Information Sheet 13: A guide to the protection of Gibraltar's World Heritage Site in planning applications

Department of Town Planning and Buildings Control

HM Government of Gibraltar

INTRODUCTION

Gibraltar's World Heritage Site (WHS), Gorham's Cave Complex, was inscribed on to UNESCO's World Heritage List in July 2016. It is on the east side of Gibraltar and covers an area of 28 hectares (ha) from sea level caves to the top of the Mediterranean Steps at 426 metres AOD.

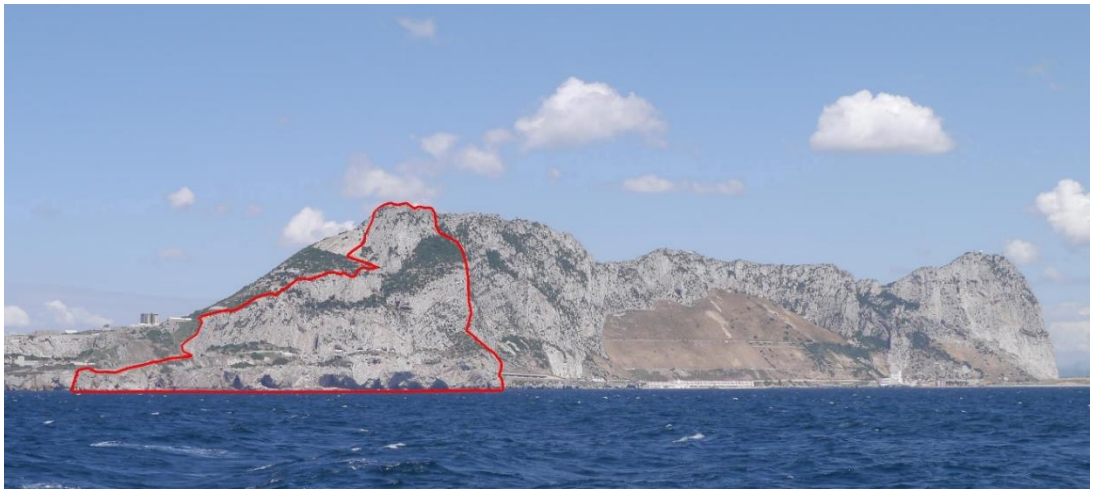

Figure 1: Gorham's Cave Complex World Heritage Site from the east. Site boundaries are shown in red.

WHAT IS WORLD HERITAGE?

UNESCO (the United Nations Educational, Scientific and Cultural Organisation) is one of the specialised UN Agencies which acts as a catalyst for international cooperation. It operates through international conventions to achieve its aims.

Heritage is our legacy from the past, what we live with today, and what we pass on to future generations. Our cultural and natural heritage are both irreplaceable sources of life and inspiration.

World Heritage is an international system of mutual cooperation between states set up to identify, protect, manage, present and transmit to future generations places of Outstanding Universal Value. It is founded on the terms of the 1972 UNESCO *Convention concerning the Protection of Cultural and Natural Heritage* (the World Heritage Convention). The Convention also encourages states to develop systems for the conservation of their natural and cultural heritage generally, recognising that the primary responsibility for the care and conservation of world heritage belongs to individual states. By joining the Convention, each government recognises its duty to protect World Heritage.

The most significant feature of the 1972 World Heritage Convention is that it links together in a single document the concepts of nature conservation and the preservation of cultural properties. The Convention recognizes the way in which people interact with nature, and the fundamental need to preserve the balance between the two.

The operation of the Convention is overseen by UNESCO's intergovernmental World Heritage Committee. At its annual meeting, the Committee decides which sites shall be inscribed on the World Heritage List. The Committee also monitors the state of conservation of properties.

World Heritage Sites are places of exceptional significance to all humanity; they transcend national boundaries. They illustrate the influence of ideas, environment, economy and geography in shaping the evolution of peoples and nations. They have worldwide relevance; they rightly demand a sustainable partnership approach to stewardship, intellectual, and physical access.

In order to be inscribed as a World Heritage Site, a property must have Outstanding Universal Value (OUV) by meeting at least one of ten criteria, and it must also have satisfactory protection and management arrangements in place.

The concept of OUV underpins the whole World Heritage Convention and all activities associated with properties inscribed on the List. A property's OUV is fixed by the World Heritage Committee at the time of inscription and is encapsulated in a 'Statement of OUV'. OUV defines the thinking at the time of inscription and is non-negotiable. A site's OUV must be sustained over time through the protection of attributes that are seen to convey OUV.

