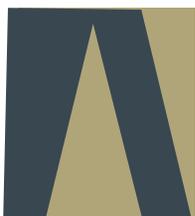


ANNUAL REPORT 2011 - 2012



SOUTH AFRICAN COUNCIL
for the
ARCHITECTURAL PROFESSION

DEAR STAKEHOLDER

SACAP: Annual Report 1 April 2011 – 31 March 2012

The South African Council for the Architectural Profession (SACAP) would like to advise all Stakeholders that the reporting for the above mentioned period has been drafted in terms of SACAP's Strategic Priorities and mandates, which are aligned with the Architectural Profession Act, Act No. 44 of 2000.

The Parliamentary Portfolio Committee for Public Works has requested that the SACAP Annual reporting format should be aligned with the South African Government's National Treasury requirements, in terms of the Public Finance Management Act (PFMA) Act No. 1 of 1999.

The Council has endeavoured to align the reporting and accounting function requirements for all future reports with the PFMA within the 3rd Council's term of office, ending 30 September 2013.

Yours faithfully



Mr Phill Mashabane
President: SACAP

INTRODUCTION

INTRODUCTION

The South African Council for the Architectural Profession (SACAP) is the regulatory authority for the Architectural Profession, established as a juristic person under the Architectural Profession Act, No. 44 of 2000 (the Act).

The protection of the public is intrinsic to the Act. In as much as the regulations of the Act are appropriately instituted, applied and administered and therefore succeed in protecting the public, they equally protect the registered persons and professionals of SACAP.

Furthermore, these regulations reinforce the development and sustainability of the architectural profession as a whole, and enhance the integrity and status of SACAP-registered persons and professionals.

SACAP is one of six professional councils governed under the Council for the Built Environment (CBE).

The CBE acts as the conduit between government and the built environment professions and reports to the Minister of Public Works.

VISION

Regulating the architectural profession in the spirit of "Batho Pele", meaning "People First".

MISSION

Make a positive impact on the built environment by ensuring excellence in performance and service delivery by fostering collaborative relationships with role players in order to:

- Effectively regulate the architectural profession
- Ensure pro-active public protection
- Develop a quality, sustainable and professional skills base
- Ensure good governance within SACAP
- Promote the role of the architectural profession in transformation
- Create a legacy of humane and sustainable architecture

VALUES

Accountability: accepting responsibility for actions and decisions

Cohesiveness: shared, coherent values and aspirations

Excellence: promoting high standards

Integrity: ethical behaviour, honesty and trustworthiness

Respect: ethos of dignity, tolerance and consideration

Transparency: appropriate disclosure of information and open debate

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SECTION

01

GOVERNANCE

- President's Review
- Acting Registrar's Review
- Composition of Council
- Strategic Priorities
- Council's Report



Phill Mashabane
President

Council successfully improved awareness of the necessity for compliance with the Act through the implementation of targeted campaigns amongst its stakeholders. In this particular instance, the Local Municipality Authorities were targeted to educate them about the Architectural Profession and to agree, with them, on the requirements for submission of building plans for approval by registered professionals

It is my pleasure to report on the Council's achievements during its second full term in office.

Council has broadly aligned its Strategic Priorities and therefore the resultant Strategic Objectives with the statutory mandate, as encapsulated in Act No. 44 of 2000, underpinning the existence of the South African Council for Architectural Profession. This Act generally tasks the Council with:

- The protection of the Public with respect to the professional services provided by the Architectural Professionals;
- Regulation of the practice of the Architectural Profession;
- Determination of the requirements for persons wishing to register as practising professionals or architectural candidates;
- Determination of the applicable registration, annual subscription, and other relevant fee structures for registered persons;
- Administering a Code of Conduct for registered persons;
- Ensuring the relevance and appropriateness of architectural education and training;
- Encouraging and undertaking research into the architectural profession;
- Improving the standards of services rendered by registered persons;
- Taking any steps it deems necessary where, as a result of architectural undertakings, public health and safety is prejudiced;
- Creating awareness among its registered body of the

importance of protecting the environment against unsound architectural practices; and

- Aligning the Architectural Profession with the current transformational intents of the South African Government

These Strategic Priorities and, therefore, the Strategic Objectives, guide Council in performing its duties, as operationalised through the delegation of authority to the appointed Registrar and subsequently the rest of SACAP personnel.

STRATEGIC PRIORITIES

ENSURING COMPLIANCE BY REGISTERED PERSONS

During the review period, Council successfully improved awareness of the necessity for compliance with the Act through the implementation of targeted campaigns amongst its stakeholders. In this particular instance, the Local Municipality Authorities were targeted to educate them about the Architectural Profession and to agree, with them, on the requirements for submission of building plans for approval by registered professionals

This proved an effective method to highlight the fact that architectural practitioners are required, through the Act, to register, abide by the code of professional conduct and meet the professional requirements of SACAP. As such, this legislation impacts on local authority plan approval processes and requires that local authorities ensure that architectural submissions are supported with valid SACAP registration documentation.

The road show campaign will be ongoing with other stakeholders in an effort to promote the architectural profession and to further educate the public about the protection that they enjoy from perceived negative architectural practices.

GROWING AND DEVELOPING THE ARCHITECTURAL PROFESSION

SACAP has, over the years, offered Education Fund grants to architectural students studying at SACAP recognised Architectural Learning Sites (ALS). The provision of these

grants was frozen with the intention to revisit the processes for allocation and to align the funding with the broader requirements and related issues of the Built Environment.

The Council has already set in motion, through its operations, the promotion of awareness of the architectural profession within the previously disadvantaged communities, by subsidizing and donating assets of importance to institutions such as schools, for example, in Alexandra, part of Sandton.

Through SACAP's Education Unit we further engaged with Heads of Schools regarding the review of their admission processes and the promotion and development of the architectural sector as a whole. Similar engagements were undertaken with ALS to promote and institutionalise a culture of integrity within the architectural profession.

During the period the betterment of relations of SACAP with other similar institutions internationally was commenced and is envisaged to continue in the new year, and in particular, to establish a working relationship with the rest of the African Continent.

DEVELOPING SACAP AS A CENTRE FOR EXCELLENCE

There are serious expectations from members of the public, as well as SACAP registered persons, in terms of how the organisation should function to fulfill its role. Council has broadly agreed to a turnaround strategy to set the organisation on a growth path that will make it a true Centre for Excellence.

Strong focus has been directed during the period at reviewing the information, structures, procedures and policies that govern the operations of SACAP. Council has already approved and endorsed several policies that will be operationalised in the period ahead, after which they will filter through to the larger active register of SACAP and to all persons who practise architecture.

These policies and procedures have materialised after considerable deliberation and are informed by the very Act under which SACAP was constituted. Staff will need to be assisted to adhere to the procedures endorsed by Council,

PRESIDENT'S REVIEW CONTINUED

and both SACAP officials and staff will be held accountable for delivery of the required outcomes.

Committees were set up to assist Council in identifying further policy requirements and to play an oversight role on operations. The total restructuring of SACAP and implementation of the turnaround strategy remains the focus of Council for this coming financial year. This is in view of the Council's appreciation of the role SACAP has to play within the transformational processes.

SOCIAL RESPONSIBILITY

During the review period, the Council of SACAP has identified the need to align SACAP activities and goals towards the broader Government transformational efforts. To this effect Council has prioritized the manner in which the Architectural Profession can be practised to contribute to poverty alleviation through job creation within the scope of the Architectural Profession. Architecture plays the pivotal role with the Built Environment stable, and to this effect, the Council has embarked on the positioning of the Profession towards the promotion of the general transformational agenda, the contribution to employment creation and to enhancing the efforts in contributing to the proposed Government infrastructural development, inclusive of the contribution to improved environmental practices by spearheading the Green Architectural practices.

SACAP MANDATES

REGISTRATION OF PROFESSIONALS

Through SACAP's collaboration with local authorities, a large number of professionals have already been persuaded to register, since local authorities will not accept and approve plans submitted by unregistered persons, as mentioned previously.

IDENTIFICATION OF WORK

The Interim Policy on the Identification of Work (IDoW) document, presided over by the previous Council, was re-

examined by Council and underwent further refinements. The document has taken many years to prepare, but it is critical that it accurately identifies the type of work that may be performed by persons registered in a particular category, so as to protect the public and at the same time not be prejudicial to practitioners in the architectural sector. The document is currently with the CBE and the Competition Commission and SACAP awaits their comment on the content.

CONTINUOUS PROFESSIONAL DEVELOPMENT

Continuous Professional Development (CPD) is required by the majority of Professional Organisations to ensure that professionals remain at the cutting edge of their professions. SACAP is no exception and it is vigorously pursuing the fulfillment of CPD requirements by its professionals.

Since SACAP has the legal standing to suspend those who have not complied, Council is extremely cognisant of its responsibility to ensure that the CPD programmes presented by service providers and stakeholders are relevant and beneficial. SACAP will, therefore, endeavor to assess CPD programmes or engage with service providers before the programmes are offered in the future.

In addition, Council is considering programmes that are offered by International bodies. This could result in registered persons engaging in 'electronic' CPD

CODE OF CONDUCT

The Code of Conduct is the responsibility of every registered person. SACAP cannot 'police' the conduct of its active register or prevent misconduct by registered persons.

Most of the breaches of conduct arise due to lack of knowledge. Learning institutions offering architectural qualifications are requested to ensure that graduates and diplomates are exposed to, and fully understand, the code. That knowledge is further assessed when the incumbent applies for Professional Registration, at which time they are required to sit the Professional Practice Examinations (PPE). Architectural professionals are advised to ensure that

they have in place the guidelines of processes anticipated; interpretation of the scope of works; and the type of agreement to be entered into in delivering the project, when they consult with clients. This will alleviate those areas of misinterpretation that give rise to deemed breaches of conduct, since the Client/ Architect agreement, as set out by the South African Institute of Architects (SAIA) for example, sets out clear expectations from both parties.

Since SACAP is expected to exercise discipline over the observance of Professional Conduct by its registered persons, it is critical that the public is made aware of the registration system and how to ensure that the professional they select is in fact competent to do the work they require.

RECOGNITION OF PRIOR LEARNING

The role of Council in the Recognition of Prior Learning (RPL) has been misinterpreted in the past. RPL is the work of Accredited Architectural Institutions which can evaluate, grade and advise on the previous knowledge acquired by an applicant and offer a qualification or status of knowledge. The RPL process is currently under revision and has been put on hold until further notice.

VOLUNTARY ASSOCIATIONS

Recognised Voluntary Associations (VA's) is one of SACAP's largest stakeholder groups and most of the Committees of Council include the participation of members of VA's. We are aware that they perform their functions, as designated by SACAP, in addition to their own VA programmes and aspirations and as such, it is vital that we work together as a family.

CONCLUDING REMARKS

SACAP is a regulatory body tasked with regulating the profession. From the perspective of its active register, however, it should be seen as an information body – there to enable members of the profession to regulate their own conduct within the framework of the profession. SACAP is available to be consulted and to advise.

The same applies to members of the public, who are welcome to contact SACAP if they wish to engage the services of an architectural professional, and need to find out in which category the architectural professional is registered. They can seek advice as to whether such a professional is competent to carry out the work and we will gladly assist with any other queries they may have.

It is with this shift in mindset that we will continue to set the organisation on a new self-propelled trajectory.



Mr Phill Mashabane

SACAP President



Corrie Smit
Acting Registrar

The year under review has been an eventful and challenging one. This was the second full year of the third Council, which was appointed in the middle of the 2009/10 financial year. The Council has made strides into appreciating and determining the direction for the SACAP business mandate.

The Acting Registrar, Cecilia Chinga served for the the period of September 2010 until December 2011. Council appointed another Acting Registrar, Corrie Smit who served between January to March 2012. Thereafter, Council appointed a new Registrar, who commenced his duties in April 2012.

This transitional period has been very demanding for the former Acting Registrars, as they had to come to grips with the full extent and complexity of SACAP's mandate and its impact on our stakeholders.

The biggest challenge has involved keeping a balance between operational and strategic matters to ensure minimal disruption to SACAP's operations. This has required apportionment of a delicate balance between sensitivity and objectivity by senior management.

CHALLENGES

The following are the main challenges that SACAP faced in the period under review:

SACAP was faced with a huge challenge of high staff turnover, particularly at senior management level. This has resulted in the Council having to become almost operational through the formation of various Committees of the Council that had to intervene given the situation.

Coupled to that, the high level of resignations led to the situation whereby operational work that posed a challenge in the past financial year, continued to pose a challenge during the year under review. These consisted of the following:

POLICY DEVELOPMENT AND REVIEW

The following policies that had been identified for review were still not dealt with:

- The Education Fund Policy
- The Recognition of Prior Learning (RPL) Policy
- The Continuing Professional Development (CPD) Policy
- The Recognition of Voluntary Associations (VAs) Policy
- The Registration of Persons with Foreign Qualifications
- The Policy on the Constitution of SACAP Committees

Although some ground work was done, these reviews had not been concluded by the end of the current year.

New policies that are in the process of being developed are the following:

- The Standard Generating Policy
- The Interim Identification of Work (IDoW) Policy

The former was carried forward from the last reporting period and had still not been finalised at year end. The latter, which has still not been promulgated, poses an ongoing problem since SACAP was compelled to use the outdated Reservation of Work Policy.

Council placed moratoriums on both the RPL process and the Education Fund Grants. These moratoriums posed an immense challenge to the office, with a flood of queries and negative feedback from stakeholders regarding the policies under review.

We are hopeful that significant progress will be made towards finalising the majority of these policies within the 2012 / 2013 financial year.

HUMAN RESOURCES

Human capital is the greatest asset of any organisation and it is crucial that this fact is not only acknowledged but also fully understood. While technology can go some way to ensuring the sharing of enterprise-wide intellectual capital and facilitating some degree of continuity, it is no replacement for experienced and skilled staff. In order to progress, an organisation must ensure that conditions are such that staff remain with the organisation for as long as they are productive

and relevant to its goals. Staff turnover in the period under review had a negative impact on service delivery at SACAP. The period saw the exit of:

- The Acting Registrar
- The Chief Operation Officer
- The Financial Manager
- The Financial Officer
- The CPD Officer
- Three Registration Administrators
- One Financial Administrator, and
- The Legal and Compliance Officer

The CSR Officer, Legal Compliance and Company Secretariat positions were filled by the end of the period. The vacant positions placed additional pressure on available staff, who must be commended on their willingness to give more than expected. It is my hope that this situation will be normalized soon, so that SACAP will be in a position to accomplish its strategic goals.

Other critical vacancies are:

- Ombudsperson – this position has remained vacant since the previous reporting period;
- IT Manager – a newly identified need; and
- Education Officer – a newly identified need.

INFORMATION COMMUNICATION TECHNOLOGY SYSTEMS

SACAP's ICT systems continued to pose a challenge to the organisation. A critical analysis of the problem is being undertaken. Various models and systems are being investigated in order to ensure that the most appropriate system is finally procured.

Power outages in the area compounded the problem, as all SACAP's systems are totally dependent on electricity. Power outages, averaging 16 hours per month, had an immensely negative impact on productivity.

ACTING REGISTRAR'S REVIEW CONTINUED

The functionality of the CPD online tool, launched in the 2009/2010 financial year, proved to be inadequate. Although it served to enable registered professionals to log their activities, it proved cumbersome for both the CPD administrators and the professionals. A more user-friendly and integrated system needs to be sought.

STRATEGY

The period saw Council unveiling a new vision, mission and values, together with three strategic priorities. However, the unpacking of the strategic priorities was not concluded by end of the period under review.

SUCCESSSES

Despite the challenges described above, SACAP recorded a number of important successes which are summarised as follows:

UNQUALIFIED AUDIT

SACAP achieved its third unqualified audit in succession, supported by a management letter from the auditors confirming that the financial management of the organisation over the period was sound. In addition, SACAP was deemed a 'going concern'.

PFMA COMPLIANCE

SACAP started with the development of a checklist for PFMA Compliance. This checklist was forwarded to the Audit Committee who undertook to use it in its endeavours to get SACAP to comply to the PFMA and Treasury Regulations applicable to public entities.

FRAMEWORK FOR STRATEGIC PLANS AND ANNUAL PERFORMANCE

A revised Treasury format for the Framework for Strategic Plans and Annual Performance plans were received and the first aspects of this format was incorporated into the SACAP business plan and annual report formatting.

BUDGET

A detailed budgeting process was followed resulting in the 2012-2013 budget that will guide expenditure for the period. The organogram was reviewed during the budget process. The new organogram will be implemented with effect from 02 April 2012.

CALENDAR OF MEETINGS

The annual calendar was aligned to that of Government, the CBE and associations. This significantly improved the planning of meetings and the governance aspects of agendas, minutes and work flowing from committee resolutions. Also, we appointed a second committee secretary to strengthen this area of performance. Also had a workshop with the Committee Secretary Manager and the Executive Assistant to the Council and formulated committee service standards. Fact files were removed from storage and donated to schools and charities in the area.

We had to re-build all previous months' management accounts and they were submitted to A&R Committee.

COUNCIL PERFORMANCE

Council was keen to check their own performance and a list of all outstanding council items was compiled and distributed to Council.

REDUCED DEFICIT

Despite the deficit in the past financial year, the year under review ended with a Surplus of R6 174 569.

REGISTRATION PROCESSES

In response to findings of inconsistencies by the internal auditors in the previous reporting period, the registration process underwent major improvement. Among other refinements, a checklist was developed to ensure consistency in the preliminary screening, evaluation and finalisation of applications.

The process surrounding applications for renewal of registration also underwent successful revision. As a result, the backlog in the processing of registration renewals was drastically reduced.

Another aspect which is worthy of mention in terms of the Register is the database clean-up. This involved, among others, a quest to eliminate the category 'other' in the gender and race statistics. The importance of this effort cannot be over-emphasised as it will facilitate refined and accurate statistical formulations in the future.

NEW SACAP MISSION, VISION AND VALUES

The newly unveiled SACAP mission, vision and values express the new thinking adopted by SACAP. These lay a solid foundation from which to propel SACAP to the next level in the implementation of its mandate.

RISK REGISTER

A risk assessment workshop, attended by staff and Council, culminated in the establishment of a SACAP Risk Register. A risk management plan was established and monthly reporting protocols were put in place.

EFFECTIVE EDUCATION CAMPAIGNS AND STAKEHOLDER ENGAGEMENT

The period saw increased communication and interaction with primary stakeholders. The greatest success was achieved in terms of municipalities, with the meetings conducted with five municipalities yielding positive results.

PROFESSIONAL PRACTICE EXAMINATION

During the reporting period, SACAP re-examined the Professional Practice Examination (PPE) process and reviewed the curriculum. A workshop for examiners and markers continued to be held during the review year, resulting in a marked improvement in the pass rate.

CERTIFICATES

The move to in-house printing of certificates during the period proved highly successful, resulting in a significant reduction in the turnaround time between upgrade to the professional category and the posting of certificates. The latter part of the period saw the frequency of printing certificates increase from a quarterly basis to fortnightly.

CONCLUSION

Despite daunting challenges, SACAP concluded the reporting period with some measurable achievements that provide firm ground for progress in the year ahead.

I would like to thank the Council for the confidence they have shown in giving me the responsibility of heading up SACAP during this transitional period. I sincerely appreciate the support and assistance I have received from members of Council and the President in particular.

My thanks go also to members of the recognised VAs, architectural professionals and volunteers who have dedicated their time and energy in assisting the SACAP's committees.

A special word of appreciation is extended to the 'team' at SACAP for their support and dedication, which has contributed to the successes reported in this publication.

I pay tribute to the role that the CBE and the Registrars of the other Built Environment Professional Councils have played in providing valuable counsel.



Corrie Smit
Acting Registrar

SACAP COUNCIL MEMBERS

The third SACAP Council was appointed by the Minister of Public Works, Mr Geoff Doidge, on 1 October 2009, following the prescribed nomination procedure as stipulated in the Architectural Profession Act, No. 44 of 2000 (the Act).

Council members serve a four-year term which will culminate on 30 September 2013.

The Council conducts its business according to the precepts of the Act, which also forms the basis for institutional arrangements, authority, policies, financial management and leadership processes. The Council is assisted in its duties by formally appointed committees and, where appropriate, task teams that are constituted to facilitate the achievement of specific short-term Council objectives. At no time does Council abdicate its responsibilities to these committees or task teams.

COUNCIL COMPOSITION AND MEETING ATTENDANCE

The Council is made up of eleven (11) members, all of whom are independent non-executive members.

COMMITTEES OR TASK TEAMS.

