

Proposal to develop an apprenticeship standard L7: Historic Environment Advisor

Title of occupation

Historic Environment Advisor

UOS reference number

ST0831

Core and options

No

Level of occupation

Level 7

Route

Agriculture, Environmental and Animal Care

Typical duration of apprenticeship

36 months

Target date for approval

No target date

Resubmission

No

Occupational profile

This occupation is found in...

the Cultural Heritage, Historic Environment, Engineering, Construction, Design, Planning, Local Government, Education and Tourism sectors.

The broad purpose of the occupation is...

to be responsible for providing specialist and authoritative advice, guidance and assessment to those working on heritage assets and the legal and policy frameworks for their protection. Examples of heritage assets include historic buildings, places, landscapes, townscape, monuments, the historic marine environment, archaeological sites and deposits of heritage interest, registered parks, gardens and battlefields. Legislation or policy frameworks may be international, national or local, and include (but are not limited to) the Planning (Listed Buildings and Conservation Areas) Act 1990, Ancient Monuments and Archaeological Areas Act 1979, National Planning Policy Framework, Protection of Wrecks Act 1973, Town and Country Planning Regulations 2017, Ecclesiastical Exemption Order 2010

In their daily work, an employee in this occupation interacts with...

a range of clients, colleagues and stakeholders in the public, private and third sectors, within organisations of any size. The Historic Environment Advisor is typically office based but normal duties include site visits, outdoor working and attendance at meetings with stakeholders, clients or colleagues.

An employee in this occupation will be responsible for...

delivering professional advice and recommendations on change, protection, maintenance, interpretation, conservation or restoration within the Historic Environment; through critically analysing, interpreting and evaluating complex information. They assess the significance and/or condition of the historic environment, and its sensitivity to change. They design, provide strategic leadership and monitor the implementation of programmes of work and investigation and where necessary present arguments clearly and effectively on the significance of the historic environment in a broad context. They undertake research within their specialist area to develop understanding of the historic environment, setting standards and best practice and provide strategic leadership within the sector.

Transferability

The Institute expects that being competent in the duties you have listed in this proposal will mean that an individual will be able to undertake the occupation in all relevant types of employer. Please outline the steps you have taken to ensure that this will be the case.

Employers of all sizes and from private, public and third sectors have been engaged in the development of this occupational profile (Trailblazer group includes 60+ members). Over 130 Job Descriptions have been gathered by the working group from across the sectors while developing the standard to ensure it contains a wide range of transferable duties and skills. A wide range of employers have indicated they will take starts for this standard when it is available: including private sector engineering firms (e.g. Mott MacDonald, Atkins), planning consultancies (e.g. Lichfields), local government organisations (e.g. Warwickshire County Council, Northumberland National Park Authority), and national charitable organisations and statutory bodies (e.g. Historic England, National Trust, English Heritage). A number of professional bodies also have representation on the group: Chartered Institute of Building (CIOB), Royal Town Planning Institute (RTPI), the Chartered Institute for Archaeologists (CIfA), the Institute of Historic Building Conservation (IHBC). The Association of Local Government Archaeological Officers (ALGAO) and Local Government Association (LGA) are also represented on the group.

Stand-alone occupation

Please confirm that the proposed apprenticeship relates to a stand-alone occupation and explain how it will fit in with any associated apprenticeship standards.

The proposed apprenticeship is a stand-alone occupation. The group has submitted a Historic Environment Advice Assistant role at L4 which provides an entry-level occupation in this sector area, with separate duties and a significantly lower level of responsibility. The Trailblazer group also has a Conservator and Archaeological Specialist approved at L7, but these are distinct occupations with different duties. The specialist skills and knowledge required to conduct this role are very different to those required in each of those cases. Liaison has been undertaken with the Trailblazer group developing the Environmental Practitioner L6 standard. We are confident that the KSBs and duties encompassed by each standard represent distinct roles. The Environmental Practitioner L6 is an occupation concerned with the natural environment and ecosystems, whereas this standard is concerned with the historic environment, culture and heritage. These roles might well interface with

Proposal to develop an apprenticeship standard L7: Historic Environment Advisor (continued)

each other to ensure the successful overall management of the historic and natural environment, but their duties and KSBs are distinct and different. Several large employers (e.g. Atkins, Mott MacDonald, Arup) have representatives on both trailblazer groups because they recognise these occupations as distinct and their need for both.