World Heritage sites are therefore single heritage assets with an international value that has been clearly evaluated and articulated. Not everything within them contributes to OUV, but those attributes that do must be protected.

Development and World Heritage Sites

The protection and management of the World Heritage Sites is based on specific designations, and the use of the spatial planning system.

Inscription on the World Heritage List does not preclude change or development, provided that the OUV of the property, including its authenticity and integrity, is not adversely affected directly or indirectly (including its setting, and key views in and out).

The UNESCO World Heritage Committee monitors how well World Heritage Sites are conserved and managed. The basis for the monitoring is the Statement of OUV and the management plans for the property. The World Heritage Committee can intervene with individual governments if it considers there are potential threats to OUV. The Operational Guidelines to the Convention include a notification process for developments or changes that potentially could affect the OUV of a property:

"172 The World Heritage Committee invites the States Parties to the *Convention* to inform the Committee, through the Secretariat, of their intention to undertake or to authorize in an area protected under the *Convention* major restorations or new constructions which may affect the OUV of the property. Notice should be given as soon as possible (for instance, before drafting basic documents for specific projects) and before making any decisions that would be difficult to reverse, so that the Committee may assist in seeking appropriate solutions to ensure that the OUV of the property is fully preserved." (UNESCO 2019)

If a property's OUV is adversely affected, the World Heritage Committee can decide to place it on the 'World Heritage in Danger List' until the position improves (if it can be redressed). Fifty-two sites are currently on this List (2021.

In the worst case, the World Heritage Committee can remove a site from the World Heritage List. Only three sites have ever been delisted in the last 45 years, but the last was one of the UK's sites. In 2021, the Maritime Mercantile City of Liverpool was delisted because of developments which adversely affected its OUV.

Gorham's Cave Complex World Heritage Site - Location and boundaries

The entire WHS is within the Gibraltar Nature Reserve. The boundaries, clearly visible as natural topographical boundaries, delimit all the attributes [features] that confer OUV and follow natural features which encompass the five major morpho-tectonic units of the Rock of Gibraltar. The eastern boundary is delimited naturally by the Mediterranean coastline (Figure 2). The southern boundary follows natural cliff lines from sea level to the highest point of the Rock and its northern boundary follows a steep topographical discontinuity in the contours, also from sea level to the highest point. The western boundary is delimited by the ridge of the Rock itself at its highest point.

The boundary of the WHS is defined in law by the Gorham's Cave Complex Regulations 2019 (published 1st August) to the Heritage and Antiquities Act 2018. These Regulations define what is protected and restricts access to sensitive caves.

The Regulations also appoint the Gibraltar National Museum as the 'competent authority' to manage the WHS. The World Heritage Office at the Museum is responsible for the design and implementation of the WHS Management Plan and Research Strategy. Digital copies of the site boundaries are available from the World Heritage Office on request (see contact details).

Buffer Zone

The WHS has a Buffer Zone which occupies an area of 313 hectares and which is intended to provide additional protection against inappropriate development or changes that might adversely affects the WHS OUV (below). This zone comprises the Gibraltar Nature Reserve and two coastal strips, to the north and south of the property (Figure 2). The eastern side of the Buffer Zone, including the northern coastal strip, is situated below the ridgeline of the Rock and consists of sheer limestone cliffs and the Catalan Bay Sand Dune. The western side of the Buffer Zone is gentler sloping and is covered in olive maquis vegetation which acts as a reservoir for the natural cliff vegetation and

avifauna within the property. The southern coastal strip consists of cliffs and raised beaches away from the main ridge of the Rock.

