

The South African
Council *for* Planners
SACPLAN



RESULTS OF SURVEY
SALARY SCALES AND
PROFESSIONAL FEES
CONSULTING PROFESSIONAL PLANNERS

SEPTEMBER 2017

1. INTRODUCTION

- 1.1 Following similar surveys in 2011 and 2013, the South African Association of Consulting Professional Planners (the Association) in collaboration with the South African Council for Planners (SACPLAN) conducted a follow up Survey (voluntary) in mid 2017, covering matters such as:
- average salary scales paid to planners and other employees in private practice;
 - the geographical dispersion of planning firms;
 - average professional fees charged by consulting planners for certain types of assignments;
 - the manner in which planning firms recover fees and disbursements from clients; and
 - matters pertaining to professional indemnity insurance.
- 1.2 Consulting planners often require information on average salary scales paid to persons employed by fellow consulting professional planners, to serve as a framework against which remuneration packages may be structured when new appointments are considered. Questions are also frequently raised with regard to professional indemnity insurance and average professional fees charged for certain types of assignments (as a guideline).
- 1.3 The results of the most recent survey conducted in mid 2017 are set out herein and are compared to the results from the 2011 and 2013 Surveys. Whereas the 2017 questionnaires were sent out to all SAACPP members on record and despite the fact that the questionnaires required no personal details and were also posted on the SACPLAN website, the response was in the order of **12%**. The 2011 response was 11% and the 2013 response was 10%.
- 1.4 Each item listed in the original survey questionnaire will be dealt with in sequence in the paragraphs to follow.

2. GEOGRAPHICAL AND SITUATIONAL CONTEXT OF RESPONDENTS

- 2.1 Respondents were requested to indicate whether their offices were situated within a predominantly metropolitan area (i.e. Tshwane, Johannesburg, Ekurhuleni) or in an area outside of recognized metropolitan areas (i.e. smaller towns such as Bronkhorstspuit, Brits, Rustenburg, Potchefstroom, etc.).
- 2.2 Approximately **74%** of the respondents are from metropolitan areas. The balance of approximately **26%** indicated that their offices were situated in smaller towns. In the previous surveys, the split was as follows:

DESCRIPTION	2011	2013	2017
Metro's	81%	71%	74%
Smaller centres	19%	29%	26%

- 2.3 The 2017 respondents reflected the following geographical dispersion:

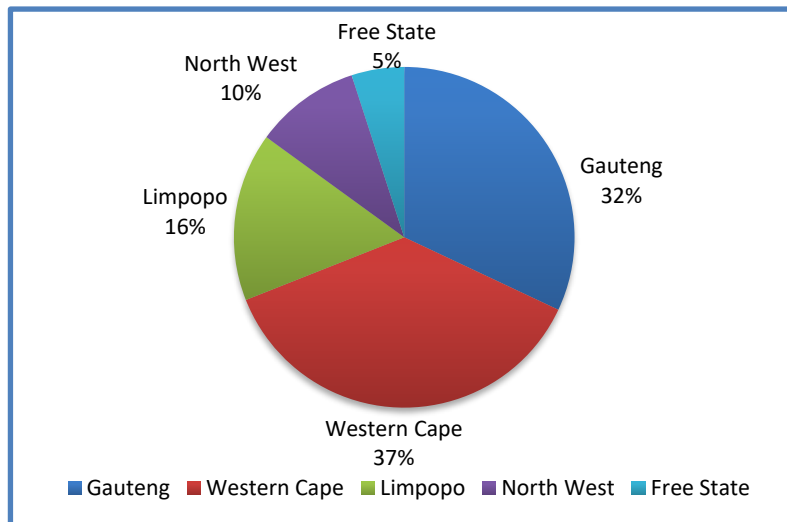


FIGURE 1: GEOGRAPHICAL SPLIT OF SURVEY RESPONDENTS

No responses were received from the other provinces.

