

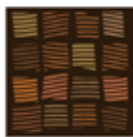
INTEGRATED MANAGEMENT OF HISTORIC TOWNS



GUIDEBOOK FOR SOUTHEAST EUROPE



Vlerat Europiane
në Trashëgimi
Ευρωπαϊκές Αξίες
Πολιτιστικής Κληρονομιάς



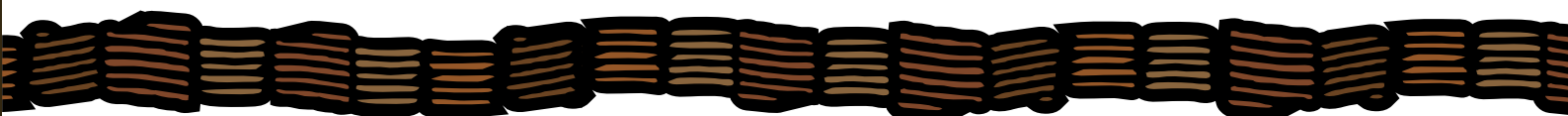
European Values
in Heritage
Европейските Вредности
во Наследството

INTEGRATED MANAGEMENT OF HISTORIC TOWNS

GUIDEBOOK FOR SOUTH EAST EUROPE



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and Planning processes

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PREFACE

Why this guidebook



The preservation of the historic cities and their integration into the infrastructure and demands of contemporary life cannot be achieved without a thorough and balanced approach towards cultural heritage that reaches out from the past and towards development that belongs to the future, in which the former serves as a sustainable engine for the latter. This approach is becoming one of the best creative practices, already studied and proved in the management of historic cities. It requires multilevel considerations and solutions in economy, anthropology, urbanism, architecture, environment, culture, tourism, etc. These can be achieved only through the active participation of the public administration in all of its levels, specialised entities, businesses, citizens and civil society organizations.

This was the perspective conveyed by the 2-year EVAH (European Values in Heritage) project and by the “Integrated Management of Historic Cities” guidebook as an integral component of the project. The workshop held in Gjirokastra on this topic in May 2012 was dedicated, among others subjects, to the management of the historic cities and to the relevant experiences, positive or negative, of the cities participating in EVAH: Gjirokastra, Ioannina, Ohrid and Prizren. The conclusions were unanimously agreed on by the participants, specialists and decision makers in the respective fields from all of the four countries:

1. The old practices with partial and sectoral interventions on the historic cities often are ineffective and not sustainable.
2. The Integrated Management Plan (IMP) is a basic indispensable instrument and is one of the most essential European practices in the management of historic cities.
3. Many historic cities in our region (including the cities participating in EVAH) do not, in the worst case, even have a management plan, or, in the best cases, have an urgent need to update their existing IMPs, which are rarely.
4. The IMP life cycle is a prerequisite for the updating of the management plan and review of the results achieved during its implementation. So it is a dynamic instrument which develops depending on the variations of the circumstances.

This manual, for the integrated management of historic cities, strives to make the findings of EVAH concrete. It targets relevant decision makers with the aim to serve as a practical tool to search for and find solutions to the everyday problems in the management of historic cities. Very important fact of the content are also the global and European charters and conventions, which constitute and indispensable role in the field of the cultural heritage and its protection. It will be the first time that conventions and charters are published in Albanian in Albania. Its content is widely supported by one of the most advanced and creative experiences which reached EVAH through the city of Regensburg, as an associated partner in the project. As a representative of the Organization for the Conservation and Development of Gjirokastra GCDO¹, (which is the lead organization of EVAH project) and co-editor of this book, I want to show my appreciation for the partner organizations,

¹ GCDO has already taken on a new name and now it is called The Gjirokastra Foundation (GF). The new name was not given to influence on the organization's goals and objectives, but only to be better adapted with the new realities of its activities.

EEF in Ioannina and MATA in Ohrid, for their contribution. I especially want to thank ATTA, an organization in Prizren, which accepted the responsibility of preparing the contents of this book and the colleague Mathias Ripp from the Municipality of Regensburg, who brought, in this manual, the experience from the HerO project and its analogous edition. The book is published in all three native languages relevant to the civil society organizations that were joined in a Consortium/Network by EVAH: Albanian, Greek, and Macedonian (spoken in the Former Yugoslav Republic of Macedonia). It is also published in English language, so as to make it accessible for other practitioners, Civil Society Organizations and other stakeholders not in the cities where the partners come from. The book doesn't contain details on the actual situation in this field, but from time to time, through pictures and short inserts, brings in real circumstances related to the management of cultural heritage in the cities participating in the project and in their respective countries as well. The manual is also published in English, as it has value for specialists in other Western Balkans' countries.

As is true of the entire EVAH project, this publication does not attempt to exhaust the topic addressed, but we strongly believe that it is a step in the right direction and provides an experience that will certainly be enriched through other projects on the road to bring better European standards to the management of cultural heritage.

Together with the "Walls and Bridges" documentary and the "Four Historic Cities of the Western Balkans' - Values and Challenges" book, this guidebook is part of the legacy that the EVAH project is leaving behind. It is an excellent working platform for the further collaboration of the four civil society organizations which implemented EVAH and, through two years of teamwork, established and developed their own Consortium and the Network of Historic Cities in Southeast Europe.

Finally, I want to show my appreciation for the European Union which financed this publication and the entire EVAH project.

November 2012

Sadi Petrela

Executive Director

Gjirokastra Foundation - Organization for the Conservation and Development of Gjirokastra.





The EVAH Project

The deterioration of historic cities is a key problem related to cultural heritage in the Western Balkans. Historic buildings are derelict or disfigured by inappropriate additions. Urban structures are neglected, or modernizations are made without proper recognition of the historic urban context. Ineffective waste management and traffic regulation contribute to the disintegration of historic cities. Handcraft workshops and shops are missing because there is no urban environment creating a conducive business atmosphere. The cause of these problems is a lack of knowledge, awareness, and capacity among the general public and decision-makers. They do not sufficiently appreciate the importance of cultural heritage and fail to invest in historic cities in order to promote business development and tourism. Obstacles exist in the legal framework for the revitalization of historic cities and the promotion of handcrafts. European standards are not well known, and decision-makers often lack expertise to transform key concepts, such as authenticity and integrity, into practical guidelines.

The EVAH Project addresses these needs and constraints by conducting specialised workshops supported by various media. It aims to make a structural impact through improved regulatory frameworks adopted by governments and parliaments, and better compliance and cooperation by the general public, thus creating a better situation for handcrafts and historic cities. Through the dialogue with pertinent European channels, organizations, projects, networks and initiatives, the Western Balkans will become better aware of the role that the EU plays in safeguarding and promoting historic cities. Promoting Europe as a

cultural reality, and understanding that common cultural values are the basis of political and economic stability which make the European Union such an attractive model, are of the utmost importance in order to prepare potential member states for accession to the European Union.

The EVAH Consortium include non-governmental non-profit organizations involved in the cultural heritage sector in Albania, Greece, Kosovo and the F.Y.R.O.M. as well as a number of European associate partners with experience in similar activities. The duration of the project is 18 months and the Project is funded by the European Union through the IPA 2009 – Civil Society Facility – Multi-beneficiary Programmes “Support to Partnership Actions between Cultural Organizations”.

What are the main objectives?

- To raise awareness among the general public about the cultural and economic values of historic cities and handcrafts as a common European heritage
- To raise awareness and build capacity among decision-makers about the cultural and economic merits of historic cities and handcrafts as common European heritage
- To develop synergies among NGOs working for the preservation of historic cities based on shared European values and standards.

Anduela Lulo,
EVAH Project Manager



FOREWORD

A new Approach to the Management of Historic Towns

Heritage cities throughout Europe share a variety of common challenges and chances. Among the most obvious is the preservation of an often large stock of historic buildings, the integration of new infrastructure and the adaptation of the historic urban fabric to the needs of the modern inhabitants and visitors. The balance between the safeguarding of heritage and the development of the city must be continuously maintained. Taking heritage as an economic driver, as one multi-faceted topic, it needs to be handled by an integrated and multi-level approach to enhance governance at a local level.

In 2008 the URBACT II Project “Heritage as Opportunity” (HerO) was designed as a city network to facilitate the exchange between heritage cities about common challenges and chances.

Nine European heritage cities of various sizes were selected to get a broad range of different varieties of

historic cities throughout Europe. An ambitious work programme was set up with a series of seminars and two expert workshops on the topics “visual integrity” and “multifunctional historic centres”, with different tasks in between the meetings. Management plans were chosen to serve as tools to structure this process in the partner cities. A clear methodology on how to elaborate a management plan was then agreed on by the partner cities.

The first step at the local level was that each city developed a “road map” to think about: which stakeholders to involve, how to integrate local politicians, make a timeline, etc.

During the following three years the nine HerO cities worked side by side using the HerO methodology and elaborated Cultural Heritage Integrated Management Plans together with a local stakeholder-working group. The responsible local bodies for EU-funding were integrated in the process from the very beginning to discuss funding opportunities.



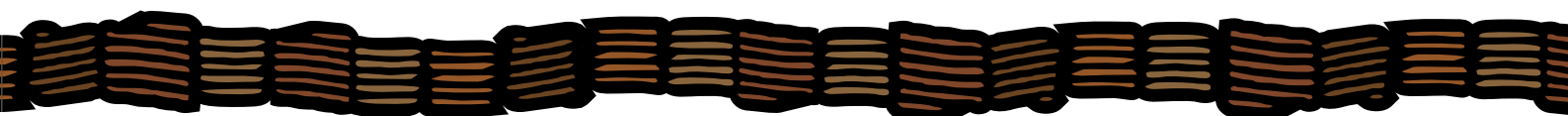
The lessons learnt and main benefits of the HerO methodology are:

- Through the integrated approach a broad basis of common objectives to safeguard and sustainably develop urban heritage sites can be defined, and the identification and motivation for urban heritage can be extended.
- Structuring concrete actions that are ready for implementation and discussed with a broad variety of stakeholders make the result of the process very tangible and real.
- Through the early integration of the responsible authorities for European, national and regional funding the chances of getting funding for the defined actions are enhanced.

- The relationships between the local governments and the managing authorities in charge of European, national and regional funding can be improved.
- The balance between the safeguarding of urban cultural heritage and the sustainable development that fosters economic benefits can be improved.

Following the HerO methodology can give your city the chance to start a heritage-based development approach and lay the groundwork for using European funding sources for this objective.

Matthias Ripp
World Heritage Coordinator
City of Regensburg



1. Introduction to the Guidebook



There are many cities throughout Europe and the world with urban areas of historic and cultural heritage significance. These areas are often highly contested arenas of diverse and partly conflicting interests and development ideas, which challenge the safeguarding of the cultural heritage. A non-balanced handling of the conflicts can lead to a loss of cultural heritage and identity or economic stagnancy and non-competitive areas with low amenity values.

Therefore, the challenge of historic urban areas is to match their inherited urban structure, identity and buildings with the manifold demands of residents, visitors and businesses. The goal is to capitalize on the cultural heritage of these cities to make them attractive and liveable. They need to be mixed-use historic urban areas that keep up a certain quality of life for residents and visitors, while maintaining and safeguarding the cultural heritage for present and future generations.

The motto is:

‘Safeguard the Past – Facilitate the Future’.

Traditional, uncoordinated mono-sectoral approaches are not adequate to that. There is the strong need for an integrated management approach which links the protecting cultural heritage with the sustainable development of historic urban areas (heritage-led urban development as a cross-sectional task).

This Guidebook provides an innovative management strategy to support integrated sustainable development in historic urban areas, and to strengthen their attractiveness and competitiveness by capitalizing on cultural heritage assets in South East Europe. Based on the exchange of experiences and case studies from the network partners, the **Cultural Heritage Integrated Management Plan**

(**CHIMP**) was developed and tested in support of a new approach to the management of historic urban areas.

This guidebook provides guidance on how to apply this new approach to city administrations and practitioners. It describes the main characteristics of a CHIMP and presents the main steps for its implementation in support of sustainable urban development.

Chapter 2 “Benefits of Safeguarding Cultural Heritage” briefly describes a general vision for cultural heritage sites and the opportunities and benefits which cultural heritage can bring to the attractiveness and liveability of cities. Furthermore, the need for action to safeguard cultural heritage is pointed out.

Chapter 3 “A new Approach to the Management of Historic Towns” explains the main features of this new approach and its benefits for historic urban areas and their stakeholders. It gives first hand explanations of Cultural Heritage Integrated Management Plans.

Chapter 4 “Production of Cultural Heritage Integrated Management Plan” presents the key elements for a successful creation of a CHIMP by preparing the groundwork, developing, implementing and reviewing the CHIMP. For each phase, reasons are brought up and described as to what should be done, and are exemplified by practical examples from the cities and recommendations are made.

Chapter 5 “Summary” sums up the main conclusions of the CHIMP guidebook for the successful production of a CHIMP, applicable and transferable across all historic towns of South East Europe.

2. Benefits of Safeguarding Cultural Heritage



South East European historic towns, with their cultural heritage, present unique urban landscapes in Europe and worldwide. They constitute an integral part of the region's history, identity and diversity. Their centres are often multifunctional, representing a fabric of mixed uses; a vibrant and diverse co-existence of jobs and public services, housing, crafts, communication, education, recreation, culture, retail and other services, gastronomy and tourism. Such multifunctional historic areas are the focal point of daily life, they are living organisms and are vital living spaces for their inhabitants, visitors and entrepreneurs. They are a model of a sustainable South Eastern European city.

As a matter of fact, historic centres offers a compact living framework on a human scale; they are walking and cycling friendly, thus providing a good quality of life to their citizens.

Historic towns are shaped in particular by their cultural heritage assets – monuments, groups of buildings, historic sites, social values and traditions – which present a multitude of opportunities for economic, social and environmental benefits.

Economic benefits

The revitalisation of historic urban areas and the safeguarding of cultural heritage contributes to the creation of jobs, businesses and economic growth through

1. generating work for local businesses with the labour-

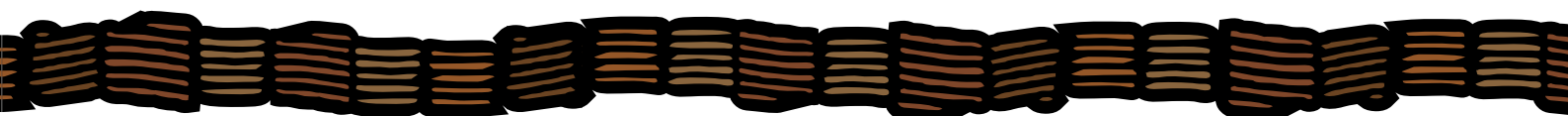
intensive repair and renovation of historic structures;

2. rehabilitated historical buildings provide special places for businesses (i.e. creative industry);
3. improving location, quality, and image of the city through the heritage environment and infrastructure for business activities. In particular for the creative, cultural, tourism and gastronomy industries, and as possible locations for investments;
4. attracting and binding highly-skilled workers, businesses, visitors and tourists through the attractiveness and uniqueness of the place (the cultural heritage helps to distinguish a town from others in global competition; cultural heritage as “trade mark”),
5. public investments in the heritage site as catalyst for the revitalisation of the wider area, attracting local as well as external private investment and stimulating the creation of new developments.

Social and cultural benefits

The revitalisation of historic urban areas and the safeguarding of cultural heritage assets contribute to

1. providing a place for cultural and creative activities;
2. providing local identity, pride and community spirit to a place where people live and work;
3. learning and knowing about a towns history and culture;
4. recuperating patrimonial value;



5. activating citizens to get involved in urban development;
6. improving the quality of life (location quality).
This supports binding and attracting new and old inhabitants, creating a “corporate feeling” and strengthening the identification with the town and places.

Environmental benefits

The maintenance and reuse of historic foundations, in particular historic buildings and historic centres, contribute to the efficient handling of natural resources through

1. reducing the need and consumption of new materials (e.g. for construction);
2. reducing further land consumption (utilizing areas and surfaces already in use);
3. securing the “city of short ways” (historic urban areas generally show a compact urban structure and are located in the city centre or nearby, reducing transportation times and decreasing commuting);
4. attractive historic urban areas that contribute to the mitigation of suburbanisation trends (people stay and live in the centre).

Giving Identity

Historic towns, with well-maintained cultural heritage assets, provide a distinct identity and image while conveying a feeling of home, community, likeness and

appreciation. Often citizens are very proud of their local heritage, identifying themselves strongly with their town. This leads to the development of a collective identity of the residents and stronger identification with their area. Well-maintained cultural heritage also serves to develop a positive image to outsiders; it offers a unique feature for the location so that it can be competitive in the global market of attracting enterprises, a skilled work force, inhabitants and tourists.

“Historic buildings, open spaces and contemporary architecture contribute significantly to the value of the city by branding the city’s character. ... Historic and contemporary architecture constitute an asset to local communities, which should serve educational purposes, leisure, tourism, and secure market value of properties.” (UNESCO World Heritage Centre, 2005: Vienna Memorandum on `World Heritage and Contemporary Architecture Managing the Historic Urban Landscape, 20 May 2005, Vienna, Austria, p.5.).

In summary, it is essential to safeguard and to capitalize on cultural heritage assets. At the same time it is necessary to match them with newly emerging needs for sustainable and future-oriented cities. This demands an integrated, action-oriented and continuous handling of cultural heritage in the urban development framework.



3. A new Approach to the Management of Historic Towns

Historic urban areas – particularly the one with places to live, work, shop and socialize – have to live up to manifold demands by residents, visitors and businesses. These demands bring historic urban areas into a highly contested arena of diverse and partly conflicting interests and development ideas, which on the one hand have to be balanced and coordinated and on the other have to be harmonized with the need to safeguard cultural heritage. Traditional, uncoordinated mono-sectoral approaches are not sufficient for that.

This Guidebook promotes a new approach to managing historic urban areas in South Eastern Europe. It aims to match the historic urban landscape, structure and identity of the place (its *'cultural heritage'*) with the demands of its users. It strives to turn the cultural heritage, both tangible and intangible, into a prime resource to fulfil these competing demands, without downgrading its intrinsic qualities.

Under the guiding principle of pursuing sustainable development of a city and linking the safeguarding of cultural heritage with socio-economic development of the area, this new approach aims in particular at

- **safeguarding the cultural heritage values** as they make the place unique and distinctive and can be a strong asset for development and
- **developing multifunctional historic urban areas** which make the site attractive to live, work and spend time in for all the different stakeholders, such as inhabitants, visitors and entrepreneurs. This, in turn, brings in resources which can be used for the safeguarding of cultural heritage values.

This requires coordinating and managing the demands and the sometimes conflicting needs of the different stakeholders. They must raise their appreciation and awareness of cultural heritage values and their (possible) contribution to the sustainable urban development.

The 'new' approach to the management of historic urban areas

3.1. Features and Benefits of the Approach

To be able to meet the aims and requirements mentioned above, there are four main features to be applied within this new approach of managing historic urban areas in SEE based on their cultural heritage. The four features are:

- Integrated approach*
- Participative and communicative approach*
- Management approach*
- Target and implementation oriented approach*

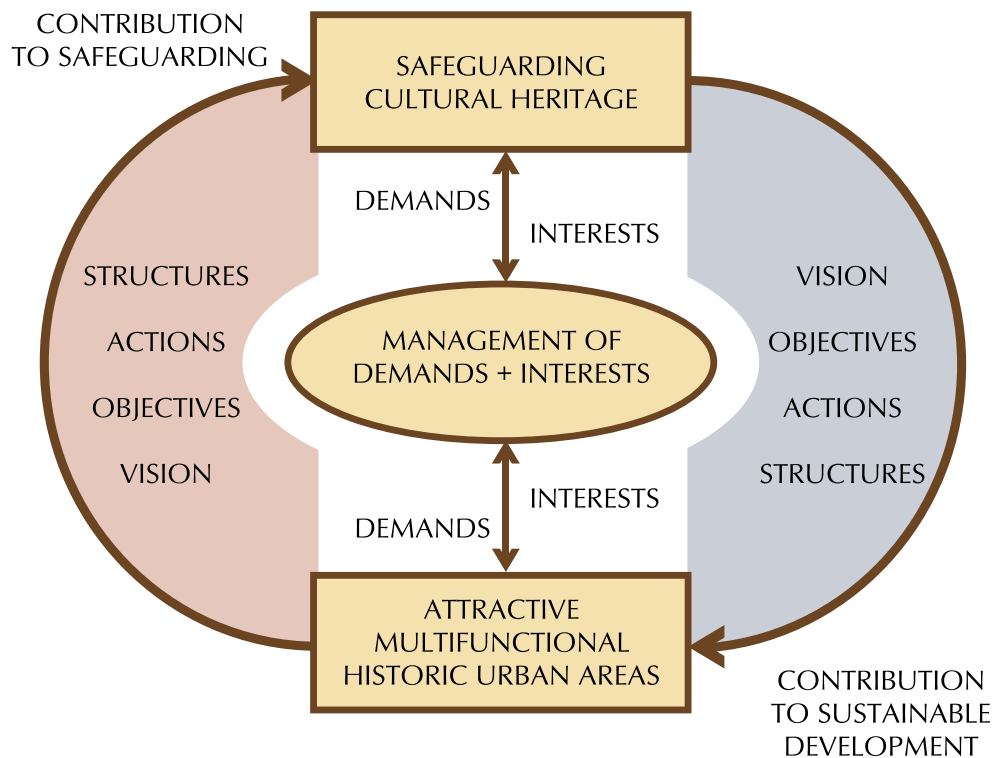
3.1.1. The integrated approach

The *integrated approach* – being comprehensive, cross-thematic and cross-sectoral in comparison to sectoral approaches – *links balances and coordinates the safeguarding of cultural heritage with related sectoral fields for the development of the area.* This is essential as cultural heritage affects and interacts with a variety of other fields of action in historic urban areas.

For example, economic development can be positively affected by well-preserved historic buildings which provide a unique location and atmosphere for business activities. The (cultural) tourism sector relies on attractive historic urban areas; also well-preserved buildings in a historic setting offer attractive housing areas. Such links have to be considered and coordinated; they are the backbone of the integrated approach.

Also relevant to the integrated approach is *sectoral policies, concepts and actions,* for safeguarding and developing historic urban areas, that *are coordinated* and oriented towards a common vision and objectives.

Further, in the integrated approach, *cultural heritage is recognised as a cross-cutting and integrating theme* as it is a unique feature and can be an important asset for the development of the area (heritage-led urban development). Its role as an asset in support of comprehensive, sustainable development to achieve liveable, attractive



and competitive historic urban areas is elaborated: How can cultural heritage support the sustainable development of the area and how can the development be used to support the safeguarding of cultural heritage?

Benefits: Through the integrated approach, frictions and conflicts between safeguarding cultural heritage and related sectoral fields for the development of the area can be reduced. Also sectoral policies and actions that just shift a problem from one sector to another can be avoided.

For example, design guides, for the visual integrity of historic urban areas, can help properly preserve the view of historic buildings. Sometimes the regulations are just written from a preservation point of view, not taking into account present-day requirements for liveable and attractive housing. This can lead to conflicts with property owners and a disrespect of the cultural heritage values. The integrated approach would require writing a design guide which tries to consider all relevant aspects; demonstrating, for example, solutions which respect both preservation demands and demands for attractive housing.

Further, in integrated approach policies, concepts, objectives and actions are coordinated towards a common goal to use synergy effects and avoid having their results contradict each other.

For example, when historic buildings are rehabilitated, the project can be used to train and qualify young people interested in renovation techniques; thus obtaining qualified workers for the future rehabilitation of historic buildings.

The involvement of other governmental bodies into the integrated approach allows for the chance to foster their awareness about both cultural heritage demands and development potentials in their respective fields and how to take them into consideration for future activities (how different departments think and make use of cultural heritage).

Last but not least, the integrated approach helps the people in charge of safeguarding and developing a cultural heritage site to coordinate their work with the work of other stakeholders.

Thus, the integrated approach supports the protection of cultural heritage assets and the sustainable development of historic urban areas whilst respecting the social and economic interests of its stakeholders.

3.1.2. The participative and communicative approach

There are multiple demands by residents, visitors, businesses and others on historic urban areas that all have

to be coordinated and balanced for sustainable urban development in accordance with cultural heritage values.

Examples for demands are: An increasing number of tourists' demands for the replacement of housing space and daily goods retail stores with more space for hotels, guesthouses and gift shops. . The property and capital market demands increasing revenues that can lead to out-of-scale buildings unsuitable to the historic urban construct. The pressure to introduce large-scale floor space for commerce, retail and services challenges the small scale structure often found in historic urban areas. Shop owners demand exhibition space in front of their shop, or big windows to present their products, which challenge the visual integrity of historic buildings or constrains the mobility of citizens passing by. This requires a direct dialogue among stakeholders – as local experts and concerned parties – to coordinate their demands with each other and bring them in line with cultural heritage protection. Thus, *this participative approach demands involving relevant stakeholders in the development and implementation of the integrated strategy for the safeguarding and developing the historic urban area, developing a joint vision objectives and actions.*

Benefits: Through the participative approach the CHIMP brings the relevant stakeholders together allowing them

- a) to recognise and understand each other's needs,
- b) to develop sustainable solutions meeting these needs and
- c) to balance and coordinate the needs among the stakeholders and bring them in line with the necessity to safeguard cultural heritage assets.

It also supports increasing stakeholder's understanding, respect and care for the merits, demands and benefits of cultural heritage for sustainable urban development.

The common elaboration of a strategy for the safeguarding and sustainable development of a historic urban area will also lead to a stronger identification with the vision, objectives and actions for the area. It leads to stronger support for the implementation of the vision ("a feeling of ownership": a person is more willing to support something when involved in its development). To a certain extent this can help to tap further (private) resources (man power, knowledge and finances) for the implementation of the actions.

3.1.3. The management approach

Safeguarding cultural heritage, implementing and compiling with policies and actions in support of it and managing the different needs, demands actions. It demands *applicable procedures and structures of coordination, decision-making and monitoring* for the daily work routine as well. It must continuously deal with and improve the protection and development of historic urban areas.

For example, it requires structures which determine the organisations responsible for safeguarding cultural heritage or procedures to identify possible threats to the cultural heritage at an early stage.

Thus, within the management approach, such procedures and structures for effective management of safeguarding and developing historic urban areas are defined. The management approach contains a managing and monitoring system to assess, improve and adapt the strategy in a continual improvement process (Plan-Do-Check-Act cycle) to respond to emerging needs and challenges. It defines mechanisms of interaction among relevant institutions, governmental departments, non-governmental institutions, owners of heritage objects and further stakeholders in managing the historic urban area and protecting the qualities of cultural heritage.

