



1. **Present:** William Martinson (WM), Elwyn Harlech-Jones (EHJ), Gavin McLachlan (GM), Richard Hill (RH), Dorelle Sapere (DS).
Secretary: Grace Martinson (GVM).
2. **Apologies:** Jonathan Stone (JS), David Gibbs (DG), Yasmin Mayat (YM).
3. **Opening and welcome**
4. **Appointment of Chairperson**
GM proposes that if YM not in a position to be Chairperson, would she accept the role of Vice-Chairperson, with WM to be Chairperson, Grace to take over as Treasurer, and EFT payments to be made by WM and authorised by JS. A financial statement could be sent out to ExCo quarterly.
5. **Approval of the minutes** of the previous meetings:
 - 27th July 2023 - carried over.
6. **Matters arising** from the minutes of the previous meeting –
Noted as per portfolios on the agenda.
7. **Professionalisation** (EHJ/GM/RH)
 - RH reported that on 16th August he sent an email to EAPASA (sent CC to the APHP ExCo) with two documents he prepared (1) a 50 page PDF in the form of a spreadsheet listing the historical record of APHP contact with SAHRA and ASAPA with attached Annexures giving evidence of consultation, to prove to SAQA that these two organisations have been involved in the professionalisation process; and (2) a PowerPoint Presentation giving details of the application to SAQA for the registration of the PHP designation to be presented to SAHRA in a yet to be scheduled virtual meeting to bring them up to speed on the process so far. There has not been a response from Dr Sithole on whether the record of consultation is acceptable and when he envisages the meeting with SAHRA will take place. RH noted that Stephen Townsend has indicated willingness to join the EAPASA meeting with SAHRA - WM, GM, and EHJ supported Stephen's attendance. EJH proposed that a current ExCo member also be invited to attend the meeting: WM and GM proposed that EHJ be the current ExCo member attending the meeting, supported by the committee. RH to confirm with Dr Sithole.



8. **Transformation - DS**

- DS left meeting early.

9. **Finances - WM**

- Based on the Bank statement as at 31 August 2023, the Trial Balance reflected the following:
 - Bank: R73k
 - Accounts Receivable: R18k (approx. 21 invoices outstanding)
 - Revenue: R80k professional members; R12k candidates members; R2.8k associate members
 - Interest R88
 - Bank fees R126
 - Consulting & accounting (auditors) over R3k
 - Consulting professionalisation R16.2k this financial year
 - Website R660
 - Admin & Bookkeeping R25k
 - Zoom annual fee R3k
- EHJ noted that fees were due 31 July 2023, a reminder letter should be sent out, refer to the clause in the Constitution if there is such a clause.

10. **Membership - JS**

- JS apology provided.

11. **Liaising with Heritage Authorities and Related Bodies – DG**

- DG apology provided.

12. **Event for 2023 - Virtual Symposium, 25th October 2023 - GM, EHJ**

- GM reports that Dr Simon Makuvaza is currently doing work on Great Zimbabwe and has confirmed in email correspondence that he will present on this topic at the Symposium. Graham Jacobs will present specifically about his work in Europe. Bruce Eitzen the landscape architect will present on the topic of Cultural Landscapes. All speakers have been requested to send a CV and a brief overview and title of their presentation by the end of August 2023. Nothing received to date.
- GM notes a programme must be issued to members before the end of September 2023. A PowerPoint presentation from each presenter needs to be sent to the Secretary before the symposium in case of internet connectivity problems.



- WM notes a question for consideration whether the APHP Web Symposium should be postponed to early 2024 as SAHRA is having a Webinar on Monday 18th - 23rd September 2023. **Final decision to be made at September ExCo meeting.**
- EHJ notes that the issue of CPD is important as offering that for the conference is a draw card. See item 13.

13. Any other business

- With regard to CPD, SACAP specify that for recognition of a Voluntary Association at least 51% of the members need to be SACAP registered. Currently we are under 50%. EHJ suggests we approach the SA Institute of Architects. A programme is needed in order to approach SAIA to provide CPD points for the webinar.
- GM to contact Archeologists, Landscape Architects, and Urban Planners.
- WM noted that regarding the categories on the APHP website there is no ability to sort by profession (e.g. archaeologist or architect or historian), and he had contacted Nicholas Wiltshire (NW) suggesting that instead of the column stating PHP, it should rather state the person's profession.
 - NW emailed WM stating - in great detail - that this would cause a problem. GM confirmed this is because members believe they will lose out on Heritage work, i.e. a background on archaeology should not preclude heritage work in architecture, although GM notes that as an architect, he would not write a heritage report in archaeology.
 - GVM noted that the information on the website is for the benefit of the public and clients and APHP exists in the service of the public and not only for our members, to guide the use of appropriately skilled members. RH notes that the column should read Professional Heritage Practitioner - with no 's', and confirms that the added column "Other Professional Memberships" would be useful, listing the other professional registration of members. RH also noted the requirements of the POPI Act and that sharing further information on the APHP website needs to be approved by each member.
 - EHJ read out Section 38.2a of the NHRA which reads "such report, must be compiled by person or persons approved by a responsible heritage resources authority with relevant qualifications and experience and professional standing". Thus, professional registration would not be an inappropriate category to record on the website. Proposed by WM, supported by EHJ (if we are sure we are acting in accordance with the regulations, which it appears we would be).
 - The POPI Act needs to be complied with - GVM to do. RH advocates an email combining both issues into one email to all members, stating the decision to add the extra column and under the terms and requirements of POPI Act, give tacet blessing, if members had not responded to by particular date.



- SAHRIS relaunch with new functionality - date chosen by ExCo to be circulated to members: 15 September 2023.
- SAHRA webinar, invite from Natasha Higgitt: Heritage Week Virtual Webinar Series. Monday 18 to Thursday 21 September 2023. This webinar series continues engagement on the conservation efforts to protect and promote the national estate, as well as to enable platforms for transparent dialogue between Heritage Authorities and all interested stakeholders - ExCo confirms, circulate to members.

14. **Date of next meeting:**

Thursday 21st September 2023 @ 16h00.

15. **Closure**

The meeting closed at 17:33.

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