



Association of Professional Heritage Practitioners

MINUTES OF THE APHP  
EXCO MEETING  
HELD ON  
11 APRIL 2024  
at 16h00  
via Zoom Conference Call

1.	<b>Present:</b> William Martinson (WM), Jonathan Stone (JS), David Gibbs (DG) Ex-Officio: Gavin McLachlan (GM), Richard Hill (RH) Secretary: Grace Martinson (GVM)	Action
2.	<b>Apologies:</b> Yasmin Mayat (YM), Dorelle Sapere (DS), Elwyn Harlech-Jones (EHJ).	
3.	<b>Opening and welcome</b> WM welcomed all and noted apologies. Noted no quorum present. (There are currently 6 ExCo members; Constitution requires a quorum of half plus one, i.e. 4 ExCo Members)	
4.	<b>Approval of the minutes</b> of the previous meetings: <ul style="list-style-type: none"><li>- 1 February 2024</li><li>- 29 February 2024</li></ul> Approval of Minutes: JS proposed; WM seconded. Due to no quorum present, minutes would be circulated to other EXCO members via email.	GVM
5.	<b>Matters arising</b> from the minutes of the previous meeting <ul style="list-style-type: none"><li>- Noted as per portfolios on the agenda.</li></ul>	
6.	<b>Professionalisation</b> (EHJ/GM/RH) <ul style="list-style-type: none"><li>• RH noted that DG was going to get hold of Ben Maswinga about the proposed meeting that Ben promised in March 2024. DG stated that an email from Ben had been received stating that Ben would provide a date by the end of April 2024 for a meeting between SAHRA and APHP. RH noted that it would be beneficial to have the meeting before the APHP AGM on the 23rd of May 2024.</li><li>• WM noted for the record that a letter was sent to all members on the 10 March 2024 at 08h07, subject "APHP Status Update on Professionalisation"</li></ul>	
7.	<b>Transformation - DS</b> <ul style="list-style-type: none"><li>• Apology received.</li><li>• DG noted that Quahnita Samie may reconsider her position on APHP and that she is a champion of Transformation.</li></ul>	