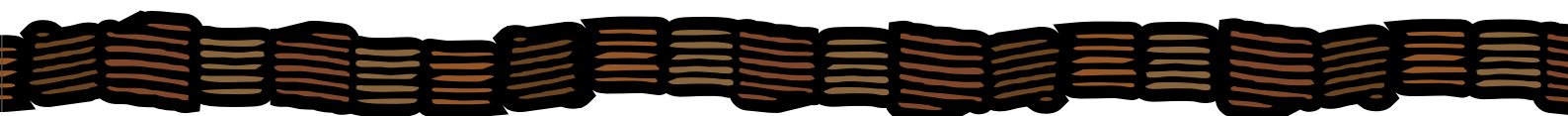
Benefits: The management system facilitates dealing continuously with the enhancement of historic urban areas and their cultural heritage in the daily work routine. It coordinates demands and projects among stakeholders with the needs of cultural heritage and keeps the strategy up-to-date to address changing needs and challenges. It supports effectively managing the sustainable protection of cultural heritage with the future-oriented development of the area, ensuring that the distinct characteristics of historic urban areas are sustained and preserved for future generations.

3.1.4. The target and implementation oriented approach

The effective management of historic urban areas needs more than basic rules and procedures to be able to encourage the desired development. Thus, the target and implementation oriented approach aims at developing a *common vision, coordinated objectives and implementable actions* in favour of the safeguarding and sustainable development of the heritage site. The target and implementation oriented approach derives actions that directly support the objectives jointly agreed on and in turn support the vision for the historic urban area. The Vision, objectives and actions aim at balancing the demands of protecting cultural heritage assets with the needs of stakeholders using and living in the historic urban area.

Benefits: A common vision and coordinated objectives provides guidance and a proactive framework to the stakeholders on which way to act and develop the historic urban area. The actions demonstrate with which activities the objectives will be reached to induce and influence the development of the historic urban area towards the common vision.

A strategy to apply these four features in historic urban areas will help to deal with and successfully manage the multitude of demands of historic urban areas. It ensures



both the safeguarding of cultural heritage for present and future generations and the development of attractive multifunctional historic urban areas for all the different stakeholders.

3.2. Cultural Heritage Integrated Management Plans

Cultural Heritage Integrated Management Plans (CHIMPs) – as introduced by this Guidebook – are one instrument to apply the features of the new management approach for historic urban areas. CHIMPs present an innovative instrument to effectively manage sustainable protection and development of historic urban areas and their cultural heritage. Their intention is to create attractive, competitive and multifunctional places. They coordinate the demands of cultural heritage with the demands of the various “users” of the historic urban area and those of the governmental bodies in charge.

Thus, a CHIMP determines and establishes the appropriate strategy, objectives, actions and management structure to safeguard cultural heritage. They find a way to balance the different demands while using historic urban areas and their cultural heritage as a significant development asset. CHIMPs present a valuable tool for any historical town in South Eastern Europe, including those which are World Heritage sites. As UNESCO's *Guidelines for the Implementation of the World Heritage Convention* (2008) state, every World Heritage site should have an appropriate management plan (or other documented management system) which should specify how the outstanding universal value of the area should be preserved, preferably through participatory means. The purpose of these management systems or plans is to ensure the effective protection of the World Heritage site for present and future generations.

In most cases, the ideal management system for World Heritage sites will be in the form of a CHIMP.



4. Production of Cultural Heritage Integrated Management Plans

To put the approach of chapter 3 into practice, this chapter explains the main steps of producing a Cultural Heritage Integrated Management Plan (CHIMP). The life cycle of a CHIMP is based on the management approach, which consists of four main steps that are to be planned, prepared and implemented during the production process:

- 1. Plan:** Plan the protection, management, use and development of the heritage site by preparing and developing the CHIMP.
- 2. Do:** Put into operation the corresponding actions, procedures and structures by implementing and complying with the CHIMP.
- 3. Check:** Review the effectiveness and results of the actions, procedures and structures by monitoring them.
- 4. Act:** Take corrective and supplementary actions, adapting the CHIMP.

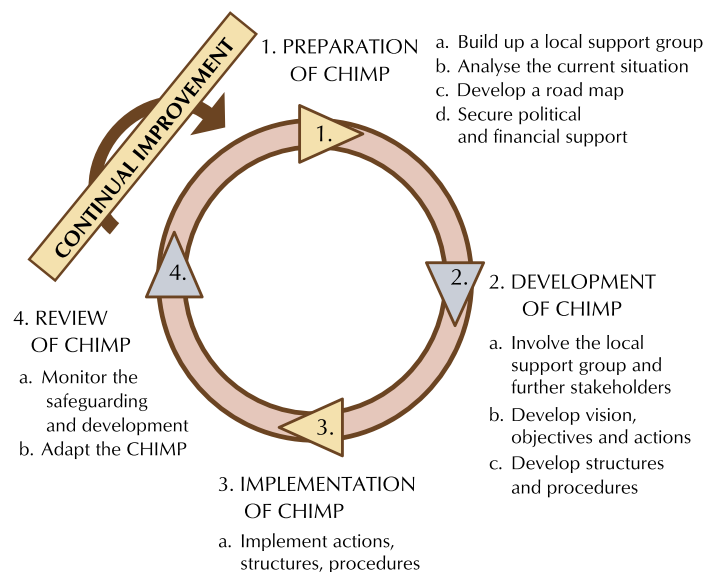
These steps are repeated in a continual improvement process to constantly improve the protection and development of the historic urban area.

Note: If it turns out that the execution of a 'complete' CHIMP at once is too complex, concentrate on applying the most important issues and components from the local point of view. Include the 'missing' parts step by step when revising the CHIMP.

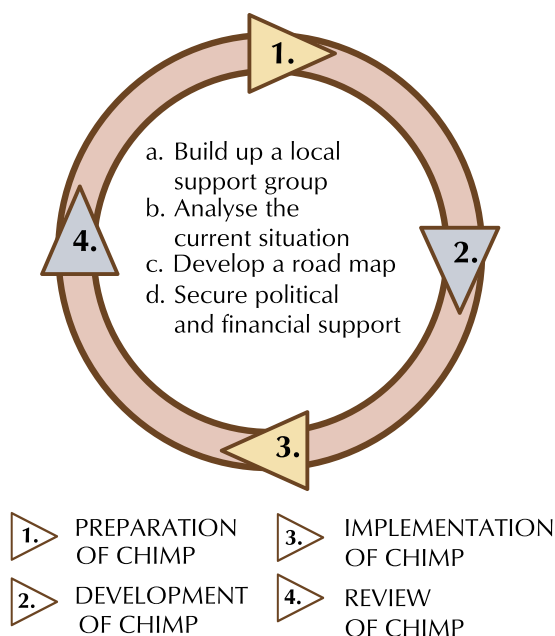
4.1. Preparing the ground

The thorough preparation of the CHIMP is key to the successful application of the new approach described in chapter 3. There are *four key elements* in preparing the groundwork for the development and implementation of a CHIMP:

Life cycle of a CHIMP



- A. Building up a local support group
- B. Analysing the current situation
- C. Developing a road map for the production of the CHIMP
- D. Securing political and financial support for the production process



The main objective of ‘preparing the CHIMP’ is to clarify the general framework *before* the CHIMP is developed. This is to avoid “any” CHIMP being developed that would fail to deal with the actual needs and realities of the historic urban area and its cultural heritage.

Answering the following questions is helpful for the thorough preparation of the CHIMP; bringing in line the safeguarding of cultural heritage with the sustainable development of the area.

1. Why is the CHIMP needed?
2. What is the objective and intention of the CHIMP?
3. Which issues and topics should be addressed?
4. Which stakeholders are to be involved to ensure the successful implementation and compliance of the CHIMP?

This chapter points out ‘answers’ to the questions, demonstrating “what should be done” in laying the groundwork for the CHIMP.

4.1.1. Building up a local support group

Reasons for building up a local support group

A Local Support Group (LSG) assists in the development

and implementation of the CHIMP. It is oriented towards the *needs* of the historic urban area and its users and offers the unique opportunity to bring the different stakeholders¹ together

- to recognise the manifold needs,
- to develop a CHIMP based on these actual needs,
- to coordinate the needs among the involved stakeholders and
- to match the needs with the demands of cultural heritage.

The involvement of the stakeholders will also contribute to a “feeling of ownership” and support towards regulations and agreements of the CHIMP:

“To what I have contributed to, I am more willing to support and to comply with”.

Further, the involvement bears the opportunity to create a better understanding of the value and benefits of cultural heritage to the stakeholders, which facilitates the implementation and compliance of the CHIMP.

What to do

Answering the following questions helps identify the stakeholders to be involved in the LSG and to motivate them to participate:

1. Who might be interested in or affected by the ‘results’ of the CHIMP? Who might be needed and responsible for the implementation and compliance of the CHIMP?
2. What can make them ~~to~~ participate and co-operate?
3. What are their needs and interests?

Identify the participants of the LSG

To be able to answer **question 1** (identifying the participants of the LSG) different methods can be applied.

Some towns, for instance, use a technique called **stakeholder analysis**² to identify persons and representatives of institutions that are highly concerned (interest) and are in a strong position (power, influence) to support (or to block) the protection of cultural heritage and the development of the heritage area.

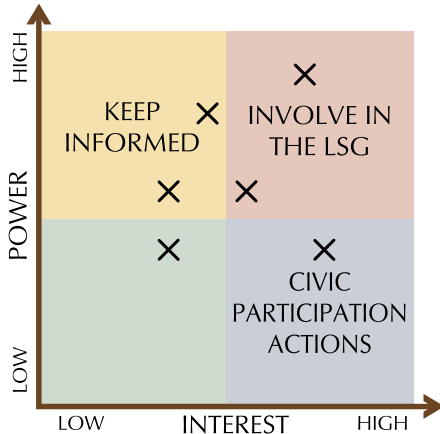
An existing group, which became the LSG, brainstormed who the stakeholders affected by cultural heritage and the development of the historic urban area were. They mapped

- 1 Stakeholders are persons or representatives of interest groups that concerning the subject
 - have something at stake or strong interest, are affected by the subject or could obstruct the implementation of “solutions”;
 - are needed for the implementation of “solutions” or are in a position to contribute positively to the design and implementation of actions (e.g. knowledge, expertise, finances, power).
- 2 For further reference on “stakeholder analysis” check www.mindtools.com/pages/article/newPPM_07.htm.

the stakeholders on a “power/interest grid” concerning their influence/ power and interest in protecting and developing of the World Heritage site.

The stakeholders mapped in the upper right corner were involved in the LSG³ (high interest *and* power).

Power/Interest grid



Others have used analysis of land ownership within the historic urban area to identify who owns significant parts of the real estate. They were identified as a potential group of stakeholders with interest in land value and property maintenance. Further, the activities in the old town were reviewed in order to identify stakeholders with interest in specific kinds of activities concerning the area. According to their impact on the management of the area (significant property ownership or important kind of activity), the stakeholders were categorised as “leading” or “secondary” stakeholders.

Typical stakeholders groups have been public *and* private institutions with different (professional) backgrounds:

1. Local Council, Mayor’s Office;
2. Municipal departments (responsible for building conservation, urban planning and development, economic development, culture, social affairs, environment);
3. Tourism office, monuments preservation authorities; city manager/ city marketing associations;
4. Home owners’ associations, real estate development associations, chamber of industry and commerce, entrepreneurs, cultural institutions, universities, citizens (associations), regional authorities, experts.

³ The stakeholders which have high interests, but have low power to interfere should be involved through civic participation actions (i.e. public forum), which serve to get to know about their needs, to inform them about (intermediate) results and to get feedback (local experts) to be worked into the further process of the production of the CHIMP.

An important factor for the successful implementation of an LSG is bringing together people from different (professional) backgrounds in an interdisciplinary team.

Another important aspect of the LSG composition is that the representatives of the institutions have statutory power to make decisions, so that solutions can directly be discussed and decisions made. Also, the continuous participation from the same people was of importance to build up trust between the participants.

Mobilise the participants to take part in the LSG and find out their needs and interests

An effective way to answer **question 2** (mobilising the identified participants to take part in the LSG) is to explain at the very beginning the *benefits* of being part of and participating in the LSG to potential participants.

Benefits of participating are:

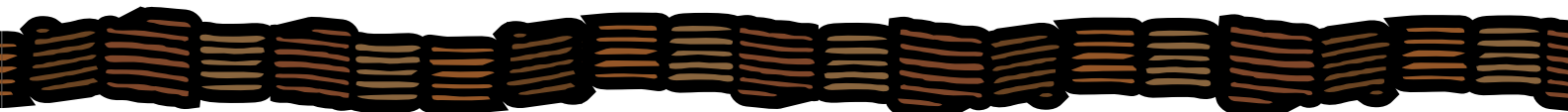
- The opportunity to incorporate their professional interests and concerns (of the institution the person represents);
- The consideration of their interests and concerns in the CHIMP;
- An *informal* space within the LSG to discuss and exchange ideas and solutions with stakeholders in an interdisciplinary group about needs, policies and actions;
- The opportunity to tap funding for their own activities.

These benefits are pointed out to the participants through personal talks, letters and informational meetings to which all identified stakeholders of the LSG are invited. The informational meetings and talks also prove to be a convenient opportunity to

- present further information about the idea of the CHIMP and the LSG as a further teaser and
- inquire about the needs and interests concerning cultural heritage and the historic urban area and their motivation and expectation in taking part in the LSG and the development of the CHIMP (**question 3**).

If these needs, interests and motivations had been considered in the work of the LSG and addressed in the CHIMP, the satisfaction of the participants, both with the LSG and the CHIMP increased considerably.

With the establishment of a powerful LSG, an important foundation for the successful development and implementation of the CHIMP is created. Nevertheless, it is recommended to think about how stakeholders not involved in the LSG can be drawn into the development process of the CHIMP to achieve a wide participation of stakeholders.



Recommendations for Local Support Groups

- *The stakeholders have to benefit from participating in the LSG;*
- *Do not raise infeasible expectations:* Clarify at the beginning the rights and duties of the LSG; be open and transparent;
- *Build up trust* between the involved stakeholders;
- *An LSG should not be more than 15 participants if it is to work. If needed, involve more stakeholders in subordinate groups or/ and open forum;*
- *Involve your regional/ national funding authority* as they can provide information about regional/ national priorities and funding opportunities.
- *Bring public and private stakeholders with different needs together* and make them understand each other's needs;
- *Do not duplicate structures:* If you have something comparable to an LSG, use it. Add activities and stakeholders if needed;
- *Establish durable structures:* Structures should continue after having elaborated the CHIMP e.g. using the LSG for the implementation and monitoring of the CHIMP;
- *Have a skilled 'neutral' moderator* in charge of the LSG, accepted by all partners. His task will be to animate the LSG members to contribute to the development of the CHIMP and organise the process of the LSG.
- *A successful LSG requires time and thorough preparation!*

4.1.2. Analysing the current situation of the cultural heritage site

Reasons for analysing the current situation

The analysis of the current situation of the historic urban area is of particular importance as it helps to provide an overview and raise the awareness about the current situation regarding the current state of preservation of cultural heritage and the development of the area. It assists the responsible institution in charge of producing the CHIMP and the LSG members to disclose (possible) conflicts and to understand and capture the demands of the 'users' of the historic urban area and cultural heritage. Further, the need for improvement of structures, procedures and measures to safeguard cultural heritage and sustainable development of the historic urban area could be disclosed.

Based on the results of the analysis, the concrete need for actions and coordination – to be addressed in the CHIMP – could be more precisely determined (purpose of the CHIMP). This enabled the development of a 'tailor made', targeted and action oriented CHIMP, based on the identified challenges, opportunities and needs of the historic urban area and its users.

What to do

As the analysis of the current situation served, in the first place, to identify and understand what the partners (stakeholders) were thinking about the current state of protection and development in their cultural heritage site; answering following three questions proved helpful for a conducive analysis:

1. What is your cultural heritage? What are its needs and challenges?

Answering these questions gained information about

- the kind of cultural heritage in the historic urban area (description of the cultural heritage in general as well as visually significant buildings, important views, etc.),
- the condition of its preservation (i.e. grade of deterioration and disuse of historic buildings),
- the significance and value of the cultural heritage site (what has to be safeguarded),
- its needs and challenges with regard to safeguarding and development.

2. What are the demands of the 'users' with regards to the cultural heritage site?

Answering this question helps identify the needs and check for (possible) solutions. It also identifies conflicts in safeguarding cultural heritage, as well as conflicts among the needs of the users which have to be balanced and coordinated.

3. Which guidelines and specifications for cultural heritage and its site already exist?

Answering the question gives a good overview of existing policies, concepts and plans and their sentiments for the safeguarding and developing the historic urban area: existing principles, objectives, actions, etc. were identified and checked for conflicts and coordination needs among them.

Answering these questions helps identify the key demands, challenges (threats, problems, conflicts) and opportunities of safeguarding and developing the cultural heritage site. From this the demand for action and coordination, as well as the issues to be address in the CHIMP were determined.

Main sources for the analysis of the current situation have been

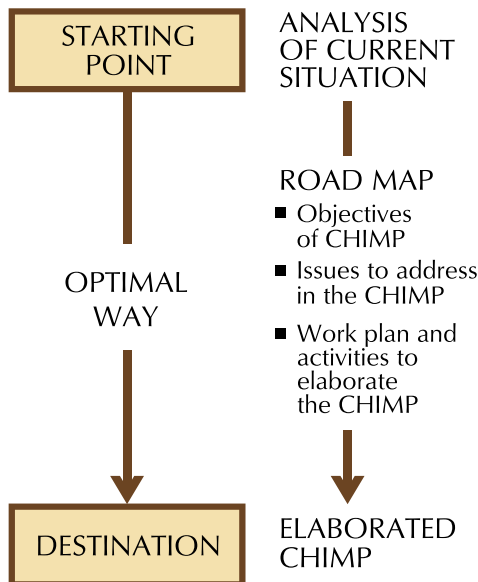
- existing documents and publications from public and private institutions,

- interviews and the questioning of stakeholders for safeguarding and developing the cultural heritage site and
- the commissioning of studies to gain missing information.

4.1.3. Developing a road map for the production of the CHIMP

Reasons for developing a road map

Before starting to develop the document, it is important to clarify the objectives and the issues to be address in the CHIMP (following the target oriented approach) and the process of how to develop the CHIMP involving the LSG and further stakeholders (following the participative approach).



The road map takes the function of a navigation system in a car. It shows the optimal route to take from the starting point to arrive at the desired destination. Having a useful and implementable CHIMP addresses the identified challenges, opportunities and demands for safeguarding and developing the cultural heritage site . The road map ensures they would not veer off course during the development process of the CHIMP and are constantly ‘driving’ towards the set destination.

What to do

Answering the following five questions supports elaborating such a road map in support of the target oriented development of the CHIMP.

1. What is the purpose and concrete objective of the CHIMP?

Answering the question describes what is intended to be achieved with the CHIMP and what its tasks are.

Possible objectives of CHIMPs are:

1. safeguarding the cultural heritage values of a place;
2. developing and ensuring attractive, competitive and *multifunctional* historic urban areas;
3. coordinating and managing the demands of the cultural heritage and of the “users” of historic urban areas as well as conflicting interests and functions;
4. raising the appreciation and awareness of the cultural heritage values.

2. Which issues are to be addressed in the CHIMP?

Answering this question, – based on the results of the analysis of the current situation – which issues would be addressed by the CHIMP to effectively manage the challenges, opportunities and needs for safeguarding and developing the cultural heritage site. It is of the highest importance to define:

- the *procedures and structures* of coordination, decision-making and monitoring to ensure the management approach and
- the *field of actions* to ensure the integrated approach for safeguarding and developing the cultural heritage site.

Examples of typical *fields of action*:



The composition of these fields of action differ, depending on the local situation. Within the field of “urban development and planning”, different issues are addressed, such as urban design, housing, accessibility and mobility and leisure.

3. How will the process of elaborating the CHIMP be structured involving the stakeholders?

Answering this question, the development of a general work programme, in accordance with the defined objectives and

issues to be addressed in the CHIMP, is quite beneficial. The work programmes define a series of activities for the development of the CHIMP and how to involve the LSG and further stakeholders in the development process, following the participative and communicative approach.

4. Who will be responsible for the elaboration process of the CHIMP?

The production of the CHIMP, involving the relevant stakeholders, is a multifaceted, complex process, and it is highly recommended to define *one* institution to be responsible for the elaboration of the CHIMP.

Most often, the World Heritage unit or the office for heritage preservation is assigned to this task, but in some cases the urban planning department or the urban development department take on the job.

As support for writing the CHIMP and moderating the LSG, some cities hire external experts.

5. What are the 'rights and duties' of the stakeholders involved in the production of the CHIMP?

To discuss the questions mentioned above with the LSG is a valuable experience. It develops a road map all LSG members can agree on. This helps avoiding misleading expectations and frustrations of the LSG members during the development process. Other important issues to discuss with the LSG:

- objective and tasks of the LSG (how will the LSG be involved in the development process);
- responsibilities of the LSG members (what is expected from them);
- opportunities for taking part (i.e. opportunity to influence the decision-making or even in some cases making the decision in the LSG).

It is beneficial to fix these "agreements" in the work programme of the CHIMP and have the LSG members agree on it.

Further recommendations for setting up road maps

- Be clear about the 'role' the CHIMP should play in the framework of the urban policies and planning documents.
- Make sure that the CHIMP pursues the four main features: integrative, participative, targeted and implementation oriented, and management approach.
- Discuss risks and assumptions which might endanger the successful development of the CHIMP and the involvement of the LSG. Agree on actions to prevent these risks.

- Ensure that the issues addressed in the CHIMP are of relevance to LSG members in order to motivate them to participate.
- Clarify the responsibilities for each activity of the work programme: Who is doing what and when?
- Whilst following a pre-agreed procedure – the road map – situations, objectives, etc. might change that can alter the timing or direction of the CHIMP. Therefore, the road map should not become dictatorial. Flexibility is to be encouraged when it is in the interest of the project and when consensus can be reached with the LSG.

4.1.4. Secure political and financial support for the production process

The following two questions should be answered positively, as they have a considerable impact on the successful production of the CHIMP:

1. Is the political support secured?
2. Are the needed resources in place?

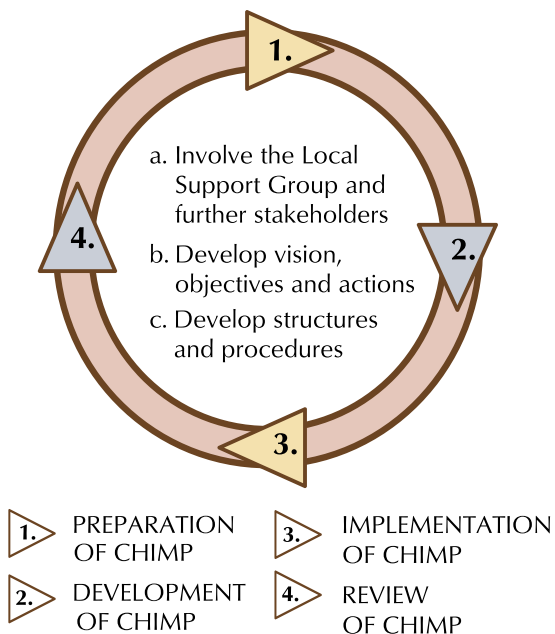
Thus, it is highly recommended to inform the city council, in-depth, about the CHIMP approach before the CHIMP is created and receives official resolution. Also it is helpful to inform the city council on a regular basis about intermediate results, as to be able to react to comments raised by political representatives during the development process.

Concerning the financial support, sufficient resources should be secured for the production process. In the first place, the institution in charge of the production of the CHIMP should ~~to~~ be staffed with sufficient man power to be able to successfully complete this task. Also financial resources might be needed, for example for external support for the analysis of the current situation or for organising and moderating the participation process of the stakeholders.

4.2. Developing Cultural Heritage Integrated Management Plans

A crucial step of producing Cultural Heritage Integrated Management Plans (CHIMP) is developing its main components to be able to sustainably manage the cultural heritage site. For that, there are *three key elements* which should be followed when developing the content of the CHIMP:

- A. *Involving the local support group and further stakeholders*
- B. *Developing a vision, objectives for the site*
- C. *Developing structures and procedures*



4.2.1. Involving the local support group and further stakeholders

Reasons for involving the Local Support Group and other stakeholders

There are several reasons to involve stakeholders in the production of the CHIMP, some of them were already mentioned in previous chapters.

It is worth emphasizing that the involvement of stakeholders leads to cooperatively developed and coordinated objectives and actions. This fosters a sense of shared ownership of the CHIMP and the involved stakeholders are more likely to co-operate and to take actions for its implementation. Also, stakeholders are more likely to understand the aspirations of others with a shared cultural heritage, and will be more flexible in their own aspirations. More often they will seek a win-win solution which suits all stakeholders and the cultural heritage.

What to do

Answering the following three questions is helpful in organizing the involvement of the LSG and other stakeholders in the development of the CHIMP:

1. Which influence on the content of the CHIMP can or shall be given to the LSG and further stakeholders?
2. Regarding which issues of the CHIMP should the LSG and additional stakeholders be involved (according to their needs and interests)?
3. How are the LSG and other stakeholders to be involved in the development of these contents?

There are two general approaches of involving the LSG and further stakeholders. Both approaches utilize local

public administration, which – partly with the help of an external expert – is responsible for the organisation of the development process and writing of the CHIMP.

One of the two approaches is characterised as follows: The content of the CHIMP is developed step by step in very close cooperation with the LSG and, during certain phases, assistance from further stakeholders. At the end of the process, the final version of the CHIMP is ready.

The other approach aims at the widest possible participation beyond the LSG. In the first phase input on the content of the CHIMP is collected from LSG members and additional stakeholders. Then, a complete draft of the CHIMP is written by the organisation in charge of its design. This draft is discussed in public consultations in a second phase. Based on the results, the final version of the CHIMP is written, again by the responsible organisation.

