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Cape Institute for Architecture

120th

Annual General Meeting

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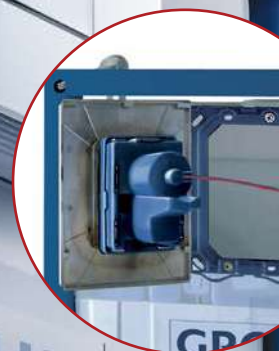
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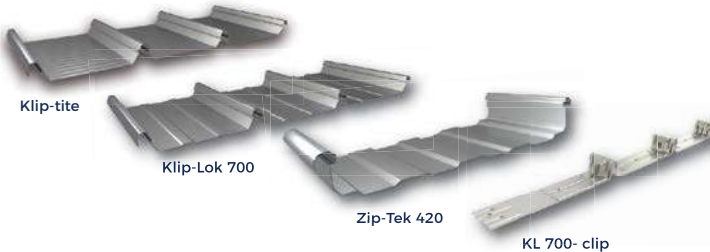
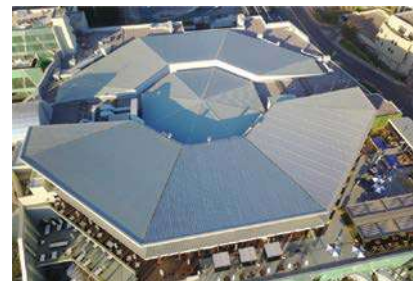
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AGENDA

AGENDA FOR THE ONE HUNDRED AND TWENTIETH ANNUAL GENERAL MEETING OF THE CAPE INSTITUTE FOR ARCHITECTURE

Venue: The Slave Church,
40 Long Street, Cape Town
Date: Wednesday 5 December 2018
@ 16h30 for 17h00

1. Notice of the Meeting
2. Welcome to Members and Guests
3. Quorum
4. Attendance and Apologies
5. Obituaries
6. Confirmation of the Minutes and Annual Reports of the One Hundred and Nineteenth Annual General Meeting
7. ClfA President's Full-Term Report
8. Announcement of New ClfA Management Committee
9. Finance Committee Report (inc. Financial Statement for the year ended 30 June 2018)
10. Any other Business
11. Thanks and Closure of AGM 2018

The following reports are also printed in the AGM 2018 Booklet:

- ClfA Sub-Committees
 - o Behaviour Change
 - o Disciplinary (formerly known as Ethics)
 - o Finance
 - o Heritage
 - o Heritage Review
 - o Practice & Professional Development
- ClfA Task Teams
 - o Continuing Professional Development (CPD)
 - o Council Engagement
 - o Promotions & Marketing
- ClfA Chapters
 - o Architectural Designers'
 - o Helderberg
 - o Southern Cape
- Other Reports
 - o Cape Peninsula University of Technology - Department of Architectural Technology & Interior Design
 - o University of Cape Town - School of Architecture Planning & Geomatics
 - o Executive Officer's Report

MINUTES OF THE ONE HUNDRED AND NINETEENTH ANNUAL GENERAL MEETING OF THE CAPE INSTITUTE FOR ARCHITECTURE

Held at the offices of the Cape
Institute for Architecture
71 Hout Street Cape Town on
Thursday 26 October 2017

1. Notice of Meeting

Notice of the meeting, having been circulated to all members, was taken as read.

2. Welcome to Guests and Members

The ClfA President, Kevin Gadd, welcomed all those in attendance.

3. Quorum

Clause 8.5 of the By-Laws of the ClfA Constitution states: *One twentieth of the members with voting rights shall form a quorum necessary to constitute the annual general meeting, any general meeting or special general meeting, for which due notice has been given. The quorum shall be maintained throughout the meeting.*

Clause 8.6 of the By-Laws of the ClfA Constitution states: *If no quorum is present, the meeting shall be adjourned and shall be resumed twenty minutes later at the same place. The members with voting rights then present shall form a quorum, provided that no fewer than 10 (ten) voting members shall be present.*

At the scheduled starting time of the meeting a quorum was not present. The meeting was adjourned and resumed twenty minutes later at the same place.

4. Attendance and Apologies

4.1 Attendance

Thirty-two members and guests signed the attendance register:

Edwin Anderssen; Hassan Asmal; Nelson Barbosa; Terry Bracher; Barry Conchar; Andrew Cunningham; Gert De Wet; Gwen Fagan; Gawie Fagan; Kevin Gadd; Linda Graaff; Matthew Gray; Richard Honikman; Glenn Horsfield; Sally Hugo-Hamman; Henk Lourens; Mike Louw; John MacFarlane; Edgar Mentor; Gavin Mitton; Wally Peters; Debbie Preller; Patty Price; Ursula Rigby; Alex Robertson; Carin Smuts; André Spies; Louis Steyn; Trevor Thorold; Steve Townsend; Alain Uyttebrouck; John Wilson-Harris.

4.2 Apologies

Thirty-two apologies were recorded:

Claire Abrahamse; Neville Adler; Grant Arendse; Michael Bester; Michael Borgström; Dieter Bössow; Rudi Botha; Koos Brink; Bruce Burmeister; Peter Büttgens; Robert De Jager; Bill Farrenkothen; Peter Frankenfeld; Trudi Groenewald; Mohamed Harnaker; Glyn Jeenes; Vincent Marincowitz; Tiaan Meyer; Henry Paine; Rod Palmer; Bruce Parker; Lisa Scott; Mike Scurr; Bernard Shapiro; Ian Staniland; Rod Stevens; Mark Thomas; Jack Van Der Lecq; Louise Van Riet; Jane Visser; Alan Walt; Louise Wileman.



5. Obituaries

It has come to the attention of the Institute that the following members passed on: Barnes AS; Bessenger LF; Bosman JI; Clemence EJ; Gerstner HT; Glasstone VS; Goldberg JE; Gregory M; Harding JA; Hurter LG; McNamara KS; Meyer M; Misplon DH; Pauw TN; Perl MA; Puttick PJ; Stander K; Veale VL; Visser P; Whittle GSL; Wilmot JR.

A moment of silence was observed.

6. Confirmation of the previous Minutes and Annual Reports

The minutes and annual reports of the one hundred and eighteenth Annual General Meeting held on Wednesday 26 October 2016, having been taken as read, were adopted.

Proposed for adoption: Louis Steyn
Seconded: Richard Honikman

7. Cifa President's Mid-Term Report – Kevin Gadd

Kevin Gadd presented his mid-term report as follows:

"For the last five years or so, initially under the presidency of Simmy Peerutin, followed by Andrew Cunningham and during this last year myself, the Cape Institute for Architecture has been undergoing a quiet transformation. Whilst all the functions and services that it has historically performed continue to strengthen, it has embarked on a campaign to bring to the attention of both the public and other built

environment role players, the very real value of the broad range of skills we, as architects, offer. An understanding of this will lead to an improved respect for our profession and consequently, more appropriate remuneration. We also need to effectively communicate the benefits that the architectural profession can bring to the many challenges currently being faced by our society.

"It is of considerable concern that our profession is under constant assault from various fronts. We work long hours for gradually decreasing fees. Our role within the built environment profession is being increasingly diluted. Our influence in the forms that developments take is continually eroded and the relevance of our input in contributing to a more equitable and socially sustainable built environment is too often ignored. Our regulator's dysfunction further confuses the role we play in the minds of both our clients and the general public.

"These challenges can only be overcome by a constant and unwavering effort to elucidate what it is that architects do and what they offer and thereby build respect for our profession. Our Institute has begun to reach outwards. Most noticeably with the opening of "The Architect" gallery on the ground floor. The gallery continues to be an invaluable platform to reach non-members as well as the broader public. It has been used to hold exhibitions, debates, book launches and gatherings of many organisations in

Cape Town that deal with urban transformation, affordable housing, student communications and other important and topical issues, as well as showcasing the work of our members. It has become a permanent participant in the First Thursday events and continues to draw large crowds to our Institute. School pupils visit the gallery and university students use the Institute regularly for exhibitions and at times, exams. This increased interaction assists in breaking down barriers between the older and younger members of our profession.

"I count as one of our huge successes this year the hosting, in collaboration with the Urban Design Institute of South Africa (UDISA), the Society of Architects, Planners, Engineers and Surveyors (APES) and the Institute of Landscape Architects in South Africa (ILASA), the series of presentations entitled "Affordable Housing Design Project". It was hugely encouraging to witness the interest that this series created and the opportunities it presented for a greater role for our profession to play in this vitally important area. Further exhibitions and panel discussions are planned for next year and we hope to become much more involved with the City of Cape Town in the formulation of policies designed to alleviate the critical shortage of well-considered, well planned projects.

"The Institute nationally continues to engage vigorously with SACAP, the Department of Public Works, the Competition Commission and the Council for the Built Environment, to ensure as far as possible that the interests of our members are protected.

"It would, however, be unwise to rely on the regulator to be of any assistance in the maintenance of our own high standards of excellence and professionalism. This, I believe, is a task for us as architects to do for ourselves and much work is being done, both here in the Cape and at a national level to develop the tools and the framework necessary to regain the respect and value that our profession deserves.

