**CONVENTION FOR THE SAFEGUARDING OF THE  
INTANGIBLE CULTURAL HERITAGE**

**Training of trainers on living heritage and sustainable urban development**

**Strengthening capacities for resilient communities through sustainable Tourism and Heritage Safeguarding in Latin America and the Caribbean**

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**Unit 3 – Practical approach to safeguarding living heritage in urban contexts**

**Handout 1**

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unit 3

HANDOUT 1 - SUMMARY OF THE METHODOLOGICAL TOOLS FOR INCORPORATING INTANGIBLE CULTURAL HERITAGE IN URBAN PLANNING

## Description of the methodological tools

The tools identified in this document are intended to illustrate ways in which urban planning can contribute to safeguarding living heritage in urban contexts. Moreover, they are meant to help planners and decision makers identify viable ways to include living heritage safeguarding measures in urban plans.

However, the tools do not constitute a unique methodology or a standardized approach which can be implemented identically in every urban context. On the contrary, they provide a framework than can help inform the incorporation of ICH in urban planning process and are indicative in nature. The relevancy and feasibility of the tools may vary across urban contexts and they may need to be adapted to local planning, regulatory and institutional frameworks. Accordingly, implementation of the tools may be subject to local institutional arrangements and other contextual factors.

The tools can be implemented individually, although it is recommended that they are applied in a sequential manner. A comprehensive approach is recommended, given that the use of multiple tools can lead to greater benefits or impacts in terms of safeguarding ICH. The proposed tools which can contribute to the incorporation of ICH into urban planning are explained below.

## Tool 1. Mechanisms for effective coordination and participation

It is recommended that any urban planning measures intended to help safeguard ICH in urban contexts are conducted through effective multisectoral coordination and participatory processes. ‘Multisectoral coordination’ refers to deliberate collaboration among relevant stakeholders from multiple sectors to advance the incorporation of ICH in urban planning. Multisectoral coordination can help leverage the knowledge, expertise and resources of a wide array of stakeholders from the cultural and urban planning sectors, among others, to address barriers and capitalize on opportunities to safeguard ICH in urban contexts. This type of coordination may need to involve stakeholders from various levels of government, including national and subnational levels, depending on the institutional arrangements and planning systems of the city, region or country concerned.

The responsibility for implementing safeguarding measures from a planning perspective may depend on local institutional arrangements and other contextual factors. However, it is likely that local government urban planning officials will need to be involved. Accordingly, it is recommended that multisectoral committees, steering committees, working groups or similar coordination entities are established to jointly identify and implement urban planning measures to safeguard a particular ICH element. These types of entities can help revert institutional silos that can hinder the incorporation of ICH into urban planning by ensuring the timely involvement of stakeholders from the cultural, planning, environmental, financial and other sectors. They can also help promote transparency, objectivity and inclusion in urban planning processes. Furthermore, these entities can facilitate the development of joint proposals to safeguard ICH and inform decision-making.

It is worth noting that proper representation of individuals, communities and associations related to an ICH element can help ensure that the implementation of planning measures to incorporate ICH takes into account the voices of various stakeholders. To that end, participatory tools such as [community-based inventories](https://ich.unesco.org/en/inventorying-intangible-heritage-00080) according to the spirit of the UNESCO 2003 Convention, collaborative cultural mapping and ethnographical approaches, are key and should be considered.

## Tool 2: Identification of intangible cultural heritage elements

To incorporate ICH into urban planning processes, it is essential to identify where ICH practices take place and any urban elements related to the element concerned, and to do so with the involvement of the relevant communities. In many instances, the practice of ICH involves interconnecting locations, as is the case with many trade-related traditions where non-urban areas may be the source of raw materials or other objects important to the production of traditional goods and services assembled and sold in urban centres. In other cases, ICH practices may be long-established and anchored in specific locations in cities, such as spiritual practices associated with places of worship or gastronomic knowledge concentrated in a given district. Furthermore, migrant populations often carry within them living traditions that may be less embedded in a particular place due to unstable living arrangements.

Incorporating ICH into urban planning processes requires the identification and definition of ICH elements in an urban context, with the participation of communities, relevant non-governmental organizations, academic institutions and other stakeholders. Community-based inventories are fundamental, not only to properly identify ICH elements but also to raise awareness of the importance of safeguarding ICH in an urban context and can be a key input for the development of urban plans.

