



**MINUTES**  
of  
**KWAZULU-NATAL CHAPTER COMMITTEE MEETING**  
**MEETING No. 2010/2012/2**

Held at 10h00 on 22 May 2010 at Davis Langdon, Westway Office Park, Durban

Item	DESCRIPTION	ACTION
<b>1.1.</b>	<b>WELCOME:</b>	
	OD welcomed all to the meeting	
<b>1.2.</b>	<b>ATTENDANCE:</b>	
<b>1.2.1</b>	<b>PRESENT</b> Onie Dhliwayo (OD) Maggi Marx (MM) Stephanie Taylor (ST) Nazeer Bhorat (NB)	
<b>1.2.2</b>	<b>APOLOGIES</b> Karljen Pretorius (KP) Liesl Venter (LV) Shevira Bissessor (SB)	Johan Richards (JR) Yunus Bayat (YB) Elke Hefer (EH)
<b>1.3.</b>	<b>MINUTES of PREVIOUS MEETING/S:</b>	
<b>1.3.1</b>	<b>MATTERS ARISING</b>  Minutes of meeting 2010/2012/1 approved	
<b>1.3.2</b>	<b>COMMENTS, CORRECTIONS, etc.</b> None	
<b>1.3.3</b>	<b>ACCEPTANCE of PREVIOUS MINUTES</b>	
	<b>1.3.3.1 Proposed</b> OD Proposed.	
	<b>1.3.3.2 Confirmed</b> MM Confirmed.	
<b>1.4.</b>	<b>OBITUARIES:</b>	

Item	DESCRIPTION	ACTION
<b>1.5.</b>	<b>SECRETARIAL</b>	
1.5.1	<p><b><u>GENERAL</u></b></p> <p>To follow up with Elke if she has advised KZNIA of our decision to keep the secretarial function internal.</p>	EH/OD
1.5.2	<p><b><u>CORRESPONDENCE</u></b></p> <p>1.5.2.1 <u>Correspondence Sent</u></p> <ul style="list-style-type: none"> <li>• Minutes of previous meeting and Agenda to Committee.</li> <li>• CPD Function notification</li> </ul> <p>1.5.2.2 <u>Correspondence Received</u></p> <p>Nil.</p>	
<b>1.6.</b>	<b>ADMINISTRATIVE</b>	
1.6.1	<p><b><u>MEMBERSHIP/CONTACTS LIST</u></b></p> <p>MM is currently busy with the reconciliation of the updated list received from ASAQS' office with our KZN database. There is an additional of 46No. PMAQS, 68No. MAQS, 39No. AAQS and 31No. SAAQS members to be added.</p> <p>Once database has been updated, Maggi needs to forward the different regions' members to each representative.</p>	MM
1.6.2	<p><b><u>EMAIL SIGNATURE</u></b></p> <p>EH to advise MM if she has received the necessary ASAQS email accounts from JHB. MM to finalise the email signatures.</p>	MM/EH
<b>1.7.</b>	<b>TREASURY / FINANCE</b>	
1.7.1	<p><b><u>SIGNATORIES</u></b></p> <p>1.7.1.1 <u>New signatories for 2010/2012</u></p> <p>Signatories need to change – preferably by members who will be on the committee for next two years. Currently signatories, except Liesl, are not committee members. This item is now URGENT.</p>	LV/EH
1.7.1.2	<p><u>Internet banking</u></p> <p>Up and running; signatories to have access</p>	LV/EH
1.7.2	<p><b><u>TREASURY 2010/2011</u></b></p> <p>MM has received an email from Liesl stating that our bank account has a surplus fund of R57 000. She has suggested that the committee sponsor more events or use it for a student bursary.</p> <p>OD wanted to know who are currently making financial decisions in terms of budget spending and stated that the committee require a strategic disbursement plan.</p>	LV/EH