"I would like to congratulate Luyanda Mpahlwa on his election to the position of Vice President of SAIA for 2018 and consequently president for the 2019 term. I am certain we can all look forward to his positive contributions to the work done by our national Institute.

"The extensive and useful work being done by our various sub-committees in areas of practice, heritage, continuing professional development, promotions and academic liaison is outlined elsewhere in this report. This work, with its many achievements, is carried out by a small group of dedicated and



enthusiastic volunteers who give generously of their time and expertise and the tireless efforts of our equally dedicated staff. I would encourage all of you to consider some form of involvement in these efforts and to offer any input you may have on what you believe we are doing well and where we can improve. We welcome any constructive advice that our members may have that may improve and build on our institution. The more input that we receive, the better we are able to understand the issues you all face daily and find creative solutions.

"I thank you all for the opportunity I have been given to assist with the fine work the Cape Institute for Architecture is doing, and I look forward to making further progress with these efforts to improve our profession, both from within and by vigorously promoting and advocating its value to our fellow professionals and the public at large."

9. Finance Committee Report – Richard Honikman

Richard Honikman presented the Finance Committee report. Full report printed in the AGM 2017 booklet.

Salient features worth noting:

- **Sponsorship** has declined significantly from R83,447 in the previous period to R8,041. The marketing expenses increased

slightly from R345,000 to R357,930. In view of the marketing budget increasing and the sponsorship decreasing, this deserves attention.

- The **sundry income** increased dramatically from R33,957 to R59,579. This is principally due to the capture of the awards submission income not applicable in the previous period.

- **CPD course** fees are substantially down. Fewer CPD presentations were offered which also resulted in less expenses.

Richard invited members to contact him directly with any queries.

The report was adopted with no amendments.

Proposed for adoption: Andrew Cunningham
Seconded: Kevin Gadd

10. Any Other Business

No motions were received for consideration at AGM 2018

11. Thanks and Closure of AGM 2017

Kevin announced that snacks and drinks would be served in "The Architect" pop up gallery and thanked all members for attending the AGM.

There being no further business to discuss, the meeting was declared closed.



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PRESIDENTS FORWARD

PRESIDENT REPORT



I would like to begin my annual report by saying what an incredible privilege it has been to serve the membership in the capacity of President these last two years. I have had the good fortune to have worked with an incredibly dedicated and creative committee whose tireless efforts have resulted in some exciting and fruitful initiatives. I would like to offer my thanks to the hard-working staff who continue to put in long hours ensuring the smooth functioning of the Institute's day to day dealings, as well as being on hand at the many afterhours events and functions that we host. Not least I would like to thank you, the membership for your ongoing support and contributions.

The challenge of our Institute and indeed of our profession remains the task of comprehensively elucidating the role that we as architectural professionals play in our society. To bring to the attention of both our clients and other built environment professionals the value of the broad range of skills our profession offers. Further to this we need to put greater effort into making our profession more attractive and accessible to more diverse entrants.

To this end the Institute has embarked on a process, together with the assistance of our consultants, Behavioural Change Agency, to address these challenges. The focus of our strategy has been to significantly increase our level of communication with key stakeholders and decision makers, including all tiers of Government, the schools of architecture, including educators, students and recent graduates and also various N.G.O's working in the built environment. We are beginning to involve younger members of our profession in our strategic planning and are benefiting greatly from the shift in perspective this affords. We have initiated dialogue with the City at the Mayoral Committee level and intend to continue this with the new incumbents of this office.

We are developing a media strategy encompassing all forms of media which will have as its general point of reference a much improved and accessible website. The website is currently being significantly upgraded to include regular thought pieces, a career and information portal for the use of school leavers and students of architecture and links to online CPD events made possible by the



filming of events held at the Institute and elsewhere during the course of the last year. These films will also finally allow our members who live and work outside of Cape Town the opportunity to be a part of the events offered here and to be able to achieve the necessary CPD points available to our local members.

The Institute was instrumental in arranging the Baxter Theatre venue to host an impromptu visit by Rahul Mehrotra this year in order to accommodate the more than 600 people who wished to attend his presentation. The evening was such a success that we intend having many more such presentations featuring both local and international architects. This event was also filmed in order to have this available on our website for members who were unable to attend.

Our gallery has hosted some memorable exhibitions and is fully booked until the end of next year. It continues to showcase our profession to a large cross section of Capetonians and is a permanent participant in the First Thursday programme. We intend that the exhibitions become more interactive and the hosting of discussions at exhibitions

has proved so successful that this will be encouraged in the coming year. Our second series of presentations on affordable housing was once again a huge success and it is to be hoped that the Institute will be seen as an organisation that has much to offer as part of this conversation in the months and years ahead. It is imperative that we find our rightful place in the debates around this very important issue.

I am happy to finally be able to report that our regulatory body SACAP has undergone some significant changes. The previous registrar has been suspended and is under investigation by the Hawks as well as the forensic investigation branch of The Ministry of Public Works. The previous President has resigned and an interim council appointed by the Minister has been tasked with focusing on returning the functions of the body to deal only with that what is statutorily required. There is a great deal of work being done on the identification of work and the recommended fee scale, both of which have been largely ignored for too long. We can also look forward to a much more co-operative relationship between SACAP and the voluntary associations. I believe we can

PRESIDENT REPORT

expect to achieve much with SACAP in the coming year.

The National office of SAIA is also undergoing changes with an effort being made to reduce inefficiencies by streamlining certain responsibilities and allowing the regions to become more active and involved with certain SAIA tasks and competencies. I believe that this will lead to a much more efficient and integrated institute and will allow the national office to concentrate more of its efforts on advocating for our profession with the relevant government ministries and also developing an increased co-operative relationship with SACAP to this end. We would like to welcome Luyanda Mpahlwa as the incoming President of SAIA and we will offer him whatever assistance he may require in what promises to be an interesting and exciting year ahead for him.

The valuable work being done by our various sub-committees is outlined elsewhere in this

report and as I have said before is carried out by a small group of dedicated and enthusiastic volunteers and the efforts of our equally dedicated staff. I would once again encourage all of you to consider some form of involvement in these efforts and we would welcome any input or advice you may have. This can only assist in allowing us to better understand the issues and challenges you all face daily and to find creative solutions.

In closing I would like once again to thank you all for the tremendous opportunity I have had to contribute to the ongoing and important work of our Institute. I look forward to continuing my involvement with the Institute in the coming years.

Kevin Gadd
Outgoing President



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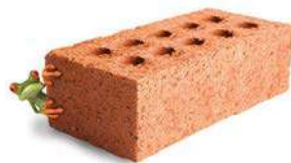
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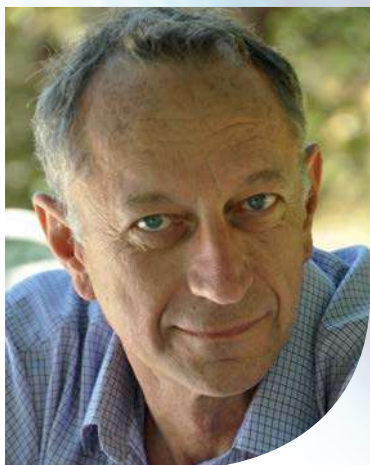
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SUB-COMMITTEES



Behaviour Change

For a very long time members shared a concern about the relevance of ClfA and its actions to promote the profession and the interest of its members.

During the past year the Management Committee and the staff of ClfA initiated a process to address these with the assistance of our consultant, The Behaviour Change Agency (BCA).

The focus of the project is to develop and implement a strategy which will promote architecture in general and more specifically our contribution in the shaping of our environment. Among others, this strategy will include:

- Improved communication with key stakeholders and decision makers including National, Provincial and Local Government
- A strategy for better representation within the structures of ClfA

- Improved Public and Media relations
- A media strategy and media buying
- Improved internal communication with members
- Partnership development
- Digital strategy development and implementation

During the past few months the framework for the strategy was developed and it is now in the process of implementation. Our website was migrated to BCA and is undergoing some significant changes.

These will include a more user-friendly interface, the monthly publication of a thought leadership blog, the development of a career portal to serve those already in the profession, but also those wishing to enter the profession.

We are also preparing a number of Continuous Professional Development (CPD) presentations for distribution via the website. These will make CPD compliance convenient and



accessible for a vast number of members who are unable to attend events in the bigger centres.

The communication plan which is still under development will provide targeted communication to key stakeholders and decision makers through a media relations plan and the distribution of articles and blogs.

The sub-committee is excited about the eventual full implementation and roll-out of the strategy. We believe and hope that these changes and improvements will assist our members in exercising our profession and improving themselves, but also in improving our internal relationships.

Henk Lourens



Disciplinary Committee

Perhaps the highlight of the 2017/18 year for the Disciplinary Committee has been the introduction of new members, Jane Visser and Trevor Versfeld, which we hope will introduce a new vitality to the Committee. After 7 years of being co-opted as Convener it is undoubtedly time for me to move on.

