PROVINCIAL HERITAGE RESOURCES AUTHORITY - GAUTENG

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REPORT REQUIREMENTS FOR HIA REPORTS

Developers or practitioners wishing to submit reports should note that the HIA Adjudication Committee of the PHRA-G will only adjudicate HIA reports submitted as stand-alone documents and additional documents shedding light on the heritage matters concerned (e.g. Site Development Plans and Conservation Management Plans).

The committee will not deal with large EIA reports in which only a vague heritage statement is made or where the HIA reports cannot easily be identified. It is the responsibility of the applicant to clearly indicate where the HIA report is located in the report.

Additional to this, enquiries about the necessity for an HIA or exemption applications will also be handled.

The following information must be included in the HIA reports:

1.   Name of the report/project

2.   Name of a consultant (preferably on title page as this makes citation easy)

3.   Company of the consultant

4.   Date

5.   Name of the developer

6.   Summary/ Executive summary

7.   Motivation for development project

8.   Background information

    8.1   The stage at which the project it is currently, e.g. Basic Assessment Report (BAR, Scoping report, Final Environmental Impact Assessment (EIA), authorization granted, etc.

      8.2   Type of development (include details e.g. opencast mining/ building of warehouses etc.)

      8.3   An indication of the current and previous land use of the area to be surveyed

      8.4   Information on the topography of the area, including landscape qualities

      8.5   If possible, information on the historical development of the project area.

      8.6   Indication of associated infrastructure

      8.7   The size of the project area (in Hectares/ length if linear development)

9. Legislation

10. Location of the study area – this should also be indicated on a good map

11. Aims of study

12. Area description

13. Methodology (with the necessary applicable sub headings e.g. field survey, oral histories, documentation and archival research)

14. Limitations experienced

15. A GPS track

16. Terminology used

17. Conditions and assumptions

18. Historical and Archaeological background information, properly referenced

19. Cross references to sources used – this should be in the text in order for it to be checked easily

20. Detailed individual description of identified cultural resources

      20.1   Location of each identified cultural heritage resource – this should be indicated on a good map

      20.2   Photographs

      20.3   GPS coordinates

      20.4   Evaluation of cultural resources (type, relative dating and condition to be included)

      20.5   Evaluation of the impact of the development on cultural resources

      20.6   Map indicating the relation of the heritage resources to the development

21. Conclusion

22. Recommendations including mitigation measures

23. Motivations for possible Phase II surveys

24. List of sources