

9(2)(a)

From: 9(2)(a)
Sent: Tuesday, 30 October 2012 4:13 p.m.
To: 9(2)(a)
Subject: Travel to Brisbane

Hi 9(2)(a)

Can you please look into travel for me to accompany 9(2)(a) he for his meeting with 9(2)(a) in Brisbane on Dec 3.

9(2)(a) booked on NZ 7913 leaving Wellington direct to Brisbane the morning of 3 Dec, ideally I'd be on the same flight. If there is a return flight in the evening that day that isn't too hideous, I could theoretically make it up there and back in the same day. If I need to stay overnight the meeting is at the Marriot Hotel in Brisbane so would make sense to stay there.

Cheers
9(2)(a).

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MEMORANDUM

TO: Katherine Baxter / Lewis Holden

FROM: Ralph Johnson

DATE: 14 August 2012

SUBJECT: **REQUEST FOR OVERSEAS TRAVEL APPROVAL TO ATTEND UNESCO INTERNATIONAL TRAINING COURSE ON DISASTER RISK MANAGEMENT OF CULTURE AND HERITAGE (5 SEPTEMBER – 26 SEPTEMBER)**

Purpose

This memo notes that ^{9(2)(a)} from the Ministry's Heritage Policy team has been selected to attend an international training course on disaster risk management of cultural heritage to be held in Kyoto, Japan in September 2012. It seeks your agreement to support ^{9(2)(a)} course and travel costs. Details of the course and acceptance letter are attached.

Background

Since 2005 the United Nations Education, Scientific, Cultural Organisation (UNESCO) has been leading international research and training in cultural heritage risk management and disaster mitigation.

In 2012 UNESCO is hosting an international training course on Disaster Risk Management of Cultural Heritage. The course will be held over two weeks (from 8 to 22 September) in Kyoto, Japan. It focuses on providing participants with a range of principles and practical tools to:

- undertake disaster risk assessment of cultural heritage
- build integrated systems to mitigate and manage disaster risks
- design disaster risk management plans for cultural heritage

Relevance to Ministry work

The course provides a specialised and technical training opportunity that is highly relevant to the work of the Ministry. As part of the Ministry's Heritage Policy team ^{9(2)(a)}'s closely involved in policy work on rebuilding and strengthening cultural heritage in Christchurch. She also leads policy work on the wider review of the strengthening of heritage buildings across New Zealand in the wake of the Christchurch earthquakes. I consider the training will directly benefit her and the Ministry in a priority area of our policy work.

Costs

The total estimated costs of NZ\$3,560.00 would include:

- course fees of US\$1,200 (\$1500 NZD) (inclusive of accommodation and most meals) – this would be funded through the Ministry's staff development funds held by HR
- airfares: Wellington – Auckland – Osaka, Tokyo – Auckland – Wellington, \$1563
- Domestic travel costs within Japan (including rail travel between Kyoto, Osaka and Tokyo), approximately \$500

Recommendation

It is recommended that you **agree** to support ^{9(2)(a)} course and travel costs to attend the international training course on disaster risk management of cultural heritage to be held in Kyoto, Japan.



Ralph Johnson
Manager, Heritage Policy



Approved/Not Approved



Katherine Baxter
DCE/Cultural Policy Branch Manager

Approved/Not Approved



Lewis Holden
Chief Executive

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Rits-DMUCH
Research Center for Disaster Mitigation of Urban Cultural Heritage,
Ritsumeikan University, Kyoto, Japan

Ritsumeikan University, Research Center for Disaster Mitigation of Urban Cultural Heritage
UNESCO Chair Program on Cultural Heritage and Risk Management
International Training Course on
Disaster Risk Management of Cultural Heritage 2012

Background:

Disasters and Cultural Heritage in Historic Areas

Historic areas with settlements and their surrounding landscape are irreplaceable and highly complex cultural resources that have evolved over time and contain various heritage components such as traditional housing, urban spaces, ecological features and intangible components such as rituals and social activities that have sustained these areas for generations.

However these historic areas are becoming increasingly fragile due to unprecedented transformation processes that have posed grave risks to their heritage values and have increased their vulnerability to natural hazards such as earthquakes, landslides and floods.

Several catastrophic disasters in recent years such as Mumbai floods of 2005, Hurricane Katrina affecting New Orleans in 2005, Christchurch, Haiti and Chile Earthquakes of 2010 and recent Great East Japan Earthquake and Tsunami and Thailand Floods in 2011 have caused extensive damage to rich cultural heritage located in these areas.