	<ul style="list-style-type: none"><li>RH noted that Quahnita Samie was previously a candidate member but because she has many years of experience she could be considered for registration under the Recognition of Prior Learning category as a PHP.</li></ul>																																																																																																																									
8.	<p><b>Finances - WM</b></p> <ul style="list-style-type: none"><li>WM presented the Trial Balance as at 31 March 2024( reconciled to the bank statement and pasted in below.</li></ul> <p><b>Trial Balance</b></p> <p><b>APHP</b></p> <p><b>As at 31 March 2024</b></p> <table><tr><th>ACCOUNT CODE</th><th>ACCOUNT</th><th>ACCOUNT TYPE</th><th>DEBIT - YEAR TO DATE</th><th>CREDIT - YEAR TO DATE</th><th>31 MAR 2023</th></tr><tr><td>200</td><td>Revenue_Member_Professional</td><td>Revenue</td><td></td><td>78,730.75</td><td>(76,876.00)</td></tr><tr><td>220</td><td>Revenue_Member_Candidate</td><td>Revenue</td><td></td><td>10,320.00</td><td>(12,112.50)</td></tr><tr><td>230</td><td>Revenue_Member_Associate</td><td>Revenue</td><td></td><td>3,800.00</td><td>(2,520.00)</td></tr><tr><td>250</td><td>Revenue_Application</td><td>Revenue</td><td></td><td>3,400.00</td><td>(1,400.00)</td></tr><tr><td>251</td><td>Revenue-Other</td><td>Revenue</td><td></td><td>1,930.00</td><td>-</td></tr><tr><td>270</td><td>Interest Income</td><td>Revenue</td><td></td><td>276.09</td><td>(262.00)</td></tr><tr><td>310</td><td>Expenses-Other (revenue)</td><td>Direct Costs</td><td>2,295.00</td><td></td><td>-</td></tr><tr><td>404</td><td>Bank Fees</td><td>Expense</td><td>323.40</td><td></td><td>26.50</td></tr><tr><td>412</td><td>Consulting &amp; Accounting</td><td>Expense</td><td>3,197.00</td><td></td><td>2,990.00</td></tr><tr><td>413</td><td>Consulting - Professionalisation</td><td>Expense</td><td>24,600.00</td><td></td><td>47,835.00</td></tr><tr><td>453</td><td>Website Expense</td><td>Expense</td><td>660.00</td><td></td><td>660.00</td></tr><tr><td>477</td><td>Secratary_Admin &amp; Bookkeeping</td><td>Expense</td><td>63,672.11</td><td></td><td>54,452.77</td></tr><tr><td>489</td><td>Telephone &amp; Internet &amp; Zoom</td><td>Expense</td><td>3,270.00</td><td></td><td>2,591.00</td></tr><tr><td></td><td>APHP Standard Bank 73573779</td><td>Bank</td><td>47,892.11</td><td></td><td>45,342.45</td></tr><tr><td>610</td><td>Accounts Receivable</td><td>Current Asset</td><td></td><td>3.00</td><td>-</td></tr><tr><td>800</td><td>Accounts Payable</td><td>Current Liability</td><td></td><td>5,520.83</td><td>(2,396.50)</td></tr><tr><td>880</td><td>Revenue_Received in Advance</td><td>Current Liability</td><td></td><td>1,017.00</td><td>(2,034.00)</td></tr><tr><td>960</td><td>Retained Earnings</td><td>Equity</td><td></td><td>40,911.95</td><td>(56,296.72)</td></tr><tr><td>Total</td><td></td><td></td><td>145,909.62</td><td>145,909.62</td><td>-</td></tr></table>	ACCOUNT CODE	ACCOUNT	ACCOUNT TYPE	DEBIT - YEAR TO DATE	CREDIT - YEAR TO DATE	31 MAR 2023	200	Revenue_Member_Professional	Revenue		78,730.75	(76,876.00)	220	Revenue_Member_Candidate	Revenue		10,320.00	(12,112.50)	230	Revenue_Member_Associate	Revenue		3,800.00	(2,520.00)	250	Revenue_Application	Revenue		3,400.00	(1,400.00)	251	Revenue-Other	Revenue		1,930.00	-	270	Interest Income	Revenue		276.09	(262.00)	310	Expenses-Other (revenue)	Direct Costs	2,295.00		-	404	Bank Fees	Expense	323.40		26.50	412	Consulting & Accounting	Expense	3,197.00		2,990.00	413	Consulting - Professionalisation	Expense	24,600.00		47,835.00	453	Website Expense	Expense	660.00		660.00	477	Secratary_Admin & Bookkeeping	Expense	63,672.11		54,452.77	489	Telephone & Internet & Zoom	Expense	3,270.00		2,591.00		APHP Standard Bank 73573779	Bank	47,892.11		45,342.45	610	Accounts Receivable	Current Asset		3.00	-	800	Accounts Payable	Current Liability		5,520.83	(2,396.50)	880	Revenue_Received in Advance	Current Liability		1,017.00	(2,034.00)	960	Retained Earnings	Equity		40,911.95	(56,296.72)	Total			145,909.62	145,909.62	-	
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9.	<p><b>Membership - JS</b></p> <ul style="list-style-type: none"><li>JS noted that the Membership Database was a work in progress.</li></ul>																																																																																																																									



