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## APPENDIX 1: DESCRIPTION OF STAKEHOLDER INVOLVEMENT

### 1. Introduction

During Phase One of the development process of the Heritage Resources Management Plan for the Table Mountain National Park, a Status Report was compiled on the basis of a review of best practice, heritage inventory requirements and legal obligations. This phase of work also included a stakeholder analysis to inform the approach to the ongoing development of the HRMP. This detailed stakeholder analysis is included in the Status Report (available on the TMNP website: [www.tmnp.co.za](http://www.tmnp.co.za)).

Four key groups of stakeholders have been engaged in the process of developing the HRMP:

- TMNP staff and management via an internal reference group made up of the management team;
- Relevant authorities via the Park's Planning Committee,
- Heritage specialists via peer review; and,
- Organised civil society groups.

These stakeholders were grouped further on the basis of the stakeholder analysis; see annexure for list of stakeholders.

Figure 1: presents the structure of the TMNP Integrated Environmental Management System, which is the performance management framework within which the HRMP is integrated. This presents the overarching process of planning, review and reporting. The Park is currently reviewing its Strategic Management Plan (SMP). The final HRMP will inform the priority management strategies and actions for the next five-year planning timeframe.

Figure 2: presents the overall process of developing the HRMP. The diagram illustrates how stakeholder (internal and external) and specialist inputs have been integrated to shape the products emerging from the process. The broad stakeholder grouping has been engaged in identifying, determining the significance and advising on the management of heritage resources in the Park. Heritage authorities/agencies have assisted the team and the TMNP in ensuring that the HRMP and its register conform to accepted national standards. All other relevant authorities have been engaged to enable consistency and co-operation in the management of heritage resources on the Cape Peninsula.

A range of communication and engagement methods has been employed including: public events, written communications, one-on-one interactions with heritage interest groupings. The engagement strategies have differed from grouping to grouping and the following sections describe the engagement processes with the four key groupings described above.

### 2. Engagement of TMNP Management

The project consultant team has worked closely with the TMNP project managers assigned to the HRMP project. Four Management Team presentations/working sessions have been held. These sessions were held at key milestones:

- at the outset of the project to describe the process;
- after the compilation of the status report to report findings and implications;
- at the completion of the draft heritage inventory and initial identification of management priorities to enable feedback on the GIS-user interface to assist in the identification of management priorities; and,
- the presentation of the draft HRMP.

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The final session (still to be held) will enable feedback from management and staff on the draft HRMP.

The draft HRMP is available at a critical time for Park planning and strategy for the next five-year period. The process of internalisation of heritage management functions is being underscored and supported through the stated core business of the TMNP – biodiversity and heritage management.