COUNCIL MEMBERS		
Name	Race	Gender
Mr P Mashabane (President)	Black	Male
Ms L Scott (Vice-President)	White	Female
Ms A Houston (Treasurer)	Coloured	Female
Prof G Steyn	White	Male
Mr P Crafford	White	Male
Mr F Motsepe	Black	Male
Ms H Nienaber	White	Female
Ms M Gerrans	White	Female
Mr D Basdew	Indian	Male
Mr V Mthimunye (resigned)	Black	Male
Mr R Ruiters	Coloured	Male





Phill Mashabane
President and
non-executive member

SACAP Council Representation:

Professional nominated member

SACAP Registration Category:

Professional Architect (Pr Arch)

Current Position:

Principal Member: Mashabane Rose and Associates

Qualifications:

B Arch (Nationalé Ecolé de Bauxarts, Paris) LLB (Institute of Law, Paris)

Other Professional Affiliations:

- Member of the South African Institute of Architects (SAIA)
- Council member of the Council for Built Environment (CBE)
- Member of the Association of Arbitrators
- Member of the Gauteng Institute for Architecture (GiFA)
- Member of the Cape Institute for Architecture (CiFA)
- Board member of the Apartheid Museum
- Board member of the National Heritage Trust
- Chairperson of the Gold of Africa Museum



Paraskevya Eli (Lula) Scott
Vice-President and
non-executive member

SACAP Council Representation:

Professional nominated member

SACAP Registration Category:

Professional Senior Architectural
Technologist (PSAT)

Current Position:

Principal Member: Plan Ahead
Concepts

Qualifications:

NHD Arch (Technikon of the
Witwatersrand)

Other Professional Affiliations:

- Council member of the Council for the Built Environment
- Immediate Past President of the SAIAT
- Honorary member of the South African Institute of Architectural Technologists (SAIAT)
- Member of the Green Building Council of South Africa (GBCSA)



Anthea Houston
Treasurer and
non-executive member

SACAP Council Representation:

Public nominated member

SACAP Registration Category:

(Not applicable)

Current Position:

Independent Consultant

Qualifications:

Postgraduate Diploma in
Management: Organisation and
Management (University of Cape
Town)
Project Management Diploma
(University of Cape Town)
Banking Licentiate Diploma (Institute
of Bankers of South Africa)

Other Professional Affiliations:

- National Housing Finance Corporation (NHFC)
- Fellow of the African Leadership Initiative
- Member of the Aspen Global Leadership Network

COMPOSITION OF COUNCIL CONTINUED

GOVERNANCE

OPERATIONS

MANDATES

AUDITED FINANCIAL STATEMENTS

GLOSSARY



Fanuel Motsepe
Non-executive member

SACAP Council Representation:
Professional nominated member

SACAP Registration Category:
Professional Architect (Pr Arch)

Current Position:
Director: Motsepe Architects (Pty) Ltd

Qualifications:
BAS (University of the
Witwatersrand)
B Arch (University of Cape Town)
Masters Human Settlements
(Katholieke Universiteit Leuven,
Belgium)

Other Professional Affiliations:

- President of the South African Institute of Architects (SAIA)
- EXCO Member of the Black Business Council for the Built Environment (BBCBE)
- Member of the Confederation of Black Business Organisations (CBBO)



Heléne Nienaber
Non-executive member

SACAP Council Representation:
State nominated member (DPW)
SACAP Registration Category:
Professional Architect (Pr Arch)

Current Position:
Chief Architect, Department of Public Works

Qualifications:
B Building and B Arch (University of Port Elizabeth)
National Teachers Diploma (Technikon SA)

Other Professional Affiliations:
None



Gerald Steyn
Non-executive member

SACAP Council Representation:
Public nominated member

SACAP Registration Category:
Professional Architect (Pr Arch)

Current Position:
Research Professor: Tshwane University of Technology

Qualifications:
B Arch and M Arch (University of the Free State) PhD (University of Pretoria)

Other Professional Affiliations:

- Corporate Member of the South African Institute of Architects (SAIA)
- Member of the Pretoria Institute for Architecture (PIA)



Phillip Crafford
Non-executive member

SACAP Council Representation:
State nominated member (DPW)
SACAP Registration Category:
Professional Architect (Pr Arch)

Current Position:
Director of Architectural Services, National Department of Public Works (DPW)

Qualifications:
B Arch (Pretoria)

Other Professional Affiliations:

- Member of the Pretoria Institute for Architecture (PIA)
- Member of the South African Institute of Architects (SAIA)



Dhanashwar Basdew
Non-executive member

SACAP Council Representation:
Professional nominated member

SACAP Registration Category:
Professional Senior Architectural Technologist (PSAT)

Current Position:
Principle member - Dhanashwar Basdew Associates cc

Other Professional Affiliations:
National Executive President South African Institute of Building Design (SAIBD)



Maureen Gerrans
Non-executive member

SACAP Council Representation:
Professional nominated member

SACAP Registration Category:
Professional Senior Architectural Technologist (PSAT)

Current Position:
Member of Design Workroom Group
Executive Officer of SA Institute of Draughting (SAID)

Other Professional Affiliations:

- Engineering Council of South Africa - Reg Eng Tech (8540243)
- Member of the Chamber of Engineering Technology
- Life member of the South African Institute of Draughting (SAID)
- Member of the South African Institute of Building Design (SAIBD)
- Member of the South African Institute of Architectural Technologist (SAIAT)



Rowen Ruiters
Non-executive member

SACAP Council Representation:
Professional nominated member

SACAP Registration Category:
Professional Architectural Technologist (PAT)

Current Position:
Principle member: Vernon Mathews Architects and Associates cc

Qualifications:
National Diploma (NDip) Architectural Technology (Peninsula Technikon)
Bachelor Project Management (Cape Peninsula University of Technology)

Other Professional Affiliations
None



Vusi Mthimunye
Non-executive member
Resigned

SACAP Council Representation:
Professional nominated member

SACAP Registration Category:
Professional Architectural Draughtsperson (PAD)

Current Position:
Chief Building Technologist Emalahleni Local Council

Qualifications:
NTC 3, Public Management
NQF 5, Quantity Surveying 2
Project Management

Other Professional Affiliations:
Chairperson Mpumalanga Chapter of SAIBD

SACAP STRATEGIC PRIORITIES (2010 – 2013)**Strategic Priority 1: ENSURE COMPLIANCE BY REGISTERED PERSONS**

Objective 1: To develop the necessary internal capacity and resources for effective education and enforcement

Objective 2: To implement an effective education campaign

- a) Targeting registered persons on SACAP's mandate and registered persons' obligations;
- b) Targeting the public on SACAP's mandate and registered persons' obligations;
- c) Targeting local authorities on enforcement of SACAP's mandate.

Objective 3: To partner with law enforcement agencies

Strategic Priority 2: GROW AND DEVELOP THE PROFESSION TO ACHIEVE SUSTAINABILITY AND IMPROVED SERVICE DELIVERY:

Objective 1: To improve the quality and relevance of the curriculum of Accredited Learning Sites (ALS')

Objective 2: To implement medium and long-term strategies which ensure that the demographic profile of the architectural profession is increasingly reflective of the demographics of the country

Objective 3: To improve the relevance and quality of the ongoing professional development of registered persons

Objective 4: To implement an appropriate IDoW matrix

Strategic Priority 3: DEVELOP SACAP AS A CENTRE FOR EXCELLENCE

Objective 1: To implement a Turnaround Strategy for SACAP to improve the institution's delivery to all its stakeholders

Objective 2: To develop and implement strategies for engagement of all key stakeholders – registered persons, voluntary associations, public, local authorities, accredited learning sites, CBE/DPW

Objective 3: To ensure that sufficient financial resources are in place to sustain SACAP

COMMUNICATION AND STAKEHOLDER RELATIONS (CSR)

Mr D Basdew	Chairperson
Ms L Scott	Member
Ms M Gerrans	Member
Mr R Ruiters	Member
Mr V Mthimunye	Member

CONTINUING PROFESSIONAL DEVELOPMENT (CPD)

Ms H Nienaber	Chairperson
Ms L Scott	Member
Mr N Adler	Member
Mr F Dekker	Member
Ms P Emmett	Member
Mr B Wallis	Member
Ms M Gerrans	Member
Mr D Basdew	Member
Ms F Jordaan	Member

HEADS OF SCHOOLS

Prof G Steyn	Chairperson
Prof P Kotze	Member
Prof A Steenkamp	Member
Prof R Raman	Member
Prof G Mclachlan	Member
Prof K Bakker	Member
Prof C Vosloo	Member
Dr R Awuorh- Hayanga	Member
Dr S Saidi	Member
Dr A van Graan	Alternate Member
Mr E Pieters	Member
Mr S Schmidt	Member
Mr Y Luckan	Member
Mr J Laubscher	Alternate Member
Ms M Bitzer	Member
Ms N Darke	Member

IDENTIFICATION OF WORK (IDoW)

Mr F Motsepe	Chairperson
Ms L Scott	Member
Mr L du Toit	Member
Mr F Dekker	Member
Mrs P Emmett	Member
Mr P Brown	Member
Mr P Bakker	Member
Mr D Basdew	Member
Ms M Gerrans	Member
Ms G Adendorff	Member
Ms F Jordaan	Member
Mr M S Mansura	Alternate Member

INVESTIGATING

Mr P Mashabane	Chairperson
Ms P Emmett	Member
Mr A Louw	Member
Mr D Joubert	Member
Mr D Basdew	Member
Ms M Gerrans	Member

PROFESSIONAL FEES

Mr P Crafford (DPW Rep)	Chairperson
Mr I Alexander	Member
Ms L Scott	Member
Mr S Segal	Member
Mr J Barnard	Member
Mr A Louw	Member
Mr M Borgstrom	Member
Ms M Gerrans	Member
Mr D Basdew	Member
Mr B Wallis	Observer





SECTION

02

OPERATIONS

- Operation's Report
- Organisational Structure
- Communication, Corporate and Stakeholder Relations



STRATEGY AND STRUCTURE

The SACAP Council determined its strategic priorities for the period 2010 to 2013. These were incorporated into an Operational Plan and cascaded to the business units in the form of Business Unit Plans. Staff Performance Agreements were then updated to align with the requirements of the Business Unit Plans.

An organisational development exercise was completed to determine whether the organisation's structure and human resource complement were sufficient to deal with current and future strategic and operational demands. The Council agreed to the following additions to the structure:

- Executive Assistant to the Council
- Education Officer
- IT Manager
- Researcher

During the review period, the structure was inadequately resourced due to the following vacancies which arose:

- Registrar
- Legal and Compliance Officer
- Continuing Professional Development (CPD) Officer
- Registrations Administrators (three)

SYSTEMS AND INFRASTRUCTURE

Effective human resource management systems were implemented, although many of these are still being administered manually. The SACAP website and e-mailers for various CPD events and activities worked well to improve communications between the organisation and registered persons. The lack of a dedicated, qualified, internal IT resource remained a challenge during this period.

POLICIES AND PROGRAMMES

The Human Resources Policy Manual was updated and presented to the Council for approval. The following financial policies and protocols were also reviewed and submitted to the Council for approval:

- Travel and Entertainment Policy
- Procurement Policy
- Provision for Bad Debt Policy

Staff members, in collaboration with their supervisors, developed their performance agreements to bring these in line with the Performance Management Policy.

HUMAN RESOURCES

EMPLOYMENT EQUITY PROFILE 2011/2012

Designation	Race				Gender	
	B	C	I	W	F	M
Acting Registrar	1			1	1	1
Manager	2	1		1	3	1
Officer	2			1	1	2
Administrator	9	1	2		11	1
Receptionist		1			1	
General Worker	1	1			2	
Driver	1					1
Totals	15	4	2	3	18	6

ORGANISATIONAL STRUCTURE

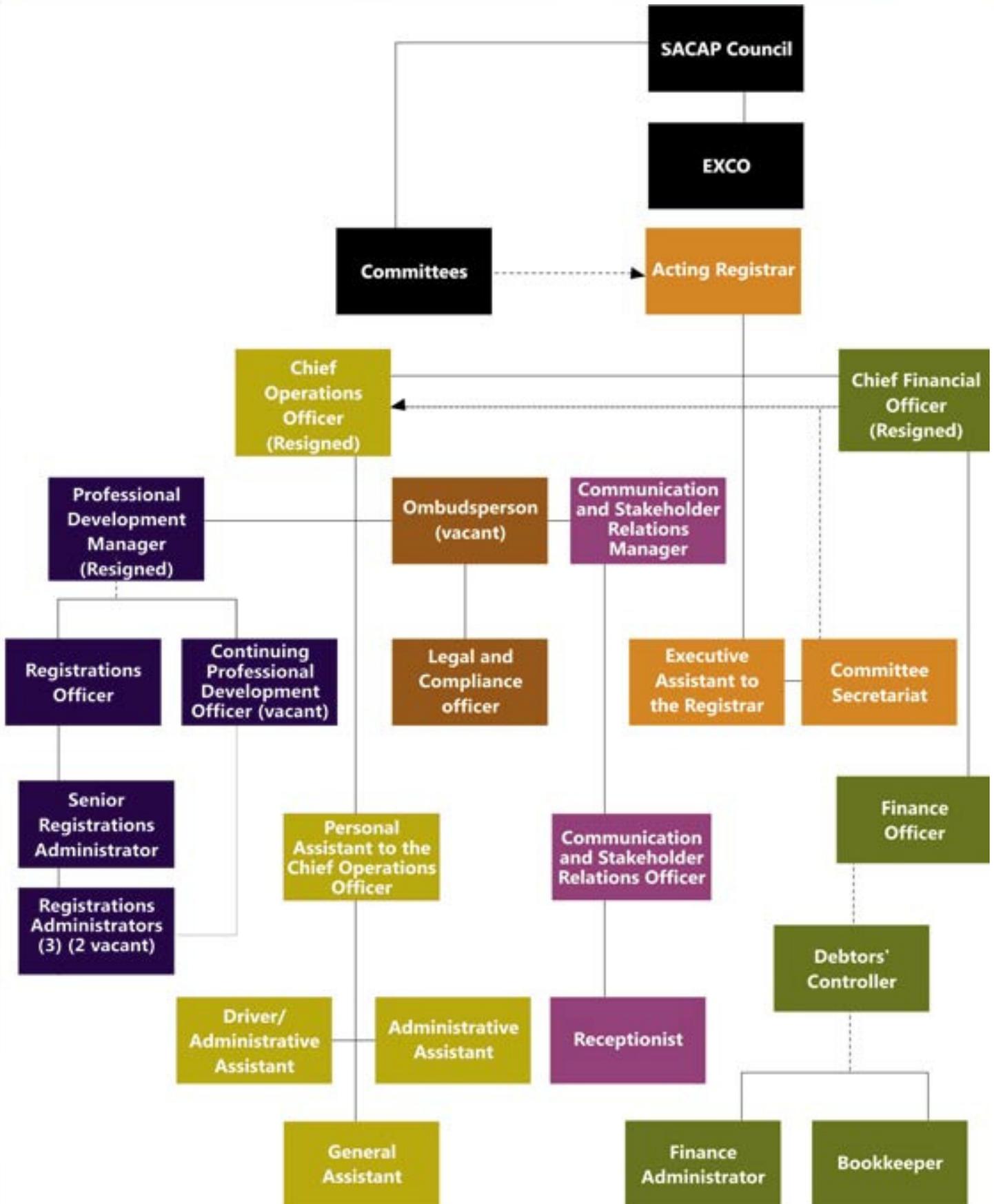
GOVERNANCE

OPERATIONS

MANDATES

AUDITED FINANCIAL STATEMENTS

GLOSSARY



Office of the Registrar



***Cecilia Chinga**
Professional
Development Manager
and Acting Registrar
(Resigned)



Corrie Smit
Acting Registrar
on Temp Contract



Aso Balan
Executive Assistant
to Registrar



Nontembeko Tutani
Committee
Secretariat Manager

Office of the Chief Operating Officer



***Adv Desiree le Roux**
Chief Operations
Officer
(Resigned)



Omeshnee Govender
PA to COO



Mafa Kgoahla
Driver/
Administrative
Assistant



Olga Samodien
General Assistant



Sandra Gwebu
Administrative
Assistant

Finance



***Sam Moyo**
Chief Financial
Officer
(Resigned)



***Kagiso Noke**
Finance Officer
(Resigned)



Mosadi Ndwandwe
Debtors' Controller



Sara Magoai
Finance
Administrator



Lindiwe Mahlangu
Bookkeeper

ORGANISATIONAL STRUCTURE CONTINUED

GOVERNANCE

OPERATIONS

MANDATES

AUDITED FINANCIAL STATEMENTS

GLOSSARY

Professional Development



***Cecilia Chinga**
Professional
Development Manager
and Acting Registrar
(Resigned)



Nita Schmidlin
Registrations
Officer



***Madivan van der Merwe**
CPD Officer
(Resigned)



Meshack Moshidi
Senior
Registrations
Administrator



Thuli Maphanga
Registration
Administrator



***Mandisa Mboshana**
Registrations
Administrator
(Resigned)



***Busisiwe Mdhletse**
Registrations
Administrator
(Resigned)



***Letonia Demas**
Registrations
Administrator
(Resigned)

Communication and Stakeholder Relations



Jacquie Cullis
Communication
and Stakeholder
Relations Manager



Eva Kock
Receptionist

Legal and Compliance



***Fidel Gopaul**
Legal Compliance
Secondment
(Resigned)

SACAP Members of Staff



COMMUNICATIONS, CORPORATE AND STAKEHOLDER RELATIONS

The Marketing and Communication unit changed its name to the Communication Corporate and Stakeholder Relations (CSR) Unit in late 2010 with the emphasis on providing improved communication, both internal and external.

The CSR Unit is responsible for information, education, communication and liaison with stakeholders including public relations in terms of SACAP's Strategic Priorities. The Corporate Communication - Stakeholder liaison function was added to SACAP's Mandate of Protecting the Public in terms of the Architectural Profession Act. Currently, IT and telecommunication infrastructure in relation to management of service providers also forms part of the CSR Unit's key performance areas (KPAs) which are as follows:

- **Effective ICT systems - SACAP appointed the following service providers MWEB, Cambrient (Native) and Lancelot to oversee the following:**

- Web development and hosting
- E-mail server and hosting
- IT maintenance
- Pastel database configuration and maintenance
- CISCO PABX configuration and maintenance
- Procurement of hardware and software provision

- **Present a consistent and professional image to the public**

- SACAP brand management - exhibitions, public forums, local authority visits and interaction with SACAP stakeholders
- Campaign development in terms of the SACAP Strategic Priorities
- Corporate Identity manual update and production of various marketing collateral
- Reputation Management - Media monitoring and response
- Communication - advertorial in publications, e-mailers, newsletters, brochures, fact file updates and e-mailing from the database
- Event Management-road shows and local

authority visits

- Website-updating information and development
- **Fostering collaborative relationships with role players Internal SACAP clients: To provide a communications support service to the various units within SACAP, including:**

- Brand and reputation management
- Corporate Identity
- Internal communication campaigns, policies and procedures External Stakeholders: Ensuring the correct brand message and image of SACAP is portrayed via:
 - Communication - newsletters; fact files; event management (e.g. road shows); website; advertising; media exposure; promotional campaigns
 - Ensure correct procurement procedures
 - Media: To build effective relationships with the media, to ensure that a positive image is portrayed and to generate free, positive coverage via media database and media releases/interviews

- **Anticipating and responding to the needs of the public and identifying projects to promote effective information sharing and awareness with the public**

- Website queries and statistics
- News clipping service
- Newsletters, magazines and journals
- Create and maintain an up-to-date information hub that is relevant to architectural professional practice and conduct
- Website (flagship platform for interactive information hub)



1293
INHABITANTS
PER SQUARE
KILOMETRE

CAPE TOWN: AN OVERVIEW



R12 BILLION

THE CITY OF CAPE TOWN'S EXPENDITURE IN THE ENERGY, WATER, WASTE AND SANITATION (EWS) SERVICE SECTORS. IT'S TOTAL ANNUAL BUDGET WAS R11 BILLION BETWEEN 2004-5



91%

PERCENTAGE OF INHABITANTS WITH ACCESS TO ELECTRICITY



96%

PERCENTAGE OF INHABITANTS WITH ACCESS TO SANITATION







SECTION

03

- Introduction
- Registrations
- Professional Fees
- Identification of Work
- Committees of Council

The Council hereby provides the following report broken into the various Council Committee's which has been formulated to address specific mandates as provided for in the Architectural Profession Act, Act no 44 of 2000.

SACAP Mandates as listed in the Architectural Profession Act, Act no 44 of 2000

1. Registration
2. Professional Practice
3. Continuing Professional Development (CPD)
4. Recognition of Prior Learning (RPL)
5. Code of Professional Conduct
6. Education – Heads of Schools and Accreditation of Architectural Learning Sites
7. Recognition of Voluntary Associations
8. Competence Standard for Graduates Professionals
9. Appeals and Tribunals
10. International Agreement
11. Identification of Work (IDoW)
12. Professional Fees
13. Standards Generating
14. Recognition of New Professions
15. Research



Prof. Gerald Steyn

Chairperson Registration and
Head of School (HOS)

The previous Annual Report expressed concern over the fact that the number of registered professionals declined from 9,528 in March 2010 to 7,608 the following year. By 31 March 2012 the number had further declined to 6,223. This reduction in numbers occurred in all four categories. During the same period the number of candidates registered by SACAP declined from 1,484 to an astonishing low of just 423.

Last year SACAP speculated that the economic slowdown may be the major reason, but the cause now seems to be more complex; there can be no doubt that the profession has lost much of the public standing it once commanded. Not only does the public regularly object to the lack of responsiveness and pragmatism in design, many clients are also complaining bitterly about sloppy and negligent service.

The large number of registered persons removed for non-payment or not complying with CPD requirement is lower than for the previous year, but still disturbing.

In the previous Annual Report it was reported that black professionals constitute 40 per cent of the total. It is puzzling that nobody ever challenged that proportion. The figure included all races except white and was obviously a crude and misleading statistic. In reality black professionals (as opposed to coloured, Indian, etcetera) constitute less than 10 per cent of total registrations. It is encouraging that black candidates comprise 25 per cent of newly registered candidates, although black candidate architects are still less than 20 per cent in that category. Interestingly the proportion of female registered persons has remained constant at around 20 per cent, although females now constitute one in three new candidates.

The profession clearly seems to be at the crossroads. It is apparently not an attractive career choice for many young adults, while many practitioners seem unable to make a living. The statistics and trends clearly demonstrate that reflection and self-assessment are overdue.

REGISTRATIONS CONTINUED

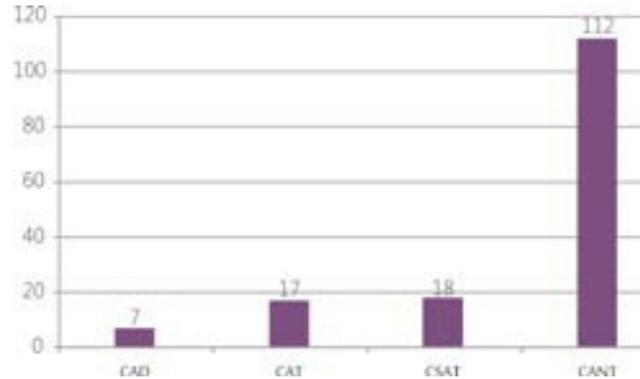
PROFESSIONALS

Registrations

NOTE: All new applicants are registered as Candidates and can upgrade to Professional registration category once they have complied to the requirements for internship and have passed the Professional Practice Examination (PPE). The figures for this graph therefore reflects the number of registered Candidates that were upgraded to a Professional registration category during the period under report.

