
INSTITUTE OF ENVIRONMENT AND RECREATION MANAGEMENT



EXECUTIVE COUNCIL

MINUTES

DATE: 13 August 2013

TIME: 14h00-17h00

VENUE: AlumniHouse Boardroom
RhodesUniversity; Grahamstown

Members:

Ms Desiree Galant	President	City of Cape Town	Present
Prof Willie Nel	Vice President	IFPRA	Apology
Mr Gert Bam	Past President	City of Cape Town	Present
Mr Mashudu Peter Gavhi	Chairperson FS	Moghaka Municipality	Apology
Ms Lynn January	Chairperson WC	City of Cape Town	Present
Mr Mark Hazell	Chairperson EC	Rhodes University	Present
Mr Bishop Ngobeli	Chairperson Gauteng	City of Johannesburg	Present
Mr Johan Swart	Chair Ed & Tr Comm	City of Cape Town	Present
Mr Pepe Dass	Chairperson INCA	eThekwini	Apology
Mr Jean Venter	General Secretary		Present

1. WELCOME AND APOLOGIES

The president welcomed members and noted the above apologies.

2. READING AND CONFIRMATION OF MINUTES

The committee confirmed the minutes of the meeting that was held on 22 May 2013.

3. FINANCIAL STATEMENTS

A year to date financial report tabled by the secretary was noted.

AGREED:

- a. To show the branch bank balances in future financial reports.
- b. To confirm the principle that national event revenue accrues to the national budget and branch event revenue accrues to the branch budgets.

[Adrie da Silva]

AGREED that the president and the secretary write to the INCA committee:

- a. To remind the committee of the need to be represented on the IERM executive council at every meeting of the council.
- b. To confirm the names of the mandated branch representatives making up the INCA management committee.
- c. To request that the committee discusses its funding arrangements with the council before any further disbursements will be considered.
- d. That the committee report and obtain approval for its actions and events from the council, on a regular basis.

[President & Secretary]

4. CONVENTION 2013

The secretary advised that a draft programme was available but that the papers committee would have to provide final touches to ensure that all stakeholders were included.

AGREED

- a. To hold a follow up papers committee meeting by teleconference to finalise the programme.
- b. To include sessions for SALGA, Arbor City (Mike Modise), Yardstick (Jason) and SACLAP (Bernadette Vollmer) as well as a members forum into the programme.
- c. To increase the number of cemeteries papers on the programme.
- d. To finalise the programme by the end of August 2013 to allow time for marketing work.

[Papers Committee / Eileen Shaw]

5. RECREATION CONFERENCE

The recreation conference that was held in June in Potchefstroom was attended by some 150 delegates and was in general well received by members and well organised.

AGREE to add a recreation indaba for 2014 to the events schedule to be considered at the annual council meeting in November.

[Eileen Shaw / Angela Davids]

6. NAME CHANGE OF THE ORGANISATION

Noted the minutes of a meeting of the ad-hoc committee dealing with the proposed name change of the association. The council supported the approach of the ad-hoc committee to circulate a list of possible names to members to solicit views and or support for particular options.

[Jean Venter]

7. BRANDING OF THE ASSOCIATION

The secretary then tabled a number of styled acronym type logos which were considered by the council.

AGREED to adopt the acronym with a tree to its left made up of colourful human hands as a logo for use in banners, website and newsletter designs of the association.

[Dion Abrahams, Angela Davids, Eileen Shaw]

8. IERM KNOWLEDGEBASE

The council reviewed progress with the establishment of a national knowledgebase for the industry.

AGREED:

- a. That the framework for the knowledgebase must be circulated to members with an appropriate covering letter as per the minutes of the meeting that was held on 22 May 2013.
- b. That a specific request for minimum maintenance standards and policies that are in use with municipalities be placed with members. These should be in context of parks, cemeteries, sports facilities and trees.

[Dion Abrahams, Adriana Chikesh]

9. WEBSITE

Members noted statistics on the website and also took note of the current look and feel recently updated.

10. NORMS AND STANDARDS COMMITTEE

The council noted minutes of the most recent meeting of the norms and standards committee. Members noted the need for a facilities grading system that was easy to implement and use.

AGREED:

- a. To target the 2014 convention for launching a national facilities grading system.
- b. That Mr Bam will expedite support work offered to establish the needed framework and methodologies for the facilities grading system.

[Mr Bam]

11. ARBOR CITY AWARDS

Mr Mark Hazell confirmed that a report on the most recent Arbor City awards was forwarded to the president and to the secretary. Members felt that the awards could be much better supported by municipalities.

AGREED that Mr Hazel and the president collaborate to draft a proposal letter to the minister to encourage a larger format for the award combining it with a training programme.

[Ms Galant and Mr Hazel]

12. PROFESSIONALISATION

Mr Swart advised that SACLAP was collaborating with the IERM branches to brief members on the rollout of the new professional designations. Members noted that SACLAP was funded from registration fees as well as from government and supported that this format of funding be continued into the future.

Mr Swart advised that he had written to Ms Sandra Greyling of Cogta to request inclusion into the skills profiles references to membership of the IERM in context of the new professional designations. The department has acknowledged receipt.

The matter of drafting a grandfather clause for the awarding of designations to long standing practitioners is increasingly urgent. Members suggested that a new SACLAP council would have to be elected once the new designations was in place to allow for broader industry governance.

13. BRANCH MATTERS

The council noted written reports by Ms Wilkins on meetings of Gauteng, Free State and Eastern Cape as well as a report received from the Western Cape Branch. The branch now has R140 000 in the bank and plans on meeting every second month. The branch is also planning a regional expo at some point in the future.

The council complimented Ms Wilkins on excellent work done in restarting activities in the Eastern Cape, Free State and Gauteng.

14. EDUCATION AND TRAINING

Mr Swart advised that Mr Spies has now provided material on the proposed courses that he wanted IERM to accredit and that he would discuss with Mr Bam and others.

The president suggested that the education and training committee requires more resources.

AGREED:

- a. To host an education and training forum meeting later this year to help stimulate interest in the portfolio.
- b. To debate at the forum the need for a practical examination system.

[President and Mr Swart]

15. NATIONAL EXAMINATION BOARD

The secretary advised that a new trust deed had been drafted and would be discussed with the surviving NEB office-bearers.

[Jean Venter]

16. HISTORY BOOK

The council **noted** that the past presidents and honorary members have been listed to the website and that a short history document was nearly complete for review. The association will be 80 years old in 2016.

17. CONVENTION 2014

The secretary confirmed having sent an invitation to Makana and to Buffalo City inviting them to host the 2014 convention.

18. FOOTPRINT LIMITED

The secretary advised that Footprint Limited was launching a new parks journal and requested support from the IERM.

AGREED that the secretary could assist Footprint Ltd with postal addresses of members, provided that the magazine annually provides an article on the IERM.

[Andrew Nkosi]

19. IERM NATIONAL CEMETERIES ASSOCIATION

The council noted a written report on INCA activities provided by Ms Reddy. Members were concerned that the dates of a planned cemeteries event may clash with the annual convention.

20. DATE OF NEXT MEETINGS

Convention – 11 to 13 November 2013
Executive Council – 20 November by teleconference.

21. CLOSURE

The president thanked members and closed the meeting.

THUS READ AND CONFIRMED

PRESIDENT

DATE