia Gatley, 18/10/2021

⁵ Phillip Hartley, *Thoroughly Modern Heritage: Preserving The Mid-Century Architectural Heritage Of New Zealand; How An Understanding Of Modernist Materiality, Form And Planning Engages With Established Conservation Philosophy And Practice.*

1. PN for people that haven't trained to understand what cultural heritage is

	<p>Key issues identified with “Understanding and assessing cultural heritage value”</p> <p>The following is some analysis of the survey responses from question 10, along with related responses from other survey questions, and through the follow up conversations and focus group discussion.</p>
	Issue 1: Understanding the heritage value of a place is fundamental to heritage management practices.
	Issue 2: Consistent interpretation
	<p>Issue 3: Contested values</p> <ul style="list-style-type: none"> Q7 - I find it easy to understand the intent of the charter and to apply it in general terms. However, I find it problematic when considering cultural values, the fact that "significance" can be negative as well as positive, and how do we deal with that in the particular cultural context of Aotearoa. Very orientated to fabric authenticity and integrity which can be problematic when considering our settler colonial context, and how valorisation of some heritage necessarily negates others.
	<p>Issue 4: Tangible and Intangible value</p> <ul style="list-style-type: none"> Q7 - It is easy to read but focuses mostly (or I interpret it to) on tangible heritage and I work with both tangible and intangible heritage. I would also not refer to 'significance' when working with te ao maori or cultural landscapes. I think the Charter is at odds or does not add value to the conversations I have with clients nor their interpretation of cultural heritage.
	<p>Note that the following has been identified as an additional (related) topic:</p> <p>Q11- Assessing effects on heritage is missing from the above [list of suggested topics] and is of a high priority.</p>

The use of the Charter in Hearings

The following are the Q10 survey responses

2. It is too often used in conflict against itself in proceedings

1. There can be dispute over the relevance of the Charter and its use in Hearings, especially when the relevant District Plan (for example) doesn't refer to it.

2. As above (I think if there is variation in interpretation of the charter where it is being used to support outcomes that do not meet the purpose and principles of the charter then a practice note would be of value)

2. to get good national understanding legally to give further strength to definitions and principles

2. use of the charter is most problematic in legal RMA heritage proceedings

	<p>Key issues identified with “The use of the Charter in Hearings”</p> <p>The following is some analysis of the survey responses from question 10, along with related responses from other survey questions, and through the follow up conversations and focus group discussion.</p>
	<p>Issue 1: This Practice Note would comment on legal matters, and:⁶</p> <ul style="list-style-type: none"> • Would need input from legal practitioner(s) and Resource Consent planners. • Would need a review of case law (see initial work by ICOMOS NZ in section XX of this report). • May benefit from building a relationship with the RMLA, NZPI and the NZLS. <p>See also this response to Q13:</p> <ul style="list-style-type: none"> • <i>Engagement with people who make decisions on cultural heritage matters will be required e.g. Council planners, environment court, commissioners, Councillors etc.</i>
	<p>Issue 2: The inclusion and use of the Charter in Regional and District Plans.</p> <ul style="list-style-type: none"> • There is no consistent way in which the Charter is included in Plans – some integrate the Charter into the objectives and policies, others refer to the Charter as a reference document, while others do not include any references to the Charter.⁷ • The way that the Charter is referred to in Plans may give weight to the way it can be used in hearings.⁸ <p>See also these responses to Q11:</p> <ul style="list-style-type: none"> • <i>Q11 - The statutory status of the Charter is a continuing point of discussion - but this could be addressed as part of a guide on use in hearings.</i> • <i>Q11 - Application of the Charter in Local Government settings</i>
	<p>Issue 3: There is variation in the way that Expert Witnesses use the Charter in their statements of evidence.</p> <p>See also the responses to Q8, including:</p> <ul style="list-style-type: none"> • <i>problem when charter used as a de facto assessment framework by members undertaking heritage planning tasks eg appearing in a hearing or before the Env Court.</i> • <i>Generally but as above I have encountered instances where individuals have interpreted it to assist arguments to compromise heritage values.</i>

