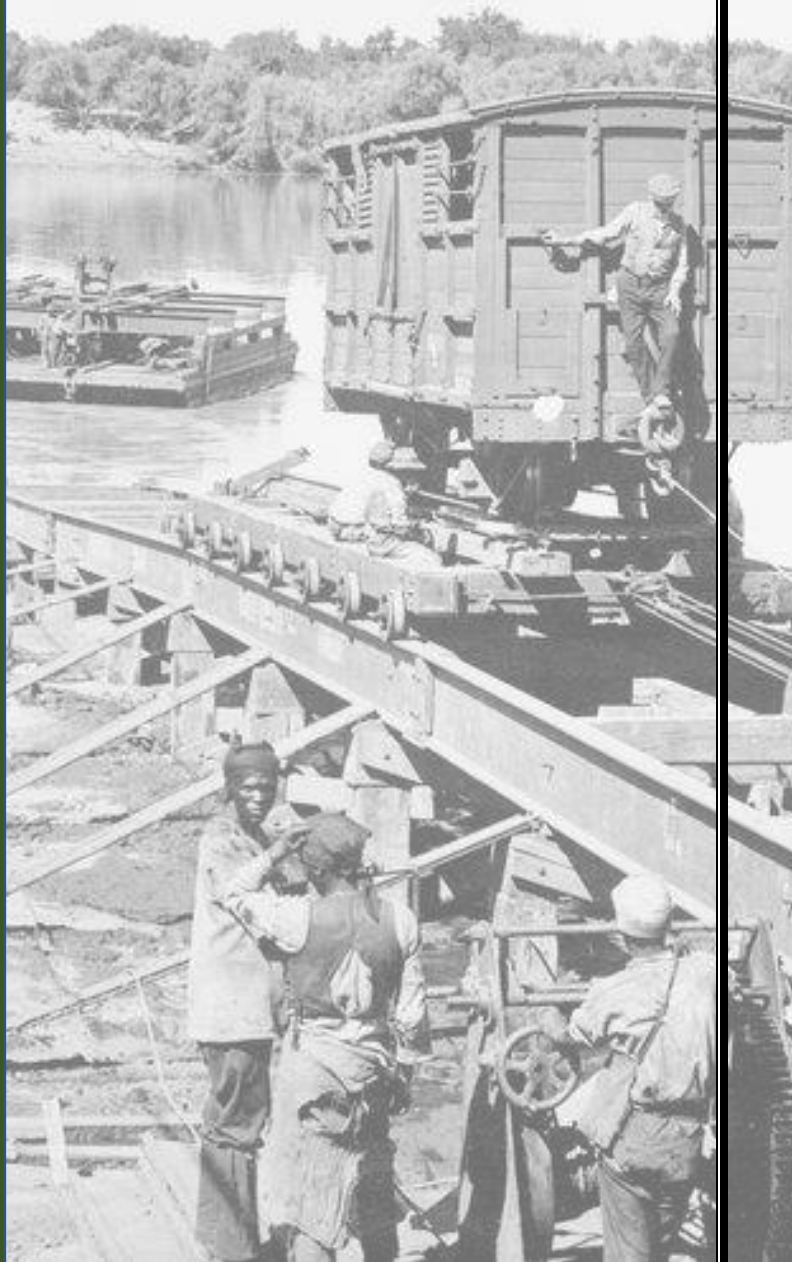


PUBLIC PARTICIPATION REPORT

PROPOSED MEMORIAL ON
ERF 95135, DELVILLE WOOD
MEMORIAL GARDEN IN THE
CAPE TOWN COMPANY'S
GARDEN

Prepared by Chand
Environmental Consultants
for the Commonwealth War
Graves Commission

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GENERAL INFORMATION

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ABBREVIATIONS AND ACRONYMS

BBID	Basic Background Information Document
Chand	Chand Environmental Consultants
CWGC	Commonwealth War Graves Commission
I&AP	Interested and Affected Party
WW1	World War 1

1. INTRODUCTION

1.1. Project Description

The Commonwealth War Graves Commission (CWGC), funded by six Commonwealth member governments, including South Africa, has a vision to construct a war memorial to honour the many black South Africans who lost their lives during the First World War (WW1) and who have not yet received public acknowledgement and recognition of their service and sacrifice.

A number of the CWGC war memorials built in the aftermath of WW1, were observed to be missing the names of certain casualties. Hence the redress and acknowledgement of these servicemen is being undertaken by the CWGC with the aim of fixing the imbalance and honoring the sacrifices given. In the case of South Africa, the majority of these casualties were black South Africans who served in the labour units.

