

**APPROVED MINUTES OF THE MEETING
OF COUNCIL OF HERITAGE WESTERN CAPE,
Held on Saturday, 29 October 2016, in the Villa Conference Room, 2nd Floor of
the Southern Sun Hotel, Cape Town at 09H00**

1. Opening and Welcome

The meeting was officially opened at 09H30 by the new chairperson Dr Antonia Malan, and she welcomed everyone present.

2. Attendance

Members

Dr Antonia Malan	AM
Mr Rolf Annas	RA
Ms Quahnita Samie	QS
Mr Siphiso Mavumengwana	SM
Mr Ignatius de Swardt	IdS
Mr Rowen Ruiters	RR
Ms Karin Dugmore Strom	KDS
Mr Chris Snelling	CSn
Ms Corlie Smart	CSm
Dr Stephen Townsend	ST
Mr Graham Jacobs	GJ
Ms Joline Young	JY

Members of Staff

Mr Mxolisi Dlamuka	MD
Mrs Colette Scheermeyer	CSc
Mr Zwelibanzi Shiceka	ZS
Ms Nuraan Vallie	NV
Ms Penelope Meyer	PM
Mr Jonathan Windvogel	JW
Ms Ameerah Peters	AP
Ms Lithalethu Mshoti	LM
Ms Noluvo Toto	NT
Ms Heidi Boise	HB
Ms Waseefa Dhansay	WD
Mr Andrew September	AS
Ms Katherine Robinson	KR
Ms Nosiphiwo Thafeni	NF
Ms Nonceba Mabija	NM
Ms Aneeqah Brown	AB

Observers

None

3. Apologies

Dr Daniel Stefanus le Roux
Ms Katherine Dumbrell

4. New Matters

4.1 Nominate a representative to SAHRA

It was noted that:

- Ms Sarah Winter was the HWC representative at SAHRA in the ending term.
- Mr Annas Rolf nominated Dr A Malan as the representative.
- Dr A Malan nominated Dr S Townsend as second in charge, however Ms P Meyer reminded the Council that SAHRA does not allow a secundus. Dr Malan noted that he would only stand in for her when she is unavoidably unable to attend.

DECISION

The Council resolved to approve Dr A Malan as the SAHRA representative. During the course of the meeting a change was made to the secundus, and it was agreed that Mr G Jacobs will stand in for Dr Malan when she is not available.

4.2 Establishment of Committees

It was noted that:

- 38 nominations for Committee membership were received in total.
- A submission was drafted by the Legal Adviser Ms Penelope Meyer.
- The CEO introduced the proposed list of nominations as Committee members and management had drafted a proposal for the Council that was displayed on the screen.
- The proposed chairpersons of Committees are all Council members.
- It was recommended that the attached proposal be approved, however the Council felt it was necessary to familiarise themselves with the nominees and discuss the proposal in camera.
- It was further recommended that the term of current committees be extended by a month (until 30 November 2016) in order to facilitate smooth handover to new committees.

BELCom

It was noted that:

- GJ declined the nomination as BELCom chairperson due to pressure of work.
- ST noted that the Committees should choose the chairpersons by themselves.
- All three members of the Council nominated for this Committee feel competent to be part of this Committee: GJ, ST and KDS.
- ST noted his availability to chair this committee.
- ST and KDS left the room and Council discussed and decided on the chairperson.

It was further noted that:

- The Committee is too architecture-heavy.
- There is a need for a social historian and an archaeologist.

DECISION

The Council resolved that KDS is chairperson of the BELCom Committee.

She was reassured that she will receive all the assistance she needs for her role from the staff as well as the Committee members.

ST noted he would tender his resignation from Council, having not been selected as chairperson. ST excused himself from the Council meeting.

The CEO will search for a social historian to be appoint into the Committee. The nomination would be put forward at the next Council meeting.

IACom

- CSn noted on his nomination as chairperson that he is practising and he submits about 4-5 HIAs a year.
- It was noted that he will have to recuse himself when he has a conflict of interest.
- CSn left the room and Council discussed and decided on the chairperson.

DECISION

The Council resolved to appoint CSn as the chairperson of IACom.

IGIC

It was noted that:

- KD and SM were nominated as chairperson of the Committee.
- SM gave his background and left the room and Council discussed and decided on the chairperson.
- QS was co-opted to this Committee.

DECISION

The Council resolved to appoint SM as the chairperson of the IGIC.

APM

It was noted that:

- AM recused herself as the chairperson of the Council and GJ chaired this item.
- AM was nominated as the chairperson.
- AM is the only member of the Council who is a professional archaeologist and a Committee member.
- AM left the room and Council discussed and decided on the chairperson.

DECISION

The Council resolved to appoint AM as the chairperson of the APM Committee.

APPEALS

It was noted that:

- CS and RR were nominated.
- CS and RR left the room and Council discussed and decided on the chairperson.
- The nature of the Committee needs a legal representative with heritage background.
- A third member was required for Appeals. It was proposed a name be submitted to Council.
- Relevant specialists will be co-opted as the need arises.

DECISION

The Council resolved that CS will be the chairperson of the Appeals Committee.

Executive Committee

It was noted that the Executive Committee is made up of all the Committee chairpersons.

DECISION

Dr Antonia Malan, Ms Karin Dugmore Strom, Mr Chris Snelling, Mr Siphwi Mavumengwana and Ms Corlie Smart are the members of the ExCo.

4.3 SAHRA draft Policy on HIAs.

It was noted that HWC was never formally notified of this policy.

DECISION

The Council resolved that the CEO will communicate with SAHRA requesting an extension to the comment period, and that documents are to be made available to the Council and only then will the Council comment.

4.4 Date of Council and Committee Workshop

DECISION

The Council put aside two dates to consider for Council and Committee Workshops, being 2 and 3 December 2016.

5 Adoption of decision and resolutions


The HWC Council unanimously adopted the decisions taken.

16 Proposed date of the next meeting 3 December 2016

17 Closure The meeting closed at 12H30

CHAIRPERSON 

DATE: 3 December 2016

SECRETARY 

DATE: 3 December 2016