

FINANCIAL YEAR 2022/23

QUARTER 1

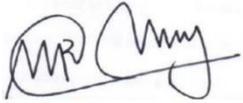
PERFORMANCE INFORMATION

01 APRIL 2022 – 30 JUNE 2022

APPROVAL OF THE FIRST QUARTER REPORT FOR THE FINANCIAL YEAR 2022/23

This quarterly report was developed by the Council for the Built Environment (CBE) under the stewardship of its Accounting Authority, the CBE Council.

It has been prepared in line with the targets set out in the annual performance plan and captures the performance of the CBE for the first quarter of the 2022/23 financial year.



M Myeza (Mr)
Chief Executive Officer

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1. ACRONYMS AND DEFINITIONS

AGSA	Auditor General South Africa
APP	Annual Performance Plan
BE	Built Environment
BEP/s	Built Environment Professions/als
CARINBE	Centre of Applied Research and Innovation in the Built Environment
The CBE Act	Council for the Built Environment Act 43 of 2000
CBE	Council for the Built Environment
CBEP	Councils for the Built Environment Professions
CEO	Chief Executive Officer
CFO	Chief Financial Officer
CHS	Construction Health and Safety
cidb	Construction Industry Development Board
COGTA	Department of Cooperative Governance and Traditional Affairs
Council	CBE Council (the accounting authority of the organisation)
DDM	District Development Model
DiSA	Disability Information South Africa
DPWI	Department of Public Works and Infrastructure
ERRP	Economic Recovery and Reconstruction Plan
FEM	Federated Employers Mutual Assurance Company
4IR	Fourth Industrial Revolution

HDI	Historically Disadvantaged Individual
HR	Human Resources
ICT	Information Communications Technology
IT	Information Technology
IoT	Internet of Things
King IV™	King IV Report on Corporate Governance for South Africa
Minister	Minister of Public Works and Infrastructure
MoU	Memorandum of Understanding
NDP	National Development Plan
NDPIP	NDP Five-Year Implementation Plan
NSG	National School of Government
NIP	National Infrastructure Plan
NT	National Treasury
OHS	Occupational Health and Safety
OMA	O.M.A. Chartered Accountants Inc.
PFMA	Public Finance Management Act
PWD	Persons with Disabilities
Rakoma	Rakoma and Associates Inc
SCM	Supply Chain Management
SETA	Sector Education Training Authority
STEM	Science, Technology, Engineering, Mathematics

TCC	Transformation Collaborative Committee
ToR	Terms of Reference
UoT	University of Technology
WIL	Work Integrated Learning

Committees/Sub-Committees of Council

ARC	Audit and Risk Committee
AC	Appeals Committee
BEMC	Built Environment Matters Committee
EXCO	Executive Committee
FHLC	Finance, Human Resources and Legal Committee
ISC	IDoW Steering Committee
ITSC	Information Technology Steering Committee
SMMCC	Stakeholder Management and Marketing Communications Committee

Councils for the Built Environment Professions (CBEP)

SACAP	South African Council for the Architectural Profession
SACLAP	South African Council for the Landscape Architectural Profession
ECSA	Engineering Council of South Africa
SACPVP	South African Council for the Property Valuers Profession
SACPCMP	South African Council for the Project and Construction Management Professions
SACQSP	South African Council for the Quantity Surveying Profession

CBE Programmes

Programme 1	Administration
Programme 2	Empowerment and Economic Development
Programme 3	Professional Skills and Capacity Development
Programme 4	Research and Knowledge Management
Programme 5	Public Protection, Policy and Legislation

Transformation Collaborative Committees

HSPPUA	Health, Safety, Public Protection and Universal Access
OSD	Occupation Specific Dispensation
PPLSED	Procurement, Policy, Legislation and Socio-Economic Development
PSCD	Professional Skills and Capacity Development
WEGE	Women Empowerment and Gender Equality

PART A
EXECUTIVE SUMMARY

2. EXECUTIVE SUMMARY

The Council for the Built Environment (CBE) is a Schedule 3A Public Entity as per the Public Finance Management Act (PFMA). The CBE is a statutory body in existence since the enactment of the Council for the Built Environment Act (No 43 of 2000) (The CBE Act). It is an entity of the Department of Public Works and Infrastructure (DPWI). The CBE is responsible for regulating the following Councils for the Built Environment Professions (CBEP) in South Africa - Architecture, Landscape Architecture, Engineering, Property Valuation, Project and Construction Management, and Quantity Surveying.

The objectives of the CBE as per section 3 of the CBE Act are to:

- (a) promote and protect the interest of the public in the built environment;*
- (b) promote and maintain a sustainable built environment and natural environment;*
- (c) promote ongoing human resources development in the built environment;*
- (d) facilitate participation by the built environment professions in integrated development in the context of national goals;*
- (e) promote appropriate standards of health, safety and environmental protection within the built environment;*
- (f) promote sound governance of the built environment professions;*
- (g) promote liaison in the field of training in the Republic and elsewhere and to promote the standards of such training in the Republic;*
- (h) serve as a forum where the built environment professions can discuss relevant—*
 - (i) required qualifications;*
 - (ii) standards of education;*
 - (iii) training and competence;*
 - (iv) promotion of professional status; and*
 - (v) legislation impacting on the built environment; and*
- (i) ensure uniform application of norms and guidelines set by the councils for the professions throughout the built environment.*

This report presents the performance of the CBE for the first quarter of the 2022/23 financial year, inclusive of challenges and issues encountered by CBE Programmes in pursuit of the 2022/23 financial year targets outlined in the Annual Performance Plan (APP). It further details the CBE's financial transactions up to 30 June 2022. The report is presented in five parts:

- a. Part A is the Executive Summary, a synopsis of the CBE's performance in terms of its mandate and strategic objectives set out in its Strategic Plan
- b. Part B provides a detailed Governance Report
- c. Part C is a detailed analysis of the performance of each Programme
- d. Part D is a detailed Financial Report for the quarter
- e. Part E is the Human Resource Report for this reporting period

The CBE implements its annual performance plan (APP) through five Programmes:

- i. Programme 1: Administration
- ii. Programme 2: Empowerment and Economic Development
- iii. Programme 3: Professional Skills and Capacity Development
- iv. Programme 4: Research and Knowledge Management
- v. Programme 5: Public Protection, Policy and Legislation

National Treasury Regulation 5.3.1 requires the Accounting Officer to establish procedures for quarterly reporting to the Executive Authority, to facilitate effective performance monitoring, evaluation and corrective action. Procedures for quarterly reporting have been established based on the August 2011 National Treasury Guidelines, "Preparation of Quarterly Performance Reports Guidelines", in line with the Presidency's outcomes-based approach.

The CBE's 2022/23 APP has 15 quarterly targets set for the first quarter. Twelve of these targets were achieved, and three targets were not achieved. This translates the overall quarter one performance of the CBE against its annual targets for the 2022/23 financial year to 80% as shown in Table 1.

Table 1: Achievement Status of Quarter One Targets

APP Programme	Number of Quarterly Targets	Achieved	Not Achieved
Programme 1: Administration	3	2	1
Programme 2: Empowerment and Economic Development	4	3	1
Programme 3: Professional Skills and Capacity Development	3	2	1
Programme 4: Research and Knowledge Management	3	3	0
Programme 5: Public Protection, Policy and Legislation	2	2 ¹	0
Quarter One Total Targets	15	12	3

*Programme 5: One appeal was lodged during the quarter and is due for decision in the next quarter, therefore no appeal was due for finalisation during the quarter under review (hence 2 are recorded as achieved).

¹ One target was impacted by an appeal lodged during the quarter which is only due for decision in quarter two.
Page 14 CBE Q1 Report: 2022/23

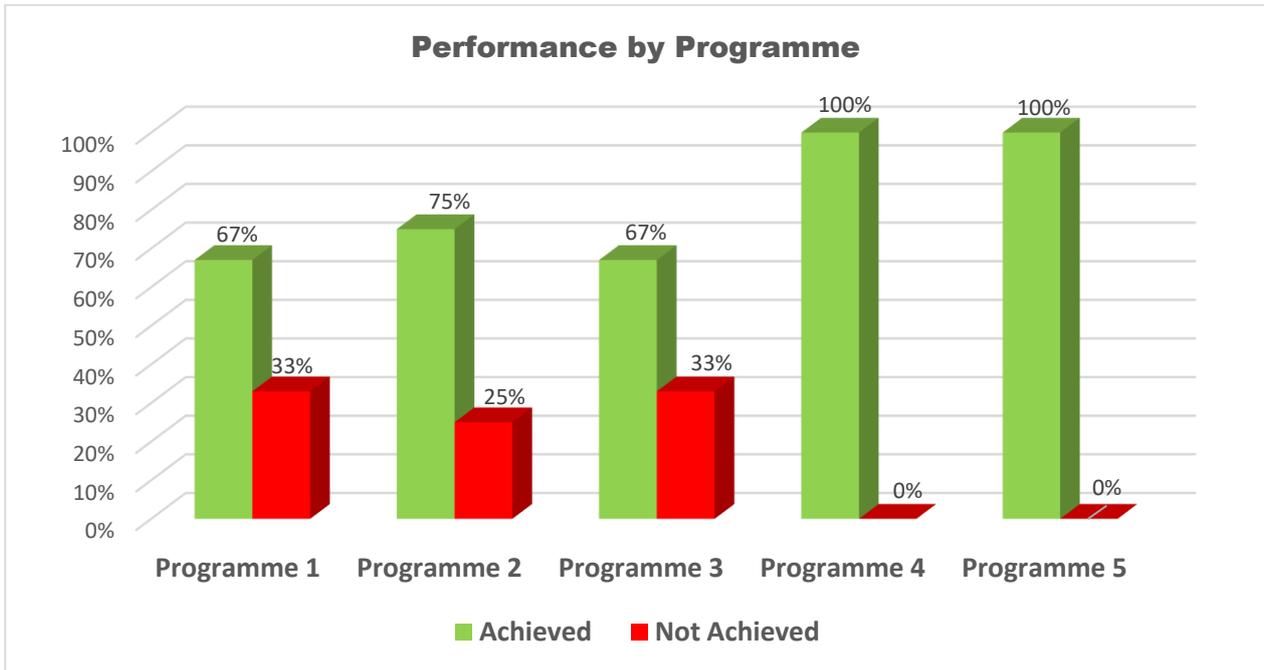


Figure 1: First Quarter Programme Performance

Highlights of Quarter 1 Performance

The highlights for the quarter under review were the following:

- a) The implementation action plan for the CBE's revised organisational structure was approved and implemented accordingly. Job profiling interviews were held for new and prioritised positions. The Job Evaluation report was finalised by the due date
- b) The framework for the programme on youth involvement and development in the Built Environment (BE) was established
- c) A database of BE students at universities of technology (UoT) and workplaces was established for work integrated learning
- d) Key programmes were identified and established to support BE professionals and candidates appointed by the State
- e) The Public Complaints Procedure Manual was developed, approved, and published on the CBE website

Challenges

1. Three targets were not achieved due to the following issues:

Programme 1.2 - *Cloud Additional Servers and Disaster Recovery Terms of Reference developed and submitted to Supply Chain Management by 30 June 2022.*

This target is to enable the CBE to meet its organisational strategic goals through technological platforms and solutions, while ensuring that it aligns to Fourth Industrial Revolution (4IR) and Internet of Things (IoT) changes across industries and around the world. The quarterly target was not achieved due to the delay in migration to cloud. The terms of reference (ToR) for additional cloud servers and Disaster Recovery were not developed. In addition, all procurement was halted by National Treasury; although the CBE submitted an application for exemption, there was no feedback on the submission. The halt has since been lifted and the project will be expedited.

Programme 2.4 - *One stakeholder engagement on TCC outcomes hosted by 30 June 2022.*

The aim of sector coordination is to allow for more integrated, joined-up conversation and coherent responses timeously to inform government policy. From a sector perspective, this interface will demonstrate the importance of the industry, facilitate more resilient workforce planning, and increase appropriately qualified people with relevant certified lifelong skills that will benefit the economy. The target was not achieved due to the non-availability of key stakeholders. The engagement was held in the first quarter Stakeholder Engagement on 05 July 2022.

Programme 3.1 - *Eight pilot districts identified in the District Development Model supported through monitoring the implementation of the BE Structured Candidacy Programme by 30 June 2022 - **Not Achieved.***

In fulfilling its mandate of ensuring transformation in the built environment, the CBE aims to monitor and support all candidacy programmes implemented in the 44 districts identified by the Department of Cooperative Governance and Traditional Affairs (COGTA) across the country implementing the District Development Model (DDM).

There were engagements with two district municipalities during the quarter - John Taolo Gaetsewe district and eThekweni metro which alludes to a negative variance of six district municipalities. The CBE adopted the approach of engaging with the Premier's Office in each province to follow a comprehensive strategy of supporting skills for the DDM. This further enabled the CBE to scale up the number of districts as well as the CBE's involvement in the project.

Governance

On 2 June 2022, the Minister appointed six members of Council:

- a) Mr B Simelane (SACPCMP)
- b) Mr G Mbutia (SACPCMP)
- c) Ms HA Mtshali (ECSA)
- d) Ms L Shongwe (SACAP)
- e) Mr ME Moshodi (Department Representative)
- f) Mr PN Phukubje (Public Representative)

Human Resource Management

1. The Finance Manager was appointed as Acting Chief Financial Officer (CFO) from 30 May 2022 while the CFO was booked off on sick and incapacity leave.
2. The Manager: Knowledge Management and IT resigned at the end of May 2022. The recruitment for a temp/fixed term IT Manager was finalised in June 2022. The official resumed his duties on the 01 July 2022.

PART B
GOVERNANCE

3. GOVERNANCE

3.1 INTRODUCTION

The CBE takes its governance responsibility from the relevant legislation and principles of the King IV Report on Corporate Governance for South Africa (King IV™). According to this Report, Corporate Governance is about the exercise of ethical and effective leadership by the CBE Council (Council). Such leadership includes the following responsibilities for the Council:

- a. Providing strategic direction to the CBE
- b. Approving policy to put strategy into effect
- c. Providing informed oversight of implementation and performance
- d. Disclosing (Reporting)

The pursuance of ethical and effective leadership should result in the following beneficial outcomes for the CBE:

- a. Ethical culture
- b. Sustainable performance and value-creation
- c. Adequate and effective control by the Council
- d. Protecting and building trust in the CBE as an organisation, its reputation and legitimacy

3.2 EXECUTIVE AUTHORITY

The Minister of Public Works and Infrastructure (the Minister) is the Executive Authority of the CBE.

3.3 ACCOUNTING AUTHORITY

The CBE Council is the Accounting Authority of the organisation. The CBE was established in terms of the Council for the Built Environment Act, 43 of 2000 (referred to as the CBE Act.) Some of the key functions assigned to the CBE by the CBE Act include the following outlined in section 4:

- i. *(a) advise Government on any matter falling within the scope of the built environment, including resource utilisation, socio-economic development, public health and safety and the*

environment, and for this purpose carry out such investigations as it or the relevant Minister deems necessary;

- ii. (e) facilitate inter-ministerial co-operation concerning issues relating to the built environment;*
- iii. (f) provide advice and consultation on national policy that could impact on the built environment, human resource development in relation to the built environment professions and the recognition of new professions;*
- iv. (g) comment, if necessary, on all proposed legislation impacting on health and safety in the built environment;*
- v. (i) advise the professional councils on matters of national importance where the needs of the State, as communicated to the Council through the relevant Minister, require joint and coordinated action by the built environment professions;*
- vi. (k) ensure the consistent application of policy by the professional councils with regards to: accreditation, registration, competence testing of registered persons, codes of conduct for the professions, principles for determination of fees in accordance with any legislation relating to the promotion of competition, and standards of health, safety and environmental protection within the built environment; and*
- vii. (m) act as an appeal body with regards to matters referred to it in terms of the law regulating the built environment professions.*

The CBE is, in addition, mandated to:

- i. 4(f) effect policy coordination within the Built Environment*
- ii. 3(d) promote the participation of the built environment professions in integrated development within the context of national goals*
- iii. 3(f) promote sound governance of the built environment professions*
- iv. 3(h) act as the conduit for communication between Government and the BEPs*

3.4 COMPOSITION OF THE COUNCIL

The CBE Act (section 5) stipulates that Council comprises twenty members (non-executive), appointed by the Minister, consisting of:

- a. One representative from the Department of Public Works and Infrastructure (DPWI);*
- b. Not more than three persons nominated by state departments within whose functional areas the professions are also practised;*
- c. Two representatives nominated by each council for the professions; and*

d. Not more than four persons nominated by the public.

