



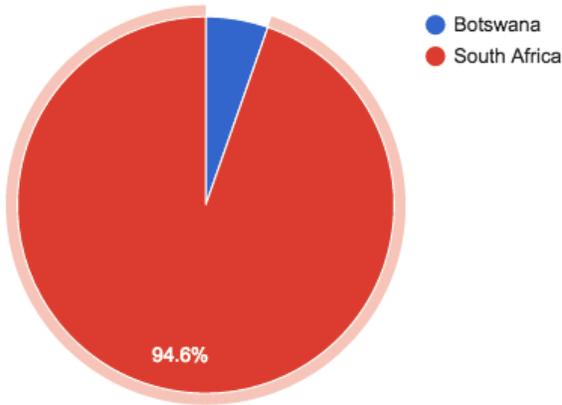
international association
for public participation
SOUTHERN AFRICA

Annual Report 2014

56

members in good standing as of February 2014

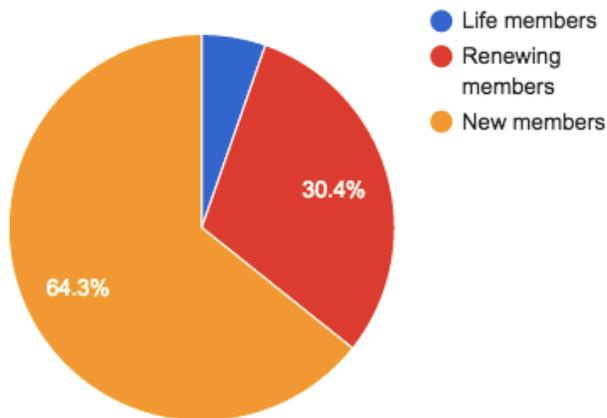
Members by country



12

regional practitioners trained in 5-day IAP2 Certificate Course

Members by status



WHAT WE ACHIEVED

Governance

- New board and Exec Team elected in April 2014
- Ongoing professionalisation of the association

Treasury

- Completed audits of 2011, 2012 and 2013 financial years
- Financial statements issued for 2011, 2012 and 2013 financial years
- Introduced online and credit card payment options through PayFast
- Registered as vendor with Department of Water Affairs (DWA), Department of Cooperative Governance and Traditional Affairs (COGTA), South African Social Security Agency (SASSA)

Membership

- Growing number of new registrations (not just renewals of existing members)
- Responded to approximately 12 requests from members for formal letters as evidence of membership
- Introduced automatic membership for people who complete trainings run by us

International representation

- IAP2SA founding board member, Nomi Muthialu, led the International Federation as Presiding Member during a time of significant transition
- Ken Smith, outgoing Treasurer, selected as new international representative and elected as Treasurer of Federation board
- Ongoing participation in the international accreditation working group

Training

- The 5-day IAP2 Certificate Training was successfully delivered to 12 participants in November 2014, in Johannesburg, by IAP2 certified trainer, Toni Pietersen
- 1 day workshop on public participation in EIAs delivered by board member, Erika du Plessis, to 50 attendees in Durban in February 2015 in partnership with IAIA South Africa

Communications and Outreach

- IAP2SA partnered with IAIA South Africa to jointly host 2014 Awards at IAIA's Annual Conference in August 2014, made possible by R30K sponsorship from MCI Group
- IAP2 SA Project of the Year, "*Alchemy*", awarded project of the year at international level
- Lerato Ratsoenyane represented IAP2SA Board at a roundtable hosted by the Gauteng Legislature on 3 March 2015, entitled "*Reflecting on 20 years of Public Participation from 1994- 2014*".

About this Report

This Annual Report provides an overview of the *activities* and *governance* of IAP2 Southern Africa for the financial year 1 March 2014 to 28 February 2015.

About IAP2 Southern Africa

IAP2 Southern Africa (IAP2 SA) is the regional affiliate of the International Association for Public Participation (IAP2), the leading global reference organisation on excellence in public participation.

IAP2 SA is a network of passionate practitioners seeking to raise awareness and standards of public participation in southern Africa. Our goal is to empower individuals and organisations by offering knowledge resources, training opportunities, and platforms for discussion among members throughout the region.