Recommendations for the involvement of the Local Support Group and further stakeholders

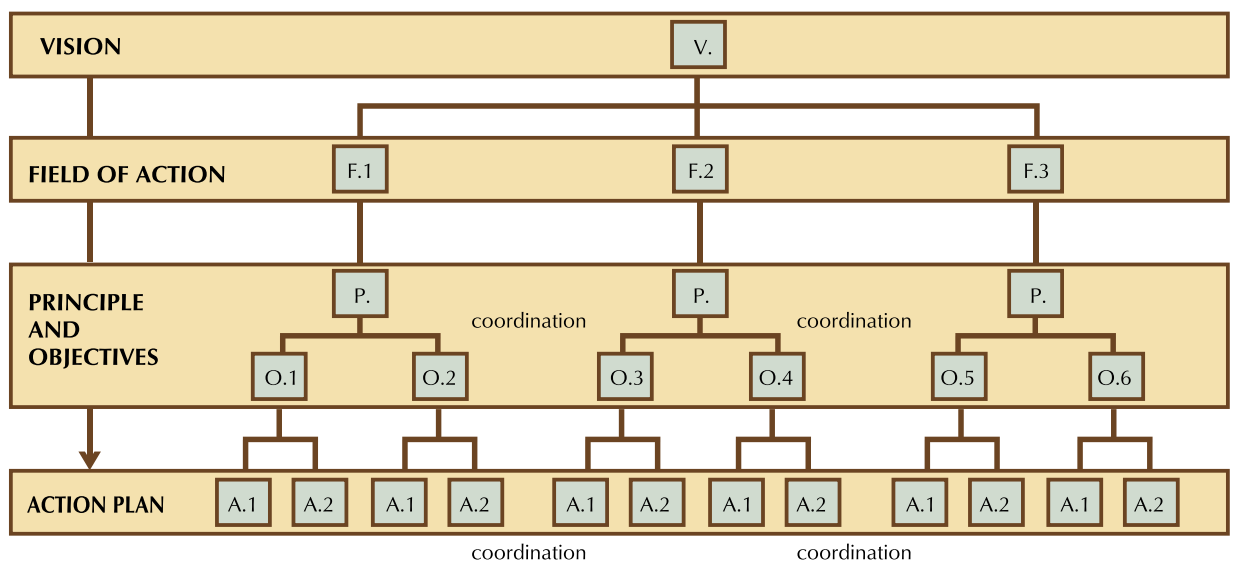
- *Involve the stakeholders according to their needs and interests:* As not all identified stakeholders might want to be fully involved in the development of every issue of the CHIMP, involve them only in the development of those parts of the CHIMP which deal with their needs and interests.
- *Take opinions and feedback of the key stakeholders seriously* and try to integrate their comments into the CHIMP.
- *Raise the awareness* of the stakeholders about the significance of the cultural heritage for the development of the area, only then will they be careful with this “resource”.
- *Plan sufficient time for this involvement:* The process of involving a wide range of stakeholders and incorporating meaningful reaction to their concerns is essential but requires time.
- *Involve stakeholders from the very beginning:* Involving stakeholders from the initial stage of developing the CHIMP is crucial to making them feel comfortable about the whole process and encouraging them to participate.
- *The involvement process has to be well organised* in terms of structuring the aspects of the matter in discussion; further it has to be transparent to generate enough interest and ability to come to conclusions.
- *Have a ‘project champion’* who represents and stands for the cultural heritage in public.
- Let the Local Support Group sign the final CHIMP and action plan.

4.2.2. Developing a vision, objectives and actions

Reasons for developing a vision, objectives and actions for the site

The development of a shared vision, objectives and actions for the protection and sustainable development of heritage sites – based on the results from analysis of the current situation – consists of the most important elements of the target and implementation oriented approach of the CHIMP.

From vision to action



The *shared vision* presents the future aspired to of the heritage site and reflects how the municipality and the stakeholders involved “see” their historic urban area in the long-term. It is the guiding framework for the deduction of objectives and actions in the further process toward which the municipality and the stakeholders will orient their future activities.

From the shared vision of *coherent principles⁴* and *objectives*, support of the vision can be derived. They are to be defined for each issue/ field of action identified as being relevant to the CHIMP.

In addition, the combined definition of objectives allows coordination and exposure of the conflicts between them. These in turn foster discussion in the LSG to find viable solutions and ways to minimize conflicts during

⁴ *Principles* highlight the significance and the (possible) contribution of the field of action for safeguarding and developing the cultural heritage site and vice versa the (possible) contribution of the cultural heritage for the development of that field of action. They also set a rough guideline, which helps to deliberate whether a new concept, plan or action complies with the vision of the historic urban area.

the implementation of the CHIMP. Thus, the principles and objectives serve to put into operation the vision. For each field of action, what is intended to be achieved with regards to safeguarding and developing the historic urban area is defined.

The principles and objectives in turn allow for the derivation of *coherent and concrete actions* in direct support of the achievement of the objectives. This ensures the development of actions directly targeted at the improvement of the historic urban area to reach its desired future.

In addition, joint development of actions allows for the coordination of actions between the actors, thus capitalizing on synergy effects.

What to do

While developing a vision, objectives and actions, it is of particular importance that

- the vision, objectives and actions deal with the challenges, opportunities and needs identified during the analysis of the current situation and the issues to be addressed in the CHIMP;
- they are agreed on by the stakeholders involved;
- the objectives help to meet the vision, and the actions help to meet the objectives in order to have a stringent and coherent progression from the vision to the actions;
- inconsistencies between objectives and actions are to be checked and discussed to allow for a management for the safeguarding and developing of cultural heritage that is as conflict-free as possible..

Answering the following three questions is helpful in this process:

1. What is the aspired future for the cultural heritage site to which the municipality and the relevant stakeholders want to contribute?

Answering the question helps define the vision for their historic urban area. One method was to turn all challenges, opportunities and needs identified during the analysis of the current situation into positive messages. From these the vision is derived. Also discussions and public debates could help in defining the vision for the cultural heritage sites.

2. Which principles and objectives support the achievement of the vision and a well-balanced development of the cultural heritage site?

Answering the question assists in defining the needed and relevant principles and objectives for each field of action identified and to be addressed in the CHIMP. One popular method is analyzing existing documents for relevant principles and objectives to start the discussion.

This approach has the advantage of avoiding “reinventing the wheel” and builds upon existing ‘ideas’. Including such objectives into the CHIMP demonstrates even the consistency of the CHIMP with other documents.

3. Which actions must be implemented to be able to achieve the defined objectives?

Answering this question helps define coherent actions for the safeguarding and developing of a cultural heritage site in line with the objectives. One popular method is analyzing existing documents for relevant actions to start off the discussion.

It has proven to be of high value to involve the LSG when defining and coordinating the vision, objectives and actions and finding solutions for identified conflicts. A good method for this is the performance of workshops and public debates.

This encourages the support for the contents of the CHIMP, its implementation and compliance.

A special technique is to list out the general objectives and actions to encourage a more precise formulation while at the same time helps to avoid a “defensive” attitude by the stakeholders. That makes the stakeholders feel ownership in the objectives and actions and strengthen their identification with the CHIMP.

An additional approach to developing objectives and actions is to involve external experts, as they have the experience and expertise in transforming challenges and opportunities into feasible objectives and actions.

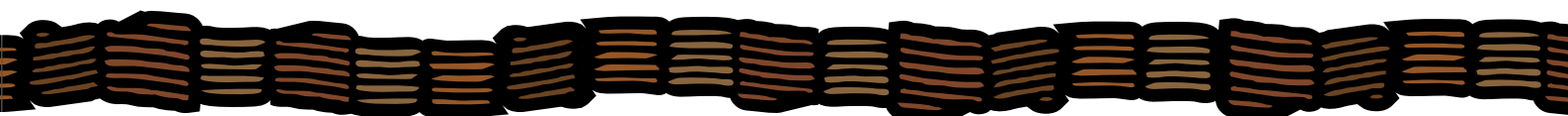
Further recommendations for the development of objectives and actions

- *Develop realistic and achievable objectives.* Give each a sound title and describe it with a few sentences to clarify its intention.
- *Develop concrete and measurable objectives* that facilitate in the derivation of concrete and needed actions and monitor the development of the cultural heritage site.
- *Make the objective and actions well known to the public and within the public administration*
- *Develop the objectives first and then the actions second.* Avoid discussing objectives and actions at the same time to make sure that the actions support the objectives and not the other way around.
- *Develop concrete actions for each objective* and describe them as clearly as possible. Give each action a sensible name (for communication purposes) and additional information about requirements and considerations for their design and implementation.
- *Identify key actions for each field of action* on which the available resources (personal and funds) will be concentrated, as often there are more actions than resources available. This will ensure the advancement of each field of action and the efficient use of the available resources.
- Do not include actions which do not contribute directly to an objective.
- Check if actions are in line with regional, national and/or EU policies and programmes as there might be funding for their implementation.

Local Action Plan

A good idea is to also to summarise all identified key actions in a Local Action Plan (LAP). This provides further information on their preparation and implementation. Thereby it is helpful to define:

- **Responsibility:** Naming the responsible institution/ person for the implementation of the action that will then be the contact person and coordinator for the action. In addition, name the stakeholders to be involved in the development and implementation of the action.
- **Financial resources:** Estimation of the financial resources needed for implementing the action (and if possible, the needed manpower).



- **Funding by/ Funding programme:** Recording where the financial resources will come from (i.e. from municipal budget; regional, national or EU programme; private institution; etc.).
- **Financial resources secured:** Stating “yes” or “no” depending on whether the financial resources are secured or not. In case they are not, the next step will be to acquire further resources or to adapt the action to the financial constrains.
- **Time schedule:** Stating in which year the action ought to be implemented. By that time the needed resources should be available.
- **Links to other projects:** Stating links to other projects which are directly related to the action. For example in the field of “Built cultural heritage” there is an action to inform people about good-practices in private rehabilitation of listed buildings. In the field of “Awareness raising” there is an action to acquire more information on listed buildings. These two projects should be connected and coordinated.

4.2.3. Developing structures and procedures

Benefits of adapting (or optimising) structures and procedures

Actions should not only assist in safeguarding and developing cultural heritage sites but also structures

and procedures for the daily work routine, allowing the coordination of (new) demands, actions and conflicts as well as the making of decisions which consider and comply with the regulations of the CHIMP.

Thus, corresponding structures show people which organisation/contact person is responsible for specific situations and the decision-making with regards to safeguarding cultural heritage.

The procedures demonstrate the sequence of ‘actions’ to follow as to be able to coordinate the different demands and to come to sustainable solutions for specific situations.

In addition, structures and procedures which bring the relevant stakeholders together, proved themselves to be helpful in enhancing the working relationship between them. Additionally they helped to reduce conflicts and frictions in the management of the cultural heritage site as well as in the implementation and development of actions, concepts and plans.

Structures and procedures define mechanisms for interaction among governmental departments, non-governmental institutions, private actors, etc. to effectively manage the safeguarding and developing of cultural heritage sites, ensuring that the distinct qualities of the historic urban areas are sustained and preserved for future generations.

FIELD OF ACTION								
Principle								
Objective	#	Project title + description	Responsibility (stakeholders to involve)	Financial resources	Funding by	Financing secured	Time schedule	Links to other projects
Objective 1 Brief explanation	1.1	Title of “Action 1” Brief description; stating requirements	Planning Department, Mr. A (Tourism Office)	50.000 €	Municipal budget	yes	2012	3.1
	1.2	Title of “Action 2” Brief description; stating requirements	Tourism Office, Ms. B (Preservation authority)	10.000 €	Municipal budget +ERDF	yes	2012	-
Objective 2 Brief explanation	2.1	Title of “Action 1” Brief description; stating requirements	Economic department, Ms. C (City Marketing)	250.000 €	Urban development program	no	2013	1.1
	2.2	Title of “Action 2” Brief description; stating requirements	City Marketing, Mr. D (Tourism Office)	5.000 €	Municipal budget	yes	2011	-

What to do

Answering the following three questions supports identification and development of relevant structures and procedures for the safeguarding of the cultural heritage site.

1. What are typical situations relevant to ensuring the safeguarding of cultural heritage?

Answering this question assists in identifying specific situations relevant to protecting cultural heritage. Good indications for such situations provide the analysis of the current situation with the identified challenges and needs. Another method is to brainstorm with the LSG and interview stakeholders about usual situations that should be managed and regulated.

Example of a structure of a Local Action Plan

2. Which institutions are/should be responsible for making decisions and who is the contact person for the identified situations?

Answering this question is useful in setting out the structures for safeguarding cultural heritage (*who is responsible for what?*). One approach is to identify and describe the existing private and public institutions (from national to local level) responsible for the protection of the cultural heritage site. This is the basis for verifying whether, for each identified situation (answer to question 1), there is an institution that could be used as a contact person and could be the institution responsible for making decisions. For situations where no institution is identified, a (new) structure is to be developed.

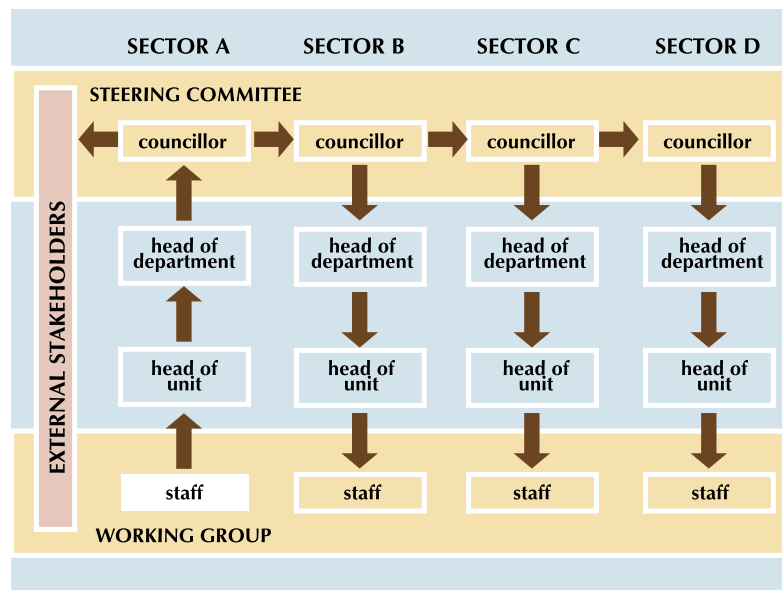
Examples of situations to be managed concerning the safeguarding of the cultural heritage

1. *Early identification of new challenges, threats and conflicts for the safeguarding and development of the cultural heritage site*
 - Monitoring the condition of the cultural heritage and the historic urban area;
 - Approval of building permits ensuring the safeguarding of the cultural heritage values.
2. *Coordination of (new) demands and projects with relevance to the cultural heritage site*
 - Early and cross-sectoral coordination of policies, concepts, plans and actions;
 - Finding solutions in conflict situations, settling disputes.
3. *Procedure for the implementation, compliance and review of the CHIMP*
 - Compatibility check of policies, concepts, plans and actions with the principles and objectives of the CHIMP;
 - Monitoring the objectives of the CHIMP;
 - Controlling the implementation of the key actions of the CHIMP;
 - Reviewing and adapting the CHIMP in a continuous improvement process.

Further, it needs to be verified whether the existing structures/ institutions are working effectively in regards to the handling the identified situations; here also stakeholders could be interviewed concerning their opinion about the existing structures and ideas for improvement.

Nearly all cities set up a central organisation whose main responsibility is the safeguarding of the cultural heritage site. In some cases it is a unit within the local public administration, in others there is an additional steering group composed of public and private stakeholders.

Example of a structure to coordinate sectoral departments



safeguarding cultural heritage values (what is to be done in specific situations: sequence of actions to follow). For the development and review of procedures, a good starting point is to identify and describe existing procedures for protecting cultural heritage. Based on these, it is verified whether the identified situations (answers of question 1) have a well-functioning, existing procedure or a new one is needed; here interviews with stakeholders could be helpful in identifying possibilities for improvement.

As for the development of the objectives and actions of the CHIMP, it is recommended to involve the LSG in the

3. Which procedures exist/ are needed to ensure that decisions taken are in line with the safeguarding of cultural heritage values?

Answering this question helps set out the procedures for

review and definition of structures and procedures. The discussion assists in the improvement, understanding, support and compliance of the defined structures and procedures.

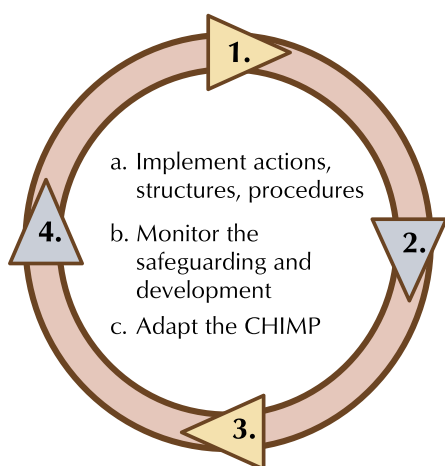
Recommendations for structures and procedures

- As these informal procedures develop, they may become different from the ones set out in the CHIMP.
- Sometimes these informal procedures may prove to be more efficient at meeting the objectives of the CHIMP. If this is the case, adapt the formal procedure to incorporate the improvements.
- Define the institution *and* person at local level responsible for safeguarding and managing the cultural heritage site.
- Determine which institution is responsible for the implementation, compliance and revision of the CHIMP.
- Develop procedures and structures which ensure the cross-sectoral coordination and decision-making process for cultural heritage values and compliance with the CHIMP.
- Define the goal for each procedure. This helps structure the procedure, define which stakeholders have to be involved and explain to the stakeholders the purpose of the procedure.
- Make the structures and procedures known to the relevant stakeholders.

4.3. Implementing and Reviewing Cultural Heritage Integrated Management Plans

The central step in the life cycle of a CHIMP is implementing it, to be followed by a review and adaptation of its content to maintain it as an up-to-date and useful instrument to managing cultural heritage sites.

- A. Implementing the actions, structures and procedures
- B. Monitoring the cultural heritage and the implementation of the CHIMP
- C. Adapting the CHIMP



- | | |
|-------------------------|----------------------------|
| 1. PREPARATION OF CHIMP | 3. IMPLEMENTATION OF CHIMP |
| 2. DEVELOPMENT OF CHIMP | 4. REVIEW OF CHIMP |

These steps are to be prepared, planned and organised during the production process of the CHIMP.

4.3.1. Implementing the actions, structures and procedures

Implementing the actions, structures and procedures is the most important step in the life cycle of the CHIMP. It is only through the implementation of and compliance with the CHIMPs contents that an effect on the protection and development of the cultural heritage site be achieved. Therefore the thorough preparation of actions, structures and procedures during the development phase is the prerequisite for their successful implementation.

So it is crucial that the defined actions of the CHIMP are well devised by

- having precisely defined each (key) action and the demands of its design and implementation (what exactly has to be done within the action),
- having clearly defined the institution responsible for the implementation of each action and ensuring the sufficient man power,

- having secured the funds for the implementation of the (key) actions or having efforts on the way to obtain these funds.

The same applies to the defined structures and procedures. They as well need to be thoroughly discussed and coordinated with the responsible institution and the stakeholders involved.

In the implementation phase the structures and procedures have to be implemented and applied or – if required – be adapted. In order to ensure that the structures and procedures are adopted and applied properly, the stakeholders concerned have to be informed – in particular about new structures and procedures – so that they are aware of and apply them. For that purpose, target group oriented information has to be prepared and communicated.

Also it is recommended that an official approval of the CHIMP by the local council and/or mayor be obtained before implementing it.

4.3.2. Monitoring the cultural heritage and the implementation of the CHIMP

Reasons for monitoring

The objectives and needs – identified in the CHIMP – change over time due to new challenges and circumstances.

Thus, continuous monitoring of the condition of the cultural heritage site is of utmost importance. Monitoring allows for recognising new problems, challenges and changing demands and transmits this knowledge to decision-makers. Monitoring also allows checking whether the implementation of the CHIMP is advancing as planned: if objectives are reached and actions are realised as scheduled, etc.

Thus, monitoring is a prerequisite to being able to revise and adapt the CHIMP, keeping it up-to-date in a continual improvement process. Communicating these results to the target groups can also raise the awareness and enhance appreciation for the site as well as affect on decisions for the cultural heritage site. This maintains the improvement of protecting, developing and managing the cultural heritage site.

What to do

Answering the following three questions is helpful in productively monitoring the safeguarding and development of historic urban areas.

1. What is to be monitored? What are the objectives of the monitoring?

Answering these questions assists in thinking about what should be achieved by monitoring and which information and knowledge should be gained.

Examples of monitoring objectives are:

Observing and analyzing developments, progress and changes in the historic urban area to make them “visible”

- Surveillance of the state of preservation of the cultural heritage and its merits, as well as the development of the historic urban area, in order to identify early on problematic trends and take appropriate actions (i.e. how many historic buildings are properly rehabilitated);
- Monitoring the satisfaction of the users of the historic urban area to see if their needs are being met (i.e. do people like to live there, do they appreciate the cultural heritage).
- Measuring the (economic, social and environmental) benefits of safeguarding cultural heritage and the impacts on urban development.

Reviewing the performance of the CHIMP

- Monitoring the (grade of) achievement of the objectives in the CHIMP (which is helpful in the decision-making for updating the CHIMP and its action plan);
- Controlling the implementation progress and impact of the actions/ local action plan (i.e. checking whether the actions are implemented as planned or if remaining actions are still appropriate and effective or if new actions have to be developed to reach the objectives);
- Monitoring the functional efficiency and operational reliability of the structures and procedures for protecting cultural heritage (to be able to decide if the structures and procedures have to be adapted; i.e. when many historic buildings are not rehabilitated properly – although there are urban design principles in place – the control and information systems might not work properly);
- Checking the compliance of new projects, concepts, plans, etc. with the objectives of the CHIMP.

2. Which indicators help monitoring?

Answering this question is of use in coming up with an indicator set for each of the monitoring objectives.

As an example of monitoring the grade of achievement of the objectives in the CHIMP, for each objective, one or more adequate indicators that allow for the measuring of the status of the objective are to be set up.

Examples of indicators to monitor the safeguarding of cultural heritage are:

Objective: Preserving the built heritage

- Number of protected (historic) buildings in the area (i.e. tracking if the number is decreasing or increasing);
- Demolition of protected (historic) buildings (i.e. tracking the number of demolished buildings);
- Number of protected (historic) buildings in need of

rehabilitation (i.e. tracking if the number is decreasing or increasing);

- Provided funding to preserve protected (historic) buildings (private and public) (amount of funds available and spent for protection/ rehabilitation of historic buildings).

Objective: Sustainable use of the built heritage

- Vacancies in protected (historic) buildings

Objective: Protection of natural risks

- Number of protected (historic) buildings, damaged by environmental influences (i.e. floods);
- Damage to cultural heritage sites by environmental influences, measured in local currency (i.e. floods);

3. Who should be informed about the monitoring results to ensure that necessary actions will be undertaken?

A variety of target groups should be identified, such as

- decision-makers and politicians,
- responsible public administrations and
- the public.

These target groups should be informed about the results of the monitoring, related to their field of interest and/ or responsibility to the current situation and demands of the cultural heritage site. It is important to provide, together with the monitoring results, the identified needs for action, recommendations for actions and, in case of property owners and investors, even advisory services.

Also it is beneficial to involve the LSG and other stakeholders in the development of the monitoring system, so that they can identify answers to the above mentioned questions together.

Recommendations for monitoring

- Install structures and procedures to ensure that the monitoring system will be properly implemented: Collect and report indicators, analysis of the results of the indicators including the need for (corrective) actions and communication of the monitoring results to the target groups.
- Make sure that the indicator set is suitable to the local needs and the local environment: indicators have to address the availability of resources and personnel to implement the monitoring system.
- Monitor regularly (annually or at least every other year).
- Involve the department of statistics in the development of the monitoring scheme, as they know about available data.
- Experts in monitoring systems can be helpful in defining the most effective monitoring indicators.

4.3.3. Adapting the CHIMP

Reasons for adapting the CHIMP

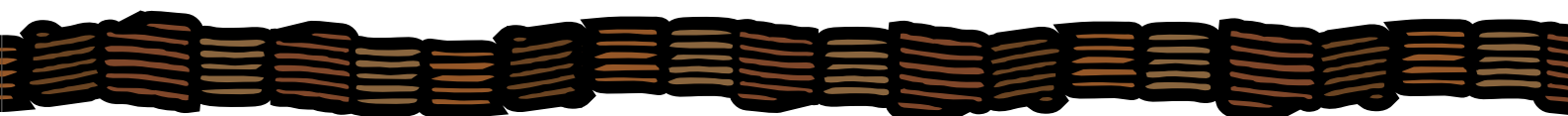
When new challenges, problems, and demands appear and when actions, structures, and procedures do not bring the promised success, it is necessary to adapt the contents of the CHIMP in order to make it respond to the new requirements. If no adjustments are made, the CHIMP will no longer be able to be an instrument for managing and protecting a cultural heritage site. The adaptation of a CHIMP provides the opportunity to incorporate new elements into the plan which were unable to be considered at the initial creation.

What to do

Based on the results of the monitoring (need for action) and other indications, information is given for the revision of the CHIMP. The CHIMP has to be adapted in order to enhance the protection and development of the cultural heritage site.

For that purpose, the steps described in this chapter are repeated, whereby it is not the CHIMP as a whole that is to be developed as new, but only the parts of the CHIMP that are to be adapted due to the results of monitoring. Alterations and innovations to the CHIMP should be communicated directly to the relevant stakeholders in order for them to be followed and implemented.

It is crucial that the responsible organization for the revision already be defined before implementation of the CHIMP.



Summary

The safeguarding of cultural heritage can provide an important stimulus for the sustainable development of historic towns and cultural heritage sites throughout South Eastern Europe. In order to achieve this, the safeguarding of cultural heritage has to be linked with the economic, social and environmental development of the area; working out how cultural heritage can support sustainable urban development and how development can be used to support the safeguarding cultural heritage.

Successful application of this strategy will lead to attractive, competitive and multifunctional historic urban areas, in which inhabitants, tourists and business like to live, work and spend time, while respecting and appreciating the cultural heritage values of the area.

To successfully develop such a strategy, four main approaches have to be followed:

- A. **The integrated approach:** linking the protection of cultural heritage with further issues and fields of action, which are affecting or interacting with the safeguarding and development of the cultural heritage;
- B. **The participative and communicative approach:** involving the relevant stakeholders in the development and implementation of the strategy to achieve their identification and compliance with its contents;
- C. **The management approach:** to secure a continuous caring for and improvement of the protection and development of the cultural heritage site based on the demands of the cultural heritage and its users;
- D. **The targeted and implementation oriented approach:** to provide guidance and a proactive framework to the municipality and relevant (private) stakeholders for the safeguarding and development of the cultural heritage site.

