

HERP

HERITAGE EDUCATION AND RESEARCH PROJECT



ANNUAL REPORT 2022/ 2023

Going down the memory lane with HERP



Annual Report 2022 /2023

1. Purpose

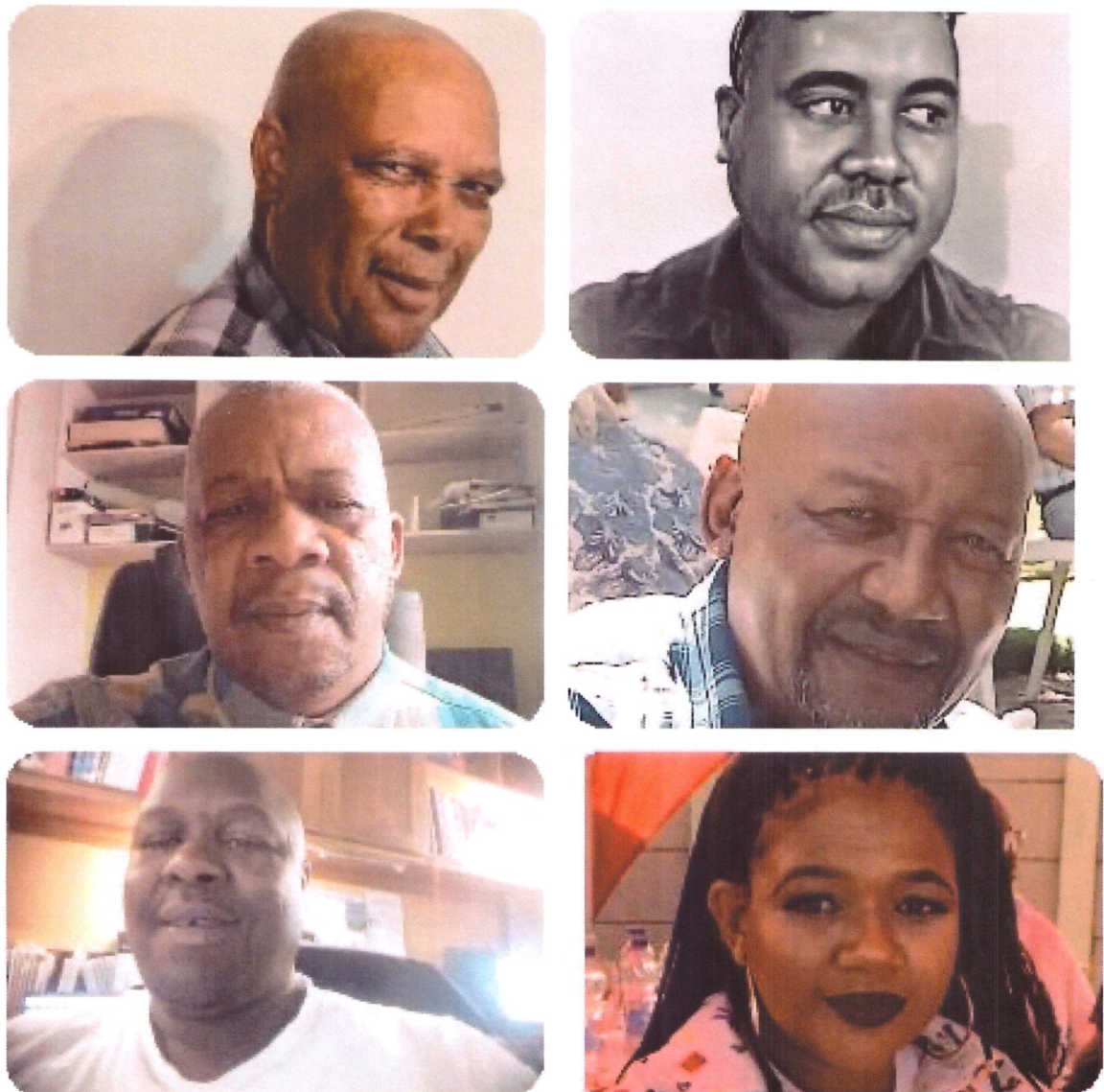
- 1.1. To report and give full account of HERP's activities of 2022 / 2023 financial year as per our strategic objectives, 2022 / 2023 financial year budget and the 2022 /2023 performane plan.
- 1.2. This report was approved by HERP's Annual General Meeting on the 1st April 2023 and signed by the two management committee members.

