

ANNUAL REPORT

2017 / 2018



saice professional
development & projects t/a

civils masakheni

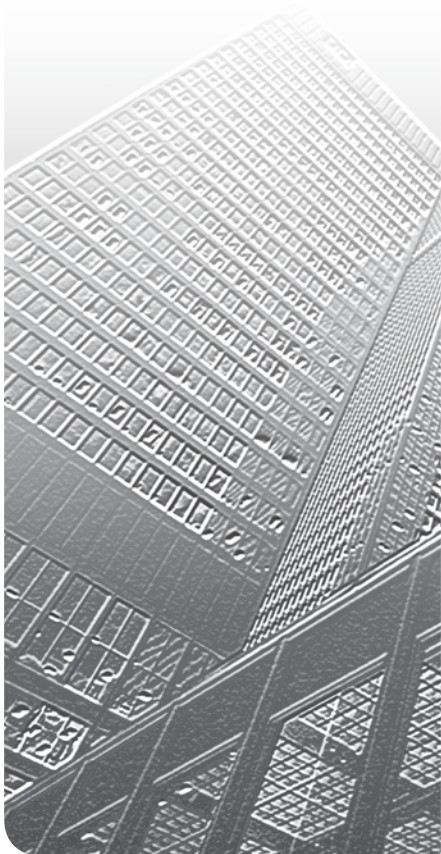
A Non-Profit Company (NPC)

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Director's Report

SAICE Professional Development and Projects (SAICE-PDP) was busy again this financial year and expanded its footprint both locally and into Africa. Established by SAICE in 2004 to implement Outreach and Capacity Building initiatives and activities that require external funding, SAICE-PDP continues to deliver courses, capacitate public sector structures, manage workplace-based learning programmes and advise many organisations in terms of engineering skills development.



Projects

The most substantial appointments for the year were from the Local Government Sector Education Training Authority (LGSETA), Transnet, the Municipal Infrastructure Support Agent (MISA) and the Royal Academy of Engineering. LGSETA made funding available to add 50 candidates to the programme of developing junior to mid-career engineering staff in local government towards the competence required for professional registration with the Engineering Council of South Africa (ECSA) while the earlier LGSETA mentoring programmes continued.

At the end of the financial year, just under 300 candidates were receiving mentoring nationwide, with the help of 22 mentors who work for SAICE-PDP as independent subcontractors. In addition, professional advice and direction was being offered to many organisations running mentoring programmes. In so doing, SAICE-PDP is influencing the training and development of a further 500 or more candidates.

Research on the SADC Engineering Needs and Numbers Study continued, but data proved very difficult to collect. This study is aimed at identifying engineering skills gaps and making recommendations on appropriate interventions. The SAICE-PDP footprint into Africa was expanded with the award of a project by the Royal Academy of Engineering, to assist fledgling professional bodies get off the ground including providing website functionality.

Demand for courses from the Candidate and Municipal Academies continued. MISA awarded the company a new three year contract to train local government built environment officials, with a possible extension to five years based on demand.

Prospects

There are no immediate prospects for additional business and with the slow down in the economy, limited activity in the

construction sector and the need to tender for all work, there is concern that the growth trajectory of the past five years may not be maintained for the forthcoming year.

Obituary

It is with sadness, that we report on the passing of Johan Koekemoer, who since inception of SAICE-PDP was involved in the majority of our projects. He served as a mentor and advisor in the ENERGYS, DBSA Gauteng Support and DBSA Young Professionals programmes. As a seasoned engineer and mentor with a keen IT flair he developed the **JournalLOG** system in collaboration with SAICE-PDP. This became the standard reporting system and a tool for mentors to monitor the progress of their candidates. He also developed timesheets which streamlined payments and accounting processes which are still in use today. He was passionate about re-developing engineering skills in local government and was always available to offer advice in the sector when required. His wisdom is sorely missed by the SAICE-PDP management team. We offer condolences to his family, particularly his wife Annette and daughter Marie on this untimely and great loss.

A Word of Appreciation

I would like to express my thanks to the SAICE-PDP directors and members and the staff of SAICE, SAIEE, CESA, SAPI, SAGI and SAICE-PDP for their enthusiasm and continued support. And finally, a big thank you to all our funders and clients for entrusting their skills development initiatives to the company.

DR ALLYSON LAWLESS
Managing Director

The Candidate Academy



From April 2010 to March 2018, a total of 9 087 delegates have been trained by the Candidate Academy. Although there is still a considerable demand for Candidate Academy courses, there was a noticeable drop in the number of delegates attending most courses in the 2017/2018 financial year. This can be attributed to the state of the economy and the dramatic slowdown in the construction sector. Many companies are not recruiting graduates hence the number of in-house courses dropped significantly.