Within the strategy, cultural heritage is recognised as a unique asset and cross-cutting theme for the development of an attractive, competitive and multifunctional historic town (cultural heritage led urban development).

One instrument that is helpful in applying these approaches and developing such a strategy are **Cultural Heritage Integrated Management Plans** (CHIMPs). They define a management system and action plan which seeks to achieve an appropriate and equitable balance between protecting and developing so that historic urban areas and cultural heritage can be safeguarded through appropriate activities contributing to the social and economic development and quality of life of the city.

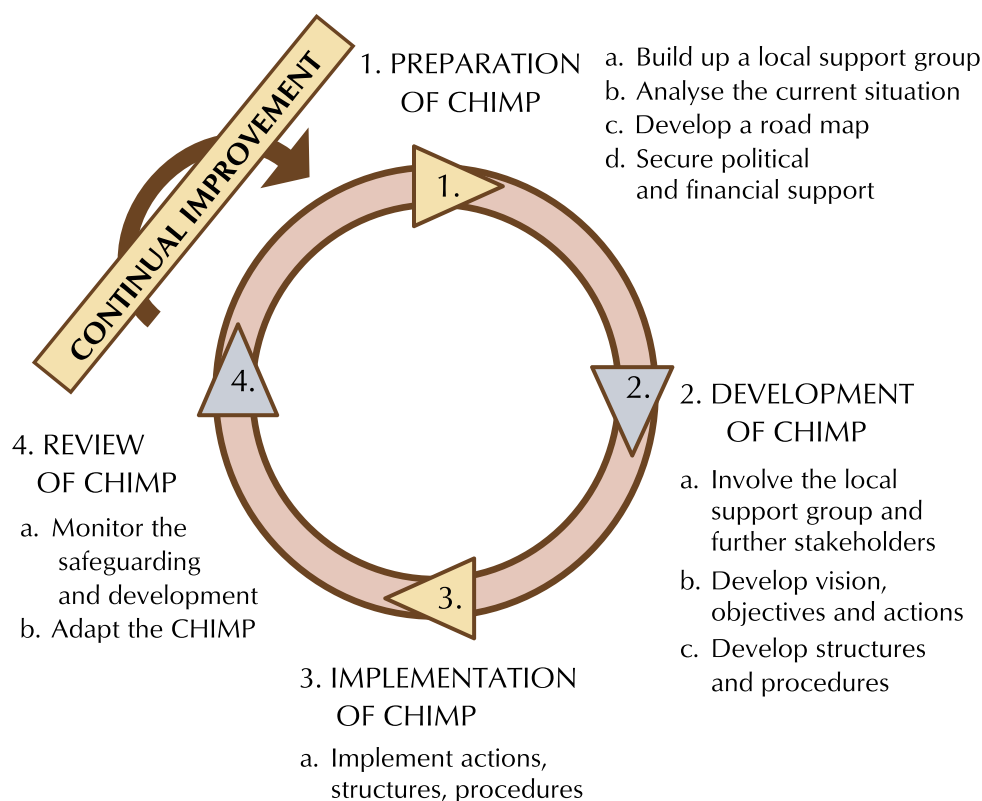
For the successful application of CHIMPs, one crucial step is their **comprehensive preparation** before developing their contents. Crucial elements of this step are to

- **build up a local support group** for the development and implementation of the CHIMP;
- **analyse the current situation** of the cultural heritage site by identifying challenges, opportunities and demands for actions with the needs and conflicting interests of the cultural heritage site and its users ;
- **develop a road map** clarifying the objectives and issues to be addressed in the CHIMP and how the process of developing the CHIMP, involving relevant stakeholders, will be structured;
- secure the **political and financial support** for the production process.

To allow the benefits of the four approaches mentioned above to come into effect, CHIMPs contain the following main components for the protection and development of the cultural heritage site, which are created during the development phase together with the local support group and further stakeholders:

- **concrete objectives and actions** based on the identified challenges, opportunities and needs of the cultural heritage site and its users, provide guidance and a proactive framework to the municipality and relevant (private) stakeholders for the development of that area;
- **instruments, structures and procedures** of coordination and decision-making for the daily work routine ensure that decisions taken comply with and support the objectives of the CHIMP and the safeguarding of the cultural heritage site;
- **monitoring system** to observe the state of cultural heritage and the development of the cultural heritage site, in order to recognize, at an early stage, the demand for action resulting from problematic trends as well as new challenges and demands for the cultural heritage site;
- **review procedure** to keep the CHIMP a helpful and up to date instrument for the safeguarding and developing a cultural heritage site. Thus, the CHIMP determines a responsible institution and procedure for the review and adaptation of its contents at regular intervals based on the monitoring results.




The production of a CHIMP is a complex procedure as relevant stakeholders and sector policies have to be involved and coordinated. Nevertheless the effort is worth the endeavour as the thorough production of a CHIMP will support the capitalization of cultural heritage for the benefit of urban development. It effectively manages the safeguarding of cultural heritage with a future-oriented development of the area, ensuring that the special qualities of the cultural heritage site are sustained and preserved for future generations.



**CHIMPs in catchwords:
Guiding principles and approaches**

1. *Combine the protection of the cultural heritage with the economic, social and environmental development of the area;*
2. *Strive for multifunctional historic urban areas which satisfy and balance the demands of its users;*
3. *Coordinate and manage (possible) conflicting interests of the stakeholders;*
4. *Apply the integrated approach linking and coordinating cultural heritage with related fields;*
5. *Apply the participative approach by involving relevant stakeholders and promoting “cultural heritage for all”;*
6. *Apply the management approach establishing procedures and structures of coordination, decision-making and monitoring to implement a continual improvement process;*
7. *Apply the targeted and implementation oriented approach by developing concrete objectives and actions for the cultural heritage site or the historic urban area;*
8. *Integrate the CHIMP in the main policy framework;*
9. *Take into account tangible and intangible cultural heritage assets;*

Example of a monitoring indicator scheme

OBJECTIVE	Communication of cultural heritage values
INDICATOR	Number of visitors of the cultural heritage information center
EXPLANATION	Number including not-paying children above 4
TARGET SETTING	 number > year before  number < year before  number < 1 and 2 years before
AVAILABILITY	Annual year book of statistics
RESPONSIBILITY	Operator of information center
VERIFICATION DATE	Period: whole year Data Collection and Reporting: 01.03

Objective: In this field, the name of the objective is put, which achievement ranking the indicator shall measure.

Indicator: In this field the indicator is named.




Explanation: To ensure that it is clear what exactly the indicator shall measure and to be sure it is analogous over time, a brief explanation of the indicator is given. For example when the indicator is the number of “historic” buildings in the area, it is explained what is meant by “historic” buildings (for example all buildings build before The Second World War in the area of the historic centre). Make sure that this area is clearly defined.

Target-setting: To be able to benchmark the current state of the indicator (if for example a positive or negative development trend is showing up) a target is set and defined (measuring a score of achievement of the objective). The “traffic-light-system” approach has proven to be helpful, which is defined as:

- a positive development [marked **green**],
- a potential negative development or trend [marked **yellow**] or
- a negative development happens to appear [marked **red**].

For “**yellow**” and “**red**” indicators, the cause of the development is analyzed and appropriate actions are formulated if necessary.

Example of the traffic-light approach with the indicator “Number of visitors of the cultural heritage information centre”

-  If the number of visitors is higher than the year before, it is a positive development trend. The indicator is marked **green**.
-  If the number of visitors is lower than the year before, it might be a negative development trend. Mark the indicator **yellow**.
-  If the number of visitors is lower than the year before and the year before that, a negative development trend tends to become manifested. Mark the indicator **red**.

Availability: This field describes where the data for the indicator are available (i.e. from the annual book of statistics, the department of statistics, operator of the information centre, etc.).

Responsibility: In this field the responsible institution for collecting and reporting data for the indicator is defined. Contact details of a contact person should be named.

Valuation date: In this field the valuation date by which the data of the indicator will be collected is determined (i.e. numbers of historic buildings in the historic centre by the 31.12.) or the monitoring-period will be stated for which the data will be collected (i.e. visitors of the information centre from 1.1.-31.12.).

Recommendations for setting up and selecting monitoring indicators

- Use indicators in combination to give mutually supportive information. Sometimes a single indicator cannot give a clear picture about the development. Using several indicators in combination often gives a better overview of the development and the causes for it can be provided (e.g. *number of historic buildings is declining, but there has been no permission to demolish such; this could be an indication that demolition was done without permission, as a result you might have to improve your control functions; if only one indicator was present the reason for that development might have been less clear*);
- It is not about measuring the exact number: It is about receiving an indication about the development to know if actions have to be taken or not (e.g. *when you have a large historic urban area, but limited personal resources to monitor the state of rehabilitation/need of each historic building. Instead of surrendering and doing nothing, define an area where this situation is typical and measure just the need for rehabilitation of the buildings there (periodically, the area must be checked to see if the situation in that particular area is still representative of the whole). The development of that area serves as an indicator for the whole area, thus minimizing the efforts of monitoring.*
- Consult relevant regional and national authorities as well as national ICOMOS to see if they have examples of a monitoring and indicator system for cultural heritage.
- Adapt the indicator scheme to your local needs and resources: Do not just take over an indicator scheme from another city; take it as a guide and adapt it to your monitoring objectives and availability of resources (your local needs).

- **Integrate your monitoring in existing structures** if possible, as to avoid repeating work i.e. collecting an indicator twice. Use existing structures in your organization which already monitor or collect data.

Indicators should be

- **Available and cost effective:** Make sure that the indicator is available (i.e. *in your annual book of statistics*) and can be collected with a justifiable and manageable amount of efforts or costs. Thus, prefer indicators that have high information value (explanatory power) and at the same time require low personal and financial resources for retrieving data (*make sure the costs of collection do not outweigh the information value*). Use as many indicators as needed and as few indicators as possible (*avoid the graveyard of data*).
- **Focused and precise:** Focus your indicators on your local needs, what your organization is trying to achieve. In particular, the indicators should relate directly to the objectives and outputs in your CHIMP (*this often means creating local indicators deducting these from your monitoring objectives*). Be clear and precise about what exactly the indicator has to measure. The indicator has to be unambiguous so that the data can be collected consistently (i.e. *number of "historic" buildings: what are "historic" buildings? Make this clear*).
- **Measuring developments and actionable:** The indicator should allow for reporting on progress and performance over time to put you in the position of getting an overview of your development. Also the indicator has to relate to a specific situation which is amenable to influence or control by you (*you can act on these*) (i.e. *concerning natural risks to your cultural heritage you can measure the number of heavy rainfalls and floods, but as you cannot change the fact that they exist, the information is as helpful. More helpful would be to decide what actions would be, for example, to measure the damage of floods to your cultural heritage in terms of damaged housing or the equivalent in your local currency. If there is little damage or cost, your preventive actions are working; if they are increasing you might have to take actions*).
- **Adaptable:** Your indicator scheme has to be (easily) adaptable to changing needs and objectives (*do not make it too complicated*).

Appendix



Examples of objectives of CHIMPs

Regensburg

- Safeguarding the UNESCO World Cultural Heritage site “Old Town of Regensburg with Stadtamhof”.
- Securing the multifunctional use of the Old Town of Regensburg and ensuring a vital and attractive area for residents and visitors alike.
- Balancing and coordinating the safeguarding of the built cultural heritage with the sustainable development of the area (social, economic and environmental aspects) by using an integrated management approach.
- Coordination and management of (conflicting) needs and interests of all stakeholders concerned (e.g. residents, visitors, conservators, etc....).

Naples

- Start a process of widespread redevelopment of the World Heritage Site through the redefinition of the identity of “culture” and “reception” of the historic centre as engine of an economic and social development.
- Provide a consensual framework for the conservation and management of the World Heritage Site.
- Coordinate the sectoral policies, planning, actions, etc. which are directed or affect the historic urban area and their cultural heritage and social value.

Vilnius

- Preserve and make wider use of the cultural and natural distinctiveness of Vilnius’ historic centre.
- Increase the attractiveness of the historic centre for living, doing business, creative work and tourism.
- Create a framework for the conservation management of Vilnius historic centre – world heritage site.
- Improve the communication system in the Old Town.
- Develop activeness, conservation awareness and self-expression of local communities.
- Encourage co-operation of public and private sectors.

Sighisoara

- Managing and monitoring the historic area included in the UNESCO World Heritage List.
- Preserving and scientific restoration of the historical monuments.
- Providing an optimal balance between the fact that people live in the Citadel and the tendency to valorise it for tourist purposes.
- Identifying the main factors of vulnerability of the cultural heritage in the historic area and achieving a clear framework for the protection, the preservation and the growth of its value.

Examples of a work programme for the development of a CHIMP

Vilnius

Activity: Brief description	Responsible	Time schedule
1. Analysis of the current situation		Dec. 2008 Sep. 2009
2. Preparation of the Action Plan	OTRA	Aug. 2009 Nov. 2009
3. Suggestions regarding the Statement of Significance presented by the LSG to the Ministry of Culture	OTRA	Sep. 2009 Nov. 2009
4. Preparation of the draft CHIMP by the LSG during series of LSG meetings	OTRA	Jan. 2009 Feb. 2010
5. Presentation of draft CHIMP to state institutions for the principal approval (Cultural Heritage Department, ministries, State Commission Cultural Heritage)	Cultural Heritage Department	Mar. 2010 Oct. 2010
6. Consideration of the draft CHIMP in responsible committees of the Local Council	OTRA	Oct. 2010 Dec. 2010
7. Approval of the final CHIMP by the Local Council	Local Council	January 2011 March 2011

Regensburg

Date	Content
1. LSG: 26.Jan.09	Presentation and discussion of the objectives of the Regensburg CHIMP; Presentation and discussion of the objectives and outputs of the LSG in support of the production of the CHIMP and the expectations of the LSG members for taking part in that process.
2. LSG: 05.May.09	Presentation and discussion of the work plan of the LSG in support of the production of the CHIMP; Presentation and discussion of the analysis of the existing concepts, plans, studies, instruments of relevance to the world heritage site and its consequences for the further action.
3. LSG: 02.July.09	Presentation and discussion of the vision, principles and objectives for the world heritage site and its fields of action based on the analysis of the status quo (integrated approach).
4. LSG: 08.Sep.09	Presentation and discussion of possible measures within the fields of action to support the vision and objectives for the world heritage site (integrated approach).
5. LSG: 03.Dec.09	Presentation and discussion of the Management-System to secure the integrated and management approach of the CHIMP (current structures and procedures and what has to be improved).
6. LSG: 11.March.09	Presentation and discussion of the local implementation plan of the CHIMP.
7. LSG: 23.June.09	Presentation and discussion of the final structures and procedures to be implemented within the CHIMP.
8. LSG: 08.Dec.09	Presentation and discussion of the CHIMP.

Road map example from Liverpool for the production of the CHIMP

Objectives of your CHIMP

Describing what ought to be achieved with the CHIMP.

1. The Objective of producing a Revised Cultural Heritage Integrated Management Plan

To provide an updated consensual framework for the conservation and management of the World Heritage Site which complies with:

- a) the Operational Guidelines for the Implementation of the World Heritage Convention (2005):
"All properties inscribed on the WH List must have adequate long-term legislative, regulatory, institutional and/or protection and management to ensure safeguarding (of the outstanding universal value of the site)"
- b) the Declaration on the Conservation of Historic Urban Landscape (2005)
"...the need to properly contextualise contemporary architecture in the historic urban landscape and stress the importance of undertaking studies to analyse the impact on cultural, visual or other values when contemporary interventions are being planned."

A further objective will be to reflect the significant supplementary guidance for development and conservation which is provided in the WHS Supplementary Planning Document (2009)

2. The Objective of the Revised Management Plan

The revised Management Plan will seek to achieve the identification, protection, conservation and presentation of the site through:

1. Maintaining a responsible management of change in a changing global economy
2. Ensuring that strategic policies are in place to support positive action to ensure that all significant historic assets are properly maintained and in sustainable use
3. Raise standards of urban design: promoting contemporary design solutions which respect the inherited landscape
4. Increase appreciation of the value of the WHS and the contribution that it can make to the visitor economy
5. Improve understanding of the Outstanding Universal Value of the site through detailed studies improved multi-media interpretation

NB. The objective of the CHIMP will not seek to prevent change but will seek to take advantage of change. It will take encouragement from UNESCO's Budapest Declaration (2002), which stated that the World Heritage Committee will:
"...seek to achieve an appropriate and equitable balance between conservation, sustainability and development so that World Heritage properties can be protected through appropriate activities contributing to the social and economic development and quality of life of our communities."

Intended result and output

Describe the intended output and results of the CHIMP.

The intended outputs and results of the revised CHIMP will be that:

1. It is an up-to-date corporate strategic document which is consistent with current local, national and international guidance, policies and strategies
2. It will form the basis of the work programme of the World Heritage Officer and influence the work programme of all stakeholders.
3. It should ensure that the protection and enhancement of the Site's cultural heritage is considered in all decisions that affect the Site
4. It will provide justification for resource allocation for the WHS
5. It will provide a vehicle for an ongoing community support group.

Structure and Content of the CHIMP

Describe with which issues the CHIMP will deal with by laying down the table of content of the CHIMP. Name the field of actions and structures and procedures you want to tackle or develop to secure to reach the objectives of the CHIMP.

WHS Management Plan Structure and Content:

1. Introduction
2. Description of the Site
3. Statements of Significance and Outstanding Universal Value
4. Review of progress 2003-9
5. Current Opportunities, Threats and Management Issues
6. "Vision for the World Heritage Site" and Management Objectives
7. Implementation (Action Plan) and Monitoring

The most important components of the WHS Management Plan:

1. The Vision for how the WHS will evolve over the next 30 years
2. The Objectives – how the Vision will be delivered
3. The Action Plan – how the objectives will be met

Work plan to elaborate the CHIMP with responsibilities and time schedule

Describe which activities, in which sequence you want to implement in order to elaborate the defined content and achieve the objectives of the CHIMP: Describe how you will involve the LSG and other stakeholders in that process. State for each activity the responsible person or organization and (till) when it will take place

The Key Steps in the WHS Management Plan Production		
Action	Key Responsibility	Timescale
1. Production of first WHS Management Plan	Liverpool City Council(LCC), English Heritage, (EH), Liverpool Vision (LV), North West Development Agency (NWDA), Merseytravel (MT) and Government Office North West (GONW)	2002-2003
2. Production of final World Heritage Site Supplementary Planning Document (WHS SPD)	LCC, EH, LV, NWDA, GONW and Commission for Architecture and the Built Environment (CABE)	Oct. 2006 - Nov. 2009
3. Undertake Baseline Study of progress in meeting objectives and delivering actions in 2003 Management Plan. Key achievements and failures in: <ul style="list-style-type: none"> • Protection of heritage assets • Conservation of heritage assets • Presentation of heritage assets 	LCC to lead but consult with all members of LSG	Aug. – Sep. 2009
5. Prepare Interpretation and Education Strategy	LCC and EH to lead but to consult all members of LSG, other stakeholders and public	Aug.– Oct. 2009
4. Consultation on Current Key Issues	LCC to lead but consult with all members of LSG, other stakeholders and public	Nov. – Dec. 2009
5. Appoint consultants to prepare Draft Management Plan	LCC, EH, LV and NWDA to lead	Jan. -March 2010
6. Preparation of Draft Revised Management Plan	LCC, EH, LV and NWDA to lead but consult with all members of LSG	April-June 2010
7. Public consultation Draft of Revised Management Plan, including Vision, Objectives and Actions	LCC, EH, LV and NWDA to lead but consult with all members of LSG, all stakeholders and public	July – Aug. 2010
8. Final Revised Management Plan	LCC, EH, LV and NWDA to lead	Sep.– Dec. 2010
9. Ongoing implementation and monitoring	LSG	Dec. 2010-

Vision for Sighisoara's World Heritage Site

The citadel is to strengthen the residential character and to integrate an amalgamation of functions to avoid its use as a mere tourism perimeter. The CHIMP will adapt and promote decisions based on that goal. Public heritage buildings (including towers) will be fully utilized especially for cultural and educational activities.

The lower town will be predominantly of commercial character, distinct from the Citadel, which must preserve the local identity and cultural profile. The current central park will be retransformed into a pedestrian public square supporting business and social exchange.

The train and bus station on the edge of the buffer zone will receive an urban profile of a specialized area supporting diverse features like local and external transport services, tourist orientation, small hotels and youth hostels, internodes transport pole, freight platform, space for offices and residential functions.

Abandoned industrial buildings in the buffer zone will be reclaimed and integrated into the city life through the introduction of new uses that complement existing buildings and solve potential conflicts or needs.

Example of objectives and actions for field of actions of a CHIMP

Liverpool

Objectives

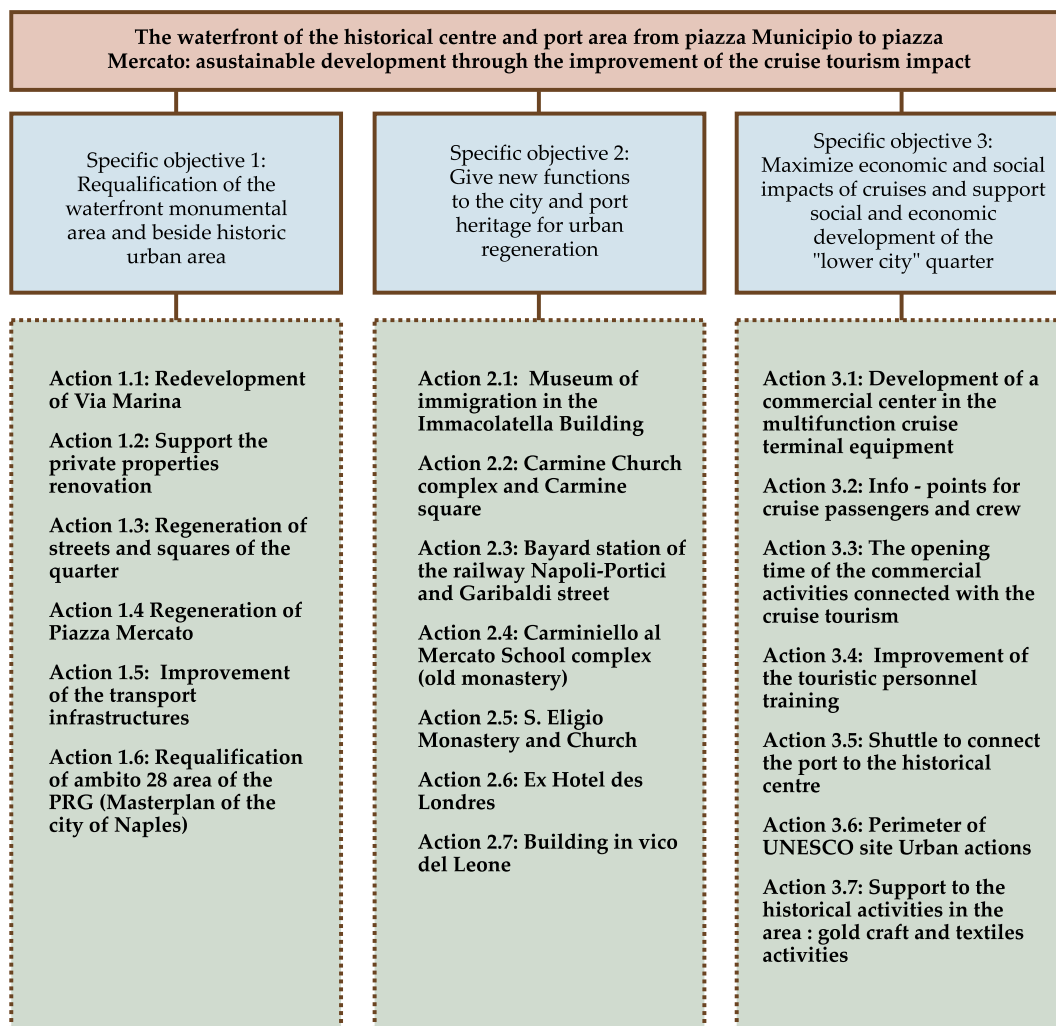
- Continue to ensure that all new developments within the site and its buffer zone are of high design and construction quality
Action
 - Liverpool Design Guide
 - Liverpool WHS Supplementary Planning Document
- Continue to monitor the built heritage resource to ensure that buildings at risk are identified and conserved and implement a programme of regular inspection and maintenance for all historic buildings and monuments
Action
 - Detailed study of heritage merit and heritage need
 - Schedule of inappropriate buildings as defined in the Townscape Appraisal
 - Promote and encourage the redevelopment of inappropriate buildings

Sighisoara

Objectives (field of action "Preservation, protection and sustainable development")

- Preservation and use of the built heritage
Action
 - Replacing buildings which are not compatible with the UNESCO heritage values
- Strengthening the residential character of the protected area (Citadel)
Action
 - Restricting vehicles' access into the citadel, finding alternative access ways
- Support of the heterogeneous character and usage of the heritage and adjacent area
Action
 - Installing a cultural meeting point in the Lower City, which will contain a new museum with permanent and temporary exhibitions, a conference room, preservation laboratories, archives and storage rooms, guests' room for specialists, a music school, etc.
- Support the awareness about the cultural heritage values
Action
 - Activities with schools about the understanding and interpretation of the site

Naples



Regensburg

Objectives (field of action "Preservation of the cultural heritage")

- **Maintaining the built cultural heritage**
The city strongly supports the active safeguarding of the built cultural heritage by the application and development of effective instruments. Buildings in need of rehabilitation, especially listed monuments at risk, are carefully rehabilitated. Adequate support and funding to private individuals will be provided.
- **Preserving the townscape**
The visual integrity of the historic centre is ensured through appropriate instruments.
- **Sustainable use and development**
The built cultural heritage is routed to sound and sustainable uses. Innovative and customized solutions in the tension between safeguarding the built cultural heritage and contemporary requirements for uses are striven for.
- **Documentation and Monitoring**
The documentation of the built cultural heritage is continuously updated and improved in terms of usability. The proactive monitoring will be continued and improved.
- **Protection against natural risks**
The historic urban area is protected against natural risks under consideration of preserving the values of the cultural heritage.