Table 1

Initial Category		Upgraded to		Total
Candidate Architectural Draughtsperson	CAD	Professional Architectural Draughtsperson	PAD	7
Candidate Architectural Technologist	CAT	Professional Architectural Technologist	PAT	17
Candidate Senior Architectural Technologist	CSAT	Professional Senior Architectural Technologist	PSAT	18
Candidate Architect	CANT	Professional Architect	PrArch	112

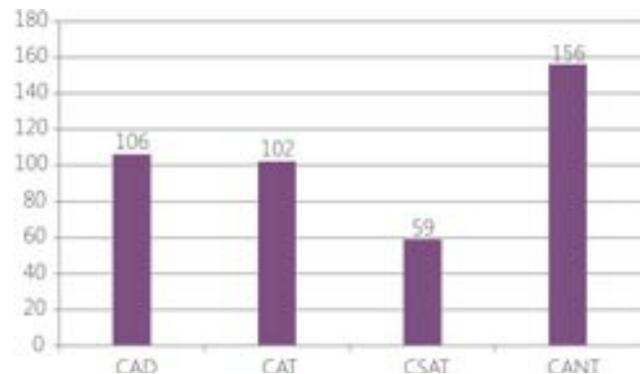


CANDIDATES

New Registrations

Table 2

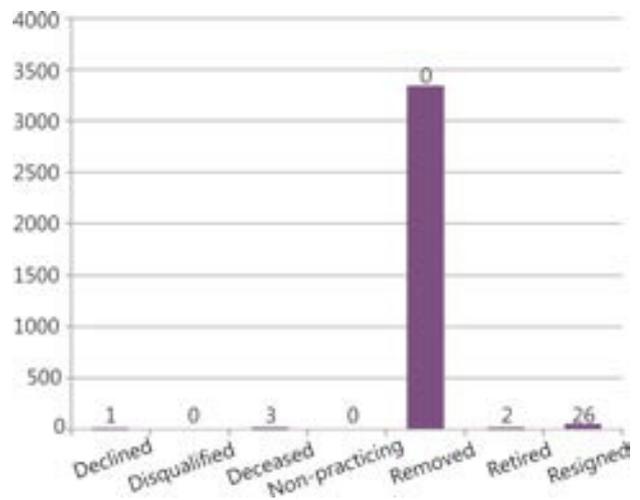
Category	No of Registrations
Candidate Architectural Draughtsperson	106
Candidate Architectural Technologist	102
Candidate Senior Architectural Technologist	59
Candidate Architect	156
Total	423



NON-ACTIVE CATEGORIES

Table 3

Description	No of persons
Declined	1
Disqualified	0
Deceased	3
Non-practicing	0
Removed	3342
Retired	2
Resigned	26
Total	3374

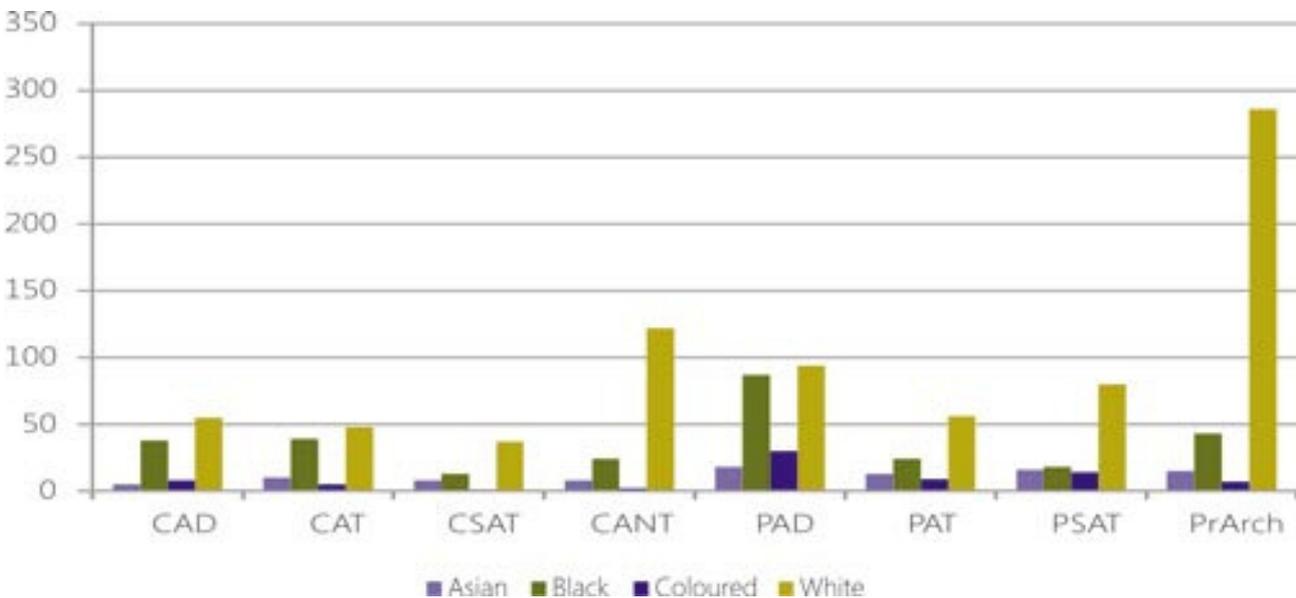


RACE

NOTE : The breakdown is given in all the race groups represented on the database and not just as white and non-white (black).

Table 4

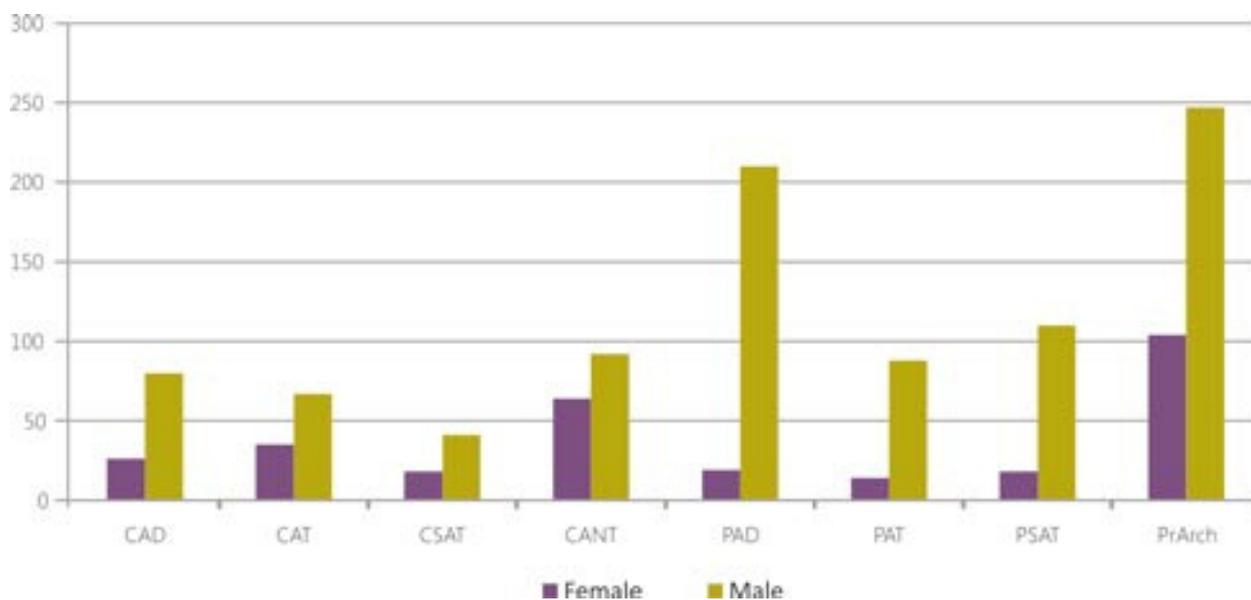
Category		Asian	Black	Coloured	White	Total
Candidate Architectural Draughts-person	CAD	5	38	8	55	106
Candidate Architectural Technologist	CAT	10	39	5	48	102
Candidate Senior Architectural Technologist	CSAT	8	13	1	37	59
Candidate Architect	CANT	8	24	2	122	156
Sub-Total Candidates		31	114	16	262	423
Professional Architectural Draughts person	PAD	18	87	30	94	229
Professional Architectural Technologist	PAT	13	24	9	56	102
Professional Senior Architectural Technologist	PSAT	16	18	14	80	128
Professional Architect	PrArch	15	43	7	286	351
Sub-Total Professionals		62	172	60	516	810
Total		93	286	76	778	1233



GENDER

Table 5

Category		Female	Male	Total
Candidate Architectural Draughtsperson	CAD	26	80	106
Candidate Architectural Technologist	CAT	35	67	102
Candidate Senior Architectural Technologist	CSAT	18	41	59
Candidate Architect	CANT	64	92	156
Sub-Total Candidates		143	280	423
Professional Architectural Draughtsperson	PAD	19	210	229
Professional Architectural Technologist	PAT	14	88	102
Professional Senior Architectural Technologist	PSAT	18	110	128
Professional Architect	PrArch	104	247	351
Sub-Total Professionals		155	655	810
Total		298	935	1233

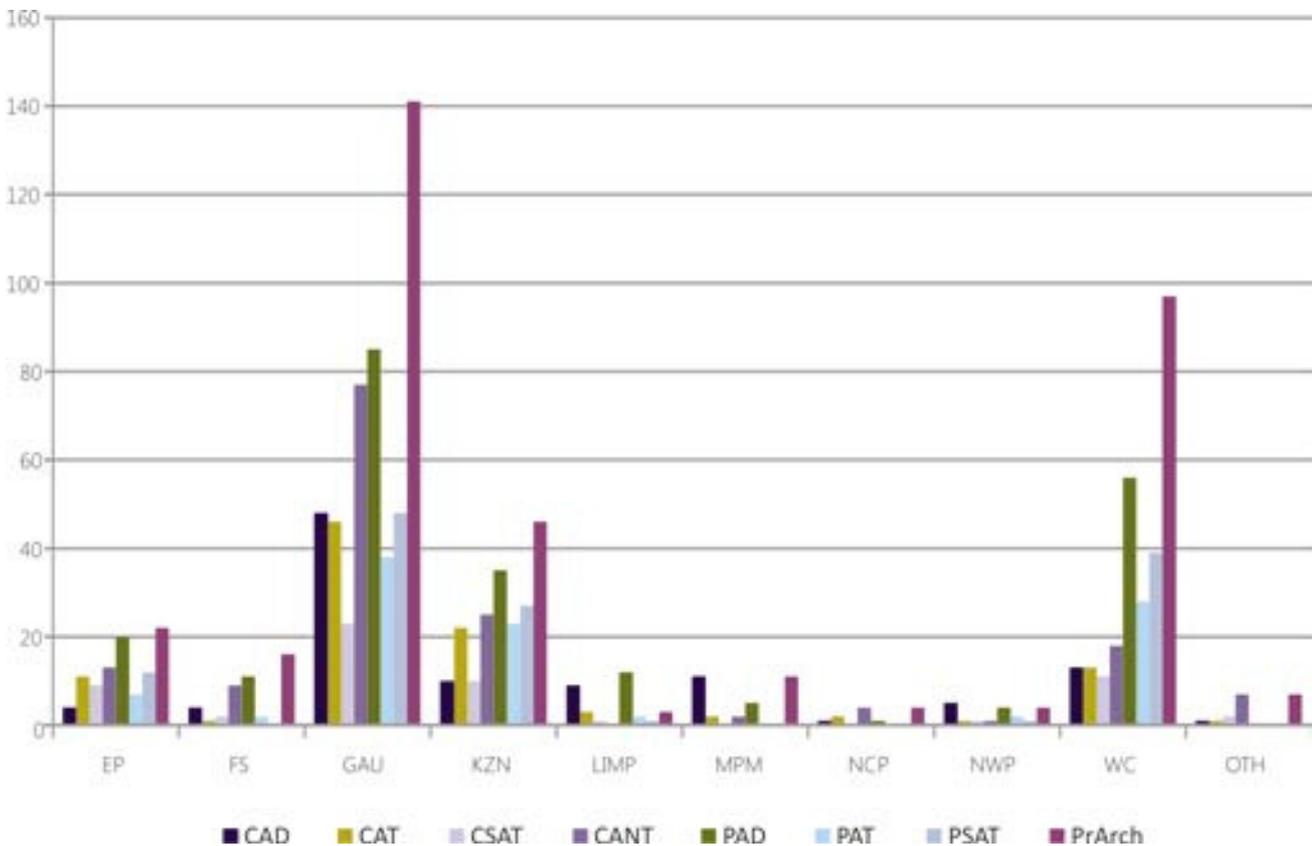


PROVINCE

Table 6

NOTE : The requirements for table 6 and table 7 are exactly the same

Category		EP	FS	GAU	KZN	LIMP	MPM	NCP	NWP	WC	OTH	Total
Candidate Architectural Draughtsperson	CAD	4	4	48	10	9	11	1	5	13	1	105
Candidate Architectural Technologist	CAT	11	1	46	22	3	2	2	1	13	1	101
Candidate Senior Architectural Technologist	CSAT	9	2	23	10	1	0	0	1	11	2	57
Candidate Architect	CANT	13	9	77	25	0	2	4	1	18	7	149
Sub-Total Candidates		37	16	194	67	13	15	7	8	55	11	412
Professional Architectural Draughtsperson	PAD	20	11	85	35	12	5	1	4	56	0	229
Professional Architectural Technologist	PAT	7	2	38	23	2	0	0	2	28	0	102
Professional Senior Architectural Technologist	PSAT	12	0	48	27	1	0	0	1	39	0	128
Professional Architect	PrArch	22	16	141	46	3	11	4	4	97	7	344
Sub-Total Professionals		61	29	312	131	18	16	5	11	220	7	803
Total		98	45	506	198	31	31	12	19	275	18	1215



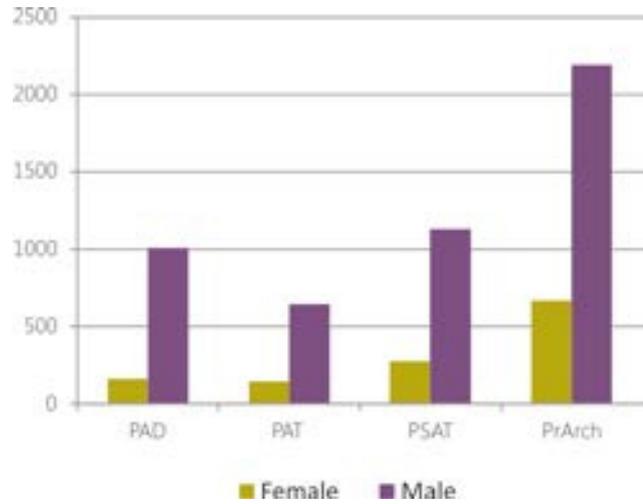
REGISTRATIONS CONTINUED

GENDER : PROFESSIONALS

Table 7

NOTE : tables 7 and 8 are requesting the same information.

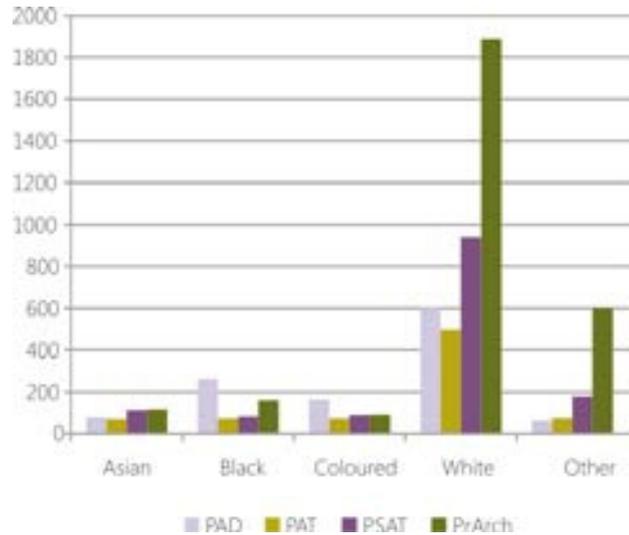
Category		Female	Male	Total
Professional Architectural Draughtsperson	PAD	163	1008	1171
Professional Architectural Technologist	PAT	146	645	791
Professional Senior Architectural Technologist	PSAT	275	1129	1404
Professional Architect	PrArch	667	2190	2857
Total		1251	4972	6223



RACE : PROFESSIONALS

Table 8

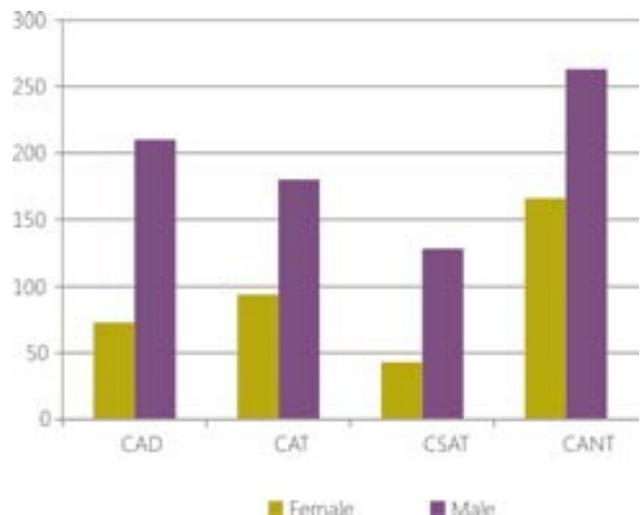
Category		Asian	Black	Coloured	White	Other	Total
Professional Architectural Draughtsperson	PAD	79	263	164	601	64	1171
Professional Architectural Technologist	PAT	71	74	74	497	75	791
Professional Senior Architectural Technologist	PSAT	112	83	90	940	179	1404
Professional Architect	PrArch	117	160	91	1888	601	2857
Total		379	580	419	3926	919	6223



GENDER : CANDIDATES

Table 9

CANDIDATES		Female	Male	Total
Candidate Architectural Draughtsperson	CAD	73	210	283
Candidate Architectural Technologist	CAT	94	180	274
Candidate Senior Architectural Technologist	CSAT	43	128	171
Candidate Architect	CANT	166	263	429
Total		376	781	1157

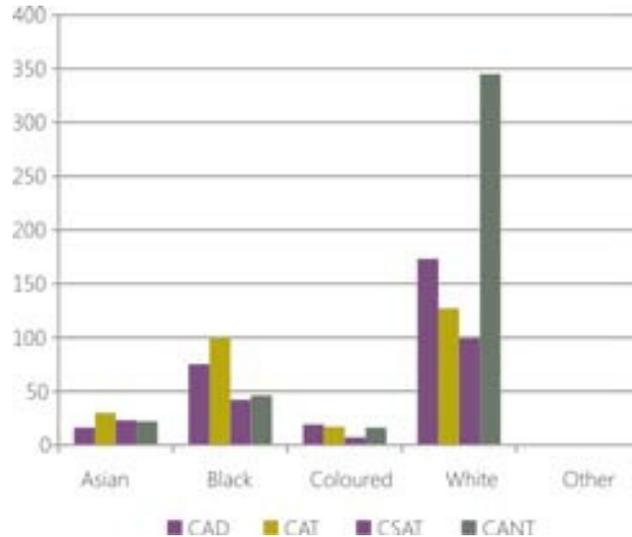


RACE : CANDIDATES

Table 10

NOTE : The breakdown is given in all the race groups represented on the database and not just as white and non-white (black).

Category		Asian	Black	Coloured	White	Other	Total
Candidate Architectural Draughts-person	CAD	16	75	19	173	0	283
Candidate Architectural Technologist	CAT	30	100	17	127	0	274
Candidate Senior Architectural Technologist	CSAT	23	42	7	99	0	171
Candidate Architect	CANT	22	46	16	345	0	429
Total		91	263	59	744	0	1157

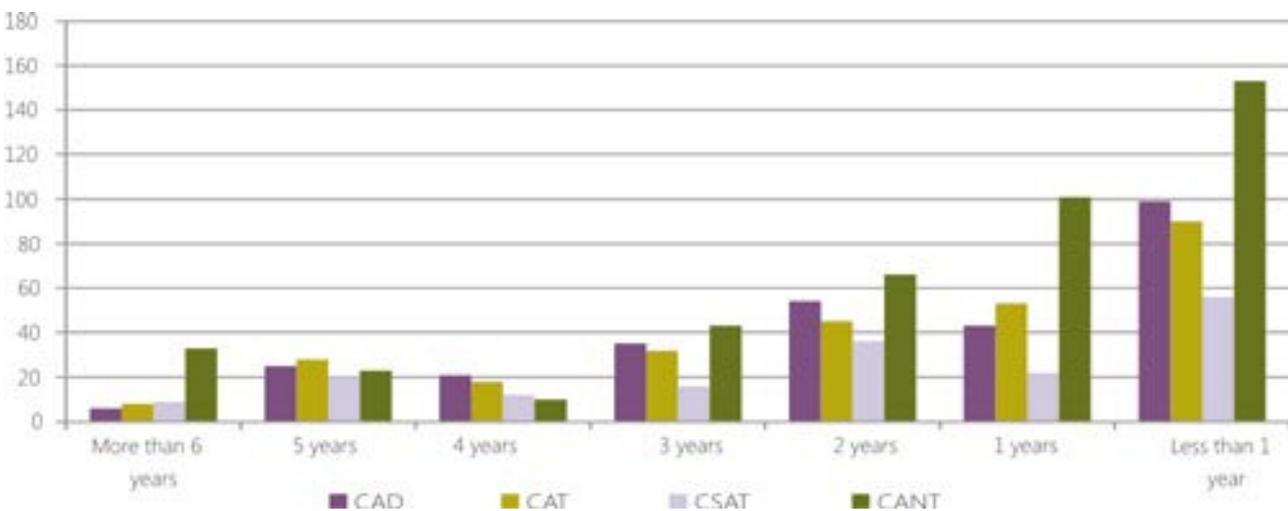


CANDIDATES

Table 11

NUMBER OF YEARS THAT CANDIDATES HAVE BEEN REGISTERED (as at 31 March 2012)

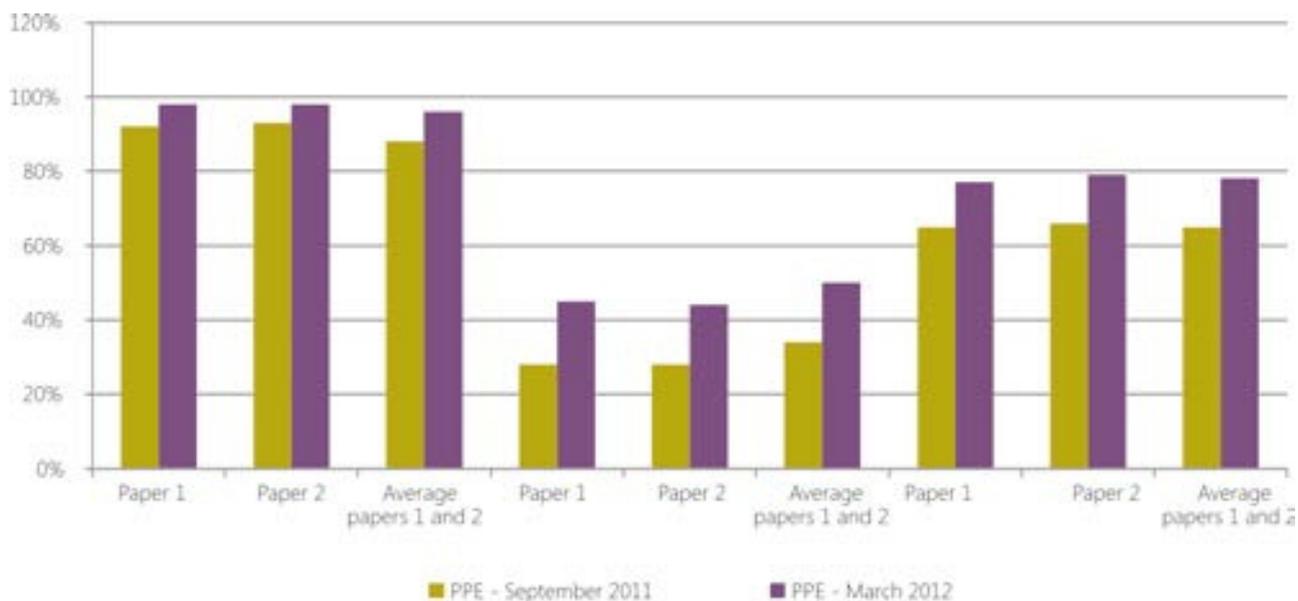
Category		More than 6 years	5 years	4 years	3 years	2 years	1 years	Less than 1 year	Total
Candidate Architectural Draughtsperson	CAD	6	25	21	35	54	43	99	283
Candidate Architectural Technologist	CAT	8	28	18	32	45	53	90	274
Candidate Senior Architectural Technologist	CSAT	9	20	12	16	36	22	56	171
Candidate Architect	CANT	33	23	10	43	66	101	153	429
Total		56	96	61	126	201	219	398	1157