A further concern is the emergence of many pirate training companies which offer courses using SAICE-PDP advertising material and slightly modified course material. Action has been taken against two companies, but not before losing some income to these companies, and two further cases are being pursued.

A total of 360 recent graduates attended the Road to Registration for Candidates course, which included in-

house courses in the City of Cape Town and eThekweni Municipality. The Road to Registration for Mature Candidates course, aimed at engineering practitioners with more than eight years of experience, was still in demand and was attended by 155 engineers, technologists and technicians.

A feature of support offered this year, was assessing each candidate who attended in-house courses and reporting on career progress, or registration readiness to management. This was very well received and is becoming an additional service which SAICE-PDP facilitators are increasingly being called upon to offer.

The South African Institute of Electrical Engineers (SAIEE) also presented the Road to Registration for Candidates course to Kusile Power Station and to GE Power (previously Alstom) on behalf of the Candidate Academy.

Attendance increased on the Basic Contract Administration and Quality Control course and the Road

Construction and Maintenance course. The Geosynthetics in Soil Reinforcement course was well patronised this year.

Attendance and Courses

A total of 842 delegates attended the range of courses listed below:

- *Getting Acquainted with Basic Contract Administration and Quality Control*
- *Getting Acquainted with Estimating, Costing and Pricing of Construction Tenders*
- *Getting Acquainted with GCC 2015*
- *Getting Acquainted with Geosynthetics in Soil Reinforcement*
- *Getting Acquainted with Road Construction and Maintenance*
- *Getting Acquainted with Sewer Design*
- *Pressure Pipeline and Pump Station Design – A Practical Overview*
- *Road to Registration for Candidates*
- *Road to Registration for Mature Candidates*
- *Road to Registration for Mentors, Supervisors and HR Practitioners*



Figure 1: Presenter, Theuns Eloff, with delegates who attended an in-house Road Construction and Maintenance course in Tzaneen

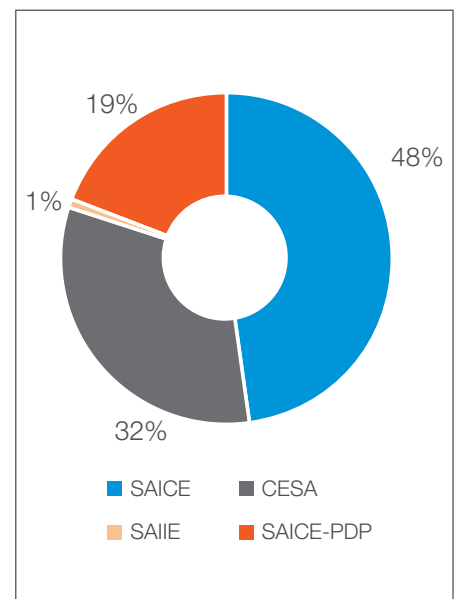


Figure 2: The spread of convenors for Candidate Academy Courses 2017-2018



The Municipal Academy

The Municipal Academy was awarded a new contract by MISA towards the end of 2017, after a protracted procurement process. Due to the late approval of the award, it was necessary to deliver 15 courses during February and March 2018. This took an enormous amount of planning, coordination and marketing, to ensure that all courses were full, and the annual target was achieved in such a short space of time.

The Academy sourced a new presenter to offer courses on Advanced Water Treatment Processes. Courses were offered through SAICE-PDP and the South African Planning Institute (SAPI).

SAICE-PDP

The following courses were presented by SAICE-PDP:

- Fundamentals of Procurement and Tendering incorporating SIPDM
- Estimating, Costing and Pricing of Construction Tenders
- Getting Acquainted with GCC 2015
- Advanced Water Treatment Processes

The content of the Fundamentals of Procurement and Tendering course was customised to incorporate SIPDM (Standard for Infrastructure Procurement and Delivery Management). The Estimating, Costing and Pricing of Construction Tenders course proved popular again and the response to the Advanced Water Treatment Processes course was such that more courses are being planned for 2018/2019.

SAPI

Demand for the Spatial Planning and Land Use Management Act (SPLUMA) course presented through SAPI, continued as the Act requires municipalities to step up efforts to address the legacy of the skewed planning from the apartheid era. It is a legal requirement to satisfy the conditions of the Act and there is some urgency to report on progress which is being made.

Attendance

The MISA courses were offered nationwide, in the main centres and in smaller centres such as Nelspruit, Mthatha and Polokwane to try and involve as many municipal officials as possible. The provincial split is seen in Figure 4. The response continued to be overwhelming, with a total of 395 participants attending the 15 courses.