Post disaster recovery of cultural heritage is an extremely difficult and long process that involves not only repair and restoration but also revival and recreation of tangible and intangible heritage that is closely connected to peoples' lives. However at the same time, it is also an opportunity to reduce risks of future disasters by putting in place mitigation measures at policy, planning and technological levels through an integrated approach aimed at comprehensive risk management and sustainable development of historic areas. Moreover these should effectively engage various stakeholders at the city, national, regional as well as international levels for protecting cultural heritage in historic

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areas during such catastrophic situations in the future. This would be the best way for protecting cultural heritage for present and future generations.

Considering these issues and rich lessons from long term recovery of the Great Hanshin Awaji (Kobe) Earthquake of 1995 and the Great East Japan Earthquake and Tsunami of 2011, the theme of the 7th UNESCO Chair International Training Course on Disaster Management of Cultural Heritage would be **'From Recovery to Risk Reduction for Sustainability of Historic Areas'**

Background of UNESCO Chair Training Programme

A thematic meeting on Cultural Heritage Risk Management was held in Kobe, Japan, in January 2005, as part of the World Conference on Disaster Reduction (WCDR). The meeting adopted a declaration that recognized the close relationship between the protection of cultural heritage and socio-economic development.

In response to the recommendations of the Conference, Rits DMUCH has been acting as a focal point for organizing international research, training and information network in the field of cultural heritage risk management and disaster mitigation.

The past training courses have been attended by participants from Indonesia, Korea, China and the Philippines from East Asia; India, Pakistan, Bangladesh, Nepal and Bhutan from South Asia; Iran and Turkey from the Middle East; Kenya and Uganda from Africa; Peru, Jamaica, Colombia and Mexico from South and Central America; Palau from Oceania; and Serbia and Moldova from Europe.

Objective:

The main objective of the course is to provide an overview of the various aspects of disaster risk management of cultural heritage. In particular, the course provides interdisciplinary training for mid-career professionals to:

- ✓ Undertake an integrated risk assessment by analyzing the vulnerability of cultural heritage to disasters risks;
- ✓ Build an integrated system for disaster risk management of cultural heritage,

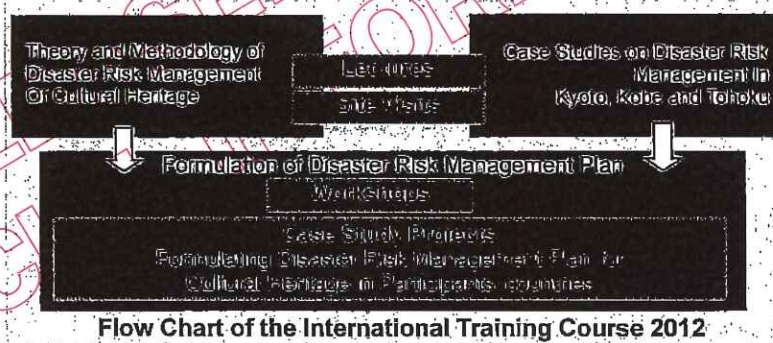


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- incorporating mitigation, preparedness, response and recovery measures;
- ✓ Formulate risk management plans for cultural heritage that correspond to the urban and regional disaster management plans and policies; and
- ✓ Establish an international scientific support network for risk management of cultural heritage in order to build the institutional capacity needed to formulate comprehensive risk management plans that are based on the characteristics of cultural heritage and nature of hazards in the regional context.

Structure of the Course:

The training course would include classroom lectures, field based learning through site visits and practical demonstrations at the World Heritage Sites of Kyoto and Kobe, workshops, team projects, discussions and individual/group presentations.



The participants are supposed to work in multidisciplinary teams to learn the principles and practical know-how for balancing disaster management measures with those needed for conserving the values of cultural heritage. These would help towards disaster risk management of cultural heritage sites by taking into consideration the nature of cultural heritage and the socio-economic and institutional context of respective countries of participants.

During the course, Rits DMUCH will also provide various kinds of academic support to the participants to help them develop risk management plans for cultural heritage in their own countries. Therefore each participant will select one cultural heritage site in his/her respective country before attending the course.