The CBE Act stipulates a formal process for the appointment of members. The Minister appoints the Chairperson, Deputy-Chairperson and members of the Council for a period of four years. A Company Secretary supports the Council and its Committees on governance matters. The Chief Executive Officer (CEO) and CBE staff are responsible for operational matters.

Cabinet approved the appointment of the Fifth Term Council on 7 November 2018, effective from 1 November 2018 to 31 October 2022. The Act requires the Minister of Public Works and Infrastructure to determine the first meeting of Council. The Fifth Term Council was inaugurated on 16 January 2019, the date determined by the Minister for the first meeting of Council. The inauguration was followed by an induction session on 17 January 2019.

The Chairperson of the Council resigned on 27 June 2019 with immediate effect. The Deputy Chairperson, in terms of the provisions of section 9(3) of The CBE Act, performed the functions and exercised the powers of the Chairperson until the Minister appointed a new Chairperson.

The Minister appointed four members to the Council on 20 January 2020 –

- i. Dr SS Dlamini (Chairperson)
- ii. Mr CV Gamede
- iii. Ms K Naidoo
- iv. Mr WO Mothowamodimo

Since November 2019, the following Council members resigned from the Fifth Term Council citing various reasons –

- a) Ms IM Vieira (Public Representative) - 19 November 2019
- b) Dr P Dala (Public Representative) – 4 January 2021
- c) Ms U Exner (Public Representative) – 13 January 2021
- d) Ms HN Molao (SACPCMP) – 30 June 2021
- e) Mr JL Margolius (SACPVP) – 7 July 2021
- f) Mr CV Gamede (Passed Away – ECSA) – 1 August 2021
- g) Ms ZY Makhathini (Department of Water Affairs and Sanitation) - 27 August 2021
- h) Ms K Naidoo (SACAP) – 30 September 2021
- i) Dr CH Deacon (SACPCMP) – 8 November 2021
- j) Dr J Badul (Department of Environmental Affairs) – 9 February 2022

- k) Mr G Meyer (SACQSP) – 23 February 2022
- l) Ms N Qina (SACQSP) – 25 February 2022
- m) Ms NV Fakude (Public Representative) – 24 March 2022

The CBE followed the statutory process for replacement of the public representatives and submitted the report to the Minister on 24 February 2021.

On 23 March 2022, the Minister appointed the three public representatives; however, one of them declined the nomination.

- a) Mr A Latchu (Public Representative)
- b) Ms DL Maraka (Public Representative)

On 2 June 2022, the Minister appointed six members of Council:

- g) Mr B Simelane (SACPCMP)
- h) Mr G Mbuthia (SACPCMP)
- i) Ms HA Mtshali (ECSA)
- j) Ms L Shongwe (SACAP)
- k) Mr ME Moshodi (Department Representative)
- l) Mr PN Phukubje (Public Representative)

Table 2: Fifth Term Council

Name	Designation (<i>Section of the Act which endorses the appointment</i>)	Gender	Date Appointed	Date Resigned	Date Term Ended
1. Dr S Dlamini (Chairperson)	Section 5(2)(c) Nominated by SACAP	Male	20 Jan 2020	-	-
2. KEM Mogodi (Deputy Chairperson)	Section 5(2)(b) read with section 6 (3)(b) Representative of state departments	Female	1 Nov 2018	-	-
3. NE Hutamo	Section 5(2)(c) Nominated by SACLAP	Male	1 Nov 2018	-	-
4. Dr KI Jacobs	Section 5(2)(c) Nominated by ECSA	Male	1 Nov 2018	-	-
5. WO Mothowamodimo	Section 5(2)(c) Nominated by SACLAP	Male	20 Jan 2020	-	-
6. ST Mthembu	Section 5(2)(d) Public nominee	Female	1 Nov 2018	-	-
7. H Ndlovu	Section 5(2)(c) Nominated by SACPVP	Male	1 Nov 2018	-	-
8. F Rabada	Section 5(2)(a) Representative Department of Public Works and Infrastructure	Female	1 Nov 2018	-	-
9. A Latchu	Section 5(2)(d) Public nominee	Male	23 Mar 2022	-	-
10. DL Maraka	Section 5(2)(d) Public nominee	Female	23 Mar 2022	-	-
11. L Shongwe	Section 5(2)(c) Nominated by SACAP	Male	2 Jun 2022	-	-
12. BB Simelane	Section 5(2)(c) Nominated by SACPCMP	Male	2 June 2022	-	-
13. G Mbutia	Section 5(2)(c) Nominated by SACPCMP	Male	2 June 2022	-	-
14. HA Mtshali	Section 5(2)(c) Nominated by ECSA	Female	2 June 2022	-	-

Name	Designation (<i>Section of the Act which endorses the appointment</i>)	Gender	Date Appointed	Date Resigned	Date Term Ended
15. ME Moshodi	Section 5(2)(b) Nominated by Department of Water and Sanitation	Male	2 June 2022	-	-
16. PN Phukubje	Section 5(2)(d) Public nominee	Male	2 June 2022	-	-
Council Resignations					
NV Fakude	Section 5(2)(d) Public nominee	Female	23 Mar 2022	24 Mar 2022	-
N Qina	Section 5(2)(c) Nominated by SACQSP	Female	1 Nov 2018	25 Feb 2022	-
GH Meyer	Section 5(2)(c) Nominated by SACQSP	Male	1 Nov 2018	23 Feb 2022	-
Dr J Badul	Section 5(2)(b) Nominated by Department of Environmental Affairs	Female	1 Nov 2018	9 Feb 2022	-
Dr CH Deacon	Section 5(2)(c) Nominated by SACPCMP	Female	1 Nov 2018	8 Nov 2021	-
K Naidoo	Section 5(2)(c) Nominated by SACAP	Female	20 Jan 2020	30 Sep 2021	
ZY Makhathini	Section 5(2)(b) Nominated by Department of Water and Sanitation	Female	1 Nov 2018	27 Aug 2021	-
CV Gamede	Section 5(2)(c) Nominated by ECSA	Male	20 Jan 2020	(Passed away) 1 Aug 2021	
JL Margolius	Section 5(2)(c) Nominated by SACPVP	Male	1 Nov 2018	7 July 2021	-
HN Molao	Section 5(2)(c) Nominated by SACPCMP	Female	1 Nov 2018	30 June 2021	-
U Exner	Section 5(2)(d) Public nominee	Female	1 Nov 2018	13 Jan 2021	-
Dr P Dala	Section 5(2)(d) Public nominee	Male	1 Nov 2018	4 Jan 2021	-
IM Vieira	Section 5(2)(d) Public nominee	Female	1 Nov 2018	21 Nov 2019	-

Name	Designation (<i>Section of the Act which endorses the appointment</i>)	Gender	Date Appointed	Date Resigned	Date Term Ended
AM Molobe (Chairperson)	Section 5(2)(c) Nominated by SACLAP	Male	1 Nov 2018	27 June 2019	-
Adv B Tihakung	Section 5(2)(c) Nominated by ECSA	Female	1 Nov 2018	23 Nov 2018	-

3.5 COMMITTEES OF COUNCIL

Table 3: Committees of Council

STATUTORY COMMITTEES						
Executive Committee (EXCO)		Audit and Risk Committee (ARC)			Appeal Committee	
Presidents Forum		AUDIT AND RISK SUB-COMMITTEES				
		IT Steering Committee (ITSC)	Operational Risk Management Committee (ORMC)			
COMMITTEES OF COUNCIL ESTABLISHED AND RECOMMENDED						
Social, Ethics and Governance Committee (SEGC)		BUILT ENVIRONMENT MATTERS COMMITTEE (BEMC)				
Finance, Human Resources and Legal Committee (FHLC)		Stakeholder Management, Marketing and Communications Committee (SMMCC)	Transformation Collaborative Committees (TCC)			
			Health, Safety, Public Protection and Universal Access Committee (HSPPUA)	Procurement Policy and Legislation Forum (PPL)	Women Empowerment and Gender Equality Forum (WEGE)	Occupation Specific Dispensation and Socio- Economic Development (OSD-SED)

Legend:
Bold: Council Committees
 Unbold: Council Sub-Committees

STATUTORY COMMITTEES

Executive Committee

Executive Committee (EXCO) – as prescribed and mandated by section 12 of the CBE Act. In terms of the CBE Act, EXCO may hold meetings as and when necessary, but at least four times per year.

Council appointed an Executive Committee on 27 January 2022 consisting of the following persons:

1. Dr S Dlamini (Chairperson)
2. Me KEM Mogodi (BEMC Chairperson)
3. Dr KI Jacobs (FHLC Chairperson)

The EXCO terms of reference was reviewed and adopted by Council on 27 May 2021:

- a. Ensure that the resolutions of the Council are carried out;
- b. Consider any matter delegated to it by the Council in terms of any law, and advise the Council in connection therewith;
- c. Prepare estimates of revenue and expenditure of the Council;
- d. Control the expenditure of monies voted by Council in its approved estimates and all other monies or funds made available by the Council;
- e. Exercise or perform any power, duty or function delegated to it by the Council and such other powers as may be delegated to it by Council in terms of section 16 of the CBE Act;
- f. Report at every ordinary meeting of the Council on the activities of the committee;
- g. *It is noted that (a) to (f) above are functions allocated to the EXCO by legislation. It must however be noted that Council, as the Accounting Authority, is empowered to consider all relevant steps to ensure good governance and adequate financial control. The need for Council not to involve itself in operational matters dictate that the functions (c) and (d) be performed by the CBE administration, as per the delegation of authority by Council, and overseen by Council supported by the Audit and Risk Committee (ARC);*
- h. Oversee Risk Governance with reference to:
 - (i) The review of performance information as per the quarterly and annual reports prepared by management

- (ii) The review of mitigating measures proposed by management to address identified performance shortfalls and other identified risks, and monitor and assist management in its execution of mitigating measures and/or propose mitigating measures
- i. Make recommendations to Council on the above and inform Council of decisions finalised in terms of the Council's delegation.

EXCO Meetings held during the Quarter

Date	Scheduled	Special	Purpose
5 April 2022			Determine legal way forward due to inquorate Council
26 April 2022			Quarterly deliverables; addressed year-end statutory approvals
3 May 2022			CEO's Quarter 4 Performance Review
13 May 2022			To address urgent Council resolutions
19 May 2022			To address urgent Council resolutions
27 May 2022			To address the disclosure in draft financial statements
30 May 2022			To address Council quarterly matters and resolutions

Matters Approved by EXCO	Q1
Quarter 4 Report	
CBE Micro-Structure	
Procurement Plan	
Cloud Bid: CBE3/2021 Appointment of a service provider to provide infrastructure as-a-service (24/7/365) data-centre cloud migration for a period of 18 months	
2021/2022 Midterm Adjustment Budget	
2022/2023 Budget Allocation	
Office Accommodation Contract Extension	
Office Accommodation Bid: CBE4/2021 Appointment of a service provider to provide office accommodation to the CBE for a period of 5 years	
Appeals Committee Appointment as per section 21(3) of the CBE Act, 43 of 2000	
WEGE and HSPPUA Chairpersons Appointments	
Transformation Strategy Principle	
Noted Altimax Recommendations Written Vote – Enhanced Resolution	
IEBES* CBEP Onboarding	
Business Continuity Management– <ul style="list-style-type: none"> a. Business Continuity Management Policy b. Business Continuity Plan c. Crisis Management Plan 	

Matters Approved by EXCO	Q1
d. IT** Service Continuity Plan	
Anti-Fraud Policy	
Risk Management Framework	
Fraud Prevention Plan	
External Audit: 2021/2022 Audit Strategy and Engagement Letter	
2021/2022 Draft Annual Report	
2021/2022 Draft Financial Statements	
Disclosure in FS***	
IT Change Management Policy	
IT Security Policy	
2021/2022 Quarter 3 Expenditure Report	
Council and Committees Expenditure Report Quarter 3	
NT****Procurement Threshold Amendment	
2022/2023 Finance Operational / Implementation Plans	
2021/2022 Quarter 3 Procurement Report	
2022/2023 Procurement Plan Approval and Sign-off for Statutory Submission	
2022/2023 HR Operational / Implementation Plans	
2022/2023 Legal Operational / Implementation Plans	
Revised Policy on Conducting Appeals	
2022/2023 ICT**** Operational / Implementation Plans	
SCM Policy Amendment: Black Owned Entities Scoring Guideline	
2021/2022 Quarter 4 Expenditure Report	
Council and Committees Expenditure Report Quarter 4	
Overtime Report	
2021/2022 Quarter 3 Procurement Report	
Transformation Indaba Report	
Transformation Strategy	
Appointment of Two New Council Members to Relevant Committees	

Legend:

- *IEBES Integrated Electronic Built Environment System
- **IT Information Technology
- ***FS Financial Statement
- ****ICT Information Communications Technology

Matters Considered by EXCO	Q1
Risk Management Report; Strategic-; Operational Risk Register; Emerging Risk Report; Risk Management Implementation Plan	
Internal and External Q4 Audit Finding Matrix	
Compliance Report	

Audit and Risk Committee

The **Audit and Risk Committee** (ARC) is constituted in terms of section 77 of the PFMA, read with Chapter 9 of the Treasury Regulations. The ARC consists of three external members and two Council members. The ARC Chairperson is an external member. The ARC assesses CBE’s risks, with reference to the entity’s available resources, expertise, experience of financial management, supply chain management (SCM), and the internal audit function. The ARC has a charter that outlines its terms of reference.

The role of the ARC is to assist Council to ensure that:

- a. The CBE has implemented an effective policy framework and plan for Risk Management that will enhance the CBE’s ability to achieve its strategic objectives;
- b. The disclosure regarding risk is comprehensive, timely, and relevant;
- c. Review the annual financial statements, and summarised integrated information;
- d. Comment on the annual financial statements, the accounting practices and the effectiveness of the internal financial controls;
- e. Review the disclosure of sustainability issues in the reporting to ensure that it is reliable and does not conflict with the financial information;
- f. Recommend to Council the engagement of an external assurance provider on material sustainability issues;
- g. Recommend quarterly and annual reports to for approval by Council;
- h. Review the content of the summarised information for whether it provides a balanced view;

- i. Engage the external auditors to provide assurance on the summarised financial information; and
- j. Ensure that the Risk Register is updated in line with the annual performance plan (APP) on a bi-annual basis.

Table 4: Audit and Risk Committee Membership

Name	Internal / External	Date Appointed	Date Resigned	Contract Ended
P Stock (Chairperson)	External Member	11 April 2019	N/A	N/A
LM Mangquku	External Member	11 April 2019	N/A	N/A
Dr L Konar	External Member	11 April 2019	N/A	N/A
ST Mthembu*	Council Member	1 November 2018	N/A	N/A

**(Appointed to ARC by Council on 10 March 2021) (First ARC meeting attended 21 April 2021)*

ARC Meetings held during the Quarter

Date	Scheduled	Special	Purpose
25 April 2022			Quarterly meeting
19 May 2022			To consider the External Audit Strategy and Engagement Letter
27 May 2022			To address the draft Annual Report and draft Financial Statements

Matters Recommended by ARC	Q1
2021/2022 Quarter 4 Report: Performance information, Governance, Finance	
External Audit Strategy and Engagement Letter	
Draft 2021/2022 Annual Report	
Draft 2021/2022 Financial Statements	

Matters Considered by ARC	Q1
Progress on Former CEO Labour Court Matter	
Outcome of Self-Assessments – ARC, External Audit, Internal Audit and Finance Function	
IA* Quarter Report: Progress against the IA Plan	
IA Report on Q3 Performance Information and targets achieved	
Fraud and Risk Management; Human Resources; Supply Chain Management, POPIA** Compliance IA reports	
IT Steering Committee Chairperson’s Report	
Risk Management Report, Strategic and Operational Risk Register, Emerging Risk Register, Fruitless and Wasteful Expenditure Register, Irregular Expenditure Register, Risk Management Implementation Plan	

Matters Considered by ARC	Q1
External and Internal Q4 Audit Finding Matrix	
Compliance Report	
Contract Register	
Procurement Report	
Fraud Management Report	

Legend:

- *IA Internal Audit
- **POPIA Protection of Personal Information Act

Whistle Blowers Reports

Council resolved that the Whistle Blowers reports received in 2019/2020 are investigated. A number of meetings and presentations has been done to track the progress of the following investigations –

- (1) O.M.A. Chartered Accountants Inc. (OMA) concluded its investigation regarding the Whistle Blowers report on the appointment of the CEO. The allegations were determined unfounded in terms of the processes followed; however, Council’s processes could not be confirmed due to the lack of recording thereof. Hence, going forward Council must ensure that all processes are authentically documented and recorded. Management is to strengthen its recruitment process and verification of qualifications and references for all employees.
- (2) The SNG Grant Thornton (SNG) investigation into the Whistle Blowers report regarding a number of allegations are ongoing.
- (3) A cursory investigation by the External Auditors regarding the disclosure of the Company Secretary position in the Annual Report was concluded with a recommendation that the Internal Auditors conduct a cursory investigation. This cursory investigation is concluded, and Council adopted Option 3 of the report.