Similarly, cultural mapping, one of the methods recommended by the 2003 Convention when inventorying, is another particularly useful tool in this respect. Its capacity to involve communities in more visual representations of ICH can constitute valuable and efficiently accessible documentation for urban planners familiar with the principles of mapping. Another relevant method is social cartography, also known as ‘collective social mapping’ (UNESCO, 2010). Whichever term is used, the process involves working with community members and integrating the ways they express and construct their social realities and relationships to place in multiple ways that can be efficiently captured through mapping. This type of community-based approach can help inform the identification and documentation of ICH elements and can help foster community participation, which is considered highly relevant for safeguarding ICH in urban contexts.

Every ICH element intended to be included in an urban planning process needs to be properly documented. The following steps and table are intended to help guide the documentation of ICH elements in urban contexts.

* **Step 1:** The name of the element, as used by the community or group concerned, needs to be specified, as well as the physical location of the element, including the country, city and, if applicable, geographical coordinates of where the element is situated (i.e. a specific square, monument or building).
* **Step 2:** The scale of the element needs to be described to help identify the planning scale at which the element can be incorporated. The ‘scale’ of the element refers to the spatial dimension at which the element occurs or is practised, for example, a monument, building, block, square, street, district, neighbourhood or region. The scale is important when it comes to assessing which planning instruments could best support the safeguarding efforts. For example, on the monument, building, block or street scale, a master plan including safeguarding provisions could contribute towards that end, whereas on the district, neighbourhood and regional scales, a district plan may be required.
* **Step 3:** A location map or picture can be added as a visual representation of the spatial context of the ICH element.
* **Step 4:** A description of the element is required, including any relevant spatial and temporal factors (e.g., duration of the ICH element) that may inform an urban plan or action and may need to be taken into account.
* **Step 5**: Any tangible or intangible ICH elements associated with the element concerned, can be described to identify any relationships that may need to be considered in the planning process.
* **Step 6:** The modes of transmission of the element concerned can be described to illustrate the means through which knowledge, skills or practices related to the element are passed. This is particularly important for identifying threats that may impact transmission of the element.
* **Step 7:** The participants involved in the practice of an ICH element need to be identified (e.g., practitioners, performers and bearers), including individuals, groups or organizations and their role in the practice and safeguarding of the element.

The table below is intended to guide the process of identifying an ICH element in an urban context.

Table 1. Identification of intangible cultural heritage elements

|  |  |  |
| --- | --- | --- |
| **Identification of an intangible cultural heritage element** | | |
| **Name of element** |  | |
| **Physical location** | | |
| Country, city |  | |
| Coordinates |  | |
| **Scale of element** |  | |
| Monument |  | |
| Building |  | |
| Block, square or street |  | |
| District or neighbourhood |  | |
| Region |  | |
| *Location map or picture* | | |
| **Short description** |  | |
| **Associated elements** | | |
| Tangible *(if any)* |  | |
| Intangible *(if any)* |  | |
| **Modes of transmission** |  | |
| **Participants** | **Name** | **Role** |
| Participant 1 |  |  |
| Participant 2 |  |  |
| Participant 3 |  |  |

## Tool 3: Analysis of the correspondence of living heritage elements to urban planning structures

It is recommended that the relationship between an ICH element and the urban planning structures described previously, namely the ecological, functional, socioeconomic and historical and built heritage structures are identified. This can help identify all the components of the urban structures that positively or negatively influence the practice of the ICH element, which can then help identify urban planning measures that may contribute to safeguarding it. The following steps are intended to help guide this process.