2. Background

- 2.1. HERP's constitution provides for the chairperson report to the Annual General Meeting the organisational annual performance for approval, as per constitutional clause: 5.7.1. The chairperson: (under bullet point 6.) "Evaluates annually the performance of the Organisation in achieving its mission and table quarterly reports to the board for approval." The Annual General Meeting is held at the end of HERP financial year.
- 2.2. Clause 8.1. "The Annual General Meeting must be held once every year, at least within 30 days after the end of the organisation's financial year".
- 2.3. Clause 9.5. "The financial year end of the organisation ends on the 28th of February each year"
- 2.4. Clause 9.6. "The organisations audited accounting records and reports must be ready and delivered to the Directors of Non – Profit Organisation within three months after the financial year end".

3. Board and Membership

- 3.1. On 11th April 2022 there were five members who started this initiative which was registered the following day 12th April 2022.



Pic 1. The first board members after cooption of Ms Mayiya

- 3.2. The registration certificate was received by end July 2022. This was then followed by the Tax compliance and other NPO requirement, we are waiting for our PBO status from SARS.
- 3.3. The board meeting in October 2022, resolve to identify and recruit members with the community development, heritage, history, facilitation, research, finance, legal, sports and cultural skills.
- 3.4. Facilitators team was formed, at the end November we had a workshop with the facilitators, all of them have one or more of the above skills. They resolve that they be referred to as members of HERP.
- 3.5. HERP currently has a total membership of 21 members.

4. Funding and finance processes

- 4.1. In 2022 / 2023 financial year we missed a number for funding opportunities due to late registration.
- 4.2. We were fortunate to be informed of the Western Cape Department of Cultural Affairs and Sport funding opportunity of which we applied on the 2nd August and an allocation letter of R 200 000 on the 19th September 2022 which has kept us running until the end of our financial year.
- 4.3. Western Cape Department of Cultural Affairs and Sports also assisted us to host the Heritage day event on the 24th September 2022, which was also used to introduce HERP.
- 4.4. Western Cape Department of Cultural Affairs and Sports also assisted us with the 13 month stipend for the 10 Community Heritage Ambassadors, who starts their training on the 1st March 2023.
- 4.5. We have established a strong relationship with the City of Cape Town the two sub – councils 13 and 14 and also the office of the MAYCO member for Community Services and Health.
- 4.6. The sub – council 13 provided a venue for the workshop we had in November 2022.
- 4.7. MAYCO member's office assisted by providing a venue for the board meeting 7th October 2022 and also the community engagement program on the 13th January 2023 in Langa.
- 4.8. MAYCO member's office together with sub – council 14 assisted with related logistics in hosting of Oral History Memory Games of the 21st March 2023.
- 4.9. We are humbled by the area 7 residence in Gugulethu ward 39 for trusting us and allowing us to use their facility as our home. We will make it a home and ensure that place is a home not only to us but to all those who visit and the surrounding communities. We have developed proposal that will contribute in making the space an educational present noting that it is close to Fezeka Senior Secondary, Mseki and Vukukhanyo Primaries.
- 4.10. Free Wi-Fi was installed at our office on the 20th February, thank you to Khayelitsha Tel Communication and there is an office telephone number (021 023 4698).
- 4.11. Ms. Martina Mayiya was appointed to the management committee to advise the management committee and the board on all financial and accounting related matters.
- 4.12. We have appointed A2A KOPANO incorporated which is a national Registered Auditors and Chartered Accountants Company that will assist us with all our finances and auditing.
- 4.13. We are in a process of finalising an MOU with Gugulethu Safe Hub in Gugulethu, which will include providing a working space for our Community Heritage Ambassadors.

5. Employment Opportunities

- 5.1. This project hope to realise 33 employment opportunities by end 2025/ 2026.
- 5.2. Currently the project has 1 youth volunteer (hopefully to be appointed on a permanent basis by August 2023) and two Management Committee Members (2022 /2023) . By the 1st March (2023 /2024) there are 10 young people who are in training as Community Heritage Ambassadors.
 - 5.2.1. By 1st March 2023, the project has 10 Community Heritage Ambassadors, 1 youth volunteer (administrative assistance) and two management committee memebbers (volunteer in the management capacity). This makes the component of 13 people of which 11 are youth. Eight females and five males.