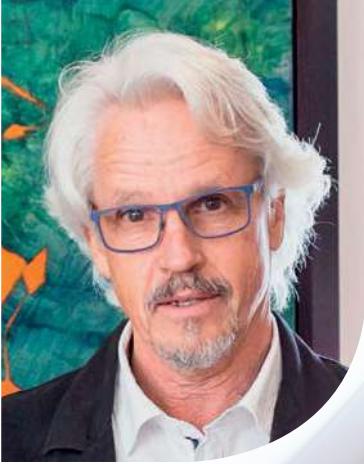
A consistent cause of complaints arising from Client/Architect relationships remains the failure of members to clearly agree, define and record the scope of their services and the

associated fees. Apart from, in itself, being the basis for a charge of improper conduct, if no fee has been agreed, no fee is due.

This simple rule appears to elude some members who continue to naively believe that providing a service is sufficient to justify a fee. It also leaves many clients irritated and with an understandably jaundiced view of the profession.

Glen Loudon
Convener





Finance Committee

The Cape Institute for Architecture finances is in good health, largely due to many years of shaping a conservative road to good financial governance by our previous Convener, Richard Honikman. As a body we have to thank him for his long service.

The Finance Committee consists of Grant Arendse, Andrew Cunningham, Kevin Gadd, Richard Honikman, Paul Krynauw, Henk Lourens, and of course Asa Gordon

Having been briefed by our auditors, Private Client Holdings (previously Kirkman Lanfear Inc), we can report the following:

At the end of the financial year on 30 June 2018, we showed a small decline in membership, and with outstanding payments, resulted in reduced subscription income, to R1 524 300, at 1% from 2017. Other income, such as increased CPD course fees, sponsorships and advertising income, produced a small improvement in overall revenue. In spite of the afore mentioned decline at 30 June, the

Institute reflects a current (at the AGM date) increase in membership of 14 members.

"Other income", such as a market value adjustment on investments earned ClfA enough to show only a small annual deficit of R122 643 before tax. We retain our tax-exempt status once again, while the tax credit remains as before at R37 447.

A total of R195 163.95 was withdrawn from investments in order to bolster operating expenses. Investments indicated an initial boost in value during the first half of the financial year, but then plateaued out in tandem with local and international markets. A total of R117 213.57 interest was automatically reinvested during the reporting period. The investment ended slightly down at R2 330 242.88 as a result of the withdrawal. These investments elicited many a discussion in committee meetings; ultimately decisions were unanimous that the Institute retains the conservative approach to investment of funds to protect our Benevolent and Bursary funds, as well as the good standing of the organisation.

Total Equity and Liabilities have declined by 3% to R2 892 529, largely due to accumulated depreciation, reduced deferred tax, and lowered accounts receivable.

The Gallery remains a successful attraction and reflects as a separate cost centre in financial statements.

Our financial statements are included in this report. Please refer any comment to the institute.

Budgeting

ClfA, under the guidance of Kevin Gadd [President], and Henk Lourens [Vice-President], have embarked on a marketing drive aimed at attracting a wider membership towards transformation, public information strategies and the creation of a louder professional voice. This drive will impact positively on our future and will require additional funding during the next few years. SAIA, and the other VAs are keen to join this initiative, and so, will contribute their fair share

Upgrading of the Institute offices has been long overdue. As part of this refurbishment, ClfA will provide an office and internet facility for members keen to share information, engage in professional social intercourse and who may be in need of a temporary office. You will even have access to a cup or two of coffee or tea. Funding has been set aside for this work to commence first thing in 2019.

As always, we thank Asa Gordon and her dedicated team for their day to day management of the office and Institute affairs. It is sometimes a thankless task which they fulfil with energy and enthusiasm.

Furthermore, a word of thanks to Kevin Gadd, who led ClfA superbly through his tenure. He is a man of thoughtful inspiration.

Paul Krynaun
Convener





Heritage Committee

This year has seen the administration of heritage in turmoil with almost all members involved with heritage submissions having their own bad story to tell about inefficiencies. Because of this the Heritage Committee has changed perceptibly over the year from being a group, including friends from other associations including Archaeology, Town Planning and Urban Design, who monitor and deal with a wide spectrum of heritage related developments through the province, to being a group primarily trying to facilitate better management of heritage administration.

The current problem of heritage management seems at last to have been felt by the Department of Cultural Affairs and Sport who have instructed on the making of a Provincial Heritage Act that is hoped, in their words, to achieve the following:

- Provide for an **improved integrated system for the identification, assessment, management, conservation and promotion**

of heritage resources in the Western Cape which further enhances accessibility and is user-friendly to all people of the Province;

- Enable the **production of norms and standards for the management and development** of heritage resources in a fair and **procedurally predictable** manner;
- Allow for the **simplification in the administration of heritage protection management** at provincial and local authority levels and reduction of red tape.

These good ideals have unfortunately already been spoiled by the process in which the proposed Act has been developed to date. It is apparent that there has been little to no investigation or research into the cause of problems around the current administration of heritage which has put the team working towards formulating the Act, which includes some Institute members, at a clear disadvantage when trying to resolve the problems, and which has prompted the Institute to ask the Minister to intervene.

The other major issue currently impacting on efficient heritage administration is Heritage Western Cape not considering municipalities competent to manage Grade 3 resources as anticipated in the National Heritage Resources Act. Heritage Western Cape (HWC) is therefore still managing this grade of resource. There is an apparent hiatus in the resolve of the two bodies to conclude how the municipalities could be considered competent in this matter, which would relieve the load on an already under resourced HWC. There is some optimism from City officials however that the pending change in political leadership at the City will open the way to making better progress with this. The Heritage Committee have initiated taking an active role in the possible facilitation of discussions between the two bodies.

The heritage review sub-committee, made up of heritage committee members not directly involved on HWC committees or other decision making bodies, has been fairly quiet this year which undoubtedly reflects a

perceived downturn in the building industry. (See separate report).

Thanks must go to the committee who volunteer their time, and to the Institute staff who are always willing to give efficient administrative support.

John Wilson-Harris
Convener





Heritage Review Committee

The Institute's Heritage Review Committee is a sub-committee of ClfA's Heritage Committee which falls under the aegis of the Management Committee.

The Chair of the Heritage Committee and the Chair of the Review Sub-committee are mandated to represent ClfA in commenting on heritage matters.

The Heritage Review Committee is recognised by the City of Cape Town and Heritage Western Cape (HWC), as a specialist group comprising of professionals who assist in decision making processes by providing informed, unbiased opinion and comment on architectural heritage matters.

ClfA's Heritage and Heritage Review Committees provide a forum for discussion on matters that affect architectural heritage and heritage more in general. The Review Committee represents the Institute as the

interface between the public, professionals and the authorities as an expert public interest body.

Applicants, including the City, HWC, developers, architects and heritage practitioners seek and request comment in regard to applications that fall within Heritage Protection Overlay Zones and/or that may be required to satisfy the requirements of the National Heritage Resources Act.

The Heritage Review Committee comprises of Heritage Committee members who are not conflicted in any way through membership of statutory committees such as those of Heritage Western Cape, nor are they employed by the City. Review Committee members meet monthly to review submissions. Applications are presented and appraised. Collaborative response is provided to matters requiring comment where opinions expressed represent the expert professionals' opinions as members of the Cape Institute for Architecture. Comments are circulated for

input and agreement to all of the members of the Heritage and Management Committees as well as the President of ClfA prior to being finalized and formally posted for consideration by relevant decision-making authorities.

This year the committee was asked to comment on projects across a spectrum of scope, scale and complexity. A total of nine presentations were reviewed. Two mid-city tall building proposals and two proposed Foreshore Developments were reviewed. Two applications in the Plein and Commercial Street sector of the Central City HPOZ were reviewed. The River Club Development, the proposed Tygerberg Hospital development and the V&A Portswood Developments were also reviewed.

Comments have highlighted the need for constructive interaction with the City regarding policy and management around several issues, of which Tall Buildings and Gazetted and pending HPOZ's are the most pressing. As HPOZ matters relate to the City as well as

HWC, the Heritage Committee aims to enable discussions with these authorities over the year ahead.

We are very grateful to the volunteers on the review committee for the time and expertise given to represent the members of the Institute and the professions in this civic role. The administrative staff at the Institute deserve high praise for their dedication and their support in the co-ordination of presentations and in managing all ongoing communications.

Ursula Rigby
Convener





Practice & Professional Development Committee

The members of this committee are Grant Arendse, Michael Bester, Vernon Collis, Andrew Cunningham, Richard Honikman, Vincent Marincowitz (Convener) Rod Stevens and Charles Thesen and Julius van der Merwe. I wish to thank them for their support, and the time they were willing to dedicate to assist their colleagues.

The Committee experienced difficulty in meeting regularly, and a number of members resigned due to time pressure. Meetings only took place on an ad hoc basis, and few Practice Advisories were produced. This Committee needs to be revitalised to allow it to continue the good work, and we need new members to assist.

In contrast with last year, the Regulator (South African Council for the Architectural Profession) was very quiet, much to the relief of the committee members.

It transpired that Yashean Luckan was voted out of his position as President, and the Registrar was placed under suspension. At

the time of this report, SACAP has not yet recommended the members of the Fifth Term Council for appointment by the Minister.

This Committee is also responsible for the practice advisory service (help line) for our members, as well as to members of the public.

Whenever someone calls the Institute with a practical- or contractual problem, the callers are referred to a panel of members who have indicated their willingness to field such calls.

