

**MINUTES OF THE MEETING OF HERITAGE WESTERN CAPE,
HERITAGE OFFICERS' MEETING
Held on Monday, 29 June 2026 at 08:35 via MS Teams**



1. Opening and Welcome

The Chairperson, Emily Jane Vowles, officially opened the meeting at 08:35 and welcomed everyone present.

2. Attendance

Members

Emily Jane Vowles	Chairperson, Specialist Heritage Officer	EJV
Ms. Stephanie Barnardt-Delport	Specialist Heritage Officer	SB
Ms. Corne Alexander	Specialist Heritage Officer	CN
Mr. Ruan Brand	Specialist Heritage Officer	RB
Ms. Xola Mlwandle	Heritage Officer	XM
Ms. Sofia Briel	Heritage Officer	SVB

Staff

Ms. Waseefa Dhansay	Assistant Director	WD
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Legal Advisor

Ms. Penelope Meyer	Deputy Director	PM
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Observers

Yunus Ogier	Heritage Officer	YO
Ms. Chloe Petrus	EPWP	CP
Ms. Jwalene Lekama	EPWP	JL

3. Apologies

Ms Aneeqah Brown	Secretariat	AB
Ms. Chiara Singh	Heritage Officer	CSI
Ms. Nosiphiwo Tafeni	Secretariat	AB
Mr. Olwethu Dlova	Backup Secretariat & I&APs	OD

Absent

None.

4. Decisions Taken Under ASD delegation

Matters Arising: Items 13.1; 13.7; 13.9; 13.16; 13.17; 13.22; 13.23; 13.24

New Matters: Items 14.5; 14.10; 14.14

The Committee resolved to hold all matters over to HOMs on 6 July 2026 due to no administrative support being available for the meeting today.

The Committee did, however, discuss the following:

Administrative Matters

Proposed Section 34 Maintenance Exemptions in the City of Cape Town

DISCUSSION

- On 12 June, HWC were approached by the City of Cape Town E&HM with a proposed draft exemption notice for routine, like-for-like maintenance on properties subject to the provisions of Section 34 within the City of Cape Town Municipality.
- The proposed notice seeks to address the unnecessary burden placed on HWC to process such applications, and the unnecessary burden place on property-owners required to comply with s34 when undertaking routine maintenance.
- The Committee discussed the implementation of the exemptions beyond the City of Cape Town and beyond s34.
- The Committee resolved to hold a workshop on 1 July to discuss the exemptions.

COMMENT

The Committee acknowledged receipt of the document. The Committee agreed to review the document for circulation through the HWC Committee structures before formalisation.

13. Other Matters

14. Closure: The chairperson, Emily Jane Vowles, officially closed the meeting at 08.53am

15. Date of next meeting: 6 July 2026

MINUTES APPROVED AND SIGNED BY:

CHAIR: _____

SECRETARY: _____

Annexure A – HWC: Heritage Officers' Meetings

Abbreviations

APHP - Association of Professional Heritage Practitioners
AHP - Agulhas Heritage Society
BKCA -Bo-Kaap Civic Association
BKYM - Bo-Kaap Youth Movement
CIBRA - City Bowl Ratepayers ' & Residents Association
CoCT – City of Cape Town
CTHT – Cape Town Heritage Trust
CRM - Cultural Resources Management

ASAPA - Association of Southern African Professional Archaeologists
ABHC - Associated Bibbeys Hoek Conservancy (Knysna)
BELCOM - Built Environment and Landscapes Committee
CBCRA -Camps Bay Clifton Ratepayers Association
CSDBOA - Clifton-On-Sea & District Bungalow Owners Association
CTHF - Cape Town Heritage Foundation
CRRA - Constantia Ratepayers & Residents Associations
CMP – Conservation Management Plan

DRHCA - De Rust Heritage Conservation Association
Docomomo South Africa
DHS -Durbanville Heritage Society
EHM – Environmental Heritage Management department
FoBCA- Friends of Blaauwberg Conservation Area
FE - Friends of Elim
GLCA- Greater Lynfræ Civic Association
GPRRA - Green Point Ratepayers & Residents Association
HVA- Harfield Village Association
HMB - Heritage Mossel Bay
HVTA - Hex Valley Tourism Association
HBRRA - Hout Bay & Ratepayers and Residents Association
HIA - Heritage Impact Assessment
ILASA - Institute for Landscape Architecture in South Africa
KBHA - Kalk Bay Historical Association
KBSJRR - Kalk bay-St James Ratepayers & Residents Association
LKID - Lower Kenilworth Improvement District
MHCS - Muizenberg Historical Conservation Society
NCW – Not Conservation Worthly
NEMA - National Environmental Management Act (No. 107 of 1998)
NID - Notification of Intent to Develop
NCOA - Noetzie Conservancy Owners Association
OH - Oudtshoorn Heritage
Paarl300 Foundation
PRRA - Pinelands Ratepayers & Residents Association
PACF - Prince Albert Cultural Foundation
SAHRA - South African Heritage Resources Agency
SRHS - Salt River Heritage Society
SFB - Sea Point, Fresnaye & Bantry Bay Ratepayers & Residents Association
SvDSF - Simon van der Stel Foundation Cape Town
STHS - Simon's Town Historical Society
SHF - Stellenbosch Heritage Foundation
SHCT - Stillbaai Heritage Conservation Trust
GHT - George Heritage Trust
RVRA- Rustenburg Valley Residents Association
TRHCS - Touws River Heritage and Conservation Society
VASSA - Vernacular Architecture Society of South Africa
WUECAG - Walmer/University Estate Conservation Action Group
WCAC - West Coast Aboriginal Council
WAAC - Woodstock Aesthetic Advisory Committee
WHCS - Worcester Heritage & Conservation Society
WRRRA - Wynberg Residents and Ratepayers Association

DWCA - De Waterkant Civic Association
DHF - Drakenstein of Heritage Foundation
EMPr - Environmental Management Program
FHRA -Franschhoek Heritage and Ratepayer Association
FoCVGB - Friends of Constantia Valley Green Belts
GBRM - Great Brak River Museum
GVHAG- Greater Vredehoek Heritage Action Group
GCS - Greyton Conservation Society
HRF - Helderberg Renaissance Foundation
HOMs - Heritage Officers Meeting
HPO – Heritage protects overlay.

HWC – Heritage Western Cape
IACom - Impact Assessment Committee
IGIC - Inventories, Gradings and Interpretations Committee
KHS - Kommetjie Heritage Society
MGHS - McGregor Heritage Society
NHC - Napier Heritage & Conservation
NASDB - Nelspoort Agency of Sustainable Development body
NHRA - National Heritage Resources Act (No. 25) of 1999
NRA - Newlands Residents Association
OCA - Observatory Civic Association
OHAC - Overstrand Heritage and Aesthetics Committee
PPP - Public Participation Process
PHCT - Pniel Heritage and Cultural Trust
RMCA - Rosebank and Mowbray Planning & Architectural Committee
SAHRIS - South African Heritage Resources Information System
SPFA - Sea Point for All Group

SHC - Stanford Conservation Trust & Stanford Heritage Committee
SIG - Stellenbosch Interest Group
SHA - Swellendam Heritage Association
OWVS - Old Wynberg Village Society
TVHF - Tulbagh Valley Heritage Foundation
UCRRA- Upper Claremont and Residents and Ratepayers Association
WERRA - Walmer Estate Ratepayers and Residents Association
Ward 2 Forum
WCC- Whale Coast Conservation
WRA - Woodstock Residents Association
WECA - Wynberg East Civic Association