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	<ul style="list-style-type: none"> <li>• DG had a recent query from a non-APHP member, her comment being that she was struggling with the Heritage Management Officials at the City of Cape Town and HWC. The question was whether or not we can advocate for non-members? Some practitioners were experiencing problems with officials. Certain processes require the heritage management branch to give comments within 30 days, and this is not achieved which upset project timelines. How does one keep those channels of communication cordial and collaborative? DG suggests that we avoid a case of us-and-them and suggested APHP approach the city and find out what their struggles are in terms of communication channels and processes that might not be followed by applicants that might cause the process to be slowed down.</li> <li>• JS said that it is worth establishing the credentials of being a member of APHP, a member has been accorded recognition (the qualifications and commitment to a code of conduct) and has credibility that has come from being a registered APHP member. In the same way that submitting to a Provincial Heritage Resources Authority the APHP designation should carry weight as with dealing with the local authority. We should be asking ourselves what we can do as APHP to bolster our credibility with whatever regulatory institution we come in contact with. It is not worth taking up a fight based on someone else's experience, we should map out our own experiences that come with membership. For example the APHP is in good standing with the Gauteng Provincial Heritage Authority.</li> <li>• DG noted that many of the officials are not members of APHP. This also speaks to professionalisation as there have been city tenders that call for APHP membership which is not enforceable as APHP is not a statutory body. It may be that APHP needs to do some campaigning and recruiting of officials.</li> <li>• GM noted that there is no reason why a client body cannot put in its conditions for submitting tenders that they prefer to work with an APHP member. DG noted that for public tenders it was not allowed. If a professional architect is required, SACAP registration can be a tender requirement, however if a professional is not a member of APHP it does not mean they cannot do heritage work. When a local authority requires a heritage practitioner they are not legally permitted to set</li> </ul>	
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	<p>APHP membership as a compulsory requirement, but may list APHP membership as a beneficial additional attribute.</p> <ul style="list-style-type: none"><li>• Staff members of the provincial heritage authorities who are not APHP members, should be invited to apply ?</li><li>• DG said that APHP should reach out, although they are not applicants, they are processing applicants, the people managing heritage should be professional. There should be a way to incorporate heritage officials into APHP.</li><li>• There are officials doing Masters of Philosophy in the Built Environment and developing their academic skills and it made sense to include them in APHP.</li><li>• RH said that in EAPASA there were similar issues in relation to officials, at the end of his period as Registrar, 400 environmental assessment practitioners had been registered but few of these were officials. The bulk were private sector consultants whose livelihood depended on the registration. The officials did not register as they were not prepared to pay the fee and because they had difficulty meeting the requirements of the core competencies as the type of work they did was different to the work done by the consultants.</li><li>• DG stated that it is a concern that officials who are processing applications might not be suitably qualified to understand what they are processing, for instance scrutinising and making recommendations would need to have some depth of insight. There needs to be cooperation with continuity of intent and approach between the private sector and public sector.</li><li>• WM provided the names of the newly appointed Council of ECPHRA: Mr Dumisani Sibayi (Chairperson), Ms Veliswa Baduza, Ms Noma-Africa Maxongo, Ms Nqabisa Nongogo, Dr Robert Gess, Mr Gregory Ontong, Mr Thanduxolo Lungile, Dr Ndukuyakhe Ndlovu and Rev. Nozipho Mcineka.</li></ul>	
11.	<p><b>Any other business:</b></p> <ul style="list-style-type: none"><li>• Suggested dates for meetings in 2024<ul style="list-style-type: none"><li>■ ExCo: 2 May, 27 Jun, 25 Jul, 29 Aug, 26 Sep, 31 Oct, 28 Nov.2024 - supported</li><li>■ AGM: 23 May - supported</li></ul></li></ul>	ALL



	<ul style="list-style-type: none"><li>● Event 2024<ul style="list-style-type: none"><li>○ DG suggested inviting recent graduates of heritage programmes to present a summary of their theses, not necessarily only the built environment, but also History or intangible heritage.</li><li>○ JS suggested a focus on the regeneration of the inner city as a subject - there are initiatives in Johannesburg - the heritage aspects can be seen as positive and generative and could be leading the recovery of places in the inner city.</li><li>○ JS also suggested an alignment between heritage and the green lobby - energy consumption and the re-use of facilities as a way of mitigating energy consumption down to the embodied energy of materials. We should broaden our scope of a simple academic record of history and events, and develop in a proactive way to find value in the energy used to assemble places and spaces, objects, the building environment, including their cultural significance - that represent more than only cultural significance but broader environmental initiatives.</li></ul></li><li>● Glaudin Kruger of Kruger &amp; Associates - SBE2025<ul style="list-style-type: none"><li>○ WM noted that Glaudin Kruger &amp; Associates had organised a conference on Sustainability in the Built Environment in 2022 and would like to do another in 2025 and was seeking APHP's support. There were no objections.</li></ul></li><li>● YouTube - an account was opened in preparation to upload videos, the first would be the talk from the 2023 Symposium by Bruce Eitzen. Graham Jacob's talk needs to be re-recorded as the quality was inadequate</li></ul>	
12.	<b>Date of next meeting:</b> 02 May 2024 @ 16:00.	
13.	<b>Closure</b> The meeting closed at 17:30.	