⁶ Conversation with Greg Vossler, 20 October 2021

⁷ Conversation with Greg Vossler, 20 October 2021; Focus Group discussion, 21 October 2021, Tim Stevenson & Laura Kellaway

⁸ Conversation with Greg Vossler, 20 October 2021

	<p>Issue 4: There are wider issues of how the Charter is used or regarded by Resource Consent Planners, Commissioners, RMA lawyers.</p> <ul style="list-style-type: none"> • <i>There needs to be a range of credible sources that speak to the issues and confirm the status of the Charter. The status of the Charter (and any Practice Note) would be enhanced by partnering with (or reaching out to) other respected organisations such as the NZPI, RMLA & HNZPT.</i>⁹ • Current review of the RMA including the Natural & Built Environments Act/Bill, Strategic Planning Act/Bill, Climate Adaptation Act/Bill means that the statutory framework for planning and heritage is currently in flux.¹⁰ • There is likely to be a greater focus on Regional Plans in future legislation and statutory frameworks.¹¹ • It may be possible to commission a report that can be added to the Quality Planning website. Any commissioned work would need to be fair and unbiased, written to a high standard and with checks and balances.¹²
--	---

The Charter and the management of Māori heritage.

The following are the Q10 survey responses

3. Māori heritage is critically under-protected in NZ and needs more consideration

3. There is very little in the way of professional guidance on matters relating to Maori heritage

3. a distinguishing element of the NZ ICOMOS Charter

2. using charter for conservation and archaeology

3. It would be helpful to have a te ao Maori context for the charter outlined

1. Maori - because there is the least amount of literature available to a general reader, and because it is NZ specific rather than something that is available internationally.

3. Maori input to be strengthened in RMA reform

	<p>Key issues identified with “The Charter and the management of Māori heritage”.</p> <p>The following is some analysis of the survey responses from question 10, along with related responses from other survey questions, and through the follow up conversations and focus group discussion.</p>
	Issue 1: Needs more guidance
	Issue 2: Is a fundamental part of the Charter and its use.
	Note also the comments that:

⁹ Discussion with Greg Vossler, 20 October 2021

¹⁰ Focus Group discussion, 21 October 2021, Tim Stevenson & Laura Kellaway

¹¹ Focus Group discussion, 21 October 2021, Tim Stevenson & Laura Kellaway

¹² Paraphrased from discussion with Greg Vossler, 20 October 2021

	<p>Q11 - I have given [a separate Practice Note to provide] guidance on Maori heritage a low priority as in my view it should not be 'othered' but incorporated into the various guidance notes...</p> <p>Q5- [The Charter is used as] a minor tool to Treaty Settlements and Crown-lwi matters...[but] Q6 I dont find the Charter adds value to my work as there are stronger, more accessible and well known documents that I find are suitable for the situation</p>
	<p>Issue 3: Contested values</p> <p>Q7 - I find it easy to understand the intent of the charter and to apply it in general terms. However, I find it problematic when considering cultural values, the fact that "significance" can be negative as well as positive, and how do we deal with that in the particular cultural context of Aotearoa. Very orientated to fabric authenticity and integrity which can be problematic when considering our settler colonial context, and how valorisation of some heritage necessarily negates others.</p>
	<p>Issue 4: Intangible heritage values</p> <p>Q7 - It is easy to read but focuses mostly (or I interpret it to) on tangible heritage and I work with both tangible and intangible heritage. I would also not refer to 'significance' when working with te ao maori or cultural landscapes. I think the Charter is at odds or does not add value to the conversations I have with clients nor their interpretation of cultural heritage.</p>
	<p>Issue 5: Resources, relationships, cultural competence and expertise</p> <p>Q 12 - A lot of work is required before ICOMOS comments further on cultural landscapes and Maori heritage.</p> <ul style="list-style-type: none"> • The work of the ICOMOS NZ Māori Committee, particularly Xavier Forde was also noted.¹³ • Consultation¹⁴ (generally and for a range of proposed topics) with the following organisations was suggested: <ul style="list-style-type: none"> ○ HNZPT Māori Heritage Council ○ NZAA Kaupapa Māori Advisory Group

Climate change mitigation and adaptation for heritage places

The following are the Q10 survey responses

We need to get serious about how climate change will change our built and natural environments - our cultural landscapes - and how we are going to get creative about cultural justice as we look to heritage as a sustainer.