As such, the proposed memorial aims to:

- **Redress** (balance) omissions in our nation's history;
- **Embrace** the silent fallen of WW1 into the nation's memory;
- **Educate** and **inspire** future generations;
- **Help build a nation** that is inclusive and caring; and
- **Provide** a place of reflection and contemplation.

It is anticipated that approximately 1666 black South African servicemen who lost their lives will be honoured through this memorial. It is believed these men are buried in South Africa, elsewhere in Africa or have died at sea. It should be noted that the term black South African is used to in its most inclusive, contemporary South African sense to refer to people who are 'African, Coloured and Indian' as defined by the South African BBBEE Amendment Act.

1.2. Proposed Memorial Location

In 2019, three workshops were held by the CWGC with key stakeholders in South Africa to explore and discuss the most appropriate location for the memorial. Initial consideration was given to potential sites in Pretoria and Johannesburg however, they were deemed unsuitable due to reasons such as free access and questionable historical context.

The Military Veterans Organisation proposed that the memorial be constructed in Cape Town as it offered a unique location due to the casualties both enlisting in the city as well as sailing from Cape Town to join their comrades in other parts of the world.

During the 3rd workshop, which was held in Cape Town, the principal focus of discussion was to explore and identify specific sites within the city that could accommodate the memorial. After an informed and extensive debate, it was decided that the Cape Town Company's Garden offered the most suitable location when judged against the following criteria:

- It must be a dignified place appropriate for contemplation;
- In a prominent position;
- Accessible to all people;
- Under full public ownership;
- Located in a safe position, preferably with management or security already in place;
- Has a general connection with/or relevance to the subject;
- Within a military or memorialisation context;
- The potential to become a destination or contribute to creating a destination;
- Location can promote redress and social cohesion;
- Supports upliftment and economic spin-off;
- Has great tourism potential but with a need for external funding to ensure sustainability; and
- A site that will generate a high tourist footfall and satisfy the sponsor.

As such, **Erf 95135, Delville Wood Memorial Garden** in the Cape Town Company's Garden was selected as the site for the proposed memorial.



Figure 1. Site images of proposed memorial location (sourced from Meyer and Associates, 2021)

1.3. Statutory Process

The Company's Garden is a Provincial Heritage site. As a result, it is requirement to submit an application to Heritage Western Cape in terms of Section 27 of the National Heritage Resources Act (Act 25. Of 1999) which requires that this application be subjected to a public participation process.

Additionally, the establishment of a public memorial must also comply with the City of Cape Town's Memorialisation Policy (Policy 12777). Similarly, this policy requires a public participation process.

As part of a team assembled by Meyer and Associates, Chand Environmental Consultants (Chand) have been appointed to conduct the public participation process that would support the statutory processes required for launching a nationwide architectural design competition and construction of the proposed memorial.

Specifically, the key aims of this phase of the public participation were to:

- Create opportunities to engage key I&APs with a view to sharing the vision of the proposed memorial and its construction;
- Present and verify baseline information that the project planning and design team had gathered;
- Receive feedback and comment from key I&APs, which would guide the project planning and design team in devising the draft conceptual architectural guidelines;
- Confirm who the key I&APs are with a view to ensuring their participation in the upcoming statutory processes and the next phase of the public participation process; and
- Expand the I&AP database.

1.4. Architectural Design Competition

It is intended that a national architectural competition be held for the design of the proposed memorial. Competition guidelines will be provided to all applicants and will include information that is provided by the heritage study as well as relevant comments gathered through the public participation process.

The competition is anticipated to launch in early-to-mid-2022.

2. PURPOSE OF THIS DOCUMENT

The purpose of this document is to record the public participation process undertaken during Phase 1 of the independent public participation process for this proposed project. It documents the following:

- Methodology undertaken to engage the key I&APs;
- The outcome of the interactions and engagements in relation to the vision of the memorial, architectural design competition and guidelines;
- The proposed way forward with regards to the integration of the public comments gathered, and the communication plan with regards to the statutory processes; and
- Lessons learnt from this phase of I&AP interactions which would be of value for the future of this process and other upcoming CWGC projects.