3. SIZE OF FIRM/COMPANY

- 3.1 Each respondent was asked to indicate the relative size of the firm/company measured according to the number of persons in its employ (per employment category).
- 3.2 The results are illustrated in the pie chart in **Figure 2** below:

DESCRIPTION	2017	2013	2011
Firms/Companies employing fewer than 2 employees	44%	31%	25%
Firms/Companies employing between 3 and 5 employees	11%	31%	44%
Firms/Companies employing between 6 and 10 employees	11%	15%	25%
Firms/Companies employing more than 10 employees	34%	23%	6%

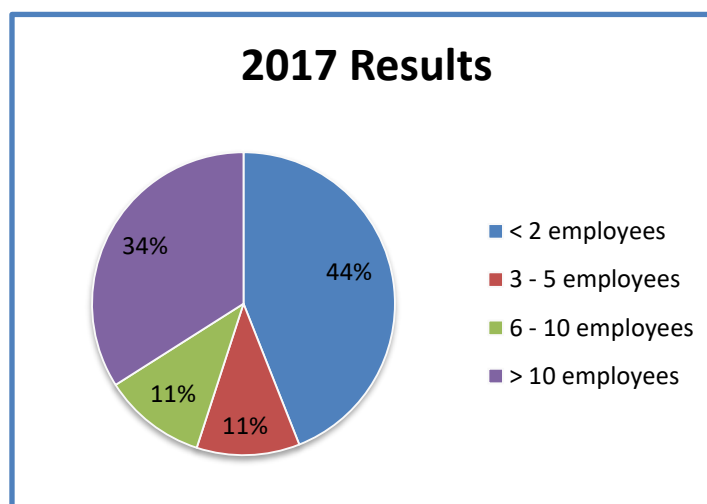


FIGURE 2: SIZE OF FIRMS/COMPANIES

- 3.3 A maximum of 4 Principals per firm/company was indicated (**6%** of the respondents), whilst **22%** employed 2 Principals. The majority (**72%**) indicated only 1 Principal in employ.
- 3.4 Approximately **55%** of respondents indicated that they employed salaried professional planners whilst approximately **44%** indicated that Planning Technicians were employed.

The corresponding results from previous surveys were as follows:

DESCRIPTION	2011	2013	2017
Employing Salaried Professional Planners	44%	62%	55%
Employing Planning Technicians	30%	46%	44%

- 3.5 Approximately **17%** of respondents indicated that town planning assistants (not qualified as planners) were employed, whilst approximately **50%** indicated that financial managers/office managers were employed.

4. AVERAGE MONTHLY REMUNERATION PER CATEGORY OF EMPLOYEE IN PRIVATE PRACTICE

4.1 SALARIED PROFESSIONAL PLANNERS (REGISTERED)

The mean average monthly remuneration for Salaried Professional Planners with more than 10 years experience was indicated to be approximately R40 000 p.m.. The maximum salary indicated was R60 000 p.m. and the minimum salary was indicated as R22 000 p.m.

The comparison with the 2013 results shows the following:

DESCRIPTION	2013	2017	DIFFERENTIAL
Salaried Professional Planners (Average Salary)	R32 000	R40 000	+25%
Highest Salary Recorded	R50 000	R60 000	+20%
Lowest Salary Recorded	R20 000	R22 000	+10%

In the category 7 to 10 years of experience, the mean average salary rounded off to R36 000 p.m. (increased from R24 500 in 2013) with the maximum being R50 000 p.m. (increased from R35 000 in 2013) and the minimum being R25 000 p.m.

In the category 5 to 7 years of experience, the mean average monthly salary rounded off to R28 000 p.m. (increased from R19 000 in 2013) with the maximum coming to R42 000 p.m. (increased from R25 000 in 2013) and the minimum coming to R8 000 p.m.

In the last category of less than 5 years experience, the mean average monthly salary rounded off to R27 000 p.m. (increased from R14 500 in 2013) with the maximum being R35 000 p.m. (increased from R20 000 in 2013) and the minimum being R15 000 p.m. (increased from R10 000 in 2013).

