



Association of Professional Heritage Practitioners

**MINUTES OF THE EXECUTIVE COMMITTEE MEETING HELD ON  
24 AUGUST 2021**

at 12:00 via Zoom Conference Call

1. **PRESENT:** Jenna Lavin (**JL**), Claire Abrahamse (**CA**), Gavin McLachlan (**GM**), William Martinson (**WM**), Wendy Wilson (**WW**), Elwyn Harlech Jones (**EHJ**) (briefly)

**Secretary:** Muneerah Karriem (**MK**)

2. **APOLOGIES:** Emmylou Bailey (**EB**), Elwyn Harlech Jones (**EHJ**)

3. **OPENING AND WELCOME**

- GM welcomed members noting apologies from EHJ and EB.

4. **APPROVAL OF THE AGENDA AND MINUTES OF THE PREVIOUS MEETING**

- It was agreed to approve the agenda.
- It was agreed to approve the minutes of the previous meetings held on the 27 July.
- JL proposed its acceptance, CA seconded.

5. **MATTERS ARISING FROM THE MINUTES OF THE PREVIOUS MEETING**

- GM noted the listed items on the agenda, enquiring from members if there any other matters arising from the previous minutes that needed to be included; none were raised
- GM noted that these items would be discussed and dealt with under the various portfolios as per the agenda.

6. **FINANCES**

Treasurer's Report

- WM reported that he made contact with Louise van Riet regarding the treasury handover duties, noting that Louise had in the meantime kindly assisted with the payments made to Cedar Towers for website services and Hendrik Snyders, an ex-member's reimbursement of an old membership fee he mistakenly paid.
- **WM** agreed to contact Louise again in order for them to proceed with the transfer of log in access and clearance with the bank for him to do the necessary banking transactions on behalf of APHP.

Any items that need ExCo's approval

- There were no financial matters needing ExCo's approval.

## 7. ACCREDITATION AND MEMBERSHIP

### Transformation towards a just heritage practice

#### Social impact assessment and cultural landscape assessment guideline documents

- JL reported that WW, EB and herself met and had a fruitful discussion regarding the complexities, challenges and long-term goal the establishment of a set of social impact assessment guidelines as well as cultural landscape assessment guidelines would have in not only assisting our membership, but address issues of transformation within the heritage sector and in turn, hopefully attract practitioners of colour into APHP.
- WW confirmed that she is working on a draft of an expanded table/road map of social impacts testing it on projects she is currently working on; that she hopes to have it done by the end of September and to then use this as a template for the cultural landscape assessment guidelines.
- WW further confirmed that these drafts would definitely be available for discussion before the end of this year and would then be able to be shared with the membership and wider public.

### Accreditation Committee report back

- WW informed ExCo that Shilo Hope and Will Archer accepted their respective accreditations, and that there were no other pending membership applications.

### Membership Growth – ICOMOS S.A.

- JL noted that the current ExCo of ICOMOS S.A. comprise of 2 members only, Laura Robinson as Chair and herself as Vice-Chair - She reiterated and welcomed a formalised relationship between APHP and ICOMOS S.A. noting however that the Association had just changed its constitution and needed to set up an AGM soon so that a new ExCo could be voted in.
- **JL** agreed to contact Laura and put this matter on the Association's AGM agenda.

### Heritage process flow diagrams for standardised application templates

- JL reported that she had not found the time to draft anything yet due to her work commitments, noting that she foresees it to be case till November at least.
- WM reported the same on his side
- It was agreed to defer this matter

## 8. LIAISON WITH HERITAGE AUTHORITIES/INSTITUTIONS

### SAHRA

- JL reported on the meeting ExCo had with SAHRA on the 23<sup>rd</sup> August and it was agreed that:

- **JL** and **CA** would compile a 10 question Google form to share with the membership in order to gauge the most prevalent challenges members have with the various PHRAs; these in turn would then be shared with SAHRA for them to take up with the cited PHRAs; some noted issues mentioned were the irregular appeals processes and non-responses to section 38 applications etc.
- **JL** would follow up on the email she sent this morning, reminding and requesting SAHRA to send APHP a copy of the current draft policy in circulation that had not been forwarded to APHP for comment; JL noted that both the legal advisor and CEO of SAHRA were unaware of its circulation as well and the fact that JL specifically noted in her email that APHP be given sufficient time within which to respond.
- APHP eagerly awaits SAHRA's new draft regulations for comment on section 38 within the DFFE protocols and screening tools for heritage impact assessments, noting that its SAHRA's second attempt in drafting these, the first attempt in 2017 was somewhat disastrous.

#### HWC

- JL confirmed the agreed upon 10 September meeting date with HWC, noting that the cut-off date for agenda submissions is 3 September.
- **JL** agreed to forward ExCo the minutes of the last meeting for a status update on discussions and to partially inform the agenda for the September meet; ExCo are encouraged to propose any additional matters they want addressed at the meeting.

#### CoCT

- **JL** informed that she had not contacted the COCT yet, but agreed to do so, and copy in Maurietta Stewart, the newly appointed District Head of the CoCT Environment and Heritage unit for feedback on the 3<sup>rd</sup> May meeting minutes and follow up meeting.
- It was agreed that should a response not be forthcoming; the minutes of 3<sup>rd</sup> May would be sent to the APHP membership as is.