* **Step 1:** Identify the ecological components that are related to the ICH element and that need to be taken into account in urban planning. These can be biological (flora and fauna) or physical, including the sun, water, soil or climate. In the table below, each component can be marked as “Yes”, if they are related to the ICH element, or “No” if they are not. It is recommended that, for every component related to the ICH element, the rationale regarding how the component influences the practice of the element is explained.
* **Step 2:** Identify the functional components that are related to the ICH element, from the following categories: mobility, including rail, road motorized (e.g., private vehicle, bus), road non-motorized (e.g., cycling, walking), water (e.g., canoes, gondolas), air transport or other relevant categories; public space, such as streets or sidewalks, parks or green areas, plazas or squares or others; public utilities, including electricity, gas, water and sanitation, and communications (e.g., internet, CCTV); and urban facilities linked to daily needs related to education (e.g., schools), health (e.g., hospitals, clinics, older adult services), culture (e.g., museums, theatres, libraries) and recreation. As described previously, in the table below, each component can be marked as ‘yes’ or ‘no’, depending on whether it is related to the element, and an explanation of the rationale of every relationship is recommended.
* **Step 3:** Identify the socioeconomic components related to the ICH element which can be demographic, such as age, if the element is related to an age group; gender, if it is predominantly related to females or males; ethnicity, if it is closely associated with a specific ethnic group and if data is readily available or can be collected; and migration, if the element relates to inward or outward migratory dynamics. Similarly, the socioeconomic components can have an economic dimension, especially if the element relates to a specific income group, is a form of employment or allows for income generation. Any relationships between the ICH element and creative economies can also be identified. As with the previous urban structures, all relevant components can be marked and explained in the table below.
* **Step 4:** Identify whether the element is related to a historical site or a built heritage component, for instance, if it is held or practised in relation to a protected site or area such as a monument, building, block, street, square, neighbourhood or district. It is also important to identify whether the historical site or the built heritage element has a protection or management plan and, if so, whether it contains specific ICH safeguarding provisions.

The table below is intended to guide the process of mapping an ICH element to urban planning structures.

Table 2. Analysis of the correspondence of living heritage elements to urban planning structures

|  |  |  |  |
| --- | --- | --- | --- |
| **Relationship between element and urban planning structures** | | | |
| **Ecological** | | **Y/N** | **Rationale1** |
| Biological | Flora |  |  |
| Fauna |  |  |
| Physical | Sun |  |  |
| Water |  |  |
| Soil |  |  |
| Climate |  |  |
| **Functional** | | **Y/N** | **Rationale** |
| Mobility | Rail |  |  |
| Road motorized |  |  |
| Road non-motorized |  |  |
| Water |  |  |
| Air |  |  |
| Other |  |  |
| Public space | Street/sidewalk |  |  |
| Park/green area |  |  |
| Plaza/square |  |  |
| Other |  |  |
| Public utility | Electricity |  |  |
| Gas |  |  |
| Water/sanitation |  |  |
| Waste management |  |  |
| Communications |  |  |
| Other |  |  |
| Urban facility | Education |  |  |
| Health |  |  |
| Culture |  |  |
| Recreation |  |  |
| Other |  |  |
| **Socioeconomic** | | **Y/N** | **Rationale** |
| Demographic | Age |  |  |
| Gender |  |  |
| Ethnicity |  |  |
| Migration |  |  |
| Rural-urban linkages |  |  |
| Economic | Specific income group |  |  |
| Employment |  |  |
| Income generation |  |  |
| Creative economies |  |  |
| **Built heritage** | | **Y/N** | **Rationale** |
| Scale | Monument |  |  |
| Building |  |  |
| Block, square or street |  |  |
| District or neighbourhood |  |  |

***Rationale:*** *Explain why and how each applicable component of the urban structures relate to or influence (positively or negatively) the ICH element*

## Tool 4: Mapping of threats and benefits concerning the safeguarding of the elements

Mapping the threats to the viability of an ICH element in an urban context, as well as the potential benefits that may result from safeguarding it, can help inform actions that could be taken to ensure the continuity of an ICH practice. The term ‘threats’ refers to any type of process or change in an urban area that may disrupt the viability of the element concerned and that may need to be anticipated and addressed for safeguarding purposes. Accordingly, the term ‘benefits’ refers to positive social, economic, environmental and cultural impacts, among others, that derive from the practice and continuity of an ICH element.

As with previous tools, participation from individuals, communities and associations related to the practice of an ICH element is recommended to ensure that their voices are incorporated into the mapping and analysis of threats and benefits. The following steps are intended to guide and facilitate this process.

