



EXECUTIVE COUNCIL

MINUTES

DATE: 05 December 2013

TIME: 10h00-12h00

VENUE: Teleconference

Members:

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

1. WELCOME AND APOLOGIES

The president welcomed members present and noted the above apologies.

It was noted that Mr Peter Gavhi had resigned from the committee due to a change in his employment.

AGREED to prompt the Free State branch to schedule a nomination and election process for a new chairman.

[Paula Wilken]

2. READING AND CONFIRMATION OF MINUTES

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

3. FINANCIAL STATEMENT

The committee **NOTED** year to date financial statements tabled by the secretariat including a budget for the 2014 year.

4. CONVENTION 2014

The committee was advised of informal invitations from both uMhlathuze and Knysna to host the 2014 convention.

AGREED

- a. To formalise an invitation from uMhlathuze municipality for a convention on 29 September 2014 with Mr Ernst van Biljon and to write to Knysna to request deferment of their offer due to the fact that the most recent convention was within the same province.
- b. To pursue hosting an IFPRA conference in South Africa in 2016 in Cape Town.
- c. To send an open invitation to branches for offers to host the 2015 convention.
- d. To circulate a call for proposals for a theme and sub themes to members.

[Eileen Shaw & Prof Willie Nel, Dion Abrahams]

5. RECREATION INDABA

The president extended an invitation to City Parks to host the 2014 recreation indaba. Mr Ngobeli undertook to discuss the invitation with his management.

[Mr Bishop Ngobeli]

AGREED to invite members to offer to host short one or one and a half day events on subjects such as cemeteries, playgrounds, or other focused parks or recreation subjects.

[Dion Abrahams]

6. ACTIVITY PROGRAMME 2014

The secretary then tabled an IERM activities programme for 2014 which was supported by the committee for inclusion on the website and in other marketing material.

[Bruce Turner & Andrew Nkosi, Dion Abrahams]

7. KNOWLEDGEBASE

Members advised of documents that will be made available in the near future to the secretariat for inclusion into a knowledgebase from Cape Town, Johannesburg and from Unisa.

8. NAME CHANGE

The committee noted advice received from members and it was **AGREED** to again circulate a summary of the views to members for further comments.

[Kelly Hirsch]

9. WEBSITE AND EMAIL STATISTICS

Members expressed satisfaction with the way the new branding was coming across on the website and marketing material.

AGREED

- a. To invite Mr Botha from the South Cape branch to become a contributor to the newsletter.
- b. To ask Ms Jenny Moodley of City Parks to put the IERM on their press release list.
- c. To investigate why the IERM twitter feed is not working.

[Dion Abrahams]

10. ARBOR CITY AWARD

AGREED

- a. To look out for a volunteer to be groomed to take over the IERM participation role once Mr Hazell has retired from this role. Mr Hazell was requested to draft a short profile of such a person.
- b. To encourage DWA to provide a longer time line for municipalities to prepare for the awards and to create more levels of participation to avoid situations where very large and very small municipalities are competing.

[Mark Hazell & President, President Elect]

11. INCA

Members debated the role of a new competing body known as SACA and noted that most delegates to their recent conference were not aware that the body was no longer associated with IERM and some were upset by the apparent split that occurred.

The president advised that a letter was sent to all members to advise them on the IERM stance on SACA.

AGREED

- a. That cemeteries should remain a focus area of the IERM and that a new committee needs to be formed.
- b. The secretary to arrange and invite branch chairs to attend a meeting on cemeteries in February at City Lodge at OR Tambo Airport.
- c. All branches to formally take position on institutional arrangements for cemetery matters within local government.
- d. All branches to elect new representatives to serve on the INCA management committee.
- e. SALGA to be invited to the meeting.

[Branch Chairs, Angela Davids, General Secretary]

12. PROFESSIONALISATION / SACLAP

Mr Swart advised that a document outlining professional registration procedures was circulated to members for comment and that the deadline was extended to 10 January. He advised that the Saclap council was currently not representative of the industry it serves and that this matter would be taken up with the minister in due course. The president to attend the meeting with the minister, only if the minister is personally involved.

AGREED that the IERM can pay transport costs for Mr Swart to attend the ministerial meeting. If the minister is in attendance then the president should also attend.

[Mr Swart & President]

13. PROFESSIONALISATION TRUST

The secretary tabled a draft professionalisation trust deed, for approval. The trust to consolidate funds from the WAFA trust, the SGB for ornamental horticulture as well as from the national examination board. The trust deed has already been approved by the remaining trustees of the national examination board.

RESOLVED to approve the creation of a new common-law trust and the tabled trust deed as tabled by the secretary. The secretary is mandated to transfer the relevant funds to the new trust and to advise the NEB trustees accordingly. The WAFA Trust Bank Account to be renamed appropriately and to be used as the bank account for the new trust.

[Jean Venter]

14. BRANCH MATTERS

The committee **NOTED** a report on branch activities tabled by Ms Paula Wilken with appreciation. The president visited the South Cape and reported keen interest to launch a new branch in that area. Mr Botha will assist the formation process in that part of the country.

AGREED

- a. To request that the Western Cape report also be included into the report compiled by Ms Wilken.
- b. The committee thanked Ms Wilken for the good work that she was doing in developing the branches.
- c. To set up a teleconference involving the president and Messrs Swart and Kloppenborg of eThekwinini to consider the restart of the KZN branch.
- d. The Free State branch needs to elect a new chairman.

[Paula Wilken, Kelly Hirsch, President]

15. EDUCATION AND TRAINING

Mr Swart suggested that more volunteers were needed to serve on this committee. He also encouraged the committee to include more student papers into the convention programme.

16. MEETING DATES

The committee adopted a list of proposed meeting dates for 2014 tabled by the secretariat.

February to be a face to face meeting, March a teleconference and August a face to face meeting.
The convention to start on 29 September.

AGREED to add marketing as an agenda item for the next meeting.

[Angela Davids]

17. CLOSURE

The president thanked members and closed the meeting.

THUS READ AND CONFIRMED

PRESIDENT

DATE