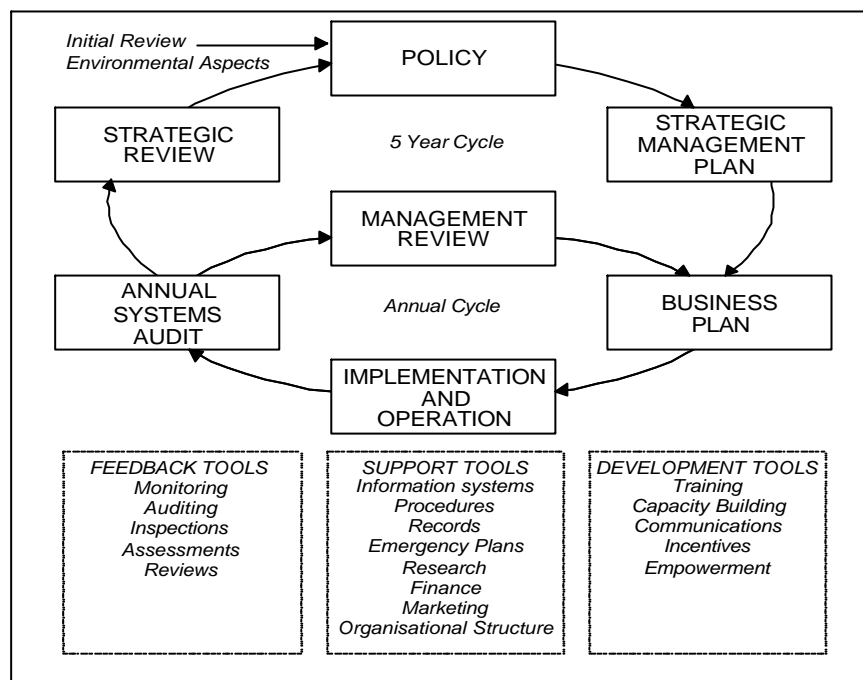


Figure 1: Structure of the TMNP Integrated Environmental Management System

### 3. Engagement of relevant authorities

The Parks Planning committee, which is the vehicle through which the Park formally engages relevant authorities on issues Park planning, development and management, was seen as representing all of the relevant authorities that needed to be engaged in the process. This representation has included the following organisations:

- City of Cape Town: CMC Administration
- City of Cape Town: South Peninsula Administration
- City of Cape Town: Central Administration
- South African Heritage Resources Agency (SAHRA)
- Heritage Western Cape (HWC)
- South African Defense Force
- Department of Public Works
- Provincial Administration of the Western Cape

This forum has received two presentations, one at the start of the project and another after the completion of the Status Report. A further session will be held to enable feedback on the draft HRMP.

Beyond this forum, there have been numerous interactions with officials of the City of Cape Town and SAHRA, and HWC. These interactions have focused on the structure and content of the heritage inventory as well as the key priorities for the HRMP. Beyond this grouping, a number of individuals

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working within museums have assisted in the identification of stakeholders and relevant databases for integration into the heritage inventory.

#### **4. Engagement of heritage specialists via peer review**

The Heritage Landscape Group, the heritage specialist consultants engaged in the process have sought peer review on both the methodologies for defining significance and the structure and content of the heritage inventory. As the development of the heritage inventory could not be based on a predetermined or required format, it was necessary to engage colleagues in the field to review the approached being adopted in the project.

#### **5. Engagement of organised civil society groups**

As described in the stakeholder analysis, the levels of capacity and historic engagement by organised civil society groups in the heritage management on the Cape Peninsula vary greatly. Heritage management involving cultural aspects is also a relatively new arena for conservation agencies. During the course of the HRMP project the Park has strengthened both the internal capacity and mechanisms for engaging stakeholders. The Park has employed a Manager: People and Parks as well as a volunteer co-ordinator. It has also established a Park Forum with working groups that can deal with specific areas of need. Generally over the past year, the Park has renewed its focus on stakeholder engagement.

Heritage Resources Management requires the ongoing involvement of civil society and the development of the HRMP cannot be seen as a once-off event. In fact, the development of the HRMP marks the commencement of an ongoing engagement process rather than the completion of a process. The proposed mechanisms for ongoing engagement in the future are described in section six of the HRMP document.

During the process of developing the HRMP, the team has responded directly to requests that have been made by civil society groups to engage on a one-on-one basis. The invitation to request such engagement was included in the written communications sent to all identified stakeholders. Where such requests were received, the team organised special meetings and made individual presentation.

The following describes the key tasks undertaken in the engagement of civil society groupings:

Task 1: Reaching agreement on the stakeholder participation process with the client. This involved:

- Obtaining all necessary background information for the public participation process;
- Meetings with the client and project team to clarify requirements relating to the stakeholder participation process; and,
- Identifying key stakeholders

Task 2: Placement of advertisements in local newspaper to inform local stakeholders within the Cape Metropolitan Area of the proposed Heritage Resources Management Plan and to invite stakeholders to participate in the process that seeks to create mutually beneficial Heritage Resources Management Plan for the Park. This involved:

- Compilation of newspaper advertisement
- Forward press release to the local newspaper
- Placing of the advertisement in the Local and Metro newspapers

Task 3: Compilation of stakeholder database (in parallel with task 1 &2) which included:

- Interactions with museums and authorities to identify existing databases

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- Compilation of the HRMP database (initially 440 stakeholders but expanded to about 480).

Task 4: Develop and disseminate summary of the Status Report to introduce the proposed development to stakeholders and scope for issues and concerns relating to the proposed activity. Activities included:

- Compiling Summary of the Status Report
- Circulating the Summary Report to stakeholders across the Cape Metropolitan Area.