2. to help with urgent and high risk decision making

2. Climate change work is highly topical - currently involved in the IPCC/UNESCO/ICOMOS meeting. National Adaptation Plan may provide opportunities

¹³ Email from Dr Diane Menzies, 10 October 2021

¹⁴ Discussion with Vanessa Tanner, 28 September 2021; Discussion with Elizabeth Pishief, 18 October 2021; Discussion with Mary O'Keeffe, 15 September 2021

3. a hot topic. coming up for us with sea wall alterations proposed

2. Climate crisis and concrete evidence to retain rather than demo and replace.

	<p>Key issues identified with “Climate change mitigation and adaptation for heritage places”</p> <p>The following is some analysis of the survey responses from question 10, along with related responses from other survey questions, and through the follow up conversations and focus group discussion.</p>
	<p>Issue 1: JSC-ANZCORP draft principles – were discussed in a follow up meeting.¹⁵</p> <ul style="list-style-type: none">• An ANZCORP working group currently preparing draft principles for Climate Change adaptation• These draft principles are likely to form the basis of a joint Australia ICOMOS/ICOMOS NZ Practice Note.• ANZCORP will discuss with ICOMOS board, then look for opportunities to workshop the document before its finalised.

The Charter – reconstruction

The following are the Q10 survey responses

1. this type of work has recently caused us issues (post EQ)

3. next few flow from above (Degree of intervention is applied across all the heritage activities in everyday work, wider audience including community)

	<p>Additional comments on reconstruction.</p>
	<p>One respondent noted the following issue in Q11.</p> <ul style="list-style-type: none">• <i>Archaeological site conservation. Archaeological site reconstruction - an issue that appears to be impossible to push down.</i>

Cultural Landscapes - including for instance guidance on definitions, identification, assessment of values, methods of management

The following are the Q10 survey responses

Cultural landscapes is potentially the best way of holistically identifying and managing heritage in Aotearoa, in my view.

2. This is an area that is still quite poorly defined within the heritage profession in NZ

2. Napier has a number of cultural landscapes that haven't been protected to date. We are entering a time where the protection of these (and the conflict with private property rights) will be to the fore and advice is needed.

3. Auckland and Wellington have seen resistance to 'blanket' character protections in recent years. It would be great if ICOMOS could provide guidance on how to protect the heritage value of areas without stifling necessary development.

¹⁵ Phone conversation with Helen McCracken, 8 October 2021

2. Another basic

	<p>Key issues identified with “Cultural Landscapes”</p> <p>The following is some analysis of the survey responses from question 10, along with related responses from other survey questions, and through the follow up conversations and focus group discussion.</p>
	<p>Issue 1: ICOMOS International Scientific Committee on Cultural Landscapes (ISCL).</p> <ul style="list-style-type: none"> The work of the NZ members of the ICOMOS IFLA ISCL was highlighted.¹⁶
	<p>Issue 2: Lack of clear definition, understanding or protection for Cultural Landscapes.</p> <p>See also this response to Q 12 - <i>A lot of work is required before ICOMOS comments further on cultural landscapes and Maori heritage.</i></p>
	<p>Issue 3: Legislative reform</p> <p>See also this response to Q8 - <i>Legislative reform where the definition of cultural landscape needed to be decided.</i></p>
	<p>Issue 4: The potential value of Cultural Landscapes to identify and manage heritage in holistic way.</p>

Preparing studies and reports: contractual and ethical issues

The following are the Q10 survey responses

3. applications of the charter

1. *It's a basic and will reflect changes to RMA to NBEA*

Earthquake Strengthening

The following are the Q10 survey responses

3. Earthquake strengthening

Earthquake strengthening: A broader sharing of cost effective visually non intrusive solutions would help discussion with engineers

