

MINUTES OF MEETING OF “FORUM OF QS PRACTICES”

HELD ON TUESDAY, 04 DECEMBER 2007, AT 14h00 IN THE OFFICES OF THE ASSOCIATION OF SOUTH AFRICAN QUANTITY SURVEYORS, THORNHILL OFFICE PARK, MIDRAND.

1 WELCOME

Mr Egon Wortmann, Executive Director of the ASAQS, welcome everybody present at the meeting. He explained the general purpose and structure of the meeting and that the duration should hopefully not exceed two hours.

2 PRESENT

ASAQS	Mr Egon Wortmann (Chairman)	(EW)
ASAQS	Mr HOFFIE Cruywagen	(HC)
Davis Langdon	Mr Kevin Pickup	(KP)
De Leeuw Group	Mr Chris de Wet	(CdW)
MLC	Mr Peter Neep	(PN)
MLC	Mr Chris Rademan	(CR)
Pentad	Mr Leon Cronje	(LC)
SBDS	Mr Dennis Robinson	(DR)
delQS	Dr Corne' de Leeuw	(CdL)
TMS	Mrs Madalize Bredenkamp	(MB)
TUT	Mr Tjaart van der Walt	(TvdW)

3 APOLOGIES

TMS	Mr Gert Meyer	(GM)
Netgro	Mr Bert van den Heever	(BvdH)

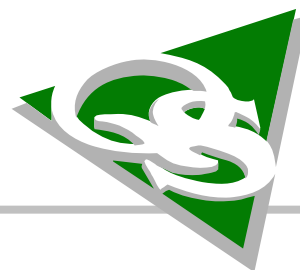
4 NOTICE OF THE MEETING

Notice of the meeting was taken as read. Notice for the meeting had been sent out per e-mail as well as a general invitation extended to all ASAQS members via the ASAQS website.

5 CLARIFICATION OF PURPOSE OF THE MEETING

After recent informal discussions and meetings between some of the senior partners of some of the QS practices in and around Gauteng to discuss their common problems currently experienced in the industry, it was proposed that perhaps such future exchange of ideas should be shared with the ASAQS with a view to possibly seeking the assistance of the ASAQS to address some of the concerns expressed. This idea developed to the point when it was agreed that a special meeting be arranged in the offices of the ASAQS in Midrand to discuss these matters, being the inaugural meeting.

A general open invitation had been extended to all practitioners to attend the meeting and in an informal format to share their ideas and concerns, with a view to seeking solutions for the way forward. Everyone was welcome to attend the meeting. The idea was to restrict the meeting to a maximum of say 2 (two) hours, which would be followed by drinks to provide the opportunity to network further if necessary. It was emphasised that practitioners from both large and smaller practices are most welcome to participate in the discussions.



6 ITEMS FOR DISCUSSION

6.1 PROBLEMS WITH PERSONNEL AGENCIES

Concern was expressed by some of the members that the general professionalism of some of the personnel agencies when recruiting staff on behalf of the QS practices was less than satisfactory. Some problems that were noted included the following:

- Are the qualifications presented legitimate ?
- Agents have little understanding of the competencies required for the job positions as advertised
- Limited follow-up after appointment
- Lapsing of the terms after appointment

The following action forward was agreed:

- A set of "Rules" to be drawn up and finalised under the auspices of the ASAQS, which will include a code of conduct that the personnel agencies should be asked to adopt and adhere to. If any personnel agencies were unwilling to adopt such rules as their operational principles, then the members should refuse to deal with such agencies in future
- Messrs Peter Neep and Kevin Pickup volunteered to prepare the initial draft of the "Rules" for distribution to the members of the meeting for their comment and approval
- Once the "Rules" are adopted and approved, the personnel agencies would be requested to adhere to these "Rules" or run the risk of being sidelined.
- Jacky Tuck to be approached for assistance.

PN/KP

PN/KP

6.2 EDUCATION AT TERTIARY INSTITUTIONS

Concern was expressed by some of the members that the quality of graduates qualifying from tertiary institutions was often not good and did not satisfy the needs and expectations of the QS practices when newly appointed.