A large number of these calls are about the relationship between the architect and the Employer. The overwhelming number of these calls relate to disputes about the calculation of fees and payment of fees. The bulk of the balance of calls involve the interpretation of the building agreement.

Due to time pressures in my own life, I am not able to continue as Convener of this Committee but will assist on an ad hoc basis.

Groete

Vincent Marincowitz
Convener

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TASK TEAMS

CONTINUING PROFESSIONAL DEVELOPMENT



Continuing Professional Development (CPD)

Members: Michael P. Borgström (Convener),
Hermie Delport, Jolanda Morkel,
Neville Adler, Mike Louw [UCT]

As CPD has become a requirement by SACAP it has necessitated the Voluntary Associations, like our Institute, to create, promote and manage CPD courses for our membership.

I must thank our committee members for availing themselves to sift through applications and validate courses. Additionally, we would like to thank the Cape Institute for Architecture staff whom are the administration backbone behind these CPD courses, tirelessly sending out certificates of attendance, etc.

There have been on average 4 category 1 CPD courses on offer each month by the institute, offering a range of CPD talks/webinars/events. These courses/lectures/field trips/seminars range

from 1 hour to a week long, so that members may select which suits their pocket and time that they can afford away from the office.

By having representatives from CPUT and UCT on the Committee, we have enjoyed a close working relationship to promote courses on offer from both of these institutions to our wider membership, thus supporting and complimenting each other well.

We have also enjoyed a close working relationship with the Building Centre where there have also been up to 3 CPD events per month on offer.

Nathan Gadd has recently recorded a range of recent CPD events/talks and has digitally remastered and tweaked them. These CPD films will be available shortly on Vimeo, together with a short questionnaire. These films will be awarded the same CPD points and cost the same as the live event and are specifically



designed for those members in the outlying areas and those members whom prefer to binge watch all their category 1 CPD credits that they require. This will mean that from the comfort of your home or office you can collect/engage with CPD category 1 credits.

Two of the CPD Committee Members have also launched their own initiative called 'Learning Logbook' which is specifically aimed at e-learning. The 'Learning Logbook' offers a series of documentaries on contemporary architects and philosophies. The CPD sub-committee looks forward to a closer working relationship with the Learning Logbook as it aims to fill gaps in CPD and the RPL process.

We have also enjoyed a close relationship with the Urban Design Institute of SA (UDISA) and The Society of Architects Planners Engineers and Surveyors (APES) validating their courses and advertising them to our wider membership.

The CPD sub-committee have also been involved in the ongoing commenting of new SACAP policy regarding CPD, of how it is to be offered and implemented.

CPD goes some way to keeping members abreast of new developments in architecture, from theories, to products and even detailing.

Also, as a service to our membership, Brent offers his expertise helping/aiding you to complete/navigate your yearly SACAP CPD portfolio, which can be a frustrating exercise.

See you at your next CPD course!

Michael Borgström
Convener



Practice Notes Committee / Council Engagement

A team representing ClfA members continued to meet once a month with the City of Cape Town through 2017/2018. ClfA member Rod Stevens (KMH Architects) volunteered to continue convening and chairing the committee which comprises:

ClfA Members

Neville Adler
Andrew Cunningham
Richard Honikman
Simmy Peerutin
Rod Stevens (Convener)

SAACPP Members

David Bettesworth
Tommy Brummer
Adriaan Neethling

UDISA Member

Matthew Gray

City of Cape Town

Schalk de Jager
Pieter Koekemoer
Jaco van der Westhuizen
Richard Walton

The committee's work over the last year has culminated in a very large number of Amendments to The Municipal Planning By-Law (MPBL) which is hoped will be put out to Public Participation later this year – we will notify all our members as soon as this happens and include the list of amendments for your consideration and input.

The committee is currently working with the City on further improvements to some of the



definitions with the purpose of adding these into a future round of amendments to the MPBL. The committee has had its New City of Cape Town Parking Standards successfully incorporated into the MPBL. A Newsflash to this effect was issued to members earlier this year.

We are hosting a workshop with council officials in October to establish and agree clear guidelines for Pre-Application Consultations.

On completion of its work, the committee intends releasing to all ClfA members a complete matrix of:

- all adopted definitions together with explanatory notes
- title deed condition amendments and removals processes
- departure process in terms of the Municipal

Planning By-Law and the Municipal Planning Tribunal

- standardised LUMS submission requirements
- standardised SDP submission criteria and check list
- a building plans submission check list
- DAMS system flash drive loading sequence

Rod Stevens
Convener



CiFA Marketing and Promotions

This year the CiFA marketing team focused on two main promotional activities and events. Firstly, the success of last year's low-income housing series was followed by another successful housing series entitled "Not Just a Pretty Picture".

The theme was aimed at the often, inaccurate stigma, that architects and urban designers only do "pretty pictures". Yet, as a fraternity, we know that we have a lot to contribute in order to change the "as built" legacy of the Apartheid era and to better the lives of the people in our country who find themselves in distressing, unacceptable housing environments.

The series ran over four weeks with a range of presenters from both the private and public

sector – Architects, Urban Designers, Financial Consultants, Academics, Planners and Policy Makers. All the lectures were professionally filmed and will be made available online for our members who live out of town and those who simply want to enjoy insightful entertainment in the luxury of their own homes.

The series was also complimented by an exhibition in "THE ARCHITECT" gallery, curated by Tasnim Moosa. The exhibited work was entirely made up of projects by students from UCT and CPUT. The work displayed included a range of different housing designs, from fully subsidised units to flisp and medium density rental housing. The exhibition celebrated the enthusiasm and passion of our upcoming architects and the positive contributions they will make in reshaping our segregated cities.



Secondly, the marketing team felt the need to include our architectural students even more in the events of the Institute. We therefore launched the first of many student competitions, sponsored by Sonae Arauco. The brief was to design a demountable and moveable display system which could be transported easily to promote the Institute at various public spaces. The top three entries received prize money of R12,000 (first prize), R7,000 (second prize) and R4,000 (third prize). During the first semester of next year these units will be developed further by the top entrants and taken into manufacturing.

Last, but most certainly not least, we want to celebrate our superb staff. Asa, Soraya, Brent and Patience, will soon have a newly renovated office space. Not only will this lift the spirits of those working hard behind the scenes, but it will also bring our second floor up to a much

more acceptable standard. There will even be space to chill and an internet counter for our members to plug in and work from the ClfA office should they have a gap in-between meetings - bring on 2019!

The ClfA marketing team welcome any suggestions for 2019 and wish you all a blessed and safe time over the festive season.

Suggestions can be mailed to:
andre@twothink.co.za

Andre Spies
Convener



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CHAPTERS

ARCHITECTURAL DESIGNERS



Architectural Designers

This chapter has not been active this year as it effectively represents a category of membership within the institute.

This chapter incorporates members whom are registered by SACAP as Senior Architectural Technologists, Architectural Technologists and Draughtspersons.

Rather than meeting separately, members are encouraged to meet corporately, to encourage and promote transformation and learning from each other within our network.

The announcement by SACAP of the upcoming RPL system, was well received and may provide the necessary mechanism

for members to improve their professional standing by climbing the professional status ladder. The idea of mentoring and apprenticing are well founded in architectural history. It's as if our instant gratification and technology biased industry has lost sight of the art of building and design.

The spirit of this Chapter is to promote a more unified, inclusive and demographically representative architectural community.

Michael Borgström
Convener





Helderberg Chapter

Over the past twelve months we have upped the regularity of meetings, on a third Thursday (usually every second month) and there has been a surprising increase of attendees – even up to 30 at a time. As always, the social interaction is valuable with the structured CPD presentations.

Peter Ahmad's talk on a new approach to the City of Cape Town's MSDF, Lilian Linares' presentation on Lima, Peru and Wilhelm Louw of 2-AD Space Architects Inc. on his Louwville High School award winning project were some of the interesting events hosted.

Tying in with Helderberg Renaissance Foundation meetings, and to repeat what was

stated before, the combination of connecting architectural professionals to issues are important as well as the cross fertilization of heritage issues covered by both instances.

The usual concerns exist and these functions, with food and drink, we believe remain worthwhile.

We would still appreciate more visits by ClfA Management Committee members since the efforts by them should be publicized more widely to the country members. We will arrange for this to happen in the new year.

Louis Steyn
Convener



Southern Cape Chapter

During the year under review, we only managed to arrange 2 presentations to practitioners in the Southern Cape region.

Both presentations were by Compass Glass and dealt with architectural glazing. It is hoped that the availability of ClfA's online CPD presentations will assist practitioners in the region to earn the requisite CPD credits. See Continuing Professional Development report in this publication.

For some time now, this Chapter has not been very active.

Members in the region are encouraged to formally (re-)establish the Chapter. The Cape Institute for Architecture (ClfA) encourages local chapters as a means of advancing its mission and increasing membership.

Why Go Local?

The ClfA is an effective institute which delivers a range of benefits to members. There are many things that can be accomplished on a local level much more effectively. Local chapters serve as a venue for members to get together, exchange views, and attend CPD presentations and

social activities. Members of local chapters can regularly interact to discuss programs or activities that directly impact architectural practitioners in the region. And, most importantly, a local organisation is aware of and sensitive to the needs that are unique to each region. For these reasons, the creation of a local chapter would make sense and provide value to architectural practitioners.