Training Results Overall

The combined training effort of the Candidate and Municipal Academies sadly dropped this year, as can be seen in Figure 5 due to the very late award of the MISA contract and the slowdown in attendance from the construction sector.



Figure 3: Theuns Eloff presenting the Estimating, Costing and Pricing of Construction Tenders course in Eastgate

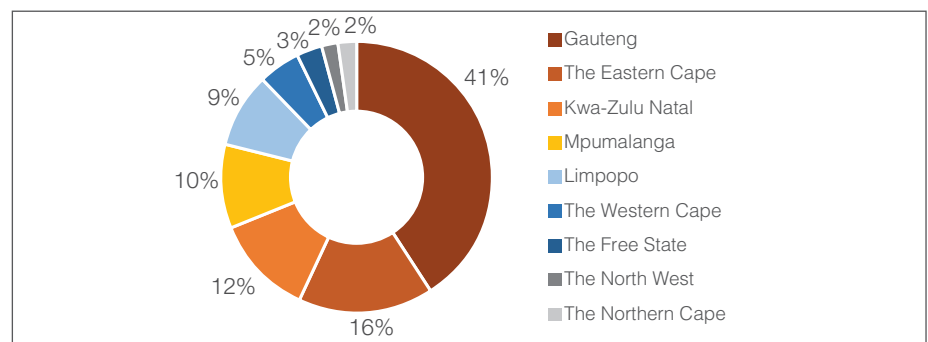


Figure 4: Attendance of Municipal Academy courses per province

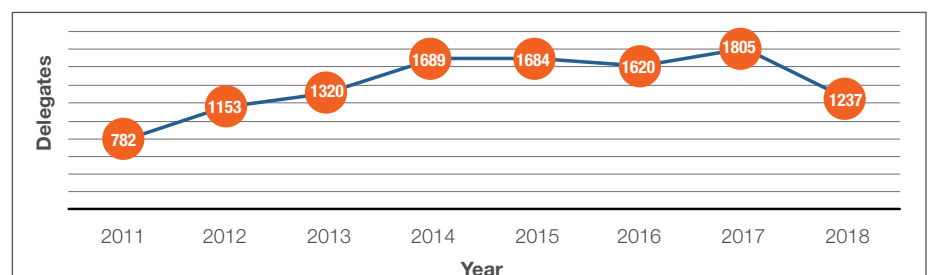


Figure 5: Attendance at Candidate and Municipal Academy Courses from 2011 to 2018

Professional Development



Figure 6: Participating in the Road to Registration for Mature Candidates Support Programme

Gauteng COGTA Mature Candidate Programme

Results of the programme to assist experienced engineering employees in Gauteng municipalities with professional registration which commenced in November 2015 have been most gratifying. To date 29 of the 44 candidates who submitted applications have been registered and it is hoped that more will be successful.

LGSETA Candidacy Programmes

There was a lot of activity again this financial year on the LGSETA candidacy programmes. There are five programmes that started at different times from November 2015 to March 2018. All LGSETA candidates were afforded the opportunity to attend at least one technical course pertaining to their work, but many also took advantage of the MISA courses to enhance their knowledge.

Suitable work, design experience and the opportunity to apply engineering problem solving skills, use engineering judgement and make engineering decisions is still problematic in a large number of municipalities. The opportunity for secondment or staff rotation is limited which compounds the challenge. This requires that mentors develop comprehensive training plans including assignments with multiple activities to allow candidates to emulate what they should be doing in practice. The progress of each of these cohorts is discussed below.



Figure 7: Three happy electrical professionals, Victor Ncele, Andre Bakamubia and Henry Lourens from the City of Cape Town with their registration certificates. Well done to candidates and their mentor Rod Harker



Figure 8: Review workshop at SAIEE

Progress of the 100 cohort

Two reporting milestones were achieved during this period in which candidates were required to complete a number of Training and Experience Reports (TERs) and mentors were required to assess each candidates' progress towards achieving the 11 ECSA outcomes. A substitution policy was finalised during this financial year, and

21 candidates have been substituted due to some of the early candidates leaving local government, or the programme or having submitted their applications.

Six candidates have been professionally registered – three Pr Tech Eng, three Pr Techni Eng and an additional candidate has submitted his application to ECSA. As this programme will draw to a close towards the end of 2018, Engineering Report workshops commenced in March 2018 to outline the requirements of this final report for submission as part of the application for professional registration.

Progress of the 33 cohort

In April and May 2017 Review workshops took place in various provinces. The aim of these workshops was improved report writing and engineering problem solving. Candidates have been meeting with their mentors on a regular basis and have had to complete a number of TERs. Mentors have also completed two outcomes assessments to determine candidate progress.

One candidate has been registered as a Pr Tech Eng. Eight candidates joined the programme as substitute candidates from November 2017 to January 2018.