Task 5: Implementation of media communication strategy, including:

- Press releases
- Radio interviews
- Web page (project information, announcements and documents)

Task 6: The organisation of a Capacity Building Event with the objectives of informing stakeholders of the heritage resources and the TMNP's HRMP, eliciting inputs into the identification of heritage resources and management priorities. This event held at the Pentech was attended by 50 stakeholders and the organisation and hosting included:

- Circulation of invitations, the summary Status Report;
- Follow-up phone calls to invitees;
- The development of presentation materials;
- Enabling stakeholders to view the draft GIS-based inventory;
- Discussion of heritage management priorities;
- Recording of the meeting and distribution of the record.

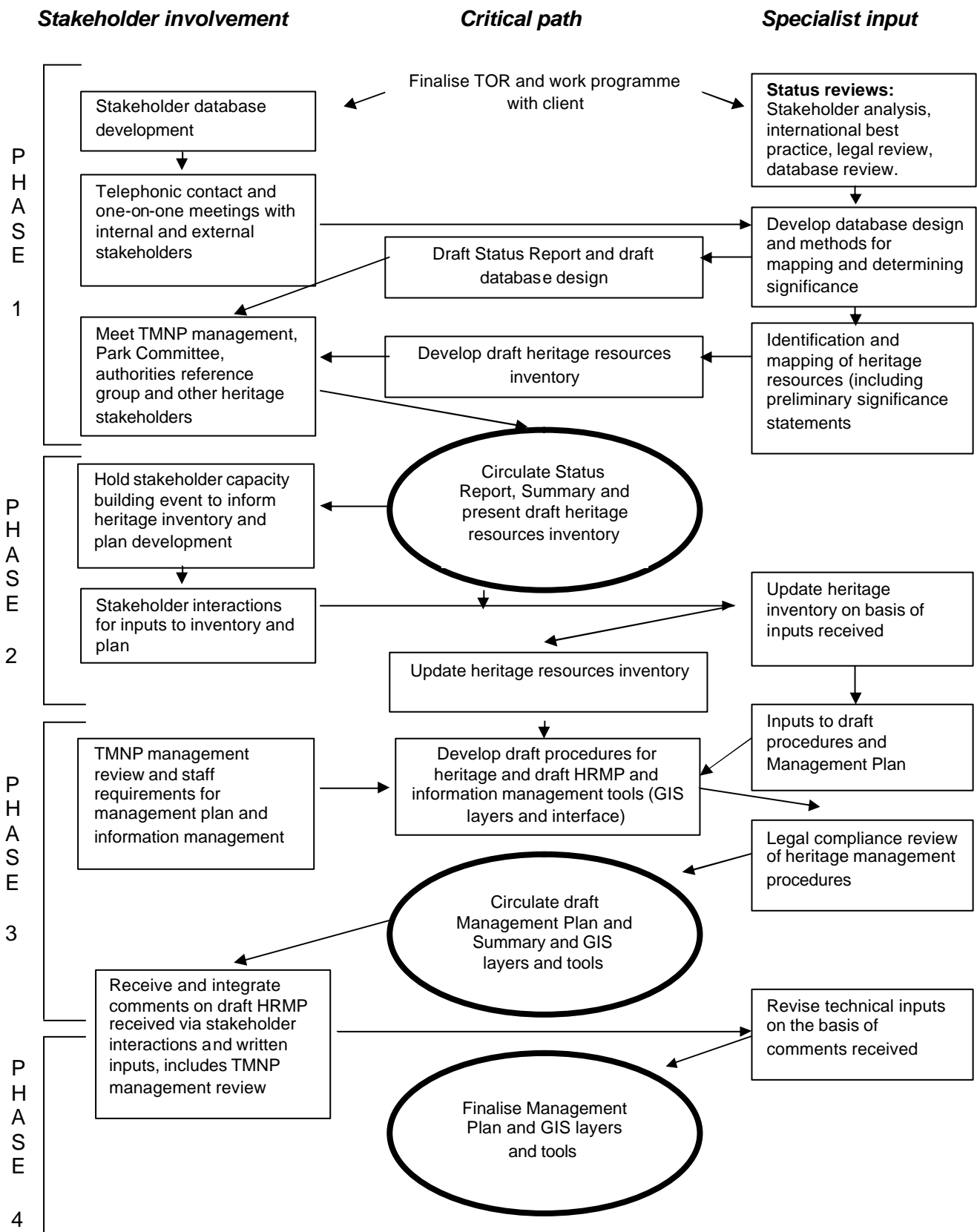
Task 7: Responding to stakeholder requests for further one-on-one interaction. On the basis of such requests, the team organised meetings with the: Simon's Town Museum and two interest groups involved in the conservation of Muslim spiritual sites in the South Peninsula; SSS Radar group; the Houtbay and Llundudno Heritage Trust and representative of Khoekhoen interests.