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Rits-DMUCH Research Center for Disaster Mitigation of Urban Cultural Heritage, Ritsumeikan University
58 Komatsubarakita-machi, Kyo-to-ku, Kyoto, 603-8341 Japan / Tel:+81-75-467-8801, Fax:+81-75-467-8825

17 July 2012

9(2)(a)

Policy Adviser – Heritage Ministry for Culture and Heritage
Wellington, New Zealand

Subject: Notification of the Selection Result

It is our great pleasure to inform you that your application for participation in the International Training Course on Disaster Risk Management of Cultural Heritage 2012 (UNESCO Chair Programme on Cultural Heritage and Risk Management) has been accepted.

Accordingly, we would like to welcome you as one of the participants in the International Training Course 2012 that will be held in Kyoto from 8 to 22 September 2012. If you could accept and confirm your participation in the International Training Course 2012, please sign on the Agreement for Participation attached herewith and send it to dmuchitc@st.ritsumei.ac.jp no later than 20 July 2012.

General information on logistics and other matters regarding your participation in the Training Course will be sent to you in the near future.

We look forward to receiving your acceptance and seeing you in Japan.

Yours Sincerely,

9(2)(a)

9(2)(a)

UNESCO Chairholder Professor
Research Center for Disaster Mitigation of Urban Cultural Heritage
Ritsumeikan University (Rits-DMUCH)
Kyoto, JAPAN

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**AGREEMENT FOR PARTICIPATION IN
UNESCO Chair on Cultural Heritage and Risk Management
'International Training Course on Disaster Risk Management of Cultural Heritage 2012'**

Name of Participant: _____ 9(2)(a) _____

Name of Institution/ Organization: _____ Ministry for Culture and Heritage _____

As a participant of the International Training Course on Disaster Risk Management of Cultural Heritage 2012 being held in Japan from 8 to 22 September 2012 (hereinafter "the Course"), I hereby agree to the following:

1. I agree to actively participate in all the activities including lectures, site visits, workshops, field works, discussion, team projects and individual/group presentations as scheduled in the timetable of the Course.
2. I will complete the designated period of the Course. Any early withdrawal from the Course, whether by my own decision or as a consequence of disenrollment, will result in the loss of course certification.
3. I agree that, in order to achieve the objectives of the Course, I will perform good teamwork, follow the instruction of the organizer, the Research Center for Disaster Mitigation of Urban Cultural Heritage, Ritsumeikan University and not do anything, which may disturb the procedure of the Course.
4. I acknowledge that I bear full responsibility for any personal injury or illness, accident, risk, loss, or property damage that may be sustained by me in connection with my participation in the Course.

Acknowledgement by Participant:

I, 9(2)(a) _____ have understood the statements above and execute this agreement voluntarily and with full knowledge of its significance.

9(2)(a) _____
Participant's Signature

19 July 2012
Date

✧ Please send the filled-in Agreement for Participation with your signature to dmuchitc@st.ritsumei.ac.jp by 20 July, 2012.



Accommodation booking confirmation

Thank you for booking with Wotif.com. These booking details will also be emailed to you. Please take this page or the confirmation email to present when you check in. You will also need to present a valid credit card to cover incidentals during your stay, and have current photo ID when you check in. The hotel will take a copy of your photo ID and retain this to give to your credit card provider in the case of a payment dispute.

Wotif.com Pty Ltd
 ABN 81 092 257 504
 Wotif confirmation number: 9(2)(a)

Airport Gateway Hotel - DOUBLE ROOM
 206 Kirkbride Road, Auckland 1701 AUCKLAND REGION
 Phone: +64 9 275 4079

Booked by - 9(2)(a)
 Email: v 9(2)(a)
 Phone: 04 9(2)(a)
 ETA: 2000
 Rooms Booked: 1
 Comments: Adults:1, Children:0

Room	Date	Rate	Inclusions
Adults: 1 Checking In Bedding: 1 double and 1 single	9(2)(a) 1 1 Wed 05 Sep	\$79.00	Free Internet card 20Mins.FREE airport transfer. If you drive, park your car FREE at our carpark(upto 14 day)

\$79.00	Subtotal	
\$5.00	Card fee	
\$84.00	Tax inclusive total	Paid by credit card: \$84.00

A non-refundable card fee of \$5.00 (New Zealand Dollars) applies to each booking (except those paid in full with gift vouchers). This covers payment handling costs, including merchant service fees. Additional surcharge applies for American Express and Diners Club (which will be displayed if selected). A \$25.00 (New Zealand Dollars) administration charge applies to each booking change or cancellation.