Progress of the 67 cohort

This cohort commenced in March 2017 with the priority being developing Training Plans. Those who had not yet registered as candidates with ECSA were expected to complete candidate applications. Assignments were given to candidates to improve their theoretical knowledge and assist them develop the ability to solve engineering problems.

For the first reporting milestone candidates were required to complete a TER and the Training and Experience Summary (TES) to date. For the second milestone it was necessary to have completed three TERs.



Figure 9: Planning exercise feedback at the Centurion workshop



Figure 10: Tower construction exercise

Mentors carried out an initial outcomes assessment based mostly on the candidates' accounts of their experience, while the second was based on the reporting and assignments completed.

Progress of the 50 cohort

This programme officially commenced on the 26th of March 2018. Applications were canvassed from all municipalities. Over 190

applications were received from engineering candidates nationwide. Candidates were selected based on their experience to date and the type of projects in their municipalities. The latter was to ensure that they would gain adequate experience in the stages of the engineering cycle and have opportunities to develop problem-solving skills. Induction workshops are planned for April and May 2018.

Mentors

Some mentors left the programme but were replaced. New civil mentors have been appointed in Mangaung, Nelson Mandela Bay and Cape Town metros. A new electrical mentor has been appointed in Sol Plaatje Local Municipality. Mentor workshops were held from June to August 2017. The intention was to agree on a consistent approach using a comprehensive Training Plan template incorporating practical assignments. It was also an opportunity to demonstrate the new features of the MyRegistration™ portal and assist mentors who were experiencing difficulties with the system.

The LGSETA Mature Programme

This programme was developed for provinces outside Gauteng, based on the success of the Gauteng COGTA Mature Candidate Programme. It was necessary to assess all engineering candidates who considered that they were ready for registration, to determine their readiness, and assist those who were considered ready with the registration process. Those who were found not to be ready were given career advice and invited

to attend technical courses to enhance their knowledge.

At the start of the programme 78 mature candidates attended Induction and Orientation workshops. Forty were selected, and others were put on a waiting list.

Many candidates have struggled to comply with the stipulated milestones, as they hold very demanding, senior positions which has impacted on their progress.

SAICE-PDP became aware that some candidates required additional support and encouraged mentors to schedule one-on-one meetings to assist with reporting challenges.

By 31 March 2018, 11 applications had been submitted to ECSA and two candidates had been registered as Pr Tech Eng and one as Pr Techni Eng.

Transnet

SAICE-PDP was awarded two contracts by the Transnet Group Capital to offer assistance with ECSA registration for Professional Engineers, Technologists or Technicians.

The first award was to provide Road to Registration courses for 100 candidates and the second was to

provide Road to Registration courses for 50 mature candidates.

Road to Registration for Candidates

The standard course was offered by the Candidate Academy. However, the Portfolio of Evidence file was customised for Transnet to ensure that candidates reported not only in the format required by ECSA, but also gained experience and reported on Transnet specific engineering activities.

Another change in approach was to schedule each course over two days. The first day covers the principles behind ECSA registration as well as the processes involved. During the second day, candidates are expected to start writing ECSA reports covering their experience to date. Working with candidates in this way allows facilitators to assess progress and offer guidance on the range of experience that each candidate requires before being eligible for registration.

The first course was presented in Johannesburg for Gauteng and Cape Town candidates and the balance will be offered on demand during the next financial year.



Figure 11: Lunch time during a mentor training workshop at SAICE-PDP



Figure 12: Anthony Mashego was the first candidate to be registered on the LGSETA Mature Programme

Registration Support for Mature Candidates

These candidates having had many years of experience should have long since registered. However, some may have had gaps in their experience which precluded them from applying for registration. SAICE-PDP was tasked to identify these gaps and advise Transnet on possible interventions.

Candidates were required to attend a Road to Registration for Mature Candidates course and thereafter complete their applications as quickly as possible, with advice from mentors where required. Those not ready for registration, were assessed and activities planned to develop the competence required for registration. Each candidate is required use the MyRegistration™ portal to upload reports, and Transnet has access to the management module of MyRegistration™ to monitor progress. Mentors are required to submit reports to Transnet covering progress made by candidates, and outlining gaps which require varied types of work combined with increased levels of responsibility.

CETA 3: 2013/2014 Cohort

The CETA 3 project commenced in September 2014 for a three-year period, but it was necessary to terminate support in May 2017 due to the total lack of candidate responsiveness. It was no longer economically viable to incur mentor costs, as invoices could not be submitted to CETA without the requisite progress reports. By the end of the programme, eight applications had been submitted to ECSA and five candidates had been registered – one Pr Tech Eng and four Pr Techni Eng.