IAP2 SA was established on 15 December 2010 as a local affiliate to IAP2 and incorporated under the South African Companies Act, 1973 (Act 61 of 1973) as a Section 21 not-for-profit company in June 2011. The affiliate's guiding documents, its Memorandum and Articles of Association, have been lodged with the association's appointed auditors, LUMENROCK.

Company Registration Number (South Africa): 2011/011769/08

Tax Reference Number: 9299/702/18/4

Our Mission

IAP2 SA seeks to promote and enhance the practice of public participation in Southern Africa by:

- Creating an understanding of the field of public participation through open dialogue
- Actively increasing the knowledge base by collating and disseminating information
- Creating opportunities for professional development
- Providing certified training
- Providing (and reviewing) benchmarks through innovation and research

IAP2 SA does the above while staying grounded in the Southern African context.



MESSAGE FROM OUTGOING CHAIR

Louise Gardiner

2015 is in full swing and a very exciting year indeed. IAP2 Southern Africa is celebrating 4 years of existence as the local affiliate of IAP2 and now close to 60 members in good standing, representing the top ranks of the industry.

The 4-year mark is a crucial milestone for any organisation and a sign we're here to stay. We've proven the value we can add to regulatory discussions on good practice, while supporting public participation practitioners to get the recognition they deserve.

Having run our regional Core Values Awards competition for the second time last year, we couldn't have been more thrilled that our local winners of "Project of the Year" went on to also top this category at international level. Well done to the Alchemy team for their passion and dedication to excellence!

With this momentum, and a steadily growing network of members and friends supporting us, we intend to run the regional Core Values Awards annually going forward. So, start working on your entries for either "Project of the Year" or "Organisation of the Year". We will soon announce the call for submissions for 2015.

More importantly, over the last 4 years we have established an organisation that's more member focused and committed to supporting you as a public participation professional to develop your skills and share your knowledge. Although our IAP2 Foundations Course continues to draw new practitioners to the fold, there is a definite need to offer more advanced and tailored courses to help you progress on your learning journey.

Our internal systems and governance remain the bedrock that enables us to serve your interests. Driven by our volunteer board, we continue to develop better and faster ways to run our membership systems and events. But there is still much work to do. Our marketing could be much better and we have a much wider network to establish – particularly with a view to African members outside of South Africa.

With these opportunities in mind, it is my pleasure to introduce this Annual Report and welcome the new board members and Executive Team that will be taking on the leadership of IAP2 Southern Africa.

OVERVIEW OF ACTIVITIES IN 2014

GOVERNANCE

IAP2 SA has a two-tier governance structure consisting of the paying members and the elected board of directors. The board of directors has executive responsibility to carry out the day-to-day running of the affiliate. Currently three founding directors also continue to oversee the legal entity of the organisation.

Elected board of directors: (as of April 2014) Louise Gardiner (Chair) Lerato Ratsoenyane (Vice Chair) Ken Smith (Treasurer) Nomi Muthialu (International representative) Sonja Pithey Erika du Plessis Kabelo Mphake Jacqui Davis (Joined the board in Jan 2015)	Founding Directors: Ms Antoinette Pieteron Ms Nomi Muthialu Mr Ken Smith
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MEMBERSHIP

As of 28 February 2015, IAP2 SA had 56 current members of which 36 were new members who signed up during 2014/2015. Members still come predominantly from South Africa, with a drop-off of other African members during the past year. Just over half of our members are women.

Countries	
Botswana	3
South Africa	53

Members represent various sectors of society, including government, private, NGO and the youth, of which the biggest portion is from the private sector.

The upward trend in new members signals a positive move towards growing the network in 2015. New members are joining IAP2SA as a way to access knowledge on good practice and to connect with other practitioners.

TRAINING

IAP2 SA is one of a few regional organisations offering professional development opportunities for public participation practitioners through training and events. We have two excellent local trainers certified to deliver the IAP2 certificate trainings.

	5-day Foundations Training in Public Participation	2-day Emotion, Outrage & Public Participation
Ms Toni Pietersen	✓	✓
Ms Elmah Nthebolan	✓	

The new 5-day IAP2 course, Foundations in Public Participation, was introduced in June 2014 to replace the 5-day Certificate Training. The Foundations course was run for the first time in South Africa in November 2014, for 12 participants, delivered by Toni Pietersen.