* **Step 1:** Review the list of threats provided in the corresponding table below and assess which threats currently affect or may affect the viability of the ICH element concerned if no measures are taken to reduce their impact or the probability of occurrence. The type of threats provided in the table below are not exhaustive and others may be identified.
* **Step 2:** Identify which threats apply to the element concerned, considering both those that may be present at the time of conducting the exercise and those that may arise in the future if nothing is done to prevent them. Each threat can be marked as ‘yes’ if it affects or may affect the element, or ‘no’ if it does not apply. It is recommended to explain why or how each applicable threat affects the viability of the ICH element. It is also suggested that an explanation should be given as to how each applicable threat relates to the urban structures (i.e., ecological, functional, socioeconomic, historical and built heritage), which can help identify the planning domains in which it may be necessary to intervene in order to address the threats identified.
* **Step 3:** Review the list of benefits provided in the corresponding table below and assess which benefits derive or may derive from the ICH element. ICH can play vital roles in promoting sustainable urban development. Therefore, benefits from incorporating ICH into urban plans can be varied and significant, including, for instance, social cohesion and well-being, intergenerational communication, intra- and inter-community tolerance, a sense of identity, protection of local economies, sustainable livelihoods to environmental protection, risk preparedness and urban and rural integration.
* **Step 4:** Identify which benefits result from safeguarding the element concerned, considering those that may already be present at the time of conducting the exercise and those that may result in the future if measures to safeguard an ICH element are implemented. Each benefit can be marked as ‘yes’ or ‘no’ as applicable. It is recommended to explain how each applicable benefit derives from the ICH element and whether there is any association with the urban structures.

Table 3. Threats to the safeguarding of intangible cultural heritage

|  |  |  |
| --- | --- | --- |
| **Threats to ICH element viability** | **Y/N** | **Rationale1** |
| Land-use changes |  |  |
| Destruction of spaces |  |  |
| Rapid urbanization alters ways of living |  |  |
| Migration (inward or outward) |  |  |
| Infrastructural strain |  |  |
| Inadequate housing |  |  |
| Unemployment or low incomes |  |  |
| Industrialization |  |  |
| Lack of public spaces |  |  |
| Consumerism/materialism |  |  |
| New technologies |  |  |
| Globalization (homogenization) |  |  |
| State appropriation of land or land clearing |  |  |
| Climate change and associated natural disasters |  |  |
| Food shortages or unaffordability |  |  |
| Armed conflict and displacement |  |  |
| Other (please specify) |  |  |

1. ***Rationale:*** *Explain why and how each applicable threat may affect or risk an ICH element, and whether and how each threat relates to the urban structures.*

Table 4. Benefits of safeguarding intangible cultural heritage

|  |  |  |
| --- | --- | --- |
| **Benefits of safeguarding ICH element** | **Y/N** | **Rationale1** |
| Social cohesion and well-being |  |  |
| Informal social support structures |  |  |
| Intergenerational communication |  |  |
| Sense of identity |  |  |
| Intra- and inter-community tolerance |  |  |
| Protection of local economies |  |  |
| Sustainable livelihoods |  |  |
| Urban rehabilitation |  |  |
| Environmental protection |  |  |
| Urban-rural integration |  |  |
| Risk preparedness |  |  |
| Other (please specify) |  |  |

1. ***Rationale:*** *Explain why and how each applicable benefit results or may result from safeguarding the ICH element, and whether and how each threat relates to the urban structures.*

## Tool 5: Identification of safeguarding measures for living heritage elements

This tool refers to the process of identifying strategic actions or measures, from an urban planning perspective, that may contribute towards safeguarding an ICH element by addressing the threats to its viability and by enabling or maximizing its benefits. This tool is thus intended to help planners and decision makers find practical ways to incorporate ICH into urban planning. The following types of strategic actions provide a high-level framework for urban planners to identify ways in which planning can contribute towards safeguarding an element.