Cancellations or changes to bookings for this room must be made at least 24 hours prior to the check in date and time or you will be charged the full amount of the first changed or cancelled night.

Need to cancel or change your booking? Please check the cancellation policy above and contact Wotif.com as soon as possible.

Getting There	On leaving Auckland Airport, turn left at the third set of traffic lights into Kirkbride Road. The Gateway Hotel is second hotel on your right.
Check In	1400hrs
Check Out	1000hrs



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International Travel Approval Memo to the Chief Executive

To	Ronald Milne, Acting Chief Executive
From	Neill Atkinson, Chief Historian
Date	17 January 2013
Subject	9(2)(a) Travel to Canada for a history conference
Copies to	Sarah Hardy, Manager, Finance and Strategic Planning 9(2)(a), Adviser, Procurement and Facilities (travel insurance documentation)
Attachments	

Purpose

- 1 This memo seeks approval for Ministry historian Dr 9(2)(a) to attend the 2013 Native American and Indigenous Studies Association (NAISA) Conference in Saskatoon, Canada (13–15 June), where he will be presenting a paper as part of an international panel of historians.

Background

2 Purpose

In October 2012 9(2)(a) was invited to join a group of historians from the US, Canada and Australia who were organising a panel on Indigenous military service history to present at the NAISA Conference hosted by the University of Saskatchewan in June this year. His contribution was to be on Māori soldiers in the two world wars and how their war service has influenced the status of Māori in New Zealand. Earlier this month (January) we received confirmation from the president of the NAISA Council that the panel abstract has been accepted.

3 Business benefits

The panellists include Drs '9(2)(a)' (St. Jerome's University), 9(2)(a) Colorado Mesa University), 9(2)(a) (University of the Fraser Valley) and 9(2)(a) (Australian Catholic University). Together the panel intends to discuss the evolving roles of indigenous military service personnel in the 20th century. We will focus on the ways and reasons why settler governments employed indigenous servicemen and women, while concurrently examining how military service has empowered First Nations ex-service personnel. The panel will also analyse the centrality of memory and commemorations of indigenous service - both among indigenous and non-indigenous communities - and how military service has contributed to reconciliation and improved settler-indigenous relations in the respective societies.

Considering the international standing of these indigenous / military historians, there are advantages for the Ministry, through our own historians, to develop on-going relationships with them. Also, given the upcoming First World War Centenary commemorations, 9(2)(a) role on the WW1 Centenary Panel and our planned publications around New Zealand's involvement in the First World War, closer connections with military historians and other academics in Australia, Canada and the US will be valuable. The conference presents an opportunity to share information about each country's commemoration and historical publication plans.

The conference itself is significant. First gathered in 2007 and incorporated in 2009, NAISA is the premiere international and interdisciplinary professional gathering for scholars, researchers, and community members interested in Indigenous Studies. Their annual meetings have grown from about 350 attendees in 2007, to 850+ at the recent 2012 meeting.

4 Timeframe

12 – 20 June 2013. These dates include one weekend.

5 Itinerary

Summary

Date		Location	Business conducted
From	To		
13 June 2013	15 June 2013	Canada	Conference

Airfares

Date of	From	To	Time	Airline	Class of	Cost
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travel					travel	
12 June 13	Gisborne	Auckland	5.15 pm	AirNZ	Economy	\$83
12 June 13	Auckland	Saskatoon	8.00 pm	AirNZ	Economy	\$1258.5
18 June 13	Saskatoon	Auckland	12.15 pm	AirNZ	Economy	\$1258.5
20 June 13	Auckland	Gisborne	7.45 am	AirNZ	Economy	\$83

Accommodation

Location	Date		Name of Hotel/Motel	Stay privately Y/N	Cost
	In	Out			
Saskatoon	12 Jun 13	18 Jun 13	Hilton Garden Downtown	N	\$1,269.54

Other

nil

Personal travel

nil

6 Cost of proposal

Category	Estimated cost	Costs to be paid by MCH? Y / N (if no, please specify)	Charge code
Airfares	\$2,683	Y	20-210-2353-HS03
Accommodation	\$1,269	Y	20-210-2355-HS03
Rental car hire	nil	Y	
Meals / expenses	\$720	Y	20-210-2355-HS03
Conference / training costs	\$250	Y	20-210-2470-HS03

Other - bus/taxi	\$250	Y	20-210-2355- HS03
TOTAL	\$5,172		

It is proposed that all of these costs be recovered from the Ministry's War History Trust (NB: this is consistent with 9(2)(c) salary and other project costs for his WW1 historian role in 2013-15, which are all being recovered from the Trust).