1. *Directly relevant to what I do*

	<p>Additional comments on “Earthquake Strengthening”.</p>
	<p>Note the comments under “The Charter - Degrees of intervention” for comments on earthquake strengthening as a type of addition or alteration.</p> <p>Respondents also noted that:</p> <ul style="list-style-type: none"> Q11 – [ICOMOS NZ] <i>Could develop an overall guide to EQ repairs & strengthening, but I suspect this already exists in a fairly moderate form</i>

¹⁶ Email from Dr Diane Menzies, 10 October 2021

	<ul style="list-style-type: none"> • Q12 – [Practice Notes that could be prepared by another organisation] <i>Case studies of best practice with engineering and mechanical design solutions would help conservation architects.</i> • Q12 - <i>SESOC have published an assessment guide which could also include conservation principles and considerations</i>
--	--

The Charter – relocation

There were no Q10 survey responses.

	Additional comments on “The Charter – relocation”.
	<p>There is current research on relocation, and an offer to write an ICOMOS NZ Charter Practice Note on this topic. The research has identified the following issues:¹⁷</p> <ul style="list-style-type: none"> • Climate Change and sea-level rise • Construction typologies • Site and context • Relocation of post-war houses • Degrees of intervention • Relocation vs demolition

The Charter and archaeological practice

The following are the Q10 survey responses

2. Archaeology is often misunderstood, or the charter is poorly applied to archaeological work

	Key issues identified with “The Charter and archaeological practice”
	<p>The following is some analysis of the survey responses from question 10, along with related responses from other survey questions, and through the follow up conversations and focus group discussion.</p>
	<p>Issue 1: Key organisations & contacts¹⁸</p> <ul style="list-style-type: none"> • HNZPT – including the Māori Heritage Council • NZAA – including the Kaupapa Māori Advisory Group • Otago University Archaeology Programme (particularly Karen Greig Master of Archaeological Practice Programme Co-ordinator)¹⁹ <p>There was some general discussion of the value and processes to create a joint Practice Note with the NZAA which concluded with the suggestion to workshop the proposal at the NZAA conference in mid-2022.²⁰</p>

¹⁷ Discussion with Julia Gatley, 18 October 2021

¹⁸ Discussion with Vanessa Tanner, 28 September 2021

¹⁹ Discussion with Elizabeth Pishief, 18 October 2021

²⁰ Discussion with Elizabeth Pishief, 18 October 2021

	<p>Issue 2: Available resources on professional practice:</p> <ul style="list-style-type: none"> • Archaeologists working on archaeological authorities are approved by HNZPT under Section 45 of the HNZPT 2014 Act (rather than through a registration process via a professional organisation).²¹ • Archaeologists (generally) don't have the same kind of professional organisations and access to guidance on professional practice as other related heritage professional such as architects, engineers, and planners, etc.²² • See also this response to Q13 - <i>None. Great that you're looking into this (note, the NZAA did something similar in 2016-17 for archaeological practice, but it did not get anywhere in terms of outputs I think). Will be interesting to see how you implement/ resource this going forward.</i>
	<p>Issue 3: Archaeology and Māori heritage.</p> <ul style="list-style-type: none"> • Building a relationship with Iwi is one of the most important parts of archaeological practice.²³ • [Archaeological sites and material] <i>mean something to people and is most important to Iwi whose ancestors made it. It's not just a place to be mined.</i>²⁴
	<p>Issue 4: Archaeological Authority process/ modification and destruction of sites</p> <ul style="list-style-type: none"> • Q7 - <i>Archaeological authorities pose some challenges because assumption has to be that the site will be destroyed. Ae</i> • [Archaeological Authorities] <i>fundamentally are consents to modify or destroy. They manage the destruction of archaeology, not the protection.</i>²⁵
	<p>Issue 5: Management of archaeological sites</p> <ul style="list-style-type: none"> • Q3 - <i>In my current role I make reference less often that when I had roles that involved advising on the conservation of archaeological sites in which it was critical to my work everyday.</i> • Q11 - <i>Archaeological site conservation. Archaeological site reconstruction - an issue that appears to be impossible to push down.</i> • [the Charter is particularly relevant for work that is beyond the usual archaeological authority process for example for] <i>buildings archaeology, landscape archaeology, maintenance and preservation of heritage.</i>²⁶