Table 5: Investigations

Date	Meetings	Investigation and Status
1 April 2020	Council Delegated	SNG Whistle Blower Report
21 April 2020	ARC	OMA Whistle Blower Report
19 May 2020	Council Delegated	SNG Whistle Blower Report
25 May 2020	ARC In-Committee	SNG Whistle Blower Report
30 June 2020	Council	SNG Presentation Whistle Blower Report
20 July 2020	Council Delegated	SNG Whistle Blower Report
20 July 2020	ARC In-Committee	OMA Whistle Blower Report
22 July 2020	ARC	Disclosure Under Investigation: Irregular Expenditure Scoring Guidelines
22 July 2020	ARC	Disclosure Under Investigation: Irregular Expenditure GMI*
August 2020	ARC	Nexia SAB&T Disclosure Under Investigation Company Secretary Position in Annual Report – corrected in the 2019/2020 Annual Report
5 August 2020	Council Delegated	SNG Whistle Blower Report
1 September 2020	Council Delegated	SNG Whistle Blower Report
14 September 2020	Council	SNG Presentation Whistle Blower Report
23 September 2020	ARC In-Committee	OMA Whistle Blower Report – recommendations implemented, and matter concluded
23 September 2020	ARC In-Committee	SNG Whistle Blower Report
23 September 2020	ARC In-Committee	Under Investigation: Irregular Expenditure SCM Process for Sole Sourcing
1 October 2020	Council Delegated	SNG Whistle Blower Report
22 October 2020	Council Delegated	Briefing with Legal Expert regarding SNG Whistle Blower Report
22 October 2020	Council Delegated	SNG Whistle Blower Report
26 October 2020	ARC In-Committee	Under Investigation: Irregular Expenditure SCM Process for Sole Sourcing
26 October 2020	ARC/FHLC Joint	Rakoma** Report: Disclosure of Company Secretary Position in Annual Report
4 November 2020	Council Delegated	Briefing with Legal Expert regarding SNG Whistle Blower Report
13 January 2021	Council Delegated	Way forward regarding SNG Whistle Blower Report

Date	Meetings	Investigation and Status
3 February 2021	Council Delegated	Meeting with NT regarding SNG Whistle Blower Report
5 March 2021	Council Delegated	Discussion with Legal regarding MMMG Invoicing
23 April 2021	Council Delegated	Discussion with Thipa Attorneys regarding way forward with SNG Report
19 May 2021	FHLC	Deliberated on the Nexus Investigation Report: Irregular Expenditure SCM Process for Sole Sourcing and recommended to Council
		Deliberated on the Rakoma Report regarding the Company Secretary position and recommended to Council
27 May 2021	Council	Deliberated on the Nexus Investigation Report: Irregular Expenditure SCM Process for Sole Sourcing and approved the recommendations made – Matter resolved
		Deliberated on the Rakoma Report regarding the Company Secretary position and approved the recommendations made – Matter resolved
9 June 2021	Council Delegated	Finalise letter to SNG regarding report as per Thipa Attorneys
15 June 2021	Altimax	Appointed to investigate the irregular expenditure of MGI payments in 2015/2016
14 July 2021	Council Delegated	Deliberated on the way forward in the SNG matter in terms of their response to the CBE letter with Thipa Attorneys and Manager: Legal and Regulations
15 July 2021	Special ARC	Altimax presented the report on the irregular expenditure of MGI payments in 2015-2017
19 August 2021	Council Delegated	Met with the Legal Manager to finalise the response letter to SNG regarding the Council resolution
24 August 2021	Special ARC	Altimax presented the revised report on the irregular expenditure of MGI payments in 2015-2017
25 August 2021	Council Delegated and Legal	Compiled a response to SNG re-iterating the Council decision to reject report and part ways
27 August 2021	Council	Altimax presented the investigation report on irregular expenditure of MGI payment in 2015-2017 to Council; Council request additional information to be provided regarding the procedures followed in determining the irregular expenditure
29 August 2021	Council	Approve the recommendations of the Altimax report Altimax investigation concluded

Date	Meetings	Investigation and Status
27 September 2021	Council Delegated	Met with Nehawu and former CEO regarding Nehawu proposal for settlement
7 October 2021	Council Delegated	Met with Nehawu and former CEO regarding CBE counter proposal for settlement as approved by Council at its special meeting held 29 September 2021 – agreement reached
27 and 29 October 2021	Council Chair, Deputy Chair and Legal	Briefing sessions with Internal Audit as proposed by ARC to review the Council decision regarding the former CEO settlement agreement
3 December 2021	Council	Considered the outcome of the Internal Audit report that, <ul style="list-style-type: none"> • The Council resolution to enter into the settlement agreement with the former CEO is compliant with the requirements of the applicable legislation and National Treasury regulations. • The amount offered by Council is reasonable and the process followed above board
24 January 2022	ARC Meeting – Internal Audit Investigative Report	To investigate allegations of misconduct by a CBE Official – the report found no misconduct and that procedures were followed

Legend:

*GMI Gildenhuys Malatji Incorporated
**Rakoma Rakoma and Associates Inc

THE APPEAL COMMITTEE

The CBE Act and the professions Acts make provision for the lodgement of appeals against decisions of a CBEP. The CBE Act [section 21(3)] requires an Appeal Committee to be appointed for every appeal lodged, consisting of three persons, viz.

- (i) a legally qualified and experienced person
- (ii) a professional with appropriate experience
- (iii) a specialist in the professional field concerning the appeal

The appointed Appeal Committee must decide an appeal within 60 days of its lodgement, as prescribed by section 21(5) of the CBE Act.

STANDING APPEAL COMMITTEE

Council, at its meeting of April 2022 appointed the following standing Appeal Committee, for a period of 12 (twelve) months to be allocated for appeal hearings on a rotational basis as and when required:

Table 6: Standing Appeal Committee

Name	Capacity (Chairperson or BE Generalist)
James Ndebele	Chairperson
Derick Jeffrey Block	Chairperson
Matsobane Gabriel Mello	Chairperson
Bruno Segopotso Seabela	Chairperson
Skhumbuzo Mncedi Vakalisa	Chairperson
Sydwell Sibongile Mketsu	Chairperson
Boitumelo Obert Mmusinyane	Chairperson
Linda Lydia Manyathi	Chairperson
Lebogang Cordelia Stroom-Nzama	Chairperson
Matolwane Ignatius Mokotjo	Chairperson
Selemo Ben Makubung	Chairperson
Xolisa Mnyani	BE Generalist
Charl de Villiers	BE Generalist
Mark Pencharz	BE Generalist
Makoy Serge Banza	BE Generalist
Darryl Robert Riley	BE Generalist
Tracey Leah Myers	BE Generalist
Shoayb Loonat	BE Generalist
Ronald Basil Watermeyer	BE Generalist
Jeffrey Frank Pipe	BE Generalist
Eugene Vaughan Barnard	BE Generalist

SPECIALIST/S IDENTIFIED BY THE CEO AS PER COUNCIL RESOLUTION

Name	Appeal Matter
Maria Caterina Paschini	Mark Oates vs South African Council for the Architectural Profession (SACAP)

APPEAL COMMITTEE SITTINGS

MARK OATES VERSUS THE SOUTH AFRICAN COUNCIL FOR THE ARCHITECTURAL PROFESSION (SACAP)

Date of lodgement:	6 May 2022
Date on which 60 days lapsed:	5 July 2022
Date of the appeal hearing:	23 June 2022
Date of decision:	in progress

NATURE OF THE APPEAL

An appeal was lodged on 06 May 2022 against a decision of SACAP's Disciplinary Tribunal for its finding and sanction imposed on the appellant.

APPEAL COMMITTEE APPOINTED

Mr James Ndebele	Chairperson
Mr Xolisa Mnyani	Generalist
Ms Maria Caterina Paschini	Specialist

OUTCOME OF THE APPEAL

The appeal is in progress and due for decision on or before 05 July 2022.

COST OF THE APPEAL

The invoices will be submitted after 05 July 2022.

OTHER COMMITTEES

Finance, Human Resources and Legal Committee (FHLC)

Council appointed the following members to serve on the FHLC:

1. Dr KI Jacobs (FHLC Chairperson)
2. NE Hutamo (FHLC Deputy Chairperson)
3. Dr S Dlamini (Council Chairperson) (Member)
4. KEM Mogodi (Council Deputy Chairperson) (Member)
5. JL Margolius (Member)(Resigned 7 July 2021)
6. HN Molao (Member)(Resigned 30 June 2021)
7. ST Mthembu (Member)

The FHLC terms of reference was approved by Council on 27 May 2021:

a. With regard to Finance

- (i) Consider matters of financial strategy and policy (including procurement and SCM), risk management and insurance as they relate to the operation of the CBE, in particular the optimum use of available and potential financial resources (including internal investment options and their rate of return);
- (ii) Consider and assess investment opportunities available to the CBE in respect of all funds, which it administers, and determine the manner and extent to which funds are to be invested with a view to ensuring both security and optimisation of income;
- (iii) Review the annual financial statements of the CBE in conjunction with ARC, and make recommendations to Council;
- (iv) Receive and consider budget proposals from the Executive and recommend the annual operating and capital budgets to Council;
- (v) Monitor compliance with the PFMA in respect of matters relating to the CBE Act;

- (vi) Review the adequacy of the working capital by comparing cash focus against the actual;
- (vii) Receive reports of fraud relating to the CBE;
- (viii) Report on activities of the Committee at every ordinary meeting of the Council;
- (ix) Establish an annual work plan to ensure that all relevant matters of the Committee's roles and responsibilities are covered;
- (x) Receive recommendations from the Bid Specification, Bid Evaluation, and Bid Adjudication Committees as prescribed in the SCM policy; and
- (xi) Take resolutions, make recommendations, receive information and consult as required by the Delegation of Authority (DoA).

b. With regard to Human Resources

- (i) Consider and make recommendations on the Human Resources (HR) Strategy to ensure that CBE is able to attract, retain and develop the best possible talent to support business performance;
- (ii) Consider and make recommendations on the creation or review of an organisational culture, structure, and processes, which seek to support the development of staff and optimisation of their potential, in particular those who have been previously disadvantaged to address any existing inequalities in staff profiles and organisational practice;
- (iii) Ensure compliance with all employment legislation such as Employment Equity Act, Labour Relations Act and Basic Conditions of Employment Act, etc.;
- (iv) Consider and make recommendations on a formal and transparent procedure for developing a policy on remuneration with particular reference to Senior Management;
- (v) Determine the annual remuneration adjustments for CBE staff; and
- (vi) Create and abolish Senior Management positions, appointments, transfers and promotions of Senior Managers; the CEO's performance appraisal, and implementation of disciplinary action against the CEO.

c. **With regard to Legal-matters**

- i. Deal with the BE Policy proposal by DPWI relating to the repeal of the CBE Act;
- ii. Deal with the Identification of Work (IDoW); Appeals; Planning, Monitoring and Evaluation; and other legal compliance matters within the CBEP;
- iii. Deal with Corporate Governance matters in Council;
- iv. Receive information on the database of Appeals Committee members and recommend inclusions on the database to Council; and
- v. Receive appeal findings and make recommendations to Council on required corrective action identified by Appeal Committees.

d. **With regard to Planning, Monitoring and Evaluation-Matters**

Consider planning, monitoring and evaluation functions of the CBE and make recommendations to Council in pursuance of the Council's mandate and strategic objectives.

FHLC Meetings held during the Quarter

Date	Scheduled	Special	Purpose
20 May 2022			Quarterly meeting

Matters Recommended by FHLC			Q1
2021/2022 Quarter 4 Report: Performance information, Governance, Finance			
Expenditure Report per Council and Committees			
Overtime Report			
Matters Considered by FHLC			Q1
Quarterly Procurement Report and Procurement Plan			
Human Resources Report			
Costing of interim Structure			
Upskilling Report			
Vaccination Proposal			
Appeals Outcomes and Rulings			
Compliance Report			
Contract Register			

Built Environment Matters Committee

Council appointed the following members to serve on the BEMC:

1. KEM Mogodi (Council Deputy Chairperson) (BEMC Chairperson)
2. GH Meyer (BEMC Deputy Chairperson) (Resigned – 23 February 2022)
3. Dr S Dlamini (Council Chairperson) (Member)
4. Dr J Badul (Member) (Resigned – 9 February 2022)
5. Dr CH Deacon (Member) (Resigned – 8 November 2021)
6. K Naidoo (Member)(Resigned – 30 September 2021)
7. H Ndlovu (Member)
8. N Qina (Member) (Resigned – 25 February 2022)
9. F Rabada (Member)
10. GV Gamede (Member)(Passed Away – 1 August 2021)
11. WO Mothowamodimo (Member)
12. ZY Makhathini (BEMC Chairperson) (Resigned – 27 August 2021)

The BEMC terms of reference was approved by Council on 27 May 2021:

- a. Consider progress reports from management on the achievement of the APP targets per Programme, propose remedial action where required to management and follow up on the implementation thereof through the Project Champions;
- b. Project champions are members of the BEMC allocated the role to promote specific APP targets;
- c. Receive reports and information required in terms of the APP on behalf of Council;
- d. Monitor and guide the CBE's Transformation Strategy;
- e. Monitor and guide the CBE's Stakeholder Management Strategy;
- f. Receive and consider information reported by the six councils for built environment professions (CBEP) to the CBE on a quarterly basis, and recommend remedial steps or intervention where required;
- g. Monitor the execution of actions required of the CBE by the CBE EXCO/President's Forum;
- h. Consider and recommend all CBE policies not considered by the FHLC to Council.

