





















Construction and real estate sector supplement –  
GRI application level C

A year of opportunity

# Construction and real estate sector supplement – GRI application level C

## Standard disclosures part I: Profile disclosures

Profile	Disclosure	Level of reporting	Location of disclosures
<b>1. Strategy and analysis</b>			
1.1	Statement from the most senior decision maker of the organisation.	Fully	Chairman's report  page 6
<b>2. Organisational profile</b>			
2.1	Name of the organisation.	Fully	Cover 
2.2	Primary brands, products and/or services.	Fully	Profile,  page 2
2.3	Operational structure of the organisation, including main divisions, operating companies, subsidiaries, and joint ventures.	Fully	Our business,  page 18
2.4	Location of organisation's headquarters.	Fully	Profile,  page 2
2.5	Number of countries where the organisation operates, and names of countries with either major operations or that are specifically relevant to the sustainability issues covered in the report.	Fully	Profile,  page 18
2.6	Nature of ownership and legal form.	Fully	Profile,  page 2 and our business structure,  page 18
2.7	Markets served (including geographic breakdown, sectors served, and types of customers/beneficiaries).	Fully	Profile,  page 2 and our business structure,  page 18
2.8	Scale of the reporting organisation.	Fully	Profile,  page 2 and our business structure,  page 18
2.9	Significant changes during the reporting period regarding size, structure, or ownership.	Fully	About this report,  page 1
2.10	Awards received in the reporting period.	Fully	Hyprop received the award for best results presentation for companies with market capitalisation of less than R30 billion from the Investment Analysis Society of Southern Africa.
<b>3. Report parameters</b>			
3.1	Reporting period (eg fiscal/calendar year) for information provided.	Fully	About this report,  page 1
3.2	Date of most recent previous report (if any).	Fully	About this report,  page 1
3.3	Reporting cycle (annual, biennial, etc).	Fully	About this report,  page 1
3.4	Contact point for questions regarding the report or its contents.	Fully	 Inside front cover
3.5	Process for defining report content.	Fully	About this report,  page 1

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Profile	Disclosure	Level of reporting	Location of disclosures
<b>3. Report parameters</b> <small>continued</small>			
3.6	Boundary of the report (eg countries, divisions, subsidiaries, leased facilities, joint ventures, suppliers). See GRI Boundary Protocol for further guidance.	Fully	About this report,  page 1
3.7	State any specific limitations on the scope or boundary of the report (see completeness principle for explanation of scope).	Fully	About this report,  page 1
3.8	Basis for reporting on joint ventures, subsidiaries, leased facilities, outsourced operations, and other entities that can significantly affect comparability from period to period and/or between organisations.	Fully	About this report,  page 1
3.10	Explanation of the effect of any restatements of information provided in earlier reports, and the reasons for such restatement (eg mergers/acquisitions, change of base years/periods, nature of business, measurement methods).	Fully	About this report,  page 1
3.11	Significant changes from previous reporting periods in the scope, boundary, or measurement methods applied in the report.	Fully	About this report,  page 1
3.12	Table identifying the location of the standard disclosures in the report.	Fully	 Website
<b>4. Governance, commitments and equipment</b>			
4.1	Governance structure of the organisation, including committees under the highest governance body responsible for specific tasks, such as setting strategy or organisational oversight.	Fully	How we govern and manage our business,  page 58 and governance,  page 62
4.2	Indicate whether the chairperson of the highest governance body is also an executive officer.	Fully	Governance,  page 64
4.3	For organisations that have a unitary board structure, state the number and gender of members of the highest governance body that are independent and/or non-executive members.	Fully	Governance,  page 64
4.4	Mechanisms for shareholders and employees to provide recommendations or direction to the highest governance body.	Fully	Governance,  page 65
4.14	List of stakeholder groups engaged by the organisation.	Fully	Stakeholder engagement,  page 27 and supplemental information,  Stakeholder engagement
4.15	Basis for identification and selection of stakeholders with whom to engage.	Partially	Supplemental information,  Stakeholder engagement

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## Standard disclosures part III: Performance indicators