There was also a general concern expressed that new graduates still had to be "trained" for a period in the office before they were really useful to take on responsible tasks without supervision by the employer.

Hoffie Cruywagen explained some of the problems experienced by tertiary institutions in terms of numbers, entrance criteria, lack of suitable lecturing staff, etc that hampered their ability to always produce the right kind of graduate the industry may be expecting. But they were doing their best under the circumstances.

The following action forward was agreed:

- The Heads of Departments of University of Pretoria and Witwatersrand to be invited to the next meeting to discuss common problems and to specifically explain what it is that industry is expecting in terms of output from the Universities
- Thereafter further and similar meetings to be arranged with the Heads of Departments of other Universities of Technologies, for the same reason
- ASAQS practices to be encouraged to make suitable staff available to assist with lecturing at tertiary institutions

Ex Dir

Ex Dir



6.3 RECOMMENDED STUDENT RATES

Concern was expressed by some of the members that the recommended student rates issued by the respective Chapters through the ASAQS are not realistic and/or market related. These should be updated to represent market rates more realistically.

The following action forward was agreed:

- The Forum members should be consulted early next year to give input in terms of realistic rates actually experienced in the marketplace
- These will then be compared to the Chapter generated rates; whereafter a final consolidated version would be formally issued through the ASAQS.

Ex Dir

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6.4 FORMATION OF UAE CHAPTER

Mr Egon Wortmann explained to the meeting that the Board of the ASAQS had approved the proposal in October 2007 to start a regional Chapter in the United Arab Emirates (UAE). The purpose of the Chapter committee (to be based in Dubai) was to serve the ASAQS members living and working in the entire UAE region.

The following action forward was agreed:

- That the inaugural meeting be scheduled in Dubai for late February 2008 to formally elect a committee and to set up the structures with the assistance of local members
- That those QS practices that had a presence in Dubai be encouraged to nominate suitable persons onto the Chapter committee, for formal election during the inaugural meeting
- Participation and involvement of all the major QS practices was encouraged to ensure maximum support and participation.

**Ex Dir
HC**

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6.5 MODEL TRADE PREAMBLE DOCUMENT

Mr Egon Wortmann explained to the meeting that the ASAQS was acutely aware that the current Model Trade Preambles (dated 1999) document was in desperate need of updating. He stated that a task team was being established to undertake this task early in the new year.

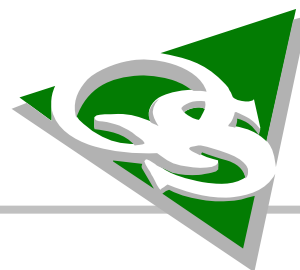
The following action forward was agreed:

- That the updating process be undertaken early in the new year
- That a firm deadline be set, which the task team members are to agree to prior to starting the process, so that they may be held accountable in terms of final delivery
- Members were requested to inform the ASAQS of anyone that may be considered suitable to assist with this task
- This matter is considered as very urgent.

Ex Dir

6.6 JBCC EDITION 5 UPDATE

Mr Egon Wortmann explained to the meeting that the ASAQS had completed and made available to all members the updated JBCC Edition 5.0 suite of documents, together with all ASAQS supporting documentation (dated November 2007). In addition to the full range of JBCC documents (dated July 2007), the ASAQS had also prepared the new "ASAQS Preliminaries" and updated version the "ASAQS Bill No 1 – Preliminaries". The introduction of this new suite of documents was widely advertised through newsletters on the ASAQS website.



It was agreed that:

- Any comments and/or corrections should be forwarded to the ASAQS for consideration and onward transmission to the JBCC Technical Committee
- Both the 4.1 and 5.0 editions would for the foreseeable future still be available and held in stock at the ASAQS offices.

Ex Dir

6.7 SALARY SURVEYS

Mr Egon Wortmann explained to the meeting the importance of active participation by all the QS practices in the annual salary survey to ensure that the results are statistically reliable and well represented in all the regions. The recommended hourly rates are based on the results of this annual salary survey. He appealed to all QS practices to assist with the salary survey when requested to submit information on the levels of staff salaries paid.