BEMC Meetings held during the Quarter

Date	Scheduled	Special	Purpose
16 May 2022			Quarterly meeting

Matters Recommended by BEMC	Q1
2019 Transformation Indaba Report	
Transformation Strategy	

Matters Considered by BEMC	Q1
Performance Dashboard for Quarter 3 and 4	
Operational / Implementation Plans	
Transformation Collaborative Committee Chairpersons Reports	
Appointment of Chairpersons of WEGE and HSPPUA TCC	
IDoW* Implementation and Monitoring; Publishing of Guideline Professional Fees and MoU** with CC*** Progress Report	
CBEP Quarterly Reports and Registration Statistics	
Strategic Risks: BE Industry and Transformation (register)	
Economic Reconstruction and Recovery Plan (ERRP)	
Stakeholder Management, Marketing and Communications Committee (SMMCC)	

Legend:

- *IDoW Identification of Work
- **MoU Memorandum of Understanding
- ***CC Competition Commission

Transformation Collaborative Committees Meetings held during 2021 - 2023

Procurement, Policy, Legislation and Socio-Economic Development TCC	Women Empowerment and Gender Equality TCC	Occupational Specific Dispensation TCC	Professional Skills and Capacity Development TCC	Health, Safety, Public Protection and Universal Access TCC
23 April 2021				
22 June 2021	-	-	-	-
29 June 2021	-	-	-	-
03 September 2021				
14 September 2021	16 September 2021	-	17 September 2021	14 September 2021
-		26 October 2021	01 October 2021	-
23 March 2022	-	-	-	-
30 March 2022	Launch of the CBE Advice Desk	-	-	-
17 April 2022	03 May 2022	06 May 2022	09 May 2022	13 May 2022
07 June 2022	09 June 2022	22 June 2022	28 June 2022	30 June 2022

Council Meetings held during the Quarter

Date	Scheduled	Special	Purpose
27 May 2022			The quarterly meeting was not held due the inquorate Council – in terms of the legal opinions received, EXCO acted on behalf of Council
13 June 2022			Council Induction
13 June 2022			Special Council
17 June 2022			Special Council

Matters Ratified by Council	Q1
CBE Micro-Structure	
Procurement Plan	
Cloud Bid: CBE3/2021 Appointment of a service provider to provide infrastructure as-a-service (24/7/365) data-centre cloud migration for a period of 18 months	
2021/2022 Midterm Adjustment Budget	
2022/2023 Budget Allocation	
Office Accommodation Contract Extension	
Office Accommodation Bid: CBE4/2021 Appointment of a service provider to provide office accommodation to the CBE for a period of 5 years	
Appeals Committee Appointment as per section 21(3) of the CBE Act, 43 of 2000	

Matters Ratified by Council	Q1
WEGE and HSPPUA Chairpersons Appointments	
Transformation Strategy Principle	
Noted Altimax Recommendations Written Vote – Enhanced Resolution	
IEBES CBEP Onboarding	
Business Continuity Management– a. Business Continuity Management Policy b. Business Continuity Plan c. Crisis Management Plan IT Service Continuity Plan	
Anti-Fraud Policy	
Risk Management Framework	
Fraud Prevention Plan	
External Audit: 2021/2022 Audit Strategy and Engagement Letter	
2021/2022 Draft Annual Report	
2021/2022 Draft Financial Statements	
Disclosure in FS	
IT Change Management Policy	
IT Security Policy	
2021/2022 Quarter 3 Expenditure Report	
Council and Committees Expenditure Report Quarter 3	
NT Procurement Threshold Amendment	
2022/2023 Finance Operational / Implementation Plans	
2021/2022 Quarter 3 Procurement Report	
2022/2023 Procurement Plan Approval and Sign off for Statutory Submission	
2022/2023 HR Operational / Implementation Plans	
2022/2023 Legal Operational / Implementation Plans	
Revised Policy on Conducting Appeals	
2022/2023 ICT Operational / Implementation Plans	
SCM Policy Amendment: Black Owned Entities Scoring Guideline	
2021/2022 Quarter 4 Expenditure Report	
Council and Committees Expenditure Report Quarter 4	
Overtime Report	
2021/2022 Quarter 3 Procurement Report	
Transformation Indaba Report	
Transformation Strategy	
Appointment of Two New Council Members to Relevant Committees	

National BE Industry Stakeholder Meetings held during 2022-2023

Date	National BE Industry Stakeholder Meetings
22 June 2021	National Stakeholder Engagement
10 September 2021	BE Sector Input: Draft NIP* 2050
13 September 2021	Draft NIP 2050 Technical Task Team
14 September 2021	Draft NIP 2050 Technical Task Team
16 September 2021	Draft NIP 2050 Technical Task Team
21 September 2021	Stakeholder Workshop regard the cidb** RoPSP*** and ERRP****
27 September 2021	Draft NIP 2050 Technical Task Team
30 September 2021	Stakeholder Workshop: Procurement Policy and Legal
4 October 2021	Meeting CBE and cidb regarding RoPSP
27-29 October 2021	EAPASA***** Strategic Session attended by CBE Deputy Chair
28 October 2021	NIP2050 Chapter 3: Transformation Concept Document
10 November 2021	Urgent Stakeholder Meeting: RoPSP
11 November 2021	NIP2050 Implementation Plan
12 November 2021	CBE/EAPASA Meeting
10 December 2021	CBE National Stakeholder Engagement
6 December 2021	NT Response regarding Procurement Issues
13 December 2021	CBE/DPWI Professionalisation of Real Estate Asset Management
2 June 2022	Postponed to 5 July 2022

Legend:

*NIP	National Infrastructure Programme
**cidb	construction industry development board
***RoPSP	Registration of Professional Service Providers
****ERRP	Economic Recovery and Reconstruction Programme
*****EAPASA	Environmental Assessment Practitioners Association of South Africa

Table 7: Council and Committees – Composition and Meeting Attendance

Members	Number of Scheduled Meetings	Number of Special Meetings	Total Meetings Attended	Total Percentage
EXCO				
Dr SS Dlamini (Chairperson)	2	5	7	100
Me KEM Mogodi (BEMC Chairperson)	2	5	7	100
Dr KI Jacobs (FHLC Chairperson)	2	4	6	100
ARC				
Ms P Stock (External Member) (Chairperson)	1	1	2	100
Mr LM Mangquku (External Member)	1	1	2	100
Dr L Konar (External Member)	1	1	2	100
Ms ST Mthembu	1	1	2	100
FHLC				
Dr KI Jacobs (Chairperson)	1	0	1	100
NE Hutamo (Deputy Chair)	0	0	0	0
KEM Mogodi	1	0	1	100
ST Mthembu	1	0	1	100
Dr SS Dlamini	1	0	1	100
A Latchu	1	0	1	100
DL Maraka	1	0	1	100
BEMC				
KEM Mogodi (Chairperson)	1	0	1	100
H Ndlovu	0	0	0	0
F Rabada	1	0	1	100
Dr SS Dlamini	1	0	1	100
WO Mothowamodimo	1	0	1	100
A Latchu	1	0	1	100
DL Maraka	1	0	1	100
Council				
Dr SS Dlamini (Chairperson)	0	3	3	100
KEM Mogodi (Deputy-Chairperson)	0	3	3	100
NE Hutamo	0	1	1	50
Dr KI Jacobs	0	3	3	100
ST Mthembu	0	1	1	50
H Ndlovu	0	1	1	50
F Rabada	0	1	1	50
WO Mothowamodimo	0	1	1	50
A Latchu	0	3	3	100
DL Maraka	0	3	3	100
BB Simelane	0	3	3	100
G Mbuthia	0	3	3	100
HA Mtshali	0	3	3	100
L Shongwe	0	0	0	0
ME Moshodi	0	3	3	100

Members	Number of Scheduled Meetings	Number of Special Meetings	Total Meetings Attended	Total Percentage
PN Phukubje	0	3	3	100

REMUNERATION OF COUNCIL MEMBERS

The Minister approved the remuneration rate for Council members on 22 January 2013 according to Category A2 classification (Part time members), as per National Treasury prescripts. These have since been adjusted on an annual basis.

The following members are employed in the public sector and not remunerated:

- (i) NE Hutamo
- (ii) WO Mothowamodimo
- (iii) H Ndlovu
- (iv) F Rabada
- (v) ME Moshodi

Council members receive a predetermined amount that includes preparatory fees, and are reimbursed for parking, travel and toll fees.

The remuneration paid to Council members appears in the next table.

Table 8: Council Remuneration

Designation	Preparatory Time	Per Hour	Per Day
Chairperson	Council: 5 hours Special Council: 3 hours EXCO: 3 hours FHLC: 3 hours BEMC: 3 hours Presidents Forum: 3 hours	R581	R4,646
Deputy Chairperson and Chairpersons of Committees	Council: 5 hours Special Council: 3 hours EXCO: 3 hours FHLC: 3 hours BEMC: 3 hours Presidents Forum: 3 hours	R493	R3,943
Members of Council / Committees	Council 5: hours EXCO: 3 hours ARC: 3 hours FHLC: 3 hours BEMC: 3 hours	R459	R3,669

Name	Remuneration	Other allowance	Other re- imbursements	Total
Dr S Dlamini (Chairperson)	139	-	-	139
KEM Mogodi (Deputy Chairperson)	124	-	3	127
NE Hutamo	-	-	-	-
Dr KI Jacobs	75	-	2	77
W Mothowamodimo	-	-	-	-
ST Mthembu	31	-	4	35
H Ndlovu	-	-	-	-
F Rabada	-	-	-	-
A Latchu	23	-	1	24
DL Maraka	-	-	-	-
BB Simelane	9	-	-	9
G Mbuthia	-	-	-	-
HA Mtshali	9	-	-	9
L Shongwe	5	-	-	5
PN Phukubje	9	-	-	9
P Stock (Audit Committee External Member) (Chairperson)*	36	-	-	36
LM Mangquku (Audit Committee External Member)*	15	-	-	15
L Konar (Audit Committee External Member)*	29	-	-	29

** The ARC External members are remunerated in terms of the South African Institute of Chartered Accountants (SAICA) annual determined rates, as approved by the Minister of Public Works and Infrastructure.*

3.6 RISK MANAGEMENT

Risk management forms a central part of the CBE's strategic management with the task of identifying, assessing, managing, and monitoring risks across the organisation. In line with good governance, risk management and planning are an emphasised element for which the Accounting Authority is directly responsible. Risk Management is also a compliance requirement, as per the PFMA.

Progress updates were populated on the Strategic and Operational Risk registers. Progress on implementing actions on the top risks are submitted to the relevant committees on a quarterly basis, for monitoring thereof.

ARC recommended the Anti-Fraud Policy, Risk Management Framework and Fraud Prevention Plan to Council during the previous quarter, however these were not approved due to a non-quorate Council. Council approved them on 17 June 2022. There is continuous progress recorded on the Risk Management Implementation plan.

3.7 INTERNAL CONTROL AND FINANCIAL MANAGEMENT

The Auditor General South Africa (AGSA) notified the CBE of its intention to discontinue their audit of the CBE in accordance with section 4(3) of the Public Audit Act. The CBE has applied to appoint Nexia SAB&T Inc (Nexia) to perform the year-end audit for the third year. The appointment was approved on 5 May 2022.

The audit steering committee meetings, which comprise of CBE management and external audit representatives, are held bi-weekly to track the audit progress. The audit is in progress with the planning phase completed, and it is anticipated that the audit will be finalised in the second quarter. The audit report is expected to be released in September 2022.

3.8 INTERNAL AUDIT

INTERNAL AUDIT FUNCTION

The role of internal audit is to improve the CBE's operations. It helps the CBE to accomplish its objectives by bringing a systematic, disciplined approach to evaluate and improve the effectiveness of the risk management, control, and governance processes. The internal audit function reports at all ARC meetings and, if necessary, meets with the ARC Chairperson prior to, and immediately after, each ARC meeting.

CBE's internal auditors, Rakoma and Associates Inc (Rakoma) have continuously submitted written audit reports to the ARC meetings, based on the approved annual internal audit plan.

The 2022/23 annual internal audit plan was approved during the current quarter. Based on the approved internal audit plan for the 2022/23 financial year, the following audits were performed during the quarter under review:

- a) Quarter 4 of 2021 Performance review
- b) Verification of CBEP' levy income
- c) Review of Annual Financial Statements and Annual Report
- d) IT follow up audit
- e) Information Technology General Controls

The audit on the Quarter 1 of 2023 Performance review will be performed in July 2022.

3.9 COMPLIANCE WITH LEGISLATION AND PROCEDURES

The ARC monitors the CBE's legal compliance. Management presents a compliance report to the ARC, FHLC and Council on a quarterly basis.

3.10 FRAUD AND CORRUPTION

The entity implements an up-to-date fraud prevention plan, a requirement set out in section 3.2.1 of the Treasury Regulations.

During the quarter under review, there was no tip-off or incident on the fraud hotline. A fraud and corruption awareness virtual workshop for the first quarter was held on 29 June 2022 and the presentation circulated to all staff.

3.11 MINIMISING CONFLICT OF INTEREST

In terms of paragraph 5.6.2 of the Code of Conduct policy, CBE employees are required to declare their interests annually by the end of April or upon appointment of new employees. The Declaration of Interest forms are signed before a Commissioner of Oath and submitted for approval. At the time of reporting, 100% submissions were recorded. No new declarations were submitted during the quarter.

3.12 CODE OF CONDUCT

In terms of paragraph 5.6.5 the policy states that CBE employees are prohibited from doing business with organs of state.

There were no breaches identified in the submissions.

3.13 HEALTH AND SAFETY AND ENVIRONMENTAL ISSUES

Despite COVID-19 statistics indicating a decrease, the CBE continues to observe hygiene protocols. There were no COVID-19 cases were reported during the quarter.

3.14 TRAINING AND DEVELOPMENT

There were no new training requests processed during the quarter.

3.15 SUPPLY CHAIN MANAGEMENT

The next table indicates the total procurement spend on the following categories during the quarter:

- a) Historically Disadvantaged Individuals (HDI), Youth and Disabled 98%
- b) State Owned Entities 0%
- c) White Males 2%

Of the four awards concluded during the quarter, the CBE procured thrice from a level 1 B-BBEE service provider and once from a level 2. The CBE will endeavour to maintain its HDI percentage.

Table 9: Procurement

Procurement Details	Quarter 1 Procurement ending June 2022					
	Procurement		Contractual Amount		Totals	Procurement Distribution
	R'	%	R'	%	R'	%
Women	R 30 721.10	46%	R 3 792.76	32%	R 34 513.86	44%
Black Male	R 35 930.30	54%	R 6 321.26	52%	R 42 251.56	54%
HDI total	R 66 651.40	100%	R 10 114.02	84%	R 76 765.42	98%
Youth	R 0.00	0%	R 0.00	0%	R 0.00	0%
Disabled	R 0.00	0%	R 0.00	0%	R 0.00	0%
Total HDI, Youth and Disabled Persons	R 66 651.40	100%	R10 114.02	0%	R 76 765.42	98%
State owned entities / Other	R 0.00	0%	R 0.00	0%	R 0.00	0%
White Male	R 0.00	0%	R 1 960.98	16%	R 1 960.98	2%
Totals (adding bold figures)	R 66 651.40	100%	R 12 075.00	100%	R 78 726.40	100%

The CBE did not identify any Irregular or Fruitless and Wasteful expenditure during the quarter.

PART C
PERFORMANCE INFORMATION

4. PERFORMANCE INFORMATION BY PROGRAMME/OBJECTIVE

The CBE implements its 2022/23 APP through five Programmes:

Programme 1: Administration

Programme 2: Empowerment and Economic Development

Programme 3: Professional Skills and Capacity Development

Programme 4: Research and Knowledge Management

Programme 5: Public Protection, Policy and Legislation

Alignment to DPWI Outcomes and National Development Plan (NDP) Priorities

The Department of Planning, Monitoring and Evaluation outlined Priorities to drive the planning and implementation of strategic plans over the 2020/21 - 2024/25 (NDP Five-Year Implementation Plan [NDPIP]) period. During this Medium-Term Strategic Framework (MTSF) period, the CBE will have contributed to and reported on Outcomes detailed in the next table.

Table 10: Alignment with DPWI, NDP Priorities and NDPIP Outcomes

NDP Priorities	NDPIP Outcomes	DPWI Outcomes	CBE Outcomes	Objective of CBE Act
				
Priority 6: A capable, ethical and developmental state	Ethical, efficient operations and effective accountability mechanisms	A Resilient, Ethical and Capable DPWI	Optimum Functioning Council	
Priority 1: Economic transformation and job creation	Increased ownership and participation by historically disadvantaged individuals	Transformed Built Environment	Transformed Built Environment	<i>3(d) facilitate participation by the built environment professions in integrated development in the context of national goals 3(f) promote sound governance of the built environment professions; (3h) serve as a forum where the built environment professions can discuss relevant issues</i>
Priority 2: Education, skills and health	Improved education, training and innovation Improved employability of youth through skills training	Transformed Built Environment	Skilled Built Environment	<i>3(c) promote ongoing human resources development in the built environment 3(g) promote liaison in the field of training in the Republic and elsewhere and to promote the standards of such training in the Republic</i>
Priority 6: A capable, ethical and developmental state	Ethical, efficient operations and effective accountability mechanisms	A Resilient, Ethical and Capable DPWI	Informed decision-making which impacts the current and future operational requirements of the industry	<i>4(a) advise government on any matter falling within the scope of the built environment, including resource utilisation, socio-economic development, public health and safety and the environment, and for this purpose carry out such investigations</i>

NDP Priorities	NDPIP Outcomes	DPWI Outcomes	CBE Outcomes	Objective of CBE Act
				<i>as it or the relevant Minister deems necessary;</i>
<p>Priority 6: A capable, ethical and developmental state</p> <p>Priority 5: Social cohesion and safe communities</p>	Ethical, efficient operations and effective accountability mechanisms	A Resilient, Ethical and Capable DPWI	Public interest in the Built Environment promoted and protected	<p><i>3(a) promote and protect the interest of the public in the built environment;</i></p> <p><i>3(b) promote and maintain a sustainable built environment and natural environment</i></p> <p><i>3(e) promote appropriate standards of health, safety, and environmental protection within the built environment.</i></p> <p><i>3(i) ensure the uniform application of norms and guidelines set by the councils for the professions throughout the built environment</i></p>

4.1 PROGRAMME 1: ADMINISTRATION

On building a capable State, the National Development Plan (NDP) emphasises the importance of building institutional capacity in South Africa, particularly in the public sector. It devotes a chapter on building a capable and developmental State, underlining the importance of good management, a commitment to high performance, uncompromising focus on ethics, and continuous learning. The emphasis is on an efficient, effective and development-oriented public service and an empowered, fair and inclusive citizenship. According to the NDP, a developmental State needs to be capable, but a capable State does not materialise by decree, nor can it be legislated or waived into existence by declarations. It has to be built, brick by brick, institution by institution, and sustained and rejuvenated over time. It requires leadership, sound policies, skilled managers and workers, clear lines of accountability, appropriate systems, and consistent and fair application of rules. A capable State (chapter 13), with functioning, well-run utilities, departments and municipalities, will help ensure efficient regulation.