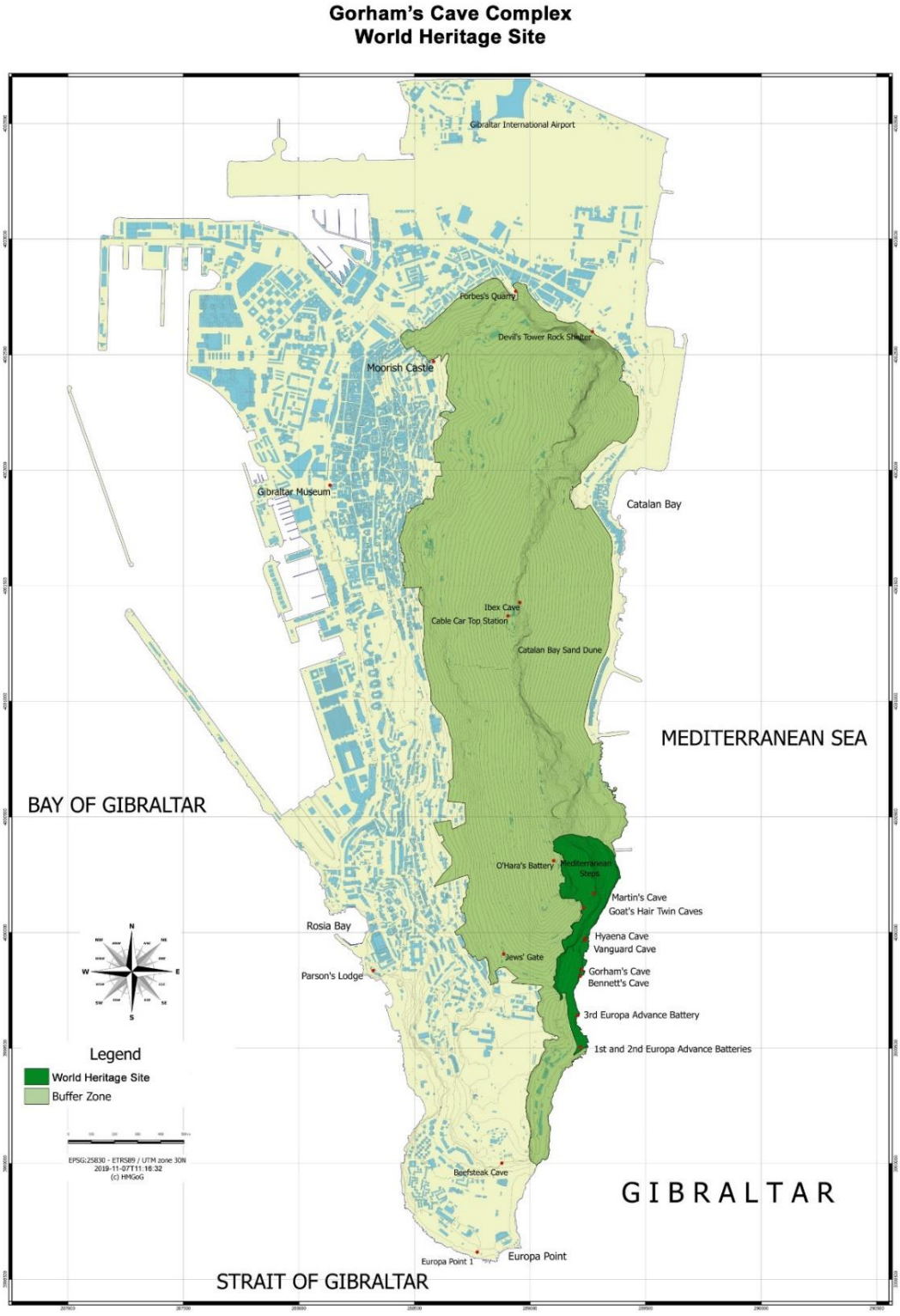

Figure 2: Gorham's Cave Complex World Heritage Site Location. The WHS is shown in dark green; its Buffer Zone in light green. The exact boundaries are available through the Town Planning GIS map.

The Site's Internationally-recognised Values

The Gibraltar WHS is inscribed under Cultural Criterion (iii): "*Gorham's Cave Complex provides an exceptional testimony to the occupation, cultural traditions and material culture of Neanderthal and early modern human populations through a period spanning approximately 120,000 years. This is expressed by the rich archaeological evidence in the caves, the rare rock engravings at Gorham's Caves (dated to more than 39,000 years ago), rare*

evidence of Neanderthal exploitation of birds and marine animals for food, and the ability of the deposits to depict the climatic and environmental conditions of the peninsula over this vast span of time. The archaeological and scientific potential of the caves continues to be explored through archaeological research and scientific debates, providing continuing opportunities for understanding Neanderthal life, including their capacity for abstract thinking."

The Statement continues: *". . . The attributes that express OUV are the striking cluster of caves containing intact archaeological deposits that provide evidence of Neanderthal and early modern human occupation of Gibraltar and the landscape setting which assists in presenting the natural resources and environmental context of Neanderthal life. . . ."* (UNESCO 2016, Statement of OUV).