Table 5. Type of actions for safeguarding intangible cultural heritage

|  |  |
| --- | --- |
| **Type of action** | **Description** |
| **Provide** | Refers to an action intended to deliver an urban component, as it relates to the urban structures, that does not exist at the present time and is required to help address a threat or maximize a benefit of an ICH element. For example, providing new public spaces, new walkable areas or new cultural facilities; providing financial support or incentives for the practice of an element or maintaining built heritage; or creating a new regulatory instrument for safeguarding ICH. |
| **Preserve** | Denotes an action meant to secure an urban component that exists and works well in terms of safeguarding an ICH element but that may be threatened if no measures are taken. For instance, preserving a river or lake where an element is practised; preserving ethnic factors that allow an element to thrive; preserving rural-urban linkages and local economies that contribute towards safeguarding ICH; or preserving built heritage through preservation zoning and land-use controls. |
| **Enhance** | Indicates an action intended to strengthen an urban component that exists but could be improved or strengthened to better contribute towards safeguarding ICH. For example, enhancing the emergence of creative economies in a historic district through incentive zoning; enhancing a cultural district through land-use controls or financial support; or enhancing festive events by improving the physical conditions of an existing public space. |
| **Adjust** | Refers to an action meant to change certain characteristics of an urban component that exists but does not work well in terms of safeguarding an ICH element. In other words, that adjustments are required to mitigate a potential threat and maximize the benefits of an element. For instance, pedestrianizing a street, repurposing an existing building or updating current permitted land uses in a given area. |

The strategic actions should help address the threats identified previously and relate to a particular component of the urban structures. The identification of the most appropriate actions can be informed through the implementation of cultural heritage impact assessments beforehand, which can also serve to inform urban plans.

The following process is recommended for identifying planning actions:

* **Step 1:** Specify the most pressing threats to the viability of the ICH element.
* **Step 2:** Specify the urban structures that more closely relate to each threat. This should help inform the type of actions that could be taken to mitigate a particular threat (e.g., actions related to the ecological structure of a city).
* **Step 3:** The relevant planning scale at which a strategic action could be implemented can be specified to help inform which planning instruments can best contribute towards safeguarding an ICH element. For example, a master plan with specific safeguarding provisions may be relevant at the monument or building scale, whereas a district or a comprehensive plan may be more pertinent for larger-scale actions such as preserving a riverbank or lake where an ICH element is practised. It is worth noting that each action could be incorporated into multiple planning instruments (e.g., a master plan or district plan) depending on the local planning, regulatory and institutional frameworks.
* **Step 4:** Describe all the strategic actions required to mitigate the threats to the ICH element concerned (multiple actions per threat may be required). Start by specifying the type of strategic action from the four categories described earlier (i.e., provide, preserve, enhance or adjust) and describe what each action consists of, including any relevant spatial, regulatory, institutional or financial aspects.
* **Step 5:** Identify the expected benefit that may result from implementing a strategic action. The list of benefits included previously can help inform this step.

Table 6. Strategic actions for safeguarding an intangible cultural heritage element

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
|  | **Strategic actions for safeguarding** | | | | | | |
| **Threat1** | |  | **Strategic actions4** | | | | **Expected direct benefit5** |
| # | Urban structure2 | Scale3 | Type | Description |
|  | | 1 |  |  |  |  |  |
| 2 |  |  |  |  |  |
| 3 |  |  |  |  |  |
|  | | 4 |  |  |  |  |  |
| 5 |  |  |  |  |  |
| 6 |  |  |  |  |  |
|  | | 7 |  |  |  |  |  |
| 8 |  |  |  |  |  |
| 9 |  |  |  |  |  |

1. ***Threat:*** *Using the previous tool, identify the threats that could risk the viability of the element.*
2. ***Urban structures:*** *Relate each threat to the applicable urban structure: ecological (biological and physical components); functional (transportation/mobility, public spaces public utilities/services, urban facilities); and socioeconomic (demographic and economic factors).*
3. ***Scale:*** *Identify the relevant planning scale at which each threat to the ICH element could be addressed: monument, building, block, square, street, district, neighbourhood or region.*
4. ***Strategic actions:*** *Describe the type of actions that could be implemented to help safeguard the ICH element from an urban planning perspective by mitigating the threats identified. The type of actions can include providing something that is currently lacking, preserving something that exists and works well, enhancing something that exists but can be improved or adjusting something that exists but needs change.*
5. ***Expected direct benefit:*** *Using the previous tool,**relate each strategic action to the benefits that may result from advancing each strategic action.*

## Tool 6: Identification of urban planning mechanisms to safeguard living heritage elements

This tool consists of identifying the type of mechanisms or measures that could help realize the strategic actions identified using the previous tools. These mechanisms or measures may be ‘sectoral’ in nature, meaning that they can be physical, legal or financial and can be deployed to advance a particular strategic action to safeguard an ICH element. Similarly, they can be ‘cross-cutting’, meaning that they can accompany other sectoral mechanisms or measures to facilitate the implementation of safeguarding actions. The recommended cross-cutting mechanisms or measures include social participation, multilevel and multisectoral coordination and technical assistance programmes. Neither the sectoral nor cross-cutting mechanisms or measures included here are considered exhaustive and others may therefore be identified.