²¹ Paraphrased from discussion with Mary O'Keeffe, 15 September 2021

²² Paraphrased from discussion with Mary O'Keeffe, 15 September 2021

²³ Paraphrased from discussion with Elizabeth Pishief, 18 October 2021

²⁴ Discussion with Elizabeth Pishief, 18 October 2021

²⁵ Discussion with Mary O'Keeffe, 15 September 2021

²⁶ Discussion with Mary O'Keeffe, 15 September 2021

	<ul style="list-style-type: none"> • See also this comment on the work suggested for organisations (other than ICOMOS NZ) in the responses to Q12 - <i>Options for protection of archaeological sites e.g. HNZPT Act, HNZPT listing, District Plan scheduling, Covenants, etc.</i> • Some key issues identified include:²⁷ <ul style="list-style-type: none"> ○ <i>Not destroying a place</i> ○ <i>Degrees of intervention</i> ○ <i>Information management</i> ○ <i>Management based on research and policy</i>
	<p>Issue 6: Use of the Charter by archaeologists</p> <ul style="list-style-type: none"> • Q5 – [the provisions of the Charter] <i>Are directed at buildings only and are hard to use to inform archaeology, stone walls, farming hedges and ditches. Ie anything other than WASP church architecture</i> • Q5 - <i>Are easily applied to Victorian buildings but require a bit more thought to be useful fir a shitty old barberry hedge and post and rail landscapes.</i> • Q7 - <i>It's not written for non- architects. It was written to be exclusive and therefore is not applicable across multiple heritage forms. For example, until recently archaeologists did NOT belong to ICOMOS as it was not considered relevant. The more relevant question is - why are archaeologists joining and why so they want to change the Charter? Because simple, they are unable to form a professional organisation so have latched on to this.</i> • [Many archaeologists] <i>don't really work with the Charter.</i>²⁸ • <i>Archaeologists can use [the Charter] particularly the degrees of intervention.</i>²⁹ • <i>The Charter is used by professionals with [a background in / from] many different professions. So we need an ICOMOS baseline understanding [and a] shared understanding [for ICOMOS NZ members of how to use the Charter across the various disciplines]. [A Practice Note] to make the Charter clear to archaeologists would be helpful.</i>³⁰

Writing a Conservation Plan

The following are the Q10 survey responses

3. We are writing a number of conservation plans for Council-owned heritage items currently

3. The How - All conservation work should be done in accordance with a CP (See Principle 4), and so this requires a guidance document, that can be used by practitioners and government authorities (so that Conservation Plans can be required in local district plans)

²⁷ Issues identified by Elizabeth Pishief, 18 October 2021

²⁸ Discussion with Mary O'Keeffe, 15 September 2021

²⁹ Discussion with Vanessa Tanner, 28 September 2021

³⁰ Focus Group discussion, 21 October 2021, Tim Stevenson & Laura Kellaway

2. *The practice of conservation plan writing in NZ has led CPs being seen as 'costing more than they are worth' in many cases. Conservation planning needs to be seen as an essential task for all heritage places. A plan does not need to be a weighty tome.*

	Other comments related to “Writing a Conservation Plan”
	<p>The following is some analysis of the survey responses from question 10, along with related responses from other survey questions, and through the follow up conversations and focus group discussion.</p> <ul style="list-style-type: none"> • Q7 abridged ...<i>There is also a tension between the recommendation that a conservation plan be prepared when a 'condition report' is more useful. Many conservation plans end up unused in a bottom drawer. There's a certain elitism to all this.</i> • Q8 - 14 (x) <i>talks about 'regular revision for the Conservation Plan', but could do with a suggestion for the period to keep a plan 'up to date' - i.e. quinquennially (five-yearly). Needs to reinforce Clause 4, that all conservation work should be based on a conservation plan so that RMA-based Authority plans require them.</i> • Q8 - 14. x. <i>- revision of conservation plans is important and could be helped through definition of the period for revision.</i> • [ICOMOS NZ should advocate to add requirements for the preparation of] <i>for Conservation Plans into District Plans. Too few require them.</i>³¹