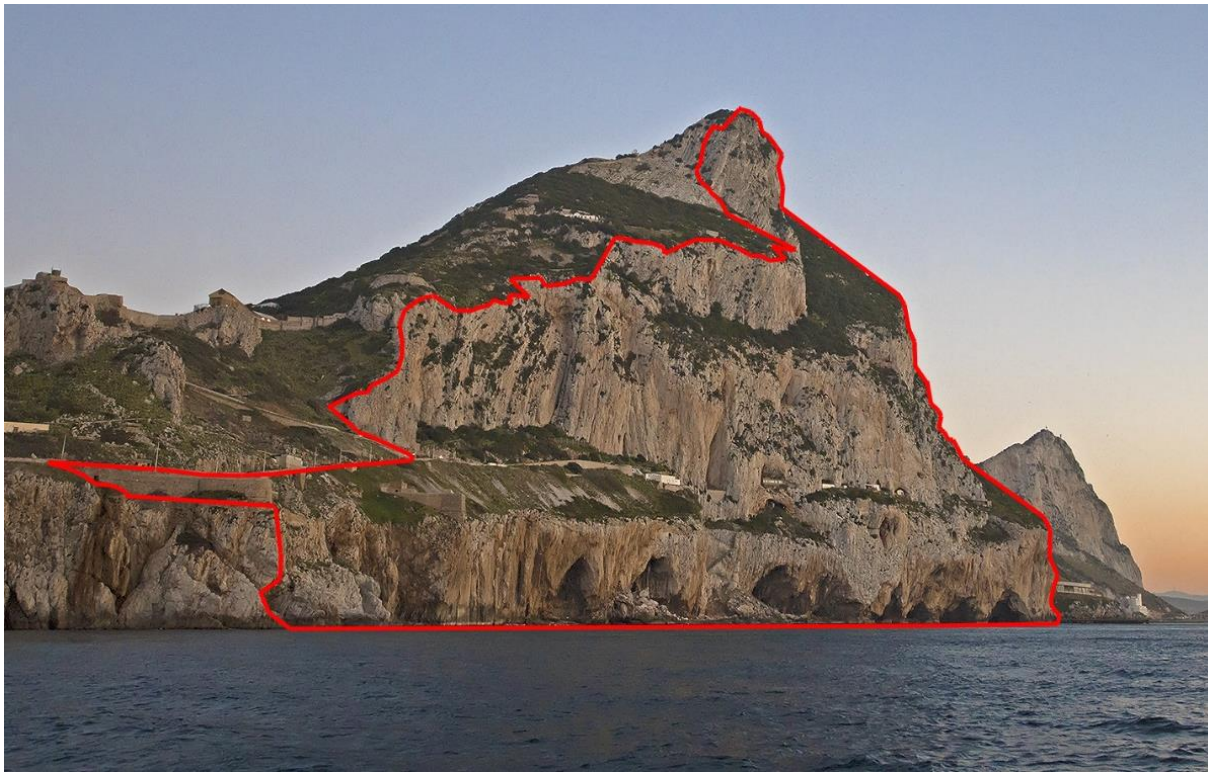

Figure 3: The World Heritage Site from the south-east. The southern boundary takes in the 1st/2nd Europa Advance Batteries which are used as a viewing platform and interpretation centre.

To be inscribed, a WHS must also pass the tests of 'Authenticity' and 'Integrity', and must have in place appropriate legislative and policy protection and management. Authenticity is the degree to which information sources and attributes of OUV may be understood as credible or truthful. In the case of the Gibraltar WHS the authenticity is demonstrated by the deep and substantial stratified archaeological deposits in the caves, the landforms that contain the caves and demonstrate the geomorphological history of Gibraltar, and the cliff vegetation and fauna that can be associated with the environmental conditions of the past.

Integrity is a measure of the wholeness and intactness of the natural and/or cultural heritage and its attributes. The property has to include all elements necessary to express its OUV, be of adequate size to ensure the complete representation of the features and processes which convey the property's significance; and not suffer from adverse effects of development and/or neglect. In Gibraltar's case this includes the setting of the caves in relation to the topography and vegetation of Gibraltar (limestone cliffs, fossil sand dunes, fossil beaches, scree slopes, shorelines and flora and fauna).

Neanderthal and Early Modern Human Designated Sites

Within the WHS there are several legally-protected or designated sites protected by the Heritage and Antiquities Act 2018 (Schedule 2, Part 4). These include the following caves: Gorham's, Vanguard, Hyaena and Bennett's Caves, Goat's Hair Twin Caves and Martin's Cave. In the Buffer Zone, Sewell's Cave and Ibex Cave are also listed.