Recommendations

- 7 I recommend that you approve 9(2)(c) ...'s travel to Canada to participate in this conference.



Neill Atkinson
Chief Historian

Approved / Not Approved



Ronald Milne
Acting Chief Executive

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International Travel Approval Memo to the Chief Executive

To	Lewis Holden, Chief Executive
From	Neill Atkinson, Chief Historian
Date	28 May 2013
Subject	9(2)(a) travel to Turkey for Joint Archaeological Survey of Gallipoli Batt
Copies to	Ronald Milne, Manager, Heritage Services Branch Sarah Hardy, Manager, Finance and Strategic Planning 9(2)(a), Adviser, Procurement and Facilities (travel insurance documentation)
Attachments	

Note MFAT
paid for this
trip

Purpose

- 1 The History Group seeks approval for 9(2)(a) to travel to Turkey to take part in the Joint Historical and Archaeological Survey (JHAS) of the Ari Burnu (Anzac) battlefield with Australian and Turkish representatives in September–October 2013. This will be the fourth annual session of the survey.

Background

- 2 This project originated in the furore that arose in 2005 over Turkish efforts to improve roading at the Anzac site at Gallipoli in advance of the 90th anniversary commemoration. The existing roads were quite insufficient to handle the very large numbers expected to visit the site for Anzac Day 2005. There were concerns, especially in Australia, that the changes were adversely affecting the battlefield, and disturbing the bones of the dead. However, as the project has evolved, it has come to be seen as a centenary project, focusing on 2015 rather than on the roading question.
- 3 In October 2009 9(2)(a) on visited Turkey to represent New Zealand in discussions over undertaking a Joint Historical/Archaeological Survey of the Anzac Battlefield. The first field session of the JHAS was held in October 2010 and the second and third in September 2011 and September 2012 respectively, with the focus on the area from Lone Pine to The Nek. This stretch of the line is relevant to all three countries and is at greatest risk from any future road works.
- 4 Currently General Editor (War History) at the Ministry, 9(2)(a) is retiring as a permanent employee of the Ministry on 31 May 2013. The Ministry will engage Ian under a casual employment contract from 1 September 2013 to represent

New Zealand in the next session of the JHAS in September–October 2013, as well as completing several other First World War-related projects – this employment arrangement has been approved by the Heritage Services Branch Manager. Given the established relationships (2)(a) has built up with his Australian and Turkish colleagues, and the bureaucratic complexities of organising the JHAS, it is considered essential that he continue his involvement.

Business benefits

- 5 Although this project originated with MFAT, there are benefits to the Ministry for Culture and Heritage in our involvement, especially with the First World War Centenary approaching. Apart from producing detailed maps of the Anzac battlefield and recovering relics for deposit in the Canakkale museum, the project now aims to produce an exhibition and an illustrated book to be published by Cambridge University Press in 2015. (2)(c) will contribute New Zealand content to this (Australian-led) book, which will also acknowledge the Ministry's contribution to the Survey.

Timeframe

- 6 The agreed dates for this year's session of the JHAS are 9 September to 6 October 2013.

Cost of proposal

- 7 On the basis of (2)(a) involvement last year, his participation in this new session has been estimated approximately as:

Air fares	\$4000
Hotel	\$2500
Meals	\$500
Incidental	\$200
TOTAL	\$7200

The project dates require 27 nights at Gallipoli. The Australians, who will book (2)(a) with them, are proposing that the party again stay at Gallipoli Houses, which is very close to the ANZAC battlefield. (2)(a) has also provided for the requirement to stay overnight in an airport hotel at Istanbul on the way in and out. He has made no provision for internal transport because he believes the Australians will allow him to travel with them in their mini-van.

Funding

- 8 Agreement was reached in 2011 that MFAT and MCH will fund ^{9(2)(a)} involvement alternately over the four years until 2015. MFAT met the expenses of ^{9(2)(a)} involvement in 2011, MCH in 2012, and it is MFAT's turn again this year. **While the Ministry will arrange ^{9(2)(a)} travel, it is expected that all his costs will be recovered from MFAT.**

Recommendations

- 9 I recommend that you approve ^{9(2)(a)} travel to Turkey to participate in the 2013 session of the JHAS.



Neill Atkinson
Chief Historian

Approved / Not Approved



Lewis Holden
Chief Executive

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