It was agreed that:

- All future salary surveys should be conducted earlier in the year than what was currently this stage.

Ex Dir

6.8 BUILT ENVIRONMENT PROFESSIONS EXPORT COUNCIL (BEPEC)

Mr Egon Wortmann explained to the meeting that the ASAQS had recently agreed in principle to support the formation of a Built Environment Professions Export Council (BEPEC). Together with the SAACE and SAIA, a letter of support has been issued to persuade the DTI to inject the promised funding of R500 000,00 to set up a section 21 company that would drive this initiative.

The main purpose of the BEPEC would be to:

- Support local practitioners to source work abroad (initially and predominantly in Africa) and to offer their services to broaden their range of services offered internationally
- Offer formal governmental financial and structural support to assist local practitioners financially when attempting to seek work abroad.

Members were encouraged to support this new initiative and to pursue this new opportunity.

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6.9 AFRICA ASSOCIATION OF QUANTITY SURVEYORS (AAQS)

Mr Egon Wortmann explained to the meeting that the ASAQS had actively participated in the activities of the Africa Association of Quantity Surveyors (AAQS) since inception almost ten years ago. Currently fifteen countries and members associations actively participate in the activities of the AAQS.

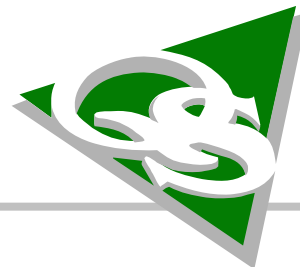
The main purpose and function of the AAQS was to:

- Promote standardisation of documentation within the member associations and countries in Africa
- Provide support and technical expertise to the QS profession within the participating members countries
- Support local practitioners to network within Africa and to offer their services to broaden their range of services offered internationally.

Dr de Leeuw added that the AAQS had resolved at its recent Council meeting held in Durban in October 2007 to seek funding and financial assistance to place the AAQS on a stable and sustainable footing in terms of having a permanent secretariat. This

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was considered vital if the AAQS was to exist as a sustainable organisation.

Member practices were encouraged to support this initiative and to support the AAQS financially. A general appeal for assistance would soon be sent to all practices, which may be by either:

- Making financial contributions
- Advertising on the AAQS website (www.aaqs.co.za).

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6.10 CLIENT CONSULTANT SERVICES AGREEMENT

Dr Corne' de Leeuw advised the meeting that the PROCSA Client Consultant Service Agreement has been updated and would be re-published and distributed through the JBCC structures during January 2008. This means that the March 2006 version will be superseded by the January 2008 update.

6.11 RELEVANCE OF BER

Concern was expressed by the meeting that the BER indices are in some cases not reliable as they are based on insufficient statistical information in the compilation thereof. This is a matter of concern that needs to be investigated as to what the best way forward is to overcome this problem.

Ex Dir

7 DISCUSSION ON FUTURE OF THESE "FORUM OF QS PRACTICES" MEETINGS

On conclusion of the meeting, Mr Egon Wortmann requested guidance from the members in terms of the general consensus as to the future of the "Forum of QS Practices" and whether further meetings should be arranged along these lines in future.

After discussion the meeting agreed that:

- The meeting was considered mutually beneficial to all concerned and more meetings to be arranged in future
- The format should be to rather have more meetings, but of shorter duration
- Continued liaison between the QS practices and the ASAQS was to be encouraged and the liaison strengthened even further in the future.

Ex Dir

Mr Egon Wortmann expressed his personal support of this positive initiative and was well pleased with what had been achieved. He stressed that, on behalf of the ASAQS, he was there to serve and assist the member practices in whatever way possible, and to add value to their business operations, both nationally and internationally.

8 DATE OF NEXT MEETING

The next meeting will be held as follows:

- Date : Tuesday 26 February 2008
- Time : 16h00 to 18h00
- Venue : ASAQS Offices, Suite G6, Building 27, Thornhill Office Park, Bekker Road, Midrand.

9 CLOSURE

The Chairperson closed the meeting at 16h15 and thanked everybody for his or her attendance. Drinks were served to promote continued networking between the members.