Task 8: Incorporate issues, concerns, suggestions and additions raised into the draft Heritage Resources Management Plan. This has resulted in the development of the draft HRMP.

Task 9: Circulation of the draft Summary Heritage Resources Management Plan and posting of the complete documents on the TMNP website with a request for input within a three week comment period.

Task 10: Finalisation of the HRMP, on the basis of comments received, including a comments appendix to indicate the responses to stakeholder comment.

**Figure 2: TMNP Heritage Resources Management Plan Preparation Process**



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## ANNEXURE: List of stakeholders

### **Per category:**

#### **Academic: University of Cape Town**

Centre for African Studies  
Centre for Higher Education Development  
Centre for Popular Memory  
Council for Geoscience  
Department of Archaeology  
Department of Botany  
Department of Geomatics  
Environmental Evaluation Unit  
English Department (Media Studies)  
Faculty of Engineering  
School of Education  
Architecture and Planning  
Environmental and Geographical Science  
Urban & Regional Planning  
Vernacular Architecture Society of South Africa

#### **Academic: University of the Western Cape**

Institute for Historical Research  
Department of History

#### **Community Based Organisations and Non-government organisations**

A Mountain Walking Group  
African Environmental Movement  
Afro Montane Information Forum  
ANC Environmental Policy Desk / PMF  
Friends of Silvermine Nature Area  
Friends of Simon's Town Coastline  
Friends of the Simon's Town Coastline  
Friends of Tokai Forest  
Gleemore Cape Flats Civic Association  
Glencairn Civic Association  
Gorichouqua Tribal House  
Green Alliance  
Green Party of South Africa/New Eden Foundation  
Griqua National Conference  
Habitat Council  
Historical Society of Cape Town  
Honourary Rangers  
Hout Bay & Llandudno Heritage Trust  
Hout Bay Civic Association  
Hout Bay Heights Residents Association  
Hout Bay Ratepayer's Association (HBRA)  
ILASA for Cape Town Heritage Trust & Individual  
Ilitha Lomso  
Imizamo Yethu Civic Association/Hout Bay RDP  
Forum

Bergvliet/Meadowridge Ratepayers Association  
Bloubergstrand Ratepayers Association  
Botanical Society of SA  
Boulders Heritage Association  
Cape Flats Development Agency  
Camps Bay Ratepayers & Residents Association  
Cape Bird Club  
Cape Cultural Heritage Development Organisation  
Cape Mazaar Society  
Cape Natural History Club  
Cape Province Mountain Club  
Cape Town Ecology Group  
Cape Town Environment Trust  
Centre for Conservation Education  
City Bowl Ratepayers' and Residents' Association  
Claremont Mosque  
Cochoqua Tribal House  
Conservation Committee MCSA  
Constantia Property Owners Association  
Constantia Ratepayers  
Crossroad Environment Project  
Cultural Resource Management  
Ekupumeleni Environmental YC

#### **EYETHU**

Federation of Cape Civic Associations-Bellville  
Fish Hoek Alien Vegetation Control Group  
Fish Hoek Residents & Ratepayers' Assoc.  
Fish Hoek Residents Association  
Friends of Cecelia Forest  
Friends of Constantia Valley Green Belt  
Friends of Liesbeek  
Friends of Lion's Head / SHAPE  
Friends of Newlands Forest  
Friends of Scarborough/Marine Environ Educ Trust  
Peninsula Mountain Forum/WESSA  
Red Hill Landowners Conservation Group  
Philippi Environmental Project  
Royal Society of South Africa  
SA Malay Cultural Society  
Save Table Mountain Campaign  
Scarborough Ratepayers & Residents' Association  
Schotsche Kloof Civic / Tana Baru Trust  
Schotsche Kloof Civic Association Bo-Kaap Dev  
Sentinel Residents Association  
Silvermine Valley Coalition