3. METHODOLOGY

The following activities were undertaken in Phase 1 of the independent public participation process for the proposed project:

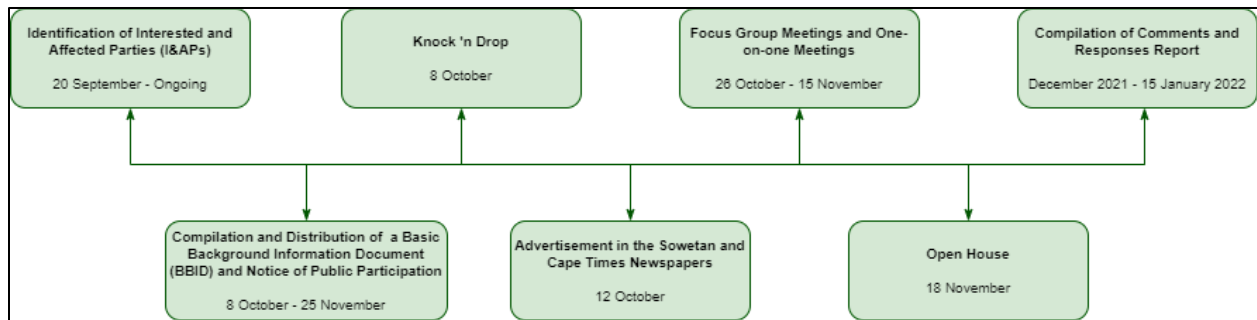


Figure 2. Timeline of Public Participation activities during Phase 1

3.1. Identification of Interested and Affected Parties (I&APs)

A preliminary list of I&APs was compiled, referencing databases previously compiled by the CWGC, Meyer & Associates and HWB Communications. Please refer to **Appendix A** to view the database.

It must be noted that this database will be continually updated as the public participation process continues.

3.2. Compilation and Distribution of a Basic Background Information Document (BBID) and Notice of Public Participation Process

With a view of engaging key stakeholders and organisations early on in the planning and design phase, it was deemed appropriate to commence the process with a brief basic background information document which introduced:

- The CWGC's vision for the proposed memorial;
- The motivation for the proposed memorial;
- The location of the proposed memorial;
- The statutory processes required;
- The key role players and project team; and
- The methods and timeline of public engagement.

The BBID was translated into isiXhosa with a view to reaching a wider audience. The BBID and Notice of Public Participation was electronically distributed to I&APs on the database on the 12 October 2021 and further uploaded onto the Chand website.

Additionally, the BBIDs were distributed, electronically and physically, during all engagements and interactions with I&APs.

With a view to inviting comment from a diverse range of interested parties, the BBID requested that recipients contribute additional participants if relevant. It was also noted within the BBID that comments and responses would be accepted until the 25th of

November 2021. Please refer to **Appendix B** to view the BBID and **Appendix C** to view the Notice of Public Participation.

3.3. Advertisement of proposed memorial within the Sowetan and Cape Times newspapers

On the 12th of October 2021, notice of the proposed memorial and associated public participation process was advertised in both the Cape Times (English) and the Sowetan (English and isiXhosa) newspapers (please refer to Figure 3 and Figure 4).

Within each respective advertisement the following information was presented:

- Brief description of the proposed memorial;
- Location of the proposed memorial;
- Methods of public engagement and comment and;
- Dates for public engagement and comment.

No additional parties were registered from conducting this exercise Please refer to **Appendix D** for proof of advertisement placements.

PSC set to probe alleged hospital rape

Scaled-down search for drowned boy at Diaz beach continues

All set and ready for Sanlam Cape Town Marathon on Sunday

Man killed for 'stealing' R200

Proof of vaccination needed for UCT admission

SPORT PAGES 13-14

CHAND

Next Head

JOLCOZA

Residents tired of pothole-cum-dam

SanParks boss Mketeni ready to return to work

Council 'unaware of the problem'

Sexual assault case against him flops

South African National Parks CEO Fardulha Mketeni

CHAND

Figure 3. Advertisement of public participation process placed in the Cape Times newspaper.

Figure 4. Advertisement of public participation process placed in the Sowetan newspaper.

3.4. Knock 'n Drop

On the 12th of October 2021, a Knock 'n Drop exercise to properties surrounding the site was undertaken. No additional parties were registered from conducting this exercise. Notices were placed in post boxes or distributed to security/reception areas of properties and organisations surrounding the Cape Town Company's Garden and within Queen Victoria Street. Please refer to **Appendix E** to view evidence of the Knock 'n Drop exercise.