The Charter – setting

There were no Q10 survey responses

	Other comments related to “Setting”
	<p>Although there were no Q10 survey responses on setting two respondents noted that the policy or definition of setting is ambiguous in their response to Q8.</p> <ul style="list-style-type: none"> • <i>The definition and application of 'setting' in a useful way for district plan policy.</i> • <i>Setting - this policy has been used both against relocation (keeping the building in its setting) and against relocation (the existing setting is eroded and/or changes in the setting have negatively impacted the building's values so moving it will not impact on its contextual values).</i>

Developing policy

³¹ Focus Group discussion, 21 October 2021, Tim Stevenson & Laura Kellaway

The following are the Q10 survey responses

1. I work in policy

1. To embed the Charter in local authority documents rather than just RMA planners language

3. Developing policy is vital to my work

Other comments related to “Developing Policy”

Note the comments under “The use of the Charter in Hearings” on the use of the Charter in Regional and District Plans.

The management of historic precincts

The following are the Q10 survey responses

Historic precincts is an increasingly pressing issue as existing urban historic character comes up against the need for social justice and equity via housing development.

1. Management of historic precincts

1. Napier has an historic precinct (it's CBD) which is highly valued locally, nationally, and internationally. The management of this precinct requires careful consideration and any support provided is valuable.

2. Historic precincts are increasingly vulnerable (redevelopment, mounting minor changes)

3. Precincts are a growth field, but an under-appreciated field, c.f. places.

Copied from cultural landscapes -

3. Auckland and Wellington have seen resistance to 'blanket' character protections in recent years. It would be great if ICOMOS could provide guidance on how to protect the heritage value of areas without stifling necessary development.

Other comments related to “Historic Precincts”

Q11- ICOMOS NZ should consider providing a Practice Note on...
Understanding how the Charter can be applied to areas (not just individual sites) may also be useful - this could be covered as part of the "historic precincts" guide?

Disaster Risk Management

The following are the Q10 survey responses

Disaster risk Management. Clear best practice guidelines need to be in all NZ Disaster Risk Planning documents

3. Aligns with Climate change work and comments above.

2. a key concern in the current environment, chch EQ resulted in deaths, injury and unnecessary loss of heritage -don't want to see that elsewhere. need to work with Civil defence, Fire and emergency

The use of documentation technologies for assessments

There were no Q10 survey responses.

	Other comments related to “Documentation Technologies”
	<p>Discussion with Renata Jadresin-Milic 28 October 2021</p> <ul style="list-style-type: none"> • Is running a project on digitisation for heritage at UNITEC. • The technologies are an important tool for managing heritage places. • There are some best practice guides available, particularly from the UK (Historic England) on: <ul style="list-style-type: none"> ○ 3D Laser scanning for heritage ○ BIM for heritage ○ Photogrammetry ○ Metric Survey specifications for heritage ○ Digital tools • Would make a good “toolbox” topic with links to best practice guides from overseas.

Q11: What other practice notes, policies or technical guides should ICOMOS NZ consider publishing and why? What are the key issues or problems they should address?

<i>Okay with the list above - that is many years' work!</i>
<i>See point 10 above.</i>
<i>Honestly the top 14 choices I made above would be an absolute game-changer</i>
<i>Archaeological site conservation. Archaeological site reconstruction - an issue that appears to be impossible to push down.</i>
<i>Working with stone - use of sealants, painting, conservation etc.</i>
<i>The statutory status of the Charter is a continuing point of discussion - but this could be addressed as part of a guide on use in hearings. Understanding how the Charter can be applied to areas (not just individual sites) may also be useful - this could be covered as part of the "historic precincts" guide?</i>
<i>Application of the Charter in Local Government settings</i>
<i>Energy Efficiency/Upgrade for Heritage Buildings (Passive Energy Design) Draw from other ICOMOS Scientific committees Material Conservation Technical Guidance Accessibility in Heritage Places Interpretation</i>
<i>draw from other ICOMOS scientific committees and particularize them to the NZ condition</i>
<i>retaining existing uses that sometimes no use can keep a place - adaptation can significantly destroy as degree of change can be extreme interiors</i>
<i>Assessing effects on heritage is missing from the above and is of a high priority. I have given guidance on Maori heritage a low priority as in my view it should not be 'othered' but incorporated into the various guidance notes. How to do a heritage study/inventory project.</i>
<i>Could develop an overall guide to EQ repairs & strengthening, but I suspect this already exists in a fairly moderate form</i>
<i>adaptation please!! intangible heritage</i>

The list above is terrific - very comprehensive. Modern heritage could potentially be another topic.

