

**MINUTES OF THE EXECUTIVE COMMITTEE MEETING HELD ON
20 MAY 2019**
at 12:30 at 2 Caxton Close, Meadowridge

PRESENT: Emmylou Bailey (EB), Louise van Riet (LvR), Ursula Rigby (UR), Melanie Attwell (MA), Mike Scurr (MS) and Jenna Lavin (JL)

APOLOGIES: Stefan de Kock (SdK)

Secretary: Muneerah Karriem (MK)

1. Opening and welcome

JL welcomed ExCo members.

2. Attendance

Recorded as per minutes.

3. Apologies

SdK tendered apologies.

4. Approval of Agenda

It was agreed to approve the Agenda.

5. Approval of previous minutes

The minutes of previous meeting held on 29 April was approved.

6. Matters to be addressed

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

- (1) Conference 2019 (2) Anson Square (3) Professionalisation and Establishment of branches in other Provinces (4) AGM (5) Website (6) Revisions to Ethical guidelines and disciplinary process and code of conduct (7) Interaction with Authorities

6.1 Conference 2019

- ExCo members agreed to provide their respective feedback on the draft position paper before the AGM.
- It was agreed that commentary on it will be presented at the AGM.

6.2 Anson Square Judgement workshop

- ExCo agreed that **MK** would email the workshop attendees informing them that the workshop would take place on Saturday, 25 May at Mike's office at 9.30am.

6.3 Professionalisation and Establishment of branches in other Provinces

- JL informed that Richard Hill agreed to meet with APHP on Tuesday, 28 May at Mike's office rather than accommodate APHP via a slot on EPASA's Agenda for its Council meeting in May.
- **MK** was tasked to send ExCo a list of Gauteng and Eastern Cape members email addresses.
- It was agreed that **JL** would draft an email inviting Gauteng and Eastern Cape based members to nominate one representative amongst themselves respectively, to serve on ExCo.

6.4 AGM

- ExCo agreed not to put forward a proposed motion to the membership for the sponsorship of an ExCo member to attend the CHAT conference in London in November.
- **MK** was tasked to:
 - send the membership a reminder email about the AGM as well as request they send in their respective proxy votes should they be unable to attend.
 - forward APHP's AGM invitation and agenda to HWC, City and SAHRA staff.

6.5 Website

- JL informed ExCo that APHP's new look website would be complete by Friday, 24 May and all that was needed was additional photographs to include under the website's gallery tab.
- ExCo members agreed to forward the required photographs before the 24th.

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

- **LvR** agreed to contact Antonia Malan

6.7 Interaction with Authorities

- UR informed that APHP would meet with City officials on Friday, 24 May; EB, LvR and MA agreed to attend as well.
- MA informed ExCo that upon reflection, she felt the original letter she drafted and which was previously sent to the City was not suitable, even with a few changes to it for upload to the Daily Maverick's website; **MA** proposed and resolved that she would reword it to have a more activist tone and would send it to ExCo for consideration.

7. Other Matters

7.1 Wupperthal

- It was noted that EB, UR and LvR would be assisting in its restoration plans.

7.2 IAIA SA (International Association on Impact Assessments – South Africa)

- JL informed ExCo of IAIA SA conference to be held in August and that she will respond informing that someone on APHP's ExCo would attend.
- ExCo agreed that a representative would be chosen at the next ExCo meeting by the new Executive.

7.3 HWC Section 30 and 31 Draft Regulations

- JL informed ExCo that the draft regulations for sections 30 and 31 of the NHRA had been published on the 15th May already without any notification thereof to any interested parties.
- **JL** agreed to draft a letter addressed to Penny at HWC noting APHP's disappointment and

concern at not being notified thereof.

8. Date of Next Meeting

- It was noted that the next meeting will be decided upon by the new Executive Committee.

9. Closure

- The meeting closed at 13.45.