Programme 1 contributes towards Priority 6: A Capable, Ethical and Developmental State. The administrative function provides support to the entire CBE, thus contributing directly and indirectly to the delivery of all strategic outcome-oriented goals. The focus areas are Organisational Capacity and Efficiency, Information Communications Technology (ICT), Marketing and Communications and financial support services.

To achieve the above, Administration's targets for the first quarter were the following:

*4.1.1 Implementation action plan for the CBE's revised organisational structure developed and approved by 30 June 2022. – **Achieved***

The output of this target is towards developing an approved organisational design and structure for the CBE. The structure was reviewed to align it with business needs and annual business and workforce planning processes, as well as to respond to key events (such as changes in client needs, funding, technology, processes, priorities).

The quarterly target was achieved. The implementation action plan for the CBE's revised organisational structure was approved and implemented accordingly. Job profiling interviews were held for new and prioritised positions. The Job Evaluation report was finalised by the due date.

*4.1.2 Cloud Additional Servers and Disaster Recovery Terms of Reference developed and submitted to Supply Chain Management by 30 June 2022. – **Not Achieved***

This target is to enable the CBE to meet its organisational strategic goals through technological platforms and solutions, while ensuring that it aligns to Fourth Industrial Revolution (4IR) and Internet of Things (IoT) changes across industries and around the world.

The quarterly target was not achieved due to the delay in migration to cloud. The terms of reference for additional cloud servers and Disaster Recovery were not developed. In addition, all procurement was halted by National Treasury; although the CBE submitted an application for exemption, there was no feedback on the submission. The halt has since been lifted and the project will be expedited.

*4.1.3 One marketing communication exercise to raise the profile of the CBE by 30 June 2022. – **Achieved***

The CBE's aim is to improve public awareness and recognition of the crucial role of Built Environment Professionals everywhere in the country. Raising awareness of the role and contribution of Built Environment Professionals (BEPs) through the media, social media and public events will help excite and inspire potential Built Environment Professionals and keep citizens informed. Improving stakeholder relations and engagement is a crucial strategic objective.

The quarterly target was achieved. There was one article on the floods that devastated KwaZulu-Natal during April 2022, written by the CEO that published in *Engineering News* on 26 April 2022.

*4.1.4 Increase the CBE's revenue by 1% of the grant and levies received by
31 March 2023. – **No Target***

There was no target set for the quarter under review. The planned workshop to provide feedback on the revenue enhancement strategy will be conducted at the Registrars Forum. The alternative dispute resolution process has not yet been mapped due to capacity constraints in the Legal Department. The finalisation of the organisational design process will assist to capacitate the Legal unit.

Table 11: Programme 1: Administration

Programme 1		ADMINISTRATION										
Sub-programme		HUMAN CAPITAL AND ICT										
Objective/Purpose		Ensuring that the CBE is in best shape to achieve goals set out in the strategic plan										
Outcome		OPTIMUM FUNCTIONING CBE										
APP NO.	Output	Output Indicator	Annual Target	Quarterly Performance Targets				Q1 Actual Performance	Reasons for Deviation	Corrective Measures	Supporting Documents (POE)	General Comment
				Q1	Q2	Q3	Q4					
1.1	Revised organisational structure action plan priorities implemented.	Approved CBE's Organisational design and structure.	Hundred percent of the CBE's revised organisational structure action plan's identified priorities implemented by 31 March 2023.	Implementation action plan for the CBE's revised organisational structure developed and approved by 30 June 2022.	Implementation of the identified prioritised actions for the CBE's revised organisational structure by 30 September 2022.	Implementation of the identified prioritised actions for the CBE's revised organisational structure by 31 December 2022.	Implementation of the identified prioritised actions for the CBE's revised organisational structure by 31 March 2023.	<p>Target Achieved</p> <p>The implementation action plan was approved and implemented accordingly:</p> <p>Job profiling interviews were held for new and prioritised positions.</p> <p>Job Evaluation report was</p>	N/A	N/A	Approved Implementation plan and Job Evaluation Report.	N/A

Programme 1		ADMINISTRATION										
Sub-programme		HUMAN CAPITAL AND ICT										
Objective/Purpose		Ensuring that the CBE is in best shape to achieve goals set out in the strategic plan										
Outcome		OPTIMUM FUNCTIONING CBE										
APP NO.	Output	Output Indicator	Annual Target	Quarterly Performance Targets				Q1 Actual Performance	Reasons for Deviation	Corrective Measures	Supporting Documents (POE)	General Comment
				Q1	Q2	Q3	Q4					
								finalised by the due date.				
1.2	IT Strategy that includes IoT and 4IR Initiatives Roadmap completed and implemented.	IT Strategy that includes IoT and 4IR Initiatives Roadmap completed and implemented.	IT Strategy Plan that includes IoT and 4IR Initiatives Roadmap completed and implemented by 31 March 2023.	Cloud Additional Servers and Disaster Recovery Terms of Reference developed and submitted to Supply Chain Management by 30 June 2022.	Cloud Additional Servers and Disaster Recovery procurement process completed by 30 September 2022.	Cloud Additional Servers and Disaster Recovery initiative implemented by 31 December 2022.	Implementation report compiled on IoT and 4IR Initiatives Roadmap completed by 31 March 2023.	Target Not Achieved	Service provider has not been appointed; ToR not yet developed.	Once the Data-Cloud Migration project has started, the configurations will be determined and the ToR drafted.	N/A	N/A

Programme 1		ADMINISTRATION										
Sub-programme		COMMUNICATIONS, MARKETING AND STAKEHOLDER MANAGEMENT										
Objective/Purpose		Promoting awareness about the CBE and its functions to all relevant stakeholders										
Outcome		OPTIMUM FUNCTIONING CBE										
APP NO.	Output	Output Indicator	Annual Target	Quarterly Performance Targets				Q1 Actual Performance	Reasons for Deviation	Corrective Measures	Supporting Documents (POE)	General Comment
				Q1	Q2	Q3	Q4					
1.3	CBE Brand Awareness Campaign.	Number of CBE Brand Awareness Campaigns conducted.	Four marketing communication activities to raise the profile of the CBE by 31 March 2023.	One marketing communication exercise to raise the profile of the CBE by 30 June 2022.	One marketing communication exercise to raise the profile of the CBE by 30 September 2022.	One marketing communication exercise to raise the profile of the CBE by 31 December 2022.	One marketing communication exercise to raise the profile of the CBE by 31 March 2023.	Target Achieved One marketing communication exercise to raise the profile of CBE: Article on the floods that devastated KwaZulu-Natal written by the CEO and published by <i>Engineering News</i> on 26 April 2022.	N/A	N/A	Article written by the CEO. Article published in <i>Engineering News</i> .	N/A

Programme 1		ADMINISTRATION										
Sub-programme		FINANCE										
Objective/Purpose		Promote effective and efficient financial and supply chain management services										
Outcome		OPTIMUM FUNCTIONING CBE										
APP NO.	Output	Output Indicator	Annual Target	Quarterly Performance Targets				Q1 Actual Performance	Reasons for Deviation	Corrective Measures	Supporting Documents (POE)	General Comment
				Q1	Q2	Q3	Q4					
1.4	Effective Revenue/ Income generation.	Percentage increase of income generation.	Increase the CBE's revenue by 1% of the grant and levies received by 31 March 2023.	N/A	N/A	N/A	Increase the CBE's revenue by 1% of the grant and levies received by 31 March 2023.					

4.2 PROGRAMME 2: EMPOWERMENT AND ECONOMIC DEVELOPMENT

Programme 2 contributes to Priority 1: Economic Transformation and Job Creation. The overall objective of the CBE's Transformation unit is to become the sector-coordinating arm of the CBE. Specifically, the transformation programmes aim to:

- (i) generate focus and synergy in facilitating the development of a unified Transformation Agenda for the Built Environment sector of South Africa
- (ii) promote collaboration in driving the Transformation agenda of the Built Environment sector of South Africa
- (iii) participate actively in joint initiatives, conferences and platforms that advances Transformation in the sector
- (iv) coordinate efforts in transforming the Built Environment through various initiatives and actions
- (v) support/coordinate efforts to unblock the skills-pipeline and ensure a sustainable supply of aptly skilled and quality individuals to meet future demands
- (vi) establish and facilitate partnerships and working relationships, local and international and across private and public sectors to drive Transformation initiatives
- (vii) provide expert guidance, consultation and services to support internal change management initiatives and organisational development

For the 2022/23 APP, Programme 2 has four quarterly targets. The targets for the first quarter were:

*4.2.1 Concept document on CBE's programme on the involvement of women-owned professional practices in the delivery and maintenance of Built Environment infrastructure developed and approved by 30 June 2022. – **Achieved***

This programme is part of CBE's strategic priority to empower women in the Built Environment. In the previous financial year, research was undertaken to develop a functional database of women-owned professional practices. The research revealed that majority of women-owned professional practices do not receive work from government entities or departments responsible for infrastructure.

The objectives of the programme are as follows:

- i. Promoting and facilitating the empowerment of women in the BE sector infrastructure delivery by lobbying that the minimum allocation of infrastructure department's budget for women-owned projects be 30%
- ii. Lobbying for a comprehensive policy and regulations to implement gender-responsive procurement
- iii. Enhancing entrepreneurial development and increasing the number of expertise of women firms and SMME's* providing services and products with sector stakeholders/partners
- iv. Building partnerships with key sector stakeholders from government, SOE's** and private sector in implementing incubator programmes
- v. Profiling women in the BE sector
- vi. Identifying challenges, skills required and develop support systems for emerging women-owned professional practices
- vii. Lobbying for the empowerment and career advancement of women in the built environment professions and placing them in leadership positions

Legend:

* SMME Small, Medium and Micro Enterprise

**SOE State-Owned Enterprise

The quarterly target was achieved. The concept document was developed, which examined the challenges hindering the participation of women-owned professional practices in infrastructure development. On 04 May 2022 a meeting was held with Cape Institute of Architects (CIFA) to engaged women-owned practices to understand their challenges and propose interventions. Four key focus areas were identified for the holistic empowerment of women in the built environment, viz.

- (i) empowerment
- (ii) leadership
- (iii) capacity building
- (iv) amplifying the role of women

The proposed interventions for implementation were derived from the key focus areas to achieve the expected outcomes. A series of webinars on Women Empowerment are planned, with the first set to take place on 24 August 2022.

*4.2.2 Concept document on CBE's programme promoting the empowerment of people with disabilities in the Built Environment developed and approved by 30 June 2022. – **Achieved***

The CBE is mandated to protect public interest in areas of Universal Design and Accessibility, to ensure that persons with disabilities do not experience challenges to access public buildings that are designed and built by built environment professionals. The primary focus of this programme is to promote and strengthen already existing empowerment programmes for persons with disabilities in the built environment. Organisations representing persons with disabilities would be represented in the Health, Safety, Public Protection and Universal Access Transformation Collaborative Committee (HSPPUA TCC) to provide input on empowering persons with disabilities in the built environment sector.

The quarterly target was achieved. A concept document on the CBE's programme promoting the empowerment of people with disabilities in the BE was developed and approved. At the HSPPUA TCC meetings of 13 May 2022 and 30 June 2022, Disability Information South Africa (DiSA), represented by a wheelchair-bound person, conscientised TCC members on challenges experienced by persons with disabilities in accessing public buildings and public transport. The DiSA representative shared an example where he tried in vain to work with the manager of a local shopping centre to improve access for persons with disabilities (PWD), including elderly people with their walking aids.

The CBE engaged with the Department of Women, Youth and Persons with Disabilities on 23 May 2022 to capacitate TCC members and the CBE to audit the implementation of the universal design and access matrix of the White Paper on the Rights of PWD.

*4.2.3 Framework for the programme on BE youth involvement and development established by 30 June 2022. – **Achieved***

The quarterly target was achieved. The framework for the programme on youth involvement and development in the BE was established. Challenges hindering the development of youth were

explored through some engagements with employed and unemployed youth. In the same sitting, youth graduates highlighted their unemployment struggles as follows:

- I. Lack of available candidacy programmes; and current job adverts require professional registration
- II. Shortage of entrepreneurial and incubator programmes focused on sustaining the built environment

The gaps and misalignment of current youth development programmes were explored, which showed that more needs to be done to improve the employability of youth in the BE sector.

On 20 May 2022, the CBE together with the CBEP conducted a candidacy workshop for the North West Department of Human Settlements. Forty-five percent (45%) of the Department's officials in attendance were within the youth cohort. The Department has a BE internship programme; however, the candidates leave without the necessary experience and exposure for professional registration. The current limiting departmental policies also hamper the absorption of interns. This engagement was a starting point in assisting the Department to develop a candidacy programme internally and to assist with proper development of BE graduates.

The framework will seek to address these challenges in the proposed interventions.

*4.2.4 One stakeholder engagement on TCC outcomes hosted by 30 June 2022. – **Not Achieved***

The aim of sector coordination is to allow for more integrated, joined-up conversation and coherent responses timeously to advise government policy. From a sector perspective, this interface will demonstrate the importance of the industry, facilitate more resilient workforce planning, and increase appropriately qualified people with relevant certified lifelong skills that will benefit the economy. The objectives of sector coordination are to:

- a) establish and facilitate working relationships across local, international, private and public sectors to drive Transformation initiatives
- b) generate focus and synergy towards a unified Transformation Agenda for the Built Environment sector of South Africa

- c) promote collaboration in driving the Transformation agenda of the Built Environment sector of South Africa
- d) participate actively in joint initiatives, conferences and platforms to advance Transformation in the sector
- e) coordinate efforts in transforming the Built Environment through various initiatives and actions
- f) support/coordinate efforts to unblock the skills-pipeline and ensure a sustainable supply of aptly skilled and quality individuals to meet future demands
- g) provide expert guidance, consultation and services to support internal change management initiatives and organisational development

The quarterly target was not achieved. The CBE held its first quarter Stakeholder Engagement on 05 July 2022, with the primary aim of bringing industry and sector stakeholders together to discuss Built Environment matters. The Deputy Minister of Public Works and infrastructure, Honourable Noxolo Kiviet delivered the Keynote Address at the Stakeholder Engagement, inadvertently theming the engagement as an effort to recalibrate the industry to address imbalance and equity as we deliver on national priority areas.