Storage and retention of heritage fabric - this has been a resource consent requirement however archiving some material along with storage costs can be difficult

Dealing with Local Government ?

IHBC ines

Theory of Conservation. Helps to understand the issues related to historical instance (historical & aesthetic)

what level of protection is there now?

	Additional topics identified during the consultation
	<p>Additional topics identified in Q11:</p> <ul style="list-style-type: none"> • Working with stone • Heritage Interpretation • Retaining existing uses / sustainable ongoing use • Adaptation • AEE / Assessing effects of change or proposed developments • How to undertake a heritage study or inventory project • The Charter and Modern Heritage (particularly how to interpret the degrees of intervention) – see also discussion in “The Charter - Degrees of intervention”.³² • Theory of Conservation / Conservation Basics.³³ • Storage and retention of heritage fabric
	<p>Additional topics identified in follow up discussion:</p> <ul style="list-style-type: none"> • What is a “compatible use”³⁴ • Cumulative change • Definitions – <i>The definitions provide a common vocabulary</i>³⁵ and this is a fundamental value of the Charter. • Conservation Principles and a background to heritage management in NZ³⁶

Q12: Are there any practice notes, policies or technical guidance that another organization or agency should publish? If so, who should write them and why?

HNZPT should be preparing far more practice and policy documents for heritage practitioners, ideally jointly with ICOMOS NZ. Eg their 'new' heritage assessment guidelines are excellent but not widely known, and probably too detailed to use practically for TAs and consultants.

HNZ need to re-do their guidance series. DOC need to revisit their archaeology guidance from the 90's-2000's

³² Discussion with Julia Gatley, 18 October 2021

³³ Also noted in Focus Group discussion, 21 October 2021, Tim Stevenson & Laura Kellaway

³⁴ Focus Group discussion, 21 October 2021, Tim Stevenson & Laura Kellaway

³⁵ Focus Group discussion, 21 October 2021, Tim Stevenson & Laura Kellaway

³⁶ Focus Group discussion, 21 October 2021, Tim Stevenson & Laura Kellaway

The Ministry for the Environment through its current RMA policy changes should work in conjunction with the Ministry for Culture and Heritage to provide national direction and policies on the care and maintenance of NZ cultural heritage.

Central Government - National Planning Standards!!!!

Heritage Nz and the Ministry of Culture and Heritage often support local authorities and owners with these guides

Case studies of best practice with engineering and mechanical design solutions would help conservation architects.

MfE and HNZPT guidance on statutory practice under the HNZPTA, RMA e.g. listing, scheduling, resource consents, heritage orders, archaeological authorities.

SESOC have published an assessment guide which could also include conservation principles and considerations

Maybe something on how to monitor historic heritage rules and policies in district plans.

would be good to have national standard heritage assessment criteria, methodology and thresholds - MCH - but needs to be developed with local govt and HNZ heritage funding - MCH

I would love to see Heritage NZ update its suite of guidelines in light of current/new legislation.

Options for protection of archaeological sites e.g. HNZPT Act, HNZPT listing, District Plan scheduling, Covenants, etc.

Good question. NZ Planning Institute so that planners will notice them, learn them, use them and abide by them!

NZ Heritage could explain their role

Q13: Do you have any other comments?

None. Great that you're looking into this (note, the NZAA did something similar in 2016-17 for archaeological practice, but it did not get anywhere in terms of outputs I think). Will be interesting to see how you implement/resource this going forward.

Nope!