Indicators	Disclosure	Level of reporting	Location of disclosures
<b>Economic</b>			
<b>Economic performance</b>			
<b>EC1</b>	Direct economic value generated and distributed, including revenues, operating costs, employee compensation, donations and other community investments, retained earnings, and payments to capital providers and governments.	Fully	Value added statement,  page 17; human capital,  page 39; and social capital – community investments,  page 43
<b>EC2</b>	Financial implications and other risks and opportunities for the organisation's activities due to climate change and other sustainability issues.	Partially	Risk management,  page 50 and natural capital,  page 46
<b>EC3</b>	Coverage of the organisation's defined benefit plan obligations.	Fully	 Note 1 of annual financial statements
<b>EC4</b>	Significant financial assistance received from government.	None	None
<b>Market presence</b>			
<b>EC5</b>	Range of ratios of standard entry-level wage by gender compared to local minimum wage at significant locations of operation.	None	Not reported
<b>EC6</b>	Policy, practices, and proportion of spending on locally based suppliers at significant locations of operation.	Partially	Social capital – preferential procurement,  page 43
<b>EC7</b>	Procedures for local hiring and proportion of senior management and all direct employees, contractors and subcontractors hired from the local community at significant locations of operation.	Partially	Human capital – 98.5% of Hyprop's employees are South African nationals. For projects, we stipulate our preference for hiring local people with the required skills,  page 39
<b>Indirect economic impacts</b>			
<b>EC8</b>	Development and impact of infrastructure investments and services provided primarily for public benefit through commercial, in-kind, or pro bono engagement.	Partially	Hyprop invested in-kind resources of R2,1 million during the year as part of its citizenship initiatives. Other investments include implementing the infrastructure for wi-fi facilities for customer convenience in shopping centres  CSI
<b>EC9</b>	Understanding and describing significant indirect economic impacts, including the extent of impacts.	Partially	While this is not formally measured at present, the nature of our business dictates that we understand and address any significant indirect economic impacts



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Indicators	Disclosure	Level of reporting	Location of disclosures
<b>Environmental</b>			
<b>Materials</b>			
EN1	Materials used by weight, value or volume.	None	Not reported. The nature of Hyprop's business makes it a comparatively low user of input materials
EN2	Percentage of materials used that are recycled and reused input materials.	Partially	Environmental capital – initiatives are under way to recycle and reuse materials, where feasible. Hyprop recycled 67% of total waste, up from 60% in 2013.  page 48  Waste
<b>Energy</b>			
EN3	Direct energy consumption by primary energy source.	Fully	Environmental capital – conserving energy and water,  page 47  Natural Capital
EN4C	Indirect energy consumption by primary source.	Partially	Environmental capital – conserving energy and water,  page 47  Natural Capital
CRE1	Building energy intensity.	Partially	Hyprop is monitoring energy intensity, but as 2014 was our first reporting year under the Carbon Disclosure Project, there is no comparable figure  page 46
EN5	Energy saved due to conservation and efficiency improvements.	Fully	4,9 million kWh energy saved over 22 months to end-June 2014, generating cost savings of almost R6 million. Environmental capital – conserving energy and water,  page 46
EN6	Initiatives to provide energy-efficient or renewable energy-based products and services, and reductions in energy requirements as a result of these initiatives.	Fully	See EN5
EN7	Initiatives to reduce indirect energy consumption and reductions achieved.	None	Not measured
<b>Water</b>			
EN8	Total water withdrawal by source.	None	Not reported
EN9	Water sources significantly affected by withdrawal of water.	None	Not reported as all potable water sourced from municipalities
EN10	Percentage and total volume of water recycled and reused.	Not	Not reported
CRE2	Building water intensity.	Partially	Water intensity for the group for the year was 1,59kl/m <sup>2</sup>  page 47