Other archaeological and heritage assets and heritage values within the WHS

The WHS contains a large number of later archaeological and historical remains, as well as natural assets, many of which are important in their own right, although are not attributes of its OUV. In some cases, these are of international importance.

Military heritage

Several fortifications and military remains are located within the WHS reflecting its evolution since the 18th Century. They include a number of observation posts, gun positions and related structures such as Mediterranean (or Martin's) Battery – 19th Century to World War II; Advance Light anti-aircraft (LAA) Site – World War II; AROW Street Gun Positions and DEL Sites – World War II, and Europa Advance Batteries – 18th Century to World War II. The Europa Advance Complex consists of four batteries, three of which (1st to 3rd Batteries) are scheduled (protected under the Heritage and Antiquities Act 2018, Schedule 2, Part 4). The fourth is sited near Monkey's Cave Hospital. The 1st and 2nd Batteries are now the viewing platform for the WHS, open to the public. There are also numerous military remains, designated and undesignated in the Buffer Zone.

Historical and spiritual Values

The Rock of Gibraltar is a globally recognisable feature. It is a natural landmark set within a unique geographic context, astride the two continents - Europe and Africa and two large bodies of water (the Atlantic Ocean and the Mediterranean Sea) along a Strait which bears its name. The spectacular cliffs on the Mediterranean side of the Rock of Gibraltar constituted a major geographical marker of the ancient world known as the northern Pillar of Herakles – Mons Calpe to the Romans. Beyond this was the end of the Earth. At the base of the highest peak, mariners were required to make offerings to the gods in a cave known today as Gorham's Cave. These are recorded in the diverse array of Phoenician, Roman and other ceramics and artefacts in Gorham's Cave.

In 711 CE the Berber Tarik-ibn-Ziyad led a force across the Strait from North Africa and landed on the Rock. This marked the beginning of the conquest of Hispania and the 781-year Muslim rule of *Al-Andalus*. The spiritual and strategic significance of the Rock to Islam, the beacon and first landing place, were recognised in a new name - the *Jebel Tarik*, the mountain of Tarik - Gibraltar. The symbolic significance of Jebel Tarik to Islam is captured in a number of important texts, some of outstanding universal significance: Ibn Battuta's *Travels in Asia and Africa*, al-Idrisi's *Kitab nuzhat al-mushtaq* (Latin *Opus Geographicum*), al-Himyari's *Kita bar-Rawd al-Mi'tar,* Ibn al-Jatib's *Mi'yar al-Ijtyar* and Ibn Marzuq's *Musnad.*

How do I find out whether I need to consider the Gorham's Cave Complex World Heritage Site?

The Applicant should provide information with any planning application on the implications for cultural heritage assets (Heritage and Antiquities Act 2018, 29 (11)). It is therefore important at the outset of any development project – in the early stages of project planning, due diligence and risk management – to include cultural heritage.

Note that the World Heritage Office is an official consultee in the planning process for proposals inside the WHS, in the Buffer Zone and within an additional precautionary boundary.

- The precise requirements for cultural heritage will be determined by the Department of the Environment, Sustainability, Climate Change, Heritage and Culture (hereafter the Ministry for Heritage) as advised by the Government Archaeologist and the World Heritage Office. Check whether your proposed development is inside the World Heritage Site or in its Buffer Zone (see Figure 2 above. Digital copies of the site boundaries are available from the World Heritage Office on request (see contact details).
- Check the Heritage and Antiquities Act 2018 Schedules to see if there are any listed buildings, structures, monuments or sites which may be affected by your proposals (Laws of Gibraltar web site).
- Seek advice from the World Heritage Office, Gibraltar National Museum, and ask for a written 'brief' or scope of works explaining and justifying any heritage works recommended.
- Seek advice from the Government Archaeologist, Ministry for Heritage, on known and potential heritage assets, and ask for a written 'brief' or scope of works explaining and justifying any heritage works recommended.

WHAT INFORMATION WILL I BE REQUIRED TO PROVIDE?

If the proposed development is inside the WHS or inside its Buffer Zone, then you will be required to submit information with your application on its potential effect on the WHS as a whole, on its OUV and on individual heritage assets.

The information is likely to take the form of a 'Heritage Impact Assessment'. Any heritage assets present in the proposal area need to be identified, and the potential impacts of the development proposals identified. You will also need to explain what you propose to do to avoid or mitigate any adverse impacts and to protect or enhance the WHS its Outstanding Universal Value. This process is explained in detail in Information Sheet 14 on the Planning web site.

