



SAPI

SOUTH AFRICAN PLANNING INSTITUTE

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MINUTES OF THE SAPI KZN BRANCH AGM MEETING HELD AT ASSAGAY HOTEL, DURBAN 5 NOVEMBER 2009

1. Welcome

The Chair of SAPI KZN Branch, Pravina Govender, chaired the meeting and welcomed everybody present.

2. Attendance

- Present: Attendance register was circulated at the meeting and is attached.
- Apologies: Ken Breedske and Gill Lincoln

3. Confirmation of Minutes of meeting of 6 November 2008

The following amendments were made:

Vuka Luthuli appeared twice and A.Von Riesen's name was corrected.

Matter Arising: Further clarity on these items was required, which the Chairperson indicated would be addressed as part of her Annual address:

- Planning Professional Act, pg 3 of 9
- Continuous Planning and Development
- Legal Watch Newsletter- where it was still in circulation
- Mentorship Programme and what progress
- Availability of the KZN SAPI Planning Oath

4. Financial Report

The treasurer present the Financial Statement and highlighted areas of improvement and areas of challenge. The report will be attached to the minutes. Sapi KZN financial affairs are in a positive. Certain financial strategies were implemented:

- Reduce cost of awards and WPD function
- Increase sponsorship for awards and WPD function
- Consideration of a Regional Conference in 2009 and whether to host National conference in 2010
- Possibly charge non-members for events in the future

5. Chairman's Report

The Chairperson presented her report highlighting areas of progress and areas of challenges.

5.1 Meetings held during the year

30 January 2009

18 April 2009 - Strategic Planning Session

21 July 2009

9 September 2009

1 October 2009 – Special Meeting on AGM/WTPD

5.2 Organisational Presence

KwaZulu Natal membership stands at 216 (235 in 2008) members.

Total deceased members = 6

Total Resignations = 28

Total New members = 23

There are just 77 paid-up members this year, out of 216 members. This gives SAPI about a 36 % payment level which is very poor.

National has responded to this tendency and has offered an early bird discount if members paid before September 2009, they would pay last year's fee of R495 as opposed to R510. Other mechanisms are being investigated and hopefully implemented in the new year viz. debit orders/stop orders and so forth.

5.3 Adding Value to Members

5.3.1 Communication

The drive to clean our database and maintain electronic circulation remains a major activity of the Branch. With the lack of a dedicated administrative person, the maintenance of the electronic circulation data and the actual emailing of information has been done by Committee members from their personal computers and is dependant on the capacity they have available to undertake this task. SAPI thanks Cathy Ferguson and David Briginshaw from The Planning Initiative who had offered to take over this task of sending our electronic communications on behalf of SAPI.

There has been 2 National and 1 KZN Branch Newsletters sent out to members or posted on the web this year.

5.3.2 Events

SAPI KZN has continued to successfully maintain contact with the members at least once every quarter by convening events. The year commenced with a tour to the Moses Mabida stadium construction site. A further two events were held courtesy of eThekweni Municipality with presentations of some of their recent planning related models with respect to community facility standards and infrastructure provision. SAPI also had opportunity to address first year students at DUT earlier this year. The year was ended with an event to solicit comments from planners on the recently published National

Strategic Planning Green Paper. Once again SAPI thanked Peter Gilmore for his perseverance in maintaining a high standard with regard to such events. Events were well attended by members and students and have proven to be value adding.

5.4 Promoting the Interests of the Profession

5.4.1 Education, Training and Skills Development

SAPI National has established the Education, Training & Skills Development Committee that is headed by Ms. Nthato Gobodo, and assisted by Max Singh. Max Singh continues to play a supportive role in the Education & Training Committee in SACPLAN by facilitating Quality Assurance accreditation visits to Universities offering planning diplomas and degrees. Ms. Gobodo accompanies SACPLAN, on behalf of SAPI to the university accreditation visits.

The CoGTA/SAPI initiative in mentorship or coaching has been modified into a simple training and capacity building project due to the non-availability of volunteer mentors. Discussions are underway with SALGA to assist in approaching the LGSETA in supporting the CoGTA/SAPI Initiative.

5.4.2 SAPI Engagement with the Presidency on the Green Paper on Strategic Planning

SAPI has taken the initiative in conjunction with SALGA in engaging directly with the Presidency on the Green Paper. A meeting was convened on the 9 October and professionally facilitated by the Isandla Institute. Other key role-players invited by SAPI were the African Centre for Cities.