In this context, each action must be implemented through both sectoral and cross-cutting processes (see diagram below) to ensure proper technical standards and the effective involvement of key stakeholders. Therefore, advancing a specific action to safeguard an ICH element may require the combination of multiple tools or mechanisms.

The implementation of a safeguarding action may have an impact on the socio-economic structure (e.g., demographic and economic factors) of a city or urban area. For example, a physical intervention may be designed to safeguard an ICH element practised by a certain age group or gender; financial incentives can be designed to foster local economies and create or protect livelihoods; and a subsidy programme could be implemented to support a specific rural-urban link or income-generating cultural activity. In this regard, demographic and economic components can help inform the selection and implementation of the proper mechanisms or measures to safeguard an ICH element.

Figure. Mechanisms or measures to incorporate ICH in urban planning processes

Interfaz de usuario gráfica, Texto

Descripción generada automáticamente

The recommended sectoral mechanisms or measures, informed by the detailed review of technical documents such as urban plans and case studies, are as follows:

Table 7. Sectoral mechanisms or measures to integrate ICH in urban planning

|  |  |  |
| --- | --- | --- |
| **Type** | **Mechanism** | **Description** |
| **Physical** | Interventions pertaining the ecological structure | Physical interventions related to any component of the ecological structure, including flora, fauna and others. For example, reforestation of endemic flora that contributes towards the identity of a community; cleaning a river where an ICH element occurs; or soil improvement to enhance traditional agricultural practices. |
| Interventions pertaining the functional structure | Physical interventions related to any component of the functional structure, including mobility, public spaces and urban utilities and facilities. Examples include the construction of new public spaces and the introduction of street lighting or pedestrianization of a street to enhance cultural practices in a given area. |
| **Legal** | Zoning | Tool that cities use to partition a region, city, district or neighbourhood into spatial zones reserved for different land uses which are represented in a map or plan. Zoning can establish primary uses (e.g., residential, commercial, industrial) and secondary uses (e.g., luxury housing, social housing, worker housing). Zoning can help delimit geographical areas with significant ICH value that require specific safeguarding measures. |
| Zoning code | Tool that cities use to determine what can be built and where, including regulating the shape (e.g., height, lot coverage, etc.) and intensity (e.g., density, floor areas, etc.) of buildings for all land uses, as well as compatibility among land uses. Zoning codes can help establish land-use and building guidelines for the preservation of built heritage to ensure the continuity of a cultural practice linked to a place. |
| Other relevant codes or regulations | Any other legal code or regulation that can facilitate, or hinder ICH if they are not considered for better alignment of the desired safeguarding outcomes. These can include codes and regulations related, for instance, to transportation, fire safety and food safety. |
| **Financial** | Public financing | Any means of finance through public sector sources, including, for example, direct public financing or subsidization intended to enhance the viability of an ICH element (e.g., festive events, traditional crafts). |
| Financial incentives | Any mechanism that the government may use to entice a private sector stakeholder to provide a public good by offering incentives (e.g., fiscal, regulatory) that can contribute towards the viability of an intervention or investment. For example, tax deductions to incentivize private investment in repairing and maintaining heritage buildings. Incentives can also help to safeguard specific practices such as the use of traditional local construction materials by providing more favourable fiscal or regulatory conditions. |
| Private financing | Any means of finance through the private sector, including direct investment, loans and guarantees for interventions that can contribute towards safeguarding ICH (e.g., opening a private museum or a traditional business). |

The following cross-cutting mechanisms are recommended to complement the implementation of safeguarding measures from an urban planning perspective.