PROFESSIONAL PRACTICE EXAMINATION (PPE)

Table 12

Description		PPE - September 2011	PPE - March 2012
No of Reg Persons that wrote	Paper 1	95	110
	Paper 2	94	108
Highest Mark	Paper 1	92%	98%
	Paper 2	93%	98%
	Average papers 1 and 2	88%	96%
Lowest Mark	Paper 1	28%	45%
	Paper 2	28%	44%
	Average papers 1 and 2	34%	50%
Average Mark	Paper 1	65%	77%
	Paper 2	66%	79%
	Average papers 1 and 2	65%	78%

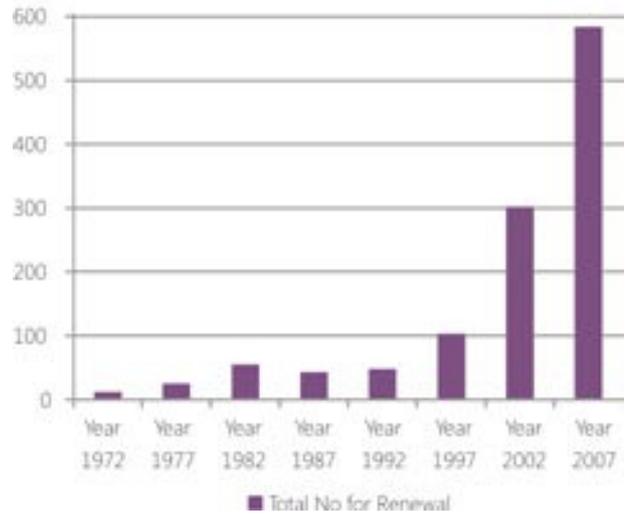


CONTINUING PROFESSIONAL DEVELOPMENT (CPD)

Table 13

RENEWAL OF REGISTRATION (DUE 31 DECEMBER 2011)

Year of Registration	Total No for Renewal
Year 1972	12
Year 1977	25
Year 1982	55
Year 1987	43
Year 1992	48
Year 1997	103
Year 2002	302
Year 2007	584
Total	1172

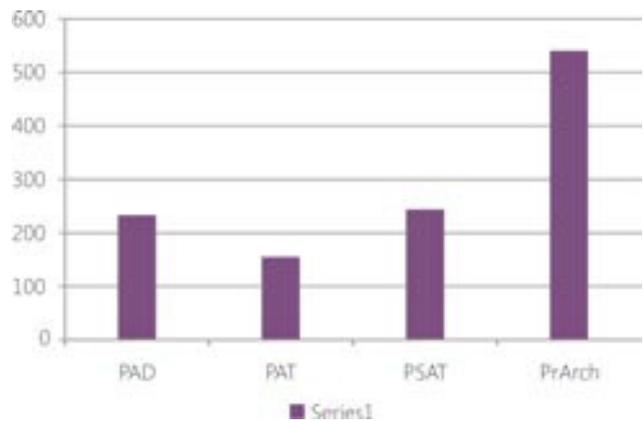


CPD RENEWAL OF REGISTRATION – 1 JANUARY 2011

BY REGISTRATION CATEGORY

Table 14

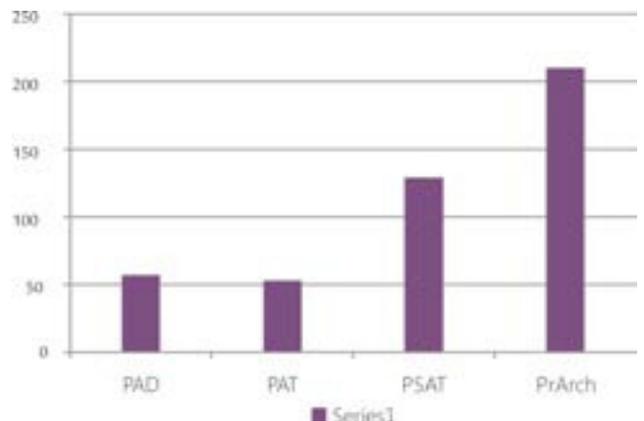
Category	No of Persons
Professional Architectural Draughts person (PAD)	233
Professional Architectural Technologist (PAT)	155
Professional Senior Architectural Technologist (PSAT)	244
Professional Architect (PrArch)	540
Total	1172



PORTFOLIOS SUBMITTED

Table 15

Category	No of Persons
Professional Architectural Draughts person (PAD)	57
Professional Architectural Technologist (PAT)	53
Professional Senior Architectural Technologist (PSAT)	129
Professional Architect (PrArch)	210
Total	449





Phillip Crafford

Chairperson Professional Fees Committee

The Professional Fees working group, along with the full committee, meet on a regular basis to consider comments from registered persons and to act in anticipation of the annual updates.

1. Narrative regarding the current status of professional fees

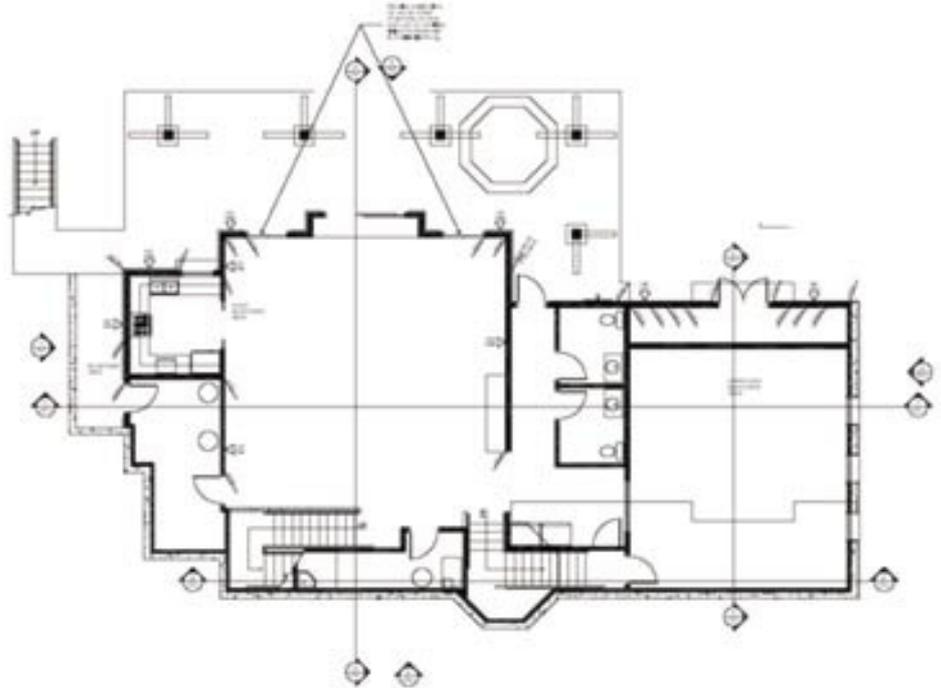
Professional fees are reviewed on an annual basis after thorough consultation with stakeholders and experts. The next review will take place within the ensuing months.

2. Framework

The work of the architectural professional is divided into two components, namely cost based or percentage fees, and hourly fees.

The cost based fee is aligned to building cost, represented by cost brackets to which a basic fee and a percentage fee are attached.

The hourly rate covers the various categories of registration as well as the equity holding senior staff of a consulting firm.





Fanuel Motsepe

Chairperson Identification of Work Committee

The 3rd Term Council mandated its IDoW Committee to workshop the document and to finalise it for submission to the CBE. After a series of meetings by the IDoW Committee and the Task Team it established, this process was finalised and the document was formally submitted to the CBE.

LIST OF MEETING HELD DURING 04.04.2011 – 31.03.2012	
Meeting	Date
IDoW Task Team at SACAP	04/04/2011
IDoW Committee at SACAP	04/04/2011
Meeting with SACAP's in-house Legal and Compliance	19/04/2011
SACAP Overlaps at SACAP	19/04/2011
Meeting with SACAP's in-house Legal and Compliance	20/04/2011
IDoW Committee at SACAP	12/05/2011
SACAP's responses to CBE questions on Register of Professional Service Providers (RoPSP)	06/06/2011
CBE/BEP Task Team at CBE	14/07/2011
CBE/BEP Task Team at CBE	21/07/2011
IDoW Committee at SACAP	23/08/2011
IDoW Committee at SACAP	05/09/2011
IDoW Submission at CBE	17/10/2011
IDoW Submission at CBE	25/10/2011
IDoW Regulations at SACAP	29/10/2011
IDoW Committee at SACAP	03/11/2011
IDoW Meeting with Dinga Nkhwashu	08/11/2011
IDoW conference call	11/11/2011
IDoW Regulations at Charles Israelites Office	21/11/2011
CBE Meeting to discuss SAID Objection of IDoW	01/02/2012
IDoW Committee at SACAP	05/03/2012
IDoW Overlaps at SACAP	05/03/2012
IDoW Task Team FAQ at SACAP	19/03/2012
Meeting with SACAP's in-house Legal and Compliance	19/03/2012
IDoW Record Keeping Task Team at SACAP	19/03/2012

Additional meetings held by IDoW Chair on SACAP related matters	
Ministerial meeting with Professionals Bodies	03/05/2011
Meeting Acting Registrar to discuss CSIR Revisions	13/07/2011
Sam Mkhwanazi - DPW media liaison	15/09/2011
Mfezeko Gwazube UIA/AUA 2014 Durban	16/09/2011
Recognition of Prior Learning to discuss Dave James' appeal	24/10/2011

IDENTIFICATION OF WORK CONTINUED

GENERAL

The IDoW Com has had six meetings for the period of this annual report. These meetings were complemented by subsidiary meetings undertaken by the chair of the committee often accompanied by the vice-chair of the committee given her complementary role at the Council of the Built Environment's (CBE's) IDoW Com. Of particular importance for both the CBE and SACAP are the engagements and meetings the chair and vice-chair had with the CBE's legal consultant, at times including one or two relevant CBE representatives, in order to conclude the SACAP IDoW Regulations. The latter is currently being assessed and ratified by the Competitions Board, as confirmed by the CBE's legal consultant.

In light of the extent of duties the IDoW Com undertook to accomplish during the 2011/12 period, it was necessary that a series of ad-hoc committees be established by the committee so as to strategically and systematically meet its goals. These ad-hoc coms, which effectively served to expedite the works of the IDoW Com, also constitute the services of experts who are co-opted from outside of SACAP to help bolster all the coms capacities.

IDOW POLICY

Central to the IDoW Com's goals was to finalize the IDoW Policy, which the committee published as an 'Interim IDoW Policy' via a Board Notice on 04 October 2011. The purpose of publishing an interim policy serves to regulate the profession in the interim so as to address the chaotic and costly state of affairs plaguing SACAP. The chaos was experienced by the manner in which numerous Registered Professionals (RPs) were in various ways breaching the core mandate of SACAP, namely public interest and safety. Astronomical legal costs were often experienced by SACAP whenever it acted to preserve this core mandate, as RPs would unscrupulously subject SACAP to legal scrutiny, in attempt to exploit the absence of an IDoW Policy.

INTERIM IDOW RULE

Publishing the Interim Policy has successfully arrested the chaos and the legal costs as RPs now respect the interim regulations.

Upon realizing the error of having published an interim policy; as policies are to be published by the CBE, the 'Interim Policy' has been republished as an 'Interim Rule' in October 2011 to secure its legitimacy. This is because the SACAP Act affords SACAP the right of way to publish 'Rules' in the event SACAP deems it necessary to do so. According to the Act all stakeholders are entitled to comment after such publication of the rule or appeal against the rule. Whilst the publication has had a positive impact in terms of regulating the profession, there has been one objection amongst many cooperative engagements with RPs, Local Authorities (LAs) and Voluntary Associations (VAs) in enforcing the interim rule.

'FREQUENTLY ASKED QUESTIONS AD-HOC COMMITTEE' (FAQ AD-HOC COM)

A FAQ Com was established to assist RPs and stakeholders such as local authorities, with the implementation of the interim rule. The FAQ Com has added greater value to regulating the profession because all the FAQ received thus far have helped guide SACAP on how to improve the IDoW Policy. This means that whilst the policy is undergoing final procedural assessments and ratifications at relevant authorities such as the Competitions Board, SACAP can strategically and systematically revise the policy so that when it goes to the Minister for promulgation, it is in a near perfect if not perfect state for Board Notice publication.

IDOW REGULATIONS

Added to the above activities the chair and vice-chair of the IDoW Com have been working with the CBE's legal consultant to finalize the IDoW Regulations, which at the time of completing this report, were at the Competitions Board undergoing the necessary procedural assessments and ratifications. Upon the Competition Board completing its functions, the regulations will be forwarded to the Minister to publish them for public comment after which such comments will be considered for final ratifications prior to publishing for implementation.

Finalizing the IDoW meant finalizing its annexed draft policies namely:

- a) Exemptions Policy
- b) Recognition of Prior Learning (RPL) Policy
- c) Special Consent Policy
- d) Transitional Authorization Policy

Exemptions, Recognition of Prior Learning, Special Consent and Transitional Authorization Ad-Hoc Committee (ERST Ad-Hoc Com)

In order to achieve finalizing the above listed draft policies, the IDoW Com established the ERST Ad-Hoc Com, which only managed to have its first meeting after the period of this annual IDoW Com report. At the time of writing this annual report the ERST Ad-Hoc Com had completed the above policies and was to present them to the SACAP Council on 28 September 2012 for ratification. Following the approval by the SACAP Council, the policies will be sent to the CBE from where they will be sent to the Competitions Board to be attached to the IDoW Policy document and procedurally processed as part of the IDoW Policy prior to all these documents collectively being sent to the Minister to be published for public and stakeholder comments.

RECORDS KEEPING AD-HOC COMMITTEE (RK AD-HOC COM)

The IDoW Com also set up the RK Ad-Hoc Com so as to collate all the records related to the IDoW Com from when SACAP was first established. This is because the committee wishes to ensure that the activities and functions of the committee are well archived and easily accessible for referencing.

INTER-COUNCIL IDOW OVERLAPS AD-HOC COMMITTEE.

One of the most challenging duties of the IDoW Com is to address the aspect of overlaps where RP's may find themselves in a position to perform services being regulated by other councils. This challenge has resulted in the SACAP IDoW Com inviting the IDoW Coms of ECSA, SACPCMP and SACQSP to meetings of workshop sessions aiming to resolve

overlaps between all these councils. The agreement reached between these bodies was to establish an ad-hoc committee which constitutes a minimum of 2 members from each of these councils, so that this ad-hoc committee can expedite concluding an overlaps solution supported by the councils concerned. The time frame and milestones of the ad-hoc committee are aligned with those of the CBE's relevantly related overlaps objectives simply to ensure that the councils assist the CBE to meet its commitments timeously. Incidentally all the above mentioned Ad-Hoc Coms also have their milestones and time frames in sync with those of the CBE for the same goals.

CONCLUSION

The IDoW Com is optimistic about concluding its IDoW Policy operations well within the remaining period of the committee's term of office. It is advisable to caution that this might mean that delays in the Minister promulgating the IDoW Policy, are likely to be beyond the committee's influence, because achieving this goal depends on the efficiency of other authorities in the chain of delivery. Nonetheless it is the objective of the SACAP IDoW Com's to attempt to wrap up the IDoW Policy and its Regulations for promulgation within the remaining period of the committee's term of office.

BACKGROUND

In accordance with Section 17(1) (a) of the Act, the Council may establish any committee to assist it in the performance of its functions and may appoint any person as a member of that committee. The SACAP Council has established the following committees which assist in the discharge of its duties and responsibilities:

- Executive Committee (EXCO) chaired by the President of the Council
- Audit & Risk Committee chaired by an independent external person
- Procurement Committee
- Code of Conduct Committee

- Communication and Stakeholder Relations (CSR) Committee
- Continued Professional Development (CPD) Committee
- Education Fund Committee
- Heads of Schools Committee
- Identification of Work (IDoW) Committee
- Investigating Committee
- Professional Fees Committee
- Registrations Committee
- Research Committee
- Validation Committee

These committees act within formalised terms of reference with the full understanding that they serve to inform Council and that Council is ultimately responsible for the decisions guiding SACAP.

COUNCIL MEETING ATTENDANCE

Name	18-19 Feb 2011	15-16 Apr 2011	20 May 2011	10 Jun 2011	28 Jul 2011	19 Aug 2011	28 Oct 2011	9 Dec 2011	20 Jan 2012	24 Feb 2012	14 Mar 2012
Mr P Mashabane (President)	√	√	√	√	√	√	√	√	x	√	√
Ms L Scott (Vice-President)	√	√	√	√	√	x	√	√	√	√	√
Ms A Houston (Treasurer)	√	x	√	√	√	√	√	√	√	√	√
Prof G Steyn	√	√	√	√	√	√	√	x	√	√	√
Mr P Crafford	√	√	√	√	x	√	x	√	√	√	x
Mr F Motsepe	√	√	√	√	x	√	√	√	x	√	√
Ms H Nienaber	√	x 15 April √ 16 April	x	√	x	√	x	√	√	√	√
Ms M Gerrans	√	√	√	√	√	√	√	√	√	√	√
Mr D Basdew	√	√	√	√	√	√	√	√	√	√	√
Mr V Mthimunye	√	√	x	√	x	√	√	√	√	x	■
Mr R Ruiters	√	√	√	√	√	√	√	√	√	√	√

Key: √ in attendance x not in attendance ■ resigned

EXECUTIVE COMMITTEE (EXCO)

EXCO meetings focus on reviewing and directing the implementation of SACAP's business and strategic plans throughout the year.

EXCO MEETING ATTENDANCE

Name	10 March 2011	16 Jan 2012	14 Mar 2012
Mr P Mashabane (President)	√	√	√
Ms L Scott (Vice-President)	√	√	x
Ms A Houston (Treasurer)	√	x	√
Mr F Motsepe	x	x	√
Ms H Nienaber	x	√	■

Key: √ in attendance x not in attendance ■ resigned

AUDIT AND RISK COMMITTEE

This committee assists Council in fulfilling its oversight responsibilities for:

- The integrity of the organisation's financial statements; and
- The organisation's compliance with legal and regulatory requirements.

The report of the Audit and Risk Committee Chairperson is presented in Section 4 of this publication.

AUDIT AND RISK COMMITTEE MEETING ATTENDANCE								
Name	10 Mar 2011	19 May 2011	30 May 2011	25 Jul 2011	18 Nov 2011	6 Feb 2012	23 Feb 2012	9 Mar 2012
Ms RA Kenosi	√	√	√	√	√	x	√	√
Ms L Scott	√	√	x	√	√	√	√	√
Ms A Houston	√	√	#	√	√	√	√	√
Mr V Mabuli	√	√	√	√	√	√	√	x
Mr C Senoamadi	x	x	x	x	x	√	√	√

Key: √ in attendance x not in attendance ■ resigned # teleconference

PROCUREMENT COMMITTEE

The Committee developed new procurement protocols and met frequently throughout the review period to discharge its duties by authorising the procurement of goods and services and ensuring that SACAP achieves value for money when spending. The Committee provided guidance and advice to management on procurement matters including the appointment of independent consultants.

During the period ahead the Committee will lead the development of a new Procurement Policy and looks forward to returning overall responsibility for procurement to management once the new Registrar is appointed.

PROCUREMENT COMMITTEE MEETING ATTENDANCE									
Name	22 Feb 2011	9 June 2011	27 Jul 2011	16 Sep 2011	13 Oct 2011	22 Nov 2011	8 Dec 2011	26 Jan 2012	29 Mar 2012
Ms L Scott	√	√	√	√	√	√	√	√	√
Ms A Houston	√	√	√	√	√	√	√	x	√
Ms M Gerrans	√	√	√	√	√	√	√	√	√
Mr R Ruiters	√	√	√	√	√	x	x	√	√

Key: √ in attendance x not in attendance ■ resigned

CODE OF CONDUCT

This Committee finalised its work and therefore, it did not meet during in 2011/2012.

COMMUNICATION AND STAKEHOLDER RELATIONS (CSR)			
Name	POSITION	TOTAL MEETINGS HELD 2011/2012	TOTAL MEETINGS ATTENDED 2011/2012
Mr D Basdew	Chairperson	5	5
Ms L Scott	Member		5
Ms M Gerrans	Member		5
Mr R Ruiters	Member		5
Mr V Mthimunye	Member		4

COMMITTEES OF COUNCIL CONTINUED

GOVERNANCE

OPERATIONS

MANDATES

AUDITED FINANCIAL STATEMENTS

GLOSSARY

CONTINUING PROFESSIONAL DEVELOPMENT (CPD)

Name	POSITION	TOTAL MEETINGS HELD 2011/2012	TOTAL MEETINGS ATTENDED 2011/2012
Ms H Nienaber	Chairperson	2	2
Ms L Scott	Member		2
Mr N Adler	Member		2
Mr F Dekker	Member		1
Ms P Emmett	Member		1
Mr B Wallis	Member		1
Ms M Gerrans	Member		2
Mr D Basdew	Member		1
Ms F Jordaan	Member		2

HEADS OF SCHOOLS

Name	POSITION	TOTAL MEETINGS HELD 2011/2012	TOTAL MEETINGS ATTENDED 2011/2012
Prof G Steyn	Chairperson	3	3
Prof P Kotze	Member		3
Prof A Steenkamp	Member		2
Prof R Raman	Member		2
Prof G Mclachlan	Member		2
Prof K Bakker	Member		2
Prof C Vosloo	Member		1
Dr R Awuorh- Hayanga	Member		2
Dr S Saidi	Member		2
Dr A van Graan	Alternate Member		1
Mr E Pieters	Member		2
Mr S Schmidt	Member		1
Mr Y Luckan	Member		3
Mr J Laubscher	Alternate Member		1
Ms M Bitzer	Member		3
Ms N Darke	Member		2

IDENTIFICATION OF WORK (IDoW)

Name	POSITION	TOTAL MEETINGS HELD 2011/2012	TOTAL MEETINGS ATTENDED 2011/2012
Mr F Motsepe	Chairperson	7	6
Ms L Scott	Member		7
Mr L du Toit	Member		6
Mr F Dekker	Member		5
Mrs P Emmett	Member		3
Mr P Brown	Member		6
Mr P Bakker	Member		4
Mr D Basdew	Member		6
Ms M Gerrans	Member		7
Ms G Adendorff	Member		■
Ms F Jordaan	Member		0
Mr M S Mansura	Alternate Member		1

■ *resigned*

COMMITTEES OF COUNCIL CONTINUED

INVESTIGATING			
Name	POSITION	TOTAL MEETINGS HELD 2011/2012	TOTAL MEETINGS ATTENDED 2011/2012
Mr P Mashabane	Chairperson	2	1
Ms P Emmett	Member		2
Mr A Louw	Member		1
Mr D Joubert	Member		1
Mr D Basdew	Member		2
Ms M Gerrans	Member		2

PROFESSIONAL FEES			
Name	POSITION	TOTAL MEETINGS HELD 2011/2012	TOTAL MEETINGS ATTENDED 2011/2012
Mr P Crafford DPW Rep	Chairperson	5	3
Mr I Alexander	Member		4
Ms L Scott	Member		5
Mr S Segal	Member		2
Mr J Barnard	Member		3
Mr A Louw	Member		4
Mr M Borgstrom	Member		1
Ms M Gerrans	Member		5
Mr D Basdew	Member		5
Mr B Wallis	Observer		4

REGISTRATION			
Name	POSITION	TOTAL MEETINGS HELD 2011/2012	TOTAL MEETINGS ATTENDED 2011/2012
Prof G Steyn	Chairperson	3	3
Prof K Bakker	Member		3
Mr M Van Schoor	Member		2
Mr D Basdew	Member		2
Mr M Gerrans	Member		2

VALIDATION			
Name	POSITION	TOTAL MEETINGS HELD 2011/2012	TOTAL MEETINGS ATTENDED 2011/2012
Prof G Steyn	Chairperson	1	1
Mr D Yuill	Member		2
Mr P Crafford DPW Rep	Member		0
Mr F Motsepe	Member		1
Mr J de Villiers	Member		1
Ms M Gerrans	Member		1





SECTION

04

AUDITED FINANCIAL STATEMENTS

COMBINED ANNUAL FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2012

- Treasurer's Report
- Report of the audit and Risk Committee
- Report of the Independent Auditors
- Council's Responsibilities and Approval
- Registrar's Report
- Statement of Financial Position
- Statement of Comprehensive Income
- Statement of Changes in Funds
- Statement of Cash Flows
- Accounting Policies
- Notes to the Combined Annual Financial Statements
- Detailed Income Statement



Anthea Houston
Treasurer

INTRODUCTION

Section 15 of The Architectural Profession, Act no. 44 of 2000 charges the Council with responsibility to keep full and correct account of the monies under its control; to prepare financial statements annually and have these independently audited and then make these available for inspection by the public. Furthermore and importantly, the Act also charges the Council with applying due care and diligence when investing and spending the funds under its control. Throughout the financial year the Council worked incessantly to fulfil these obligations.