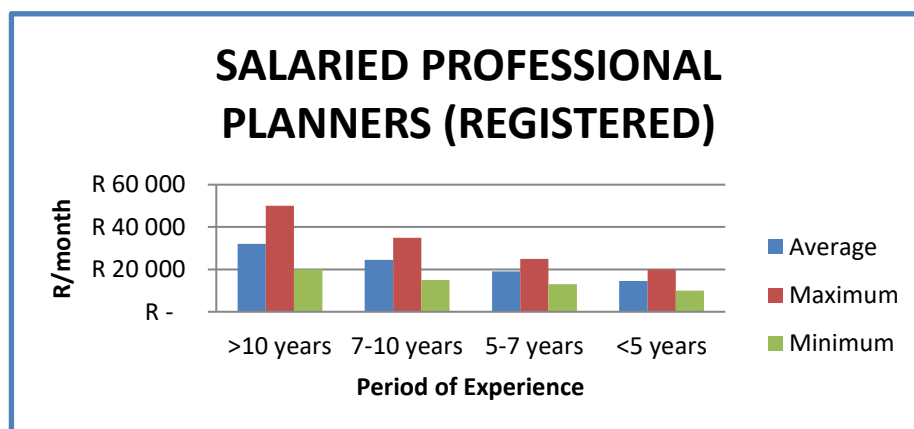


FIGURE 3: SALARY PROFILES: SALARIED PROFESSIONAL PLANNERS, 2017

4.2 RECENTLY QUALIFIED PLANNERS (GRADUATED BUT NOT YET REGISTERED)

For persons recently graduated and with less than 2 years of experience, the mean average monthly salary rounded off to R11 000 p.m., (increased from R10 000 in 2013) with the maximum being R18 000 p.m., (increased from R15 000 in 2013) and the minimum being R6 000 p.m., (decreased from R8 000 in 2013).

4.3 REGISTERED TECHNICAL PLANNERS

In the category of 10 years and more of experience, the mean average salary rounded off to R23 500 p.m., (increased from R20 000 in 2013) with the maximum being R28 000 p.m., (decreased from R30 000 in 2013) and the minimum being R20 000 p.m., (increased from R15 000 in 2013).

In the category 7 to 10 years of experience the mean average rounded off to R19 250 p.m., (increased from R15 700 in 2013) with the maximum being R23 000 p.m., (increased from R20 000 in 2013) and the minimum being R17 500 p.m., (increased from R11 500 in 2013).

In the category 5 to 7 years of experience, the mean average rounded off to R17 250 p.m., (increased from R12 300 in 2013) with the maximum being R20 000 p.m., (increased from R15 000 in 2013) and the minimum being R15 000 p.m., (increased from R9 500 in 2013).

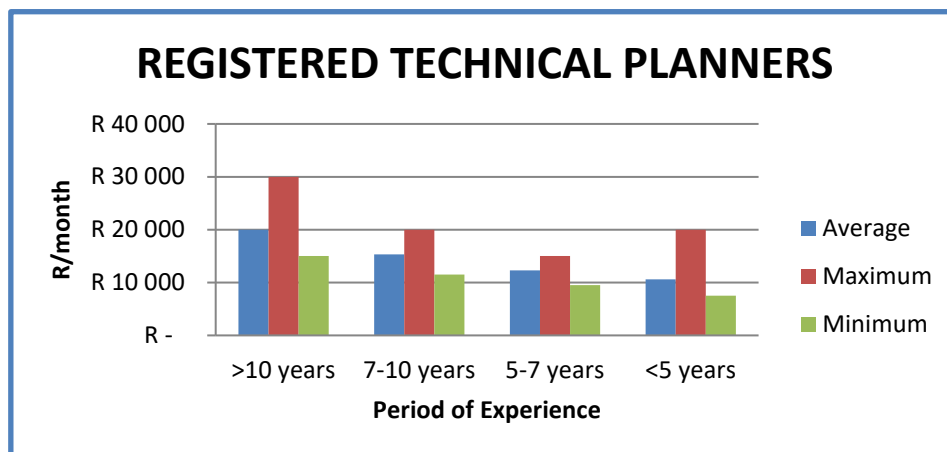


FIGURE 4: SALARY PROFILES: TECHNICAL PLANNERS, 2017

4.4 PLANNING ASSISTANTS (PERSONS NOT QUALIFIED AS PLANNERS)

In the category of 10 years and more of experience, the mean average came to R20 500 p.m., (increased from R15 700 in 2013) with the maximum being R28 000 p.m., (increased from R27 000 in 2013) and the minimum being R15 000 p.m., (increased from R9 000 in 2013).

In the category of 7 to 10 years of experience the mean average came to R17 000 p.m., (increased from R12 100 in 2013) with the maximum being R25 000 p.m., (increased from R17 000 in 2013) and the minimum being R12 500 p.m., (increased from R8 500 in 2013).