Table 8. Cross-cutting tools

|  |  |  |
| --- | --- | --- |
| **Type** | **Mechanism** | **Description** |
| **Cross-cutting** | Social participation processes | The involvement of an individual or group in activities that provide interaction with others in the society or community and, in this case, intended to involve relevant stakeholders in the planning, design and implementation of specific safeguarding interventions (e.g., the design and construction of a new public space, the redesign of a street to facilitate a cultural practice, the preparation of a district plan). |
| Multilevel and multisectoral coordination entities | Multilevel coordination (i.e., vertical coordination) refers to the interplay between relevant levels of government (e.g., federal, regional, municipal) when designing, planning and implementing a plan or policy. Multisectoral coordination (i.e., horizontal coordination) refers to the interplay of relevant ministries or departments (e.g., finance, environment, planning, culture, tourism) from the same level of government that need to be involved in safeguarding interventions (e.g., the design of a subsidy programme to safeguard an ICH element). Coordination mechanisms may include steering committees and working groups. |
| Technical assistance programmes | Programmes that provide specialized and targeted technical support to an individual, a group or an organization to facilitate, in this case, the preparation and execution of a project or intervention aimed at safeguarding an ICH element (e.g., assistance to help safeguard traditional crafts). |

The following process is recommended for identifying the type of mechanisms that can be used to implement the strategic actions identified using the aforementioned tool.

* **Step 1:** Include each strategic action identified using the aforementioned tool that could help mitigate the threats to an ICH element or that could maximize the benefits deriving from the practice of an element (see table below).
* **Step 2:** Specify the type of sectoral mechanisms proposed to advance each strategic action. As mentioned, these could be physical (e.g., related to the ecological or functional structure of a city), legal (e.g., zoning and zoning code and other regulations) or financial (e.g., public, private and other incentives). Describe how each mechanism is intended to be used to mitigate the threats to the ICH element concerned and what the implementation process would consist of. It is also recommended to specify any relevant relationships that may exist with a demographic (e.g., a specific age, ethnic or migrant group) or economic (e.g., income generation) component. The cross-cutting mechanisms (e.g., social participation, multilevel/sectoral coordination, and technical assistance) that could accompany the implementation of each sectoral mechanism identified should also be specified. For example, cleaning a river may require technical assistance from environmental experts, updating a zoning plan may require active participation from communities and creating a subsidy programme may demand effective coordination between various public departments.

Table 9. Planning mechanisms

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Planning mechanisms** | | | | | |
| **Strategic action1** | | **Sectoral mechanism2** | **Description3** | **Cross-cutting mechanism4** | **Description5** |
| 1 |  |  |  |  |  |
| 2 |  |  |  |  |  |
| 3 |  |  |  |  |  |
| 4 |  |  |  |  |  |
| 5 |  |  |  |  |  |
| 6 |  |  |  |  |  |
| 7 |  |  |  |  |  |
| 8 |  |  |  |  |  |
| 9 |  |  |  |  |  |

1. ***Strategic action:*** *All the actions identified using the aforementioned tool that could help mitigate the threats to an ICH element or maximize its benefits.*
2. ***Sectoral mechanism:*** *Physical (interventions related to ecological or functional structures); legal (zoning; zoning code; other codes or regulations); and financial (public, e.g., direct investment, subsidy; incentives, e.g., tax deductions; or private, e.g., direct private investment, PPPs).*
3. ***Description:*** *Narrative explanation of the type of sectoral mechanisms that could be used to advance each strategic action to safeguard an ICH element through urban planning and how. For each action, multiple mechanisms may be considered.*
4. ***Cross-cutting mechanism:*** *Social**participation, multilevel/sectoral coordination and technical assistance programmes.*
5. ***Description:*** *Narrative explanation of the cross-cutting mechanisms that can help inform and implement each sectoral mechanism previously identified.*

## Tool 7: Summary of actions to safeguard living heritage elements through urban planning

This last tool consists of a summary of the action path that will be taken to help safeguard an ICH element through urban planning. The summary should be brief and concise and lay out the tools and steps that will be taken to implement strategic safeguarding actions and how ICH is intended to be incorporated into urban planning processes. It is recommended to include a summary of the roles and responsibilities of key stakeholders and a chronological indication of the way forward: for example, preparing a new master plan or district plan to incorporate the identified strategic actions or updating a comprehensive plan to incorporate ICH into a city’s urban development regulations.