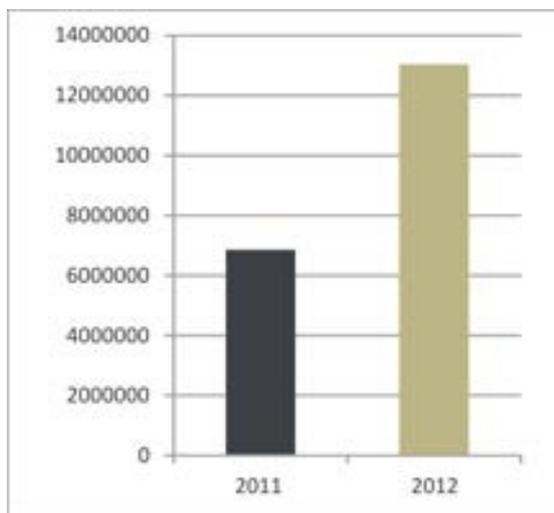
During the period, our former CFO resigned from SACAP and suitably qualified and capable consultants were appointed to assist with our audit preparation to ensure that we were audit ready. Their efforts, alongside those of our new Financial Manager and the whole finance team, ensured that our audit was not only completed on schedule but audit queries were satisfactorily responded to and the audited statements were not qualified.

FINANCIAL RESULTS

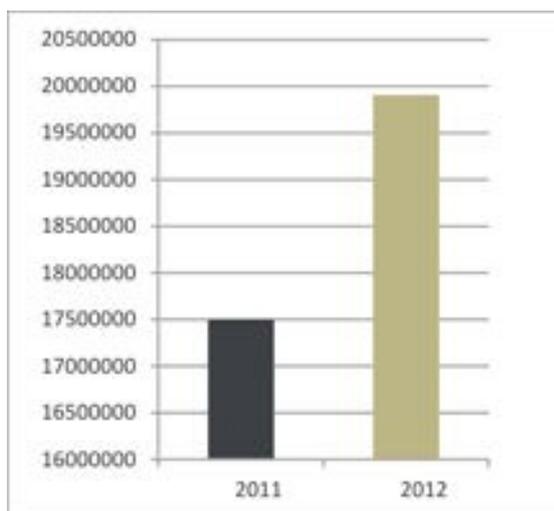
SACAP's financial results for the financial year are presented in the Audited Financial Statements enclosed in this report. We are pleased to report that SACAP's balance sheet was strengthened during the financial year with the institution recovering from the prior years' loss trend. The financial year concluded with a surplus of R 6,170,596 (2011: R 1,423,284 loss) and our retained income nearly doubled during the period (R 13,031,075 in 2012 compared with R 6,860,479 in 2011). Turning this corner is significant for the financial health and sustainability of the institution and is attributable to reduced salary costs and frugal spending.

Also positive is the increase in income: revenue is recorded as R 19,907,757 in 2011/2012 compared with R 17,502,446 in 2010/2011. This represents a 14% increase and although the upward trend is positive, the income raised fell short of our targets and we will work harder in 2012/2013 to improve on this. Our mandate is broad and more resources are required to fulfil it effectively.

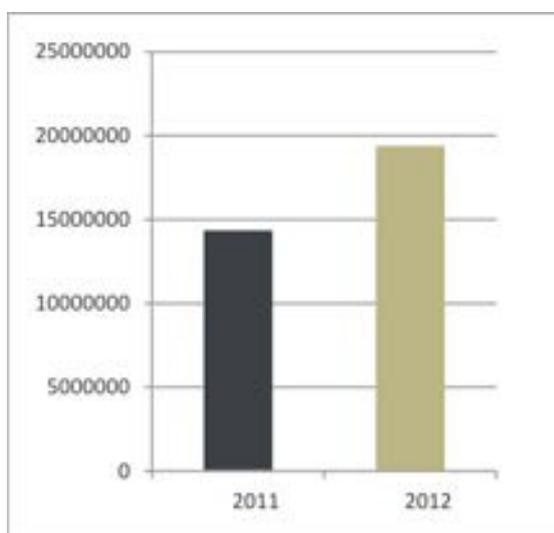
Retained Income



Revenue



Expenditure



Expenditure reduced during the financial year by R 5,033,361 (26%); from R 19,390,189 in 2010/2011 to R 14,356,828 in 2011/2012. We, however, anticipate that these figures will increase in 2012/2013 as we pursue our mandate with greater vigour, implement the Identification of Work (IDOW) Policy and strive for better stakeholder engagement.

CONCLUSION

During the year ahead the Council's Procurement Committee will continue to oversee procurement and ensure that care and diligence is indeed applied in the spending of SACAP's finances. The committee's efforts will again be complemented by the work of SACAP's Audit and Risk Committee, Independent Auditors and Internal Auditors. The Council is immensely grateful to these partners, whose work enables us to fulfil our fiduciary responsibilities.

Under the guidance of the new Registrar and Financial Manager, we will review our financial policies and continue to strengthen the institution's internal controls, as well as improve risk management. We look forward to even better financial health but, most importantly, to deploying our resources more effectively so that we can advance the profession and protect the public.

Anthea Houston
Treasurer



R. Kenosi
Acting Chairperson

We are pleased to present our report for the financial year ended 31 March 2012.

AUDIT AND RISK COMMITTEE MEMBERS AND ATTENDANCE

The Audit and Risk Committee, consisting of the members listed below, held the following meetings in the past financial year:

Name	19 May 2011	30 May 2011	25 Jul 2011	18 Nov 2011	6 Feb 2012	23 Feb 2012	9 Mar 2012
Independent Members:							
Ms RA Kenosi	v	v	v	v	x	v	v
Mr V Mabuli	v	v	v	v	v	v	v
Mr C Senoamadi	x	x	x	x	v	v	v
Council Representatives:							
Ms L Scott	v	x	v	v	v	v	v
Ms A Houston	v	v	v	v	v	v	v

Key: v in attendance x not in attendance

AUDIT AND RISK COMMITTEE ROLES AND RESPONSIBILITIES

STATUTORY DUTIES

The Audit and Risk Committee's roles and responsibilities include statutory duties, per the terms of reference, and further responsibilities assigned to it by the Council.

The Committee executed its duties in accordance with its terms of reference.

EXTERNAL AUDITOR APPOINTMENT AND INDEPENDENCE

The Audit and Risk Committee has satisfied itself that the External Auditor was independent of the company, as set out in section 94(8) of the Companies Act, 2008, which includes consideration of previous appointments of the auditor, the extent of other work undertaken by the auditor for the company and compliance with criteria relating to independence or conflicts of interest, as prescribed by the Independent Regulatory Board for Auditors. Requisite assurance was sought and provided by the auditor that internal governance processes within the audit firm support and demonstrate its claim to independence.

The Committee ensured that the appointment of the auditor complied with the Companies Act, 2008, and any other legislation relating to the appointment of auditors.

The Committee, in consultation with executive management, agreed to the engagement letter, terms, audit plan and budgeted audit fees for the 2011/2012 financial year.

FINANCIAL STATEMENTS AND ACCOUNTING PRACTICES

The Audit and Risk Committee has reviewed the accounting policies and the financial statements of SACAP and is satisfied that they are appropriate and comply with International Standards of Auditing.

Internal financial controls

Reviews, including the Forensic investigation, identified numerous internal control deficiencies, which resulted in disciplinary action being instituted against the CFO. He then ultimately resigned during the period under review and consultants were appointed to assist SACAP in ensuring that accurate, reliable and complete financial statements were produced to meet audit deadlines. During this period numerous internal control deficiencies were reported and corrected by the consultants and the then Acting Registrar. A Financial Manager has since been appointed and has commenced with continuous enhancements to current internal control processes.

As a result of the findings from the Forensic report, Council implemented stricter financial controls, which included the continuation of the Procurement

Committee overseeing procurement and payment of financial transactions, which yielded effective results in management of expenditure and improved internal controls. This is evident from the positive financial results reported in the audited annual financial statements.

The Internal Audit function performed limited reviews, mainly as a result of the forensic audit in the prior year having indicated serious control weaknesses and management implementing corrective action in this regard.

DUTIES ASSIGNED BY COUNCIL

In addition to the statutory duties of the Audit and Risk Committee, as reported above, and in accordance with the provisions of the Companies Act, 2008, the Council has determined further functions for the Committee to perform, as set out in its terms of reference. These functions include the following:

Governance of risk

The risk management processes of SACAP were partially effective for the period under review, with a strategic risk assessment being developed in February 2012 and management reporting to this Committee on actions to implement corrective action. What remains outstanding is the risk policy and strategy, which management will develop in the early part of the 2013 financial year.

Internal audit

The Audit and Risk Committee is responsible for ensuring that SACAP's outsourced Internal Audit function is independent and has the necessary resources, standing and authority within the organisation to enable it to discharge its duties. Furthermore, the committee oversees cooperation between the internal and external auditors, and serves as a link between the Council and these functions.

In the absence of a formal risk assessment for the 2011/12 financial year, the Committee assisted the Internal Audit function to plan for the audit of high risk areas, as management was in the process of implementing corrective action in other areas. This resulted in the Internal Auditors only performing limited reviews but this was necessary as the Forensic report had highlighted material internal control weaknesses, which needed to be improved before Internal Audit reviews could be conducted.

The internal audit function reports centrally, with responsibility for reviewing and providing assurance on the adequacy and effectiveness of the internal control environment across all of SACAP's operations. The director of the outsourced internal audit function is responsible for reporting the findings of the internal audit work against the agreed internal audit plan to the Audit and Risk Committee on a regular basis.

The Director: Internal Audit has direct access to the Committee, primarily through its chairperson. During the year, the Committee met with the external auditors and with the Director: Internal Audit without management being present.

EVALUATION OF FINANCIAL STATEMENTS

The Audit and Risk Committee has:

- Reviewed the audited annual financial statements, the External Auditors' final Management letter and Management's response thereto;
- Reviewed the appropriateness of accounting policies and practices; and
- Reviewed certain adjustments resulting from the annual audit.

The Audit Committee concurs with the conclusions of the External Auditors on the annual financial statements.



R. Kenosi
Acting Chairperson
23 August 2012

GENERAL INFORMATION

Country of incorporation and domicile	South Africa
Nature of business and principal activities	Statutory body that regulates the registration of Architectural Professionals in South Africa
Council members	Mr P Mashabane - President Ms P Scott - Vice President Ms A Houston - Treasurer Mr P Crafford Mr F Motsepe Mr D Basdew Mr R Ruiters Mr V Mthimunye (Resigned) Ms M Gerrans Ms M Nienaber Mr G Steyn
Registered office	1st Floor Lakeside Place Cnr Ernest Oppenheimer & Queen Street Bruma 2026
Postal address	P O Box 408 Bruma 2026
Bankers	First National Bank
Auditors	SizweNtsalubaGobodo Inc Registered Auditors
Level of assurance	These annual financial statements have been audited.
Preparer	The combined annual financial statements were independently compiled by: Alex Philippou CA (SA) Director: SizweNtsalubaGobodo Inc
Published	27 July 2012

TO THE PERSONS REGISTERED WITH THE SOUTH AFRICAN COUNCIL FOR THE ARCHITECTURAL PROFESSION (ESTABLISHED UNDER THE ARCHITECTURAL PROFESSION ACT)

We have audited the combined annual financial statements of the South African Council for the Architectural Profession (Established under the Architectural Profession Act), which comprise the statement of financial position as at 31 March 2012, and the statement of comprehensive income, changes in equity and statement of cash flows for the year then ended, and a summary of significant accounting policies and other explanatory notes, and the registrar's report as set out on pages 60 to 82.

THE COUNCIL'S RESPONSIBILITY FOR THE FINANCIAL STATEMENTS

The Council is responsible for the preparation and fair presentation of these combined annual financial statements in accordance with International Financial Reporting Standards, and the requirements of the Architectural Profession Act, 2000, and for such internal control as the directors determine is necessary to enable the preparation of financial statements that are free from material misstatements, whether due to fraud or error.

AUDITORS' RESPONSIBILITY

Our responsibility is to express an opinion on these combined annual financial statements based on our audit. We conducted our audit in accordance with International Standards on Auditing. Those standards require that we comply with ethical requirements and plan and perform the audit to obtain reasonable assurance whether the combined annual financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the combined annual financial statements. The procedures selected depend on the auditors' judgement, including the assessment of the risks of material misstatement of the combined annual financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control

relevant to the entity's preparation and fair presentation of the combined annual financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by the Council members, as well as evaluating the overall presentation of the combined annual financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

OPINION

In our opinion, the combined annual financial statements present fairly, in all material respects, the financial position of the South African Council for the Architectural Profession (Established under the Architectural Profession Act) at 31 March 2012, and its financial performance and cash flows for the year then ended in accordance with International Financial Reporting Standards, and the requirements of the Architectural Profession Act, 2000.

SUPPLEMENTARY INFORMATION

Without qualifying our opinion, we draw your attention to the fact that the supplementary information set out on pages 83 to 84 does not form part of the combined annual financial statements and is presented as additional information. We have not audited this information and accordingly do not express an opinion thereon.

Sizwe Ntsaluba ES.

SizweNtsalubaGobodo Inc

Registered Auditors

Per: JPC van Zyl

Pretoria

27 July 2012

The Council is required in terms of the Architectural Profession Act, 2000 to maintain adequate accounting records and are responsible for the content and integrity of the combined annual financial statements and related financial information included in this report. It is the Council's responsibility to ensure that the combined annual financial statements fairly present the state of affairs of the entity as at the end of the financial year and the results of its operations and cash flows for the period then ended, in conformity with International Financial Reporting Standards. The external auditors are engaged to express an independent opinion on the combined annual financial statements.

The combined annual financial statements are prepared in accordance with International Financial Reporting Standards and are based upon appropriate accounting policies consistently applied and supported by reasonable and prudent judgments and estimates.

The Council acknowledges that it is ultimately responsible for the system of internal financial control established by the entity and place considerable importance on maintaining a strong control environment. To enable the Council to meet these responsibilities, the Council sets standards for internal control aimed at reducing the risk of error or loss in a cost effective manner. The standards include the proper delegation of responsibilities within a clearly defined framework, effective accounting procedures and adequate segregation of duties to ensure an acceptable level of risk. These controls are monitored throughout the entity and all employees are required to maintain the highest ethical standards in ensuring the entity's business is conducted in a manner that in all reasonable circumstances is above reproach. The focus of risk management in the entity is on identifying, assessing, managing and monitoring all known forms of risk across the entity. While operating risks cannot be fully eliminated, the entity endeavours to minimise it by ensuring that appropriate infrastructure, controls, systems and ethical behaviour are applied and managed within predetermined procedures and constraints.

The Council is of the opinion, based on the information and explanations given by management, that the system of internal control provides reasonable assurance that the financial

records may be relied on for the preparation of the combined annual financial statements. However, any system of internal financial control can provide only reasonable, and not absolute, assurance against material misstatement or loss.

The Council has reviewed the entity's cash flow forecast for the year to 31 March 2013 and, in the light of this review and the current financial position, it is satisfied that the group has or has access to adequate resources to continue in operational existence for the foreseeable future.

The external auditors are responsible for independently reviewing and reporting on the entity's combined annual financial statements. The combined annual financial statements have been examined by the entity's external auditors and their report is presented on page 58.

The combined annual financial statements set out on pages 60 to 84, which have been prepared on the going concern basis, were approved by the Council on 27 July 2012 and were signed on its behalf by:



Mr P Mashabane
President



Ms A Houston
Treasurer

The registrar submit his report for the year ended 31 March 2012.

1. REVIEW OF ACTIVITIES

MAIN BUSINESS AND OPERATIONS

The entity is a statutory body that regulates the architectural professionals in South Africa.

The South African Council for the Architectural Profession ("the entity") is a regulatory body that was established by the Architectural Profession Act No 44 of 2000 which was published on 1 December 2000 and came into effect on 26 January 2001.

The mission is to make a positive impact on the built environment by ensuring excellence in performance and service delivery by fostering collaborative relationships with role players in order to:

- Effectively regulate the architectural profession;
- Ensure pro-active public protection;
- Develop a quality, sustainable and professional skills base;
- Ensure good governance within SACAP;
- Promote the role of the architectural profession in transformation;
- Create a legacy of humane and sustainable architecture.

The South African Council for the Architectural Profession is tasked with making the major decisions within the organisation. Council members have a term of four years.

The operating results and state of affairs of the entity are fully set out in the attached combined annual financial statements and do not in our opinion require any further comment.

Net profit was R 6,170,596 (2011: R 1,423,284 loss)

2. GOING CONCERN

The combined annual financial statements have been prepared on the basis of accounting policies applicable to a going concern. This basis presumes that funds will

be available to finance future operations and that the realisation of assets and settlement of liabilities, contingent obligations and commitments will occur in the ordinary course of business.

3. EVENTS SUBSEQUENT TO YEAR END

Mr E Lekota has been appointed as registrar on 01 April 2012.

4. COUNCIL MEMBERS

The members of the Council during the year and to the date of this report are as follows:

Name	Nationality
Mr P Mashabane - President	South African
Ms P Scott - Vice President	South African
Ms A Houston - Treasurer	South African
Mr D Basdew	South African
Mr F Motsepe	South African
Mr G Steyn	South African
Mr P Crafford	South African
Mr R Ruiters	South African
Mr V Mthimunye (Resigned)	South African
Ms M Gerrans	South African
Ms M Nienaber	South African

5. AUDITORS

SizweNtsalubaGobodo Inc will continue in office for the next financial period.

6. ANNUAL FINANCIAL STATEMENTS

The Annual Financial Statements are classified as follows:

Combined: South African Council for the Architectural Profession including the balances and transactions of SACAP Education Fund is categorised as "Combined".

Council: South African Council for the Architectural Profession excluding the balances and transactions of the SACAP Education Fund is categorised as "Council".

STATEMENT OF FINANCIAL POSITION

	Notes	Combined		Council	
		2012	2011	2012	2011
		R	R	R	R
ASSETS					
NON-CURRENT ASSETS					
Property, plant and equipment	3	1,251,627	1,615,898	1,251,627	1,615,898
Intangible assets	4	34,063	42,252	34,063	42,252
		1,285,690	1,658,150	1,285,690	1,658,150
CURRENT ASSETS					
Other financial assets	5	13,803,797	7,170,597	10,758,578	4,260,177
Trade and other receivables	6	739,184	330,058	803,982	404,765
Cash and cash equivalents	7	1,871,701	1,860,978	1,750,507	1,645,148
		16,414,682	9,361,633	13,313,067	6,310,090
Total Assets		17,700,372	11,019,783	14,598,757	7,968,240
EQUITY AND LIABILITIES					
EQUITY					
Retained income		13,031,075	6,860,479	9,764,056	3,697,983
LIABILITIES					
NON-CURRENT LIABILITIES					
Finance lease obligation	8	416,809	689,094	416,809	689,094
CURRENT LIABILITIES					
Finance lease obligation	8	182,330	105,338	182,330	105,338
Trade and other payables	9	4,070,158	3,364,872	4,235,562	3,475,825
		4,252,488	3,470,210	4,417,892	3,581,163
Total Liabilities		4,669,297	4,159,304	4,834,701	4,270,257
Total Equity and Liabilities		17,700,372	11,019,783	14,598,757	7,968,240

STATEMENT OF COMPREHENSIVE INCOME

	Notes	Combined		Council	
		2012	2011	2012	2011
		R	R	R	R
Revenue	12	19,907,757	17,502,446	19,907,757	17,502,446
Other income		75,867	7,823	-	7,823
Operating expenses		(14,356,828)	(19,390,189)	(14,250,879)	(19,018,095)
Operating profit (loss)	13	5,626,796	(1,879,920)	5,656,878	(1,507,826)
Investment revenue	14	631,527	502,433	496,922	350,422
Finance costs	15	(87,727)	(45,797)	(87,727)	(45,797)
Profit (loss) for the year		6,170,596	(1,423,284)	6,066,073	(1,203,201)

STATEMENT OF CHANGES IN FUNDS

	Retained income	Total Funds
	R	R
COMBINED		
Balance at 01 April 2010	8,283,763	8,283,763
Changes in funds		
Total comprehensive loss for the year	(1,423,284)	(1,423,284)
Total changes	(1,423,284)	(1,423,284)
Balance at 01 April 2011	6,860,479	6,860,479
Changes in funds		
Total comprehensive income for the year	6,170,596	6,170,596
Total changes	6,170,596	6,170,596
Balance at 31 March 2012	13,031,075	13,031,075
COUNCIL		
Balance at 01 April 2010	4,901,184	4,901,184
Changes in funds		
Total comprehensive loss for the year	(1,203,201)	(1,203,201)
Total changes	(1,203,201)	(1,203,201)
Balance at 01 April 2011	3,697,983	3,697,983
Changes in funds		
Total comprehensive income for the year	6,066,073	6,066,073
Total changes	6,066,073	6,066,073
Balance at 31 March 2012	9,764,056	9,764,056

STATEMENT OF CASH FLOWS

	Notes	Combined		Council	
		2012	2011	2012	2011
		R	R	R	R
CASH FLOWS FROM OPERATING ACTIVITIES					
Cash (utilised in) generated from operations	18	6,344,976	(466,059)	6,439,418	(87,964)
Interest income	14	631,527	502,433	496,922	350,422
Finance costs	15	(7,211)	(1,758)	(7,211)	(1,758)
Net cash from operating activities		6,969,292	34,616	6,929,129	260,700
CASH FLOWS FROM INVESTING ACTIVITIES					
Purchase of property, plant and equipment	3	(40,600)	(813,966)	(40,600)	(813,966)
Sale of property, plant and equipment	3	9,458	308,762	9,458	308,762
Purchase of other intangible assets	4	(18,418)	(18,619)	(18,418)	(18,619)
Net movement in financial assets		(6,633,200)	1,358,127	(6,498,401)	1,499,579
Net cash from investing activities		(6,682,760)	834,304	(6,547,961)	975,756
CASH FLOWS FROM FINANCING ACTIVITIES					
Finance lease payments		(275,809)	128,485	(275,809)	128,485
Total cash movement for the year		10,723	997,405	105,359	1,364,941
Cash at the beginning of the year		1,860,978	863,573	1,645,148	280,207
Total cash at end of the year	7	1,871,701	1,860,978	1,750,507	1,645,148

1. PRESENTATION OF COMBINED ANNUAL FINANCIAL STATEMENTS

The combined annual financial statements have been prepared in accordance with International Financial Reporting Standards, and the Architectural Profession Act, 2000. The combined annual financial statements have been prepared on the historical cost basis, except where otherwise indicated, and incorporate the principal accounting policies set out below.