In the category 5 to 7 years of experience the mean average came to R13 500 p.m., (increased from R9 700 in 2013) with the maximum being R20 000 p.m., (increased from R12 500 in 2013) and the minimum being R10 000 p.m., (increased from R7 000 in 2013).

4.5 PLANNING STUDENTS/INTERNS (IN TRAINING)

Respondents were asked to indicate the hourly tariff paid to *ad hoc* appointment of planning students/interns or persons in training. Only a few responses were received and the results must be dealt with in a circumspect manner. The maximum came to R200 per hour whilst the minimum came to R25 per hour. The average was approximately R100/hour.

4.6 TECHNICAL PERSONNEL (COMPUTER DRAUGHTING/GIS TECHNICIANS)

In the category 10 years and more of experience, the mean average came to R22 400 p.m. (increased from R20 00 in 2013) with the maximum being R27 000 p.m. (increased from R26 000 in 2013) and the minimum being R19 000 p.m. (increased from R15 000 in 2013).

In the category 7 to 10 years of experience, the mean average came to R18 000 p.m. (increased from R15 300 in 2013) with the maximum being R20 000 p.m. (increased from R19 000 in 2013) and the minimum being R15 000 p.m. (increased from R12 000 in 2013).

In the category 5 to 7 years of experience, the mean average came to R14 800 p.m. (increased from R11 000 in 2013) with the maximum being R17 000 p.m. (increased from R14 000 in 2013) and the minimum being R13 000 p.m. (increased from R9 000 in 2013).

4.7 GENERAL SECRETARY/TYPISTS/RECEPTIONIST

In the category of 10 years and more of experience, the mean average came to R15 900 p.m. (increased from R11 800 in 2013) with the maximum being R30 000 p.m. (increased from R20 000 in 2013) and the minimum being R8 000 p.m. (increased from R7 000 in 2013).

In the category 7 to 10 years of experience, the mean average came to R14 250 p.m. (increased from R9 300 in 2013) with a maximum being R20 000 (increased from R15 000 in 2013) and the minimum being R10 000 per month (increased from R6 500 in 2013).

In the category 5 to 7 years of experience the mean average came to R12 000 p.m. (increased from R6 600 in 2013) with the maximum being R18 000 p.m. (up from R8 000 in 2013) and the minimum being R8 000 p.m. (increased from R5 000 in 2013).

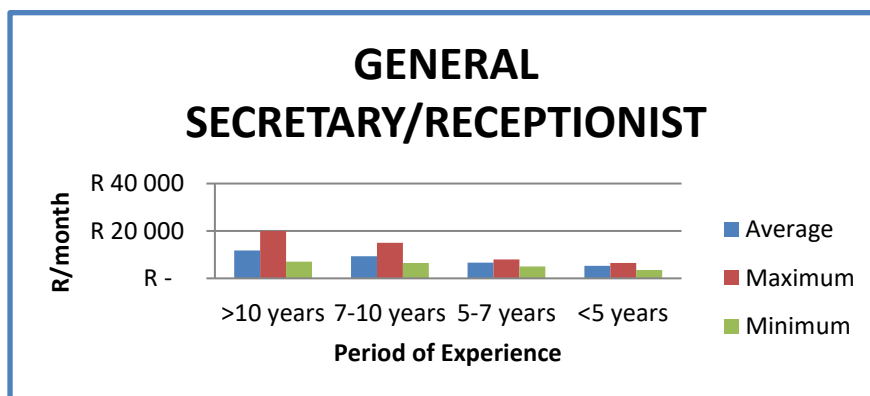


FIGURE 5: SALARY PROFILES: GENERAL SECRETARIES/RECEPTIONISTS, 2017

4.8 FINANCIAL/OFFICE MANAGER

In the category 10 years and more of experience the mean average came to R23 500 p.m. (increased from R23 100 in 2013) with the maximum being R39 000 p.m. (increased from R29 500 in 2013) and the minimum being R16 000 p.m. (increased from R15 000 in 2013).

In the category 7 to 10 years of experience, the mean average came to R19 400 p.m. (previously R17 300 in 2013) with the maximum being R30 000 p.m. (increased from R20 000 in 2013) and the minimum being R14 000 p.m. (increased from R12 000 in 2013).