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Kalk Bay / St James / Clovelly Ratepayers Assoc	Simon van der Stel Foundation
KERIC / Khayelitsha Development Forum	Simon's Town Flora Conservation Group
Kirstenhoff Residents & Ratepayers Association	Simons Town Ratepayers & Residents' Association
Kommetjie Environmental Awareness Group	Simonstown Museum Representative Committee
Kommetjie Residents' Association	Teachers Environmental Structure
Llandudno Civic Association (LCA)	The Cape Town Herb Group
Masifundisane Cultural Group	The Fairest Cape Association
Masiphumelele SANCO	The South African Military History Society
Mistycliffs Ratepayers Assoc	Tokai Residents Association
Muizenberg & Lakeside Ratepayers Association	Tsoga Environmental Resource Centre
Muizenberg Ecological Awareness Group	Vukani Environment
Muslim Judicial Council	Western Cape Civic Associations
Muslim Women's Federation of SA	Western Cape Community Organisation
National Khoisan Consultative Conference (UWC)	Western Cape Marine Conservation Society
National Khoisan Council SA	Wildlife & Environmental Society of SA
NATSOC	Wolfgat Conservation Association
NEDEP	Wolfgat Nature Reserve
Noordhoek & District Civic Association	WP Athletics (Cape Slave Route Challenge)
Oudekraal Community	Zandvlei Trust / FBAC / False Bay Env. Forum
Cape Town Heritage Trust	Zeekoevlei Civic Association
Casteel De Goede Hoop	<b>Other Institutes</b>
Hout Bay Museum Board of Trustees	Simonstown Heritage Museum
National Library of South Africa	South Africa National Gallery
Robben Island Museum - Heritage Department	South African Missionary Museum
SACH Museum, Iziko Museums of Cape Town	South African Museum
<b>Professional Bodies/ CPNP Consultants</b>	Agency for Cultural Resource Management
ACL Urban Renewal	Bo-Kaap Museum
Cape Institute of Architects	<b>National Government</b>
MLH Architects and Planners	South African Resource Heritage Association
EcoAfrica Environmental Consultants	Department of Environmental Affairs and Tourism
SA Institute of Landscape Architects	Department of Arts Culture and Science
SA Museums Association	Department of Public Works
Settlement Planning Services (Setplan)	South African National Defence Force
Chittenden Nicks de villiers	<b>Provincial Government</b>
Doug Jeffery Environmental Consultants	Provincial Heritage Council
Gapp Architects & Urban Designers	Department of Cultural Affairs and Sport
Ian Ford Deon Bronkhorst Landscape Architects	Dept of Env. Affairs & Development Planning
Lucien Le Grange Architect	Provincial Museum Service
MCA Urban & Environmental Planners	<b>Local Government</b>
NM & Associates Planners & Designers	City of Cape Town (South Peninsula Region)
PC Architects	City of Cape Town (CMC Administration)
Phaphamani Heritage Research Consultants	City of Cape Town (Cape Town Region)
Revel Fox & Partners Architects cc	<b>Business</b>
The Archaeological Society	Western Cape Traditional Healers Association
<b>Tourism</b>	The Cape Town Partnership
Cape Metro Tourism	ACG Architects & Development Planners
Western Cape Tourism Board	Cape Chamber of Commerce & Industry
Cape Capers Tours	Cape Malay Chamber of Business
Cape Team Tours	Cape Regional Chamber
Cape Town Tourism	Corporate Image (Cape) (Pty) Ltd

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Development Agency for Tourism Advancement      Western Cape Traders Association  
False Bay Tourism Bureau  
Grass Route Tours  
Khayelitsha Environmental & Tourism Forum  
Legend Tourism Services  
Peninsula Tourism  
Tana Baru Cultural Tours  
Township Tours  
Otherside Tours