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Indicators	Disclosure	Level of reporting	Location of disclosures
<b>Environmental</b> <small>continued</small>			
<b>Biodiversity</b>			
EN11	Location and size of land owned, leased, managed in, or adjacent to, protected areas and areas of high biodiversity value outside protected areas.	Fully	Environmental capital – Hyprop has two centres in areas of high biodiversity value – Canal Walk and Willowbridge. These operate in accordance with approved environmental management plans  page 48
EN12	Description of significant impacts of activities, products, and services on biodiversity in protected areas and areas of high biodiversity value outside protected areas.	Partially	See EN11
EN13	Habitats protected or restored.	None	Not applicable
EN14	Strategies, current actions, and future plans for managing impacts on biodiversity.	Partially	See EN11
EN15	Number of IUCN Red List species and national conservation list species with habitats in areas affected by operations, by level of extinction risk.	None	Not applicable
<b>Emissions, effluents and waste</b>			
EN16	Total direct and indirect greenhouse gas emissions by weight.	Fully	Scope 1:5 320tCO <sub>2</sub> e, scope 2:34 711tCO <sub>2</sub> e, scope 3:243 154tCO <sub>2</sub> e.  page 46
EN17	Other relevant indirect greenhouse gas emissions by weight.	None	Not measured
CRE3	Greenhouse gas emissions intensity from buildings.	None	Not measured
CRE4	Greenhouse gas emissions intensity from new construction and redevelopment activity.	None	Hyprop does not measure greenhouse gas emissions from construction. We do monitor construction-related electrical consumption and fuel (diesel) consumption. This is minimal relative to our overall consumption
EN18	Initiatives to reduce greenhouse gas emissions and reductions achieved.	Partially	Environmental capital.  page 46
EN19	Emissions of ozone-depleting substances by weight.	None	Not reported
EN20	NO <sub>x</sub> , SO <sub>x</sub> , and other significant air emissions by type and weight.	None	Not applicable
EN21	Total water discharge by quality and destination.	None	Not reported
EN22	Total weight of waste by type and disposal method.	Partially	Environmental capital – not currently reported but initiatives under way to manage waste more effectively  page 48
EN23	Total number and volume of significant spills.	Fully	None

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Indicators	Disclosure	Level of reporting	Location of disclosures
<b>Environmental</b> <small>continued</small>			
<b>Emissions, effluents and waste</b> <small>continued</small>			
EN24	Weight of transported, imported, exported, or treated waste deemed hazardous under the terms of the Basel Convention Annex I, II, III, and VIII, and percentage of transported waste shipped internationally.	None	Not applicable
EN25	Identity, size, protected status, and biodiversity value of water bodies and related habitats significantly affected by the reporting organisation's discharges of water and runoff.	None	Not applicable
<b>Land degradation, contamination and remediation</b>			
CRE5	Land and other assets remediated and in need of remediation for the existing or intended land use according to applicable legal designations.	None	Not applicable
<b>Products and services</b>			
EN26	Initiatives to enhance efficiency and mitigate environmental impacts of products and services, and extent of impact mitigation.	None	Environmental capital – not reported. Hyprop is a member of the Green Building Council of South Africa and adheres to these environmental standards as far as practically possible in redevelopment projects
EN27	Percentage of products sold and their packaging materials that are reclaimed by category.	None	Not applicable
<b>Compliance</b>			
EN28	Monetary value of significant fines and total number of non-monetary sanctions for non-compliance with environmental laws and regulations.	None	Not applicable
<b>Transport</b>			
EN29	Significant environmental impacts of transporting products and other goods and materials used for the organisation's operations, and transporting members of the workforce.	Partially	Determining Hyprop's carbon footprint,  page 46
<b>Overall</b>			
EN30	Total environmental protection expenditures and investments by type.	Partially	Environmental capital – only energy savings reported at present  page 45