Table of content of the Liverpool Management Plan (2003)

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Terms of Reference for the World Heritage Site Steering Group (LSG of Liverpool)

1. Terms of Reference of the WHS Steering Group

The functions and responsibilities of the Steering Group are to:

- a. Act as the local advisory group for Liverpool on behalf of the UK government to ensure that all obligations and responsibilities, under the World Heritage Convention, are met by promoting public awareness and protection of the outstanding universal value of Liverpool's World Heritage Site (WHS), as set out in the Statement of Outstanding Universal Value (See Appendix 1 for the statement that has been submitted to the WH Committee and awaiting approval)
- b. Use the influence of all organisations represented on the Steering Group to ensure that the outstanding universal value of Liverpool's WHS is:
 - i. identified, through research into that outstanding universal value of the site
 - ii. protected, through statutory and non-statutory controls
 - iii. conserved, through maintenance, repair and enhancement
 - iv. presented, through high quality interpretation and educational programmes
- c. Provide advice on the gathering and provision of information in connection with the periodic and reactive monitoring of the WHS, as requested by the World Heritage Committee
- d. Recommend priorities for the implementation, monitoring, review and revision of the Site's Management Plan, to the organisations represented on the Steering Group
- e. Lobby and advocate to ensure that all organisations, especially those represented on the Steering Group, give priority to WHS interests and undertake practical works in connection with the implementation of the Management Plan
- f. Provide advice to Liverpool City Council, other agencies, the public and property owners on the implementation of the WHS Management Plan
- g. Promote the World Heritage Site in the context of tourism, regeneration and public benefit and ensure that the WHS status is used positively in the visitor management, tourism generation and in urban regeneration
- h. Encourage and lobby for the allocation of financial resources to take forward the objectives and actions of the Management Plan
- i. Provide guidance to Liverpool City Council on the work priorities for the World Heritage Site, receiving and approving an annual report and an annual Action Plan
- j. Encourage the development of educational opportunities connected with the WHS and ensure that the outstanding universal value of the WHS is transmitted

2. Background

- 2.1 Under the terms of UNESCO's World Heritage Convention (1972) the responsibility for ensuring the proper conservation and management of properties, which are on its World Heritage List, lies with the State Party (the Department for Culture, Media and Sport [DCMC]). DCMS has delegated local responsibility for Liverpool World Heritage Site to the WHS Steering Group and monitors that local management through membership of it.

3. Purpose of the WHS Steering Group

- 1.1 The members of the Steering Group form a two-way bridge, relaying relevant information from the Steering Group to the organisations that they represent and from those organisations to the Steering.
- 1.2 When representing organisations at the Steering Group, those members of the Steering Group have enhanced responsibility as custodians of the WHS.
- 1.3 The WHS Steering Group can receive reports and presentations on planning issues for information but its function is not to act as an advisory committee on development proposals.

4. Practicalities

1. The Steering Group shall be chaired by a member of the Steering Group for a period of 2 years, although the chair can serve further terms, if agreed by the Steering Group
2. The Secretariat to the Steering Group shall be provided by Liverpool City Council
3. The Steering Group shall meet every 3 months
4. The minutes of the Steering Group shall be publicly available
5. The Terms of Reference may be reviewed by the Steering Group at any time, and may be amended following full discussion of a revised draft at a meeting of the Steering Group
6. If a member is unable to attend a meeting they may appoint a substitute to attend the meeting in their place. When a substitution is to be made members are required to :

- a. Contact the WH Officer to record apologies for the meeting and give the name of the substitute.
- b. Ensure that the named substitute receives the appropriate agenda, reports and associated paperwork for the meeting.
- c. Arrange a debriefing with the substitute.

5. Membership of the Steering Group

Membership of the World Heritage Steering Group shall consist of representatives of the following organisations:

- | | |
|--|--|
| <ul style="list-style-type: none"> • Liverpool City Council • Chief Executive’s Team • Planning • Building Conservation • Destination Liverpool (Tourism) • Culture • Newsroom • English Heritage • International Advisor • Regional Casework • Historic Environment of Liverpool • Department for Culture, Media and Sport • ICOMOS UK • Government Office North West • Northwest Development Agency • Liverpool Vision • The Mersey Partnership | <ul style="list-style-type: none"> • Merseytravel • National Museums Liverpool • Merseyside Archaeological Unit • Liverpool University • Liverpool John Moores University • Liverpool Chamber of Commerce and Industry • Merseyside Civic Society |
|--|--|

The membership will be reviewed from time to time to ensure that the right range of interests continues to be represented. Invitations to additional members or any requests to join the Steering Group will be fully discussed at a meeting of the Group prior to any approach or response.

V4 JH 28.5.10



After having defined the project relevance the monitoring office of the World heritage coordination office involves the protection departments, the state party (federal ministry BMUKK), local unit of ICOMOS and for special cases the World Heritage Centre (WHC/ UNESCO) in Paris.

In case of **normal cases** the relevant authorities (municipality, old city preservation commission, monument protection department, state party (BMUKK), ICOMOS, World heritage centre Paris), experts and applicants are informed if an adaptation is needed and which requirements towards the project exist with the intention of finding a proper solution in an early stage of the project. So far for all cases an agreement to improve the planning could be found. For finding a proper solution meetings are organised at which the applicant presents proposals for the adaptation of the project, which will be discussed with all involved partners. The benefit of this procedure for the applicant is a better legal certainty for the final project submission, because of early involvement of the preservation and building departments. In some cases also the state party (BMUKK) was involved to find a solution, they financed also studies about particular themes to concrete facts.

In case of **special cases** relevant politicians are given the possibility to intervene on behalf of the World Heritage. If this intervention does not lead to a proper adaptation of the project a written report is sent to the responsible political committee of the city council as well as to the Federal Ministry for Education, Arts and Culture and the World Heritage Centre (WHC) UNESCO in Paris. The report brings the expert forum to the next level, added with political officers. Until today the reporting to WHC for ordering an advisory mission was only needed for one case since 2007. This is the last step safeguarding World heritage commitment as it is defined in the management system. In broad discussion with applicants, political officers and WHC Experts a compromise has to found.

Sighisoara

Sighisoara set up a procedure by which developers have to submit their project proposal to the UNESCO heritage unit of the town planning department, demonstrating that their project proposal is in line with one or more of the priority objectives of the CHIMP. The proposals have to include an analysis and evaluation to demonstrate the compatibility of the project with the specific characteristics of the site and its surroundings (no conflicts with features as for example materials, location, weight, shape, relationship with the street, architectural details). The UNESCO heritage unit examines, approves and requests adaptations to the proposal. Based on this request the developer has to further elaborate the project for implementation and submit it for final approval.



Conventions, Charters and other Documents

Convention Concerning the Protection of the World Cultural and Natural Heritage

THE GENERAL CONFERENCE of the United Nations Educational, Scientific and Cultural Organization meeting in Paris from 17 October to 21 November 1972, at its seventeenth session,

Noting that the cultural heritage and the natural heritage are increasingly threatened with destruction not only by the traditional causes of decay, but also by changing social and economic conditions which aggravate the situation with even more formidable phenomena of damage or destruction,

Considering that deterioration or disappearance of any item of the cultural or natural heritage constitutes a harmful impoverishment of the heritage of all the nations of the world,

Considering that protection of this heritage at the national level often remains incomplete because of the scale of the resources which it requires and of the insufficient economic, scientific, and technological resources of the country where the property to be protected is situated,

Recalling that the Constitution of the Organization provides that it will maintain, increase, and diffuse knowledge, by assuring the conservation and protection of the world's heritage, and recommending to the nations concerned the necessary international conventions,

Considering that the existing international conventions, recommendations and resolutions concerning cultural and natural property demonstrate the importance, for all the peoples of the world, of safeguarding this unique and irreplaceable property, to whatever people it may belong,

Considering that parts of the cultural or natural heritage are of outstanding interest and therefore need to be preserved as part of the world heritage of mankind as a whole,

Considering that, in view of the magnitude and gravity of the new dangers threatening them, it is incumbent on the international community as a whole to participate in the protection of the cultural and natural heritage of outstanding universal value, by the granting of collective assistance which, although not taking the place of action by the State concerned, will serve as an efficient complement thereto,

Considering that it is essential for this purpose to adopt new provisions in the form of a convention establishing an effective system of collective protection of the cultural and natural heritage of outstanding universal value, organized on a permanent basis and in accordance with modern scientific methods,

Having decided, at its sixteenth session, that this question should be made the subject of an international convention,

Adopts this sixteenth day of November 1972 this Convention.

I. DEFINITION OF THE CULTURAL AND NATURAL HERITAGE

Article 1

For the purposes of this Convention, the following shall be considered as "cultural heritage":

monuments: architectural works, works of monumental sculpture and painting, elements or structures of an archaeological nature, inscriptions, cave dwellings and combinations of features, which are of outstanding universal value from the point of view of history, art or science;

groups of buildings: groups of separate or connected buildings which, because of their architecture, their homogeneity or their place in the landscape, are of outstanding universal value from the point of view of history, art or science;

sites: works of man or the combined works of nature and man, and areas including archaeological sites which are of outstanding universal value from the historical, aesthetic, ethnological or anthropological point of view.

Article 2

For the purposes of this Convention, the following shall be considered as "natural heritage":

natural features consisting of physical and biological formations or groups of such formations, which are of outstanding universal value from the aesthetic or scientific point of view;

geological and physiographical formations and precisely delineated areas which constitute the habitat of threatened species of animals and plants of outstanding universal value from the point of view of science or conservation;

natural sites or precisely delineated natural areas of outstanding universal value from the point of view of science, conservation or natural beauty.

Article 3

It is for each State Party to this Convention to identify and delineate the different properties situated on its territory mentioned in Articles 1 and 2 above.

II. NATIONAL PROTECTION AND INTERNATIONAL PROTECTION OF THE CULTURAL AND NATURAL HERITAGE

Article 4

Each State Party to this Convention recognizes that the duty of ensuring the identification, protection, conservation, presentation and transmission to future generations of the cultural and natural heritage referred to in Articles 1 and 2 and situated on its territory, belongs primarily to that State. It will do all it can to this end, to the utmost of its own resources and, where appropriate, with any international assistance and co-operation, in particular, financial, artistic, scientific and technical, which it may be able to obtain.

Article 5

To ensure that effective and active measures are taken for the protection, conservation and presentation of the cultural and natural heritage situated on its territory, each State Party to this Convention shall endeavour, in so far as possible, and as appropriate for each country:

1. to adopt a general policy which aims to give the cultural and natural heritage a function in the life of the community and to integrate the protection of that heritage into comprehensive planning programmes;

2. to set up within its territories, where such services do not exist, one or more services for the protection, conservation and presentation of the cultural and natural heritage with an appropriate staff and possessing the means to discharge their functions;
3. to develop scientific and technical studies and research and to work out such operating methods as will make the State capable of counteracting the dangers that threaten its cultural or natural heritage;
4. to take the appropriate legal, scientific, technical, administrative and financial measures necessary for the identification, protection, conservation, presentation and rehabilitation of this heritage; and
5. to foster the establishment or development of national or regional centres for training in the protection, conservation and presentation of the cultural and natural heritage and to encourage scientific research in this field.

Article 6

1. Whilst fully respecting the sovereignty of the States on whose territory the cultural and natural heritage mentioned in Articles 1 and 2 is situated, and without prejudice to property right provided by national legislation, the States Parties to this Convention recognize that such heritage constitutes a world heritage for whose protection it is the duty of the international community as a whole to co-operate.
2. The States Parties undertake, in accordance with the provisions of this Convention, to give their help in the identification, protection, conservation and presentation of the cultural and natural heritage referred to in paragraphs 2 and 4 of Article 11 if the States on whose territory it is situated so request.
3. Each State Party to this Convention undertakes not to take any deliberate measures which might damage directly or indirectly the cultural and natural heritage referred to in Articles 1 and 2 situated on the territory of other States Parties to this Convention.

Article 7

For the purpose of this Convention, international protection of the world cultural and natural heritage shall be understood to mean the establishment of a system of international co-operation and assistance designed to support States Parties to the Convention in their efforts to conserve and identify that heritage.

III. INTERGOVERNMENTAL COMMITTEE FOR THE PROTECTION OF THE WORLD CULTURAL AND NATURALHERITAGE

Article 8

1. An Intergovernmental Committee for the Protection of the Cultural and Natural Heritage of Outstanding Universal Value, called "the World Heritage Committee", is hereby established within the United Nations Educational, Scientific and Cultural Organization. It shall be composed of 15 States Parties to the Convention, elected by States Parties to the Convention meeting in general assembly during the ordinary session of the General Conference of the United Nations Educational, Scientific and Cultural Organization. The number of States members of the Committee shall be increased to 21 as from the date of the ordinary session of the General Conference following the entry into force of this Convention for at least 40 States.
2. Election of members of the Committee shall ensure an equitable representation of the different regions and cultures of the world.
3. A representative of the International Centre for the Study of the Preservation and Restoration of Cultural Property (ICCROM), a representative of the International Council of Monuments and Sites (ICOMOS) and a representative of the International Union for Conservation of Nature and Natural Resources (IUCN), to whom may be added, at the request of States Parties to the Convention meeting in general assembly during the ordinary sessions of the General Conference of the United Nations Educational, Scientific and Cultural Organization, representatives of other intergovernmental or non-governmental organizations, with similar objectives, may attend the meetings of the Committee in an advisory capacity.

Article 9

1. The term of office of States members of the World Heritage Committee shall extend from the end of the ordinary session of the General Conference during which they are elected until the end of its third subsequent ordinary session.
2. The term of office of one-third of the members designated at the time of the first election shall, however, cease at the end of the first ordinary session of the General Conference following that at which they were elected; and the term of office of a further third of the members designated at the same time shall cease at the end of the second ordinary session of the General Conference following that at which they were elected. The names of these members shall be chosen by lot by the President of the General Conference of the United Nations Educational, Scientific and Cultural Organization after the first election.
3. States members of the Committee shall choose as their representatives persons qualified in the field of the cultural or natural heritage.

Article 10

1. The World Heritage Committee shall adopt its Rules of Procedure.
2. The Committee may at any time invite public or private organizations or individuals to participate in its meetings for consultation on particular problems.
3. The Committee may create such consultative bodies as it deems necessary for the performance of its functions.

Article 11

1. Every State Party to this Convention shall, in so far as possible, submit to the World Heritage Committee an inventory of property forming part of the cultural and natural heritage, situated in its territory and suitable for inclusion in the list provided for in paragraph 2 of this Article. This inventory, which shall not be considered exhaustive, shall include documentation about the location of the property in question and its significance.
2. On the basis of the inventories submitted by States in accordance with paragraph 1, the Committee shall establish, keep up to date and publish, under the title of "World Heritage List," a list of properties forming part of the cultural heritage and natural heritage, as defined in Articles 1 and 2 of this Convention, which it considers as having outstanding universal value in terms of such criteria as it shall have established. An updated list shall be distributed at least every two years.

3. The inclusion of a property in the World Heritage List requires the consent of the State concerned. The inclusion of a property situated in a territory, sovereignty or jurisdiction over which is claimed by more than one State shall in no way prejudice the rights of the parties to the dispute.
4. The Committee shall establish, keep up to date and publish, whenever circumstances shall so require, under the title of "List of World Heritage in Danger", a list of the property appearing in the World Heritage List for the conservation of which major operations are necessary and for which assistance has been requested under this Convention. This list shall contain an estimate of the cost of such operations. The list may include only such property forming part of the cultural and natural heritage as is threatened by serious and specific dangers, such as the threat of disappearance caused by accelerated deterioration, large-scale public or private projects or rapid urban or tourist development projects; destruction caused by changes in the use or ownership of the land; major alterations due to unknown causes; abandonment for any reason whatsoever; the outbreak or the threat of an armed conflict; calamities and cataclysms; serious fires, earthquakes, landslides; volcanic eruptions; changes in water level, floods and tidal waves. The Committee may at any time, in case of urgent need, make a new entry in the List of World Heritage in Danger and publicize such entry immediately.
5. The Committee shall define the criteria on the basis of which a property belonging to the cultural or natural heritage may be included in either of the lists mentioned in paragraphs 2 and 4 of this article.
6. Before refusing a request for inclusion in one of the two lists mentioned in paragraphs 2 and 4 of this article, the Committee shall consult the State Party in whose territory the cultural or natural property in question is situated.
7. The Committee shall, with the agreement of the States concerned, co-ordinate and encourage the studies and research needed for the drawing up of the lists referred to in paragraphs 2 and 4 of this article.

Article 12

The fact that a property belonging to the cultural or natural heritage has not been included in either of the two lists mentioned in paragraphs 2 and 4 of Article 11 shall in no way be construed to mean that it does not have an outstanding universal value for purposes other than those resulting from inclusion in these lists.

Article 13

1. The World Heritage Committee shall receive and study requests for international assistance formulated by States Parties to this Convention with respect to property forming part of the cultural or natural heritage, situated in their territories, and included or potentially suitable for inclusion in the lists mentioned referred to in paragraphs 2 and 4 of Article 11. The purpose of such requests may be to secure the protection, conservation, presentation or rehabilitation of such property.
2. Requests for international assistance under paragraph 1 of this article may also be concerned with identification of cultural or natural property defined in Articles 1 and 2, when preliminary investigations have shown that further inquiries would be justified.
3. The Committee shall decide on the action to be taken with regard to these requests, determine where appropriate, the nature and extent of its assistance, and authorize the conclusion, on its behalf, of the necessary arrangements with the government concerned.
4. The Committee shall determine an order of priorities for its operations. It shall in so doing bear in mind the respective importance for the world cultural and natural heritage of the property requiring protection, the need to give international assistance to the property most representative of a natural environment or of the genius and the history of the peoples of the world, the urgency of the work to be done, the resources available to the States on whose territory the threatened property is situated and in particular the extent to which they are able to safeguard such property by their own means.
5. The Committee shall draw up, keep up to date and publicize a list of property for which international assistance has been granted.
6. The Committee shall decide on the use of the resources of the Fund established under Article 15 of this Convention. It shall seek ways of increasing these resources and shall take all useful steps to this end.
7. The Committee shall co-operate with international and national governmental and non-governmental organizations having objectives similar to those of this Convention. For the implementation of its programmes and projects, the Committee may call on such organizations, particularly the International Centre for the Preservation and Restoration of cultural Property (the Rome Centre), the International Council of Monuments and Sites (ICOMOS) and the International Union for Conservation of Nature and Natural Resources (IUCN), as well as on public and private bodies and individuals.
8. Decisions of the Committee shall be taken by a majority of two-thirds of its members present and voting. A majority of the members of the Committee shall constitute a quorum.

Article 14

1. The World Heritage Committee shall be assisted by a Secretariat appointed by the Director-General of the United Nations Educational, Scientific and Cultural Organization.
2. The Director-General of the United Nations Educational, Scientific and Cultural Organization, utilizing to the fullest extent possible the services of the International Centre for the Study of the Preservation and the Restoration of Cultural Property (the Rome Centre), the International Council of Monuments and Sites (ICOMOS) and the International Union for Conservation of Nature and Natural Resources (IUCN) in their respective areas of competence and capability, shall prepare the Committee's documentation and the agenda of its meetings and shall have the responsibility for the implementation of its decisions.

IV. FUND FOR THE PROTECTION OF THE WORLD CULTURAL AND NATURAL HERITAGE

Article 15

1. A Fund for the Protection of the World Cultural and Natural Heritage of Outstanding Universal Value, called "the World Heritage Fund", is hereby established.
2. The Fund shall constitute a trust fund, in conformity with the provisions of the Financial Regulations of the United Nations Educational, Scientific and Cultural Organization.
3. The resources of the Fund shall consist of:
 1. compulsory and voluntary contributions made by States Parties to this Convention,

2. Contributions, gifts or bequests which may be made by:
 1. other States;
 2. the United Nations Educational, Scientific and Cultural Organization, other organizations of the United Nations system, particularly the United Nations Development Programme or other intergovernmental organizations;
 3. public or private bodies or individuals;
 3. any interest due on the resources of the Fund;
 4. funds raised by collections and receipts from events organized for the benefit of the fund; and
 5. all other resources authorized by the Fund's regulations, as drawn up by the World Heritage Committee.
4. Contributions to the Fund and other forms of assistance made available to the Committee may be used only for such purposes as the Committee shall define. The Committee may accept contributions to be used only for a certain programme or project, provided that the Committee shall have decided on the implementation of such programme or project. No political conditions may be attached to contributions made to the Fund.

Article 16

1. Without prejudice to any supplementary voluntary contribution, the States Parties to this Convention undertake to pay regularly, every two years, to the World Heritage Fund, contributions, the amount of which, in the form of a uniform percentage applicable to all States, shall be determined by the General Assembly of States Parties to the Convention, meeting during the sessions of the General Conference of the United Nations Educational, Scientific and Cultural Organization. This decision of the General Assembly requires the majority of the States Parties present and voting, which have not made the declaration referred to in paragraph 2 of this Article. In no case shall the compulsory contribution of States Parties to the Convention exceed 1% of the contribution to the regular budget of the United Nations Educational, Scientific and Cultural Organization.
2. However, each State referred to in Article 31 or in Article 32 of this Convention may declare, at the time of the deposit of its instrument of ratification, acceptance or accession, that it shall not be bound by the provisions of paragraph 1 of this Article.
3. A State Party to the Convention which has made the declaration referred to in paragraph 2 of this Article may at any time withdraw the said declaration by notifying the Director-General of the United Nations Educational, Scientific and Cultural Organization. However, the withdrawal of the declaration shall not take effect in regard to the compulsory contribution due by the State until the date of the subsequent General Assembly of States Parties to the Convention.
4. In order that the Committee may be able to plan its operations effectively, the contributions of States Parties to this Convention which have made the declaration referred to in paragraph 2 of this Article, shall be paid on a regular basis, at least every two years, and should not be less than the contributions which they should have paid if they had been bound by the provisions of paragraph 1 of this Article.
5. Any State Party to the Convention which is in arrears with the payment of its compulsory or voluntary contribution for the current year and the calendar year immediately preceding it shall not be eligible as a Member of the World Heritage Committee, although this provision shall not apply to the first election.

The terms of office of any such State which is already a member of the Committee shall terminate at the time of the elections provided for in Article 8, paragraph 1 of this Convention.

Article 17

The States Parties to this Convention shall consider or encourage the establishment of national public and private foundations or associations whose purpose is to invite donations for the protection of the cultural and natural heritage as defined in Articles 1 and 2 of this Convention.

Article 18

The States Parties to this Convention shall give their assistance to international fund-raising campaigns organized for the World Heritage Fund under the auspices of the United Nations Educational, Scientific and Cultural Organization. They shall facilitate collections made by the bodies mentioned in paragraph 3 of Article 15 for this purpose.

V. CONDITIONS AND ARRANGEMENTS FOR INTERNATIONAL ASSISTANCE

Article 19

Any State Party to this Convention may request international assistance for property forming part of the cultural or natural heritage of outstanding universal value situated within its territory. It shall submit with its request such information and documentation provided for in Article 21 as it has in its possession and as will enable the Committee to come to a decision.

Article 20

Subject to the provisions of paragraph 2 of Article 13, sub-paragraph (c) of Article 22 and Article 23, international assistance provided for by this Convention may be granted only to property forming part of the cultural and natural heritage which the World Heritage Committee has decided, or may decide, to enter in one of the lists mentioned in paragraphs 2 and 4 of Article 11.

Article 21

1. The World Heritage Committee shall define the procedure by which requests to it for international assistance shall be considered and shall specify the content of the request, which should define the operation contemplated, the work that is necessary, the expected cost thereof, the degree of urgency and the reasons why the resources of the State requesting assistance do not allow it to meet all the expenses. Such requests must be supported by experts' reports whenever possible.
2. Requests based upon disasters or natural calamities should, by reasons of the urgent work which they may involve, be given immediate, priority consideration by the Committee, which should have a reserve fund at its disposal against such contingencies.
3. Before coming to a decision, the Committee shall carry out such studies and consultations as it deems necessary.

Article 22

Assistance granted by the World Heritage Committee may take the following forms:

1. studies concerning the artistic, scientific and technical problems raised by the protection, conservation, presentation and rehabilitation of the cultural and natural heritage, as defined in paragraphs 2 and 4 of Article 11 of this Convention;
2. provisions of experts, technicians and skilled labour to ensure that the approved work is correctly carried out;
3. training of staff and specialists at all levels in the field of identification, protection, conservation, presentation and rehabilitation of the cultural and natural heritage;
4. supply of equipment which the State concerned does not possess or is not in a position to acquire;
5. low-interest or interest-free loans which might be repayable on a long-term basis;
6. the granting, in exceptional cases and for special reasons, of non-repayable subsidies.

Article 23

The World Heritage Committee may also provide international assistance to national or regional centres for the training of staff and specialists at all levels in the field of identification, protection, conservation, presentation and rehabilitation of the cultural and natural heritage.

Article 24

International assistance on a large scale shall be preceded by detailed scientific, economic and technical studies. These studies shall draw upon the most advanced techniques for the protection, conservation, presentation and rehabilitation of the natural and cultural heritage and shall be consistent with the objectives of this Convention. The studies shall also seek means of making rational use of the resources available in the State concerned.

Article 25

As a general rule, only part of the cost of work necessary shall be borne by the international community. The contribution of the State benefiting from international assistance shall constitute a substantial share of the resources devoted to each programme or project, unless its resources do not permit this.

Article 26

The World Heritage Committee and the recipient State shall define in the agreement they conclude the conditions in which a programme or project for which international assistance under the terms of this Convention is provided, shall be carried out. It shall be the responsibility of the State receiving such international assistance to continue to protect, conserve and present the property so safeguarded, in observance of the conditions laid down by the agreement.

VI. EDUCATIONAL PROGRAMMES

Article 27

1. The States Parties to this Convention shall endeavour by all appropriate means, and in particular by educational and information programmes, to strengthen appreciation and respect by their peoples of the cultural and natural heritage defined in Articles 1 and 2 of the Convention.
2. They shall undertake to keep the public broadly informed of the dangers threatening this heritage and of the activities carried on in pursuance of this Convention.

Article 28

States Parties to this Convention which receive international assistance under the Convention shall take appropriate measures to make known the importance of the property for which assistance has been received and the role played by such assistance.

VII. REPORTS

Article 29

1. The States Parties to this Convention shall, in the reports which they submit to the General Conference of the United Nations Educational, Scientific and Cultural Organization on dates and in a manner to be determined by it, give information on the legislative and administrative provisions which they have adopted and other action which they have taken for the application of this Convention, together with details of the experience acquired in this field.
2. These reports shall be brought to the attention of the World Heritage Committee.
3. The Committee shall submit a report on its activities at each of the ordinary sessions of the General Conference of the United Nations Educational, Scientific and Cultural Organization.