If you have any questions or are interested in (re)starting a chapter in your region, contact Asa Gordon on 021-424 7128 or email info@cifa.org.za for more information about local chapters.

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OTHER REPORTS



Cape Peninsula University of Technology
Department of Architectural Technology
and Interior Design
Faculty of Informatics and Design

The start of 2018 saw the implementation of the new HEQSF aligned Diploma in Architectural Technology. The new Diploma provided the opportunity to revisit the scope and packaging of content as well as the structure and methodology of teaching. Part of the revised structure involves the introduction of two vertical projects, where students work in groups across years, for the whole school. The first vertical project took place at the beginning of the academic year and served as an ice breaker and introduction. The second vertical project, which was introduced for the first time this year, was scheduled during two weeks at the beginning of the second semester. The second vertical project focused on service learning and community projects and is programmed around Mandela Day. The second vertical project will become a fixture on the Department's calendar.

In the second vertical project there were nine mixed-year groups. One of the projects was an outdoor classroom, the Edushed, incorporating a food garden for Muizenberg Junior School. The project will soon be built with the help of students as part of Justin Bonello's Neighbourhood Farm programme. Other projects included a community recreational facility for the Darling township, which will also be built. Two more theoretical projects addressed CPUT's online, architecture, multi-lingual glossary and a well-attended debate on the concept "architects have become careless of the city and its inhabitants".

Another one of the vertical projects was the Sonae Arauco competition hosted by ClfA for all architectural students in the Western Cape. In this vertical project the younger students and the older students contributed equally to the design conversation. There was clear evidence of the transferal of skills and experience. The students' attention to detail translated into a number of quality competition entries. CPUT was awarded with the top 3





Students presenting their Outdoor Classroom projects to Muizenberg Junior School



The EduShed by Isaac Gordon, chosen by the school as the winning design

places in the competition. We are very proud of our students!

Since 2014 CPUT has been offering a 2-year part-time BTech programme in collaboration with Open Architecture. The blended programme, comprising office-based, online and on-campus block release components was designed and implemented under the guidance of Jolanda Morkel. This successful project is one of SAIA's transformation initiatives, serving practitioners across South Africa, Namibia, Zimbabwe and Mauritius, to advance their qualifications whilst working. The pilot comes to an end in 2019, after which it will be replaced by the new Advanced Diploma in Architectural Technology.

CPUT and Hasselt University in Belgium have a fruitful relationship and have recently renewed their bilateral cooperation agreement. To date, this agreement has resulted in over ten student exchanges between the two universities, with one CPUT graduate also completing Hasselt University's International Master in Interior

Architecture. Erasmus+ funding has also allowed for staff mobility between the two universities, with three Belgian staff members visiting CPUT this year to take part in teaching and student evaluation, and four CPUT staff members travelling to Hasselt to do the same. Dr Rudolf Perold, a CPUT staff member, has also completed his doctoral studies at Hasselt University this year. Mr Niven Naidoo, another staff member, is currently enrolled at Hasselt University for the International Master in Interior Architecture.

The Department had a change in leadership during 2018. In 2017, Ms Monica di Ruvo was appointed as the Head of Department on a 5-year contract. At the end of June 2018 Ms Di Ruvo however took up another position in CPUT and Dr Hermie Delport took over as the acting Head of Department.

Dr Hermie Delport
Head of Department (Acting)





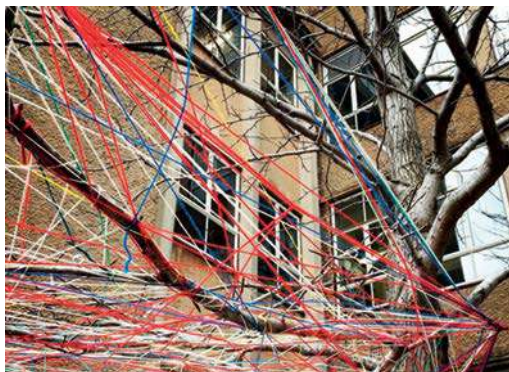
University of Cape Town School of Architecture, Planning & Geomatics

As a University we recently welcomed our new Vice Chancellor, Professor Mamokgethi Phakeng, while as a School we also welcomed a number of new staff members: Clint Abrahams and Philippa Tumubweinee joined the academic cohort in the architectural programme, Kathryn Ewing was appointed as the new Convenor of the Urban Design stream, and Mcebisi Mdluli was appointed as a new academic administrator. On the negative side, and in addition to the tragic passing of Dr. Bongani Mayosi, our School also experienced the loss of Emeritus Professor Fabio Todeschini and Barry Low.

Academically, students in our Bachelor of Architectural Studies programme have been engaging with challenging parts of our city, which include areas like District Six, Mowbray and Macassar, but they also travelled to neglected rural towns like Genadendal

to interact with local communities and to undertake speculative design projects. They also hosted another successful Vertical Studio event which included a series of innovative installation pieces in the Centlivres building.

The four Design-Research Studios in the postgraduate years have been continuing, with some of their three-year cycles drawing to a close at the end of this year. 'sCapes is a process-rich studio exploring the relationship between landscape and architecture as instigated through a re-reading of Patrick Geddes' "Valley Section of Civilization" applied to a single section line through Cape Town's city bowl; the *Space of Good Hope* studio focuses on transforming the urban everyday in the South African city with Delft as a specific site of investigation; *Fields of Play* (which is co-taught with Arup Engineers) focuses on public assembly spaces in the City of the Poor, and *Adapt!* focuses on the adaptive reuse and regeneration of disused or underutilised buildings and spaces in the Western Cape, and on the adaptation of



One of the Vertical Studio installations in and around the Centlivres building.

buildings and spaces for changing conditions. The aim is to build critical capacity and research output on particular topics over a three-year period. A number of these studios have already resulted in publications and public exhibitions in THE ARCHITECT gallery over the last two years.

Our students' successes beyond the School this year include, amongst others, Roark Robinson and Anna Stelzner achieving first and second place respectively in the national PPC Imaginarium Competition with their projects in District Six, while a proposed digital application for a community-funded affordable housing initiative called (Delft)LINK by recent graduates Anees Arnold and Jonathan Wilson was one of only five African projects shortlisted

in a global competition hosted by the Royal Institution of Chartered Surveyors. A group of staff members and students, together with colleagues from the University of Stellenbosch, have also been included in the shortlist for the Solar Decathlon Africa, which is a project that involves the design and physical construction of a net-zero energy house in Morocco.

The African Centre for Cities hosted the very well-attended International Urban Conference in February 2018 to celebrate its ten-year anniversary where many of our staff members presented their work, and one of our staff members, Emeritus Professor Dave Dewar, presented the prestigious Roelof S. Uytendogaardt UDISA Memorial Lecture together with Piet Louw in September this year. The School has been continuing its annual Outreach Programme, which aims to reach out to communities and to promote architecture amongst learners, and staff members are running a variety of socially responsive projects which includes initiatives like the "Who We Are" exhibition in Macassar.

As a School we are very proud of this year's achievements and we look forward to share more of our students' work in an exhibition towards the end of 2018.

Mike Louw
Senior Lecture





Executive Officer

The second last month of 2018 is here and we are all busy wrapping up and getting everything ready before the holidays and the new year. We are finalising the events calendar for 2019 which will be published on the revamped ClfA website once finalised.

The various reports in this booklet set out in detail the tasks that have been undertaken in the past year and it is evident that a great deal of hard work has resulted in yet another productive and successful year - directed towards achieving the long-term goals and objectives of your Institute.

Our resources are limited, and this does not enable us to address all the issues that we would like to in an effective manner. If more

members do not become involved, it might become necessary to contract or buy in additional services. As you are no doubt aware, this means that more income will need to be generated.

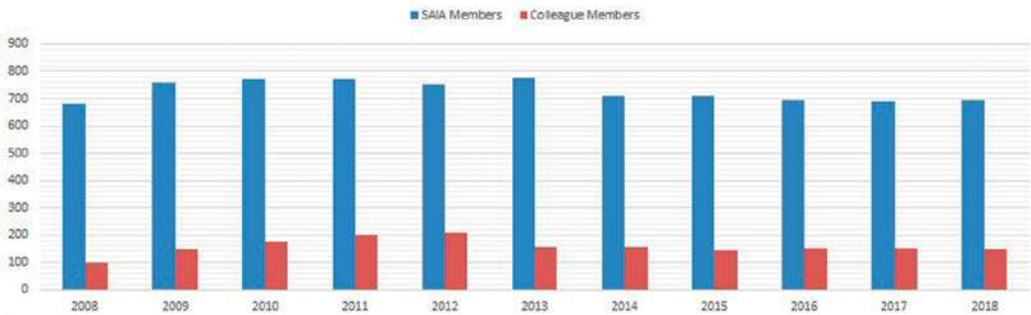
Membership

We are now almost half way through the current financial year and members would have all received their invoice for the current subscriptions. If there are any members who have not received their invoice for some unknown reason, please contact Soraya on membership@cifa.org.za or 021-424 7128 and she will resend it to you.