5.3. There is a plan for 20 short – term employment hope to realise this by end financial year 2023 /2024.

5.4. By end 2024 / 2025 the project should be able to employ two professionals who will take over the management of the project and established the Community Heritage Resource Centre, this will open up and create more employment opportunities going forward.

6. Networking and collaborations

6.1. We have established working relationships and collaborations with the following organisations:

- 6.1.1. Embo.
- 6.1.2. Langa Heritage Foundation.
- 6.1.3. Gugulethu Sports Council.
- 6.1.4. Khanya Creative Arts, Training and Development.
- 6.1.5. District 6 Museum.
- 6.1.6. S.A. Sendingesting Museum
- 6.1.7. Cape Cultural Collective.
- 6.1.8. Hope for the Future NPO.
- 6.1.9. Guglethu Safe Hub
- 6.1.10. SAFA Cape Town

7. Programs

7.1. Workshops

7.1.1. Workshop with HERP facilitators who became members after the workshop.



Pic 2: Workshop held on the 19th November 2022 with HERP facilitators

7.2. First documentary recording “going down the memory lane with HERP” volume 1.

- 7.2.1. There was a pre-recording session of all planned site Monwabisi Community Centre, Langa Stadium, Lukhanyisweni Centre and two additional Karate sites in Khayelitsha.
- 7.2.2. There were pre-recording meetings with the captain and vice-captain of the 1970 Healdtown rugby team, which was followed by a one on one recording with them on the 11th February 2023.
- 7.2.3. The intergenerational mix session on the 25th February 2023, looked at the influence of Cape Town rugby in Healdtown and Healdtown rugby influence and also influenced by Cape Town rugby and the sharing of memories and historical moments with the younger generation attended by 23 participants.
- 7.2.4. There are plans for further recording volume 1 to include Monwabisi Community Centre and Langa stadium in March and Lukhanyisweni and Karate in April the intention is to complete volume 1 by end July 2023.



Pics 3 & 4: Lukhanyisweni and Monwabisi Community Recreational facilities (centers)

7.3. Total number of people HERP had contact with per register is 202:

- 7.3.1. Heritage Day event – 43
- 7.3.2. Facilitators training workshop – 14
- 7.3.3. Consultation processes and the appointment of Community Heritage Ambassadors – 37
- 7.3.4. Community meetings and outreach, Langa stakeholder engagement, Heildeveld and Gugulethu memory games and yesteryear memory sharing – 64
- 7.3.5. One on one recordings, Intergenerational Mix and preparations – 44

8. Marketing and Communication

8.1. The following media houses has shown an interest in our programs interviewed and published HERP story focusing on “going down the memory lane with HERP” documentary.

- 8.1.1. eNCA they published an interview with the chairperson on Saturday 11th February focusing on volume 1.
- 8.1.2. uMhlobo Wenene evening sport program interview focusing on volume 1. 23rd February 2023.
- 8.1.3. Dairly Sun interview on the 25th February 2023



Pic 5: HERP interaction with u Mhlobo Wenene presenters

9. Other

9.1. HERP chairperson appointed to the City of Cape Town Advisory Team of Moveable Heritage Asset Collection.

10. Strategic Objectives

The project has four strategic objectives which are led and monitored by the individual management committee members who report to the ordinary meeting of the management committee at required intervals.

10.1. Program 1. – Administration and Governance – To ensure strategic management, governance and overall administration of the project.

10.1.1. Achieved

The Chairperson and Secretary, manage the office on a voluntary basis there is also a volunteer administration person who assist them in record keeping and general office administration.

The Chairperson and Secretary have signed the project Performances Plan 2022 /2023 and 2023 to 2025 financial years and when the AGM approves the revised strategic plan 2023/2024 to 2025/2026 Performance Plan will be revised based on the new strategic plan.

There is a strategic plan document for 2022/ 2023 to 2024/25 financial years.

The AGM will approve the revised strategic plan document for 2023 /204 to 2025 /2026 financial years.

Ms. Mayiya continues to monitor and advise the board on financial management and accountability.

The organization continue to abides to all legal prescripts that governs non – profit organization.