3.5. Focus Group Meetings (x4)

After sharing the vision and process for the proposed memorial via the BBID and Notice of Public Participation, it was the intention of the project team to create a space whereby key I&APs could interact and engage with the project team.

The aim of the meetings was to share the CWGC's vision of the proposed memorial, the findings of the site due diligence and to provide a space and forum for participants to share their vision and thoughts for the proposed memorial, the site, the design and the architectural competition. As such, key groupings with similar interests were invited to a series of Focus Group Meetings held at the South African Iziko Museum, located in close proximity to the site of the proposed memorial. To ensure engagement with a wider net of participants, a national virtual online meeting was also held.

With a view of promoting a focused discussion, it was requested in the invitations that the groupings and organisations nominate representatives to participate. Follow-up email correspondences and phone calls were also made to encourage attendance. Please refer to **Appendix F** for a copy of the invitations circulated, and correspondence in relation to these invitations.

The Focus Group Meetings were undertaken as follows:

Table 1. Details of Focus Group Meetings

FOCUS GROUP MEETINGS			
DATE	TIME	VENUE	ORGANISATION/S
03/11/2021	09:00am-10:30am	T.H. Barry Lecture Theatre, Iziko Museum, Cape Town	City of Cape Town Officials
03/11/2021	11:00am-12:30pm	T.H. Barry Lecture Theatre, Iziko Museum, Cape Town	Heritage Bodies and Military Organisations
03/11/2021	14:00pm-15:30pm	T.H. Barry Lecture Theatre, Iziko Museum, Cape Town	Civic Organisations and Surrounding Landowners
15/11/2021	14:00pm-15:30pm	ZOOM Online Platform	National Organisations

A PowerPoint presentation was compiled sharing the following information:

- The project team and their respective mandates;
- The public participation process;
- The CWGC's reasoning and vision for the proposed memorial;
- Background information on the site and baseline information relating to key heritage considerations as well as buildings and places on the site;
- Key spatial and urban design informants; and
- Design brief and guidelines for the Architectural competition.

Thereafter, participants were asked to engage in an interactive discussion on the anticipated and desired visioning and outcomes of the proposed memorial. This included a “popcorn” exercise where participants were encouraged to share a word that would describe the proposed memorial either from an aesthetic, philosophical, or emotional perspective.

Notes from each Focus Group Meeting were taken, and further circulated to the participants. Please refer to **Appendix G** for a copy of the presentation given and **Appendix H** for a copy of the FGM Meeting Notes.

3.6. One-on-one Meetings

In preparation for the public engagement, two one-on-one meetings were held with Mr. Kevin Ashton and Councillor Ian McMahon respectively.

On the 26th of October, Chand met with Mr. Kevin Ashton, a representative of the Military Veterans Association and the Gunners Association who is well known within the various military organisations and heritage bodies for his work on the SS Mendi memorial. Mr. Ashton provided Chand with contact details for additional I&APs, which he felt needed to be added to the database and public participation process for the proposed memorial. Additionally, Mr. Ashton also shared his vision and encouragement for the proposed memorial and identified any potential issues/contentious points which may be raised within the process, namely the definition and inclusivity of ‘black South Africans’ to be honoured.

On the 08th of November, Chand met with Councillor Ian McMahon, councillor of Ward 115 within the City of Cape Town, virtually via the online ZOOM platform. After Chand provided background and context on the proposed war memorial and its associated architectural design competition and public participation process, Cllr. McMahon proceeded to endorse the project and request that the apartment blocks located along Queen Victoria Road in Gardens, directly abutting the site, be notified of the proposed memorial and relevant processes. Chand confirmed that efforts at notifying these residences had been made and notices had been placed around the site to inform the public of the project and ways to provide comment.

3.7. Open House

After sharing the vision and process for the proposed memorial via the BBID, Focus Group Meetings, and One-on-One meetings, it was the intention of the project team to create a comfortable, dedicated space where I&APs and members of the public could be informed on the proposed memorial as well as interact and engage with the project team.

As such, Chand, in collaboration with the project team, hosted an Open House event at the Centre of the Book on the 18th of November from 15:30pm to 18:30pm. All I&APs were

notified of the event and invited to attend. Please refer to **Appendix I** for copies of the invitations sent and the attendance register.

During the event, posters explaining the proposed project, Heritage Impact Assessment, Architectural competition and Urban and Design guidelines were displayed with the aim of informing the public about the project and relevant statutory requirements. Additionally, posters depicting the 'popcorn exercise' conducted during the FGMs were displayed, as well as the key comments raised to the date and the project team responses.