VIII. FINAL CLAUSES

Article 30

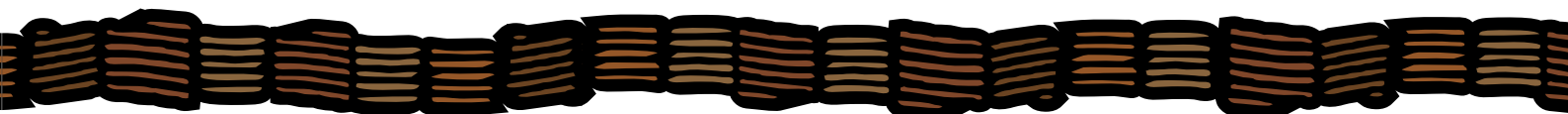
This Convention is drawn up in Arabic, English, French, Russian and Spanish, the five texts being equally authoritative.

Article 31

1. This Convention shall be subject to ratification or acceptance by States members of the United Nations Educational, Scientific and Cultural Organization in accordance with their respective constitutional procedures.
2. The instruments of ratification or acceptance shall be deposited with the Director-General of the United Nations Educational, Scientific and Cultural Organization.

Article 32

1. This Convention shall be open to accession by all States not members of the United Nations Educational, Scientific and Cultural Organization which are invited by the General Conference of the Organization to accede to it.



2. Accession shall be effected by the deposit of an instrument of accession with the Director-General of the United Nations Educational, Scientific and Cultural Organization.

Article 33

This Convention shall enter into force three months after the date of the deposit of the twentieth instrument of ratification, acceptance or accession, but only with respect to those States which have deposited their respective instruments of ratification, acceptance or accession on or before that date. It shall enter into force with respect to any other State three months after the deposit of its instrument of ratification, acceptance or accession.

Article 34

The following provisions shall apply to those States Parties to this Convention which have a federal or non-unitary constitutional system:

1. with regard to the provisions of this Convention, the implementation of which comes under the legal jurisdiction of the federal or central legislative power, the obligations of the federal or central government shall be the same as for those States parties which are not federal States;
2. with regard to the provisions of this Convention, the implementation of which comes under the legal jurisdiction of individual constituent States, countries, provinces or cantons that are not obliged by the constitutional system of the federation to take legislative measures, the federal government shall inform the competent authorities of such States, countries, provinces or cantons of the said provisions, with its recommendation for their adoption.

Article 35

1. Each State Party to this Convention may denounce the Convention.
2. The denunciation shall be notified by an instrument in writing, deposited with the Director-General of the United Nations Educational, Scientific and Cultural Organization.
3. The denunciation shall take effect twelve months after the receipt of the instrument of denunciation. It shall not affect the financial obligations of the denouncing State until the date on which the withdrawal takes effect.

Article 36

The Director-General of the United Nations Educational, Scientific and Cultural Organization shall inform the States members of the Organization, the States not members of the Organization which are referred to in Article 32, as well as the United Nations, of the deposit of all the instruments of ratification, acceptance, or accession provided for in Articles 31 and 32, and of the denunciations provided for in Article 35.

Article 37

1. This Convention may be revised by the General Conference of the United Nations Educational, Scientific and Cultural Organization. Any such revision shall, however, bind only the States which shall become Parties to the revising convention.
2. If the General Conference should adopt a new convention revising this Convention in whole or in part, then, unless the new convention otherwise provides, this Convention shall cease to be open to ratification, acceptance or accession, as from the date on which the new revising convention enters into force.

Article 38

In conformity with Article 102 of the Charter of the United Nations, this Convention shall be registered with the Secretariat of the United Nations at the request of the Director-General of the United Nations Educational, Scientific and Cultural Organization.

Done in Paris, this twenty-third day of November 1972, in two authentic copies bearing the signature of the President of the seventeenth session of the General Conference and of the Director-General of the United Nations Educational, Scientific and Cultural Organization, which shall be deposited in the archives of the United Nations Educational, Scientific and Cultural Organization, and certified true copies of which shall be delivered to all the States referred to in Articles 31 and 32 as well as to the United Nations.

Operational Guidelines for the World Heritage Convention (Excerpt)

Outstanding Universal Value

49. Outstanding Universal Value means cultural and/or natural significance which is so exceptional as to transcend national boundaries and to be of common importance for present and future generations of all humanity. As such, the permanent protection of this heritage is of the highest importance to the international community as a whole. The Committee defines the criteria for the inscription of properties on the World Heritage List.
50. States Parties are invited to submit nominations of properties of cultural and/or natural value considered to be of "Outstanding Universal Value" for inscription on the World Heritage List.
51. At the time of inscription of a property on the World Heritage List, the Committee adopts a Statement of Outstanding Universal Value (see paragraph 154) which will be the key reference for the future effective protection and management of the property.
52. The *Convention* is not intended to ensure the protection of all properties of great interest, importance or value, but only for a select list of the most outstanding of these from an international viewpoint. It is not to be assumed that a property of national and/or regional importance will automatically be inscribed on the World Heritage List.
53. Nominations presented to the Committee shall demonstrate the full commitment of the State Party to preserve the heritage concerned, within its means. Such commitment shall take the form of appropriate policy, legal, scientific, technical, administrative and financial measures adopted and proposed to protect the property and its Outstanding Universal Value.
77. The Committee considers a property as having Outstanding Universal Value (see paragraphs 49-53) if the property meets one or more of the following criteria. Nominated properties shall therefore :

- (i) represent a masterpiece of human creative genius;
- (ii) exhibit an important interchange of human values, over a span of time or within a cultural area of the world, on developments in architecture or technology, monumental arts, town-planning or landscape design;
- (iii) bear a unique or at least exceptional testimony to a cultural tradition or to a civilization which is living or which has disappeared;
- (iv) be an outstanding example of a type of building, architectural or technological ensemble or landscape which illustrates (a) significant stage(s) in human history;
- (v) be an outstanding example of a traditional human settlement, land-use, or sea-use which is representative of a culture (or cultures), or human interaction with the environment especially when it has become vulnerable under the impact of irreversible change;
- (vi) be directly or tangibly associated with events or living traditions, with ideas, or with beliefs, with artistic and literary works of outstanding universal significance. (The Committee considers that this criterion should preferably be used in conjunction with other criteria) ;
- (vii) contain superlative natural phenomena or areas of exceptional natural beauty and aesthetic importance;
- (viii) be outstanding examples representing major stages of earth's history, including the record of life, significant on-going geological processes in the development of landforms, or significant geomorphic or physiographic features;
- (ix) be outstanding examples representing significant on-going ecological and biological processes in the evolution and development of terrestrial, fresh water, coastal and marine ecosystems and communities of plants and animals;
- (x) contain the most important and significant natural habitats for in-situ conservation of biological diversity, including those containing threatened species of Outstanding Universal Value from the point of view of science or conservation.

78. To be deemed of Outstanding Universal Value, a property must also meet the conditions of integrity and/or authenticity and must have an adequate protection and management system to ensure its safeguarding.

Authenticity

79. Properties nominated under criteria (i) to (vi) must meet the conditions of authenticity. Annex 4 which includes the Nara Document on Authenticity, provides a practical basis for examining the authenticity of such properties and is summarized below.

80. The ability to understand the value attributed to the heritage depends on the degree to which information sources about this value may be understood as credible or truthful. Knowledge and understanding of these sources of information, in relation to original and subsequent characteristics of the cultural heritage, and their meaning, are the requisite bases for assessing all aspects of authenticity.

81. Judgments about value attributed to cultural heritage, as well as the credibility of related information sources, may differ from culture to culture, and even within the same culture. The respect due to all cultures requires that cultural heritage must be considered and judged primarily within the cultural contexts to which it belongs.

82. Depending on the type of cultural heritage, and its cultural context, properties may be understood to meet the conditions of authenticity if their cultural values (as recognized in the nomination criteria proposed) are truthfully and credibly expressed through a variety of attributes including:

- form and design;
- materials and substance;
- use and function;
- traditions, techniques and management systems;
- location and setting;
- language, and other forms of intangible heritage;
- spirit and feeling; and
- other internal and external factors.

83. Attributes such as spirit and feeling do not lend themselves easily to practical applications of the conditions of authenticity, but nevertheless are important indicators of character and sense of place, for example, in communities maintaining tradition and cultural continuity.

84. The use of all these sources permits elaboration of the specific artistic, historic, social, and scientific dimensions of the cultural heritage being examined. "Information sources" are defined as all physical, written, oral, and figurative sources, which make it possible to know the nature, specificities, meaning, and history of the cultural heritage.

85. When the conditions of authenticity are considered in preparing a nomination for a property, the State Party should first identify all of the applicable significant attributes of authenticity. The statement of authenticity should assess the degree to which authenticity is present in, or expressed by, each of these significant attributes.

86. In relation to authenticity, the reconstruction of archaeological remains or historic buildings or districts is justifiable only in exceptional circumstances. Reconstruction is acceptable only on the basis of complete and detailed documentation and to no extent on conjecture.

Integrity

87. All properties nominated for inscription on the World Heritage List shall satisfy the conditions of integrity.

88. Integrity is a measure of the wholeness and intactness of the natural and/or cultural heritage and its attributes. Examining the conditions of integrity, therefore requires assessing the extent to which the property:

- a) includes all elements necessary to express its Outstanding Universal Value;
- b) is of adequate size to ensure the complete representation of the features and processes which convey the property's significance;
- c) suffers from adverse effects of development and/or neglect.

This should be presented in a statement of integrity.

90. For properties nominated under criteria (i) to (vi), the physical fabric of the property and/or its significant features should be in good condition, and the impact of deterioration processes controlled. A significant proportion of the elements necessary to convey the totality of the value conveyed by the property should be included. Relationships and dynamic functions present in cultural landscapes, historic towns or other living properties essential to their distinctive character should also be maintained.

International Charter for the Conservation and Restoration of Monuments and Sites (The Venice Charter)

Imbued with a message from the past, the historic monuments of generations of people remain to the present day as living witnesses of their age-old traditions. People are becoming more and more conscious of the unity of human values and regard ancient monuments as a common heritage. The common responsibility to safeguard them for future generations is recognized. It is our duty to hand them on in the full richness of their authenticity.

It is essential that the principles guiding the preservation and restoration of ancient buildings should be agreed and be laid down on an international basis, with each country being responsible for applying the plan within the framework of its own culture and traditions.

By defining these basic principles for the first time, the Athens Charter of 1931 contributed towards the development of an extensive international movement which has assumed concrete form in national documents, in the work of ICOM and UNESCO and in the establishment by the latter of the International Centre for the Study of the Preservation and the Restoration of Cultural Property. Increasing awareness and critical study have been brought to bear on problems which have continually become more complex and varied; now the time has come to examine the Charter afresh in order to make a thorough study of the principles involved and to enlarge its scope in a new document.

Accordingly, the 2nd International Congress of Architects and Technicians of Historic Monuments, which met in Venice from May 25th to 31st 1964, approved the following text:

DEFINITIONS

Article 1.

The concept of a historic monument embraces not only the single architectural work but also the urban or rural setting in which is found the evidence of a particular civilization, a significant development or a historic event. This applies not only to great works of art but also to more modest works of the past which have acquired cultural significance with the passing of time.

Article 2.

The conservation and restoration of monuments must have recourse to all the sciences and techniques which can contribute to the study and safeguarding of the architectural heritage.

Article 3.

The intention in conserving and restoring monuments is to safeguard them no less as works of art than as historical evidence.

CONSERVATION

Article 4.

It is essential to the conservation of monuments that they be maintained on a permanent basis.

Article 5.

The conservation of monuments is always facilitated by making use of them for some socially useful purpose. Such use is therefore desirable but it must not change the lay-out or decoration of the building. It is within these limits only that modifications demanded by a change of function should be envisaged and may be permitted.

Article 6.

The conservation of a monument implies preserving a setting which is not out of scale. Wherever the traditional setting exists, it must be kept. No new construction, demolition or modification which would alter the relations of mass and colour must be allowed.

Article 7.

A monument is inseparable from the history to which it bears witness and from the setting in which it occurs. The moving of all or part of a monument cannot be allowed except where the safeguarding of that monument demands it or where it is justified by national or international interest of paramount importance.

Article 8.

Items of sculpture, painting or decoration which form an integral part of a monument may only be removed from it if this is the sole means of ensuring their preservation.

RESTORATION

Article 9.

The process of restoration is a highly specialized operation. Its aim is to preserve and reveal the aesthetic and historic value of the monument and is based on respect for original material and authentic documents. It must stop at the point where conjecture begins, and in this case moreover any extra work which is indispensable must be distinct from the architectural composition and must bear a contemporary stamp. The restoration in any case must be preceded and followed by an archaeological and historical study of the monument.

Article 10.

Where traditional techniques prove inadequate, the consolidation of a monument can be achieved by the use of any modern technique for conservation and construction, the efficacy of which has been shown by scientific data and proved by experience.

Article 11.

The valid contributions of all periods to the building of a monument must be respected, since unity of style is not the aim of a restoration. When a building includes the superimposed work of different periods, the revealing of the underlying state can only be justified in exceptional circumstances and when what is removed is of little interest and the material which is brought to light is of great historical, archaeological or aesthetic value, and its state of preservation good enough to justify the action. Evaluation of the importance of the elements involved and the decision as to what may be destroyed cannot rest solely on the individual in charge of the work.

Article 12.

Replacements of missing parts must integrate harmoniously with the whole, but at the same time must be distinguishable from the original so that restoration does not falsify the artistic or historic evidence.

Article 13.

Additions cannot be allowed except in so far as they do not detract from the interesting parts of the building, its traditional setting, the balance of its composition and its relation with its surroundings.

HISTORIC SITES

Article 14.

The sites of monuments must be the object of special care in order to safeguard their integrity and ensure that they are cleared and presented in a seemly manner. The work of conservation and restoration carried out in such places should be inspired by the principles set forth in the foregoing articles.

EXCAVATIONS

Article 15.

Excavations should be carried out in accordance with scientific standards and the recommendation defining international principles to be applied in the case of archaeological excavation adopted by UNESCO in 1956.

Ruins must be maintained and measures necessary for the permanent conservation and protection of architectural features and of objects discovered must be taken.

Furthermore, every means must be taken to facilitate the understanding of the monument and to reveal it without ever distorting its meaning.

All reconstruction work should however be ruled out "*a priori*". Only anastylosis, that is to say, the reassembling of existing but dismembered parts can be permitted. The material used for integration should always be recognizable and its use should be the least that will ensure the conservation of a monument and the reinstatement of its form.

PUBLICATION

Article 16.

In all works of preservation, restoration or excavation, there should always be precise documentation in the form of analytical and critical reports, illustrated with drawings and photographs. Every stage of the work of clearing, consolidation, rearrangement and integration, as well as technical and formal features identified during the course of the work, should be included. This record should be placed in the archives of a public institution and made available to research workers. It is recommended that the report should be published.

The Nara Document on Authenticity

Preamble

1. **We, the experts assembled in Nara (Japan)**, wish to acknowledge the generous spirit and intellectual courage of the Japanese authorities in providing a timely forum in which we could challenge conventional thinking in the conservation field, and debate ways and means of broadening our horizons to bring greater respect for cultural and heritage diversity to conservation practice.

2. We also wish to acknowledge the value of the framework for discussion provided by the World Heritage Committee's desire to apply the test of authenticity in ways which accord full respect to the social and cultural values of all societies, in examining the outstanding universal value of cultural properties proposed for the World Heritage List.

3. The Nara Document on Authenticity is conceived in the spirit of the Charter of Venice, 1964, and builds on it and extends it in response to the expanding scope of cultural heritage concerns and interests in our contemporary world.

4. In a world that is increasingly subject to the forces of globalization and homogenization, and in a world in which the search for cultural identity is sometimes pursued through aggressive nationalism and the suppression of the cultures of minorities, the essential contribution made by the consideration of authenticity in conservation practice is to clarify and illuminate the collective memory of humanity.

CULTURAL DIVERSITY AND HERITAGE DIVERSITY

5. The diversity of cultures and heritage in our world is an irreplaceable source of spiritual and intellectual richness for all humankind. The protection and enhancement of cultural and heritage diversity in our world should be actively promoted as an essential aspect of human development.

6. Cultural heritage diversity exists in time and space, and demands respect for other cultures and all aspects of their belief systems. In cases where cultural values appear to be in conflict, respect for cultural diversity demands acknowledgment of the legitimacy of the cultural values of all parties.

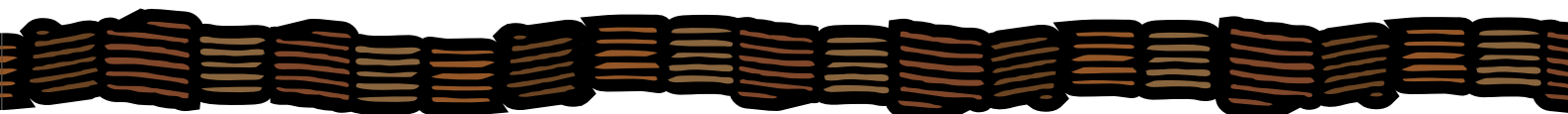
7. All cultures and societies are rooted in the particular forms and means of tangible and intangible expression which constitute their heritage, and these should be respected.

8. It is important to underline a fundamental principle of UNESCO, to the effect that the cultural heritage of each is the cultural heritage of all. Responsibility for cultural heritage and the management of it belongs, in the first place, to the cultural community that has generated it, and subsequently to that which cares for it.

However, in addition to these responsibilities, adherence to the international charters and conventions developed for conservation of cultural heritage also obliges consideration of the principles and responsibilities flowing from them. Balancing their own requirements with those of other cultural communities is, for each community, highly desirable, provided achieving this balance does not undermine their fundamental cultural values.

VALUES AND AUTHENTICITY

9. Conservation of cultural heritage in all its forms and historical periods is rooted in the values attributed to the heritage. Our ability to understand these values depends, in part, on the degree to which information sources about these values may be understood as credible or truthful. Knowledge and understanding of these sources of information, in relation to original and subsequent characteristics of the cultural heritage, and their meaning, is a requisite basis for assessing all aspects of authenticity.



10. Authenticity, considered in this way and affirmed in the Charter of Venice, appears as the essential qualifying factor concerning values. The understanding of authenticity plays a fundamental role in all scientific studies of the cultural heritage, in conservation and restoration planning, as well as within the inscription procedures used for the World Heritage Convention and other cultural heritage inventories.

11. All judgements about values attributed to cultural properties as well as the credibility of related information sources may differ from culture to culture, and even within the same culture. It is thus not possible to base judgements of values and authenticity within fixed criteria. On the contrary, the respect due to all cultures requires that heritage properties must be considered and judged within the cultural contexts to which they belong.

12. Therefore, it is of the highest importance and urgency that, within each culture, recognition be accorded to the specific nature of its heritage values and the credibility and truthfulness of related information sources.

13. Depending on the nature of the cultural heritage, its cultural context, and its evolution through time, authenticity judgements may be linked to the worth of a great variety of sources of information. Aspects of the sources may include form and design, materials and substance, use and function, traditions and techniques, location and setting, and spirit and feeling, and other internal and external factors. The use of these sources permits elaboration of the specific artistic, historic, social, and scientific dimensions of the cultural heritage being examined.

APPENDIX 1

Suggestions for follow-up (proposed by H. Stovel)

1. Respect for cultural and heritage diversity requires conscious efforts to avoid imposing mechanistic formulae or standardized procedures in attempting to define or determine authenticity of particular monuments and sites.

2. Efforts to determine authenticity in a manner respectful of cultures and heritage diversity requires approaches which encourage cultures to develop analytical processes and tools specific to their nature and needs. Such approaches may have several aspects in common:

- efforts to ensure assessment of authenticity involve multidisciplinary collaboration and the appropriate utilisation of all available expertise and knowledge;
- efforts to ensure attributed values are truly representative of a culture and the diversity of its interests, in particular monuments and sites;
- efforts to document clearly the particular nature of authenticity for monuments and sites as a practical guide to future treatment and monitoring;
- efforts to update authenticity assessments in light of changing values and circumstances.

3. Particularly important are efforts to ensure that attributed values are respected, and that their determination included efforts to build, as far as possible, a multidisciplinary and community consensus concerning these values.

4. Approaches should also build on and facilitate international co-operation among all those with an interest in conservation of cultural heritage, in order to improve global respect and understanding for the diverse expressions and values of each culture.

5. Continuation and extension of this dialogue to the various regions and cultures of the world is a prerequisite to increasing the practical value of consideration of authenticity in the conservation of the common heritage of humankind.

6. Increasing awareness within the public of this fundamental dimension of heritage is an absolute necessity in order to arrive at concrete measures for safeguarding the vestiges of the past. This means developing greater understanding of the values represented by the cultural properties themselves, as well as respecting the role such monuments and sites play in contemporary society.

APPENDIX II

Definitions

Conservation: all efforts designed to understand cultural heritage, know its history and meaning, ensure its material safeguard and, as required, its presentation, restoration and enhancement. (Cultural heritage is understood to include monuments, groups of buildings and sites of cultural value as defined in article one of the World Heritage Convention).

Information sources: all material, written, oral and figurative sources which make it possible to know the nature, specifications, meaning and history of the cultural heritage.

The Nara Document on Authenticity was drafted by the 45 participants at the Nara Conference on Authenticity in Relation to the World Heritage Convention, held at Nara, Japan, from 1-6 November 1994.

The Riga Charter on Authenticity and Historical Reconstruction in Relationship to Cultural Heritage

We, the delegations of Estonia, Latvia, Lithuania, Belarus and Ukraine, together with colleagues from ICCROM, Canada, the United States of America and the United Kingdom, assembled here in Riga, Latvia, from 23rd to 24th October, 2000, for the Regional Conference on Authenticity and Historical Reconstruction in Relationship to Cultural Heritage, initiated by ICCROM, at the invitation of the Latvian National Commission for UNESCO and the State Inspection for Heritage Protection of Latvia, in cooperation with the World Heritage Committee, and the Cultural Capital Foundation of Latvia,

recognising

that the body of international opinion as stated in the Venice Charter (1964) and other ICOMOS doctrinal texts including the Burra Charter (1979), the Florence Charter (1981), the Declaration of Dresden (1982), the Lausanne Charter (1990) and the Nara Document (1994), as well as the UNESCO Convention Concerning the Protection of the World Cultural and Natural Heritage (1972) and the UNESCO Nairobi Recommendation (1976) establish a presumption against reconstruction [1] of the cultural heritage [2],

excepting

circumstances where reconstruction is necessary for the survival of the place; where a 'place' is incomplete through damage or alteration; where it recovers the cultural significance of a place; or in response to tragic loss through disasters whether of natural or human origin, and

providing

always that reconstruction can be carried out without conjecture or compromising existing in situ remains, and that any reconstruction is legible, reversible, and the least necessary for the conservation and presentation of the site,

noting

that particularly in countries which have recently regained their independence, issues of reconstruction and authenticity have become of particular concern, because of the large number of proposals now being planned and realised, agree that

- 1 the value of cultural heritage is as evidence, tangible or intangible, of past human activity, and that intervention of any kind, even for safeguarding, inevitably affects that evidential quality, and so should be kept to the minimum necessary,
- 2 the maintenance and repair of cultural heritage should be the primary focus of current conservation work, recognising that each historical period has its own particular style [3] which does not replicate previously used formal vocabulary and means of expression,
- 3 the purpose of conservation [4] (and/or reconstruction) is to maintain and reveal the significance of the cultural heritage,
- 4 authenticity is a measure of the degree to which the attributes of cultural heritage (including form and design, materials and substance, use and function, traditions and techniques, location and setting, and spirit and feeling, and other factors) credibly and accurately bear witness to their significance,

believe that replication of cultural heritage is in general a misrepresentation of evidence of the past, and that each architectural work should reflect the time of its own creation, in the belief that sympathetic new buildings can maintain the environmental context, but that

in exceptional circumstances,

reconstruction of cultural heritage, lost through disaster, whether of natural or human origin, may be acceptable, when the monument concerned has outstanding artistic, symbolic or environmental (whether urban or rural) significance for regional history and cultures; provided that appropriate survey and historical documentation is available (including iconographic, archival or material evidence);

the reconstruction does not falsify the overall urban or landscape context; and existing significant historic fabric will not be damaged; and providing always that the need for reconstruction has been established through full and open consultations among national and local authorities and the community concerned and urge all concerned governments and administrations to integrate this document and those which give it context into national and local policies and practices, and all concerned academic institutions to include it in their training programmes.

The Riga Charter was composed by the Scientific Committee organised for that purpose during the Riga meeting. The Committee was chaired by Janis Lejnicks (Latvia), and included Christopher Young, UK, (who acted as Rapporteur), Gediminas Rutkauskas, Jonas Glemza, (Lithuania), Hain Toss (Estonia), Janis Krastins (Latvia), Vasily Chernik (Belarus), Evnika Liniova (Ukraine), Herb Stovel (ICCROM). The work of the Committee was based on written drafts submitted by Janis Krastins, Herb Stovel and Juris Dambis.

ENDNOTES

- 1 Reconstruction: evocation, interpretation, restoration or replication of a previous form.
- 2 Cultural heritage: monuments, groups of buildings and sites and landscapes of cultural value as defined in Article 1 of the UNESCO World Heritage Convention.
- 3 Style can be precisely identified by its morphological, aesthetic, economic and social aspects.
- 4 Conservation: all efforts designed to understand cultural heritage, know its history and meaning, ensure its material safeguard, and as required, its presentation, restoration and enhancement.

Convention for the Protection of the Architectural Heritage of Europe

The member States of the Council of Europe, signatory hereto,

Considering that the aim of the Council of Europe is to achieve a greater unity between its members for the purpose, *inter alia*, of safeguarding and realising the ideals and principles which are their common heritage;

Recognising that the architectural heritage constitutes an irreplaceable expression of the richness and diversity of Europe's cultural heritage, bears inestimable witness to our past and is a common heritage of all Europeans;

Having regard to the European Cultural Convention signed in Paris on 19 December 1954 and in particular to Article 1 thereof;

Having regard to the European Charter of the Architectural Heritage adopted by the Committee of Ministers of the Council of Europe on 26 September 1975 and to Resolution (76) 28, adopted on 14 April 1976, concerning the adaptation of laws and regulations to the requirements of integrated conservation of the architectural heritage;

Having regard to Recommendation 880 (1979) of the Parliamentary Assembly of the Council of Europe on the conservation of the European architectural heritage;

Having regard to Recommendation No. R (80) 16 of the Committee of Ministers to member States on the specialised training of architects, town planners, civil engineers and landscape designers, and to Recommendation No. R (81) 13 of the Committee of Ministers, adopted on 1 July 1981, on action in aid of certain declining craft trades in the context of the craft activity;

Recalling the importance of handing down to future generations a system of cultural references, improving the urban and rural environment and thereby fostering the economic, social and cultural development of States and regions;

Acknowledging the importance of reaching agreement on the main thrust of a common policy for the conservation and enhancement of the architectural heritage,

Have agreed as follows:

Definition of the architectural heritage

Article 1

For the purposes of this Convention, the expression "architectural heritage" shall be considered to comprise the following permanent properties:

1. monuments: all buildings and structures of conspicuous historical, archaeological, artistic, scientific, social or technical interest, including their fixtures and fittings;
2. groups of buildings: homogeneous groups of urban or rural buildings conspicuous for their historical, archaeological, artistic, scientific, social or technical interest which are sufficiently coherent to form topographically definable units;
3. sites: the combined works of man and nature, being areas which are partially built upon and sufficiently distinctive and homogeneous to be topographically definable and are of conspicuous historical, archaeological, artistic, scientific, social or technical interest.