We thank all of those who have paid their subscriptions and encourage those who have not done so to ensure payment is made as soon as possible. Members who have not yet paid their fees or made arrangements will have their membership suspended until payment is received or arrangements for payment made.

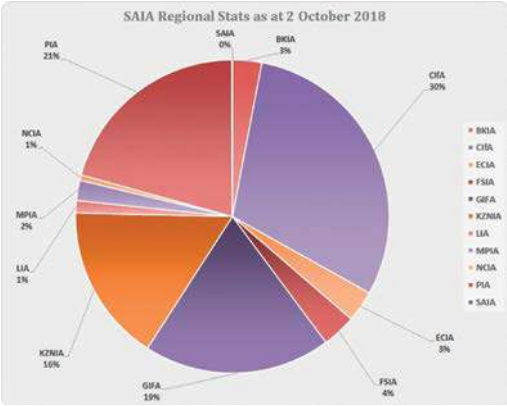
Annual subscriptions represent more than 50% of ClfA's income budget. This combined with other income derived from document sales, sponsorship, secretarial fees, etc., supports the various Institute activities. The accomplishments, resources and services highlighted in this year's annual report are evidence of what the Institute can do with member support.

ClfA Membership - 30 June 2018



The Institute is a voluntary member organisation. Every member's contribution and support make the ClfA a successful organisation. We call on members to encourage other candidate or professional architectural practitioners (non-members) to join our Institute, as well as to promote the ClfA to others.

The Cape Institute for Architecture represents 30% of the overall SAIA membership followed by the Pretoria Institute for Architecture with 21%.



Student Awards

The ClfA again supported the UCT and CPUT Student Prizes for the 2017 academic year. The following students received awards:

University of Cape Town

Katherine Hall – Best Student Graduating in the M.Arch (Prof) Programme
Katherine Hall – Best Student Graduating in the Postgraduate Architecture Degree Programme
Roark Robinson – Best Student Graduating in Design & Theory Studiolll
Mpho Sephelane – Best Student Graduating in Design & Theory Studio II

Cape Peninsula University of Technology

Callum Semple - Best National Diploma Student over Three Years of Study (2016)
Matthew Klose - Best National Diploma Student over Four Years of Study (2016)
Nerine Joubert - Best National Diploma Student over Three Years of Study (2017)
Callum Semple - Best National Diploma Student over Four Years of Study (2017)

Secretariat Services

The ClfA continues to provide secretarial services to the following organisations:



Roelof S Uytenbogaardt Udisa Memorial Lecture

- The Digest of South African Architecture
- The Society of Architects Planners Engineers and Surveyors (APES)
- The Urban Design Institute of SA (UDISA)

Some of the events arranged/hosted for the different organisations include:

- 6 June 2018: A presentation by Walter Fieuw entitled *"A time for inter-disciplinary place leadership in our rapidly changing cities"*
- 13 September 2018: Roelof S Uytendogaardt Udisa Memorial Lecture & Exhibition
- 7 November 2018: *"Viable Housing Now" from accommodation to generation.* A panel discussion about housing projects, at scale, in the commercial reality of South African cities.
- August 2018 – February 2019: APES 2018/2019 Lecture Series entitled *The Cape Town Problematique*

CPD and other Activities

Several CPD and other activities were organised during the year under review.

- 28 February: Light Space Life - Past, Present, Future Work of SAOTA by Stefan Antoni & Greg Truen
- 14 March: Introduction to the NEC TM3 Suite of Construction Contracts by Jan Van Rensburg
- 24 May: JBCC Training by Roelf Nel
- 31 May: BIM Workshop by Simon Berry & Gerd Bolt
- 11 June: The State of the Profession - Fees & Benchmarking Surveys by Simmy Peerutin

- 27 June: A New Approach to the City of Cape Town's MSDP by Peter Ahmad
- 19 July: Cementing Your Rights: How Architects Can Protect Their Rights Using Intellectual Property Law by Leanne Mostert
- 07 August: Not Just a Pretty Picture: Housing Lecture Series Part I by Luyanda Mpahlwa & Walter Fieuw
- 16 August: Not Just a Pretty Picture: Housing Lecture Series Part II by Melinda Silverman, Lone Paulsen, Fadly Isaacs & Mzonke Mzi
- 21 August: Not Just a Pretty Picture: Housing Lecture Series Part III by Gaarith Williams, Dieter Bossow, Nomtha Delima
- 28 August: Not Just a Pretty Picture: Housing Lecture Series IV by Katie Ewing & Rob McGaffin
- 13 September: Architectural Design Drawing Course by Arno Pieters



Helderberg

- 22 February: Holistic Approach to Water Management by Gerhard Cronje
- 17 May: The Lime Cycle, History & Durability by Boshoff Muller
- 19 July: A New Approach to the City of Cape Town's MSDP by Peter Ahmad



- 8 November: Underfloor Space Heating Systems & the Use of Biomass Heating Systems by Wolfgang Stohr

Southern Cape

- 14 November: Architectural Glazing by Gary Theron (Plettenberg Bay)
- 15 November: Architectural Glazing by Gary Theron (George)

Upcoming Events

As mentioned in the President's Report, THE ARCHITECT Gallery is fully booked until the end of next year. Some of the exhibitions to be hosted are:

- An exhibition aimed to illustrate a positive vision of a future Cape Town
- Exhibitions by CPUT and UCT
- A Photographic Exhibition entitled *36 views of Hoerikwaggo*

Watch your Inbox for details.

Word of Thanks

I would like to pay tribute to the **CIfA staff** who have stuck with me through the years and endured my foibles, idiosyncrasies and occasional rushes of blood to the head with admirable calm. Brent, Soraya and Patience – each make a vital contribution to the team. Thank you for your continued support, hard work and dedication.

Thank you to the **Convenors** of the various sub-committees and all the **Committee Members** – in some cases they are not even members of the Institute but specialists in their

respective fields or from allied organisations and institutions assisting us. The many hours spent in the promotion of the Institute and the architectural profession and in resolving complaints about or by members, are much appreciated.

Finally, thank you to **CIfA members** for their loyal support, participation and interaction during 2018.

We wish you all a peaceful holiday and may you all return safely, well rested and ready for 2019!

Asa Gordon
Executive Officer

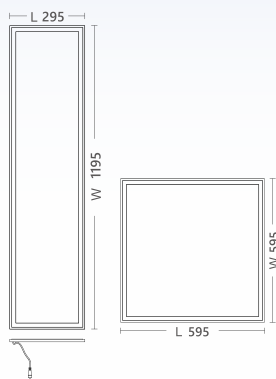
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PARKER JK	1902-1907	TODD SH	1960-1962
MASEY F	1907-1910	FLOYD HC	1962-1964
REID AH	1910-1913	LOUW LB	1964-1966
KENDALL FK	1913-1916	VAN DER MERWE JDP	1966-1968
DELBRIDGE WJ	1916-1920	STURROCK FL	1968-1970
REID AH	1920-1921	MUNNIK MHR	1970-1971
DELBRIDGE WJ	1921-1922	NIXON R	1972-1973
RITCHIE-FALLON WA	1922-1925	FOX RAE	1974-1975
PERRY J	1925-1927	BARNETT JJ	1976-1977
WALGATE CP	1927-1929	CRUICKSHANK IGS	1978-1979
RITCHIE-FALLON WA	1929-1930	MISZEWSKI JM	1980-1981
HAWKE W	1930-1932	FISH HL	1982-1983
ELSWORTH LA	1932-1933	JACK DS	1984-1985
MANSBERGH B	1933-1934	RITCHIE W	1986-1987
HAWKE W	1934-1935	ROBERTSON AG	1988-1989
WALGATE CP	1935-1936	PIKE GH	1990-1991
BROWNLEE HJ	1936-1937	GROENEWALD GF	1992-1993
PARKER JK	1937-1938	VAN WYK L	1994-1996
DAY RFR	1938-1940	JAPHA VM	1996-1998
LIGHTFOOT BSC	1940-1942	PARKER GK	1998-2000
ROBERTS HL	1942-1944	HONIKMAN RJ	2000-2002
COMMIN KV	1944-1946	ASMAL HM	2002-2004
LIGHTFOOT BSC	1946-1947	PRELLER DL	2004-2006
ANDREWS ED	1947-1949	ROBINSON LAK	2006-2008
OHLSSON RF	1949-1951	STEYN LB	2008-2010
NAUDE DFH	1951-1953	VAN GRAAN A	2010-2012
MERRIFIELD CHN	1953-1954	PEERUTIN SJ	2012-2014
ORPEN JJO	1954-1956	CUNNINGHAM AJ	2014-2016
KENT HAP	1956-1958	GADD K	2016-2018
DE WET RL	1958-1960		

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QUINTAL, MR RNDN

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REULING, MR GPJ
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RINGROSE, MR RD
RITTER, MR D-W
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ROBERTSON, MR A

ROBERTSON, MR TC
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ROHRBACH, MS SA
RONNE, MS K
ROON, MR ACE
ROSSOUW, MS P-MM
ROUX, MR JC
RUBIDGE, MR LP
RUMBELL, MS JJ
RUSSOUW, MR JL
RUST, MR IC