In the category 5 to 7 years of experience the mean average came to R14 000 p.m. (increased from R12 000 in 2013) with the maximum being R20 000 p.m. (up from R15 000 in 2013) and the minimum being R10 000 p.m. (increased from R9 000 in 2013).

5. AVERAGE FEES CHARGED PER CATEGORY OF ASSIGNMENT

5.1 APPLICATION FOR AN AMENDMENT OF A LAND USE SCHEME (REZONING: RESIDENTIAL ERF)

Respondents were requested to indicate what they would charge in professional fees for an application for the rezoning of an erf in a proclaimed township (residential suburb), to permit an increase in density (for grouphousing purposes) from one dwelling house per erf to 40 dwelling units per hectare. The erf size was indicated as 2500m² and the area in which it is situated was earmarked for an increase in density to 40 units per hectare, as per an adopted Spatial Development Framework of the Municipality.

DESCRIPTION	2017	2013	2011
■ Mean average fee:	R54 125	R39 000	R34 393
■ Maximum noted:	R125 000	R125 000	R65 000
■ Minimum noted:	R20 000	R22 000	R20 000

The increase in the average fee from 2013 to 2017 was 23%.

The respondents indicated that a deposit would be charged ranging between 10% and 50% of the agreed fee. The mean average percentage charged as a deposit came to approximately 30%, with the balance being charged per identified milestone in the application process. Approximately 30% of the respondents charge a deposit of 30% of the total fee.

5.2 APPLICATION FOR AMENDMENT OF LAND USE SCHEME (REZONING OF BUSINESS ERF)

Respondents were requested to indicate the average professional fee to be charged for an application for rezoning of a residential erf to a new business erf (for primarily offices) at a floor area ratio of 0,65 and a height restriction of 2 storeys. The area in which the erf is situated was earmarked for office development in terms of the adopted Spatial Development Framework of the Municipality.

DESCRIPTION	2017	2013	2011
■ Mean Average Fee:	R62 200	R41 200	R45 534
■ Maximum noted:	R150 000	R250 000 (discarded for average calculation)	R140 000
■ Minimum noted:	R25 000	R28 000	R20 000

The increase from 2013 to 2017 was 50%.

70% of the respondents indicated a fee to be charged of R50 000 or more.

The method of recovering fees was similar to the first example being an upfront deposit and payments per milestone achieved. Approximately **50%** of the respondents indicated a deposit of **30% or more**.

5.3 APPLICATION FOR AMENDMENT OF LAND USE SCHEME (REZONING OF EXISTING ERF TO INCREASE PERMISSIBLE FLOOR AREA)

Respondents were requested to indicate the professional fee to be charged for an application for rezoning to increase the permissible floor area of an existing shopping centre by raising the floor area ratio from 0,45 to 0,8 (the erf size was indicated as 4000m² in extent).

DESCRIPTION	2017	2013	2011
■ Mean Average Fee:	R78 500	R38 000	R39 567
■ Maximum noted:	R250 000	R350 000 (discarded for average calculation)	R80 000
■ Minimum noted:	R25 000	R20 000	R20 000

The increase from 2013 to 2017 was 106%.

More than **60%** of respondents indicated a fee of R50 000 or more.

5.4 APPLICATION FOR SUBDIVISION OF AN ERF IN A PROCLAIMED TOWNSHIP

Respondents were requested to indicate professional fees for the subdivision of an erf of approximately 2000m² in extent, based on an already approved zoning permitting subdivision.

DESCRIPTION	2017	2013	2011
■ Mean Average Fee:	R47 000	R23 000	R20 767
■ Maximum noted:	R200 000	R125 000 (discarded for average calculation)	R35 000
■ Minimum noted:	R15 000	R6 500	R6 500

The increase from 2013 to 2017 was 104%.

Approximately **47%** of the respondents indicated a fee of more than R30 000.

5.5 APPLICATION FOR TOWNSHIP ESTABLISHMENT

Respondents were requested to indicate a fee to attend to an application for township establishment on a farm portion of approximately 1,5ha in extent, earmarked for residential expansion in terms of an approved Spatial Development Framework. The intention of the owner was to create two erven to be zoned "Residential 2" (Grouphousing) at a density of 40 units per hectare.