FUTURE PLANS & TARGETS

Our priorities for 2015 are as follows:

- Pursue financial sustainability for the organisation, either through donor funding, corporate sponsorship or other revenue streams
- Pursue accreditation as a professional association in South Africa
- Pursue sustainable management of the organisation, such as through outsourcing administration
- Continue to embed sound policies and systems to enable effective board transitions
- Make it easier for practitioners in other southern African countries to become members and participate
- Continue to establish IAP2 SA's reputation as the leading reference organisation on public participation in the region
- Promote standards of excellence through the southern African Core Values Awards

Impact will be measured through increased membership, demand for training, and requests for technical expertise from local public sector, NGO and academic institutions.

FINANCIAL REPORT

Ken Smith - Treasurer

Our fourth year has brought IAP2SA through a bumper inaugural growth period, supported mainly by income from training and sponsorship. This has not proven to be either sustainable nor comfortably sustaining. Under the resourceful leadership of Louise we have pulled through the F2014 with a positive balance – albeit small, it is a significant improvement on last year.

The primary focus of serving our members and encouraging organic growth has seen the financial model move away from a training-orientated income stream to one where membership plays a far bigger role, and the intension is to move towards events that add value to our members in advancing the practice of P2, while generating more sustainable funds.

- The Sponsorship by the association and events management company MCI empowered the Affiliate to celebrate our Core Values Awards ceremony in collaboration with the IAIAAsa conference, and the success of this has paved the way forward for a further combined function this year.
- The Membership drive has focused on both the service offered to members and the administration thereof. The new system has reaped rewards both in terms of increasing new member numbers, together with increasing renewals.
- Training will remain a priority service to the practice, but without the pressure of being our primary source of revenue generation. The Southern African Affiliate has supported the recent breaking of the traditional mould whereby training will be offered in other languages and be locally adapted to cater for cultural differences in community engagement.

IAP2SA is a “not-for-profit” organization, is run by volunteers (does not have any employees) and is not registered for VAT.

Table 1: Financial year comparisons

<i>Period Start:</i>	2010/08/11	2011/03/01	2012/03/01	2013/03/01	2014/03/01
<i>Period end:</i>	2011/02/28	2012/02/29	2013/02/28	2014/02/28	2015/02/28
<i>Financial Years:</i>	F2010	F2011	F2012	F2013	F2014
Income:					
Sponsorship	R 32 754.85	R 0.00	R 0.00	R 0.00	R 0.00
Membership fees	R 3 200.00	R 2 100.00	R 5 250.00	R 19 510.00	R45 540 .00
Membership fees	R 35 954.85	R 2 100.00	R 5 250.00	R 19 510.00	R 45 540.00
Sponsorship	R 0.00	R 3 000.00	R 30 000.00	R 0.00	R 0.00
Events fees	R 0.00	-R 13 051.00	-R 30 554.47	R 0.00	-R 2 832.10
Events	R 0.00	-R 10 051.00	-R 554.47	R 0.00	-R 2 832.10
Sponsorship	R 9 237.98	R 0.00	R 0.00	R 0.00	R 30 000.00
Training fees	R 48 092.86	R 76 741.43	R 848.66	-R 12 157.93	-R 48 170.60
Training	R 57 330.84	R 76 741.43	R 848.66	-R 12 157.93	-R 18 170.60
Total income	R 93 285.69	R 68 790.43	R 5 544.19	R 7 352.07	R 24 537.30
Expenditure:					
Legal & Audit	R 0.00	R 0.00	R 18 689.56	R 32 789.00	R21 432.00
Marketing	R 14 048.00	R 228.00	R 0.00	R 0.00	R 1 550.00
Bank charges	R 388.65	R 346.10	R 380.07	R 1 639.17	R 1 211.54
Affiliate Board Administration	R 0.00	R 1 421.50	R 3 984.95	R 0.00	R 0.00
Federation Administration	R 12 423.12	R 13 911.72	R 16 666.00	R 0.00	R 0.00
Secretariat	R 0.00	R 7 050.00	R 0.00	R 0.00	R 0.00
Office equipment	R 17 072.70	R 0.00	R 250.00	R 339.00	R 0.00
Total expenditure	R 43 932.47	R 22 957.32	R 39 970.58	R 34 767.17	R 24 193.54
Profit (loss)	R 49 353.22	R 45 833.11	-R 34 426.39	-R 27 415.10	R 343.76