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Indicators	Disclosure	Level of reporting	Location of disclosures
<b>Social: Labor practices and decent work</b>			
<b>Employment</b>			
LA1	Total workforce by employment type, employment contract, and region, broken down by gender.	Fully	Human capital.  page 39
LA2	Total number and rate of new employee hires and employee turnover by age group, gender, and region.	Partially	Human capital.  page 40
LA3	Benefits provided to full-time employees that are not provided to temporary or part-time employees, by major operations.	Fully	Human capital.  page 43
LA15	Return to work and retention rates after parental leave, by gender.	None	Not reported
<b>Labor/management relations</b>			
LA4	Percentage of employees covered by collective bargaining agreements.	None	Human capital – Hyprop has no unionised employees  page 43
LA5	Minimum notice period(s) regarding significant operational changes, including whether it is specified in collective agreements.	None	Human capital – not applicable
<b>Occupational health and safety</b>			
LA6	Percentage of total workforce represented in formal joint management-worker health and safety committees that help monitor and advise on occupational health and safety programmes.	Partially	Human capital – formal committee in place at Canal Walk. All other centres adhere to the group health and safety policy  page 42
LA7	Rates of injury, occupational diseases, lost days, and absenteeism, and number of work-related fatalities by region and by gender.	Fully	Human capital – none
CRE6	Percentage of the organisation operating in verified compliance with an internationally recognised health and safety management system.	Fully	All properties managed by Hyprop comply with South African occupational health and safety regulations  page 42
LA8	Education, training, counseling, prevention, and risk control programmes in place to assist workforce members, their families, or community members regarding serious diseases.	Partially	Human capital – HIV/Aids initiatives, wellness programmes.  page 42
LA9	Health and safety topics covered in formal agreements with trade unions.	None	Not applicable
<b>Training and education</b>			
LA10	Average hours of training per year per employee by gender, and by employee category.	Partially	Human capital – skills development and training.  page 40
LA11	Programmes for skills management and lifelong learning that support the continued employability of employees and assist them in managing career endings.	None	Not reported







# Construction and real estate sector supplement – GRI application level C *continued*

Indicators	Disclosure	Level of reporting	Location of disclosures
<b>Social: Labor practices and decent work <i>continued</i></b>			
LA12	Percentage of employees receiving regular performance and career development reviews, by gender.	Fully	Human capital,  page 40
<b>Diversity and equal opportunity</b>			
LA13	Composition of governance bodies and breakdown of employees per employee category according to gender, age group, minority group membership, and other indicators of diversity.	Partially	Human capital – employment equity,  page 39
<b>Equal remuneration for women and men</b>			
LA14	Ratio of basic salary and remuneration of women to men by employee category, by significant locations of operation.	Fully	Remuneration is determined by level of responsibility, training and experience  page 70
<b>Social: Human rights</b>			
<b>Investment and procurement practices</b>			
HRI	Percentage and total number of significant investment agreements and contracts that include clauses incorporating human rights concerns, or that have undergone human rights screening.	None	Not reported
HR2	Percentage of significant suppliers, contractors and other business partners that have undergone human rights screening, and actions taken.	Partially	Social and relationship capital – Hyprop's assessment criteria consider South African legislation, which currently focuses more on employment equity  page 43
HR3	Total hours of employee training on policies and procedures concerning aspects of human rights that are relevant to operations, including the percentage of employees trained.	None	Not reported
<b>Non-discrimination</b>			
HR4	Total number of incidents of discrimination and actions taken.	Fully	None
<b>Freedom of association and collective bargaining</b>			
HR5	Operations and significant suppliers identified in which the right to exercise freedom of association and collective bargaining may be violated or at significant risk, and actions taken to support these rights.	None	Not applicable, as Hyprop has no unionised employees
<b>Child labour</b>			
HR6	Operations and significant suppliers identified as having significant risk for incidents of child labour, and measures taken to contribute to the effective abolition of child labour.	None	Not applicable

# Construction and real estate sector supplement – GRI application level C continued

Indicators	Disclosure	Level of reporting	Location of disclosures
<b>Social: Human rights</b> <small>continued</small>			
<b>Prevention of forced and compulsory labour</b>			
HR7	Operations and significant suppliers identified as having significant risk for incidents of forced or compulsory labour, and measures to contribute to the elimination of all forms of forced or compulsory labour.	None	Not applicable
<b>Security practices</b>			
HR8	Percentage of security personnel trained in the organisation's policies or procedures concerning aspects of human rights that are relevant to operations.	Partially	100% – forms part of Hyprop's code of conduct
<b>Indigenous rights</b>			
HR9	Total number of incidents of violations involving rights of indigenous people and actions taken.	None	Not applicable
<b>Assessment</b>			
HR10	Percentage and total number of operations that have been subject to human rights reviews and/or impact assessments.	None	None
<b>Remediation</b>			
HR11	Number of grievances related to human rights filed, addressed and resolved through formal grievance mechanisms.	Fully	None
<b>Social: Society</b>			
<b>Local communities</b>			
SO1	Percentage of operations with implemented local community engagement, impact assessments, and development programmes.	Fully	Social and relationship capital – all Hyprop centres actively engage with their communities,  page 43  CSI
SO9	Operations with significant potential or actual negative and positive impacts on local communities.	Fully	Social and relationship capital – Hyprop's impact on local communities is predominantly positive, from employment to community development and contributing to improved quality of life  CSI
SO10	Prevention and mitigation measures implemented in operations with significant potential or actual negative impacts on local communities.	None	Not applicable
CRE7	Number of persons voluntarily and involuntarily displaced and/or resettled by development, broken down by project.	Fully	None

