



Association of Professional Heritage Practitioners

**MINUTES OF THE EXECUTIVE COMMITTEE MEETING HELD ON
23 MARCH 2020**

at 12:30 via Zoom Conference Call

PRESENT: Emmylou Bailey (EB), Ursula Rigby (UR), Jenna Lavin (JL), Louise van Riet (LvR), Gavin McLachlan (GM) and Claire Abrahamse (CA – joined meet at 13.30)

APOLOGIES: none

Secretary: Muneerah Karriem (MK)

1. Opening and welcome

JL welcomed ExCo members.

2. Attendance

Recorded as per minutes.

3. Apologies

There were no apologies tendered.

4. Approval of Agenda

It was agreed to approve the Agenda, subject to correction of agenda item, 6.1, its Adre Aggenbach, not Adre Steenkamp and the addition of the following items to "Other Matters":

- CPD Points investigation
- APHP member conduct at HWC meetings.

5. Approval of previous minutes

The minutes of previous meeting held on 24 February 2020 was approved.

6. Matters to be addressed

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

- (1) Replacement for Wouter Fourie on ExCo
- (2) 2019/2020 project: Development of position paper on how to address issues of social significance as part of best practices approaches in the heritage sector
- (3) Revisions to Ethical guidelines and disciplinary process and code of conduct
- (4) New Year Event on Intangible Heritage
- (5) Accreditation Matters
- (6) PPDF Meeting
- (7) Interaction with Authorities (COCT, HWC and SAHRA)
- (8) Anson Square Workshop
- (9) APHP Infograph
- (10) Gauteng and Eastern Cape Roadshows
- (11) 2020/2021 Membership Certificates Watermark
- (12) HASA Survey
- (13) Professional Development and Professionalisation Engagement

6.1 Replacement for Wouter Fourie on ExCo

- UR informed ExCo that she had not had a chance to contact Adre Aggenbach and will do so soon.

6.2 2019/2020 project: Development of position paper on how to address issues of social significance as part of best practices approach in the heritage sector

- **EB** informed that she would start incorporating the agreed upon changes in order for ExCo to discuss and come to a decision whether it should be a position paper solely from the perspective of ExCo or that of the entire APHP membership.
- **ExCo** agreed to discuss the above further via email.
- **MK** was tasked to forward the emailed stats on the conference attendance to EB.

6.3 Revisions to Ethical Guidelines and code of conduct documents

- **LvR** agreed to edit the document incorporating some of the comments from members' that she deems reasonable and to liaise with JL should she need assistance.

6.4 New Year Event on Intangible Heritage

- ExCo noted EB's emailed list of possible survey questions to inform APHP's Google survey form on events, and agreed to ratify it along with an additional question on topics members would like to have covered.
- EB informed ExCo that she emailed both Deirdre and Richard respectively for the list of reading material from Deirdre and a copy of Richard's presentation; both had not responded to her emails.

6.5 Accreditation Matters

- ExCo noted the email from Marguerite Pienaar questioning her associate membership accreditation and agreed that LvR responds, asking her to clarify whether she intends to practice as a heritage practitioner or not.
- **LvR** agreed to ask Gareth Nolan to provide the accreditation committee with contactable references in terms of his heritage experience.
- ExCo agreed to ratify Peet van Biljon's candidate membership accreditation and that he submits an updated CV for record purposes.
- **LvR** noted Acc Comm's concern in awarding John Pheiffer full accreditation just yet; it was agreed that he provide Acc Comm with examples of section 34 and NID reports he authored for further deliberation.

6.6 PPDF Meeting

- JL gave ExCo a report back on the PPDF meeting confirming nothing new regarding heritage was discussed and there had been no outcome yet with regard to the economic war room process.

6.7 Interaction with Heritage Authorities/Institutions

- **UR** was tasked to incorporate EB and LvR suggested edits to the HWC meeting of 6 December 2019.
- JL reported that the main focus at the HWC strategic planning session was the drive to get COCT and other local municipalities competent to deal with most heritage applications.
- GM informed that he had met with the heritage practitioners at the local municipality in Port Elizabeth confirming that they are keen to organise heritage related events within Port

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Elizabeth and Eastern Cape as a whole, although Umtata and East London would be problematic.

- JL informed that her East London trip had been cancelled as well as that of the 16th March SAHRA meet and 27th March HWC meet.
- **JL** further confirmed that she would email Colette enquiring about HWC's plans regarding the processing of applications online during the country's foreseeable lockdown.

6.8 Anson Square workshop

- It was noted that **CA** intends to send the document to ExCo for input and that it thereafter be circulated to the membership.

6.9 Infograph

- ExCo noted the 3 options CA had sent via email and her concerns around the resolution of the logo.
- **EB** noted her preference for option 1, but agreed to ask her friend, Zia, a graphic designer, for a higher raised version of the logo.
- **CA** agreed to investigate a vector based version of the logo.

6.10 Gauteng and Eastern Cape Roadshows

- ExCo agreed that the potential roadshows would be put on hold till travelling would be permitted.

6.11 2020/2021 Membership Certificates Watermark

- ExCo noted CA's emailed draft of the 2020/2021 membership certificate.
- It was agreed that the watermark of James Walton's corbelled building be 50% lighter

6.12 HASA Survey

- **JL** informed ExCo that Jacques Stoltz had not responded to her email and that she will follow up with him.

6.13 Professional Development and Professionalisation Engagement

- It was noted that this item remains a work in progress and noted the March 2020 deadline.
- **JL** agreed to start drafting it.

7. Other Matters

7.1 AGM

- ExCo noted the proposed date of 27 May 2020 as APHP's AGM.
- **JL** agreed to investigate possible options in terms of our constitution should the country's lockdown continue beyond then.

7.2 CPD Points investigation

- **CA** agreed to find out from Brent if CPD points may be allocated to heritage professionals who attended APHP's conference in April 2019 and our kick-off event in January 2020, but noted that the conference one may be problematic due to the lengthy time lapse.
- **MK** and **EB** agreed to forward the conference and kick-off attendance registers to her.
- ExCo noted LvR enquiry as to whether APHP would consider allocating our membership with something similar to that of CPD points, possibly calling it, Enrichment Development Points (EDP)
- **JL** and **EB** agreed to investigate the possibility thereof by looking at the Architects and Planners CPD policies to see what APHP could adopt therefrom.

7.3 APHP member unruly behaviour at HWC Committee meetings

- ExCo noted the unruly behaviour of one of its members at HWC committee meetings and agreed to address the matter by writing a letter to HWC and the member in question respectively.

8. Date of Next Meeting

- It was agreed that the next meeting would be decided upon via email. Claire agreed to set up a Hangouts conference meeting should the lockdown situation in the Country continue.

9. Closure

- The meeting closed at 14.13.