These accounting policies are consistent with the previous period.

1.1 SIGNIFICANT JUDGEMENTS

In preparing the combined annual financial statements, the Council is required to make estimates and assumptions that affect the amounts represented in the combined annual financial statements and related disclosures. Use of available information and the application of judgement is inherent in the formation of estimates. Actual results in the future could differ from these estimates which may be material to the combined annual financial statements. Significant judgements include:

Trade Receivable

The Council assesses the entity's trade receivables for impairment at each reporting date. In determining whether an impairment loss should be recorded in the statement of comprehensive income, the Council makes judgements as to whether there is observable data indicating a measurable decrease in the estimated future cash flows from a financial asset.

1.2 PROPERTY, PLANT AND EQUIPMENT

Property, plant and equipment are tangible items that:

- are held for use in the production or supply of goods or services, for rental or others, or for administrative purposes; and
- are expected to be used during more than one period.

The cost of an item of property, plant and equipment is recognised as an asset when:

- it is probable that future economic benefits associated with the item will flow to the company; and
- the cost of the item can be measured reliably.

Property, plant and equipment is initially measured at cost.

Costs include costs incurred initially to acquire or construct an item of property, plant and equipment and costs incurred subsequently to add to, replace part of, or service it. If a replacement cost is recognised in the carrying amount of an item of property, plant and equipment, the carrying amount of the replaced part is derecognised.

Property, plant and equipment is carried at cost less accumulated depreciation and any impairment losses.

Property, plant and equipment are depreciated on the straight line basis over their expected useful lives to their estimated residual value.

The useful lives of items of property, plant and equipment have been assessed as follows:

ITEM	AVERAGE USEFUL LIFE
Furniture and fixtures	10 years
Motor vehicles	5 years
Office equipment	5 years
IT equipment	3 years

The residual value, useful life and depreciation method of each asset are reviewed at the end of each reporting period. If the expectations differ from previous estimates, the change is accounted for as a change in accounting estimate.

The depreciation charge for each period is recognised in profit or loss unless it is included in the carrying amount of another asset.

The gain or loss arising from the derecognition of an item of property, plant and equipment is included in profit or loss when the item is derecognised. The gain or loss arising from the derecognition of an item of property, plant and equipment is determined as the difference between the net disposal proceeds, if any, and the carrying amount of the item.

ACCOUNTING POLICIES CONTINUED

1.3 INTANGIBLE ASSETS

An intangible asset is an identifiable non-monetary asset without physical substance.

An intangible asset is recognised when:

- it is probable that the expected future economic benefits that are attributable to the asset will flow to the entity; and
- the cost of the asset can be measured reliably.

Intangible assets are initially measured at cost.

Intangible assets are carried at cost less any accumulated amortisation and any impairment losses.

Intangible assets are depreciated on the straight line basis over their expected useful lives to their estimated residual value.

The residual value, useful life and amortisation method of each asset is reviewed at the end of each reporting period. If the expectations differ from previous estimates, the change is accounted for as a change in accounting estimate.

Amortisation for each period is recognised in profit or loss unless it is included in the carrying amount of another asset.

The gain or loss arising from the derecognition of intangible assets is included in profit or loss when the item is derecognised.

The gain or loss arising from the derecognition of intangible assets is determined as the difference between the net disposal proceeds, if any, and the carrying amount of the item.

The useful lives of intangible assets have been assessed as follows:

Item	Average useful life
Computer software	3 years

1.4 FINANCIAL INSTRUMENTS

Definitions

A financial instrument is any contract that gives rise to a financial asset of one entity and a financial liability or equity instrument of another entity.

A financial asset is any asset that is:

- cash;
- an equity instrument of another entity;
- a contractual right to receive cash or another financial asset from another entity; or to exchange financial assets or financial liabilities with another entity under conditions that are potentially favourable to the entity; or
- a contract that will or may be settled in the entity's own equity instruments and is a non-derivative for which the entity is or may be obliged to receive a variable number of the entity's own equity instruments; or a derivative that will or may be settled other than by the exchange of a fixed amount of cash or another financial asset for a fixed number of the entity's own equity instruments.

A financial liability is any liability that is:

- a contractual obligation to deliver cash or another financial asset to another entity; or to exchange financial assets or financial liabilities with another entity under conditions that are potentially unfavourable to the entity; or
- a contract that will or may be settled in the entity's own equity instruments and is a non-derivative for which the entity is or may be obliged to deliver a variable number of the entity's own equity instruments; or a derivative that will or may be settled other than by the exchange of a fixed amount of cash or another financial asset for a fixed number of the entity's own equity instruments.

Initial recognition and measurement

Financial instruments are recognised initially when the group becomes a party to the contractual provisions of the instruments.

The group classifies financial instruments, or their component parts, on initial recognition as a financial asset,

a financial liability or an equity instrument in accordance with the substance of the contractual arrangement.

Financial instruments are measured initially at fair value, except for equity investments for which a fair value is not determinable, which are measured at cost and are classified as available for sale financial assets.

For financial instruments which are not at fair value through profit or loss, transaction costs are included in the initial measurement of the instrument.

Subsequent measurement

Financial instruments at fair value through profit or loss are subsequently measured at fair value, with gains and losses arising from changes in fair value being included in profit or loss for the period.

Loans and receivables are subsequently measured at amortised cost, using the effective interest method, less accumulated impairment losses.

Held-to-maturity investments are subsequently measured at amortised cost, using the effective interest method, less accumulated impairment losses.

Available for sale financial assets are subsequently measured at fair value.

Financial liabilities at amortised cost are subsequently measured at amortised cost, using the effective interest method.

Trade and other receivables

Trade and other receivables are classified as loans and receivables.

Appropriate allowances for estimated irrecoverable amounts are recognised in profit or loss when there is objective evidence that the asset is impaired. The allowance recognised is measured as the difference between the asset's carrying amount and the present value of estimated future cash flows discounted at the effective interest rate computed at initial recognition.

The carrying amount of the asset is reduced through the use of an allowance account, and the amount of the loss is recognised in the income statement within operating expenses. When a trade receivable is uncollectible, it is written off against the allowance account for trade receivables. Subsequent recoveries of amounts previously written off are credited against operating expenses in the income statement.

Trade and other payables

Trade payables are classified as financial liabilities at amortised cost, using the effective interest rate method.

Cash and cash equivalents

Cash and cash equivalents comprise cash on hand, demand deposits, and other short-term highly liquid investments that are readily convertible to a known amount of cash and are subject to an insignificant risk of changes in value. Cash and cash equivalents are classified as loans and receivables.

1.5 LEASES

A lease is classified as a finance lease if it transfers substantially all the risks and rewards incidental to ownership. A lease is classified as an operating lease if it does not transfer substantially all the risks and rewards incidental to ownership. Leases are classified as either operating or finance leases at the inception of the lease.

Finance leases – lessee

Assets held under finance leases are initially recognised as assets of the group at their fair value at the inception of the lease or, if lower, the present value of the minimum lease payments. The corresponding liability to the lessor is included in the statement of financial position as a finance lease obligation.

The discount rate used in calculating the present value of the minimum lease payments is the interest rate implicit in the lease.

ACCOUNTING POLICIES CONTINUED

The lease payments are apportioned between the finance charge and reduction of the outstanding liability. The finance charge is allocated to each period during the lease term so as to produce a constant periodic rate of on the remaining balance of the liability.

Operating leases – lessee

Operating lease payments are recognised as an expense on a straight-line basis over the lease term. The difference between the amounts recognised as an expense and the contractual payments are recognised as an operating lease asset or liability. This liability is not discounted.

Any contingent rents are expensed in the period they are incurred.

1.6 IMPAIRMENT OF ASSETS

The entity assesses at each end of the reporting period whether there is any indication that an asset may be impaired. If any such indication exists, the entity estimates the recoverable amount of the asset.

If there is any indication that an asset may be impaired, the recoverable amount is estimated for the individual asset. If it is not possible to estimate the recoverable amount of the individual asset, the recoverable amount of the cash-generating unit to which the asset belongs is determined.

The recoverable amount of an asset or a cash-generating unit is the higher of its fair value less costs to sell and its value in use.

If the recoverable amount of an asset is less than its carrying amount, the carrying amount of the asset is reduced to its recoverable amount. That reduction is an impairment loss.

An impairment loss of assets carried at cost less any accumulated depreciation or amortisation is recognised immediately in profit or loss. Any impairment loss of a revalued asset is treated as a revaluation decrease.

An entity assesses at each reporting date whether there is any indication that an impairment loss recognised in prior periods for assets other than goodwill may no longer exist or may have decreased. If any such indication exists, the recoverable amounts of those assets are estimated.

The increased carrying amount of an asset other than goodwill attributable to a reversal of an impairment loss does not exceed the carrying amount that would have been determined had no impairment loss been recognised for the asset in prior periods.

A reversal of an impairment loss of assets carried at cost less accumulated depreciation or amortisation other than goodwill is recognised immediately in profit or loss. Any reversal of an impairment loss of a revalued asset is treated as a revaluation increase.

1.7 EMPLOYEE BENEFITS

Short-term Employee Benefits

The cost of short-term employee benefits, (those payable within 12 months after the service is rendered, such as paid vacation leave and sick leave, bonuses, and non-monetary benefits such as medical care), are recognised in the period in which the service is rendered and are not discounted.

The expected cost of compensated absences is recognised as an expense as the employees render services that increase their entitlement or, in the case of non-accumulating absences, when the absence occurs.

The expected cost of profit sharing and bonus payments is recognised as an expense when there is a legal or constructive obligation to make such payments as a result of past performance.

Defined contribution plans

Payments to defined contribution retirement benefit plans are charged as an expense as they fall due.

1.8 PROVISIONS AND CONTINGENCIES

Provisions are recognised when:

- the group has a present obligation as a result of a past event;
- it is probable that an outflow of resources embodying economic benefits will be required to settle the obligation; and
- a reliable estimate can be made of the obligation.

The amount of a provision is the present value of the expenditure expected to be required to settle the obligation.

Where some or all of the expenditure required to settle a provision is expected to be reimbursed by another party, the reimbursement shall be recognised when, and only when, it is virtually certain that reimbursement will be received if the entity settles the obligation. The reimbursement shall be treated as a separate asset. The amount recognised for the reimbursement shall not exceed the amount of the provision.

Provisions are not recognised for future operating losses.

If an entity has a contract that is onerous, the present obligation under the contract shall be recognised and measured as a provision.

A constructive obligation to restructure arises only when an entity:

- has a detailed formal plan for the restructuring, identifying at least:
 - the business or part of a business concerned;
 - the principal locations affected;
 - the location, function, and approximate number of employees who will be compensated for terminating their services;
 - the expenditures that will be undertaken; and
 - when the plan will be implemented; and

- has raised a valid expectation in those affected that it will carry out the restructuring by starting to implement that plan or announcing its main features to those affected by it.

After their initial recognition contingent liabilities recognised in business combinations that are recognised separately are subsequently measured at the higher of:

- the amount that would be recognised as a provision; and
- the amount initially recognised less cumulative amortisation.

Contingent assets and contingent liabilities are not recognised. Contingencies are disclosed in note .

1.9 REVENUE

Revenue is measured at the fair value of the consideration received or receivable and represents the amounts receivable for services provided in the normal course of business, net of value added tax.

Interest is recognised, in profit or loss, using the effective interest rate method.

2. NEW STANDARDS AND INTERPRETATIONS

2.1 STANDARDS AND INTERPRETATIONS EFFECTIVE AND ADOPTED IN THE CURRENT YEAR

In the current year, the entity has adopted the following standards and interpretations that are effective for the current financial year and that are relevant to its operations:

Standard/ Interpretation:	Effective date: Years beginning on or after	Expected impact:
● 2010 Annual Improvements Project: Amendments to IFRS 7 Financial Instruments: Disclosures	01 January 2011	None
● 2010 Annual Improvements Project: Amendments to IAS 1 Presentation of Financial Statements	01 January 2011	None

2.2 STANDARDS AND INTERPRETATIONS EARLY ADOPTED

The entity has not chosen to early adopt any standards and interpretations.

2.3 STANDARDS AND INTERPRETATIONS NOT YET EFFECTIVE

The entity has chosen not to early adopt the following standards and interpretations, which have been published and are mandatory for the entity's accounting periods beginning on or after 01 April 2012 or later periods:

Standard/ Interpretation:	Effective date: Years beginning on or after	Expected impact:
● IFRS 9 Financial Instruments	01 January 2013	Being assessed

2.4 STANDARDS AND INTERPRETATIONS NOT YET EFFECTIVE OR RELEVANT

The following standards and interpretations have been published and are mandatory for the entity's accounting periods beginning on or after 01 April 2012 or later periods but are not necessarily relevant to its operations:

Standard/ Interpretation:	Effective date: Years beginning on or after	Expected impact:
● IFRS 10 Consolidated Financial Statements	01 January 2013	None
● IAS 27 Separate Financial Statements	01 January 2013	None
● IFRS 11 Joint Arrangements	01 January 2013	None
● IFRS 12 Disclosure of Interests in Other Entities	01 January 2013	None
● IFRS 13 Fair Value Measurement	01 January 2013	None
● IAS 1 Presentation of Financial Statements	01 July 2012	None
● IAS 19 Employee Benefits Revised	01 January 2013	Being assessed

NOTES TO THE COMBINED ANNUAL FINANCIAL STATEMENTS CONTINUED

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GLOSSARY

3. PROPERTY, PLANT AND EQUIPMENT

Combined	Cost	Accumulated depreciation	Carrying value	Cost	Accumulated depreciation	Carrying value
2012			2011			
	R	R	R	R	R	R
Furniture and fixtures	619,756	(244,168)	375,588	619,756	(181,593)	438,163
Motor vehicles	131,300	(98,475)	32,825	131,300	(78,780)	52,520
Office equipment	1,096,549	(405,190)	691,359	1,123,968	(202,244)	921,724
IT equipment	501,407	(402,540)	98,867	481,276	(333,970)	147,306
Leasehold improvements	133,071	(80,083)	52,988	113,557	(57,372)	56,185
Total	2,482,083	(1,230,456)	1,251,627	2,469,857	(853,959)	1,615,898

Council	Cost	Accumulated depreciation	Carrying value	Cost	Accumulated depreciation	Carrying value
2012			2011			
	R	R	R	R	R	R
Furniture and fixtures	619,756	(244,168)	375,588	619,756	(181,593)	438,163
Motor vehicles	131,300	(98,475)	32,825	131,300	(78,780)	52,520
Office equipment	1,096,549	(405,190)	691,359	1,123,968	(202,244)	921,724
IT equipment	501,407	(402,540)	98,867	481,276	(333,970)	147,306
Leasehold improvements	133,071	(80,083)	52,988	113,557	(57,372)	56,185
Total	2,482,083	(1,230,456)	1,251,627	2,469,857	(853,959)	1,615,898

Reconciliation of property, plant and equipment- Combined - 2012	Opening balance	Additions	Disposals	Depreciation	Total
	R	R	R	R	R
Furniture and fixtures	438,163	-	-	(62,575)	375,588
Motor vehicles	52,520	-	-	(19,695)	32,825
Office equipment	921,724	956	(9,458)	(221,863)	691,359
IT equipment	147,306	20,131	-	(68,570)	98,867
Leasehold improvements	56,185	19,513	-	(22,710)	52,988
	1,615,898	40,600	(9,458)	(395,413)	1,251,627

Reconciliation of property, plant and equipment - Combined - 2011	Opening balance	Additions	Disposals	Depreciation	Total
	R	R	R	R	R
Furniture and fixtures	495,744	4,993	-	(62,574)	438,163
Motor vehicles	72,215	-	-	(19,695)	52,520
Office equipment	765,563	682,407	(361,477)	(164,769)	921,724
IT equipment	128,880	126,566	-	(108,140)	147,306
Leasehold improvements	82,682	-	-	(26,497)	56,185
	1,545,084	813,966	(361,477)	(381,675)	1,615,898

NOTES TO THE COMBINED ANNUAL FINANCIAL STATEMENTS CONTINUED

3. PROPERTY, PLANT AND EQUIPMENT (CONTINUED)

Reconciliation of property, plant and equipment - Council - 2012	Opening balance	Additions	Disposals	Depreciation	Total
	R	R	R	R	R
Furniture and fixtures	438,163	-	-	(62,575)	375,588
Motor vehicles	52,520	-	-	(19,695)	32,825
Office equipment	921,724	956	(9,458)	(221,863)	691,359
IT equipment	147,306	20,131	-	(68,570)	98,867
Leasehold improvements	56,185	19,513	-	(22,710)	52,988
	1,615,898	40,600	(9,458)	(395,413)	1,251,627

Reconciliation of property, plant and equipment - Council - 2011	Opening balance	Additions	Disposals	Depreciation	Total
	R	R	R	R	R
Furniture and fixtures	495,744	4,993	-	(62,574)	438,163
Motor vehicles	72,215	-	-	(19,695)	52,520
Office equipment	765,563	682,407	(361,477)	(164,769)	921,724
IT equipment	128,880	126,566	-	(108,140)	147,306
Leasehold improvements	82,682	-	-	(26,497)	56,185
	1,545,084	813,966	(361,477)	(381,675)	1,615,898

Property, plant and equipment - Council - 2010	Cost	Accumulated depreciation	Carrying value
	R	R	R
Furniture and fixtures	619,756	(124,012)	495,744
Motor vehicles	131,300	(59,085)	72,215
Office equipment	941,748	(176,185)	765,563
IT equipment	753,912	(625,032)	128,880
Leasehold improvements	113,557	(30,875)	82,682
	2,560,273	(1,015,189)	1,545,084
Assets subject to finance lease (Net carrying amount)			
Office equipment	579,286	765,116	765,116
Leasehold improvements	52,988	56,185	56,185
	632,274	821,301	632,274
		632,274	821,301

4. INTANGIBLE ASSETS	Cost	Accumulated amortisation	Carrying value	Cost	Accumulated amortisation	Carrying value
	2012			2011		
	R	R	R	R	R	R
COMBINED						
Computer software	414,654	(380,591)	34,063	396,236	(353,984)	42,252
COUNCIL						
Computer software	414,654	(380,591)	34,063	396,236	(353,984)	42,252

RECONCILIATION OF INTANGIBLE ASSETS	Opening balance	Additions	Amortisation	Total
	R	R	R	R
Reconciliation of intangible assets Combined - 2012				
Computer software	42,252	18,418	(26,607)	34,063
Reconciliation of intangible assets - Combined - 2011				
Computer software	65,441	18,619	(41,808)	42,252
Reconciliation of intangible assets - Council - 2012				
Computer software	42,252	18,418	(26,607)	34,063
Reconciliation of intangible assets - Council - 2011				
Computer software	65,441	18,619	(41,808)	42,252

INTANGIBLE ASSETS	Cost	Accumulated amortisation	Carrying value
	R	R	R
Intangible assets - Council - 2010			
Computer software	377,617	(312,176)	65,441
	377,617	(312,176)	65,441

NOTES TO THE COMBINED ANNUAL FINANCIAL STATEMENTS CONTINUED

5. OTHER FINANCIAL ASSETS	Combined		Council	
	2012	2011	2012	2011
	R	R	R	R
Investments				
First National Bank	568,482	2,667,306	568,482	2,667,306
Investec	10,784,505	2,159,860	10,190,096	1,592,871
Nedbank	2,450,810	2,343,431	-	-
	13,803,797	7,170,597	10,758,578	4,260,177
Current assets				
Loans and receivables	13,803,797	7,170,597	10,758,578	4,260,177

The carrying value of investments reflects the approximate fair value at year end.

6. TRADE AND OTHER RECEIVABLES	Combined		Council	
	2012	2011	2012	2011
	R	R	R	R
Trade receivables	4,799,648	3,974,608	4,793,648	3,983,026
Unallocated receipts	(1,053,734)	(709,529)	(1,053,734)	(709,529)
Allowance for credit losses	(3,709,641)	(3,623,953)	(3,709,641)	(3,623,953)
Other receivables	538,024	43,280	538,024	43,280
Prepayments	-	11,896	-	11,896
VAT	164,887	622,553	164,887	622,553
SACAP Education Fund	-	-	70,798	70,798
Travel allowances in advance	-	11,203	-	6,694
	739,184	330,058	803,982	404,765

The carrying value of trade and other receivables reflects the approximate fair value at year end.

Other receivables

SACAP overpaid on provident fund contributions on behalf of employees, to the value of R505,062. During the current period an amount of R 49,077 has been recovered from employees. An amount of R 455,985 remains included in other receivables at year end. It was subsequently agreed that the remaining balances will be recovered when employees leave the employment of SACAP.

Trade and other receivables impaired

According to section 20(1)(a)(iii) of the Architectural Professions Act, No. 44 of 2000, registered professionals who fail to pay the prescribed annual fee or portion thereof, within 60 days from it becoming due or within such further period as the Council may allow, either before or after the expiry of the 60 days, will be removed as a registered professional.

As of 31 March 2012, trade and other receivables (inclusive of VAT) of R 3,709,641 (2011: R 3,623,953) were impaired and provided for.