5.4.3 Report on SA Council for Planners (SACPLAN)

It appears from reports from members that SACPLAN is less than efficient with SAPI members complaining that they are unable to get hold of the Registrar; Registration takes very long and Registration Certificates take a while to reach members. This is of major concern in KZN, as the new Planning & Development Act requires registration with Council to undertake specified planning work identified in the Act.

Further, the workshop on Rules has stopped without any reasons and there has been no report on what that status of this is. The Reservation of Work for Planners, which is a very important milestone, has still not been gazetted and neither has the Continual Professional Development policy. SAPI National is addressing the matter and feedback will be provided.

5.4.4 SAPI KZN Planning Awards 2009 and World Planning Day Event

The WTPD and Awards Event costs have been reduced substantially from the inaugural launch in 2007. The Branch had to think carefully about sustainability issues around costs incurred. As a result, a decision was taken to discontinue the monetary reward of R10 000 for the Professional Category and replace this with the awarding of a Trophy. It was acknowledged and SAPI thanked the Provincial Planning and Development Commission for returning

the award money of R10 000 from last year. This has been ring fenced and used for the 2009 Awards and WTPD Event thus reducing the strain on Branch funds.

The theme for our competition this year was “**Innovation**”.

We have had a successful third year, having received a total of 17 entries. These were in terms of 2 Categories :

Part 1 is intended for **practicing planners** who are employed in private practice, local or provincial government, in tertiary institutions or in a non-governmental organization.

A total of 6 applications were received in this category.

Part 2 is intended for **planning students** registered for a planning degree at the University of KwaZulu-Natal or Durban University of Technology. Here we received 2 post graduate applications and 11 undergraduate applications.

The Awards are as follows:

- One **professional award** – floating trophy with inscription to keep
- One **undergraduate student award** of R2 500
- One **post-graduate student award** of R2 500
- Commendations will be awarded where appropriate.

The 2009 KZN SAPI Awards were organised and managed by Elizabeth Dubbeld, Peter Gilmore , Theresa Gordon and Dr Rosemary Hayangah. The judges were Mark Povall, Neil Klug and Ashraf Adams, assisted by Reshan Annoop.

SAPI thanked the following Companies/ Organisations who provided financial assistance;

- **Tongaat-Hulett Developments, who for the third year provided R10 000-00**
- **The Department of Local Government and Traditional Affairs (Co-host of WTPD Event: catering and equipment hire) R 6 585-00**

The balance of the costs being covered by the funds returned by the **PPDC**.

5.5 Planning Africa Conference 2010

A further key activity of the Branch has been around the Planning Africa Conference (PAC) 2010 which will be held on the 13-15 September 2010.

An initial Brain storm session was held on the 9 May 2009 with the assistance of Ms Christine Platt. Participants were from the National Office, the African Cities Centre, DBSA, City of Johannesburg, SA Cities Network and DLGTA.

This resulted in a document that set out the **Theme for the Conference : Beyond Crisis – Opportunities and Actions**. The PAC 2010 Organising Committee was then officially established with Mr Peter Gilmore as the Chair. The company Precision Conferences have been appointed to assist with the conference organisation. The Organising Committee has been hard at work with the first announcement and call for papers are in its final stages. Sub-committees have been established and leaders have been nominated. Sponsorship requests have been forwarded to identified organisations and we have received our first major sponsorship from EtheKwini Municipality towards venue costs in the order of R400 000-00.

6. Election of Incoming Committee

As the out going Chairperson , Pravina Govender thanked those that have supported her two year Chairperson and wished the incoming Chairperson and the committee members all the best for the next two years.

The Chairperson also mentioned that the SAPI Branch is now available through Face-book and other electronic media will still be used eg e-mail.

The Chairperson introduced the incoming SAPI Committee Members:

Chairperson: Peter Gilmore

Deputy Chair: Pravina Govender

Treasure: Sibusiso Dlamini

Committee Members: Dave Bringinshaw, Theresa Gordon, Annette Von Riesen, Mandisa Zungu, Rosemary Aworh, Renee Hulley, Puvendra Akkhia, Mike Khan and Reshan Annoop

18. CLOSURE AND DATE OF NEXT MEETING

Next meeting will take place in November 2010 at Assagay Hotel.

Minutes approved by Chairman of SAPI KZN Branch:

Pravina Govender

Date