



Association of Professional Heritage Practitioners

**MINUTES OF THE EXECUTIVE COMMITTEE MEETING HELD ON
30 SEPTEMBER 2019**

at 13:00 at 38 Wale Street Chambers, Wale Street, Cape Town

PRESENT: Emmylou Bailey (EB), Claire Abrahamse (CA), Jenna Lavin (JL) and

Via Hangouts: Wouter Fourie (WF) and Gavin McLachlan (GM)

APOLOGIES: Louise van Riet (LvR) and Ursula Rigby (UR)

Secretary: Muneerah Karriem (MK)

1. Opening and welcome

JL welcomed ExCo members.

2. Attendance

Recorded as per minutes.

3. Apologies

LvR and UR tendered their apologies.

4. Approval of Agenda

It was agreed to approve the Agenda

5. Approval of previous minutes

The minutes of previous meeting held on 19 August was approved.

6. Matters to be addressed

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

- (1) 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
- (2) SABTACO Meeting
- (3) Professional Development and Professionalisation Engagement
- (4) APHP Logo and Infograph
- (5) Accreditation Matters
- (6) Interaction with Authorities (COCT, HWC and SAHRA)
- (7) HWC Draft Regulations 30 & 31
- (8) Revisions to Ethical guidelines and disciplinary process and code of conduct
- (9) Anson Square Workshop

6.1 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 had sent a draft of the position paper to ExCo members for their review and comments.

- It was agreed that ExCo members finalise their respective comments by the end of this week, Friday, 4 October 2019 in order for it to be tabled at the next ExCo meeting for ratification.

6.2 SATABCO Meeting

- JL confirmed that there had been no further communication from Quahnita, despite follow up emails.
- It was agreed to continue sending follow up emails intermittently and to forward SATABCO a copy of APHP's conference position paper as soon as it has been finalised and ratified.

6.3 Professional Development and Professionalisation Engagement

- **JL** and **WF** agreed to set time aside before the next meeting to work together on aligning EPASA's 6 core competencies and APHP accreditation guidelines.
- JL informed that the IAIA SA conference panel discussion went well in that it provided her with a platform to raise awareness about heritage amongst environmental professionals as well as increase engagement in a national space.

6.4 APHP Logo and Infograph

- **CA** agreed to develop an Infograph about APHP, our mandate, vision and mission and what we can possibly offer potential members.
- ExCo noted that the Infograph would be distributed to universities and heritage authorities.

6.5 Accreditation Matters

- ExCo agreed to upload the minutes of ExCo meetings to the website.
- It was further agreed that JL would draft an email to the membership advising of what ExCo had been doing and that minutes of ExCo meetings had been uploaded to the website for their review.
- EB informed ExCo that she had emailed APHP's candidate member group encouraging them to network amongst themselves and perhaps form a student group electing a representative from amongst themselves to sit in on ExCo meetings.
- EB confirmed that the only member to respond to the email was Chris Murphy who welcomed such an initiative and encouraged the use of a digital platform to accommodate those unable to travel to Cape Town for meetings.
- EB further confirmed that she had not, had a response from Maurietta Stewart regarding the status of her candidate accreditation versus that of full accreditation.
- EB also agreed to contact Heidi Boise regarding the possibility of having her apply for APHP membership.
- ExCo noted the ratifications of Judy Cizek and Janine Loubser as candidate members.

6.6 Interaction with heritage authorities

- JL provided feedback on her interview by Gerhard Gerber regarding the Premier's 'Economic war room' and that she felt there should hopefully be some positive movement forward in that the CEO of HWC, Mxolisi Dlamuka, HWC Council Chair, Antonia Malan, Stephen Townsend and officials from the City all sit on this panel.
- WF and GM confirmed that they had forwarded to their respective heritage authorities within Gauteng and the Eastern Cape, APHP's letter informing heritage authorities and institutions

of APHP, its mandate, vision and mission, as well as its invitation for heritage officials and professionals to join as members.

- It was agreed that **WF** and **GM** would request meetings with their respective PHRA's and local authorities.
- ExCo noted the possibility of **UR** joining **WF** at the meetings with the Gauteng heritage authorities.
- **GM** agreed to submit a budget to facilitate his travel costs to Bisho within the Eastern Cape for his potential meet with ECPHRA.
- ExCo noted UR email advising on Agenda items for the SAHRA, HWC, and COCT meetings, as well as the draft letter requesting a meeting with these heritage authorities.
- It was agreed to include amongst the Agenda items for the HWC meeting, 'consistency in BelCom decision making' and propose at the COCT meeting the possibility of having a meeting with all district officials from the different municipalities within the Western Cape (Stellenbosch, Drakenstein etc)
- ExCo agreed to respond to UR email providing further inputs regarding the Agenda items and proposed letter.
- ExCo noted Gerhard Gerber's response that the SOP with DEA&DP had not yet been signed off by all role players and that as soon as it is, he'd be willing to conduct a workshop on it with APHP and its membership.

6.7 HWC Draft Regulations section 30 & 31 & Public participation guidelines

- It was agreed to include this as an agenda item for our meeting request with HWC.
- ExCo endorsed CA's list of notable issues to be addressed with HWC regarding the draft public participation guidelines.

6.8 Revisions to Ethical guidelines and disciplinary process and code of conduct

- ExCo noted that Antonia Malan and LvR were still busy revising the above said documents.

6.9 Anson Square Workshop

- It was noted that the meeting was shifted to the 23rd September and that only CA, JL and Sarah Winter managed to attend.
- **CA** provided feedback regarding a possible framework for the practice guidelines and the use of Stephen Townsend's practice note on sites exceeding 5000 square meters.

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 14.45.