The Square Kilometre Array (SKA)

Our involvement was extended until 31 March 2018 but due to the current phase of the project, it is unlikely that support will be required in the next financial year. Our role included technical advice, mentoring and supporting several mature staff with ECSA applications.



Figure 13: Stewart Gibson assisting mature candidates to complete their final applications



Figure 14: Modern global technology at the SKA site in Carnarvon impacting on a remote corner of South Africa

The need for technical support was limited to geotechnical and civil engineering. Geotechnical support involved mentoring staff in terms of:

- The selection of construction materials from borrow pits and quarries
- Reviewing the final detailed foundation designs

- Data acquisition through specialist monitoring of the construction piling programme.

One of our longest serving mentors, and the oldest but one of most energetic in our team, 82-year-old civil engineer, Christian Schumann continued to make

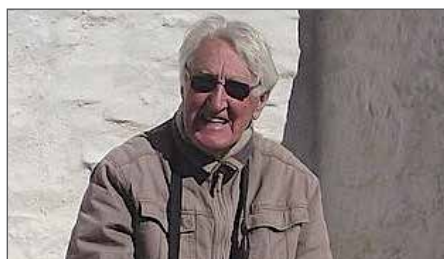


Figure 15: Christian Schumann, Pr Eng, 82 years young

an invaluable contribution. His efforts included:

- Advising on improved service delivery of Kareeberg and KarooHoogland municipalities
- Mentoring candidates overseeing the construction of the 80 km SKA Road between Carnarvon and the Square Kilometre Array (SKA) site
- Upgrading of roads which included planning and design of paving, stormwater drainage, traffic calming, pedestrian islands, drivers' testing facility as well as policy formulation and repairing disintegrated sections of streets
- Finding creative solutions to provide reliable potable water supply in the arid and expansive area.

Says Christian Schumann, who has a passion for the Northern Cape *"It was a privilege to render a professional contribution to improving quality of life and to experience the mystic allure of the vast, remote, sparsely inhabited and, sadly, severely drought-stricken Bo-Karoo in all its grandeur"*.

Two graduates have continued to report and prepare their applications for final review prior to submitting. Unfortunately, the one who was ready to submit has yet to do so.

National Treasury Candidate Programme

SAICE-PDP continued to provide oversight and technical leadership to National Treasury on the Infrastructure Skills Development

Grant (ISDG) programme. There are 400 engineering, science, GIS, construction project management and quantity survey candidates on the programme who are being trained in local government towards professional registration. The intention is that they will eventually assume positions in small or rural municipalities once trained.

The SAICE-PDP appointment has been extended to the end of December 2018. The intention is to fine-tune the programme to ensure that in future years, the approach to graduate training is institutionalised in participating municipalities, and success rates are improved.

Efforts have gone into influencing the permanent placement of graduates and having contracts of those who are performing well extended, to ensure that they gain adequate experience to register. At least 60% of those who have registered have been absorbed by various municipalities, which is a great improvement from earlier years.

During this year, institutionalising the training plan approach and reporting templates as designed in the prior year was a key priority. To ensure that progress was being made, two rounds of assessments were carried out by SAICE-PDP, as mentors struggle to make objective assessments on progress and plan additional work to grow candidates. Progress is slow, but sure.

For all to get involved in the development process, candidates have been asked to present their work at assessment meetings. Based on the presentations it is evident that they are now participating in a variety of activities, in accordance with the requirements their councils. However, the level of complexity and increased responsibility remains a concern and is being emphasised when visiting municipalities and engaging with supervisors and mentors.

An additional 75 candidates have been recruited by municipalities, for participation in the programme. SAICE-PDP assisted with the selection and recruitment of mentors

and has scheduled induction and orientation workshops for the new cohort.

SAICE-PDP suggested that MyRegistration™ should be used for reporting and managing candidates which was agreed to. Umgeni Water will be the pilot site for testing and customising the system for National Treasury use.

Rand Water

SAICE-PDP once again received a request from the Human Resources Division of Rand Water to interview selected employees and assess whether they were ready for promotion within the Rand Water system. Previously, the request had only been for engineering occupations but in 2017 it was necessary to assess GIS candidates. This was done in collaboration with the South African Geomatics Institute (SAGI). Once the interviews had been concluded, comprehensive reports including recommendations were submitted for consideration and action.

General Electric

ALSTOM's Steam Power Systems division (subsequently acquired by General Electric) requested mentorship for their mechanical engineering candidates who are mainly based at Kusile Power Station. Presently, twelve candidates are being mentored. The mentor worked closely with management who were extremely supportive of the process, and ensured the candidates were given opportunities for rotation into other business units for exposure to varied work and increased levels of responsibility.