#### ECPHRA

- **JL** noted that Mr Mandita agreed to meet with APHP; but had not responded to her follow up email as of yet.
- **WM** noted that he previously spoke to Mr Mandita over the telephone and agreed to contact him as well.

#### PPDF

- JL confirmed that there had been no communication regarding the next meeting; JL reminded ExCo meetings are held once a quarter, the last one was held in June, the next one is expected in September.

#### Other Heritage Authorities

- No other heritage authorities were discussed at this meeting.

### CiFA Collaboration

- CA enquired from ExCo, at the request of John Wilson Harris, the Chair of CiFA's Heritage Committee whether ExCo would mind keeping CiFA informed of our engagements with HWC and SAHRA particularly around issues circulated for comments, like for example, SAHRA's new draft regulations for section 38s within the DFFE protocols and screening tools for heritage impact assessments.
- **CA** noted that as a member of CiFA she often presents reports on APHP at CiFA heritage committee meetings and would gladly do the same report on CiFA at ExCo meetings.
- ExCo agreed to the collaboration.

## **9. PROFESSIONALISATION**

### Professionalisation Sub-committee

- GM in the absence of EHJ presented a report back on the subcommittee's meeting held on the 19<sup>th</sup> August noting that:
  - JL and Stephen Townsend provided the subcommittee with a historical account of the issues at play, reasons for the delay and reiterating the need for APHP to appoint someone to drive and manage its professionalisation aims under EAPASA.
  - EAPASA remains the most appropriate home for Heritage Practitioners, who, like Environmental Control Officers, would form a sub section of the association.
  - The appointed person to drive and manage our professionalisation process would need to have an understanding of heritage practice and how suitably heritage practitioners would fit within the EAPASA structures; this person would also need to have experience and a certain gravitas to relentlessly argue our cause and pursue the necessary engagements with the various government agencies, in order to realise the professionalisation aims of heritage practitioners.
  - JL agreed to contact Marlene Laros for advice and possible recommendations on who APHP can approach to manage our process; JL reported that Marlene had not responded to her email yet.
  - CA agreed to contact Richard Hill for advice and possible recommendations on who APHP can approach to manage our process; noted mentions were possible ECO's involved with their own process for professionalisation under EAPASA.
  - The entire budget set aside for professionalisation would be utilised this year, with the likelihood that a greater sum would need to be realised for the next financial year, possibly via a substantial increase in membership fees.

### Feedback on CA's engagements with an EAPASA professionalisation representative

- It was noted that Richard Hill agreed to apply his mind in terms of our process, and who he can recommend that would best manage our professionalisation aims; He also agreed to forward us the contact details of

the EAPASA registrar that replaced him, as well as the contact details of a few ECO's who share a similar plight and process to ours.

- It was further noted that engagements with these ECO's will hopefully assist our learning till we find an appropriate person to champion our professionalisation pursuits.

#### Heritage Course accreditation – Rhodes University Heritage Course

- JL confirmed that both she and EB are familiar with the course content and convenor who lectures this course noting it's excellence, but the diploma alone, based on her experience in terms of what knowledge and experience an accredited member should have, does not fulfil the criteria needed for accredited membership.
- WW agreed, noting the lack of real-world implementation, but commended the anthropology focus of the course, and the value graduates of the course would bring as candidate members, especially as we move towards the establishment of a set of social heritage assessment guidelines.
- WW noted that the anthropology side of things is often missing from our practice as heritage practitioners, and someone from this course, as a candidate member working with a firm in heritage practice would offer a much-needed element, further noting that this could be woven into becoming one of the core competencies or a value add.
- It was agreed that APHP cannot accredit heritage courses whilst we are still a voluntary organisation seeking professionalisation under EAPASA and in the process of relooking and developing our accreditation guidelines in line with the 6-core competency approach EAPASA uses; once we have established what it means to be a Heritage Assessment Practitioner professionally recognised under EAPASA, only then would we be able to weigh up the course content against that.

#### Way forward

- It was noted that **JL** and **CA** would inform ExCo of the respective feedback from Marlene Laros and Richard Hill at the next meeting.
- **JL** agreed to inform Rhodes University accordingly.
- It was also agreed to place the 6-core competencies on future agendas under the accreditation and membership portfolio.
- JL provided a brief background to its current status and encouraged WW to contact Louise van Riet, who in her capacity as the previous accreditation committee liaison on ExCo, workshopped this matter with Acc Comm.

## **10. EVENTS**

#### Plagiarism and Copyright Workshop

- It was agreed to defer this matter as EB was not present to provide feedback.

## 11. CORRESPONDENCE

Ronald Donaldson of Stellenbosch University email request for a list of APHP approved Heritage courses and/or diplomas

- WW agreed to contact Ronald Donaldson via email.

Letter sent to Raymond Smith regarding disparity in cost of heritage work

- It was noted that the letter to Raymond Smith had been sent and Raymond had not responded.

## 12. ANY OTHER BUSINESS

APHP POPI Compliance

- JL apologised, informing she had not contacted Nicholas Wiltshire yet, but will do so after this meeting and inform ExCo accordingly.

Election of Vice-Chairperson

- JL agreed to accept the position of Vice-Chairperson.

## 13. DATE OF NEXT MEETING

- It was agreed that the next meeting would take place on Tuesday, 21 September 2021.

## 14. CLOSURE

- The meeting closed at 12.56