The level of detail should be proportionate to the assets' importance and no more than is sufficient to understand the potential impact of the proposal for development or change on their significance.

The appropriate level should be determined by the Government Archaeologist in consultation with the World Heritage Office.

Reports or assessments must meet the Government's Standard for such work (https://www.gibraltar.gov.gi/town-planning/planning-guidance).

A copy of any reports prepared under these guidelines must be deposited in the Gibraltar National Museum and the Gibraltar National Archives irrespective of whether permission is granted for the works to proceed.

WHAT TYPES OF ARCHAEOLOGICAL OR HERITAGE WORK MAY BE REQUIRED?

These types of work are explained in more detail in Appendix 1.

- All work should be proportionate to the scale of change and the significance of the heritage assets.
- All work should be governed by an agreed scope of works or method statement.

In advance of outline planning decisions, submitted as supporting documentation, one or more of the following

- Heritage Impact Assessment specifically for WHS (See Planning Department Information Sheet 14)
- Desk based assessment
- Environmental Impact Assessment
- Field evaluation

In advance of full planning decisions, as a condition of outline planning, one or more of the following

- Desk-based assessment
- Environmental Impact Assessment
- Heritage Impact Assessment (which may include World Heritage Site Impact Assessment)
- Conservation Strategy and/or Action Plan
- Heritage or Historical building survey including photographic survey
- Field evaluation

After outline or full planning permission, normally as a condition, one or more of the following

- Adaptation of proposals to avoid, ameliorate or reduce any impact on the WHS or its individual attributes of OUV
- Conservation Plan (e.g. for building repair or restoration)
- Heritage or Historic Building Survey including photographic survey
- Archaeological Excavation
- Archaeological Monitoring (also called a Watching Brief)
- Analysis, archive and reporting on the above.

WHO CAN CARRY OUT THE WORK?

Cultural heritage or archaeological works in Gibraltar must be carried out by persons with suitable professional qualifications, training and experience from a recognised, professional body or institution, and they must also be competent to carry out the specific type of works required to the latest scientific and industry standards (Heritage and Antiquities Act 2018, 26).

The Ministry for Heritage can advise on such organisations and individuals. ***Note*** *that such advice is for information and should not be construed as a recommendation or endorsement of any particular organisation or individual*.

Membership of a professional institute, such as the Chartered Institute for Archaeologists (CIFA) is a useful guide. Members of the CIFA are professionally-accredited and sign up to a rigorous code of conduct and complaints procedures. Other European accreditations also exist.

DO I HAVE TO PAY FOR THESE SERVICES?

Yes, like any other professional service you commission.

However, the initial advice from the Government Archaeologist, the Curator of the Gibraltar National Museum, and the World Heritage Office is normally free.

DO I NEED A LICENCE?

Any proposed works, including any archaeological investigation, on a scheduled heritage site require a licence from the Ministry for Heritage.

Proposed works including any archaeological investigations elsewhere inside the WHS may also require a licence from the Ministry for Heritage. Seek advice from the Government Archaeologist.

EXPECTED STANDARDS

Information Sheet 14 sets out guidelines and the expected standard for Heritage Impact Assessments for the Gorham's Cave Complex World Heritage Site.

H M Government of Gibraltar has defined standards for desk-based work and consultancy advice including environmental impact assessments. This is available from the Town Planning web site (https://www.gibraltar.gov.gi/town-planning/planning-guidance) or the Government Archaeologist.

The Gibraltar Standard is based on the Code of Conduct and advice documents produced by the Chartered Institute for Archaeologists (CIFA). These provide guidance on process, briefs and specifications, report contents, ethics and other issues and are available at https://www.archaeologists.net/codes/cifa. Work in Gibraltar should seek to comply with these CIFA Standards & Guidance as far as reasonably practicable, subject to complying principally with Gibraltarian legislation and regulations.