The LGSETA BTech Bursary Scheme

The BTech qualification has been discontinued in favour of the BEngTech, which is a three-year undergraduate technologist degree and not a post-graduate qualification. This means that SAICE-PDP will no longer be working with LGSETA on bursaries.

Since the inception of the programme in

2006, a total of 111 students have completed their BTEchs. The last two to complete their studies in November 2017 will graduate later in 2018. The bursary contracts required that recipients remained in local government for a period of three years after graduation, failing which it was necessary to repay all the fees. As a result, most BTEch graduates have worked in local government for at least six years – three or more years while studying and a further three years in terms of the contract. They have thus become accustomed to the environment and a large percentage have remained for many years. Most are now assuming senior positions in small municipalities, or management positions in the larger municipalities. It has been gratifying to watch their progress.

Engineering Needs and Numbers Study in the SADC Region

The SADC Engineering Needs and Numbers Study is making progress, but not at the pace initially anticipated. The project, which is funded by the South African Department of Science and Technology has been commissioned by the Southern African Development Community (SADC) to look at the supply of engineering graduates through higher education, the engineering skills base per country and projects to be developed, to determine the gaps. Working with each country, possible interventions need to be explored and developed to address any gaps.

Initially the team attended several conferences to expand its network in the

region. Thereafter detailed questionnaires were developed and circulated to registering bodies, voluntary associations and government departments and private sector employers to get an idea of the engineering workforce, training offered, expansion planned and challenges faced. Questionnaires relating to qualifications and graduations were sent to all universities and universities of technology which offered engineering qualifications.

The response to these questionnaires was very disappointing, despite telephone conversations and Skype sessions. It was thus necessary to visit every country. By the end of March 2018, Swaziland, Botswana, Madagascar, the Seychelles, Namibia, Malawi, the DRC, Lesotho, Zambia and Zimbabwe had been visited and the data continues to improve. The remaining country visits will take place from April to July 2018.

Several worrying trends are emerging which must be workshopped with SADC officials, before being presented to the SADC Ministers, or being published more widely.

The website <https://needsandnumbers.co.za> has been used for online surveys, to share presentations and for distributing questionnaires.

Africa Catalyst

SAICE-PDP was appointed by the Royal Academy of Engineering to develop an Engineering Membership Management System web tool that will allow emerging professional bodies and voluntary associations to develop their own websites

and generally enhance and grow the services they offer.

During the initial months of the project, research was conducted into data structures and functionality offered by construction councils, voluntary associations and registering bodies, focusing on the SADC members.

Basic system development began at project inception which included the core design and the structure of the system. WordPress has been used as the editing platform to make management of the website user-friendly. A flexible member database structure has been developed to allow prospective users to select options to suit their needs. A choice of eight website layouts may be selected, three of which are standard WordPress styles, featuring image sliders on the homepage.

Planning work is underway to assist Madagascar develop 23 voluntary association sites and support Swaziland and Lesotho develop websites for professional registration. Thereafter, the service will be advertised more widely in order to identify other bodies throughout sub-Saharan Africa who need help.

Other support

SAICE-PDP also manages or advises on many smaller mentoring programmes in private sector contracting and consulting companies, and addresses managers and directors on the importance of such programmes and advise on how they should be set up.



Figure 16: Ada Dienga engaged with a larger group than usual from the Ministry of Infrastructure Development in the DRC and gained interesting insights on the state of service delivery



Advisory Services

Department of Higher Education and Training (DHET)

Although Allyson Lawless was still contracted as an Advisor to the Deputy Director-General (DDG) of the Special Projects Unit (SPU) of the DHET, very little activity took place during the year, as funding which should have become available to support civil engineering, quantity surveying and construction project management programmes in higher education was diverted to supplement the need to deliver on #FeesMustFall. The Unit thus concentrated on upgrading selected TVET Colleges to Centres of Specialisation for priority trades.

Quality Council for Trades and Occupations (QCTO)

Allyson Lawless continued to serve on the Qualifications Committee of the QCTO. The QCTO is responsible for redeveloping all the qualifications that have been developed by the Standard Generating Bodies of the Sector Education and Training Authorities (SETAs) since their inception. A total of 221 qualifications have been approved in the new comprehensive format, which includes theory, practical and workplace-

based learning, followed by a summative assessment and certification.

Water and Waste Water (W&WW) Process Controller Occupational Qualification: Working Group

Peter Coetzee continued contributing to the working group developing a W&WW process controller qualification through the QCTO. The group has a new convenor and the syllabus is being finalised.