SAAYMAN, MR CDK
SABAN, MS HB
SADIE, MR J M
SAMUEL, MR JP
SANDILANDS, MS MFJ
SAUNDERS, MR SR
SCHABORT, MR WV
SCHACHLER, MS J
SCHREUDER, MR JA
SCHULZE, MR B
SCHUTTE, MS S
SCHWALBACH, MR E
SCHWARTZ, MR JC
SCOTT, MR GI
SCOTT, MR GR
SCOTT, MS LC
SCURR, MR MJ
SERFONTEIN, MR JH
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SHAPIRO, B
SHAW, MR DL
SHER, MR GC
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SHEWAN, MR AF
SHIFRIN, I
SIDEBOTTOM, MS C
SIEBERHAGEN, MS J
SILKE, MR RL
SINCLAIR, MR EZ
SINGH, MS T
SKILLICORN, MS CA
SKINNER, MR KHG
SLAVIN, MR B
SLEE, MR JC

SMIT, MR MA
SMIT, MR NJ
SMITH, MR HJ
SMITH, MR L
SMUTS, MR JA
SMUTS, MR MF
SMUTS, MS C
SNYMAN, MR JP
SNYMAN, MS L
SPERBER, MS GA
SPIERINGSHOEK, MS L
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STANDER, MR GJ
STANDISH, MS A
STARKEY, MR JO
STEPHENSON, MR RA
STEVENS, MR RS
STEWART, MR A
STEYN, MR LB
STIEKEMA, MR P
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TANEVA, MS MG
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THERON, MR PK
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THOMAS, MR DC
THOMAS, MR PM
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THOMPSON, MR PA
THOMSON, MR JA
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TRUSCOTT, MR PW

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VAN DEN HEEVER, MS A
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VAN DER MERWE, MR DF
VAN DER MERWE, MR JB
VAN DER MERWE, MS A
VAN DER MERWE, MS AC
VAN DER MERWE, MS H
VAN DER MERWE, MS S
VAN DER WALT, MR M L
VAN DER WALT, MS EE
VAN DER WALT, MS R
VAN DER WATT, MR JJ (SQUATTI)
VAN DER WATT, MS E J
VAN DER WESTHUIZEN, MR JH
VAN DER WESTHUIZEN, MR T
VAN DER WOLF, MR GC
VAN DEVENTER, MR LS
VAN DEVENTER, MS SF
VAN GRAAN, MR AJD
VAN LILLE, MR JA
VAN NIEKERK, H
VAN NIEKERK, MR FC
VAN NIEKERK, MS M
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VAN RENSBURG, MR G
VAN RIET, MS LM
VAN ROSENVELD, MR RA
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VAN WYK, MR JG
VAN WYK, MR PL
VAN ZYL, MR F
VANDERSTRAETEN, MS G
VERMEULEN, MS M
VERSFELD, MR TO
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VILJOEN, MR GCA
VILJOEN, MR W

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WESSELS, MR GG
WEYERS, MR SS
WHITEHEAD, MR SF
WILKINSON, MR JO
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YOUNG, MR R
YOUNG-PUGH, MR RG

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ARENDSE, MR GC

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BROWN, MR BA
BROWN, MR CJ
BRUNNER, MR W
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TER MORSHUIZEN, MR GR
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VAN NIEKERK, MR J
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VAN SCHALKWYK, MR HGJ
VAN ZYL, MR A

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VAN WYK, MR DJ

FRIEND OF THE CIFA- CORPORATE (1)

PA VENTER SHOPFITTERS

FRIEND OF THE CIFA – INDIVIDUAL (2)

CAREW, MR P

LILLIE, MR A

STUDENTS (17)

BISCHOFF, MR RG
BOSCH, MR C
BROWN, MRO

DE VILLERS, MS M

HARRISON, MS J

JOUBERT, MS N

KLOSE, MR M

LEKALAKALA, MS K

MAIN, MR KSP
MARAI, MS RA
MCALLISTER, MR WM
MICHALETOS, MS N
ROBINSON, MR R

SCHWEIZER, MS N
SEMPLE, MR C
SEPHELANE, MS M
VAN HASSEL, MS K



ClfA Honorary Members

FAGAN, GWEN

ClfA Life Members

ASMAL, HASSAN

BAKKER, PIET

FAGAN, GAWIE

HONIKMAN, RICHARD

KAROL, LOUIS

ROBINSON, LAURA

GOLD MEDAL

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1977	FOX, RAE
1981	BARNETT, JJ
1988	FAGAN, GT
1998	UYTENBOGAARDT, R
2000	JACK, DS
2001	PAHL, PE
2006	ELLIOTT, JA
2010	NOERO, JMF

SAIA Medal of Distinction (ClfA Members)

1982	GALLAGHER, GJB
1982	COOKE, BS
1982	KENT, HAP
2004	DE BEER, PF
2004	PETERS, WH
2005	MUNNIK, MHR
2015	COOKE, CJ
2017	LOW, I

Architectural Writers and Critics Award (ClfA Members)

1989	PETERS, WH
2004	DE BEER, PF



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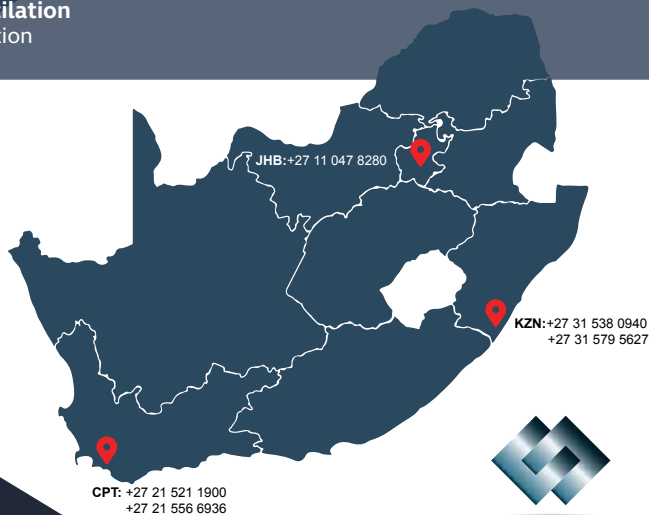
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FINANCIALS

THE CAPE INSTITUTE FOR ARCHITECTURE

ANNUAL FINANCIAL STATEMENTS

FOR THE YEAR ENDED 30 JUNE 2018

Kirkman Lanfear
Chartered Accountants (SA)
Registered Auditors



The Cape Institute for Architecture

Annual Financial Statements for the year ended 30 June 2018

Contents

The reports and statements set out below comprise the annual financial statements presented to the finance committee:

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Statement of Changes in Equity	8
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The following supplementary information does not form part of the annual financial statements and is unaudited:	
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The Cape Institute for Architecture

Annual Financial Statements for the year ended 30 June 2018

Responsibilities and Approval of the Finance Committee

The committee is required to maintain adequate accounting records and is responsible for the content and integrity of the annual financial statements and related financial information included in this report. It is their responsibility to ensure that the annual financial statements fairly present the state of affairs of the institute 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 the basis of accounting as set out in Note 1 to the financial statements. The external auditors are engaged to express an independent opinion on the annual financial statements.

The annual financial statements are prepared in accordance with the basis of accounting as set out in Note 1 to the financial statements and are based upon appropriate accounting policies consistently applied and supported by reasonable and prudent judgments and estimates.

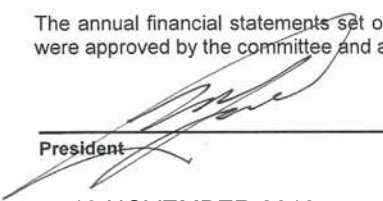
The committee acknowledge that it is ultimately responsible for the system of internal financial control established by the institute and places considerable importance on maintaining a strong control environment. To enable the committee to meet these responsibilities, the committee sets standards for 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 institute and all employees are required to maintain the highest ethical standards in ensuring the institute's business is conducted in a manner that in all reasonable circumstances is above reproach. The focus of risk management in the institute is on identifying, assessing, managing and monitoring all known forms of risk across the institute. While operating risk cannot be fully eliminated, the institute endeavours to minimise it by ensuring that appropriate infrastructure, controls, systems and ethical behaviour are applied and managed within predetermined procedures and constraints.

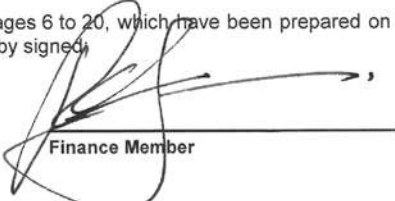
The committee is of the opinion, based on the information and explanations given by management, that the system of internal control provides reasonable assurance that the financial records may be relied on for the preparation of the annual financial statements. However, any system of internal financial control can provide only reasonable, and not absolute, assurance against material misstatement or loss.

The committee has reviewed the institute's cash flow forecast for the year to 30 June 2019 and, in the light of this review and the current financial position, it is satisfied that the institute has or has access to adequate resources to continue in operational existence for the foreseeable future.

The external auditor is responsible for independently auditing and reporting on the institute's annual financial statements. The annual financial statements have been examined by the institute's external auditors and their report is presented on page 4 - 5.