Reconciliation of allowance for credit losses of trade and other receivables	Combined		Council	
	2012	2011	2012	2011
	R	R	R	R
Opening balance	3,623,953	2,245,189	3,623,953	2,245,189
Provision for impairment - debtors	75,166	1,378,764	75,166	1,378,764
Provision for impairment - VAT portion	10,522	-	10,522	-
	3,709,641	3,623,953	3,709,641	3,623,953

	Combined		Council	
	2012	2011	2012	2011
	R	R	R	R
7. CASH AND CASH EQUIVALENTS				
Cash and cash equivalents consist of:				
Cash on hand	4,579	3,888	4,579	3,888
Bank balances	1,867,122	1,857,090	1,745,928	1,641,260
	1,871,701	1,860,978	1,750,507	1,645,148
Cash and bank earns interest at floating rate based on a daily bank deposit rate.				
8. FINANCE LEASE OBLIGATION				
Minimum lease payments due				
● within one year	235,264	266,028	235,264	266,028
● in second to fifth year inclusive	478,467	708,045	478,467	708,045
	713,731	974,073	713,731	974,073
less: future finance charges	114,593	179,641	(114,593)	(179,641)
Present value of minimum lease payments	828,324	1,153,714	599,138	794,432
Present value of minimum lease payments due				
● within one year	182,330	105,338	182,330	105,338
● in second to fifth year inclusive	416,809	689,094	416,809	689,094
	599,139	794,432	599,139	794,432
Non-current liabilities	416,809	689,094	416,809	689,094
Current liabilities	182,330	105,338	182,330	105,338
	599,139	794,432	599,139	794,432

The liabilities are secured over certain items of property, plant and equipment disclosed in note 3.

NEFCO

SACAP entered into an agreement with NEFCO for a copier (Canon 2880i). The rental agreement is for a period of 60 months with average monthly installments of R 4,295 (escalation of 15% per annum). The monthly installments, payable in advance, commenced on 28 February 2008.

CANON BUSINESS CENTRE

SACAP entered into an agreement with Canon Business Centre for 2 copiers (Canon C5051i). The rental agreement is for a period of 60 months beginning on 1 January 2011 and the total monthly installments, payable in advance, are R 14,499 with 0% escalation per annum.

SAPOR

The agreement which SACAP entered into with SAPOR for 60 months on 30 August 2006 for the Sagem 6590N copier was terminated on 31 July 2011. The monthly payments were R 724 with an escalation of 0% per annum.

NOTES TO THE COMBINED ANNUAL FINANCIAL STATEMENTS CONTINUED

	Combined		Council	
	2012	2011	2012	2011
	R	R	R	R
9. TRADE AND OTHER PAYABLES				
Trade payables	379,532	1,318,566	379,533	1,318,565
VAT - Education Fund	-	61,449	-	-
Accruals	192,160	114,530	185,160	114,530
Accrued leave pay	676,055	139,443	676,055	139,443
SACAP Education Fund	-	-	172,403	172,403
Amounts received in advance	2,822,411	1,730,884	2,822,411	1,730,884
	4,070,158	3,364,872	4,235,562	3,475,825

10. FINANCIAL ASSETS BY CATEGORY

The accounting policies for financial instruments have been applied to the line items below:

	Loans and receivables	Fair value through profit or loss - held for trading	Fair value through profit or loss - designated	Held to maturity investments	Available for sale	Total
	R	R	R	R	R	R
Combined - 2012						
Investments	13,803,797	-	-	-	-	13,803,797
Trade and other receivables	739,184	-	-	-	-	739,184
Cash and cash equivalents	1,871,701	-	-	-	-	1,871,701
	16,414,682	-	-	-	-	16,414,682
Council - 2011						
Investments	7,170,597	-	-	-	-	7,170,597
Trade and other receivables	330,058	-	-	-	-	330,058
Cash and cash equivalents	1,860,978	-	-	-	-	1,860,978
	9,361,633	-	-	-	-	9,361,633
Combined - 2012						
Investments	10,758,578	-	-	-	-	10,758,578
Trade and other receivables	803,982	-	-	-	-	803,982
Cash and cash equivalents	1,750,507	-	-	-	-	1,750,507
	13,313,067	-	-	-	-	13,313,067
Council - 2011						
Investments	4,260,177	-	-	-	-	4,260,177
Trade and other receivables	404,765	-	-	-	-	404,765
Cash and cash equivalents	1,645,148	-	-	-	-	1,645,148
	6,310,090	-	-	-	-	6,310,090

11. FINANCIAL LIABILITIES BY CATEGORY

The accounting policies for financial instruments have been applied to the line items below:

	Financial liabilities at amortised cost	Fair value through profit or loss - held for trading	Fair value through profit or loss - designated	Total
Combined - 2012				
Finance lease obligation	599,139	-	-	599,139
Trade and other payables	4,070,158	-	-	4,070,158
	4,669,297	-	-	4,669,297
Combined - 2011				
Finance lease obligation	794,432	-	-	794,432
Trade and other payables	3,364,872	-	-	3,364,872
	4,159,304	-	-	4,159,304
Council - 2012				
Finance lease obligation	599,139	-	-	599,139
Trade and other payables	4,235,562	-	-	4,235,562
	4,834,701	-	-	4,834,701
Council - 2011				
Finance lease obligation	794,432	-	-	794,432
Trade and other payables	3,475,825	-	-	3,475,825
	4,270,257	-	-	4,270,257

12. REVENUE	Combined		Council	
	2012	2011	2012	2011
	R	R	R	R
Annual fees	17,496,657	14,951,913	17,496,657	14,951,913
Administration fees	368,201	309,104	368,201	309,104
Exam fees	658,515	487,730	658,515	487,730
Registrations and re-registrations	924,800	455,457	924,800	455,457
Renewals	459,584	1,298,242	459,584	1,298,242
	19,907,757	17,502,446	19,907,757	17,502,446

Registrations are cancelled where the registered persons do not pay their fees within the prescribed time. When such a person wants to re-register, the prior years' outstanding fees must be settled first. These fees are then recognised in the year in which they are received.

NOTES TO THE COMBINED ANNUAL FINANCIAL STATEMENTS CONTINUED

GOVERNANCE

OPERATIONS

MANDATES

AUDITED FINANCIAL STATEMENTS

GLOSSARY

13. OPERATING PROFIT (LOSS)	Combined		Council	
	2012	2011	2012	2011
	R	R	R	R
Operating profit (loss) for the year is stated after accounting for the following:				
Operating lease charges				
Premises				
● Contractual amounts	715,883	704,637	715,883	704,637
Lease rentals on equipment				
● Contractual amounts	(27,484)	97,645	(27,484)	97,645
	688,399	802,282	688,399	802,282
Loss on sale of property, plant and equipment	-	(52,715)	-	(52,715)
Depreciation on property, plant and equipment	422,020	423,483	422,020	423,483
Employee costs	6,390,268	7,558,799	6,390,268	7,558,799
14. INVESTMENT REVENUE				
Interest revenue				
Bank	631,527	502,433	496,922	350,422
The following is an analysis of investment revenue earned per financial asset category:				
Available-for-sale financial assets	-	-	-	-
Loans and receivables	631,527	502,433	496,922	350,422
Held-to-maturity investments	-	-	-	-
Total interest income for financial assets not designated as at fair value through profit or loss	631,527	502,433	496,922	350,422
Investment income earned on non-financial assets	-	-	-	-
	631,527	502,433	496,922	350,422
15. FINANCE COSTS				
	Combined		Council	
	2012	2011	2012	2011
	R	R	R	R
Finance leases	80,516	44,039	80,516	44,039
Suppliers	7,211	1,758	7,211	1,758
	87,727	45,797	87,727	45,797

Total interest expense, calculated using the effective interest rate, on financial instruments not at fair value through profit or loss amounted to R 87,727 (2011: R 45,797).

16. TAXATION

The South African Council for the Architectural Profession's receipts and accruals are exempt from income tax in terms of the provisions of section 10(1)(cA)(i) of the Income Tax Act, No. 58 of 1962.

17. AUDITORS' REMUNERATION

External audit fees	210,370	129,098	172,180	102,365
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18. CASH UTILISED IN OPERATIONS

	Combined		Council	
	2012	2011	2012	2011
	R	R	R	R
Profit (loss) before taxation	6,170,596	(1,423,284)	6,066,073	(1,203,201)
Adjustments for:				
Depreciation and amortisation	422,020	423,483	422,020	423,483
Loss on sale of assets	-	52,715	-	52,715
Interest received	(631,527)	(502,433)	(496,922)	(350,422)
Finance costs	87,727	45,797	87,727	45,797
Impairment loss	-	419,078	-	419,078
Changes in working capital:				
Trade and other receivables	(409,126)	(253,370)	(399,217)	(257,285)
Trade and other payables	705,286	771,955	759,737	781,871
	6,344,976	(466,059)	6,439,418	(87,964)

19. COMMITMENTS

	Combined		Council	
	2012	2011	2012	2011
	R	R	R	R
Operating leases – as lessee (expense) Minimum lease payments due				
● within one year	637,799	584,613	637,799	584,613
● in second to fifth year inclusive	49,573	637,799	49,573	637,799
	687,372	1,222,412	687,372	1,222,412

Operating lease payments represent rentals payable by the group for certain of its office properties. Leases are negotiated for an average term of three years and rentals escalate annually by an average of 9.5%.

NOTES TO THE COMBINED ANNUAL FINANCIAL STATEMENTS CONTINUED

20. RELATED PARTIES

Relationships

Members of key management	Ms C Chinga - Acting Registrar (Left office on 28 February 2012) Mr S Moyo - Chief Financial Officer (Left office on 01 November 2011) Ms D le Roux - Chief Operations Office (Left office on 10 September 2011) Mr PC Smit - Acting Registrar (16 January 2012 to 31 May 2012)
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Executive authority	Department of Public Works
Governing body	Refer to the Registrar's report for Council member names
Fund under control of Council	Education Fund of the SA Council for the Architectural Profession
Relationship governed by law	Council for the Built Environment

	Combined		Council	
	2012	2011	2012	2011
	R	R	R	R
Related party balances				
Amounts included in trade receivables				
Council for the Built Environment	42,756	-	42,756	-
Education Fund of the South African Council for the Architectural Profession	-	-	70,798	70,798
Amounts included in trade payables				
Council for the Built Environment	-	34,503	-	34,503
Education Fund of the South African Council for the Architectural Profession	-	-	172,403	172,403
Provision for doubtful debts related to the amount of outstanding balances				
None				
Related party transactions				
Included in operating expenses				
Education Fund of the South African Council for the Architectural Profession	-	-	-	800,000
Council for the Built Environment	341,460	348,327	341,460	348,327
Compensation to Council members and executive management				
● Basic salaries and allowances	2,567,789	2,180,640	2,567,789	2,180,640
● Council contributions	801,285	445,902	801,285	445,902
● Council and other meetings	715,035	660,292	715,035	660,292
● Compensation for loss of office	-	562,884	-	562,884

21. COMPARATIVE FIGURES

Unallocated debtor receipts were disclosed as trade and other payables in prior years. The classification thereof has been changed to set off these receipts against trade debtors.

Computer software was classified as IT equipment and disclosed as property, plant and equipment in prior years. The classification thereof has been changed to intangible asset.

The effects of the reclassification are as follows:

Statement of Financial Position	Combined		Council	
	2012	2011	2012	2011
	R	R	R	R
Trade and other receivables	(1,053,734)	(709,529)	(1,053,734)	(709,529)
Trade and other payables	1,053,734	709,529	1,053,734	709,529
Property, plant and equipment	(34,063)	(42,252)	(34,063)	(42,252)
Intangible assets	34,063	42,252	34,063	42,252

22. RISK MANAGEMENT

Capital risk management

The Council's objectives when managing capital are to safeguard the Council's ability to continue as a going concern.

The capital structure of the entity consists of cash and cash equivalents disclosed in note 7 and accumulated funds as disclosed in the statement of financial position.

Financial risk management

The entity's activities expose it to liquidity risk and cash flow interest rate risk.

Liquidity risk

Prudent liquidity risk management implies maintaining sufficient cash and the availability of funding through an adequate amount of cash available to perform its duties.

The entity's risk to liquidity is a result of the funds available to cover future commitments. The entity manages liquidity risk through an ongoing review of future commitments and credit facilities.

Cash flow forecasts are prepared and adequate utilised borrowing facilities are monitored.

The following table analyses the entity's financial liabilities into relevant maturity groupings based on the remaining period at the reporting date to the contractual maturity date. The amounts disclosed in the table are the contractual undiscounted cash flows.

NOTES TO THE COMBINED ANNUAL FINANCIAL STATEMENTS CONTINUED

22. RISK MANAGEMENT (continued)	Less than 1 year	Between 1 and 2 years	Between 2 and 5 years	Over 5 years
COMBINED		R	R	R
At 31 March 2012				
Finance lease obligation	235,264	173,988	173,988	-
Trade and other payables	4,070,158	-	-	-
At 31 March 2011				
Finance lease obligation	232,842	235,264	478,467	-
Trade and other payables	3,364,872	-	-	-
COUNCIL				
At 31 March 2012				
Finance lease obligation	235,264	173,988	173,997	-
Trade and other payables	4,235,562	-	-	-
At 31 March 2011				
Finance lease obligation	232,842	235,264	478,467	-
Trade and other payables	3,475,825	-	-	-

Interest rate risk

As the entity has significant interest-bearing assets that cause the entity's income and operating cash flows to be substantially dependent on changes in market interest rates.

The following table demonstrates the sensitivity to a reasonable possible change in interest rates, with all other variables held constant of the entity's profit before tax.

Effect on profit before tax	Increase / (decrease) in base points	Combined	Council
	R	R	R
South African Rand	1%	70,170	55,214
South African Rand	(1%)	(70,170)	(55,214)

Credit risk

Credit risk consists mainly of cash deposits, investments, trade receivables and other receivables. The entity only deposits cash with major banks with high quality credit standing and limits exposure to any one counter-party.

Receivables comprise of fees owed by registered persons in terms of the Architectural Professions Act, No. 44 of 2000. Receivables comprise of a wide spread registered person's base. Receivables are monitored for impairment on an ongoing basis. Non-payment by registered persons results in deregistration, in which event outstanding fees are provided for as bad debt.

Financial Instrument	Combined		Council	
	2012	2011	2012	2011
	R	R	R	R
Financial assets exposed to credit risk at year end were as follows:				
Investments	13,803,797	7,170,597	10,758,578	4,260,177
Trade and other receivables			739,184	330,058
Cash and cash equivalents			1,871,701	1,860,978
			1,750,507	1,645,148

DETAILED INCOME STATEMENT

	Note(s)	Combined		Council	
		2012	2011	2012	2011
		R	R	R	R
REVENUE					
Annual fees		17,496,657	14,951,913	17,496,657	14,951,913
Administration fees		368,201	309,104	368,201	309,104
Exam fees		658,515	487,730	658,515	487,730
Registrations and re-registrations		924,800	455,457	924,800	455,457
Renewals		459,584	1,298,242	459,584	1,298,242
	12	19,907,757	17,502,446	19,907,757	17,502,446
OTHER INCOME					
Refunds		-	7,823	-	7,823
Other income		75,867	-	-	-
Interest received	14	631,527	502,433	496,922	350,422
		707,394	510,256	496,922	358,245
Expenses (Refer to page 84)		(14,356,828)	(19,390,189)	(14,250,879)	(19,018,095)
Operating profit (loss)	13	6,258,323	(1,377,487)	6,153,800	(1,157,404)
Finance costs	15	(87,727)	(45,797)	(87,727)	(45,797)
Profit (loss) for the year		6,170,596	(1,423,284)	6,066,073	(1,203,201)

The supplementary information presented does not form part of the combined annual financial statements and is unaudited

DETAILED INCOME STATEMENT CONTINUED

OPERATING EXPENSES	Note(s)	Combined		Council	
		2012	2011	2012	2011
		R	R	R	R
Administration fees		(16,971)	(43,053)	(16,971)	(43,053)
Advertising		(55,679)	(174,211)	(55,679)	(174,211)
Asset expenses		(13,136)	(29,431)	(13,136)	(29,431)
Audit committee fees		(39,388)	(14,400)	(39,388)	(14,400)
Auditors remuneration	17	(210,370)	(129,098)	(172,180)	(102,365)
Bad debts		(84,360)	(1,209,442)	(84,360)	(1,209,442)
Bank charges		(90,167)	(79,006)	(89,408)	(77,820)
CBE Levies		(341,460)	(321,598)	(341,460)	(321,598)
Computer expenses		(36,999)	(47,992)	(36,999)	(47,992)
Consulting fees		(793,577)	(1,282,048)	(793,577)	(1,282,048)
Depreciation, amortisation and impairments		(422,020)	(423,483)	(422,020)	(423,483)
Document management and strategic review		(4,652)	(64,438)	(4,652)	(64,438)
Donations		-	(291,759)	-	-
Education grants		-	-	-	(800,000)
Employee costs		(6,390,268)	(7,558,799)	(6,390,268)	(7,558,799)
Entertainment		(1,259)	(9,877)	(1,259)	(9,877)
Fines and penalties		(23,258)	-	(23,258)	-
Forensic audit fees		(661,047)	-	(661,047)	-
General office expenses		(105,838)	(90,556)	(105,838)	(90,556)
Grants		(17,000)	(765,600)	-	-
Honorariums		(881,858)	(954,594)	(881,858)	(954,594)
Impairment - VAT		(248,587)	(419,078)	(248,587)	(419,078)
Insurance		(37,082)	(55,898)	(37,082)	(55,898)
Internal audit fees		(276,126)	(349,761)	(276,126)	(349,761)
Lease rentals on operating lease		(688,399)	(802,282)	(688,399)	(802,282)
Legal expenses		(320,734)	(1,055,441)	(320,734)	(1,055,441)
Local travel and accommodation		(1,052,145)	(1,067,340)	(1,052,145)	(1,067,340)
Loss on disposal of assets		-	(52,715)	-	(52,715)
Motor vehicle expenses		(29,441)	(27,132)	(29,441)	(27,132)
Outreach, roadshows and exhibitions		(18,036)	(87,049)	(18,036)	(87,049)
Policy development and research		(165,366)	(254,586)	(165,366)	(254,586)
Postage		(129,439)	(103,574)	(129,439)	(103,574)
Printing and stationery		(180,741)	(269,056)	(180,741)	(269,056)
Recruitment and team building		(215,343)	(187,936)	(215,343)	(187,936)
Repairs and maintenance		(30,930)	(32,119)	(30,930)	(32,119)
Sponsorships		(50,000)	(42,000)	-	-
Staff welfare		-	(193,525)	-	(148,709)
Subscriptions		(153,504)	(20,259)	(153,504)	(20,259)
Telephone		(293,340)	(481,987)	(293,340)	(481,987)
Training		(13,925)	(56,124)	(13,925)	(56,124)
Utilities		(131,004)	(104,349)	(131,004)	(104,349)
Venue costs and catering		(44,813)	(94,154)	(44,813)	(94,154)
Website development costs		(88,566)	(144,439)	(88,566)	(144,439)
		(14,356,828)	(19,390,189)	(14,250,879)	(19,018,095)

The supplementary information presented does not form part of the combined annual financial statements and is unaudited



SECTION

04

AUDITED FINANCIAL STATEMENTS

FINANCIAL STATEMENTS OF THE
EDUCATION FUND OF SACAP
FOR THE YEAR ENDED 31 MARCH 2012

- Report of the Independent Auditors
- Council's Responsibilities and Approval
- Registrar's Report
- Statement of Financial Position
- Statement of Comprehensive Income
- Statement of Changes in Funds
- Statement of Cash Flows
- Accounting Policies
- Notes to the Combined Annual Financial Statements
- Detailed Income Statement

TO THE PERSONS REGISTERED WITH THE SOUTH AFRICAN COUNCIL FOR THE ARCHITECTURAL PROFESSION (ESTABLISHED UNDER THE ARCHITECTURAL PROFESSION ACT)

We have audited the annual financial statements of The Education Fund of the South African Council for the Architectural Profession, which comprise the statement of financial position as at 31 March 2012, and the statement of comprehensive income, changes in equity and statement of cash flows for the year then ended, and a summary of significant accounting policies and other explanatory notes, and the registrar's report as set out on pages 88 to 100.

THE COUNCIL'S RESPONSIBILITY FOR THE FINANCIAL STATEMENTS

The Council is responsible for the preparation and fair presentation of these annual financial statements in accordance with International Financial Reporting Standards, and the requirements of the Architectural Profession Act, 2000, and for such internal control as the Council determine is necessary to enable the preparation of financial statements that are free from material misstatements, whether due to fraud or error.

AUDITORS' RESPONSIBILITY

Our responsibility is to express an opinion on these annual financial statements based on our audit. We conducted our audit in accordance with International Standards on Auditing. Those standards require that we comply with ethical requirements and plan and perform the audit to obtain reasonable assurance whether the annual financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the annual financial statements. The procedures selected depend on the auditors' judgement, including the assessment of the risks of material misstatement of the annual financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the annual

financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by the Council members, as well as evaluating the overall presentation of the annual financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

OPINION

In our opinion, the annual financial statements present fairly, in all material respects, the financial position of The Education Fund of the South African Council for the Architectural Profession at 31 March 2012, and its financial performance and cash flows for the year then ended in accordance with International Financial Reporting Standards, and the requirements of the Architectural Profession Act, 2000.

SUPPLEMENTARY INFORMATION

Without qualifying our opinion, we draw your attention to the fact that the supplementary information set out on page 101 does not form part of the annual financial statements and is presented as additional information. We have not audited this information and accordingly do not express an opinion thereon.

Sizwe Ntsaluba ES.

SizweNtsalubaGobodo Inc

Registered Auditors

Per: JPC van Zyl

Pretoria

27 July 2012

The Council is required in terms of the Architectural Profession Act, 2000 to maintain adequate accounting records and are responsible for the content and integrity of the annual financial statements and related financial information included in this report. It is the Council's responsibility to ensure that the annual financial statements fairly present the state of affairs of the entity as at the end of the financial year and the results of its operations and cash flows for the period then ended, in conformity with International Financial Reporting Standards. The external auditors are engaged to express an independent opinion on the annual financial statements.

The annual financial statements are prepared in accordance with International Financial Reporting Standards and are based upon appropriate accounting policies consistently applied and supported by reasonable and prudent judgments and estimates.

The Council acknowledges that it is ultimately responsible for the system of internal financial control established by the entity and place considerable importance on maintaining a strong control environment. To enable the Council to meet these responsibilities, the Council sets standards for internal control aimed at reducing the risk of error or loss in a cost effective manner. The standards include the proper delegation of responsibilities within a clearly defined framework, effective accounting procedures and adequate segregation of duties to ensure an acceptable level of risk. These controls are monitored throughout the entity and all employees are required to maintain the highest ethical standards in ensuring the entity's business is conducted in a manner that in all reasonable circumstances is above reproach. The focus of risk management in the entity is on identifying, assessing, managing and monitoring all known forms of risk across the entity. While operating risks cannot be fully eliminated, the entity endeavours to minimise it by ensuring that appropriate infrastructure, controls, systems and ethical behaviour are applied and managed within predetermined procedures and constraints.

The Council is of the opinion, based on the information and explanations given by management, that the system of internal control provides reasonable assurance that the financial records may be relied on for the preparation of the annual financial

statements. However, any system of internal financial control can provide only reasonable, and not absolute, assurance against material misstatement or loss.

The Council has reviewed the entity's cash flow forecast for the year to 31 March 2013 and, in the light of this review and the current financial position, it is satisfied that the entity has or has access to adequate resources to continue in operational existence for the foreseeable future.