Water Reticulation Officer

Peter Coetzee has been an active member of the Community of Expert Practice (CEP) for the development of the Water Reticulation Officer qualification (previously known as the water serviceman – essentially a plumber with expanded training to cover large pipes, pumps, valves etc. – the training of which disappeared with the arrival of the SETAs). Knowledge, practical skills and work experience modules have been developed and the qualification is at SAQA for registration.

Water Infrastructure Management Practitioner

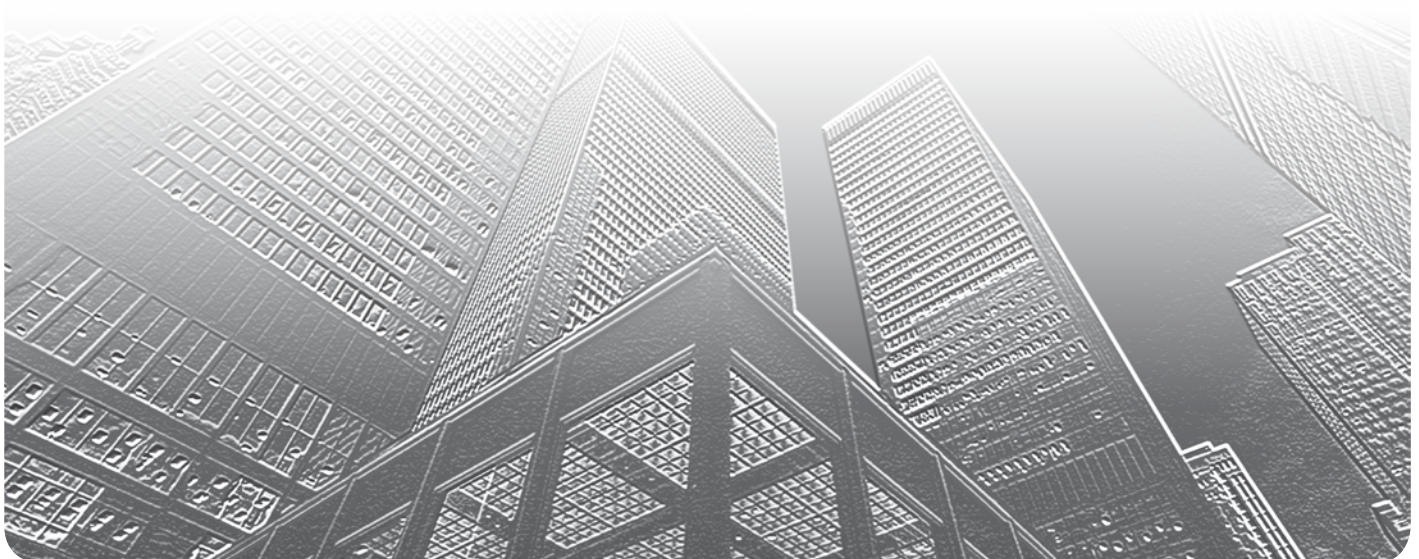
Peter Coetzee has also been an active member of the CEP for the

development of the Water Infrastructure Management Practitioner qualification. The qualification is also at SAQA for registration. This qualification is aimed at equipping a technical manager in a water department to plan, develop, control, operate and maintain assets and troubleshoot in all facets of water supply. It also covers the local government environment, including budget, HR and supply chain processes.

Other support

In addition to all the support programmes and formal advisory appointments, staff served on other committees or offered advice to organisations as follows:

- Engineering Council of South Africa (ECSA) – acting as reviewers and moderators
- Human Resources Development Council of South Africa (HRDCSA) – council member
- SAICE Education and Training – committee member
- SAICE Executive Board – committee member
- Royal Academy of Engineering – international affairs committee member



Company News

my registration

MyRegistration™

During this financial year the MyRegistration™ portal continued to be a key tool for managing and monitoring progress on all the LGSETA Candidacy programmes, especially considering the remoteness of some of the candidates.

Extra reporting and training plan functionality was built into the application and an increased range of reports were developed and filters added for improved options when drawing reports. The training plan was expanded to incorporate assignments. This offers increased audit evidence of coaching having taken place. The portal has also proved invaluable to candidates who have lost documents due to computer theft or failure, as all work is online.

Staff News

- **Janet Blunt** – Janet was permanently appointed as a Project Manager in September 2017 to initially assist with the management of the various LGSETA programmes. However, her role has expanded substantially and she has made a valuable contribution to the overall operation of the business. Janet has spent her career in various

roles at the KZN DOT and is well versed with candidate development, and familiar with the compliance requirements of the SETAs.

