

RULES FOR HERITAGE WESTERN CAPE COUNCIL & COMMITTEE MEETINGS



- 1) **Engage in productive discussions:** The Chairperson will guide the meeting, and all questions and comments must be directed through the Chairperson, who will give permission to speak.
- 2) **Respect the time limit:** Parties should limit their oral representations to the time set by the Chairperson, unless the committee agrees to extend the period.
- 3) **Stay focused on the topic:** The members of the committee have already familiarized themselves with the written representations, so there's no need to repeat this information. The Chair will ask parties to focus on new information.
- 4) **Ask and answer of questions:** Members of the committee may ask questions to parties, and all responses should be made through the Chair.
- 5) **Maintain a positive atmosphere:** No cross-examination of parties by other parties is allowed, and parties should refrain from repeating information, using unbecoming language, making irrelevant or personal attacks, and focus on the heritage merits of the matter.
- 6) **Show proper conduct:** If an individual engages in misconduct, obstructs the business of a meeting, declines to withdraw any expression when asked to do so by the Chair, indulges in repetition, unbecoming language or remarks, or commits any breach of the rules, the Chair may direct them to behave properly.
- 7) **Respect the chair's decision:** If a member or non-member disregards the Chair's directions, the Chair may ask them to leave the meeting for a specified period or have them removed from the meeting.
- 8) **Encourage good behavior:** If the Chair fails to act, any member may move a motion to require the Chair to enforce proper behavior.
- 9) **Follow the Code of Conduct:** The entire Code of Conduct applies to all HWC meetings, and everyone should be mindful of their behavior and language.
- 10) **Let's work together:** The Heritage Western Cape Committee Meetings are an opportunity to work together towards building social cohesion. Let's work towards a productive and respectful meeting.

February 2023_V1

www.westerncape.gov.za/cas

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ILifa leMveli leNtshona Koloni
Erfenis Wes-Kaap

Heritage Western Cape

**MEETING OF HERITAGE WESTERN CAPE'S INVENTORIES, GRADING AND
INTERPRETATION COMMITTEE (IGIC)'S COMMITTEE DATE: FRIDAY, 5TH OF
MAY 2023**

TIME: 09:00H00

The meeting will be held online via *Microsoft Teams*
(<https://teams.microsoft.com/downloads>)

To be a participant in the meeting, kindly email the agenda item number and the contact details (email address and cellphone number) of the attendee to ceoheritage@westerncape.gov.za no later than 24hrs ahead of the scheduled meeting.

In order to be updated with agenda proceedings, please use the following QR code or link to access the HWC *WhatsApp* group on the day:



Follow this link to join the WhatsApp group:
<https://chat.whatsapp.com/IJzuikP4jtt4fmPW7fA5X6>

It is your responsibility to join the respective group to be kept up to date on the meeting proceedings – HWC officials will not be contacting individuals in order to advise them