DESCRIPTION	2017	2013	2011
■ Mean Average Fee:	R150 000	R98 500	R115 467
■ Maximum noted:	R300 000	R150 000	R250 000
■ Minimum noted:	R45 000	R55 000	R46 000

The increase from 2013 to 2017 was 52%.

Approximately **65%** of the respondents indicated a fee exceeding R100 000.

5.6 APPLICATION FOR ESTABLISHMENT OF A LARGE RESIDENTIAL TOWNSHIP

Respondents were requested to indicate the fee to be charged for an application for the establishment of a land development area/settlement on a farm portion of approximately 98ha in extent to accommodate say 750 residential erven with an average size of approximately 1000m²/erf. The area is earmarked for residential expansion in terms of an existing spatial development framework (10 units per hectare).

DESCRIPTION	2017	2013	2011
■ Mean Average Fee:	R570 000	R290 000	R423 000
■ Maximum noted:	R3 million	R750 000	R1.27 million
■ Minimum noted:	R189 000	R100 000	R200 000

The increase from 2013 to 2017 came to 96%.

Approximately **70%** of respondents indicated fees of R200 000 or more.
The 2017 average fee translated into approximately R760/erf.

5.7 APPLICATION TO SUBDIVIDE EXISTING FARM PORTION INTO SMALL HOLDINGS

Respondents were requested to indicate a fee to make application to subdivide an existing farm of 85 ha into portions of not less than 3 ha in area.

A wide range of responses was received and the results should be dealt with in a circumspect manner.

DESCRIPTION	2017	2013	2011
■ Mean Average Fee:	R217 000	R86 000	R82 534
■ Maximum noted:	R1.5 million	R550 000 (discarded for average calculation)	R250 000
■ Minimum noted:	R35 000	R18 000	R8 000

The increase from 2013 to 2017 came to 152%.

Approximately **41%** of the respondents indicated fees of R100 000 or more.

The 2017 average fee translated into approximately R4900 per subdivided portion.

5.8 PREPARATION FOR AND ATTENDANCE AT AN MPT/APEAL HEARING

Respondents were requested to indicate typical fees to be charged to prepare for and attend at some form of hearing before a MPT/Appeal Authority set aside for a single working day.

DESCRIPTION	2017	2013	2011
■ Mean Average Fee:	R14 000	R14 800	R10 000
■ Maximum noted:	R35 000	R52 600	R25 000
■ Minimum noted:	R4 500	R5 000	R5 000

Approximately **28%** of respondents indicated a fee exceeding R20 000.

5.9 PREPARATION OF A SPATIAL DEVELOPMENT FRAMEWORK

This was a new addition to the survey and required of respondents to indicate fees to be charged for the preparation of a typical Spatial Development Framework as alluded to in SPLUMA for different sizes/categories of municipal areas.

■ Metropolitan Area (i.e. Johannesburg)

DESCRIPTION	2017
■ Mean Average Fee:	R2.7 million
■ Maximum noted:	R8 million
■ Minimum noted:	R300 000

■ **Local Municipality(i.e. Stellenbosch/Polokwane)**

DESCRIPTION	2017
■ Mean Average Fee:	R1.8 million
■ Maximum noted:	R4 million
■ Minimum noted:	R300 000

■ **Single Town/Urban Area (i.e. Paarl/Thabazimbi)**

DESCRIPTION	2017
■ Mean Average Fee:	R1.25 million
■ Maximum noted:	R4 million
■ Minimum noted:	R275 000

■ **Specific Precinct (i.e. V&A Waterfront/Sandton CBD)**

DESCRIPTION	2017
■ Mean Average Fee:	R1.1 million
■ Maximum noted:	R4 million
■ Minimum noted:	R250 000

The majority of respondents ($\pm 40\%$) preferred a deposit of **25%** and draws on achieving milestones.

5.10 INDEMNITY INSURANCE

Approximately **95%** of the respondents indicated that they were covered by professional indemnity insurance. The corresponding percentage in 2013 was only 58%. The annual cover came to an average of R6 million (compared to R2 million in 2013) and annual premiums varied between a minimum of R5000 per annum and R51 000 per annum.

Insurance houses quoted in this regard include:

- Stalker Hutchinson Admiral
- Glenrand
- Outsurance
- Glenlib
- Comm Risk
- Auto General
- Hollard
- Leppard
- Santam
- Western National Insurance (Zenith)

Prepared by SAACPP



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