Identification of properties to be protected

Article 2

For the purpose of precise identification of the monuments, groups of buildings and sites to be protected, each Party undertakes to maintain inventories and in the event of threats to the properties concerned, to prepare appropriate documentation at the earliest opportunity.

Statutory protection procedures

Article 3

Each Party undertakes:

1. to take statutory measures to protect the architectural heritage;
2. within the framework of such measures and by means specific to each State or region, to make provision for the protection of monuments, groups of buildings and sites.

Article 4

Each Party undertakes:

1. to implement appropriate supervision and authorisation procedures as required by the legal protection of the properties in question;
2. to prevent the disfigurement, dilapidation or demolition of protected properties. To this end, each Party undertakes to introduce, if it has not already done so, legislation which:
 - a. requires the submission to a competent authority of any scheme for the demolition or alteration of monuments which are already protected, or in respect of which protection proceedings have been instituted, as well as any scheme affecting their surroundings;
 - b. requires the submission to a competent authority of any scheme affecting a group of buildings or a part thereof or a site which involves:
 - demolition of buildings,
 - the erection of new buildings,
 - substantial alterations which impair the character of the buildings or the site;
 - c. permits public authorities to require the owner of a protected property to carry out work or to carry out such work itself if the owner fails to do so;
 - d. allows compulsory purchase of a protected property.

Article 5

Each Party undertakes to prohibit the removal, in whole or in part, of any protected monument, except where the material safeguarding of such monuments makes removal imperative. In these circumstances the competent authority shall take the necessary precautions for its dismantling, transfer and reinstatement at a suitable location.

Ancillary measures

Article 6

Each Party undertakes:

1. to provide financial support by the public authorities for maintaining and restoring the architectural heritage on its territory, in accordance with the national, regional and local competence and within the limitations of the budgets available;
2. to resort, if necessary, to fiscal measures to facilitate the conservation of this heritage;
3. to encourage private initiatives for maintaining and restoring the architectural heritage.

Article 7

In the surroundings of monuments, within groups of buildings and within sites, each Party undertakes to promote measures for the general enhancement of the environment.

Article 8

With a view to limiting the risks of the physical deterioration of the architectural heritage, each Party undertakes:

1. to support scientific research for identifying and analysing the harmful effects of pollution and for defining ways and means to reduce or eradicate these effects;
2. to take into consideration the special problems of conservation of the architectural heritage in anti-pollution policies.

Sanctions

Article 9

Each Party undertakes to ensure within the power available to it that infringements of the law protecting the architectural heritage are met with a relevant and adequate response by the competent authority. This response may in appropriate circumstances entail an obligation on the offender to demolish a newly erected building which fails to comply with the requirements or to restore a protected property to its former condition.

Conservation policies

Article 10

Each Party undertakes to adopt integrated conservation policies which:

1. include the protection of the architectural heritage as an essential town and country planning objective and ensure that this requirement is taken into account at all stages both in the drawing up of development plans and in the procedures for authorising work;
2. promote programmes for the restoration and maintenance of the architectural heritage;
3. make the conservation, promotion and enhancement of the architectural heritage a major feature of cultural, environmental and planning policies;

4. facilitate whenever possible in the town and country planning process the conservation and use of certain buildings whose intrinsic importance would not warrant protection within the meaning of Article 3, paragraph 1, of this Convention but which are of interest from the point of view of their setting in the urban or rural environment and of the quality of life;
5. foster, as being essential to the future of the architectural heritage, the application and development of traditional skills and materials.

Article 11

Due regard being had to the architectural and historical character of the heritage, each Party undertakes to foster:

- the use of protected properties in the light of the needs of contemporary life;
- the adaptation when appropriate of old buildings for new uses.

Article 12

While recognising the value of permitting public access to protected properties, each Party undertakes to take such action as may be necessary to ensure that the consequences of permitting this access, especially any structural development, do not adversely affect the architectural and historical character of such properties and their surroundings.

Article 13

In order to facilitate the implementation of these policies, each Party undertakes to foster, within its own political and administrative structure, effective co-operation at all levels between conservation, cultural, environmental and planning activities.

Participation and associations

Article 14

With a view to widening the impact of public authority measures for the identification, protection, restoration, maintenance, management and promotion of the architectural heritage, each Party undertakes:

1. to establish in the various stages of the decision-making process, appropriate machinery for the supply of information, consultation and co-operation between the State, the regional and local authorities, cultural institutions and associations, and the public;
2. to foster the development of sponsorship and of non-profit-making associations working in this field.

Information and training

Article 15

Each Party undertakes:

1. to develop public awareness of the value of conserving the architectural heritage, both as an element of cultural identity and as a source of inspiration and creativity for present and future generations;
2. to this end, to promote policies for disseminating information and fostering increased awareness, especially by the use of modern communication and promotion techniques, aimed in particular:
 - a. at awakening or increasing public interest, as from school-age, in the protection of the heritage, the quality of the built environment and architecture;
 - b. at demonstrating the unity of the cultural heritage and the links that exist between architecture, the arts, popular traditions and ways of life at European, national and regional levels alike.

Article 16

Each Party undertakes to promote training in the various occupations and craft trades involved in the conservation of the architectural heritage.

European co-ordination of conservation policies

Article 17

The Parties undertake to exchange information on their conservation policies concerning such matters as:

1. the methods to be adopted for the survey, protection and conservation of properties having regard to historic developments and to any increase in the number of properties concerned;
2. the ways in which the need to protect the architectural heritage can best be reconciled with the needs of contemporary economic, social and cultural activities;
3. the possibilities afforded by new technologies for identifying and recording the architectural heritage and combating the deterioration of materials as well as in the fields of scientific research, restoration work and methods of managing and promoting the heritage;
4. ways of promoting architectural creation as our age's contribution to the European heritage.

Article 18

The Parties undertake to afford, whenever necessary, mutual technical assistance in the form of exchanges of experience and of experts in the conservation of the architectural heritage.

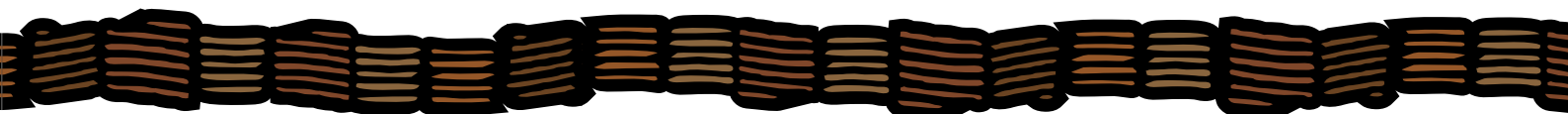
Article 19

The Parties undertake, within the framework of the relevant national legislation, or the international agreements, to encourage European exchanges of specialists in the conservation of the architectural heritage, including those responsible for further training.

Article 20

For the purposes of this Convention, a Committee of Experts set up by the Committee of Ministers of the Council of Europe pursuant to Article 17 of the Statute of the Council of Europe shall monitor the application of the Convention and in particular:

1. report periodically to the Committee of Ministers of the Council of Europe on the situation of architectural heritage conservation policies in the States Parties to the Convention, on the implementation of the principles embodied in the Convention and on its own activities;
2. propose to the Committee of Ministers of the Council of Europe measures for the implementation of the Convention's provisions, such measures being deemed to include multilateral activities, revision or amendment of the Convention and public information about the purpose of the Convention;



3. make recommendations to the Committee of Ministers of the Council of Europe regarding invitations to States which are not members of the Council of Europe to accede to this Convention.

Article 21

The provisions of this Convention shall not prejudice the application of such specific more favourable provisions concerning the protection of the properties described in Article 1 as are embodied in:

- the Convention for the Protection of World Cultural and Natural Heritage of 16 November 1972;
- the European Convention on the Protection of the Archaeological Heritage of 6 May 1969.

Final clauses

Article 22

1. This Convention shall be open for signature by the member States of the Council of Europe. It is subject to ratification, acceptance or approval. Instruments of ratification, acceptance or approval shall be deposited with the Secretary General of the Council of Europe.
2. This Convention shall enter into force on the first day of the month following the expiration of a period of three months after the date on which three member States of the Council of Europe have expressed their consent to be bound by the Convention in accordance with the provisions of the preceding paragraph.
3. In respect of any member State which subsequently expresses its consent to be bound by it, the Convention shall enter into force on the first day of the month following the expiration of a period of three months after the date of the deposit of the instrument of ratification, acceptance or approval.

Article 23

1. After the entry into force of this Convention, the Committee of Ministers of the Council of Europe may invite any State not a member of the Council and the European Economic Community to accede to this Convention by a decision taken by the majority provided for in Article 20.d of the Statute of the Council of Europe and by the unanimous vote of the representatives of the Contracting States entitled to sit on the Committee.
2. In respect of any acceding State or, should it accede, the European Economic Community, the Convention shall enter into force on the first day of the month following the expiration of a period of three months after the date of deposit of the instrument of accession with the Secretary General of the Council of Europe.

Article 24

1. Any State may, at the time of signature or when depositing its instrument of ratification, acceptance, approval or accession, specify the territory or territories to which this Convention shall apply.
2. Any State may at any later date, by a declaration addressed to the Secretary General of the Council of Europe, extend the application of this Convention to any other territory specified in the declaration. In respect of such territory the Convention shall enter into force on the first day of the month following the expiration of a period of three months after the date of receipt of such declaration by the Secretary General.
3. Any declaration made under the two preceding paragraphs may, in respect of any territory specified in such declaration, be withdrawn by a notification addressed to the Secretary General. The withdrawal shall become effective on the first day of the month following the expiration of a period of six months after the date of receipt of such notification by the Secretary General.

Article 25

1. Any State may, at the time of signature or when depositing its instrument of ratification, acceptance, approval or accession, declare that it reserves the right not to comply, in whole or in part, with the provisions of Article 4, paragraphs c and d. No other reservations may be made.
2. Any Contracting State which has made a reservation under the preceding paragraph may wholly or partly withdraw it by means of a notification addressed to the Secretary General of the Council of Europe. The withdrawal shall take effect on the date of receipt of such notification by the Secretary General.
3. A Party which has made a reservation in respect of the provisions mentioned in paragraph 1 above may not claim the application of that provision by any other Party; it may, however, if its reservation is partial or conditional, claim the application of that provision in so far as it has itself accepted it.

Article 26

1. Any Party may at any time denounce this Convention by means of a notification addressed to the Secretary General of the Council of Europe.
2. Such denunciation shall become effective on the first day of the month following the expiration of a period of six months after the date of receipt of such notification by the Secretary General.

Article 27

The Secretary General of the Council of Europe shall notify the member States of the Council of Europe, any State which has acceded to this Convention and the European Economic Community if it has acceded, of:

- a. any signature;
- b. the deposit of any instrument of ratification, acceptance, approval or accession;
- c. any date of entry into force of this Convention in accordance with Articles 22, 23 and 24;
- d. any other act, notification or communication relating to this Convention.

In witness whereof the undersigned, being duly authorised thereto, have signed this Convention.

Done at Granada, this 3rd day of October 1985, in English and French, both texts being equally authentic, in a single copy which shall be deposited in the archives of the Council of Europe. The Secretary General of the Council of Europe shall transmit certified copies to each member State of the Council of Europe and to any State or to the European Economic Community invited to accede to this Convention.

European Convention on the Protection of the Archaeological Heritage (Revised)

Preamble

The member States of the Council of Europe and the other States party to the European Cultural Convention signatory hereto,

Considering that the aim of the Council of Europe is to achieve a greater unity between its members for the purpose, in particular, of safeguarding and realising the ideals and principles which are their common heritage;

Having regard to the European Cultural Convention signed in Paris on 19 December 1954, in particular Articles 1 and 5 thereof;

Having regard to the Convention for the Protection of the Architectural Heritage of Europe signed in Granada on 3 October 1985;

Having regard to the European Convention on Offences relating to Cultural Property signed in Delphi on 23 June 1985;

Having regard to the recommendations of the Parliamentary Assembly relating to archaeology and in particular Recommendations 848 (1978), 921 (1981) and 1072 (1988);

Having regard to Recommendation No. R (89) 5 concerning the protection and enhancement of the archaeological heritage in the context of town and country planning operations;

Recalling that the archaeological heritage is essential to a knowledge of the history of mankind;

Acknowledging that the European archaeological heritage, which provides evidence of ancient history, is seriously threatened with deterioration because of the increasing number of major planning schemes, natural risks, clandestine or unscientific excavations and insufficient public awareness;

Affirming that it is important to institute, where they do not yet exist, appropriate administrative and scientific supervision procedures, and that the need to protect the archaeological heritage should be reflected in town and country planning and cultural development policies;

Stressing that responsibility for the protection of the archaeological heritage should rest not only with the State directly concerned but with all European countries, the aim being to reduce the risk of deterioration and promote conservation by encouraging exchanges of experts and the comparison of experiences;

Noting the necessity to complete the principles set forth in the European Convention for the Protection of the Archaeological Heritage signed in London on 6 May 1969, as a result of evolution of planning policies in European countries,

Have agreed as follows:

Definition of the archaeological heritage

Article 1

1. The aim of this (revised) Convention is to protect the archaeological heritage as a source of the European collective memory and as an instrument for historical and scientific study.
2. To this end shall be considered to be elements of the archaeological heritage all remains and objects and any other traces of mankind from past epochs:
 - i. the preservation and study of which help to retrace the history of mankind and its relation with the natural environment;
 - ii. for which excavations or discoveries and other methods of research into mankind and the related environment are the main sources of information; and
 - iii. which are located in any area within the jurisdiction of the Parties.
3. The archaeological heritage shall include structures, constructions, groups of buildings, developed sites, moveable objects, monuments of other kinds as well as their context, whether situated on land or under water.

Identification of the heritage and measures for protection

Article 2

Each Party undertakes to institute, by means appropriate to the State in question, a legal system for the protection of the archaeological heritage, making provision for:

- i. the maintenance of an inventory of its archaeological heritage and the designation of protected monuments and areas;
- ii. the creation of archaeological reserves, even where there are no visible remains on the ground or under water, for the preservation of material evidence to be studied by later generations;
- iii. the mandatory reporting to the competent authorities by a finder of the chance discovery of elements of the archaeological heritage and making them available for examination.

Article 3

To preserve the archaeological heritage and guarantee the scientific significance of archaeological research work, each Party undertakes:

- i. to apply procedures for the authorisation and supervision of excavation and other archaeological activities in such a way as:
 - a. to prevent any illicit excavation or removal of elements of the archaeological heritage;
 - b. to ensure that archaeological excavations and prospecting are undertaken in a scientific manner and provided that:
 - non-destructive methods of investigation are applied wherever possible;
 - the elements of the archaeological heritage are not uncovered or left exposed during or after excavation without provision being made for their proper preservation, conservation and management;
- ii. to ensure that excavations and other potentially destructive techniques are carried out only by qualified, specially authorised persons;
- iii. to subject to specific prior authorisation, whenever foreseen by the domestic law of the State, the use of metal detectors and any other detection equipment or process for archaeological investigation.

Article 4

Each Party undertakes to implement measures for the physical protection of the archaeological heritage, making provision, as circumstances demand:

- i. for the acquisition or protection by other appropriate means by the authorities of areas intended to constitute archaeological reserves;
- ii. for the conservation and maintenance of the archaeological heritage, preferably *in situ*;
- iii. for appropriate storage places for archaeological remains which have been removed from their original location.

Integrated conservation of the archaeological heritage

Article 5

Each Party undertakes:

- i. to seek to reconcile and combine the respective requirements of archaeology and development plans by ensuring that archaeologists participate in planning policies designed to ensure well-balanced strategies for the protection, conservation and enhancement of sites of archaeological interest;
- ii. in the various stages of development schemes;
- iii. to ensure that archaeologists, town and regional planners systematically consult one another in order to permit:
- iv. the modification of development plans likely to have adverse effects on the archaeological heritage;
- v. the allocation of sufficient time and resources for an appropriate scientific study to be made of the site and for its findings to be published;
- vi. to ensure that environmental impact assessments and the resulting decisions involve full consideration of archaeological sites and their settings;
- vii. to make provision, when elements of the archaeological heritage have been found during development work, for their conservation *in situ* when feasible;
- viii. to ensure that the opening of archaeological sites to the public, especially any structural arrangements necessary for the reception of large numbers of visitors, does not adversely affect the archaeological and scientific character of such sites and their surroundings.

Financing of archaeological research and conservation

Article 6

Each Party undertakes:

- i. to arrange for public financial support for archaeological research from national, regional and local authorities in accordance with their respective competence;
- ii. to increase the material resources for rescue archaeology:
 - a. by taking suitable measures to ensure that provision is made in major public or private development schemes for covering, from public sector or private sector resources, as appropriate, the total costs of any necessary related archaeological operations;
 - b. by making provision in the budget relating to these schemes in the same way as for the impact studies necessitated by environmental and regional planning precautions, for preliminary archaeological study and prospection, for a scientific summary record as well as for the full publication and recording of the findings.

Collection and dissemination of scientific information

Article 7

For the purpose of facilitating the study of, and dissemination of knowledge about, archaeological discoveries, each Party undertakes:

- i. to make or bring up to date surveys, inventories and maps of archaeological sites in the areas within its jurisdiction;
- ii. to take all practical measures to ensure the drafting, following archaeological operations, of a publishable scientific summary record before the necessary comprehensive publication of specialised studies.

Article 8

Each Party undertakes:

- i. to facilitate the national and international exchange of elements of the archaeological heritage for professional scientific purposes while taking appropriate steps to ensure that such circulation in no way prejudices the cultural and scientific value of those elements;
- ii. to promote the pooling of information on archaeological research and excavations in progress and to contribute to the organisation of international research programmes.

Promotion of public awareness

Article 9

Each Party undertakes:

- i. to conduct educational actions with a view to rousing and developing an awareness in public opinion of the value of the archaeological heritage for understanding the past and of the threats to this heritage;
- ii. to promote public access to important elements of its archaeological heritage, especially sites, and encourage the display to the public of suitable selections of archaeological objects.

Prevention of the illicit circulation of elements of the archaeological heritage

Article 10

Each Party undertakes:

- i. to arrange for the relevant public authorities and for scientific institutions to pool information on any illicit excavations identified;

- ii. to inform the competent authorities in the State of origin which is a Party to this Convention of any offer suspected of coming either from illicit excavations or unlawfully from official excavations, and to provide the necessary details thereof;
- iii. to take such steps as are necessary to ensure that museums and similar institutions whose acquisition policy is under State control do not acquire elements of the archaeological heritage suspected of coming from uncontrolled finds or illicit excavations or unlawfully from official excavations;
- iv. as regards museums and similar institutions located in the territory of a Party but the acquisition policy of which is not under State control: to convey to them the text of this (revised) Convention;
- v. to spare no effort to ensure respect by the said museums and institutions for the principles set out in paragraph 3 above;
- vi. to restrict, as far as possible, by education, information, vigilance and co-operation, the transfer of elements of the archaeological heritage obtained from uncontrolled finds or illicit excavations or unlawfully from official excavations.

Article 11

Nothing in this (revised) Convention shall affect existing or future bilateral or multilateral treaties between Parties, concerning the illicit circulation of elements of the archaeological heritage or their restitution to the rightful owner.

Mutual technical and scientific assistance

Article 12

The Parties undertake:

- i. to afford mutual technical and scientific assistance through the pooling of experience and exchanges of experts in matters concerning the archaeological heritage;
- ii. to encourage, under the relevant national legislation or international agreements binding them, exchanges of specialists in the preservation of the archaeological heritage, including those responsible for further training.

Control of the application of the (revised) Convention

Article 13

For the purposes of this (revised) Convention, a committee of experts, set up by the Committee of Ministers of the Council of Europe pursuant to Article 17 of the Statute of the Council of Europe, shall monitor the application of the (revised) Convention and in particular:

- i. report periodically to the Committee of Ministers of the Council of Europe on the situation of archaeological heritage protection policies in the States Parties to the (revised) Convention and on the implementation of the principles embodied in the (revised) Convention;
- ii. propose measures to the Committee of Ministers of the Council of Europe for the implementation of the (revised) Convention's provisions, including multilateral activities, revision or amendment of the (revised) Convention and informing public opinion about the purpose of the (revised) Convention;
- iii. make recommendations to the Committee of Ministers of the Council of Europe regarding invitations to States which are not members of the Council of Europe to accede to this (revised) Convention.

Final clauses

Article 14

1. This (revised) Convention shall be open for signature by the member States of the Council of Europe and the other States party to the European Cultural Convention. It is subject to ratification, acceptance or approval. Instruments of ratification, acceptance or approval shall be deposited with the Secretary General of the Council of Europe.
2. No State party to the European Convention on the Protection of the Archaeological Heritage, signed in London on 6 May 1969, may deposit its instrument of ratification, acceptance or approval unless it has already denounced the said Convention or denounces it simultaneously.
3. This (revised) Convention shall enter into force six months after the date on which four States, including at least three member States of the Council of Europe, have expressed their consent to be bound by the (revised) Convention in accordance with the provisions of the preceding paragraphs.
4. Whenever, in application of the preceding two paragraphs, the denunciation of the Convention of 6 May 1969 would not become effective simultaneously with the entry into force of this (revised) Convention, a Contracting State may, when depositing its instrument of ratification, acceptance or approval, declare that it will continue to apply the Convention of 6 May 1969 until the entry into force of this (revised) Convention.
5. In respect of any signatory State which subsequently expresses its consent to be bound by it, the (revised) Convention shall enter into force six months after the date of the deposit of the instrument of ratification, acceptance or approval.

Article 15

1. After the entry into force of this (revised) Convention, the Committee of Ministers of the Council of Europe may invite any other State not a member of the Council and the European Economic Community, to accede to this (revised) Convention by a decision taken by the majority provided for in Article 20.d of the Statute of the Council of Europe and by the unanimous vote of the representatives of the Contracting States entitled to sit on the Committee.
2. In respect of any acceding State or, should it accede, the European Economic Community, the (revised) Convention shall enter into force six months after the date of deposit of the instrument of accession with the Secretary General of the Council of Europe.

Article 16

1. Any State may, at the time of signature or when depositing its instrument of ratification, acceptance, approval or accession, specify the territory or territories to which this (revised) Convention shall apply.
2. Any State may at any later date, by a declaration addressed to the Secretary General of the Council of Europe, extend the application of this (revised) Convention to any other territory specified in the declaration. In respect of such territory the (revised) Convention shall enter into force six months after the date of receipt of such declaration by the Secretary General.

3. Any declaration made under the two preceding paragraphs may, in respect of any territory specified in such declaration, be withdrawn by a notification addressed to the Secretary General. The withdrawal shall become effective six months after the date of receipt of such notification by the Secretary General.

Article 17

1. Any Party may at any time denounce this (revised) Convention by means of a notification addressed to the Secretary General of the Council of Europe.
2. Such denunciation shall become effective six months following the date of receipt of such notification by the Secretary General.

Article 18

The Secretary General of the Council of Europe shall notify the member States of the Council of Europe, the other States party to the European Cultural Convention and any State or the European Economic Community which has acceded or has been invited to accede to this (revised) Convention of:

- i. any signature;
- ii. the deposit of any instrument of ratification, acceptance, approval or accession;
- iii. any date of entry into force of this (revised) Convention in accordance with Articles 14, 15 and 16;
- iv. any other act, notification or communication relating to this (revised) Convention.

In witness whereof the undersigned, being duly authorised thereto, have signed this revised Convention.

Done at Valletta, this 16th day of January 1992, in English and French, both texts being equally authentic, in a single copy which shall be deposited in the archives of the Council of Europe. The Secretary General of the Council of Europe shall transmit certified copies to each member State of the Council of Europe, to the other States party to the European Cultural Convention, and to any non-member State or the European Economic Community invited to accede to this (revised) Convention.

European Landscape Convention

Preamble

The member States of the Council of Europe signatory hereto,

Considering that the aim of the Council of Europe is to achieve a greater unity between its members for the purpose of safeguarding and realising the ideals and principles which are their common heritage, and that this aim is pursued in particular through agreements in the economic and social fields;

Concerned to achieve sustainable development based on a balanced and harmonious relationship between social needs, economic activity and the environment;

Noting that the landscape has an important public interest role in the cultural, ecological, environmental and social fields, and constitutes a resource favourable to economic activity and whose protection, management and planning can contribute to job creation;

Aware that the landscape contributes to the formation of local cultures and that it is a basic component of the European natural and cultural heritage, contributing to human well-being and consolidation of the European identity;

Acknowledging that the landscape is an important part of the quality of life for people everywhere: in urban areas and in the countryside, in degraded areas as well as in areas of high quality, in areas recognised as being of outstanding beauty as well as everyday areas;

Noting that developments in agriculture, forestry, industrial and mineral production techniques and in regional planning, town planning, transport, infrastructure, tourism and recreation and, at a more general level, changes in the world economy are in many cases accelerating the transformation of landscapes;

Wishing to respond to the public's wish to enjoy high quality landscapes and to play an active part in the development of landscapes;

Believing that the landscape is a key element of individual and social well-being and that its protection, management and planning entail rights and responsibilities for everyone;

Having regard to the legal texts existing at international level in the field of protection and management of the natural and cultural heritage, regional and spatial planning, local self-government and transfrontier co-operation, in particular the Convention on the Conservation of European Wildlife and Natural Habitats (Bern, 19 September 1979), the Convention for the Protection of the Architectural Heritage of Europe (Granada, 3 October 1985), the European Convention on the Protection of the Archaeological Heritage (revised) (Valletta, 16 January 1992), the European Outline Convention on Transfrontier Co-operation between Territorial Communities or Authorities (Madrid, 21 May 1980) and its additional protocols, the European Charter of Local Self-government (Strasbourg, 15 October 1985), the Convention on Biological Diversity (Rio, 5 June 1992), the Convention concerning the Protection of the World Cultural and Natural Heritage (Paris, 16 November 1972), and the Convention on Access to Information, Public Participation in Decision-making and Access to Justice on Environmental Matters (Aarhus, 25 June 1998);

Acknowledging that the quality and diversity of European landscapes constitute a common resource, and that it is important to co-operate towards its protection, management and planning;

Wishing to provide a new instrument devoted exclusively to the protection, management and planning of all landscapes in Europe,

Have agreed as follows:

Chapter I – General provisions

Article 1 – Definitions

For the purposes of the Convention:

- a "Landscape" means an area, as perceived by people, whose character is the result of the action and interaction of natural and/or human factors;
- b "Landscape policy" means an expression by the competent public authorities of general principles, strategies and guidelines that permit the taking of specific measures aimed at the protection, management and planning of landscapes;
- c "Landscape quality objective" means, for a specific landscape, the formulation by the competent public authorities of the aspirations of the public with regard to the landscape features of their surroundings;
- d "Landscape protection" means actions to conserve and maintain the significant or characteristic features of a landscape, justified by its heritage value derived from its natural configuration and/or from human activity;

- e “Landscape management” means action, from a perspective of sustainable development, to ensure the regular upkeep of a landscape, so as to guide and harmonise changes which are brought about by social, economic and environmental processes;
- f “Landscape planning” means strong forward-looking action to enhance, restore or create landscapes.