Item	DESCRIPTION	ACTION
1.7.3	<p><b><u>STANDING of ACCOUNT</u></b></p> <p>Account in good standing</p>	LV
<b>1.8.</b>	<b><u>REGIONAL REPRESENTATION</u></b>	
	<p>EH to send e-mail to various regions informing of them of regional representatives. This item is now urgent. ST also requested a brief of what exactly is required from the region representatives and wanted to know which areas fall under South Coast for example Kokstad. MM suggested that the latter should also be included in the email.</p> <p><b>1.8.1 <u>ZULULAND</u></b></p> <p>Johan Richards</p> <p><b>1.8.2 <u>SOUTH COAST</u></b></p> <p>Stephanie Taylor OD welcomed ST and thanked her for taking on this role.</p> <p><b>1.8.3 <u>MIDLANDS/DRAKENSBERG</u></b></p> <p>Yunus Bayat</p> <p><b>1.8.4 <u>PIETERMARITZBURG</u></b></p> <p>Yunus Bayat</p> <p><b>1.8.5 <u>DUBAN CBD &amp; SURROUNDS</u></b></p> <p>MM &amp; OD.</p>	EH
<b>1.9.</b>	<b><u>P.R. / LIAISON</u></b>	
1.9.1	<p>Chairperson and vice chairperson to attend meetings</p> <p><b><u>LIAISON and COMMUNICATION with KZN DEPARTMENT of WORKS</u></b></p> <p>The Chairperson and Immediate Past Chairperson are to assist by advising what the expectations were under each of the following sub-headings:</p> <p>1.9.1.1 <u>Professions Liaison-meeting</u></p> <p>1.9.1.2 <u>KZN Department of Works</u></p> <p>1.9.1.3 <u>Manager: Quantity Surveying</u></p> <p>1.9.1.4 <u>Scarcity of Skills Workshop</u></p> <p>1.9.1.5 <u>Internship</u></p>	JR/EH

Item	DESCRIPTION	ACTION
1.9.1.6	<u>Restructuring</u>	
1.9.1.7	<u>Professional Services Appointment</u>	
1.9.2	<b><u>LIAISON and COMMUNICATION – OTHER</u></b>	
	EH/JR to advise status of the following items:	EH/JR
1.9.2.1	<u>eThekwini Consultants Liaison meeting</u>	
	OD stated that he did attend a meeting before but have not had any feedback since regarding meetings, etc. The meeting seemed to have centred on the City’s Developmental Aspirations and Bottlenecks, and the roles that professionals could be involved in “unblocking” such “bottlenecks.	EH
	OD suggested that it might be a good idea to replicate the model of this meeting to other centres, e.g. Port Shepstone, Richards Bay, Pietermaritzburg etc.	
	ST inquired if minutes of this meeting is available.	
1.9.2.2	<u>B.E.P.’s</u>	
1.9.2.3	<u>KZN Master Builders Association (MBA)</u>	
1.9.2.4	<u>SAPOA</u>	
1.9.2.5	<u>SABTACO</u>	
1.9.3	<b><u>QS FORUM</u></b>	
	The Chairperson and Immediate Past Chairperson to advise on the concept and progress on this item.	EH/JR
1.9.4	<b><u>GREEN BUILDING COMMITTEE</u></b>	
	The Chairperson and Immediate Past Chairperson to advise on the concept and progress on this item.	EH/JR
1.9.5	<b><u>INVOLVEMENT of SENIOR QS’s</u></b>	
	The Chairperson and Immediate Past Chairperson to advise on the concept and progress on this item.	EH/JR
1.9.6	<b><u>WEB-SITE</u></b>	
	Minutes of the previous meeting and the notification of this months’ cpd function to be send to NB to be uploaded on the ASAQS KZN Chapter website.	NB
	Please note that NB’s email address has changed to <a href="mailto:nazeer.bhorat@davislangdon.co.za">nazeer.bhorat@davislangdon.co.za</a> .	MM
1.9.7	<b><u>MEDIA – PR</u></b>	
	ST proposed that we look into marketing our profession in the annual career section	ST/KP