REFERENCES AND FURTHER READING

Gibraltar Museum 2015, **Gibraltar Neanderthal Caves and Environments World Heritage Site Nomination** [note that a name change was agreed at inscription] http://whc.unesco.org/uploads/nominations/1500.pdf

HM Government of Gibraltar 2018, **Heritage and Antiquities Act** (commencement date 16th August 2018)

HM Government of Gibraltar 2019, **Gorham's Cave Complex Regulations** (1st August 2019)

HM Government of Gibraltar, Planning and Building Control Department 2020, **A Guide to Preparing World Heritage Site Heritage Impact Assessments**, Information Sheet 14 https://www.gibraltar.gov.gi/town-planning/planning-guidance

ICOMOS 2011, **Guidance on Heritage Impact Assessments for Cultural World Heritage Properties**, (http://www.icomos-uk.org/uploads/sidebar/PDF/ICOMOS%20Guidance%20on%20Heritage%20Impact%20Assessments%20January%202011.pdf

UNESCO 1972, **Convention concerning the protection of the World Cultural and Natural Heritage,** http://whc.unesco.org/en/conventiontext/

UNESCO 2016, **Gorham's Cave Complex Decision and Statement of Outstanding Universal Value: 40 COM 8B.29**: **Examination of nominations of cultural properties to the World Heritage List**
http://whc.unesco.org/en/decisions/6807

UNESCO 2019, **Operational Guidelines for the Implementation of the World Heritage Convention,**
http://whc.unesco.org/en/guidelines/

CONTACT DETAILS

The Gibraltar National Museum is the Managing Authority appointed by H M Government of Gibraltar under the Gorham's Cave Complex Regulations 2019.

The World Heritage Office implements the management and research plans, and can provide advice on development or change proposals.

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APPENDIX 1: GUIDE TO THE TYPES OF WORK REQUIRED

GENERAL COMMENT

All works should have an agreed scope of works or method statement, so that the project can be monitored by the Government Archaeologist and the World Heritage Office and by the client/developer.

1 DESK-BASED ASSESSMENT

Desk based assessments are meant to determine, as far as is reasonably possible from existing and easily accessible records, the nature, extent and significance of the cultural heritage assets within a specified area. A desk-assessment should normally include a site visit or inspection.

Desk assessments should be focused on the development project. They are not comprehensive local histories. But the particular site does need to be set in its local or wider historical and cultural context.

In a development context, desk-based assessment will establish the impact of the proposed development on the significance of the cultural heritage or historic environment (or will identify the need for further evaluation to do so). It will enable reasoned proposals and decisions to be made whether to mitigate, offset or accept that impact without further intervention.

The scope of desk-based assessment will vary according to the circumstances in which it is carried out, and should be agreed with relevant parties in advance.

The Government Archaeologist should advise on the scope in the first instance, and any contractor or consultant carrying out the assessment should then produce a short method statement for approval by the Government Archaeologist. That method statement also acts as a contractual specification for the client.

2 ENVIRONMENTAL IMPACT ASSESSMENT

In essence an EIA is a more formalised desk-based assessment, sometimes accompanied by limited field evaluation, and usually reported in a specific format which summarises constructional, operational and cumulative impacts of a development on the cultural heritage resources. The importance of the cultural heritage resources and the scale of change are evaluated to derive the 'significance of effect'. Physical impacts and also impacts on setting and views need to be evaluated.

Traditionally, built heritage is treated separately from 'archaeology' which is seen as buried remains. Both built and below-ground remains, and landscapes are cultural heritage; and it is preferable to deal with all in one chapter.

3 HERITAGE IMPACT ASSESSMENT AND WORLD HERITAGE SITE IMPACT ASSESSMENT

Heritage impact assessments (HIA) are also more formalised desk-assessments, and will include a site visit or inspection, but not normally any destructive field investigation. All cultural heritage assets are considered. The value or significance of the cultural heritage resources and the scale of change are evaluated to derive the 'significance of effect'. Physical impacts, and also impacts on setting and views, need to be evaluated.

The HIA report should provide the evidence on which decisions can be made in a clear, transparent and practicable way. The level of detail needed will depend on the site and proposed changes. Management Plans or in the case of World Heritage Sites the Statement of Outstanding Universal Value (OUV) will be central to the evaluation of the impacts and risk to the cultural heritage resource.

The WHIA report will need to show:

- A comprehensive understanding of the site or area in question and its cultural heritage assets [or of the WH property and its OUV, authenticity and integrity, other heritage attributes], condition, context and interrelationships;
- An understanding of the range of impacts arising from the development or other proposal for change;
- An objective evaluation of those impacts (beneficial and adverse) on the heritage elements and in particular on the site's value, integrity and authenticity;
- An assessment of the risk posed to the retention of the site's value or significance, and in the case of the WHS, the likelihood that the property may be in potential or actual danger;

- A statement of heritage benefits which may arise from proposals including better knowledge and understanding and awareness-raising;
- Clear guidelines as to how impact can be avoided or mitigated;
- Supporting evidence in the form of a suitably detailed inventory of heritage assets, impacts, survey or scientific studies, illustrations and photographs.