Duties

Duty	Criteria for measuring performance	OTJ training (days)
Define, assess or provide advice on significance with regard to planning and other regulatory systems relevant to the historic environment, e.g. preparation of statements of significance and other heritage statements, supported by investigation where appropriate. This includes special architectural, historical and archaeological interest.	Work must be accurate and meet industry standards and relevant professional body guidelines and codes of practice: those issued by the Chartered Institute of Building (CIOB), Chartered Institute for Archaeologists (Cifa), Royal Town Planning Institute (RTPI).	10
Make, or provide advice on, designations, including national and local statutory designations and non-statutory designations e.g. scheduled monuments, listed buildings, conservation areas etc. and non-designated heritage assets.	Work must be accurate and meet industry standards and relevant professional body guidelines and codes of practice: those issued by the Chartered Institute of Building (CIOB), Chartered Institute for Archaeologists (Cifa), Royal Town Planning Institute (RTPI).	10
Undertake character analysis of heritage assets and areas e.g. Conservation Area Appraisals, historic landscape or area characterisation, urban design analysis, assessment of setting.	Work must be accurate and meet industry standards and relevant professional body guidelines and codes of practice: those issued by the Chartered Institute of Building (CIOB), Chartered Institute for Archaeologists (Cifa), Royal Town Planning Institute (RTPI).	10
Assess the condition of the historic environment, including actioning measures for monitoring, protection and discharge of legal responsibilities.	Work must be accurate and meet industry standards and relevant professional body guidelines and codes of practice: those issued by the Chartered Institute of Building (CIOB), Chartered Institute for Archaeologists (Cifa), Royal Town Planning Institute (RTPI).	10
Prepare specifications for, undertake, lead on or monitor compliance of, specialist research and investigation where required to support the provision of historic environment advice e.g. desk-based assessment, field investigation and analysis, evaluation or building fabric analysis.	Work must be accurate and meet industry standards and relevant professional body guidelines and codes of practice: those issued by the Chartered Institute of Building (CIOB), Chartered Institute for Archaeologists (Cifa), Royal Town Planning Institute (RTPI).	10
Prepare, appraise, lead or provide advice on plans for the management of change of heritage assets and areas, and strategies for managing their loss, their protection, enhancement or regeneration, including preparation, appraisal and management of statutory consents and legal responsibilities, including supporting statements, conditions, appeals and enforcement/prosecution.	Work must be accurate and meet industry standards and relevant professional body guidelines and codes of practice: those issued by the Chartered Institute of Building (CIOB), Chartered Institute for Archaeologists (Cifa), Royal Town Planning Institute (RTPI).	10
Establish performance requirements, monitor and assure quality for projects and schemes which impact heritage assets and areas to ensure they meet agreed specifications, e.g. ensure construction works comply with the approved architectural or landscape design and constructional specification.	Work must be accurate and meet industry standards and relevant professional body guidelines and codes of practice: those issued by the Chartered Institute of Building (CIOB), Chartered Institute for Archaeologists (Cifa), Royal Town Planning Institute (RTPI).	5
Provide advice on or appraise the quality of design proposals involving the historic environment and the impact of proposals for change e.g. the impacts of major infrastructure, new build development, extensions, adaptations, refurbishments and public realm schemes. Contribute to Environmental Impact Assessments, Strategic Environmental Assessments and Sustainability Appraisals.	Work must be accurate and meet industry standards and relevant professional body guidelines and codes of practice: those issued by the Chartered Institute of Building (CIOB), Chartered Institute for Archaeologists (Cifa), Royal Town Planning Institute (RTPI).	5

Duties (continued)