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**Per Alphanumeric order:**

ACG Architects & Development Planners  
ACL Urban Renewal  
African Environmental Movement  
Afro Montane Information Forum  
Afro Montane Information Forum  
Agency for Cultural Resource Management  
Atlantic Sun  
Bellville South Ratepayers Association  
Bergvliet Ratepayers Association  
Bergvliet/Meadowridge Ratepayers Association  
Bloubergstrand Ratepayers Association  
Bo Kaap Facilitation Cons Services  
Bo-Kaap Museum  
Botanical Society of South Africa  
Boulders Heritage Association  
Brooklyn, Ysterplaat & Rugby Residents Association  
Bush Radio  
CAFDA  
CAHAC - Cape Areas Housing Committee  
Camps Bay Ratepayers & Residents Association  
Cape Bird Club  
Cape Capers Tours  
Cape Chamber of Commerce & Industry  
Cape Cultural Heritage Development Organisation  
Cape Flats Tourism  
Cape Institute of Architects  
Cape Malay Chamber of Business  
Cape Mazaar Society  
Cape Metropolitan Tourism  
Cape Natural History Club  
Cape Province Mountain Club  
Cape Team Tours  
Cape Town Ecology Group  
Cape Town Environment Trust  
Cape Town Heritage Trust  
Cape Town Tourism  
Casteel De Goede Hoop  
Centre for African Studies: UCT  
Centre for Conservation Education  
Centre for Higher Education Development (CHED)  
Centre for Popular Memory  
Chittenden Nicks de Villiers  
City Bowl Ratepayers' and Residents' Association  
City of Cape South S P Administration  
City of Cape Town Cape Town Administration  
City of Cape Town CMC Administration  
Claremont Mosque  
Cochoqua Cultural Organisation  
Cochoqua Tribal House  
Conservation Committee MCSA  
Constantia Property Owners Association  
Corporate Image (Cape) (Pty) Ltd  
Council for Geoscience  
CREAT-SIA  
Crossroad Environment Project  
Department Architecture and Planning, UCT  
Department of Archaeology, UCT  
Department of Botany, UCT  
Department of Geomatics, UCT  
Department of History, UCT  
Department of Public Works  
Department of Transport and Public Works (WC)  
Dept Environmental Affairs & Development Planning  
Development Agency for Tourism Advancement  
Doug Jeffery Environmental Consultants  
E.I.Y.C  
Early Mines & SASA  
EcoAfrica Environmental Consultants  
EEU - UCT  
EEYC  
Ekupumeleni Environmental YC  
English Department (Media Studies), UCT  
Environmental and Geographical Science, UCT  
EYETHU  
Faculty of Engineering, UCT  
False Bay Tourism Bureau  
Federation of Cape Civic Associations-Bellville  
Fish Hoek Alien Vegetation Control Group  
Fish Hoek Residents & Ratepayers' Assoc.  
Fish Hoek Valley Historical Associates  
Friends of Botrivier Estuary & Environ-BOTFRIENDS  
Friends of Cecelia Forest  
Friends of Constantia Green Belts  
Friends of Liesbeek  
Friends of Lion's Head  
Friends of Little Princess Vlei  
Friends of Newlands Forest  
Friends of Paarden Eiland Wetlands  
Friends of Rietvlei  
Friends of Rondebosch Common  
Friends of Scarborough Conservation Group  
Friends of Silvermine Nature Area

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Friends of Simon's Town Coastline  
Friends of the Botrivier Estuary & Environs  
Friends of the Glen  
Friends of the Helderberg Nature Reserve  
Friends of the Liesbeeck  
Friends of the Simon's Town Coastline  
Friends of Tokai Forest  
Gapp Architects & Urban Designers  
Gleemore Cape Flats Civic Association  
Glencairn Civic Association  
Glenco  
Gorichouqua Tribal House  
Grass Route Tours  
Green Alliance  
Griqua National Conference  
Grootkop Conservation Association  
Gugulethu RDP Forum  
Habitat Council  
Heritage Western Cape  
Historical Society of Cape Town  
Honourary Rangers  
Hout Bay & Llandudno Heritage Trust  
Hout Bay Civic Association  
Hout Bay ECG  
Hout Bay Heights Residents Association  
Hout Bay Museum Board of Trustees  
Hout Bay Ratepayers' Association  
Ian Ford Deon Bronkhorst Landscape Architects  
ILASA  
Ilitha Lomso  
Imizamo Yethu Civic Association/Hout Bay RDP Forum  
Institute for Historical Research, UWC  
Intersite  
IPC (UCT)  
Jonkershoek Environmental Forum  
Kaaopstad Sakekamer  
Kalk Bay / St James / Clovelly Ratepayers Assoc  
KERIC / Khayelitsha Development Forum  
Khayelitsha Development Forum  
Khayelitsha Environmental & Tourism Forum  
Kirstenhoff Residents & Ratepayers Association  
Kommetjie Environmental Awareness Group (KEAG)  
Kommetjie Residents' Association  
Legend Tourism Services  
Llandudno Civic Association  
Lourens River Conservation Society  
Lucien Le Grange Architect  
Macassar Environmental Forum  
Maitland Garden Village Residents Assoc. Ward C37  
Mandalay Civic Association