The HIA Report will need to have a non-technical summary clearly setting out all relevant matters, a detailed text description and analysis and a text summary of the results of the evaluation of impact accompanied by tables to assist the reader.

4 FIELD EVALUATION

The purpose of field evaluation is to gain information about the archaeological resource within a given area or site (including its presence or absence, character, extent, date, integrity, state of preservation and quality), in order to make an assessment of its merit.

Field evaluation is a limited programme of non-destructive and/or destructive investigation and concomitant reporting.

Non-destructive methods include:

- geophysical survey
- remote sensing
- geochemical survey
- earthwork survey
- topographic survey
- field scanning (i.e. observation and mapping of artefact and other distributions, but not collection of artefacts)
- standard building survey

Destructive Methods (of varying destructive potential) include:

- Augering or boreholes
- Hand-excavated test pits
- Hand-excavated trenches
- Machine-stripped and manually excavated test pits
- Machine-stripped and manually excavated trenches
- Strip, map and sample/record
- Probing (frequently used underwater)
- Surface artefact collection: field-walking for collection as opposed to scanning. Selective collection will bias both the remaining resource and the collected data and is not recommended.

Methods such as prop wash and explosives (used occasionally for underwater exploration) are not generally acceptable.

5 ARCHAEOLOGICAL EXCAVATION

The purpose of archaeological excavation is to gain a better understanding of the cultural heritage remains in a particular area. As archaeological excavation is as destructive as development excavations, the purpose is also to compile a lasting record of that cultural heritage resource, to analyse and interpret the results, and disseminate them in detail appropriate to the project brief and significance of the results.

The definition of archaeological excavation is a programme of controlled, destructive fieldwork with defined research objectives which examines, records and interprets archaeological/cultural heritage deposits, features and structures and, as appropriate, retrieves artefacts, ecofacts and other remains within a specified area or site on land, in the inter-tidal zone or underwater. The records made and objects gathered during fieldwork are studied and the results of that study published. Objects and environmental remains should be deposited in the Gibraltar National Museum in perpetuity.

Archaeological excavations inside the WHS are likely to require a licence.

6 ARCHAEOLOGICAL WATCHING BRIEF

The purpose of a watching brief is to allow, within the resources available, the preservation by record of archaeological deposits, where the presence and nature of any remains could not be established (or established with sufficient accuracy) in advance of development or other potentially disruptive works.

An archaeological watching brief is a formal programme of observation where there is a possibility that archaeological deposits may be disturbed or destroyed. The programme will result in the preparation of a report and ordered archive.

7 HISTORIC BUILDING RECORDING

The purpose of building recording is to seek a better understanding, compile a lasting record, analyse the findings, and then disseminate the results. It is often also undertaken to inform the formulation of a strategy for the conservation, alteration, demolition, repair or management of a building, or structure, or complex and its setting. It is therefore also important that the condition of the structure or building is recorded.

The definition of archaeological building recording is a programme of work intended to establish the character, history, dating, form, condition and development of a specified building, structure, or complex and its setting, including buried components, on land, inter-tidal zone or underwater. It may also include an inventory of fixtures and fittings.

It will draw on existing records (archaeological and historical sources) and fieldwork. The programme will result in the production of drawings, photographs and descriptive text, an ordered accessible archive and a report.

Normally building recording will take place before any changes or before redevelopment, but sometimes it will be necessary to carry out a watching brief when changes are made/during demolition, to gain additional information.

There are several different levels of building recording from a basic photographic record supplemented by sketches and short text to a comprehensive detailed drawn, photographic and analytical record of a significant building or structure. It is important that the appropriate one is selected for the particular circumstances and approved by the Government Archaeologist. The level would be determined by the Government Archaeologist in consultation with the World Heritage Office. Further guidance is available in, for example, Understanding Historic Buildings A Guide to Good Recording Practice (Historic England 2016).

8 HERITAGE INVENTORY

In some circumstances it may be appropriate to undertake an inventory of fixtures and/or objects within a structure or building, in order to both compile a record before any are destroyed, and to assess which items might merit transfer to the Gibraltar National Museum for retention in perpetuity.

The inventory will normally comprise a basic *in situ* photographic record with descriptive text and sketch plans as needed. The location or context of objects will also be recorded.