# Construction and real estate sector supplement – GRI application level C continued

Indicators	Disclosure	Level of reporting	Location of disclosures
<b>Social: Society</b> <small>continued</small>			
<b>Corruption</b>			
SO2	Percentage and total number of business units analysed for risks related to corruption.	Fully	Zero. Fraud and corruption are specifically dealt with in Hyprop's code of conduct, available on our website 
SO3	Percentage of employees trained in organisation's anti-corruption policies and procedures.	Fully	There has been no need for specific training as employees adhere to our code of conduct, which is communicated internally and through our website 
SO4	Actions taken in response to incidents of corruption.	Fully	No incidents reported
<b>Public policy</b>			
SO5	Public policy positions and participation in public policy development and lobbying.	Fully	Stakeholder engagement,  page 27  Stakeholder engagement
SO6	Total value of financial and in-kind contributions to political parties, politicians, and related institutions by country.	Fully	The company does not make any donations to political parties (disclosed in code of conduct on the website)
<b>Anti-competitive behaviour</b>			
SO7	Total number of legal actions for anti-competitive behaviour, anti-trust, and monopoly practices and their outcomes.	Fully	None
<b>Compliance</b>			
SO8	Monetary value of significant fines and total number of non-monetary sanctions for non-compliance with laws and regulations.	Fully	None
<b>Social: Product responsibilities</b>			
<b>Customer health and safety</b>			
PRI	Lifecycle stages in which health and safety impacts of products and services are assessed for improvement, and percentage of significant products and services categories subject to such procedures.	None	Not applicable
PR2	Total number of incidents of non-compliance with regulations and voluntary codes concerning health and safety impacts of products and services during their lifecycle, by type of outcomes.	None	Not applicable

## Construction and real estate sector supplement – GRI application level C *continued*

Indicators	Disclosure	Level of reporting	Location of disclosures
<b>Social: Product responsibilities</b> <i>continued</i>			
<b>Product and service labelling</b>			
<b>PR3</b>	Type of product and service information required by procedures, and percentage of significant products and services subject to such information requirements.	None	Not applicable
<b>CRE8</b>	Type and number of sustainability certification, rating and labeling schemes for new construction, management, occupation and redevelopment.	Partially	Hyprop is a member of the Green Buildings Council of South Africa and adheres wherever practical to green standards in redevelopments
<b>PR4</b>	Total number of incidents of non-compliance with regulations and voluntary codes concerning product and service information and labelling, by type of outcomes.	None	Not applicable
<b>PR5</b>	Practices related to customer satisfaction, including results of surveys measuring customer satisfaction.	None	Not applicable
<b>Marketing communications</b>			
<b>PR6</b>	Programmes for adherence to laws, standards, and voluntary codes related to marketing communications, including advertising, promotion, and sponsorship.	Fully	Hyprop complies with all relevant local legislation
<b>PR7</b>	Total number of incidents of non-compliance with regulations and voluntary codes concerning marketing communications, including advertising, promotion, and sponsorship by type of outcomes.	Fully	None
<b>Customer privacy</b>			
<b>PR8</b>	Total number of substantiated complaints regarding breaches of customer privacy and losses of customer data.	Fully	None
<b>Compliance</b>			
<b>PR9</b>	Monetary value of significant fines for non-compliance with laws and regulations concerning the provision and use of products and services.	Fully	None