AGENDA						
1	Opening					
2	Attendance					
3	Apologies					
4	Approval of the agenda					
4,1	Dated 5 th May 2023					
5	Approval of the previous minutes					
5,2	Dated 17 th February 2023					
6	Disclosure of conflict of interest					
6,1	Recusals					
7	Confidential Matters					
7,1	None					
8	Appointment					
8,1	17.1 (12h00)					
9	Administrative Matters					
9,1	Report back on Closeout Reports					
9,2	Report back on Appeals, Tribunals (Athlone Power Station/ Green Point CMP/ Erf 548, 222 Kloof Road, Clifton/ Palmertson School, Wynberg) PM					
9,3	Report back on Council Meetings RM					
9,4	Kasteelberg PHS Nomination JW					
10	Site Inspections Undertaken & Report					
10,1	A portion of Voortrekker Road, Cape Town					
11	Proposed Site Inspections					
11,1	None					
12	Policy Matters					
12,1	None					
MATTERS TO BE DISCUSSED						
13	Proposed nominations of Provincial Heritage Sites					
Item	Case No	Subject	Reference	Case Officer	Documents to be tabled	Matter
TIME SLOT: 09:30 - 09:50						
13,1	N/a	Queens Plain, Worcester	HM/QUEENS PLAIN	Ceceline Muller	Nomination Document	NM
Provincial Heritage Site plaque replacement						
Item	Case No	Subject	Reference	Case Officer	Documents to be tabled	Matter
14,1	N/A					
Sections 27, 28, 29, 30 & 31 Formal Protections						
Item	Case No	Subject	Reference	Case Officer	Documents to be tabled	Matter
TIME SLOT: 09:50 - 10:10						
15,1	N/a	Agulhas Historic House	HM/CAPE AL GUHLAS/AL GUHLASHISTORIC HOUSE	Jonathan Windvogel	Proposed Grading Document	MA
TIME SLOT: 10:10 - 10:30						
15,2	N/a	Agulhas Mountain	HM/CAPE AL GUHLAS/ AGULHAS MOUNTAIN, ERVEN 600, 601, 609, 610, 2265, FARM 281 AND PORTION 55	Jonathan Windvogel	Proposed Grading Document	MA
LUNCH TIME SLOT:						
16	Conservation Body Registration					
Item	Case No	Subject	Reference	Case Officer	Documents to be tabled	Matter
TIME SLOT: 10:30 - 10:50						
16,1	N/a	Korana San Royal Heritage	HMH/LADUSMITH/ KORANA SAN ROYAL HERITAGE	Ceceline Muller	Conservation Body Registration	NM
TIME SLOT: 10:50 - 11:10						
16,2	N/a	Rondebosch Community Impact District Voluntary Association	HM/CAPE TOWN METRO/RONDEBOSCH/ RONDEBOCH COMMUNITY IMPACT DISRTICT VOLUNTARY ASSOCIATION	Ceceline Muller	Conservation Body Registration	NM
TIME SLOT: 11:10-1130						
16,3	N/a	Friends of Ceres Togryers	HM/CERES/FRIENS OF CERES TOGRY	Ceceline Muller	Conservation Body Registration	NM
TIME SLOT: 11:30 - 11:50						
16,4	N/a	Parkscape Association	MH/PARKSCAPE ASSOUCION	Ceceline Muller	Conservation Body Registration	NM
LUNCH TIME SLOT: 12:20-12:40						
TIME SLOT: 12:40 - 13:00						
16,5	N/a	Wellington Heritage Foundation	HM/DRAKENSTEIN/WELLINGTON/WELLINGTON HERITAGE FOUNDATION	Ceceline Muller	Conservation Body Registration	NM
17	Conservation Management Plans					
Item	Case No	Subject	Reference	Case Officer	Documents to be tabled	Matter
TIME SLOT: 12:00-12:20						
17,1	N/a	UCT Conservation Framework	CAPE TOWN METRO/RONDEBOSCH/UCT CONSRERVATION FRAMEWORK	Ceceline Muller	Conservation Framework	NM
Surveys/Inventories						
19	Others					
Item	Case No	Subject	Reference	Case Officer	Documents to be tabled	Matter
TIME SLOT:13:00 - 13:20						
19,1	N/a	Exemptions for Voortrekker Road, Cape Town	CAPE TOWN METRO/CAPE TOWN/EXPANTIONS OF FORTREKKER ROAD	Jonathan Windvogel	Site Inspection Report	MA
TIME SLOT:13:20-13:40						
19,2	N/a	Stellenbosch Municipal Spatial Development Framework	HM/DRAKENSTEIN/WELLINGTON/STELLENBOSCH/ STELLENBOSCH MUNICIPALYU SPATIAL DEVELOPMENT FRAMWORK	Jonathan Windvogel	Draft MSDF	NM
TIME SLOT: 13:40-14:00						
19,3	N/a	Swartland Municipal Spatial Development Framework	HM//SWARTLAND/ SWARTLAND/MUNICIPALIYU SPATIAL DEVELOPMENT FRAMWOK	Jonathan Windvogel	Draft MSDF	NM
20	ADOPTION OF DECISIONS AND RESOLUTIONS		Formal adoption of decisions and resolutions taken at the meeting			
21	DATE OF NEXT MEETING		04-Aug-23			
22	CLOSURE					