Table 12: Programme 2: Empowerment and Economic Development

Programme 2		EMPOWERMENT AND ECONOMIC DEVELOPMENT										
Objective/Purpose		Ensuring that the CBE is in the best shape to achieve goals set out in the Strategic Plan										
Outcome		TRANSFORMED BUILT ENVIRONMENT										
APP NO.	Outputs	Output Indicator	Annual Target	Quarterly Performance Targets				Q1 Actual Performance	Reasons for Deviation	Corrective Measures	Supporting Documents (POE)	General Comment
				Q1	Q2	Q3	Q4					
2.1	Report on CBE's programme supporting women-owned professional practices in the delivery and maintenance of Built Environment infrastructure.	Number of programmes supporting the involvement of women-owned professional practices in the delivery and maintenance of Built Environment infrastructure.	One programme supporting the involvement of women-owned professional practices in the delivery and maintenance of Built Environment infrastructure developed by 31 March 2023.	Concept document on CBE's programme on the involvement of women-owned professional practices in the delivery and maintenance of Built Environment infrastructure developed and approved by 30 June 2022.	Quarterly report on CBE's programme on the involvement of women-owned professional practices in the delivery and maintenance of Built Environment infrastructure developed by 30 September 2022.	Quarterly report on CBE's programme on the involvement of women-owned professional practices in the delivery and maintenance of Built Environment infrastructure developed by 31 December 2022.	Final report on CBE's programme on the involvement of women-owned professional practices in the delivery and maintenance of Built Environment infrastructure developed by 31 March 2023.	Target Achieved The concept document on CBE's programme on the involvement of women-owned professional practices in the delivery and maintenance of Built Environment infrastructure was developed and approved.	N/A	N/A	Approved Concept Document. Attendance registers.	N/A
2.2	Report on CBE's programme promoting empowerment of people living with disabilities.	Number of programmes promoting empowerment of people with disabilities in the Built	One CBE programme promoting the empowerment of people with disabilities	Concept document on CBE's programme promoting the empowerment of people	Quarterly report on engagements with three stakeholders on the	Quarterly report on engagements with three stakeholders on the	Final report on the CBE's programme promoting the empowerment of people	Target Achieved Concept document on CBE's programme promoting the	N/A	N/A	Approved Concept Document.	N/A

Programme 2		EMPOWERMENT AND ECONOMIC DEVELOPMENT										
Objective/Purpose		Ensuring that the CBE is in the best shape to achieve goals set out in the Strategic Plan										
Outcome		TRANSFORMED BUILT ENVIRONMENT										
APP NO.	Outputs	Output Indicator	Annual Target	Quarterly Performance Targets				Q1 Actual Performance	Reasons for Deviation	Corrective Measures	Supporting Documents (POE)	General Comment
				Q1	Q2	Q3	Q4					
		Environment.	in the Built Environment developed by 31 March 2023.	with disabilities in the Built Environment developed and approved by 30 June 2022.	empowerment of people with disabilities in the Built Environment by 30 September 2022.	empowerment of people with disabilities in the Built Environment by 31 December 2022.	with disabilities in the Built Environment by 31 March 2023.	empowerment of people with disabilities in the Built Environment was developed and approved.				
2.3	Report on CBE's programme promoting youth development in the Built Environment.	Number of programmes promoting youth development in the Built Environment.	One CBE programme promoting youth involvement and development in the Built Environment by 31 March 2023.	Framework for the programme on BE youth involvement and development established by 30 June 2022.	Report on the launch of the Built Environment youth development programme produced by 30 September 2022.	Quarterly report on activities of the Built Environment youth development programme produced by 31 December 2022.	Annual report on the Built Environment youth development programme produced by 31 March 2023.	Target Achieved Framework for the programme on BE youth involvement and development established by 30 June 2022.	N/A	N/A	Framework document	N/A
2.4	One annual online event and four sector collaborative engagements hosted by 31 March 2023.	Number of sector collaborations on Transformation in the Built Environment.	Four stakeholder engagements hosted by the CBE by 31 March 2023.	One stakeholder engagement on TCC outcomes hosted by 30 June 2022.	One stakeholder engagement on TCC outcomes hosted by 30 September 2022.	One stakeholder engagement on TCC outcomes hosted by 31 December 2022.	One stakeholder engagement on TCC outcomes hosted by 31 March 2023.	Target Achieved Not	The target was not achieved due non availability of key stakeholders.	The engagement was held on 05 July 2022.		

4.3 PROGRAMME 3: PROFESSIONAL SKILLS AND CAPACITY DEVELOPMENT

The NDP prioritises building a capable State, to play a developmental and transformative role in improving the quality of education, skills development and innovation in order to increase employment opportunities through faster economic growth. The lack of skilled people in the infrastructure sector across the Republic of South Africa is a major liability. This skills gap needs to be addressed - to find more skilled people, as well as to better use existing resources. This acutely affects small municipalities as they often lack built environment professionals in the infrastructure field.

Infrastructure development needs a capable workforce to deliver lasting transformational change. For the Built Environment to be sustainable, and deliver on its targets, there is a need to ensure that the appropriate skills base is in place. This will require the CBE to support building capacity in the STEM (science, technology, engineering, mathematics) areas and thus create a pipeline for students to develop the high-tech skills needed to meet national demand in the Built Environment in support of the sector. The CBE Skills Pipeline Strategy has three components viz.

- (i) Push Strategy
- (ii) Intermediate Strategy
- (iii) Pull Strategy

The CBE aims to provide leadership and coordination on all skills development issues in the Built Environment, and will work with industry, government organisations and relevant sector education and training authorities (SETAs) to ensure that the requisite skills and capacity issues in the Built Environment and construction sector are addressed in a strategic manner.

This Programme responds to section 3 of the CBE Act to:

(c) promote ongoing human resource development in the built environment;

(g) promote liaison in the built environment in the field of training, both in the Republic and elsewhere, and to promote the standards of such training in the Republic;

The following projects are part of the CBE's 2022/23 APP for Programme 3 and are informed by the key strategic objective to drive and facilitate skills development and transformation within the Built Environment. The focus areas of these three projects are:

- a) Candidacy support to district municipalities implementing the District Development Model (DDM). The project seeks to assist 44 district municipalities in the implementation of structured and focused candidacy programmes in accordance with the CBE Structured Candidacy Framework
- b) Student placements for work integrated learning (WIL). This programme focuses on supporting UoTs with work placements for students to complete the practical component of their academic qualification
- c) Reskilling and upskilling programmes for professionals and candidates. This programme aims to identify and develop skills programmes for BE professionals and candidates in pursuit of professionalisation of the State

For the 2022/23 APP, Programme 3 has three quarterly targets. The targets performed as follows:

4.3.1 Eight pilot districts identified in the District Development Model supported through monitoring the implementation of the BE Structured Candidacy Programme by 30 June 2022.

– Not Achieved

In fulfilling its mandate of ensuring transformation in the built environment, the CBE aims to monitor and support candidacy programmes implemented in the 44 districts identified by the Department of Cooperative Governance and Traditional Affairs (COGTA) across the country implementing the District Development Model (DDM). The district municipalities were selected by COGTA to support coherent coordination and planning in the local government sphere. The CBE aims to introduce its Structured Candidacy Framework and assess workplace readiness for an optimal organisation-wide candidacy programme in the identified municipalities. The programme further aims to build on the foundation of the Economic Recovery and Reconstruction Plan (ERRP), government's anchor programme to revitalise the South African Economy.

The CBE is focused on increasing BE professional capacity in the district municipalities to resource them adequately for infrastructure development. BE professionals are an important development partner and facilitator in the design and construction of economic and social infrastructure of the country, which enables economic growth and development.

The quarterly target was not achieved. The CBE had engagements with various stakeholders to introduce the programme and to lobby for partnership and collaborative support, among which were the one district municipality of John Taolo Gaetsewe and eThekweni Metro. The CBE adopted the approach of engaging with the Premier's Office in each province to follow a comprehensive strategy of supporting skills for the DDM. This further enabled the CBE to scale up the number of districts as well as the CBE's involvement in the project. The table below details the stakeholder engagement undertaken in the quarter to support the implementation of the DDM through BE skills:

Table 13: Stakeholder Engagement to support the District Development Model

No	Stakeholders	Reasons for Engagement	Date
1	Limpopo Provincial Government	Skills Development, including DDM support to the province MoU* developed	7 April 2022
2	Northern Cape LGSETA	To solicit LGSETA** funding for Candidacy and WIL programmes	7-8 June 2022
3	John Taolo Gaetsewe District Municipality	Support and collaboration on the implementation of the district candidacy programme	9 June 2022
4	Mpumalanga Provincial Government	Skills Development, including DDM support to the province MoU in the process of development	21 June 2022
5	Northern Cape Inter-Seta Forum	To solicit SETA funding for Candidacy and WIL programmes	22 June 2022
6	Northern Cape Skills Development Forum	To solicit support and collaboration on the implementation of Candidacy and WIL programmes in the Northern Cape	23 June 2022
7	eThekweni Metropolitan Municipality	Support and collaboration on the implementation of the district Candidacy programme	27 June 2022

Legend:

MoU* Memorandum of Understanding
 LGSETA** Local Government Sector Education Training Authority

Engagements with stakeholders

The engagements with the Limpopo and Mpumalanga provincial legislatures are geared towards a partnership and collaboration to advance support in areas of skills and capacity development, women and youth development, health and safety and research. MoUs will be signed between the CBE and the two provinces to pursue and collaborate on the afore-mentioned areas.

The engagement with the LGSETA and Northern Cape Inter-seta forum is to ensure prioritisation of funds by the Seta to support identified programmes for the Northern Cape and its district municipalities, including WIL and candidacy funding.

*4.3.2 Database of UoT BE students and workplaces established for work integrated learning by 30 June 2022. – **Achieved***

The quarterly target was achieved. A database of BE students at UoTs and workplaces was established for Work Integrated Learning. The database comprises of 848 placed students and 53 unplaced students from all of the nine provinces with the highest numbers in the Western Cape, Mpumalanga, Gauteng and Free State. The database comprises of the following:

Table 14: Database of BE Students

No	Qualification	Number of Students
1	Chemical Engineering	102
2	Civil Engineering	111
3	Construction	135
4	Electrical Engineering	165
5	Mechanical Engineering	266
6	Industrial Engineering	34
7	Mechanical Engineering in Mechatronics	19
8	Mechanical Engineering in Renewable Energy	2
9	Geomatics	14

The CBE engaged with UoTs to understand the implementation of their WIL programmes and its challenges.

Table 15: Engagements on WIL

No	University	Date
1	Tshwane University of Technology (TUT)	22 April 2022
2	Vaal University of Technology (VUT)	25 April 2022
3	Cape Peninsula University of Technology (CPUT)	26 April 2022
4	Walter Sisulu University (WSU)	3 May 2022
5	Mangosuthu University of Technology (MUT)	4 May 2022
6	Central University of Technology (CUT)	23 May 2022
7	University of South Africa (UNISA)	31 May 2022

Monitoring and reporting on the placed students will follow in quarters two, three and four. Workplaces are identified in conjunction with the universities and the construction industry development board (cidb) to place WIL students.

*4.3.3 Key programmes established to support BE professionals and candidates appointed by the State identified by 30 June 2022. – **Achieved***

The quarterly target was achieved. The CBE engaged the National School of Government (NSG) on 22 April 2022 and 15 June 2022 to discuss and identify key programmes to support BE professionals and candidates appointed by the State. Four programme thematic areas were identified:

- i. mentorship
- ii. project management
- iii. ethics and orientation
- iv. onboarding support for candidates

The table below outlines reskilling programmes identified for professionals and candidates:

Table 16: Reskilling Programmes

No	Programme Name	Targeted Audience
1	Mentoring for BE Professionals	BE Professionals
2	Advanced Project Management	BE Professionals
3	Ethics in the Public Service	BE Professionals and Candidates
4	Compulsory Induction and On-boarding Programme	BE Candidates
5	Project Management	BE Candidates

Table 17: Programme 3: Professional Skills and Capacity Development

Programme 3		PRPFSSIONAL SKILLS AND CAPACITY DEVELOPMENT										
Objective/Purpose		Coordination of an enabling Built Environment Skills Pipeline from school to professional level.										
Outcome		SKILLED BUILT ENVIRONMENT PROFESSIONALS										
APP NO.	Output	Output Indicator	Annual Target	Quarterly Performance Targets				Q1 Actual Performance	Reasons for Deviation	Corrective Measures	Supporting Documents (POE)	General Comment
				Q1	Q2	Q3	Q4					
3.1	Monitoring and evaluation of the implementation of the Structured Candidacy Programme.	Number of districts (per DDM) supported through monitoring of implementation of the Built Environment Structured Candidacy Programme.	Forty-four districts identified in the District Development Model (DDM) supported through monitoring the implementation of the BE Structured Candidacy Programme by 31 March 2023.	Eight pilot districts identified in the District Development Model supported through monitoring the implementation of the BE Structured Candidacy Programme by 30 June 2022.	Twelve districts supported through monitoring the implementation of the BE Structured Candidacy Programme in Provincial infrastructure departments by 30 September 2022.	Twelve districts supported through monitoring the implementation of the BE Structured Candidacy Programme in local government by 31 December 2022.	Twelve districts monitored and evaluated on the implementation of the CBE Structured Candidacy Framework by 31 March 2023.	Target Not Achieved Two district municipalities were engaged by 30 June 2022: John Taolo Gaetsewe Municipality eThekweni District Municipality	The target was not achieved due non availability of key stakeholders in the first quarter.	The CBE adopted the approach of engaging with the Premier's Office in each province to ensure a comprehensive strategy of supporting skills for implementing the DDM.	District visit registers. Database of candidates in the districts. Q1 Report.	
3.2	Four hundred Built Environment students and interns placed and assessed for work integrated learning.	Number of placements facilitated for BE students for work integrated learning.	Facilitate and report on the placement of 400 Built Environment students from seven Universities of Technology in workplaces for	Database of UoT BE students and workplaces established for work integrated learning	Progress report on the placement of 100 UoT BE students in workplaces for work integrated learning produced by	Progress report on the placement of 150 UoT BE students in workplaces for work integrated learning produced by	Progress report on the placement of 150 UoT BE students in workplaces for work integrated learning	Target Achieved Database of BE students at UoTs and workplaces was established for Work	N/A	N/A	Meeting attendance registers. Database of WIL students. Database of Workplaces.	N/A

Programme 3		PRPFESSIONAL SKILLS AND CAPACITY DEVELOPMENT										
Objective/Purpose		Coordination of an enabling Built Environment Skills Pipeline from school to professional level.										
Outcome		SKILLED BUILT ENVIRONMENT PROFESSIONALS										
APP NO.	Output	Output Indicator	Annual Target	Quarterly Performance Targets				Q1 Actual Performance	Reasons for Deviation	Corrective Measures	Supporting Documents (POE)	General Comment
				Q1	Q2	Q3	Q4					
			work integrated learning by 31 March 2023.	by 30 June 2022.	30 September 2022.	31 December 2022.	produced by 31 March 2023.	Integrated Learning (WIL).			Q1 report.	
3.3	Approved programmes for professionals and candidates appointed by the State.	Approved reskilling programmes for BE professionals and candidates appointed by the State.	Approved programmes established for BE professionals and candidates for implementation by the National School of Government by 31 March 2023.	Key programmes established to support BE professionals and candidates appointed by the State identified by 30 June 2022.	Engagements with the National School of Government and Sector Education and Training Authorities to map processes and learning programme structure for offerings to support BE professionals and candidates appointed by	Draft structure/framework of programmes for BE professionals and candidates appointed by the State produced by 31 December 2022.	Approved programmes established for professionals and candidates appointed by the State for implementation by the National School of Government by 31 March 2023.	Target Achieved Key programmes established to support BE professionals and candidates appointed by the State identified by 30 June 2022.	N/A	N/A	Meeting attendance register or recordings. Survey forms/report Q1 report.	N/A

Programme 3		PROFESSIONAL SKILLS AND CAPACITY DEVELOPMENT										
Objective/Purpose		Coordination of an enabling Built Environment Skills Pipeline from school to professional level.										
Outcome		SKILLED BUILT ENVIRONMENT PROFESSIONALS										
APP NO.	Output	Output Indicator	Annual Target	Quarterly Performance Targets				Q1 Actual Performance	Reasons for Deviation	Corrective Measures	Supporting Documents (POE)	General Comment
				Q1	Q2	Q3	Q4					
					the State held by 30 September 2022.							

4.4 PROGRAMME 4: RESEARCH AND KNOWLEDGE MANAGEMENT

The CBE Act mandates the CBE to advise government on any matter that falls within the scope of the Built Environment, as well as to create platforms for such engagements. The CBE and CBEP have a role to play in proactively identifying, investigating, and explaining trends and changes that are likely to have an impact on the Built Environment Professions and Professionals. Working with the six CBEP, the CBE will secure Built Environment experts as needed to help policy and decision-makers to propose, develop, and implement appropriate policies, procedures, and processes for long-term solutions that will improve public safety, reliability, and the value of public infrastructure. This information will be communicated to the regulators on an ongoing basis to input on their own decision-making and direction setting.