The external auditors are responsible for independently reviewing and reporting on the entity's annual financial statements. The annual financial statements have been examined by the entity's external auditors and their report is presented on page 86.

The annual financial statements set out on pages 87 to 101, which have been prepared on the going concern basis, were approved by the Council on 27 July 2012 and were signed on its behalf by:



Mr P Mashabane

President



Ms A Houston

Treasurer

The registrar submit his report for the year ended 31 March 2012.

1. REVIEW OF ACTIVITIES

Main business and operations

The entity is an educational fund of the South African Council for the architectural profession which is a statutory body that regulates the architectural professionals in South Africa.

The South African Council for the Architectural Profession ("the entity") is a regulatory body that was established by the Architectural Profession Act No 44 of 2000 which was published on 1 December 2000 and came into effect on 26 January 2001.

The mission is to make a positive impact on the built environment by ensuring excellence in performance and service delivery by fostering collaborative relationships with role players in order to:

- Effectively regulate the architectural profession;
- Ensure pro-active public protection;
- Develop a quality, sustainable and professional skills base;
- Ensure good governance within SACAP;
- Promote the role of the architectural profession in transformation;
- Create a legacy of humane and sustainable architecture.

The South African Council for the Architectural Profession is tasked with making the major decisions within the organisation. Council members have a term of four years.

The operating results and state of affairs of the entity are fully set out in the attached annual financial statements and do not in our opinion require any further comment.

Net profit was R 104,521 (2011: R 220,082 loss).

2. GOING CONCERN

The annual financial statements have been prepared on the basis of accounting policies applicable to a going concern. This basis presumes that funds will be available to finance future operations and that the realisation of assets and settlement of liabilities, contingent obligations and commitments will occur in the ordinary course of business.

3. EVENTS SUBSEQUENT TO YEAR END

The Council members are not aware of any matter or circumstance arising since the end of the financial year.

4. COUNCIL MEMBERS

The members of the Council during the year and to the date of this report are as follows:

Name	Nationality
Mr P Mashabane - President	South African
Ms P Scott - Vice President	South African
Ms A Houston - Treasurer	South African
Mr D Basdew	South African
Mr F Motsepe	South African
Mr G Steyn	South African
Mr P Crafford	South African
Mr R Ruiters	South African
Mr V Mthimunye (Resigned)	South African
Ms M Gerrans	South African
Ms M Nienaber	South African

5. AUDITORS

SizweNtsalubaGobodo Inc will continue in office for the next financial period.

STATEMENT OF FINANCIAL POSITION

		2012	2011
	Notes	R	R
ASSETS			
CURRENT ASSETS			
Other financial assets	3	3,045,219	2,910,420
Trade and other receivables	4	178,403	168,494
Cash and cash equivalents	5	121,194	215,830
		3,344,816	3,294,744
EQUITY AND LIABILITIES			
EQUITY			
Retained income		3,267,018	3,162,497
LIABILITIES			
CURRENT LIABILITIES			
Trade and other payables	6	77,798	132,247
Total Equity and Liabilities		3,344,816	3,294,744

STATEMENT OF COMPREHENSIVE INCOME

		2012	2011
		R	R
		Notes	
Other income		75,867	800,000
Operating expenses		(105,951)	(1,172,093)
Operating loss	9	(30,084)	(372,093)
Investment revenue	10	134,605	152,011
Profit (loss) for the year		104,521	(220,082)

STATEMENT OF CHANGES IN EQUITY

	Retained income	Total Funds
	R	R
Balance at 01 April 2010	3,382,579	3,382,579
Changes in funds		
Total comprehensive loss for the year	(220,082)	(220,082)
Total changes	(220,082)	(220,082)
Balance at 01 April 2011	3,162,497	3,162,497
Changes in funds		
Total comprehensive income for the year	104,521	104,521
Total changes	104,521	104,521
Balance at 31 March 2012	3,267,018	3,267,018

STATEMENT OF CASH FLOWS

	Notes	2012 R	2011 R
CASH FLOWS FROM OPERATING ACTIVITIES			
Cash used in operations	13	(94,442)	(378,093)
Interest income		134,605	152,011
Net cash from operating activities		40,163	(226,082)
CASH FLOWS FROM INVESTING ACTIVITIES			
Sale of financial assets		(134,799)	(141,452)
Net cash from investing activities		(134,799)	(141,452)
Total cash movement for the year		(94,636)	(367,534)
Cash at the beginning of the year		215,830	583,366
Total cash at end of the year	5	121,194	215,832

1. PRESENTATION OF ANNUAL FINANCIAL STATEMENTS

The annual financial statements have been prepared in accordance with International Financial Reporting Standards, and the Architectural Profession Act, 2000. The annual financial statements have been prepared on the historical cost basis, except where otherwise indicated, and incorporate the principal accounting policies set out below.

These accounting policies are consistent with the previous period.

1.1 FINANCIAL INSTRUMENTS

Definitions

A financial instrument is any contract that gives rise to a financial asset of one entity and a financial liability or equity instrument of another entity.

A financial asset is any asset that is:

- cash;
- an equity instrument of another entity;
- a contractual right to receive cash or another financial asset from another entity; or to exchange financial assets or financial liabilities with another entity under conditions that are potentially favourable to the entity; or
- a contract that will or may be settled in the entity's own equity instruments and is a non-derivative for which the entity is or may be obliged to receive a variable number of the entity's own equity instruments; or a derivative that will or may be settled other than by the exchange of a fixed amount of cash or another financial asset for a fixed number of the entity's own equity instruments.

A financial liability is any liability that is:

- a contractual obligation to deliver cash or another financial asset to another entity; or to exchange financial assets or financial liabilities with another entity

under conditions that are potentially unfavourable to the entity; or

- a contract that will or may be settled in the entity's own equity instruments and is a non-derivative for which the entity is or may be obliged to deliver a variable number of the entity's own equity instruments; or a derivative that will or may be settled other than by the exchange of a fixed amount of cash or another financial asset for a fixed number of the entity's own equity instruments.

Initial recognition and measurement

Financial instruments are recognised initially when the entity becomes a party to the contractual provisions of the instruments.

The entity classifies financial instruments, or their component parts, on initial recognition as a financial asset, a financial liability or an equity instrument in accordance with the substance of the contractual arrangement.

Financial instruments are measured initially at fair value, except for equity investments for which a fair value is not determinable, which are measured at cost and are classified as available for sale financial assets.

For financial instruments which are not at fair value through profit or loss, transaction costs are included in the initial measurement of the instrument.

Subsequent measurement

Financial instruments at fair value through profit or loss are subsequently measured at fair value, with gains and losses arising from changes in fair value being included in profit or loss for the period.

Loans and receivables are subsequently measured at amortised cost, using the effective interest method, less accumulated impairment losses.

Held-to-maturity investments are subsequently measured at amortised cost, using the effective interest method, less accumulated impairment losses.

Available for sale financial assets are subsequently measured at fair value.

Financial liabilities at amortised cost are subsequently measured at amortised cost, using the effective interest method.

Trade and other receivables

Trade and other receivables are classified as loans and receivables.

Trade and other payables

Trade payables are classified as financial liabilities at amortised cost, using the effective interest rate method.

Cash and cash equivalents

Cash and cash equivalents comprise cash on hand, demand deposits, and other short-term highly liquid investments that are readily convertible to a known amount of cash and are subject to an insignificant risk of changes in value. Cash and cash equivalents are classified as loans and receivables.

1.2 IMPAIRMENT OF ASSETS

The entity assesses at each end of the reporting period whether there is any indication that an asset may be impaired. If any such indication exists, the entity estimates the recoverable amount of the asset.

If there is any indication that an asset may be impaired, the recoverable amount is estimated for the individual asset. If it is not possible to estimate the recoverable amount of the individual asset, the recoverable amount of the cash-generating unit to which the asset belongs is determined.

The recoverable amount of an asset or a cash-generating unit is the higher of its fair value less costs to sell and its value in use.

If the recoverable amount of an asset is less than its carrying amount, the carrying amount of the asset is reduced to its recoverable amount. That reduction is an impairment loss.

An impairment loss of assets carried at cost less any accumulated depreciation or amortisation is recognised immediately in profit or loss. Any impairment loss of a revalued asset is treated as a revaluation decrease.

An entity assesses at each reporting date whether there is any indication that an impairment loss recognised in prior periods for assets other than goodwill may no longer exist or may have decreased. If any such indication exists, the recoverable amounts of those assets are estimated.

The increased carrying amount of an asset other than goodwill attributable to a reversal of an impairment loss does not exceed the carrying amount that would have been determined had no impairment loss been recognised for the asset in prior periods.

A reversal of an impairment loss of assets carried at cost less accumulated depreciation or amortisation other than goodwill is recognised immediately in profit or loss. Any reversal of an impairment loss of a revalued asset is treated as a revaluation increase.

1.3 REVENUE

Interest is recognised, in profit or loss, using the effective interest rate method.

2. NEW STANDARDS AND INTERPRETATIONS

2.1 STANDARDS AND INTERPRETATIONS EFFECTIVE AND ADOPTED IN THE CURRENT YEAR

In the current year, the entity has adopted the following standards and interpretations that are effective for the current financial year and that are relevant to its operations:

Standard/ Interpretation:	Effective date: Years beginning on or after	Expected impact:
● 2010 Annual Improvements Project: Amendments to IFRS 7 Financial Instruments: Disclosures	01 January 2011	None
● 2010 Annual Improvements Project: Amendments to IAS 1 Presentation of Financial Statements	01 January 2011	None

2.2 STANDARDS AND INTERPRETATIONS EARLY ADOPTED

The entity has not chosen to early adopt any standards and interpretations.

2.3 STANDARDS AND INTERPRETATIONS NOT YET EFFECTIVE

The entity has chosen not to early adopt the following standards and interpretations, which have been published and are mandatory for the entity's accounting periods beginning on or after 01 April 2012 or later periods:

Standard/ Interpretation:	Effective date: Years beginning on or after	Expected impact:
● IFRS 9 Financial Instruments	01 January 2013	Being assessed

2.4 STANDARDS AND INTERPRETATIONS NOT YET EFFECTIVE OR RELEVANT

The following standards and interpretations have been published and are mandatory for the entity's accounting periods beginning on or after 01 April 2012 or later periods but are not necessarily relevant to its operations:

Standard/ Interpretation:	Effective date: Years beginning on or after	Expected impact:
● IFRS 10 Consolidated Financial Statements	01 January 2013	None
● IAS 27 Separate Financial Statements	01 January 2013	None
● IFRS 11 Joint Arrangements	01 January 2013	None
● IFRS 12 Disclosure of Interests in Other Entities	01 January 2013	None
● IFRS 13 Fair Value Measurement	01 January 2013	None
● IAS 1 Presentation of Financial Statements	01 July 2012	None
● IAS 19 Employee Benefits Revised	01 January 2013	None

3. OTHER FINANCIAL ASSETS	2012	2011
	R	R
Loans and receivables		
Nedbank	2,450,810	2,343,431
Investec	594,409	566,989
	3,045,219	2,910,420
Current assets		
Loans and receivables	3,045,219	2,910,420

The maximum exposure to credit risk at the reporting date is the carrying amount of the held to maturity financial assets.

4. TRADE AND OTHER RECEIVABLES	2012	2011
	R	R
Trade receivables	6,000	6,000
South African Council for the Architectural Profession grant	172,403	157,985
South African Council for the Architectural Profession loan	-	4,509
	178,403	168,494

The carrying value of trade and other receivables reflects the approximate fair value at year end.

5. CASH AND CASH EQUIVALENTS	2012	2011
	R	R
Cash and cash equivalents consist of:		
Bank balances	121,194	215,830

Cash and bank earns interest at floating rate based on a daily bank deposit rate.

The carrying value of trade and other receivables reflects the approximate fair value at year end.

6. TRADE AND OTHER PAYABLES	2012	2011
	R	R
VAT	-	61,449
Other accrued expenses	7,000	-
South African Council for the Architectural Profession	70,798	70,798
	77,798	132,247

7. FINANCIAL ASSETS BY CATEGORY	Loans and receivables	Fair value through profit or loss - held for trading	Fair value through profit or loss - designated	Held to maturity investments	Available for sale	Total
	R	R	R	R	R	R
2012						
Other financial assets	3,045,219	-	-	-	-	3,045,219
Trade and other receivables	178,403	-	-	-	-	178,403
Cash and cash equivalents	121,194	-	-	-	-	121,194
	3,344,816	-	-	-	-	3,344,816
2011						
Other financial assets	2,910,420	-	-	-	-	2,910,420
Trade and other receivables	168,494	-	-	-	-	168,494
Cash and cash equivalents	215,830	-	-	-	-	215,830
	3,294,744	-	-	-	-	3,294,744

8. FINANCIAL LIABILITIES BY CATEGORY

The accounting policies for financial instruments have been applied to the line items below:

FINANCIAL LIABILITIES BY CATEGORY	Financial liabilities at amortised cost	Fair value through profit or loss - held for trading	Fair value through profit or loss - designated	Total
2012				
Trade and other payables	77,798	-	-	77,798
2011				
Trade and other payables	132,247	-	-	132,247

9. OPERATING LOSS

Operating profit for the year is stated after accounting for the following:

10. INVESTMENT REVENUE	2012	2011
	R	R
Interest revenue		
Bank	134,605	152,011
The following is an analysis of investment revenue earned per financial asset category:		
Available-for-sale financial assets	-	-
Loans and receivables	134,605	152,011
Held-to-maturity investments	-	-
Total interest income for financial assets not designated as at fair value through profit or loss	134,605	152,011
Investment income earned on non-financial assets	-	-
	134,605	152,011

11. TAXATION

The Education Fund of the South African Council for the Architectural Profession's receipts and accruals are exempt from income tax in terms of the provisions of section 10(1)(cA)(i) of the Income Tax Act, No. 58 of 1962.

12. AUDITORS' REMUNERATION	2012	2011
	R	R
Fees	38,190	26,733

13. CASH USED IN OPERATIONS	2012	2011
	R	R
Profit before taxation	104,521	(220,082)
Adjustments for:		
Interest received	(134,605)	(152,011)
Changes in working capital:		
Trade and other receivables	(9,909)	(6,000)
Trade and other payables	(54,449)	-
	(94,442)	(378,093)

14. RELATED PARTIES

Relationships

Members of key management	Ms C Chinga - Acting Registrar (Left office on 28 February 2012) Mr S Moyo - Chief Financial Officer (Left office on 01 November 2011) Ms D le Roux - Chief Operations Office (Left office on 10 September 2011) Mr PC Smit - Acting Registrar (16 January 2012 to 31 May 2012)
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Executive authority

Department of Public Works

Governing body

Refer to the Registrar's report for Council member names

Controlling entity

The South African Council for the Architectural Profession

Relationship governed by law

Council for the Built Environment

	Notes	2012 R	2011 R
Related party balances			
Amounts included in trade payables			
South African Council for the Architectural Profession		70,798	70,798
Amounts included in trade receivables			
South African Council for the Architectural Profession		157,985	157,985
Provision for doubtful debts related to the amount of outstanding balances			
None			

15. RISK MANAGEMENT

Capital risk management

The Council's objectives when managing capital are to safeguard the Council's ability to continue as a going concern.

The capital structure of the entity consists of cash and cash equivalents disclosed in note 5 and accumulated funds as disclosed in the statement of financial position.

Financial risk management

The entity's activities expose it to liquidity risk and cash flow interest rate risk.

Liquidity risk

Prudent liquidity risk management implies maintaining sufficient cash and the availability of funding through an adequate amount of cash available to perform its duties.

The entity's risk to liquidity is a result of the funds available to cover future commitments. The entity manages liquidity risk through an ongoing review of future commitments and credit facilities.

Cash flow forecasts are prepared and adequate utilised borrowing facilities are monitored.

15. RISK MANAGEMENT (CONTINUED)

The table below analyses the entity's financial liabilities into relevant maturity groupings based on the remaining period at the reporting date to the contractual maturity date. The amounts disclosed in the table are the contractual undiscounted cash flows.

	Less than 1 year	Between 1 and 2 years	Between 2 and 5 years	Over 5 years
	R	R	R	R
At 31 March 2012				
Trade and other payables	77,798	-	-	-
At 31 March 2011				
Trade and other payables	132,247	-	-	-

Interest rate risk

As the entity has significant interest-bearing assets that cause the entity's income and operating cash flows to be substantially dependent on changes in market interest rates.

The following table demonstrates the sensitivity to a reasonable possible change in interest rates, with all other variables held constant of the entity's profit before tax.

Interest rate risk table	Increase / (decrease) in base points	Effect on profit before tax	Effect on equity
	R	R	R
South African Rand	1%	14,956	14,956
South African Rand	(1%)	(14,956)	(14,956)

Credit risk

Credit risk consists mainly of cash deposits, investments, trade receivables and other receivables. The entity only deposits cash with major banks with high quality credit standing and limits exposure to any one counter-party.

Financial assets exposed to credit risk at year end were as follows:

Financial instrument	2012	2011
	R	R
Investments	3,045,219	2,910,420
Trade and other receivables	178,403	168,494
Cash and cash equivalents	121,194	215,830

DETAILED INCOME STATEMENT

		2012	2011
	Notes	R	R
OTHER INCOME			
Grants received		-	800,000
Other income		75,867	-
Interest received	10	134,605	152,011
		210,472	952,011
OPERATING EXPENSES			
Auditors remuneration	12	(38,190)	(26,733)
Bank charges		(761)	(1,185)
Donations		-	(291,759)
Grants		(17,000)	(765,600)
Other expenses		-	(44,816)
Sponsorship		(50,000)	(42,000)
		(105,951)	(1,172,093)
Profit (loss) for the year		104,521	(220,082)





SECTION

05

GLOSSARY OF TERMS ACRONYMS

- Stakeholders (National)
- Stakeholders (International)
- Stakeholders ALS
- Privates
- Stakeholders (Voluntary Associations)
- SACAP Categories of Registration
- Other - Generic

STAKEHOLDERS (NATIONAL)

CBE	Council for the Built Environment
CHE	Council for Higher Education
CIDB	Construction Industry Development Board
DPW	Department of Public Works
DEAT	Department of Environmental Affairs and Tourism
SAQA	South African Qualification Authority
DTI	Department of Trade and Industry
DLA	Department of Land Affairs
DAC	Department of Arts and Culture
DOE	Department of Education
ECSA	Engineering Council of South Africa
NHBRC	National Home Builders Regulations Council
SACAP	South African Council for the Architectural Profession
SAQA	South African Qualifications Authority
SACPCMP	South Africa Council for Project & Construction Managers Profession
SACQSP	South African Council for the Quantity Surveyors Profession

STAKEHOLDERS (INTERNATIONAL)

AUA	African Union Of Architects
ARB	Architectural Regulations Board
CAA	Commonwealth Association of Architects
RIBA	Royal Institute of British Architects
UIA	Union of International Architects

STAKEHOLDERS (ACCREDITED LEARNING SITES) ALS

CPUT	Cape Peninsula University of Technology
DUT	Durban University of Technology
UKZN	University of KwaZulu-Natal
NMMU	Nelson Mandela Metropolitan University
TUT	Tshwane University of Technology
UCT	University of Cape Town
UFS	University of the Free State
UJ	University of Johannesburg
UP	University of Pretoria
WITS	University of the Witwatersrand

PRIVATE

INSCAPE	Inscape College
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STAKEHOLDERS (VOLUNTARY ASSOCIATIONS)

SAIA	South African Institute of Architects
SAIAT	South African Institute of Architectural Technologists
SAIBD	South African Institute of Building Design
SAID	South African Institute of Draughting
BKIA	Border Kei Institute of Architects
CIA	Cape Institute for Architecture
ECIA	Eastern Cape Institute of Architects
FSIA	Free State Institute of Architects
GifA	Gauteng Institute for Architecture
IID	South African Institute of Interior Design Professions
KZNIA	KwaZulu-Natal Institute for Architecture
PIA	Pretoria Institute for Architecture

SACAP CATEGORIES OF REGISTRATION

CANT	Candidate Architect
CAD	Candidate Architectural Draughtsperson
CAT	Candidate Architectural Technologist
CSAT	Candidate Senior Architect Technologist
PAD	Professional Architectural Draughtsperson
PAT	Professional Architectural Technologist
PSAT	Professional Senior Architectural Technologist
Pr Arch	Professional Architect

OTHER - GENERIC

Act 44 of 2000	Architectural Professions Act 44 of 2000
ALS	Accredited Learning Sites
AAFF	Architect Africa Film Festival
CPD	Continuing Professional Development
ICT	Information, Communication and Technology
HR	Human Resources
MCS	Management Control Systems
PFMA	Public Finance Management Act
QMS	Quality Management Systems
RPL	Required Prior Learning

CREDITS

Concept, Design and Layout:	Esther Ngigi, FBMS cc
Images:	SACAP Communication, Corporate and Stakeholder Relations Image supplied courtesy of Hugh Fraser

ACCREDITED LEARNING SITES

Stakeholders

SACAP Accredited Learning Sites (ALS) include the following institutions:

Name	Website
Cape Peninsula University of Technology (CPUT)	www.cput.ac.za
Durban University of Technology (DUT)	www.dut.ac.za
Nelson Mandela Metropolitan University (NMMU)	www.nmmu.ac.za
Tshwane University of Technology (TUT)	www.tut.ac.za
University of Cape Town (UCT)	www.uct.ac.za
University of the Free State (UFS)	www.uovs.ac.za
University of Johannesburg (UJ)	www.uj.ac.za
University of Pretoria (UP)	www.up.ac.za
University of KwaZulu-Natal (UKZN)	www.ukzn.ac.za
University of Witwatersrand (WITS)	www.wits.ac.za
SACAP Private (Colleges)	
Inscape Design College	www.inscape.ac.za

THE FOLLOWING VOLUNTARY ASSOCIATIONS ARE RECOGNISED BY SACAP

- South African Institute of Architects (SAIA)
Website: www.saia.org.za
- South African Institute of Architectural Technologists (SAIAT)
Website: www.saiat.org.za
- South African Institute of Building Design (SAIBD)
Website: www.saibd.co.za
- South African Institute of Draughting (SAID)
Website: www.SAIDraughting.com
- South African Institute of the Interior Design Professions (IID)
Website: www.iidprofessions.com
- Border Kei Institute of Architects (BKIA)
E-mail: bkia@sainet.co.za
- Cape Institute for Architecture (CIA)
Website: www.cifa.org.za
- Eastern Cape Institute of Architects (ECIA)
Website: www.ecia.co.za
- Free State Institute of Architects (FSIA)
Website: www.fsia.co.za
- Gauteng Institute for Architecture (GIfA)
Website: www.gifa.org.za
- KwaZulu-Natal Institute for Architecture (KZNIA)
Website: www.kznia.org.za
- Pretoria Institute for Architecture (PIA)
Website: www.pia.org.za

Tel:+27 11 479 5000
Fax:+27 11 479 5100
PO Box 408
Bruma
2026

1st floor, Lakeside Place
Cnr Ernest Oppenheimer and Queen Street
Bruma
Johannesburg
2198



SOUTH AFRICAN COUNCIL
for the
ARCHITECTURAL PROFESSION