In total, 11 people attended the Open House event. Attendees included:

- City of Cape Town Environment and Heritage department;
- City of Cape Town Urban Planning and Design department;
- Military organisations;
- Heritage organisations; and
- Surrounding landowners and organisations.

Please refer to **Appendix H** to for a copy of the attendance register.

3.8. Compilation of a Comments and Responses Trail

Contributions received from I&APs, via the various public engagements and through email correspondence, have been summarised and captured in a Comments and Responses Trail. It must be noted that general day-to-day queries have not been captured in the Trail. Please refer to **Appendix J** for a copy of the Comments and Responses Trail.

4. KEY COMMENTS RAISED DURING PUBLIC ENGAGEMENTS

During the Focus Group Meetings and public engagement activities, conversations on the administration, design and architectural competition were discussed with the project team. Key issues/comments/queries/suggestions raised during these public interactions are summarised below. Responses to these queries are in the Comments and Responses Trail.

To view the summarised Comments and Responses Trail please refer to **Appendix J**. Please refer to **Appendix H** within the Public Participation Report for a copy of the comprehensive Focus Group Meeting notes.

4.1. Administration

- Querying under whose responsibility the ownership and maintenance of the memorial will fall.

- Querying what the proposed timeline will be for the upcoming heritage processes, architectural competition, and final completion of the memorial.
- Querying the terminology used to describe the race and ethnicity of the servicemen to be honoured to ensure it's inclusivity.

4.2. Public Participation Process

- Querying the methods that were used for engaging with the descendants of the fallen servicemen who are to be honoured.

4.3. Scope of the Memorial

- A request for the incorporation, inclusion, and memorialisation of additional WW1 events and service people, such as the Battle of Square Hill and the honouring of Ms. Murphy.
- The scope of the memorial commemorating only the servicemen who served in the Labour Corps within Africa.

4.4. Operational Phase

- A desire to conduct an annual formal commemoration service to honour the fallen servicemen, in conjunction with other memorialisation events within South Africa.
- Due to the location of the proposed memorial, a suggestion to increase security in efforts to prevent damage and vandalism.
- Consideration of a collaboration with African institutes to symbolise collective acknowledgement of the events that took place during WW1 and the losses involved.

4.5. Design of the Proposed Memorial

- Incorporating a link between the proposed memorial and the existing memorials within the Delville Wood Garden to demonstrate their connection to the same event in history.
- Incorporating a link between the proposed memorial and a museum/exhibition/storey board where visitors may view additional educational material on the memorial, servicemen and the relevant historical events.
 - Additionally, this would provide an opportunity for younger generations to join the various stakeholder organisations and become more involved within the memorialisation procedures and commemoration events.
- Incorporating a form of digital engagement (e.g., QR code) to integrate the memorial in contemporary society and be more relevant to visitors, especially the youth.

- Ensuring that the proposed memorial is not viewed as subservient to the existing memorials as a result of the design guidelines (e.g., Height) stipulated within the architectural competition.
- Ensuring the design has an African and South African relevance to reflect the current ideology and perspectives of South Africans.
- Ensuring the memorial has a modern and contemporary design.
- Incorporating indigenous knowledge systems into the design of the memorial which could be both aesthetically pleasing and a way of acknowledging and redressing the imbalance of the past.
- Aligning soft and hard landscaped vegetation with existing vegetation and ensuring indigenous plants should also be used, to promote water-wise gardening. Additionally:
 - Planting with spikes and thorns should be prevented to protect visitors against injuries, especially children.
 - Poisonous plants should be avoided to prevent injury and illness.
 - Hardscape materials must be robust, easy to clean and vandal-proof to reduce future replacement and maintenance requirements.
 - Hardscape materials should be in alignment with the wider memorial garden to ensure continuity and must be considered for universal access (e.g., wheelchair use).

4.6. Architectural Competition

- A firm suggestion that there must be inclusivity and representation within the architectural competition and juror appointment. A balance must be achieved whereby representation is evident but does not exclude any group of people from participating.
- Allowing for flexibility of interpretation on certain competition guideline, such as height and landscaping etc., without compromising the principles approved by Heritage Western Cape.

5. “POPCORN” EXERCISE

As mentioned above, during each of the Focus Group Meetings held, a final exercise was conducted whereby the meeting attendees were asked to provide one word, in a 'popcorn' style exercise, that describes their vision for the proposed memorial, be it literal or figurative.