- **Allyson Lawless** – Allyson was made an Honorary Fellow of SAICE at the inauguration of the 114th president of SAICE, Errol Kerst, in November 2017.
- **Mentors** – The number of mentors supporting candidates across all programmes totalled 22 at 31 March 2018. During the year, the number of mentors and candidates per mentor fluctuated due to attrition of candidates and subsequent candidate substitutions. A few additional mentors in outlying areas were appointed and contracts with others ended as candidates in their region either registered or left the programme. We were able to allocate the additional 50 mature candidates to existing mentors as support was primarily desk-top based.
- **Valarie Komal** – Congratulations to our receptionist Valarie and her husband Daylen on the birth of their baby boy Noah.
- **Thuba Sithole** – Congratulations to Thuba and Amanda on the birth of their son Balusiwe, just in time for Valentine's Day.

Financial Report

The Annual Financial Statements have been audited and are available for review. The turnover increased, as did the profit, and retained income increased to R3.9m as shown in Table 2. This reserve is essential to alleviate the cash flow problems experienced when major debtors do not pay timeously.

Table 1: Metrics on the MyRegistration™ portal to date

Description	Number
Candidates	808
Mentors	59
Projects	16

Table 2: Revenue, surplus and retained income for 2017 and 2018

Year	Revenue	Surplus	Retained income
2016/2017	R16 233 936	R587 146	R2 996 684
2017/2018	R16 313 835	R999 470	R3 996 154



Governance

Board of Directors Meetings

The Board met on 25 July 2017.

B-BBEE and Tax Clearance Certificates

SAICE-PDP's verification audit was concluded in July 2017 and we were issued with a Level 6 rating, which had a devastating effect on our eligibility to procure business in the public sector. As we could not afford to lose business opportunities for a year, a second opinion was sought.

It was determined that in accordance with the Amended B-BBEE Codes, due to our turnover being below R50 million and qualifying as

a Specialised QSE as a Non-Profit Company, we could simply sign an affidavit declaring that the number of beneficiaries who had received training and mentoring (being our core business) were more than the legislated 75% black individuals. Based on the percentage of black beneficiaries totalling 84%, SAICE-PDP qualified as a Level 1 Contributor.

A new tax clearance certificate was received from SARS in April 2017.

Members

Members as at 31 March 2018 are listed in Table 3.

Directors

Directors as at 31 March 2018 are listed in Table 4.

Table 3: Members of SAICE-PDP

Mr Seetella Makhetha	Mr Errol Kerst
Dr Martin van Veelen	Dr Chris Herold
Mr Mehboob Babamia	Mr Sundran Naicker
Mr Simon Mqamelo	

Table 4: Directors of SAICE-PDP and their associations

Director	Position in SAICE-PDP	Age	Years on SAICE-PDP Board	Other significant Board Membership/ Professional positions
Dr Allyson Lawless	Managing Director	65	13 years	<ul style="list-style-type: none"> Board member – South African Institution of Civil Engineering (SAICE) Board member – South African National Roads Agency Limited (SANRAL) Council member – Human Resource Development Council (HRDC)
Mr Manglin Pillay	Non-executive Director	42	7 years	<ul style="list-style-type: none"> CEO and Board member – South African Institution of Civil Engineering (SAICE) Board member – Professional Provident Society – PPS Insurance SA Board member – merSETA
Mr Gary Drummond	Chairperson	60	8 years	None
Mr Neil MacLeod	Non-executive Director	66	8 years	Director – Toilet Board Coalition
Mr Stanford Mkhacane	Non-executive Director	68	5 years	Executive Director – Nyeleti Consulting (Pty) Ltd

Acronyms

B-BBEE	Broad-based Black Economic Empowerment
CEP	Community of Expert Practice
CESA	Consulting Engineers South Africa
CETA	Construction Education and Training Authority
COGTA	Cooperative Governance and Traditional Affairs
DBSA	Development Bank of Southern Africa
DHET	Department of Higher Education and Training
DST	Department of Science and Technology
ECSA	Engineering Council of South Africa
GCC	General Conditions of Contract
GIS	Geographic Information Systems
HRDCSA	Human Resources Development Council of South Africa
ISDG	Infrastructure Skills Development Grant
LGSETA	Local Government Sector Training Authority
MISA	Municipal Infrastructure Support Agent
QCTO	Quality Council for Trades and Occupations
SADC	Southern African Development Community
SAGI	South African Geomatics Institute
SAICE	South African Institution of Civil Engineering
SAICE-PDP	SAICE Professional Development and Projects
SAIEE	South African Institute of Electrical Engineers
SANRAL	South African National Roads Agency Limited
SAQA	South African Qualifications Authority
SETA	Sector Education and Training Authority
SIPDM	Standard for Infrastructure Procurement and Delivery Management
SKA	Square Kilometre Array
SPLUMA	Spatial Planning and Land Use Management Act
SPU	Special Projects Unit
TER	Training and Experience Report
TES	Training and Experience Summary

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