I think there is a wider issue on a lack of good accessible advice. At the moment there are disparate sources and scattered professional services, but no 'one stop shop'. Heritage New Zealand could provide this but are too moribund and inapproachable to do so. Local authorities are the public face of 'policing' heritage but are under-resourced and do not have the staff/technical expertise to support owners - even though they can provide advocacy. The system is broken. There's such a big gap between the 'best practice' and what is possible for most people. There is also a huge gap in understanding the values of already listed/scheduled heritage that no one has ever visited, but is subject to rules.

I love that you are doing this work - thank you

an illustrated guide is essential and should be in modern format - include interaction and video clips etc

A lot of work is required before ICOMOS comments further on cultural landscapes and Maori heritage.

The charter itself needs to be reviewed to make it simpler to use. This needs to be kept in mind when any practice notes or guidance is being developed. In my use of the charter the issues haven't so much been around disagreements about the interpretation of particular parts, but more about general misunderstandings about the charter e.g. it's not practical or applicable in the real world or it's not able to be used for damaged places. These issues can't be fixed by simply publishing guidance. Engagement with people who make decisions on cultural heritage matters will be required e.g. Council planners, environment court, commissioners, Councillors etc.

great that you are doing this!! thank you

I would like to see ICOMOS NZ take the lead on the abbreviated name by which the charter should be known. I always write it ICOMOS New Zealand Charter, but on the ICOMOS website, it is called

the New Zealand Charter, and I know overseas people who just call it the New Zealand Charter, but if you were to refer to the New Zealand Charter within the New Zealand context, most people would say, "Do you mean the ICOMOS New Zealand Charter?" I think ICOMOS NZ should continue to own it, through the abbreviated title.

No, but this is a good initiative.

Well done for asking!

I am interested in heritage and adaptive re-use work but not immersed in it. I know a lot of people that do not understand what heritage places are and what ICOMOS and NZ Heritage do.

Other comments from follow up conversations and focus group discussion.

Difficult relationship between legislation – particularly the HNZPT Act 2014 & RMA was noted as context.³⁷

The relevance of all of the ICOMOS Charters was noted – as well as the New Zealand Charter.³⁸

Q14: Would you like us to get in contact to discuss any of your answers in more detail? If so please write your email address in the comments box.

13 responses

Q15: Are you interested in taking part in a focus group meeting to discuss practice notes that are relevant to any of the following topics?

20 responses

Focus group and other follow-up discussions on the survey – with thanks to all who agreed to be contacted as part of the survey.

Particular thanks to the following ICOMOS NZ members and others, whose comments have been integrated into the record of the survey, or within the text of the scoping report:

- Mary O’Keeffe – discussion on archaeology, 15 September 2021
- Amanda Mulligan – discussion on Practice Notes generally, 19 September 2021
- Vanessa Tanner – discussion on archaeology, 28 September 2021
- Helen McCracken – discussion on Climate Change Adaptation, 8 October 2021
- Diane Menzies – emails on Cultural Landscapes, from 10 October 2021
- Julia Gatley – discussion on relocation and Modern heritage, 18 October 2021
- Elizabeth Pishief – discussion on archaeology, 18 October 2021
- Greg Vossler – discussion on heritage planning and the use of the Charter in hearings, 20 October 2021
- Laura Kellaway & Tim Stevenson – discussion on the Practice Notes with a focus on architectural practices / built heritage, 21 October 2021
- Renata Jadresin-Milic – 28 October 2021

³⁷ Discussion with Renata Jadresin-Milic, 28 October 2021

³⁸ Discussion with Renata Jadresin-Milic, 28 October 2021

ICOMOS New Zealand Charter Best Practice Guidelines

Suggested topics as at 30 April 2021

- The Charter – an overview
- How is the charter used in hearings
- Adaptations, additions, and alterations
- Seismic retrofit/upgrade
- Preparing assessments and ethical issues
- Understanding and assessing cultural significance
- Disaster risk management (Note work happening with Aus)
- Earthquake Strengthening
- Reconstruction
- Relocation
- Setting
- The Charter and Archaeology
- The Charter and places of significance to iwi
- The Charter – Conservation vs Alteration
- Unreinforced masonry buildings
- Historic precincts
- Use of documentation technologies for assessment
- Writing a conservation plan