The following words were put forward during each of the meetings:

5.1. FGM 1 – City of Cape Town Officials

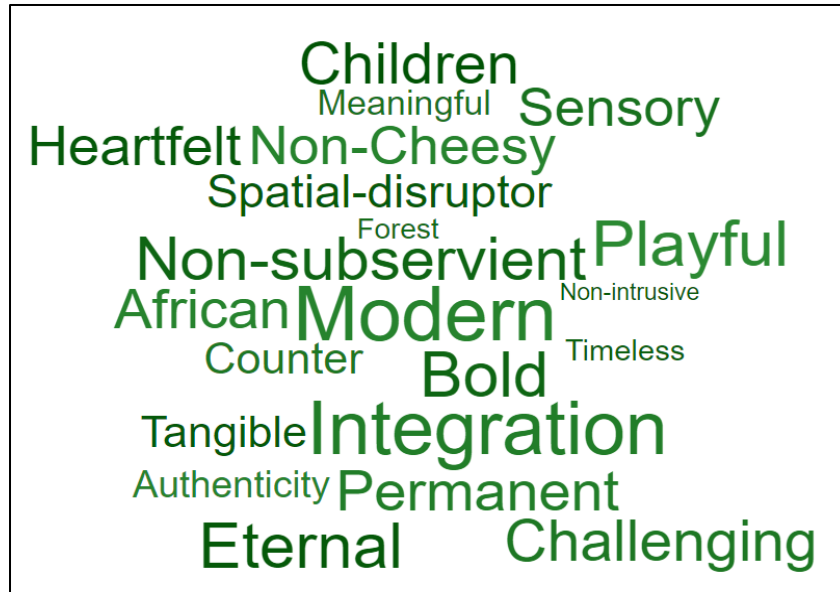


Figure 5. Proposed Memorial Word Cloud generated during FGM 1, November 2020

5.2. FGM 2 - Military Organisations and Heritage Bodies

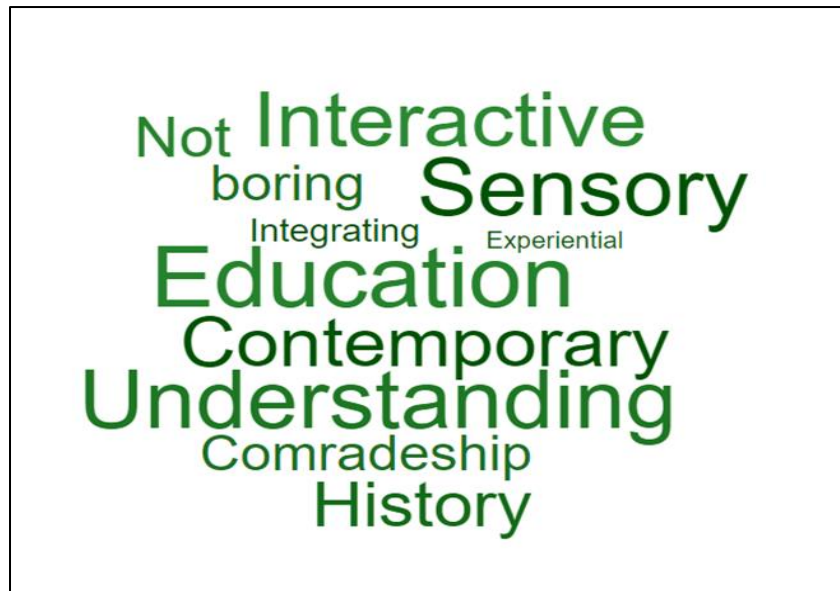


Figure 6. Proposed Memorial Word Cloud generated during FGM 2, November 2020

5.3. FGM 3 - Civic Organisations and Surrounding Landowners



Figure 7. Proposed Memorial Word Cloud generated during FGM 3, November 2020

5.4. FGM 4 – National Institutions and organisations (online)



Figure 8. Proposed Memorial Word Cloud generated during FGM 4, November 2020

6. EXTERNAL MEDIA RELEASES

With a view to promoting wider participation in the public participation process, HWB Communications, the CWGC's public relations team circulated information about the project, the public participation process and the Open House through their media channels. Although this endeavour did not necessarily attract additional participants, this exercise raised awareness of the project proposal around the country.

7. WAY FORWARD

Having concluded this first phase of interaction, the heritage practitioner Ms. Cindy Postlethwayt will consider and incorporate the feedback and responses gathered through this phase of public participation into the Heritage Assessment.