Item	DESCRIPTION	ACTION
	<p>in the local news papers targeted at scholars. Perhaps KP can look into this?</p> <p>OD asked if we can request some ASAQS QS brochures for distribution at for example career evenings, school talks, etc. We need to be advised how we requested these before?</p> <p><b>1.9.8 <u>MARKETING</u></b></p> <p>1.9.8.1 OD confirmed that a broader Marketing Strategy was required and that this could possibly be identified after the proposed Strategic Planning Workshop. In the interim however, an interaction will be maintained with Provincial Departments and Parastatals.</p> <p>1.9.8.2 To the above effect, Provincial Treasury would be approached to present to ASAQS Membership matters relating to Infrastructure Budgetary Allocations to Departments. Individual Departments and Parastatals will then be approached to address membership on “How The Quantity Surveyor can add value to the respective Department’s Mandate”.</p> <p>1.9.8.3 OD will drive the above process. Other Entities to include: Works Umgeni Water Petro SA IDT</p> <p>1.9.8.2 Approach schools to inform students of QS Profession and ASAQS. Please refer to Media Item 1.9.7</p>	<p>EH</p> <p>OD to drive process</p> <p>KP</p>
<b>1.10.</b>	<b><u>CPD / TRAINING</u></b>	
<b>1.10.1</b>	<p><b><u>CPD FUNCTIONS</u></b></p> <p>Tentative CPD function dates:</p> <ul style="list-style-type: none"> <li>• 27 May 2010 – CPD Function is closing on Monday and in full swing</li> <li>• 29 June 2010 – CPD Function</li> <li>• 27 July 2010 – CPD Function</li> <li>• 27 Aug 2010 – Congress 2010</li> <li>• 28 Sept 2010 – CPD Function</li> <li>• 28 Oct 2010 – CPD Function</li> <li>• Nov 2010 – we will make a decision during Sept month if we should have a final CPD Function for 2010 in Nov, by testing the interest with the KZN members</li> </ul>	
<b>1.10.2</b>	<p><b><u>BREAKFAST</u></b></p> <p>The proposal to have one of the CPD functions as a breakfast rather than an evening event was further explored, and to be finalised soon.</p>	EH
<b>1.10.3</b>	<p><b><u>CONGRESS</u></b></p> <p>Tentative date set for 27 August. However, it is still to be decided whether a congress will be hosted or whether it should just be a CPD Event, due to time constraints.</p>	EH
<b>1.11.</b>	<b><u>EVENTS</u></b>	
<b>1.11.1</b>	<p><b><u>AGM</u></b></p>	

Item	DESCRIPTION	ACTION
1.11.2	<p><b><u>BANQUET</u></b></p> <p>It is still to be decided whether a banquet will be held this year as it was brought to the attention of the committee at the AGM that the banquet is becoming a point of disinterest amongst the members. A survey is to be sent to all members with alternative options to the banquet.</p> <p>A suggestion was made that perhaps the banquet needs to be an evening with more entertainment such as a “cabaret show”, comedy evening, etc.</p> <p>Timeframe to be determined!!!</p>	EH
1.11.3	<p><b><u>CAREER’S EVENING</u></b></p> <p>The Kloof Rotary Career’s Evening took place on 6 May 2010. OD informed us that the event went well and was very well attended. He thanked SB for her work.</p>	
1.11.4	<p><b><u>OTHER</u></b></p>	
1.12.	<p><b>PROFESSIONAL PRACTICE and ISSUES</b></p>	
1.12.1	<p><b><u>CONDUCT of MEMBERS</u></b></p> <p>OD inquired if there were an update on the misconduct that happened earlier this year.</p> <p>OD proposes the Chapter should be pro-active in alerting its members to matters of “Code of Conduct”.</p> <p>NB advised that he had earlier attended a workshop based on legal liabilities and suggested same as an option for a CPD function / workshop, to address the proposal above.</p>	EH
1.12.2	<p><b><u>CONDUCT of PRACTICES/OFFICES</u></b></p>	NB
1.12.3	<p><b><u>OTHER DISCIPLINARY/CONDUCT/ETHICS ISSUES</u></b></p>	
1.12.4	<p><b><u>GENERAL</u></b></p>	
1.13.	<p><b>CHAIRMAN:</b></p>	
1.13.1	<p><b><u>ASAQS and BOARD MATTERS</u></b></p> <p>The matter of outstanding fees has been resolved with ASAQS but OD has not received an apology from ASAQS yet.</p>	EH
1.13.2	<p><b><u>SACQSP and ASAQS MATTERS</u></b></p> <p>There seems to be a general problem with the Council regarding payments and queries / cpd receipt confirmation. EH to follow up and address problem with</p>	EH

