



# BOTSWANA INSTITUTE OF DEVELOPMENT PROFESSIONS

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**(A0kp)04  
BIDP**

## **MINUTES OF BIDP COUNCIL MEETING NO. 4 2011/2012**

Held at BIDP Shop, Plot 915, Gaborone, on 21<sup>st</sup> February, 2012 at 6pm.

<b>4.1</b>	<b>Attendance</b>		<b>Phone</b>
4.1.1	President:	Ndingililo Hobona	Secretary 71493357
		David Young	Member 397 1181
		Paul Shimunza	Member 7147 7822
		Evans Moje	President 310 5073
		Andreas Groth	Member 392 3462
		Kabelo Morake	Member 397 2002
4.1.2	Apologies:	Ontlametse Onneng	Treasurer 71739548
		Edward Mazhani	Vice President 397 1181
4.1.3	Absent:	Chiwala Maipambe	Member 395 1883
		Mutua Mutuku	Member 395 2882

## **4.2 PREVIOUS COUNCIL MEETING**

4.2.1 The minutes of the previous council meeting were agreed to be a true record by those then present. Proposed by D Young and seconded by A Groth.

## **4.3 ACTIVITIES AND FUNCTIONS:**

### **4.3.1 MATTERS ARISING FROM PREVIOUS MINUTES**

8.3.2 Visit to SADC Building: on going. Speak to project Manager. EM

1.3.3 Symposium:  
Proposed date: Thursday, 19<sup>th</sup> April, 2012 (E Moje: ET would assist). EM

Marketing informing other institutions and organisations.

Kweneng District Council requested symposium: invite them to next.

Topics:

Proposed speakers:

i) Keith Jefferis – economist – impact on the economy. Government strategic level

ii) – Getting the brief right, Getting the project cycle right, Getting time squeezing: examples of what projects that have gone wrong.

iii) Procurement of building supplies – BOBS standards, SAS standard: What documents to use when ordering, standards to be accessible to people on site.

iv) Implementation of project at DBES: defining the roles of the stakeholders: client end user, interested parties: PS, Minister, Director (DBES)  
 v) Site supervision: Clerk of works, Resident staff, proportionate of professionals.  
 Project inception, initiation and implementation  
 Getting the most out of developing a project) symposium topic.  
 Major David Hobona: Project inception, initiation and implementation

- 1.8.3.1 Photographic Competition:  
 On going  
 Champagne breakfast: Gaborone Game Reserve for a Social function: ND  
 Hobona: 10<sup>th</sup> March 2012 have a social event: Saturday morning: D Young to volunteer: company stove: get a speaker: Sandy Grant? (Ask Ellen for Sandy's details. NDH
- 2.3.3 Future events: round table discussion with City Council or Fire Department regarding their process: on going: streamline processes to encourage development – why there no meaningful record keeping. Chief Planner, Chief Engineer.
- 3.3.2 Linux presentation by D Young (mid May) on going DY
- 3.3.3 Site visit to Botswana Public Service Auditorium to be arranged for later September in the year: on going
- 3.3.4 3<sup>rd</sup> visit to airport a possibility – establish completion date there in about 3 months: set a date for visit: on going DY
- 3.3.5 Campus Recreation at UB – mid March CM

#### **4.4 TREASURER'S REPORT**

##### **4.4.1 MATTERS ARISING FROM PREVIOUS MINUTES**

- 1.4.7.1 D Young propose Ellen to be employed to run petty cash etc under supervision from acting treasurer: propose – president, up and Secretary to be signatory: P Shimunza volunteered to be acting treasurer  
 Review secretary salary to P30.00/hour: vehicle allowance P2.50/km. On course to happen.

#### **4.5 MEMBERSHIP**

##### **4.5.1 MATTERS ARISING FROM PREVIOUS MINUTES**

- 1.5.3 Recruitment: On going

#### **4.6 CORRESPONDENCE**

- 4.6.1 Received resignation letter from P Lyamuya.  
 Resolve to ask P Lyamuya to clarify as BIDP has not sent communication to ARC: Email and then call him.
- 4.6.2 ERB notice received from BOCCIM and copied to BIDP members.

#### **4.7 PUBLICATIONS/NEWS LETTER**

##### **4.7.1 MATTERS ARISING FROM PREVIOUS MINUTES**

- 7.7.3 BIDP electronic forms on website: on going  
 There are samples on the website: possibly make a minor works labour only available. DY
- 8.7.3 Newsletter: No update from C Maipambe yet: ask ET to write a draft. NDH
- 1.7.2.1 Labour Only Contract: Will put a draft to council for approval soon.
- 1.4.4 Contracts: presentation or meeting with Banks. On going  
 Mr Moje to report EM

#### **4.8 PUBLIC RELATIONS**

##### **4.8.1 MATTERS ARISING FROM PREVIOUS MINUTES**

- 6.6.1 Government non-payment: letter to DBES: on going  
Check with Kille & Dannhauser if they have been paid: opportunity for  
BIDP to help members.

EM

#### **4.9 ANY OTHER BUSINESS**

##### **4.9.1 Registration of Architects**

Write a letter to ARC. Concerns about the consultation process.  
Request a consultation process that will be properly advertised, given enough time  
to consider consultation of all stakeholders rather than architects alone.

Must study Act.

Turns AAB in parastatal as government embraces AAB

In comparison the SA. Any institution representing 75% of architects.

The government will link – but any body can logon their behalf.

Political rather than technical

A Groth made comments upon receiving correspondence from ARC..

A consultation process for such an important event should be given time.

BIDP should put protest to ARC that not enough time given

Why is ARC, not informing BIDP?

Why is this consultation only for Architects – must involve other  
stakeholders eg clients?

Competition act – questing of Implication of regulations.

Registration is to protect the client

Registration of title (protection of title)

Reservation of work for architects

The are regulations that should not be in ARC scope

Letter from President to DBES must be written – quite strong calm. D Young  
will make notes for President's letter: not anti ARC but consider on the  
table. A Groth will contribute to the letter as well.

Other stake holders should have been invited.

Draft letter by ND Hobona

NDH/DY/AG

Ask council members to comment on the regulations

Liaise with members of BIDP and also members of AAB and ARC.

Consumer's association

Competition authority

Construction Industry Body Meeting Mr A Groth to continue dealing with  
this.

Currently in consultation, then issue re draft final report: then will organise a  
workshop so everyone can have a look.

AG

#### **4.10 NEXT MEETING**

- 3.10.1 The next council meeting will be held on Tuesday, 20<sup>th</sup> March, 2012 at 6pm at plot  
915, Gaborone, BIDP shop.

- 3.10.2 Schedule for next year Council meetings:

Tuesday, 24<sup>th</sup> April, 2012

Tuesday, 22<sup>nd</sup> May, 2012

Tuesday, 19<sup>th</sup> June, 2012

Tuesday, 24<sup>th</sup> July, 2012

Tuesday, 21<sup>st</sup> August, 2012

The meeting was adjourned at 19h42

President

Secretary

Cc:

Evans Moje - President

Edward Mazhani - Vice President

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