Duty	Criteria for measuring performance	OTJ training (days)
Provide advice on or assess sustainability in the historic environment. For buildings, it includes assessment of building performance and potential for retrofitting.	Work must be accurate and meet industry standards and relevant professional body guidelines and codes of practice: those issued by the Chartered Institute of Building (CIOB), Chartered Institute for Archaeologists (Cifa), Royal Town Planning Institute (RTPI).	5
Prepare, provide advice on or assess repair and specifications for conservation, maintenance, repair and renovation of heritage assets	Work must be accurate and meet industry standards and relevant professional body guidelines and codes of practice: those issued by the Chartered Institute of Building (CIOB), Chartered Institute for Archaeologists (Cifa), Royal Town Planning Institute (RTPI).	5
Prepare, lead, appraise or provide advice on the financial aspects of a wide range of projects and initiatives within the historic environment, e.g. project costings, grant applications and monitoring, economic viability assessments, feasibility studies and business plans.	Work must be accurate and meet industry standards and relevant professional body guidelines and codes of practice: those issued by the Chartered Institute of Building (CIOB), Chartered Institute for Archaeologists (Cifa), Royal Town Planning Institute (RTPI).	5
Provide formal and informal oral and written advice and professional judgments to clients, colleagues, external stakeholders and others on historic buildings, structures, areas, archaeological sites and landscapes.	Work must be accurate and meet industry standards and relevant professional body guidelines and codes of practice: those issued by the Chartered Institute of Building (CIOB), Chartered Institute for Archaeologists (Cifa), Royal Town Planning Institute (RTPI).	3
Develop, interpret, assess or lead on heritage legislation, policy and guidance at local, regional, national and international levels.	Work must be accurate and meet industry standards and relevant professional body guidelines and codes of practice: those issued by the Chartered Institute of Building (CIOB), Chartered Institute for Archaeologists (Cifa), Royal Town Planning Institute (RTPI).	5
Prepare, lead or provide advice on, or appraise strategies for heritage, including the role of heritage in addressing economic development and sustainability, neighbourhood planning, regeneration, housing, employment, town centres, rural areas, and other planning and placemaking issues.	Work must be accurate and meet industry standards and relevant professional body guidelines and codes of practice: those issued by the Chartered Institute of Building (CIOB), Chartered Institute for Archaeologists (Cifa), Royal Town Planning Institute (RTPI).	5
Provide leadership and manage staff, volunteers, external specialists or others, review and monitor others' work to technical standards. Be responsible for education and skills development in the workplace including dissemination of information.	Work must be accurate and meet industry standards and relevant professional body guidelines and codes of practice: those issued by the Chartered Institute of Building (CIOB), Chartered Institute for Archaeologists (Cifa), Royal Town Planning Institute (RTPI).	5
Raise awareness, appreciation and understanding of the historic environment, historic environment resources and promote good conservation practice. Effectively lead and manage communications with stakeholders and other interested parties, including statutory consultation.	Work must be accurate and meet industry standards and relevant professional body guidelines and codes of practice: those issued by the Chartered Institute of Building (CIOB), Chartered Institute for Archaeologists (Cifa), Royal Town Planning Institute (RTPI).	3
Contribute to, or lead, the development of practice through research, publication, participation in professional or academic events. Develop, or lead on the development of, new techniques and best practice.	Work must be accurate and meet industry standards and relevant professional body guidelines and codes of practice: those issued by the Chartered Institute of Building (CIOB), Chartered Institute for Archaeologists (Cifa), Royal Town Planning Institute (RTPI).	3

Duties (continued)

Duty	Criteria for measuring performance	OTJ training (days)
Prepare, lead on the production of, or review products derived from work on the historic environment for both professional and public audiences, e.g. publications, exhibitions and archives (including Historic Environment Records).	Work must be accurate and meet industry standards and relevant professional body guidelines and codes of practice: those issued by the Chartered Institute of Building (CIOB), Chartered Institute for Archaeologists (CIfA), Royal Town Planning Institute (RTPI).	5