Item	DESCRIPTION	ACTION
	<p>Council.</p> <p>ST inquired if we receive any feedback on our CPD annual submissions. Currently, the process seems very vague to all and should be looked into.</p> <p>NB raised an issue on behalf of an unhappy member whose APC interview has now been deferred twice now by ASAQS. The committee suggested that the candidate should lodge a formal complaint. JR/EH to suggest on the best person to attend to the complaint.</p> <p><b>1.13.3 COMMITTEE 2010/2012</b></p> <ul style="list-style-type: none"> <li>• Karlien Pretorius (KP) – 2007 – renominate in 2011</li> <li>• Onie Dhliwayo (OD) – 2009 – renominate in 2011</li> <li>• Maggi Marx (MM) – 2009 – renominate in 2011</li> <li>• Shevira Bissesor (SB) – 2008/2010 – renominate 2012</li> <li>• Yunus Bayat (YB) – 2010 renominate 2012</li> <li>• Elke Hefer (EH)– 2008/2010 – renominate 2012</li> <li>• Johan Richards (JR) – immediate past chairperson</li> <li>• Liesl Venter (LV) – To be advised of renomination date</li> <li>• Nazeer Bhorat (NB) – To be advised of renomination date</li> <li>• Rob Pearl – EH to advise</li> <li>• Stephanie Taylor – renominate 2012</li> </ul> <p>Chairperson - Elke Hefer (EH) Deputy Chairperson - Onie Dhliwayo (OD) Treasury – Liesl Venter (LV) Secretariat – Maggi Marx (MM) Secretariat – Shevira Bissesor (SB)</p>	<p>EH/JR</p> <p>EH</p> <p>EH</p>
<b>1.14.</b>	<b>GENERAL:</b>	
	<p><b>1.14.1 Strategic workshop</b> EH to contact Sandro from PMSA to find out whether he would facilitate a strategic workshop for ASAQS KZN Chapter Committee, what the cost implication will be and what his availability is upon which a date will then be decided upon depending on whether it is financially feasible.</p> <p><b>1.14.2</b> MM to distribute the ASAQS KZN Committee members contact details to the committee.</p> <p><b>1.14.3</b> NB wanted to know if UKZN QS department has lost their accreditation</p> <p><b>1.14.4</b> NB informed us that the SACQSP is amending the accreditation process for technicon and university graduates as well as the abbreviation.</p> <p><b>1.14.5</b> MM suggested that the above issue should be communicated to all members, as well as any other related QS matters.</p>	<p>EH</p> <p>MM</p> <p>EH</p>
<b>1.15.</b>	<b>NEXT MEETING/S:</b>	
	<p><u>Day</u> : Saturday <u>Date</u> : 17 July 2010 <u>Time</u> : To be advised <u>Venue</u> : To be advised</p> <p><b><u>Future Dates</u></b> :</p> <p><u>Chapter Committee</u> : • 18 Sept 2010</p>	

Item	DESCRIPTION	ACTION
	<ul style="list-style-type: none"><li>• 20 Nov 2010</li></ul> <p><u>Sub-Committees :</u></p>	