The organization has grown from five members to twenty one members and has identify skills needed to ensure that the it continues to grow.

Not Achieved

To purchase 60% of all required tools of doing business due to budget constraint. The project management and administration was re prioritized due to budget constraint.

Plans to Achieve

Both project management and administration was reprioritized to 2023 / 2024 and 2024 to 2025 financial year's budget.

10.2. Record and Preserving

To ensure comprehensive recorded history of these community recreational facilities and individuals who are products of these facilities.

10.2.1. Lukhanyisweni Community Recreational Centre oral history focusing on Karate.

Achieved

The pre-recording session has started with Lukhanyisweni Community Recreational Centre and has included Karate facilities or schools (dojo's) in Khayelitsha and Delft. These are established by people who graduated in Lukhanyisweni Community Recreational Centre karate school or dojo.

Not Achieved

The project was also affected by reprioritization of both budget and plans

When the project started Mziwonke Magqungu who was one of the first black belts from Lukhanyisweni dojo had died and therefore the one on one with him was not achieved.

Plan to Achieve

Identify other black belts that graduated in the late 60' early 70's for one on one oral history recording.

Achieved

The pre-recording has started with some of Mziwonke Magqungu's students we have traced some in Khayelitsha and Delft.

Not Achieved

Inter-generational mix and round table session where repriorised due to budget constraint.

Plan to Achieve

Month of April and May 2023 to focus on Lukhanyisweni part of the documentary "going down the memory lane with HERP" volume 1 which will capture the one on one and the intergenerational mix session.

10.2.2. Recording non – racial sports focusing on football

Achieved

Planning processes are in advance which includes all identified stakeholders. The process is ongoing the project will be annually as from 2023/2024 financial year.

Not Achieved

None

Plans going forward

This project is now an annual program that celebrates human rights by strengthening non – racialism in our communities.

The project will be held annually on the humans right day, it will record yesteryear heroes experience and honour the identified yesteryear heroes.

10.2.3. Cape Town Rugby tracing it from the Healdtown rugby team of the late 60's early 70's

HEALDTOWN FIRST XV RUGBY TEAM

"The Invincible 1970 Team"



AUDIENCE

Back Row: S. BETYA N. NIKELO A. SOMDAKA G. NKOZWANA M. MASANGO G. RAMNCWANA W. MABASO
Middle Row: M. KETSE Z. MAHALA (V-Capt.) M. CAGA (Manager) M. MADLINGOZI (Capt.) G. MBEBE (Asst. Coach) G. NYAMAKAZI M. MEMANI
Front Row: J. NDIKI T. YIWI S. GONGXEKA

RONDEBOSCH

Pic 6: The 1970 HEALDTOWN FIRST XV RUGBY TEAM

Achieved

This project starts the documentary "going down the memory lane with HERP" volume 1 the one on one recording session on the 11th February 2023 was successful.

The inter-generational mix session attended by 23 participants was on the 25th February 2023 and was very successful.

