



POLICY ON SETTING OF PROFESSIONAL STANDARDS

1. General Considerations:

- It is often crucial to the successful outcome of a heritage resources project that the necessary professional skills and experience be applied in a given circumstance.
- This policy is intended to create clarity regarding situations in which Heritage Western Cape (HWC) sets minimum standards for professional practice in situations over which it has oversight or which it otherwise has ability to control.
- These standards may be applied to an individual professional or a team of professionals.
- These standards are for use by organs of HWC in setting minimum standards for professional practice in a given circumstances and sets a framework for situations where it is considered necessary that a minimum standard be applied.

2. Areas of practice within the heritage resources sector:

Heritage resources conservation and management is an area requiring many different types of professional skill. The following is a list of major fields and skills areas, but there may from time to time be others to which this policy is applied:

- Anthropology
- Architecture
- Astronomy
- Archaeology
- Engineering
- Environmental science
- History (including oral history, art history, etc.)
- Heritage conservation
- Impact assessment
- Landscape Architecture
- Law
- Palaeontology
- Research on and assessment of heritage resources
- Town and regional planning
- Urban design

It is recognised that standards of various sort are set by a variety of professional bodies operating in the areas set out above and that in some instances these are directly relevant to the heritage resources sector. Standards are generally determined according to type and/or level of qualification, type and/or years of experience and/or a particular specialisation within a given professional field.

3. Factors to be taken into consideration when setting a minimum professional standard:

In determining when and whether to apply a particular standard for professional practice in a given situation HWC shall take into account the following:

- Formal protection in terms of the National Heritage Resources Act.
- Grading in terms of the National Heritage Resources Act.
- The scale and complexity of the proposal/project under consideration.
- The potential impact of a proposal/project.
- The area/s of professional practice needed to ensure that significance is suitably retained.
- The quality of the application/material submitted to it for consideration.
- Precedents of which it is aware concerning similar projects affecting similar aspects of the national estate.
- Familiarity with local conditions.

4. Setting a minimum professional standard:

Where it wishes HWC may require a minimum level of expertise on the part of professionals involved in the formulation of a proposal, execution of a project or other action over which it has jurisdiction. In this regard it may stipulate:

- Qualifications in a certain field.
- The level of qualification (ie: Bachelors, Masters, etc.).
- Years of experience in a field.
- The form and duration of narrower, specialist experience in a given field.
- Registration with a professional body and the level, grade or other form of that registration.

HWC reserves the right to engage with a university or other qualifications issuing authority or professional body concerning verification of the qualifications, registration and/or experience of an individual professional.

The standard of professional practice required in a given circumstance must be communicated to the applicant or other person or body concerned, in writing and as part of a decision of an organ of HWC.

HWC may require that a name or shortlist of names of professionals involved in a project/proposal be submitted to it for consideration and may reject an individual or team if it is felt that such standards are not met or on the basis of knowledge of precedents set by the professional/s concerned on projects that are comparable to the one under consideration.

5. Regulations and other policies that apply:

The provisions of this policy are to be applied in conjunction with the relevant provisions of other policies of HWC, eg:

- Regulation 12-14, 'National Heritage Resources Act, 1999 (Act 25 of 1999) Regulations made by Heritage Western Cape in Terms of Section 25(2)(h), Provincial Notice 298 of 2003', Province of the Western Cape Provincial Gazette, 29 August 2003
- Archaeology, Palaeontology and Meteorites Committee Copermit Policy.
- Draft proposed basic requirements of a Heritage Impact Assessment into Section 38 of the National Heritage Resources Act, 1999

Adopted by the Council of Heritage Western Cape, 28 February 2013