The objective of Programme 4 is to coordinate research outputs, provide advice and facilitate knowledge management on Built Environment matters, including the professions. Programme 4 responds to section 3(d) of the CBE Act to *facilitate participation by the built environment professions in integrated development in the context of national goals*. Programme 4 contributes following mandates of the CBE Act:

- i. Sections 4(a), (d), and (e) of the CBE Act impel the CBE to offer advice to the Minister of Public Works (the Minister) on BE matters, whilst the dynamic and changing BE sector requires regulatory intelligence to fine-tune Government's planning and infrastructure investment*
- ii. Section 4(e): facilitate inter-ministerial co-operation concerning issues relating to the built environment*
- iii. Section 4(f): provide advice and consultation on national policy that could impact on the built environment, human resource development in relation to the built environment professions, and the recognition of new professions*

For the 2022/23 APP, Programme 4 has three quarterly targets:

*4.4.1 Approved concept document on the assessment of BE Candidacy Programmes within public sector institutions produced by 30 June 2022. – **Achieved***

This project is part of CBE's strategic priority to reposition itself as a thought leader in the Built Environment through coordinating research outputs, providing advice and facilitating knowledge management on built environment matters. The strategic outcome of the CBE Strategic Plan 2020-2024 linked to this project is the attainment of informed decision-making that impacts the current and future operational requirements of the industry.

This outcome will be achieved through coordinating research and providing advice on issues affecting the built environment. As part of CBE's contribution to the Economic Recovery and Reconstruction Plan (ERRP), Programme 4 will prioritise the following research and policy areas:

- I. Identify policies and legislation impeding infrastructure delivery and transformation and propose regulatory changes.
- II. Boost education and skills development (by examining the efficacy of built environment candidacy programmes within the public sector)

The quarterly target was achieved. A concept document on the assessment of BE Candidacy Programmes within public sector institutions was developed and approved. The concept document defined and outlined the scope of research project, the overarching research aims and objectives, significance of the study, the research methodology used to capture data, sampling technique and research informants that will be used, and the limitations.

The concept document was presented and endorsed in the Occupation Specific Dispensation Transformation Collaborative Committee (OSD TCC) on 22 June 2022 and Professional Skills and Capacity Development Transformation Collaborative Committee (PSCD TCC) on 28 June 2022.

The methodological framework (questionnaire survey and semi structured interview protocol) will be piloted with the Gauteng Department Infrastructure Development in the first month of quarter two. The primary benefit of pilot testing the methodology is to identify problems before

implementing the full set of data collection instruments. Data collection will be undertaken and the first draft research report on the assessment of built environment candidacy programmes within public sector institutions will be produced by the end of quarter two.

*4.4.1.1 Concept document analysing the implementation of legislation and policies impacting the Built Environment produced by 30 June 2022. – **Achieved***

The quarterly target was achieved. The concept document defined and outlined the scope of the research project, the overarching research aims and objectives, significance of the study, the research methodology used to capture data, sampling technique and research informants that will be used, and the limitations. The concept document was presented and endorsed at the Procurement, Policy, Legislation and Socio-Economic Development Transformation Collaborative Committee (PPLSED TCC) on 07 June 2022. Data collection will be undertaken in quarter two.

*4.4.2 Concept document outlining the scope of Built Environment publications developed by 30 June 2022. – **Achieved***

The quarterly target was achieved. The concept document outlining the scope of Built Environment publications was developed. The concept document will be used as a roadmap in producing the three required publications. It specifies timelines and dates of crucial meetings to inform the content of each publication.

In initiating the implementation of the concept document, the following TCC meetings were attended during the first quarter of 2022/2023:

- (i) 07 June 2022 - PPLSED TCC
- (ii) 09 June 2022 - WEGE TCC

- (iii) 22 June 2022 - OSD TCC
- (iv) 28 June 2022 - PSCD TCC
- (v) 30 June 2022 - HSPPUA TCC

The following TCCs were identified as areas of focus for the three publications, based on their specific objectives identified for the financial year:

PPLSED-TCC

- I. Facilitation of BE comments on procurement legislation (such as the B BBEE Act, PPPFA, Competition Commission etc.) to benefit the targeted groups
- II. Monitoring proper implementation of empowerment legislation and policies
- III. Policy workshop on infrastructure procurement (3 webinars)
- IV. Assessing the impact of the Preferential Procurement Policy Framework Regulations in the Built Environment Sector and proposing potentially required reforms. These recommendations should also be incorporated into the proposed Procurement Bill currently published for comments
- V. Participation in the National Infrastructure Plan 2050

WEGE-TCC

- I. Gender responsive planning, budgeting, monitoring, evaluation, and auditing framework
- II. Expanding the CBE Gender Desk
- III. The Women Empowerment Roundtable Webinar
- IV. Monitor professional registration of female candidates and professionals
- V. One programme supporting women-owned professional practices in the delivery and maintenance of Built Environment infrastructure
- VI. Programmes promoting youth development in the built environment
- VII. A feasibility study for the formation and organisation of women in built environment professions
- VIII. Advise the PWI Minister on WEGE in the Built Environment

PSCD-TCC

- I. Forty-four districts identified in the DDM supported through monitoring the implementation of the BE Structured Candidacy Programme by 31 March 2023
- II. Facilitate and report on the placement of 400 Built Environment students from seven UoTs in workplaces for work integrated learning by 31 March 2023
- III. Approved programmes for BE professionals and candidates for implementation by NSG by 31 March 2023
- IV. One research report on the assessment of BE Candidacy Programmes within public sector institutions by 31 March 2023

*4.4.3 Two advisory briefs developed and submitted to relevant stakeholders by 31 March 2023. – **No Target***

There was no target set for the period under review. On 17 June 2022, the CBE held an engagement with the Centre of Applied Research and Innovation in the Built Environment (CARINBE) to finalise the project plan for a position paper on digital transformation in the built environment. The position paper will form part of the CBE's advisory briefs. Continuous engagements will be held with CARINBE in the upcoming quarters to develop the position paper on digital transformation in the built environment.

Table 18: Programme 4: Research and Knowledge Management

Programme 4		RESEARCH AND KNOWLEDGE MANAGEMENT										
Objective/Purpose		To coordinate research outputs, provide advice and facilitate knowledge on built environment matters, including the professions.										
Outcome		INFORMED DECISION-MAKING THAT IMPACTS THE CURRENT AND FUTURE OPERATIONAL REQUIREMENTS OF THE INDUSTRY										
APP NO.	Output	Output Indicator	Annual Target	Quarterly Performance Targets				Q1 Actual Performance	Reasons for Deviation	Corrective Measures	Supporting Documents (POE)	General Comment
				Q1	Q2	Q3	Q4					
4.1	One research report on the assessment of BE Candidacy Programmes within public sector institutions.	Number of research reports on issues impacting transformation in the BE Professions.	One research report on the assessment of BE Candidacy Programmes within public sector institutions produced by 31 March 2023.	Approved concept document on the assessment of BE Candidacy Programmes within public sector institutions produced by 30 June 2022.	First draft research report on the assessment of BE Candidacy Programmes within public sector institutions produced by 30 September 2022.	Second draft research report on the assessment of BE Candidacy Programmes within public sector institutions produced by 31 December 2022.	Final research report on the assessment of BE Candidacy programmes within the public sector produced by 31 March 2023.	Target Achieved Concept document on the assessment of BE Candidacy Programmes within public sector institutions was developed and approved.	N/A	N/A	Approved concept document. Signed attendance registers. Monthly, Quarterly and Stakeholder Engagement Reports.	N/A
	One research report analysing the implementation of legislation and policies impacting		One research report analysing the implementation of legislation and policies	Concept document analysing the implementation of	N/A	Draft research report analysing the implementation of legislation and policies	Final research report analysing the implementation of legislation and policies	Target Achieved Concept document analysing the implementation of	N/A	N/A	Approved concept document.	N/A

Programme 4		RESEARCH AND KNOWLEDGE MANAGEMENT										
Objective/Purpose		To coordinate research outputs, provide advice and facilitate knowledge on built environment matters, including the professions.										
Outcome		INFORMED DECISION-MAKING THAT IMPACTS THE CURRENT AND FUTURE OPERATIONAL REQUIREMENTS OF THE INDUSTRY										
APP NO.	Output	Output Indicator	Annual Target	Quarterly Performance Targets				Q1 Actual Performance	Reasons for Deviation	Corrective Measures	Supporting Documents (POE)	General Comment
				Q1	Q2	Q3	Q4					
	the Built Environment.		impacting the Built Environment produced by 31 March 2023.	legislation and policies impacting the Built Environment produced by 30 June 2022.		impacting the Built Environment produced by 31 December 2022.	impacting the Built Environment produced by 31 March 2023.	legislation and policies impacting the Built Environment developed.				
4.2	Three Built Environment publications developed.	Number of Built Environment publications developed.	Three Built Environment publications developed by 31 March 2023.	Concept document outlining the scope of Built Environment publications developed by 30 June 2022.	One publication on Built Environment matters developed by 30 September 2022.	One publication on Built Environment matters developed by 31 December 2022.	One publication on Built Environment matters developed by 31 March 2023.	Target Achieved Concept document outlining the scope of Built Environment publications developed.	N/A	N/A	Concept document approved by COO and CEO. Formal Appointment Letter from SCM.	N/A
4.3	Advisory Briefs developed and submitted to relevant stakeholders.	Number of advisory briefs developed and submitted to relevant stakeholders.	Two advisory briefs developed and submitted to relevant stakeholders by 31 March 2023.	N/A	N/A	One advisory brief on matters emanating from Transformation Collaborative Committees developed by 31 December 2022.	One advisory brief on matters emanating from Transformation Collaborative Committees developed by 31 March 2023.	N/A	N/A	N/A	N/A	N/A

4.5 PROGRAMME 5: PUBLIC PROTECTION, POLICY AND LEGISLATION

This Programme is responding to sections 3, 4, 20 and 21 of the CBE Act.

Programme 5 contributes to Priority 6: A capable, ethical and developmental State. The CBE is empowered by the following areas of its mandate:

- (i) section 4(a): advise government on any matter falling within the scope of the Built Environment, including resource utilisation, socio economic development, public health and safety and the environment, and for this purpose carry out such investigations as it or the relevant Minister deems necessary*
- (ii) section 3(a): promote and protect the interest of the public in the Built Environment*
- (iii) section 3(b): promote and maintain a sustainable Built Environment and natural environment; promote appropriate standards of health, safety, and environmental protection within the Built Environment*
- (iv) section 3(i): ensure the uniform application of norms and guidelines set by the councils for the professions throughout the built environment*

For the 2022/23 APP, Programme 5 has three quarterly targets. The targets performed as follows:

*4.5.1 Concept document on identified areas of Construction Health and Safety compliance within the Built Environment sector developed by 30 June 2022. – **Achieved***

The purpose of the concept document is to assess the state of compliance on identified areas of Construction Health and Safety (CHS) within the built environment sector to improve the level of compliance to identified areas. The CBE studied the cause of fatalities and injuries in the built environment sector and identified the top causes in order to identify areas of non-compliance with CHS.

The quarterly target was achieved. The concept document on identified areas of Construction Health and Safety compliance within the BE sector was developed. According to Federated Employers Mutual Assurance Company (FEM) as cited in the May 2022 Master Builders South Africa (MBSA) monthly newsletter, an average of thirty-six (36) FEM insured construction workers are injured daily on construction sites. The top five causes for accident rates include construction

workers being struck, striking against, slip or over-exertion, fall on to different levels and motor vehicle accidents. The top three causes of fatalities are motor vehicle accidents, struck by and fall on to different level. This assists the CBE to identify areas of compliance with CHS within the Built Environment sector, because knowing what causes fatalities and high accidents can point to the areas of non-compliance with CHS.

The Health, Safety, Public Protection and Universal Access Transformation Collaborative Committee (HSPPUA TCC) meetings were held on 13 May 2022 and 30 June 2022. The CBE attended the CHS Technical Committee meeting on 25 May 2022 where the review of the CHS Regulations was discussed. The key issue is that the CHS regulation has many short comings. Since there is a new occupational health and safety (OHS) 2020 bill in the pipeline, the CHS Regulations need to be reviewed in line with the new OHS bill. The example cited was on inconsistencies in issuing construction work permits across provinces; it is alleged that the Department of Employment and Labour issues letters to address these shortcomings, leading to more confusion. A resolution was adopted that all comments/suggestions on the CHS Regulations must be submitted by 10 June 2022.

The CBE engaged with FEM Durban Regional Manager, a member of the HSPPUA TCC. It was resolved that the CBE must be invited to the on-line FEM CHS committee on 18 August 2022, to come on board in identifying focus areas for CHS compliance.

*4.5.2 Hundred percent of lodged appeals finalised within the 60 days prescribed period by 30 June 2022. – **Achieved***

This programme addresses the CBE's mandate to act as an appeal body on matters referred to it in terms of the law regulating the Built Environment Professions. It also gives effect to the CBE's mandate to promote and protect the interest of the public in the Built Environment. Appeals lodged with the CBE must be decided within 60 days of lodgement.

One appeal was lodged during the quarter and is due for decision in the next quarter. No appeal was due for decision during the period under review. The quarterly report on compliance with the CBE's mandate to decide appeals within 60 days of lodgement was developed.

MARK OATES VERSUS THE SOUTH AFRICAN COUNCIL FOR THE ARCHITECTURAL PROFESSION (SACAP)

Date of lodgement:	6 May 2022
Date on which 60 days lapsed:	5 July 2022
Date of the appeal hearing:	23 June 2022
Date of decision:	in progress

NATURE OF THE APPEAL

An appeal was lodged on 06 May 2022 against a decision of SACAP's Disciplinary Tribunal for its finding and sanction imposed on the appellant.

APPEAL COMMITTEE APPOINTED

Mr James Ndebele	Chairperson
Mr Xolisa Mnyani	Generalist
Ms Maria Caterina Paschini	Specialist

OUTCOME OF THE APPEAL

The appeal is still in progress and is due for decision on or before 05 July 2022.

COST OF THE APPEAL

The invoices will be submitted after 5 July 2022.

*4.5.3 Public complaints handling procedure manual developed to give effect to section 4(l) of the CBE Act by 30 June 2022. – **Achieved***

The quarterly target was achieved. The Public Complaints Procedure Manual was developed, approved, and published on the CBE website for easy access by key stakeholders and the public who may wish to lodge a complaint with the CBE.

The procedural manual aims to give effect to CBE's legislative mandate in sections 4(a) and (l). Section 4(l) of the Act provides that the CBE may *investigate or initiate investigations into matters pertaining to its function and if necessary, recommend legislation in this regard.*

The complaints process focuses on protecting the public or any other person in their dealings with professional councils under the regulation of the CBE, as well as public and private role players within the built environment. The manual provides a procedure for conducting complaints in a lawful, reasonable, and procedurally fair manner that is cost and time effective.