Article 2 – Scope

Subject to the provisions contained in Article 15, this Convention applies to the entire territory of the Parties and covers natural, rural, urban and peri-urban areas. It includes land, inland water and marine areas. It concerns landscapes that might be considered outstanding as well as everyday or degraded landscapes.

Article 3 – Aims

The aims of this Convention are to promote landscape protection, management and planning, and to organise European co-operation on landscape issues.

Chapter II – National measures

Article 4 – Division of responsibilities

Each Party shall implement this Convention, in particular Articles 5 and 6, according to its own division of powers, in conformity with its constitutional principles and administrative arrangements, and respecting the principle of subsidiarity, taking into account the European Charter of Local Self-government. Without derogating from the provisions of this Convention, each Party shall harmonise the implementation of this Convention with its own policies.

Article 5 – General measures

Each Party undertakes:

- a to recognise landscapes in law as an essential component of people’s surroundings, an expression of the diversity of their shared cultural and natural heritage, and a foundation of their identity;
- b to establish and implement landscape policies aimed at landscape protection, management and planning through the adoption of the specific measures set out in Article 6;
- c to establish procedures for the participation of the general public, local and regional authorities, and other parties with an interest in the definition and implementation of the landscape policies mentioned in paragraph b above;
- d to integrate landscape into its regional and town planning policies and in its cultural, environmental, agricultural, social and economic policies, as well as in any other policies with possible direct or indirect impact on landscape.

Article 6 – Specific measures

A Awareness-raising

Each Party undertakes to increase awareness among the civil society, private organisations, and public authorities of the value of landscapes, their role and changes to them.

B Training and education

Each Party undertakes to promote:

- a training for specialists in landscape appraisal and operations;
- b multidisciplinary training programmes in landscape policy, protection, management and planning, for professionals in the private and public sectors and for associations concerned;
- c school and university courses which, in the relevant subject areas, address the values attaching to landscapes and the issues raised by their protection, management and planning.

C Identification and assessment

1 With the active participation of the interested parties, as stipulated in Article 5.c, and with a view to improving knowledge of its landscapes, each Party undertakes:

- a
 - i to identify its own landscapes throughout its territory;
 - ii to analyse their characteristics and the forces and pressures transforming them;
 - iii to take note of changes;
- b to assess the landscapes thus identified, taking into account the particular values assigned to them by the interested parties and the population concerned.

2 These identification and assessment procedures shall be guided by the exchanges of experience and methodology, organised between the Parties at European level pursuant to Article 8.

D Landscape quality objectives

Each Party undertakes to define landscape quality objectives for the landscapes identified and assessed, after public consultation in accordance with Article 5.c.

E Implementation

To put landscape policies into effect, each Party undertakes to introduce instruments aimed at protecting, managing and/or planning the landscape.

Chapter III – European Co-Operation

Article 7 – International policies and programmes

Parties undertake to co-operate in the consideration of the landscape dimension of international policies and programmes, and to recommend, where relevant, the inclusion in them of landscape considerations.

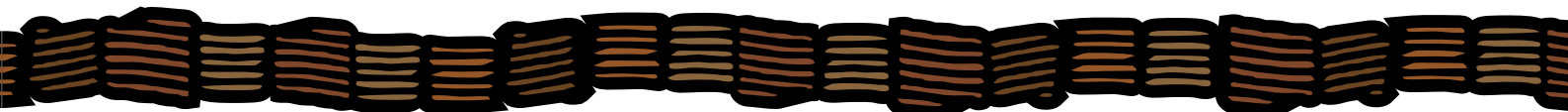
Article 8 – Mutual assistance and exchange of information

The Parties undertake to co-operate in order to enhance the effectiveness of measures taken under other articles of this Convention, and in particular:

- a to render each other technical and scientific assistance in landscape matters through the pooling and exchange of experience, and the results of research projects;
- b to promote the exchange of landscape specialists in particular for training and information purposes;
- c to exchange information on all matters covered by the provisions of the Convention.

Article 9 – Transfrontier landscapes

The Parties shall encourage transfrontier co-operation on local and regional level and, wherever necessary, prepare and implement joint landscape programmes.



Article 10 – Monitoring of the implementation of the Convention

- 1 Existing competent Committees of Experts set up under Article 17 of the Statute of the Council of Europe shall be designated by the Committee of Ministers of the Council of Europe to be responsible for monitoring the implementation of the Convention.
- 2 Following each meeting of the Committees of Experts, the Secretary General of the Council of Europe shall transmit a report on the work carried out and on the operation of the Convention to the Committee of Ministers.
- 3 The Committees of Experts shall propose to the Committee of Ministers the criteria for conferring and the rules governing the Landscape award of the Council of Europe.

Article 11 – Landscape award of the Council of Europe

- 1 The Landscape award of the Council of Europe is a distinction which may be conferred on local and regional authorities and their groupings that have instituted, as part of the landscape policy of a Party to this Convention, a policy or measures to protect, manage and/or plan their landscape, which have proved lastingly effective and can thus serve as an example to other territorial authorities in Europe. The distinction may be also conferred on non-governmental organisations having made particularly remarkable contributions to landscape protection, management or planning.
- 2 Applications for the Landscape award of the Council of Europe shall be submitted to the Committees of Experts mentioned in Article 10 by the Parties. Transfrontier local and regional authorities and groupings of local and regional authorities concerned, may apply provided that they jointly manage the landscape in question.
- 3 On proposals from the Committees of Experts mentioned in Article 10 the Committee of Ministers shall define and publish the criteria for conferring the Landscape award of the Council of Europe, adopt the relevant rules and confer the Award.
- 4 The granting of the Landscape award of the Council of Europe is to encourage those receiving the award to ensure the sustainable protection, management and/or planning of the landscape areas concerned.

Chapter IV – Final clauses

Article 12 – Relationship with other instruments

The provisions of this Convention shall not prejudice stricter provisions concerning landscape protection, management and planning contained in other existing or future binding national or international instruments.

Article 13 – Signature, ratification and entry into force

- 1 This Convention shall be open for signature by the member States of the Council of Europe. It shall be subject to ratification, acceptance or approval. Instruments of ratification, acceptance or approval shall be deposited with the Secretary General of the Council of Europe.
- 2 The Convention shall enter into force on the first day of the month following the expiry of a period of three months after the date on which ten member States of the Council of Europe have expressed their consent to be bound by the Convention in accordance with the provisions of the preceding paragraph.
- 3 In respect of any signatory State which subsequently expresses its consent to be bound by it, the Convention shall enter into force on the first day of the month following the expiry of a period of three months after the date of the deposit of the instrument of ratification, acceptance or approval.

Article 14 – Accession

- 1 After the entry into force of this Convention, the Committee of Ministers of the Council of Europe may invite the European Community and any European State which is not a member of the Council of Europe, to accede to the Convention by a majority decision as provided in Article 20.d of the Council of Europe Statute, and by the unanimous vote of the States parties entitled to hold seats in the Committee of Ministers.
- 2 In respect of any acceding State, or the European Community in the event of its accession, this Convention shall enter into force on the first day of the month following the expiry of a period of three months after the date of deposit of the instrument of accession with the Secretary General of the Council of Europe.

Article 15 – Territorial application

- 1 Any State or the European Community may, at the time of signature or when depositing its instrument of ratification, acceptance, approval or accession, specify the territory or territories to which the Convention shall apply.
- 2 Any Party may, at any later date, by declaration addressed to the Secretary General of the Council of Europe, extend the application of this Convention to any other territory specified in the declaration. The Convention shall take effect in respect of such territory on the first day of the month following the expiry of a period of three months after the date of receipt of the declaration by the Secretary General.
- 3 Any declaration made under the two paragraphs above may, in respect of any territory mentioned in such declaration, be withdrawn by notification addressed to the Secretary General of the Council of Europe. Such withdrawal shall become effective on the first day of the month following the expiry of a period of three months after the date of receipt of the notification by the Secretary General.

Article 16 – Denunciation

- 1 Any Party may, at any time, denounce this Convention by means of a notification addressed to the Secretary General of the Council of Europe.
- 2 Such denunciation shall become effective on the first day of the month following the expiry of a period of three months after the date of receipt of the notification by the Secretary General.

Article 17 – Amendments

- 1 Any Party or the Committees of Experts mentioned in Article 10 may propose amendments to this Convention.
- 2 Any proposal for amendment shall be notified to the Secretary General of the Council of Europe who shall communicate it to the member States of the Council of Europe, to the other Parties, and to any European non-member State which has been invited to accede to this Convention in accordance with the provisions of Article 14.
- 3 The Committees of Experts mentioned in Article 10 shall examine any amendment proposed and submit the text adopted by a majority of three-quarters of the Parties' representatives to the Committee of Ministers for adoption. Following its adoption by the Committee of Ministers by the majority provided for in Article 20.d of the Statute of the Council of Europe and by the unanimous vote of the States parties entitled to hold seats in the Committee of Ministers, the text shall be forwarded to the Parties for acceptance.

- 4 Any amendment shall enter into force in respect of the Parties which have accepted it on the first day of the month following the expiry of a period of three months after the date on which three Council of Europe member States have informed the Secretary General of their acceptance. In respect of any Party which subsequently accepts it, such amendment shall enter into force on the first day of the month following the expiry of a period of three months after the date on which the said Party has informed the Secretary General of its acceptance.

Article 18 – Notifications

The Secretary General of the Council of Europe shall notify the member States of the Council of Europe, any State or the European Community having acceded to this Convention, of:

- a any signature;
- b the deposit of any instrument of ratification, acceptance, approval or accession;
- c any date of entry into force of this Convention in accordance with Articles 13, 14 and 15;
- d any declaration made under Article 15;
- e any denunciation made under Article 16;
- f any proposal for amendment, any amendment adopted pursuant to Article 17 and the date on which it comes into force;
- g any other act, notification, information or communication relating to this Convention.

In witness whereof the undersigned, being duly authorised thereto, have signed this Convention.

Done at Florence, this 20th day of October 2000, in English and in French, both texts being equally authentic, in a single copy which shall be deposited in the archives of the Council of Europe. The Secretary General of the Council of Europe shall transmit certified copies to each member State of the Council of Europe and to any State or to the European Community invited to accede to this Convention.

Council of Europe Framework Convention on the Value of Cultural Heritage for Society

Preamble

The member States of the Council of Europe, Signatories hereto,

Considering that one of the aims of the Council of Europe is to achieve greater unity between its members for the purpose of safeguarding and fostering the ideals and principles, founded upon respect for human rights, democracy and the rule of law, which are their common heritage;

Recognising the need to put people and human values at the centre of an enlarged and cross-disciplinary concept of cultural heritage;

Emphasising the value and potential of cultural heritage wisely used as a resource for sustainable development and quality of life in a constantly evolving society;

Recognising that every person has a right to engage with the cultural heritage of their choice, while respecting the rights and freedoms of others, as an aspect of the right freely to participate in cultural life enshrined in the United Nations Universal Declaration of Human Rights (1948) and guaranteed by the International Covenant on Economic, Social and Cultural Rights (1966);

Convinced of the need to involve everyone in society in the ongoing process of defining and managing cultural heritage;

Convinced of the soundness of the principle of heritage policies and educational initiatives which treat all cultural heritages equitably and so promote dialogue among cultures and religions;

Referring to the various instruments of the Council of Europe, in particular the European Cultural Convention (1954), the Convention for the Protection of the Architectural Heritage of Europe (1985), the European Convention on the Protection of the Archaeological Heritage (1992, revised) and the European Landscape Convention (2000);

Convinced of the importance of creating a pan-European framework for co-operation in the dynamic process of putting these principles into effect;

Have agreed as follows:

Section I – Aims, definitions and principles

Article 1 – Aims of the Convention

The Parties to this Convention agree to:

- a recognise that rights relating to cultural heritage are inherent in the right to participate in cultural life, as defined in the Universal Declaration of Human Rights;
- b recognise individual and collective responsibility towards cultural heritage;
- c emphasise that the conservation of cultural heritage and its sustainable use have human development and quality of life as their goal;
- d take the necessary steps to apply the provisions of this Convention concerning:
 - the role of cultural heritage in the construction of a peaceful and democratic society, and in the processes of sustainable development and the promotion of cultural diversity;
 - greater synergy of competencies among all the public, institutional and private actors concerned.

Article 2 – Definitions

For the purposes of this Convention,

- a cultural heritage is a group of resources inherited from the past which people identify, independently of ownership, as a reflection and expression of their constantly evolving values, beliefs, knowledge and traditions. It includes all aspects of the environment resulting from the interaction between people and places through time;
- b a heritage community consists of people who value specific aspects of cultural heritage which they wish, within the framework of public action, to sustain and transmit to future generations.

Article 3 – The common heritage of Europe

The Parties agree to promote an understanding of the common heritage of Europe, which consists of:

- a all forms of cultural heritage in Europe which together constitute a shared source of remembrance, understanding, identity, cohesion and creativity, and
- b the ideals, principles and values, derived from the experience gained through progress and past conflicts, which foster the development of a peaceful and stable society, founded on respect for human rights, democracy and the rule of law.

Article 4 – Rights and responsibilities relating to cultural heritage

The Parties recognise that:

- a everyone, alone or collectively, has the right to benefit from the cultural heritage and to contribute towards its enrichment;
- b everyone, alone or collectively, has the responsibility to respect the cultural heritage of others as much as their own heritage, and consequently the common heritage of Europe;
- c exercise of the right to cultural heritage may be subject only to those restrictions which are necessary in a democratic society for the protection of the public interest and the rights and freedoms of others.

Article 5 – Cultural heritage law and policies

The Parties undertake to:

- a recognise the public interest associated with elements of the cultural heritage in accordance with their importance to society;
- b enhance the value of the cultural heritage through its identification, study, interpretation, protection, conservation and presentation;
- c ensure, in the specific context of each Party, that legislative provisions exist for exercising the right to cultural heritage as defined in Article 4;
- d foster an economic and social climate which supports participation in cultural heritage activities;
- e promote cultural heritage protection as a central factor in the mutually supporting objectives of sustainable development, cultural diversity and contemporary creativity;
- f recognise the value of cultural heritage situated on territories under their jurisdiction, regardless of its origin;
- g formulate integrated strategies to facilitate the implementation of the provisions of this Convention.

Article 6 – Effects of the Convention

No provision of this Convention shall be interpreted so as to:

- a limit or undermine the human rights and fundamental freedoms which may be safeguarded by international instruments, in particular, the Universal Declaration of Human Rights and the Convention for the Protection of Human Rights and Fundamental Freedoms;
- b affect more favourable provisions concerning cultural heritage and environment contained in other national or international legal instruments;
- c create enforceable rights.

Section II – Contribution of cultural heritage to society and human development

Article 7 – Cultural heritage and dialogue

The Parties undertake, through the public authorities and other competent bodies, to:

- a encourage reflection on the ethics and methods of presentation of the cultural heritage, as well as respect for diversity of interpretations;
- b establish processes for conciliation to deal equitably with situations where contradictory values are placed on the same cultural heritage by different communities;
- c develop knowledge of cultural heritage as a resource to facilitate peaceful co-existence by promoting trust and mutual understanding with a view to resolution and prevention of conflicts;
- d integrate these approaches into all aspects of lifelong education and training .

Article 8 – Environment, heritage and quality of life

The Parties undertake to utilise all heritage aspects of the cultural environment to:

- a enrich the processes of economic, political, social and cultural development and land-use planning, resorting to cultural heritage impact assessments and adopting mitigation strategies where necessary;
- b promote an integrated approach to policies concerning cultural, biological, geological and landscape diversity to achieve a balance between these elements;
- c reinforce social cohesion by fostering a sense of shared responsibility towards the places in which people live;
- d promote the objective of quality in contemporary additions to the environment without endangering its cultural values.

Article 9 – Sustainable use of the cultural heritage

To sustain the cultural heritage, the Parties undertake to:

- a promote respect for the integrity of the cultural heritage by ensuring that decisions about change include an understanding of the cultural values involved;
- b define and promote principles for sustainable management, and to encourage maintenance;
- c ensure that all general technical regulations take account of the specific conservation requirements of cultural heritage;
- d promote the use of materials, techniques and skills based on tradition, and explore their potential for contemporary applications;
- e promote high-quality work through systems of professional qualifications and accreditation for individuals, businesses and institutions.

Article 10 – Cultural heritage and economic activity

In order to make full use of the potential of the cultural heritage as a factor in sustainable economic development, the Parties undertake to:

- a raise awareness and utilise the economic potential of the cultural heritage;
- b take into account the specific character and interests of the cultural heritage when devising economic policies; and
- c ensure that these policies respect the integrity of the cultural heritage without compromising its inherent values.

Section III – Shared responsibility for cultural heritage and public participation

Article 11 – The organisation of public responsibilities for cultural heritage

In the management of the cultural heritage, the Parties undertake to:

- a promote an integrated and well-informed approach by public authorities in all sectors and at all levels;
- b develop the legal, financial and professional frameworks which make possible joint action by public authorities, experts, owners, investors, businesses, non-governmental organisations and civil society;
- c develop innovative ways for public authorities to co-operate with other actors;
- d respect and encourage voluntary initiatives which complement the roles of public authorities;
- e encourage non-governmental organisations concerned with heritage conservation to act in the public interest.

Article 12 – Access to cultural heritage and democratic participation

The Parties undertake to:

- a encourage everyone to participate in:
 - the process of identification, study, interpretation, protection, conservation and presentation of the cultural heritage ;
 - public reflection and debate on the opportunities and challenges which the cultural heritage represents;
- b take into consideration the value attached by each heritage community to the cultural heritage with which it identifies;
- c recognise the role of voluntary organisations both as partners in activities and as constructive critics of cultural heritage policies;
- d take steps to improve access to the heritage, especially among young people and the disadvantaged, in order to raise awareness about its value, the need to maintain and preserve it, and the benefits which may be derived from it.

Article 13 – Cultural heritage and knowledge

The Parties undertake to:

- a facilitate the inclusion of the cultural heritage dimension at all levels of education, not necessarily as a subject of study in its own right, but as a fertile source for studies in other subjects;
- b strengthen the link between cultural heritage education and vocational training;
- c encourage interdisciplinary research on cultural heritage, heritage communities, the environment and their inter-relationship;
- d encourage continuous professional training and the exchange of knowledge and skills, both within and outside the educational system.

Article 14 – Cultural heritage and the information society

The Parties undertake to develop the use of digital technology to enhance access to cultural heritage and the benefits which derive from it, by:

- a encouraging initiatives which promote the quality of contents and endeavour to secure diversity of languages and cultures in the information society;
- b supporting internationally compatible standards for the study, conservation, enhancement and security of cultural heritage, whilst combating illicit trafficking in cultural property;
- c seeking to resolve obstacles to access to information relating to cultural heritage, particularly for educational purposes, whilst protecting intellectual property rights;
- d recognising that the creation of digital contents related to the heritage should not prejudice the conservation of the existing heritage.

Section IV – Monitoring and co-operation

Article 15 – Undertakings of the Parties

The Parties undertake to:

- a develop, through the Council of Europe, a monitoring function covering legislations, policies and practices concerning cultural heritage, consistent with the principles established by this Convention;
- b maintain, develop and contribute data to a shared information system, accessible to the public, which facilitates assessment of how each Party fulfils its commitments under this Convention.

Article 16 – Monitoring mechanism

- a The Committee of Ministers, pursuant to Article 17 of the Statute of the Council of Europe, shall nominate an appropriate committee or specify an existing committee to monitor the application of the Convention, which will be authorised to make rules for the conduct of its business;
- b The nominated committee shall:
 - establish rules of procedure as necessary;
 - manage the shared information system referred to in Article 15, maintaining an overview of the means by which each commitment under this Convention is met;
 - at the request of one or more Parties, give an advisory opinion on any question relating to the interpretation of the Convention, taking into consideration all Council of Europe legal instruments;
 - on the initiative of one or more Parties, undertake an evaluation of any aspect of their implementation of the Convention;
 - foster the trans-sectoral application of this Convention by collaborating with other committees and participating in other initiatives of the Council of Europe;
 - report to the Committee of Ministers on its activities.

The committee may involve experts and observers in its work.

Article 17 – Co-operation in follow-up activities

The Parties undertake to co-operate with each other and through the Council of Europe in pursuing the aims and principles of this Convention, and especially in promoting recognition of the common heritage of Europe, by:

- a putting in place collaborative strategies to address priorities identified through the monitoring process;
- b fostering multilateral and transfrontier activities, and developing networks for regional co-operation in order to implement these strategies;
- c exchanging, developing, codifying and assuring the dissemination of good practices;
- d informing the public about the aims and implementation of this Convention.

Any Parties may, by mutual agreement, make financial arrangements to facilitate international co-operation.

Section V – Final clauses

Article 18 – Signature and entry into force

- a This Convention shall be open for signature by the member States of the Council of Europe.
- b It shall be subject to ratification, acceptance or approval. Instruments of ratification, acceptance or approval shall be deposited with the Secretary General of the Council of Europe.
- c This Convention shall enter into force on the first day of the month following the expiration of a period of three months after the date on which ten member States of the Council of Europe have expressed their consent to be bound by the Convention in accordance with the provisions of the preceding paragraph.
- d In respect of any signatory State which subsequently expresses its consent to be bound by it, this Convention shall enter into force on the first day of the month following the expiration of a period of three months after the date of deposit of the instrument of ratification, acceptance or approval.

Article 19 – Accession

- a After the entry into force of this Convention, the Committee of Ministers of the Council of Europe may invite any State not a member of the Council of Europe, and the European Community, to accede to the Convention by a decision taken by the majority provided for in Article 20.d of the Statute of the Council of Europe and by the unanimous vote of the representatives of the Contracting States entitled to sit on the Committee of Ministers.
- b In respect of any acceding State, or the European Community in the event of its accession, this Convention shall enter into force on the first day of the month following the expiration of a period of three months after the date of deposit of the instrument of accession with the Secretary General of the Council of Europe.

Article 20 – Territorial application

- a Any State may, at the time of signature or when depositing its instrument of ratification, acceptance, approval or accession, specify the territory or territories to which this Convention shall apply.
- b Any State may, at any later date, by a declaration addressed to the Secretary General of the Council of Europe, extend the application of this Convention to any other territory specified in the declaration. In respect of such territory, the Convention shall enter into force on the first day of the month following the expiration of a period of three months after the date of receipt of such declaration by the Secretary General.
- c Any declaration made under the two preceding paragraphs may, in respect of any territory specified in such declaration, be withdrawn by a notification addressed to the Secretary General. The withdrawal shall become effective on the first day of the month following the expiration of a period of six months after the date of receipt of such notification by the Secretary General.

Article 21 – Denunciation

- a Any Party may, at any time, denounce this Convention by means of a notification addressed to the Secretary General of the Council of Europe.
- b Such denunciation shall become effective on the first day of the month following the expiration of a period of six months after the date of receipt of the notification by the Secretary General.

Article 22 – Amendments

- a Any Party, and the committee mentioned in Article 16, may propose amendments to this Convention.
- b Any proposal for amendment shall be notified to the Secretary General of the Council of Europe, who shall communicate it to the member States of the Council of Europe, to the other Parties, and to any non-member State and the European Community invited to accede to this Convention in accordance with the provisions of Article 19.
- c The committee shall examine any amendment proposed and submit the text adopted by a majority of three-quarters of the Parties' representatives to the Committee of Ministers for adoption. Following its adoption by the Committee of Ministers by the majority provided for in Article 20.d of the Statute of the Council of Europe, and by the unanimous vote of the States Parties entitled to hold seats in the Committee of Ministers, the text shall be forwarded to the Parties for acceptance.
- d Any amendment shall enter into force in respect of the Parties which have accepted it, on the first day of the month following the expiry of a period of three months after the date on which ten member States of the Council of Europe have informed the Secretary General of their acceptance. In respect of any Party which subsequently accepts it, such amendment shall enter into force on the first day of the month following the expiry of a period of three months after the date on which the said Party has informed the Secretary General of its acceptance.

Article 23 – Notifications

The Secretary General of the Council of Europe shall notify the member States of the Council of Europe, any State which has acceded or been invited to accede to this Convention, and the European Community having acceded or been invited to accede, of:

- a any signature;
- b the deposit of any instrument of ratification, acceptance, approval or accession;
- c any date of entry into force of this Convention in accordance with the provisions of Articles 18, 19 and 20;
- d any amendment proposed to this Convention in accordance with the provisions of Article 22, as well as its date of entry into force;
- e any other act, declaration, notification or communication relating to this Convention.

In witness whereof the undersigned, being duly authorised thereto, have signed this Convention.

Done at Faro, this 27th day of October 2005, in English and in French, both texts being equally authentic, in a single copy which shall be deposited in the archives of the Council of Europe. The Secretary General of the Council of Europe shall transmit certified copies to each member State of the Council of Europe and to any State or the European Community invited to accede to it.

Links, Readings, References

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