



Association of Professional Heritage Practitioners

**MINUTES OF THE EXECUTIVE COMMITTEE MEETING HELD ON
20 JULY 2020**

at 12:00 via Zoom Conference Call

PRESENT: Ursula Rigby (UR), Jenna Lavin (JL), Louise van Riet (LvR), Gavin McLachlan (GM), Adre Aggenbach (AA) and Emmylou Bailey

APOLOGIES: Claire Abrahamse (CA)

Secretary: Muneerah Karriem (MK)

1. Opening and welcome

JL welcomed ExCo members.

2. Attendance

Recorded as per minutes.

3. Apologies

CA tendered her apologies

4. Approval of Agenda

It was agreed to approve the Agenda.

5. Approval of previous minutes

The minutes of previous meeting held on 22 June 2020 was approved.

6. Matters to be addressed

JL noted that matters to be addressed at this meeting included:

(1) Updating APHP Constitution (2) Professional Development and Professionalisation Engagement (3) Revisions to Ethical guidelines and disciplinary process and code of conduct (4) Anson Square (5) CPD Points investigation (6) Interaction with Authorities (COCT, HWC and SAHRA) (7) SAHRIS Workshop

6.1 Updating APHP Constitution

- JL shared her screen of the document with the noted track changes previously made; members discussed these and agreed upon further edits to the document.
- JL penned those edits and it was agreed that **ExCo members:**
 - review the document a final time
 - Discuss and decide how the final track changed document will be communicated to the

membership at the next ExCo meeting either via email for approval or at the next AGM.

6.2 Professional Development and Professionalisation Engagement

- JL reported back on the 6th July meeting she had with Acc Comm regarding aligning APHP's accreditation guidelines to EPASA's 6 core competencies approach.
- JL noted Acc Comm's general buy in to this approach as a method of accreditation.
- LvR further reported that Antonia Malan agreed to initiate the first set of track changes to the 6 core competency document and circulate it amongst Acc Comm members for their respective inputs/comments.
- **LvR** agreed to follow up with Antonia Malan for an update.
- **JL** noted that she still has to draft the historical summary of APHP's professionalisation journey thus far and will hopefully have this ready by our next meeting.

6.3 Revisions to Ethical Guidelines and code of conduct documents

- **LvR** informed that she is still busy with it and will forward it to ExCo as soon as it is done.

6.4 Anson Square

- JL informed ExCo that CA had sent the finalised Anson Square document to her and that it has since been forwarded to HWC for their comments.
- It was noted however that no response from them has been forthcoming as of yet.
- ExCo noted their adoption of the document and that this item can now be removed from the agenda.

6.5 CPD Points Investigation

- ExCo noted CA's emailed report back that:
 - Brent had forwarded members present at our Kick off function their respective CPD point certificates.
 - She hopes to set some time aside before the next ExCo meeting to discuss with EB how best APHP's internal point system could work.
- JL noted and welcomed CA's and EB's intent reminding them that there is no rush up until Acc Comm completes its review of aligning our 6 core competencies and accreditation guidelines with EPASA's 6 core competencies approach.

6.6 Interaction with Heritage Authorities/Institutions

- ExCo noted the positive meet they had with HWC on the 29th June despite still not gaining clarity around some of the issues raised.
- ExCo however noted the difficulties HWC are experiencing during lockdown due to staff capacity and new staff having to be inducted.
- It was noted from discussions at the HWC meeting that:
 - HWC does intend using SAHRIS for their online application and submission, but the move will only be done after lockdown.
 - APHP would be happy to report at our COCT meets, any issues from HWC side that they feels needs to be addressed.
 - HWC was aware of the incident involving an APHP member's inappropriate behaviour at Committee meetings and that it had been dealt with internally but agreed to inform the CEO that APHP does have a mechanism to deal with members who behave inappropriately.

- HWC will endeavour to apply their minds in the drafting of a social significance guideline as they agreed that there is no template or guideline of what it should look like currently.
- ExCo however noted that this may be an insurmountable task due to staff capacity issues at HWC and agreed to attempt drafting a social significance guideline as well as a cultural landscape guideline for APHP as a professional body that HWC may adopt if they so wish to.
- **EB** agreed to engage with Liana Muller regarding the drafting of a guideline for cultural landscapes and whoever else she feels would be able to assist in the drafting of a social significance guideline.
- It was noted that our meeting with HWC was recorded and that a copy of the link to the recording would be forwarded to JL for minute purposes.
- **JL** reported however that she could not access the recording as the copy of the link Colette sent her did not work; that she had subsequently informed Colette of it, and will follow up with her again.

- JL noted that she received the recording of the SAHRA meeting held on 3rd June, had made notes therefrom and sent it to SAHRA.
- JL further noted that she also sent the draft minutes of the meeting to UR, LvR and CA for their comments.
- UR noted her approval thereof and **LvR** agreed to read through them and get back to JL.
- It was agreed that the minutes would then be sent to our membership and SAHRA for comment.

- **AA** noted that UR had provided her with two more additional contacts, which she had contacted but still had no response from; she questioned whether these officials have access to their work email addresses, but agreed to continue to try to make contact with them.

- UR informed that she has nothing new to report, her attempts to make contact with officials at the COCT remains unanswered noting similar issues facing HWC due to staff capacity and restructuring.
- UR noted that she would however like access to the recording of our 29th June meet with HWC in order for her to articulate the points HWC raised that they would like addressed, so she could potentially send this to the various levels along the hierarchy at COCT and in doing so galvanise some action in addressing specific areas like the proposed and declared HPOZ guidelines.
- LvR informed that she has been having interaction with COCT but on a smaller scale, more on the ground level because of the HPOZ for Newlands Village that she is involved in and that there is a lot happening behind the scenes with Maurietta Stewart of the COCT driving that process.
- LvR however noted that our interaction with them on a policy level remains problematic.
- UR noted that it would be helpful to know what is happening in terms of policy that will be going out for public participation in terms of what needs to be done, how long it will take and what is envisaged to happen in the future, particularly for areas with noted grey areas and pressure.
- UR further noted that the intangible heritage factors for the Bo-Kaap in terms of space, what it is, how heritage practitioners are to proceed and how it can be managed in terms of our process of legislation regarding intangible heritage could potentially be found in the reading material Deirdre Prins-Solani promised us she'd forward.
- EB noted that both Deirdre and Wendy Wilson referenced some good reading material in their respective presentations that has since been uploaded to our website and that UR go through it and contact them respectively regarding it.

6.7 SAHRIS Workshop

- JL informed ExCo that the SAHRIS interface would hopefully be completed by the end of the year and once that is done workshops could be arranged for our membership; up until then

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- this item can be temporarily removed from the agenda.
- GM requested that the Eastern Cape officials at PHRA's be extended the same invitation as the officials there still claim to be uncomfortable in using it.
- **JL** agreed to inform Clinton Jackson of SAHRA about it.

7. Other Matters

- There were no other matters discussed

8. Date of Next Meeting

- It was agreed that the next meeting would be decided upon via email.

9. Closure

- The meeting closed at 13.00.