Marine Environ Educ Trust  
Masifundisane  
Masifundisane Cultural Group  
Masiphumelele SANCO  
MCA Urban & Environmental Planners  
Mistycliffs Ratepayers Assoc  
MLH Architects and Planners  
Monte Vista Ratepayers Association  
Mountain Walking Group  
Muizenberg & Lakeside Ratepayers Association  
Muizenberg Ecological Awareness Group  
Muizenberg/Lakeside Ratepayers Residents Assoc.  
Muslim Judicial Council  
Muslim Women's Federation of SA  
National Khoisan Consultative Conference (UWC)  
National Khoisan Council SA  
National Library of South Africa  
National Ocean Watch  
NATSOC  
NEDEP  
New Dimension Youth Development  
Ninham Shand (Pty) Ltd  
NM & Associates Planners & Designers  
Nokomati Foundation  
Noordhoek & District Civic Association  
Nyanga Dramatic Society  
Nyanga Youth Development Council  
One Hundred & Three Homeowners Assoc  
Oudekraal Community  
OVP Associates cc  
Parow Ratepayers Association  
PC Architects  
Peninsula Mountain Forum/WESSA  
Peninsula Tourism  
Pharmacy Department, UCT  
Philippi Environmental Project  
Plumstead Ratepayers' Association  
Pringle Bay Hack Group  
Red Hill Landowners Conservation Group  
Religious Studies Department, UCT  
Rennie & Scurr  
Revel Fox & Partners Architects cc  
Robben Island Museum - Heritage Department  
Royal Society of South Africa  
SA Black Technical and Allied Careers Organisation  
SA Institute of Landscape Architects  
SA Malay Cultural Society  
SA Museums Association  
SACH Museum, Iziko Museums of Cape Town  
Sandvlei Ratepayers Association

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SANParks  
Save Table Mountain Campaign  
School of Education  
Schotsche Kloof Civic / Tana Baru Trust  
Schotsche Kloof Civic Association  
Sentinel Residents Association  
Settlement Planning Services (Setplan)  
Simon van der Stel Foundation  
Simon's Town Flora Conservation Group  
Simon's Town Museum  
Simons Town Ratepayers & Residents' Association  
South Africa National Gallery  
South African Heritage Resources Agency  
South African Missionary Museum  
SSS Radar Group  
Strandfontein Civic Association/MP RDP Forum  
Sunnydale Ratepayers  
Table Mountain National Park  
Table View Resident's Association  
Tana Baru Cultural Tours  
Taupride Development Group  
Teachers Environmental Structure  
The Archaeological Society  
The Cape Town Herb Group  
The Cape Town Partnership  
The Fairest Cape Association  
The Freshwater Consulting Group  
The Lakes  
The South African Military History Society

TO ACT  
Tokai Residents Association  
Township Tours  
Tsoga Environmental Resource Centre  
Tsoga Environmental Youth Club  
Tuan Baru Association  
Urban & Regional Planning, UCT  
Vernacular Architecture Society of South Africa  
Victoria & Alfred Waterfront (Pty) Ltd  
Vista High School  
Voice of the Cape  
Vukani Environment  
Ward S10 Civic Committee  
Ward S3 Civic Association (Wynberg Civic)  
Webber Wentzel Bowens  
Western Cape Arboricultural Association  
Western Cape Civic Associations  
Western Cape Marine Conservation Society  
Western Cape Tourism Board  
Western Cape Traders Association  
Western Cape Traditional Healers Assoc (WCTHA)  
Wildlife & Environment Society SA  
William Fehr Collection at the Castle  
Wolfgat Conservation Association  
Wolfgat Nature Reserve  
WP Athletics (Cape Slave Route Challenge)  
Zandvlei Trust  
Zeekoevlei Civic Association