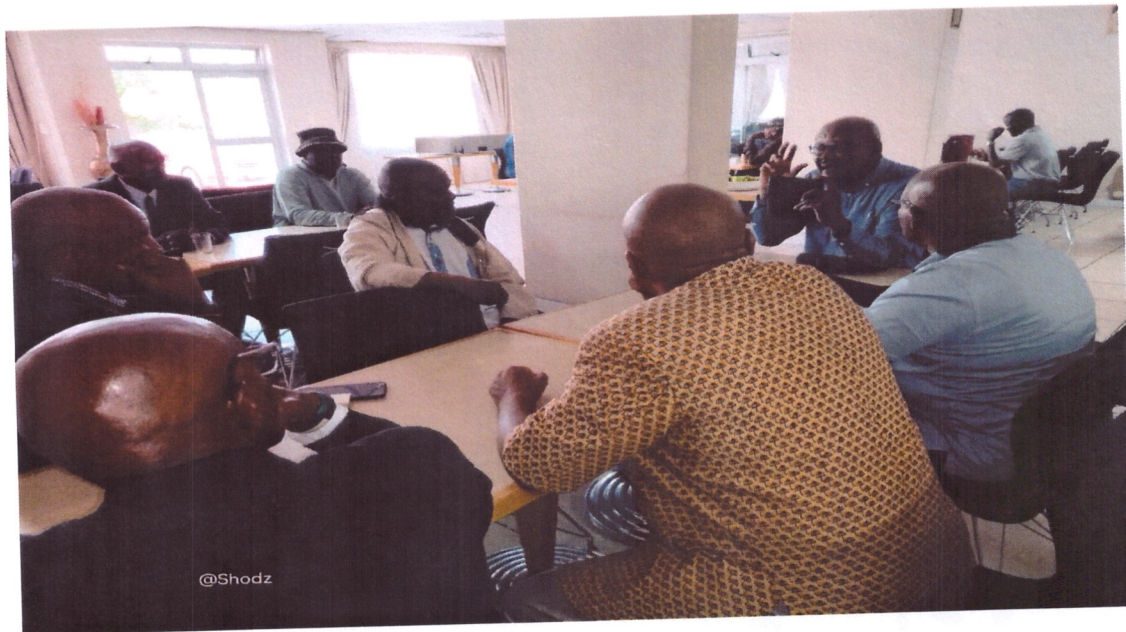
Not Achieved

Round table discussion due to budget constraint and reprioritization.

Plan to Achieve

This will be accommodated in volume 3 or 4 of the "going down the memory lane with HERP"

The round table will also be accommodated in the e booklet processes.



Pic 7: Inter generational mix session on the 25th February 2023

10.2.4. Heritage day interaction and sharing of community recreational stories.

Achieved

The heritage day event which three speakers share their memories of these community recreational facilities focusing Likhanyisweni, Ikwezi and Luyolo. The MEC Cultural Affairs and Sports also attended and address the event.



Pic 8: Mr. Saunders sharing his memories of iKwezi Community Center



Pic 9: Mr. Bongani Jonas sharing an input on the role community centers in community development

10.2.5. Development of a booklet and audio – visual material.

Achieved

The process of recording has started with the documentary known as “going down the memory lane with HERP”. The volume 1 will be completed by end July 2023.

Not Achieved

The booklet due to budget constraint and reprioritization.

Plan to Achieve

The booklet is now changed to e booklet which will start as soon as volume 1 of the documentary is completed using mostly the material collected in the documentary and also be part of Community Heritage Ambassadors projects.

10.3. Education and Research

To ensure continued education and research on the role of these community recreational facilities and individuals that are products of these facilities.

10.3.1. Internal development

Achieved

Training workshop of HERP facilitators was held on the 19th November 2022 attended by 14 participants.

10.3.2. Community Heritage Ambassadors

Achieved

Appointment of 10 Community Heritage Ambassadors two from each of these communities Nyanga, Gugulethu, Mannenberg, Heideveld and Langa.

There is training program – curriculum for the Community Heritage Ambassadors.

Stipend for the 10 Community Heritage Ambassadors is secured for the Thirteen months training from 1st March 2023 to 31st March 2024.

10.3.3. Inter-generational session

Achieved

Rugby intergenerational training session attended by 23 participants on the 25th February.

10.4. Self – Sustainable

Ensure, run and monitor the self – sustainable short – and long term program

Achieved

The management committee and board will receive and discuss for approval ongoing reports about the progress of this program at all of their meeting.

Hlahla consulting was appointed in January 2023 to manage this program and report to HERP.

A first progress report will be tabled at HERP’s AGM on the 1st April 2023


11. Conclusion

HERP believes that in moving forward, governance and transparency must remain a fundamental part of the organisations effectiveness. This approach is recognised and reflected in our overall strategic objectives.

As HERP approaching its first anniversary, we are pleased with the organisations performance in achieving its strategic objectives and also noting those that we were unable to achieve and the plans to achieve them.

We believe that the growth of the organisation from five members to twenty one members, having three volunteers administrator and two in the management, the appointment of the ten Community Heritage Ambassadors within a period of less than a year the organisation is heading in the right direction.

Prepared by the Chairperson



Whitey Jacobs

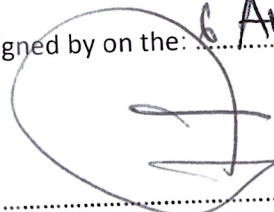
Approved by the Annual General Meeting on the 1st April 2023

Signed by on the: 4 April 2023



Timothy Tukwayo
Secretary

Signed by on the: 6 April 2023



Mawonga Labase
Treasurer