Any person may lodge a complaint to the CBE against any conduct (an act or omission) by any person or stakeholder in the built environment. A person may lodge a complaint against:

- (i) A built environment professional council under the regulation of the CBE
- (ii) An employee or staff member of a built environment professional council under the regulation of the CBE
- (iii) Any other conduct of any other person, relating to the built environment

Table 19: Programme 5: Public Protection, Policy and Legislation

Programme 5		PUBLIC PROTECTION, POLICY AND LEGISLATION										
Objective/Purpose		Ensuring that the CBE protects members of the public in the built environment										
Outcome		PROMOTE AND PROTECT PUBLIC INTEREST IN THE BUILT ENVIRONMENT										
APP NO.	Output	Output Indicator	Annual Target	Quarterly Performance Targets				Q1 Actual Performance	Reasons for Deviation	Corrective Measures	Supporting Documents (POE)	General Comment
				Q1	Q2	Q3	Q4					
5.1	Providing advice and recommendations related to Built Environment related legislation to DPWI.	Number of compliance reports on relevant BE legislation and policies.	One report on the state of compliance with Construction Health and Safety within the Built Environment sector produced by 31 March 2023.	Concept document on identified areas of Construction Health and Safety compliance within the Built Environment sector developed by 30 June 2022.	First draft report on the state of compliance with Construction Health and Safety within the Built Environment sector developed by 30 September 2022.	Second draft report on the state of compliance with Construction Health and Safety within the Built Environment sector developed by 31 December 2022.	Final report on the state of compliance with Construction Health and Safety within the Built Environment sector developed by 31 March 2023.	Target Achieved Concept document on identified areas of Construction Health and Safety compliance within the Built Environment sector developed.	N/A	N/A	Approved concept document.	N/A
5.2	Finalise lodged appeals within 60 days.	Percentage of lodged appeals finalised within the statutory 60 days from the date of lodgement.	Hundred percent of lodged appeals finalised within the statutory 60 days from the date of lodgement by 31 March 2023.	Hundred percent finalisation of lodged appeals within the 60 days prescribed period by 30 June 2022.	Hundred percent finalisation of lodged appeals within the 60 days prescribed period by 30 September 2022.	Hundred percent finalisation of lodged appeals within the 60 days prescribed period by 31 December 2022.	Hundred percent finalisation of lodged appeals within the 60 days prescribed period by 31 March 2023.	N/A One appeal was lodged during the quarter and is due for decision in the next quarter. The report on the compliance with the CBE's mandate to decide appeals within 60 days of lodgement was developed.	N/A	N/A	Appeals register with date of lodgement and date of decision. Quarterly report on the compliance with the CBE's mandate to decide appeals within 60 days of lodgement.	The appeal was lodged on 06 May 2022 and the 60 days lapses on 05 July 2022. Therefore, the appeal is due for decision in the next quarter.

Programme 5		PUBLIC PROTECTION, POLICY AND LEGISLATION										
Objective/Purpose		Ensuring that the CBE protects members of the public in the built environment										
Outcome		PROMOTE AND PROTECT PUBLIC INTEREST IN THE BUILT ENVIRONMENT										
APP NO.	Output	Output Indicator	Annual Target	Quarterly Performance Targets				Q1 Actual Performance	Reasons for Deviation	Corrective Measures	Supporting Documents (POE)	General Comment
				Q1	Q2	Q3	Q4					
5.3	Finalise public complaints within 90 days.	Percentage of complaints received from the public finalised.	Hundred percent of complaints received from the public finalised by 31 March 2023.	Public complaints handling procedure manual developed to give effect to section 4(l) of the CBE Act by 30 June 2022.	Hundred percent finalisation of complaints received from the public within 90 days from the date of lodgement.	Hundred percent finalisation of complaints received from the public within 90 days from the date of lodgement.	Hundred percent finalisation of complaints received from the public within 90 days from the date of lodgement.	Target Achieved Public Complaints Procedure Manual developed to give effect to section 4(l) of the CBE Act.	N/A	N/A	Final Public Complaints Procedure Manual developed and published on the website.	N/A

PART D
EXPENDITURE REPORT

**COUNCIL FOR THE BUILT ENVIRONMENT
EXPENDITURE REPORT FOR THE QUARTER ENDING 30 JUNE 2022**



Expenditure versus Budget

	Quarter					Year To Date					Full Year Budget				
	Actual	Budget	Variance to date	% Over collected / (Under collected)	Actual % revenue collected of budget	Actual	Budget	Variance to date	% Over collected / (Under collected)	Actual % revenue collected of budget	Actual	Budget	Variance to date	% Over collected / (Under collected)	Actual % revenue collected of budget
Levies	91 623	-	91 623	100%	100%	91 623	-	91 623	100%	100%	91 623	2 405 000	(2 313 377)	0%	0%
Grant income	13 624 000	13 624 000	-	0%	0%	13 624 000	13 624 000	-	0%	0%	13 624 000	54 495 000	(40 871 000)	-75%	25%
Interest	71 700	234 000	(162 300)	-69%	31%	71 700	234 000	(162 300)	-69%	31%	71 700	937 000	(865 300)	-92%	8%
Partnership Funding	-	-	-	0%	0%	-	-	-	0%	0%	-	-	-	0%	100%
Other Income	41 033	-	41 033	100%	100%	41 033	-	41 033	100%	100%	41 033	558 000	(516 967)	0%	100%
Total Income	13 828 356	13 858 000	(29 644)	0%	100%	13 828 356	13 858 000	(29 644)	0%	100%	13 828 356	58 395 000	(44 566 644)	-76%	24%

	Quarter					Year To Date					Full Year Budget				
	Actual	Budget	Variance to date	% Underspent / (Overspent)	Actual % spent of budget	Actual	Budget	Variance to date	% Underspent / (Overspent)	Actual % spent of budget	Actual	Budget	Variance to date	% Underspent / (Overspent)	Actual % spent of budget
Programme															
Programme 1: Administration	10 820 934	12 709 058	1 888 124	15%	85%	10 820 934	12 709 058	1 888 124	15%	85%	10 820 934	49 609 000	38 788 066	78%	22%
Programme 2: Empowerment and Economic Development	114 707	150 000	35 293	24%	76%	114 707	150 000	35 293	24%	76%	114 707	2 101 000	1 986 293	95%	5%
Programme 3: Professional Skills and Capacity Development	33 239	1 040 500	1 007 261	97%	3%	33 239	1 040 500	1 007 261	97%	3%	33 239	3 823 000	3 789 761	99%	1%
Programme 4: Research and Knowledge Management	21 400	66 000	44 600	68%	32%	21 400	66 000	44 600	68%	32%	21 400	641 000	619 600	97%	3%
Programme 5: Public Protection, Policy and Legislation	15 609	246 500	230 891	94%	6%	15 609	246 500	230 891	94%	6%	15 609	2 221 000	2 205 391	99%	1%
Total Expenditure	11 005 888	14 212 058	3 206 170	23%	77%	11 005 888	14 212 058	3 206 170	23%	77%	11 005 888	58 395 000	47 389 112	81%	19%
Net Surplus/(Deficit)	2 822 468	(354 058)	3 176 526	-897%	-797%	2 822 468	(354 058)	3 176 526	100%	0%	2 822 468	-	2 822 468	100%	0%

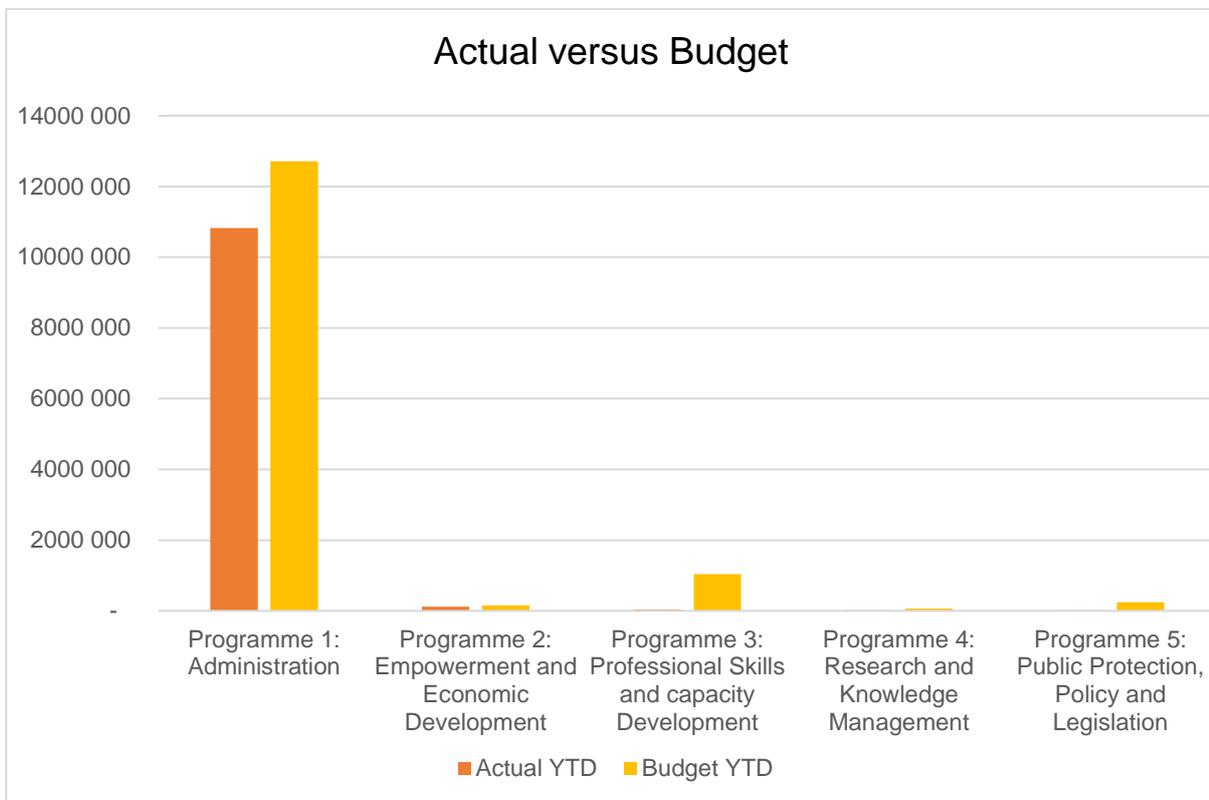


Figure 2: Expenditure: Actual versus Budget

5. SIGNIFICANT DEVIATIONS

5.1 REVENUE

An unfavourable variance of R29 644 was recorded on income mainly due to interest income, as less cash surpluses were available than anticipated. This is mainly due to receipt of the CBE grant income on a quarterly basis and not in two equal payments as per the previous disbursement.

Favourable variances were noted on levy income, as one CBEP paid levies on receipts in the current quarter, and other income was due to the finalisation of a temporary disability claim.

5.2 EXPENDITURE

The variances on expenditure were as follows:

Programme 1: Administration

A surplus of R1 888 124 (15.0%) was attributed to:

- i. a delay in the concurrence of appointment of the external auditors by the AGSA
- ii. delayed implementation of the organisational design, which resulted in a saving on the current allocated monthly budget
- iii. travel expenditure utilised but not yet invoiced

Prior year committed funds, utilised for the cloud PABX, debugging, annual report printing and internal audit resulted in actual expenditure exceeding budgeted expenditure. The difference was offset against the underspending indicated above.

Programme 2: Empowerment and Economic Development

There was a surplus of R35 293 (24%), attributed to:

- i. sector co-ordination forums held virtually
- ii. limited capacity supplemented with interns instead of consulting services

Programme 3: Professional Skills and Capacity Development

There was a surplus of R1 007 261 (97%), arising from:

- i. delayed invoices from outstanding mentor reports for the structured candidacy project
- ii. travel expenditure utilised but not yet invoiced

Programme 4: Research and Knowledge Management

There was a surplus of R44 600 (68%) due to non-attendance of conferences and workshops, which also resulted in a surplus on travel expenditure.

Programme 5: Public Protection, Policy and Legislation

There was a surplus of R230 891 (94%) in appeal committee fees. Due to the ad-hoc nature of appeals, the number of appeals cannot be accurately determined at the beginning of the year.

PART E
HUMAN RESOURCES

6. HUMAN RESOURCES

6.1 RECRUITMENT AND SELECTION

Recruitment for the fixed term Senior IT Technician and Finance intern was concluded. One resignation was processed from the Manager: Knowledge Management and IT. A temporary replacement has been requested to assist while implementation of the interim organisational structure is in progress.

6.2 STAFF MOVEMENT

The Finance Manager was appointed as Acting CFO from 30 May 2022 while the CFO was booked off on sick and incapacity leave.

Table 20: Employee Statistics

April 2022										
Permanent Employees:										
African		Asian/Indian		White		Coloured		Total		Grand Total
Female	Male	Female	Male	Female	Male	Female	Male	Female	Male	
16	9	2	0	4	2	1	0	23	11	34
Fixed Term Employees:										
4	2	0	0	0	0	0	0	4	2	6
May 2022										
Permanent Employees:										
African		Asian/Indian		White		Coloured		Total		Grand Total
Female	Male	Female	Male	Female	Male	Female	Male	Female	Male	

16	9	2	0	4	2	1	0	23	11	34
Fixed Term Employees:										
4	4	0	0	0	0	0	0	4	4	8
June 2022										
Permanent Employees:										
African		Asian/Indian		White		Coloured		Total		Grand Total
Female	Male	Female	Male	Female	Male	Female	Male	Female	Male	
16	8	2	0	4	2	1	0	23	10	33
Fixed Term Employees:										
4	4	0	0	0	0	0	0	4	4	8

6.3 STAFF TURNOVER

Number of permanent employees at beginning of quarter and at end of quarter (34+33); divide by 2 = Total ($67 \div 2 = 33.5$)

Divide terminations over Total x 100 = turnover % ($1 \div 33 \times 100 = 3.03\%$)

The table above reflects a 3.03% staff turnover during the period under review.

Table 21: Race and Gender Equity

Population Group	Male			Female			Total		
	No	Percentage Male Distribution		No	Percentage Female Distribution		No	Percentage of Total Distribution	
		CBE	SA Population		CBE	SA Population		CBE	SA Population
African	8	80.0	80.9	16	69.6	80.9	24	72.7	80.9
Coloured	0	0.0	8.8	1	4.3	8.8	1	3.0	8.8
Indian /Asian	0	0.0	2.7	2	8.7	2.5	2	6.1	2.6
White	2	20.0	7.7	4	17.4	7.8	6	18.2	7.8
Total	10		100.0	23		100.0	33		100.00

The target figures provided were benchmarked with the latest Statistics SA demographic data mid-year population estimates for South Africa by population group and sex, 2021, (P0302 July 2021).

Representations were exceeded with white male and female as well as Indian/Asian female employees. The CBE will endeavour to correct this with the appointment of African female and coloured male or female, and Indian/Asian male at its next recruitment opportunity.

Persons with disabilities are still not represented, and CBE continues to encourage applicants in its vacancy advertisements.

6.4 LABOUR RELATIONS

The suspended employee's investigation remains pending. The consequence management progress report has been updated with outstanding actions expected to be finalised within the next quarter.

One consultative meeting was held with employee representatives during the organisational structure implementation process.

6.5 PERFORMANCE MANAGEMENT AND DEVELOPMENT

Quarter 4 (2021/2022) performance reviews and performance agreements were concluded and submitted by end of April 2022 as per the policy.

6.6 LEAVE

The next table details the number and leave types in terms of planned and unplanned days during the quarter under review.

Table 22: Leave

Leave	April 2022		May 2022		June 2022		TOTAL	
	Empl	Days	Empl	Days	Empl	Days	Empl	Days
Annual	26	109	16	51	26	116.5	40	276.5
Sick	14	42	12	38	6	37	21	117
Family Responsibility	3	5	3	6	3	4	7	15
Study	0	0	2	8	3	9	5	17
Maternity	0	0	1	29	0	0	1	29
Paternity	0	0	0	0	1	10	1	10
Suspension	1	18	1	21	1	21	1	60
Incapacity	1	5	0	0	0	0	1	5

Table 23: Absenteeism

Number of Employees	Annual Leave	Number of Employees	Sick Leave 1	Number of Employees	Family Responsibility Leave	Number of Employees	Study Leave	Number of Employees	Maternity Leave	Number of Employees	Special (suspension/incapacity/unpaid) Leave	Total Person Days Lost	Total Staff Complement	Rate %
April 2022														
26	109	14	42	3	5	2	0	0	0	2	23	47	40	5.42%
May 2022														
16	51	12	38	3	6	2	8	1	29	1	21	44	42	4.83%
June 2022														
26	116.5	6	37	3	4	3	9	1	0	1	21	41	41	4.61%
Total for the Period under Review														
40	276.5	21	117	7	15	5	17	1	29	2	65	132	41	4.95%

Legend:

Formula: Absenteeism % = Man-days lost /Product of Average No of workdays for the period by staff complement X 100. Whereas Average No. of workdays = 21.67 days per month. Man- days lost = Unplanned absences related to ill health

Absenteeism management solutions indicate that on average, the absenteeism rate can fluctuate between 1.5% up to an acceptable maximum of 4%. A total of 132 unplanned person-days were lost during the quarter resulting in a slightly above average absenteeism rate of 4.95%. The higher rate is attributed to excessive sick and family responsibility leave taken during the quarter.