The annual financial statements set out on pages 6 to 20, which have been prepared on the going concern basis, were approved by the committee and are hereby signed:



President

Finance Member

19 NOVEMBER 2018

Date

The Report of the Finance Committee

The committee submits its report for the year ended 30 June 2018.

1. Review of activities

Main business and operations

The institute is a body for registering, controlling and assisting architects in the Western Cape.

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

Net deficit of the institute was R195 603 (2017: deficit R60 574), after taxation of R72 960 (2017: R(40 750)).

2. Events after the reporting period

The committee is not aware of any matter or circumstance arising since the end of the financial year that has a material impact on the annual financial statements.

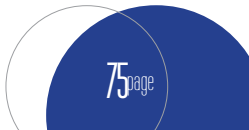
3. Committee

The committee of the institute during the year and to the date of this report is as follows:

Office	Name
President	Kevin Gadd
Vice-President	Henk Lourens
Convenor	Paul Krynauw
Finance Member	Grant Arendse
Accountant	Asa Gordon

4. Auditors

Kirkman Lanfear will continue in office for the next financial period.



Independent Auditor's Report

To the Finance Committee of The Cape Institute for Architecture

Report on the Audit of the Annual Financial Statements

Opinion

We have audited the annual financial statements of The Cape Institute for Architecture set out on pages 6 to 18, which comprise the statement of financial position as at 30 June 2018, and the statement of comprehensive income, statement of changes in reserves and statement of cash flows for the year then ended, and notes to the annual financial statements, including a summary of significant accounting policies.

In our opinion, the annual financial statements present fairly, in all material respects, the financial position of The Cape Institute for Architecture as at 30 June 2018, and its financial performance and cash flows for the year then ended in accordance with basis of accounting as set out in Note 1 to the financial statements.

Basis for opinion

We conducted our audit in accordance with International Standards on Auditing. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the annual financial statements section of our report. We are independent of the body corporate in accordance with the Independent Regulatory Board for Auditors Code of Professional Conduct for Registered Auditors (IRBA Code) and other independence requirements applicable to performing audits of annual financial statements in South Africa. We have fulfilled our other ethical responsibilities in accordance with the IRBA Code and in accordance with other ethical requirements applicable to performing audits in South Africa. The IRBA Code is consistent with the International Ethics Standards Board for Accountants Code of Ethics for Professional Accountants (Parts A and B). We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Other information

The finance committee is responsible for any other information. The other information comprises the The Report of the Finance Committee as required by the constitution, which we obtained prior to the date of this report. The other information does not include the annual financial statements and our auditor's report thereon.

Our opinion on the annual financial statements does not cover the other information and we do not express an audit opinion on any form of assurance conclusion thereon.

In connection with our audit of the annual financial statements, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the annual financial statements or our knowledge obtained in the audit, or otherwise appears to be materially misstated. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact. We have nothing to report in this regard.

Responsibilities of the finance committee for the Financial Statements

The finance committee are responsible for the preparation and fair presentation of the annual financial statements in accordance with basis of accounting as set out in Note 1 to the financial statements and the requirements of the constitution, and for such internal control as the finance committee determine is necessary to enable the preparation of annual financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the annual financial statements, the finance committee are responsible for assessing the institute's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the finance committee either intend to liquidate the institute or to cease operations, or have no realistic alternative but to do so.

KL

Independent Auditor's Report

Auditor's responsibilities for the audit of the Annual Financial Statements

Our objectives are to obtain reasonable assurance about whether the annual financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with International Standards on Auditing will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these annual financial statements.

As part of an audit in accordance with International Standards on Auditing, we exercise professional judgement and maintain professional scepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the annual financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit 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 institute's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by the finance committee.
- Conclude on the appropriateness of the finance committee use of the going concern basis of accounting and based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the institute's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the annual financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the institute to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the annual financial statements, including the disclosures, and whether the annual financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

We communicate with the finance committee regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

Report on other legal and regulatory requirements

In terms of the IRBA Rule published in Government Gazette Number 39475 dated 4 December 2015, we report that Kirkman Lanfear has been auditor of The Cape Institute for Architecture for 16 years.


Kirkman Lanfear
Chartered Accountants (SA)
Registered Auditors

2018/11/19

Date

Per: Daniël Marais CA(S.A.)
Claremont

The Cape Institute for Architecture

Annual Financial Statements for the year ended 30 June 2018

Statement of Financial Position as at 30 June 2018

	Note(s)	2018 R	2017 R
Assets			
Non-Current Assets			
Property, plant and equipment	2	213 503	268 933
Other financial assets	3	2 330 243	2 353 201
Deferred tax	4	45 988	118 948
		2 589 734	2 741 082
Current Assets			
Trade and other receivables	5	69 765	116 155
Prepayments		9 910	9 088
Current tax receivable		37 447	37 447
Cash and cash equivalents	6	185 673	79 968
		302 795	242 658
Total Assets		2 892 529	2 983 740
Equity and Liabilities			
Owner's funds and reserves			
Special purpose fund	7	845 787	775 146
Accumulated surplus		1 148 345	1 414 589
		1 994 132	2 189 735
Liabilities			
Current Liabilities			
Trade and other payables	8	898 397	794 005
Total Equity and Liabilities		2 892 529	2 983 740

The Cape Institute for Architecture

Annual Financial Statements for the year ended 30 June 2018

Statement of Comprehensive Income

	Note(s)	2018 R	2017 R
Revenue	9	2 094 694	2 041 384
Cost of sales	10	(137 427)	(156 114)
Gross surplus		1 957 267	1 885 270
Other income		-	228
Operating expenses		(2 267 175)	(2 104 057)
Operating deficit		(309 908)	(218 559)
Investment revenue	11	118 720	119 282
Fair value adjustments		68 612	(1 645)
Finance costs		(67)	(402)
Deficit before taxation		(122 643)	(101 324)
Taxation	12	(72 960)	40 750
Deficit for the year		(195 603)	(60 574)
Other comprehensive income		-	-
Total comprehensive deficit for the year		(195 603)	(60 574)

Statement of Changes in Equity

	Special purpose fund R	Accumulated surplus R	Total equity R
Balance at 01 July 2016	726 241	1 524 068	2 250 309
Deficit for the year	-	(60 574)	(60 574)
Other comprehensive income	48 905	-	48 905
Total comprehensive deficit for the year	48 905	(60 574)	(11 669)
Investment income and fair value adjustment	-	(48 905)	(48 905)
Total changes	-	(48 905)	(48 905)
Balance at 01 July 2017	775 146	1 414 589	2 189 735
Deficit for the year	-	(195 603)	(195 603)
Other comprehensive income	70 641	-	70 641
Total comprehensive deficit for the year	70 641	(195 603)	(124 962)
Investment income and fair value adjustment	-	(70 641)	(70 641)
Total changes	-	(70 641)	(70 641)
Balance at 30 June 2018	845 787	1 148 345	1 994 132



Statement of Cash Flows

	Note(s)	2018 R	2017 R
Cash flows from operating activities			
Cash receipts from customers		2 141 086	1 985 710
Cash paid to suppliers and employees		(2 245 604)	(1 997 229)
Cash used in operations	13	(104 518)	(11 519)
Interest income		110 671	109 940
Dividends received		8 049	9 342
Finance costs		(67)	(402)
Net cash from operating activities		14 135	107 361
Cash flows from investing activities			
Purchase of property, plant and equipment	2	-	(76 895)
Sale of property, plant and equipment	2	-	2 455
Net movement of financial assets		91 570	(106 122)
Net cash from investing activities		91 570	(180 562)
Total cash movement for the year		105 705	(73 201)
Cash at the beginning of the year		79 968	153 169
Total cash at end of the year	6	185 673	79 968



Accounting Policies

1. Basis of preparation and summary of significant accounting policies

The annual financial statements have been prepared on a going concern basis in accordance with the accounting policies as set out below. The annual financial statements have been prepared on the historical cost basis. They are presented in South African Rands.

These accounting policies are consistent with the previous period.

1.1 Significant judgements and sources of estimation uncertainty

Critical judgements in applying accounting policies

Management are required to make critical judgements in applying accounting policies from time to time. The judgements, apart from those involving estimations, that have the most significant effect on the amounts recognised in the annual financial statements, are outlined as follows:

Key sources of estimation uncertainty

Financial assets measured at cost and amortised cost

The institute assesses its financial assets measured at cost and amortised cost for impairment at each reporting date. In determining whether an impairment loss should be recorded in the statement of comprehensive income, the institute makes judgements as to whether there is observable data indicating a measurable decrease in the estimated future cash flows from a financial asset.

The impairment for financial assets measured at cost and amortised cost is calculated on a portfolio basis, based on historical loss ratios, adjusted for national and industry-specific economic conditions and other indicators present at the reporting period that correlate with defaults on the portfolio. These annual loss ratios are applied to loan balances in the portfolio and scaled to the estimated loss emergence period.

Taxation

Judgement is required in determining the provision for income taxes due to the complexity of legislation. There are many transactions and calculations for which the ultimate tax determination is uncertain during the ordinary course of business. The institute recognises liabilities for anticipated tax audit issues based on estimates of whether additional taxes will be due. Where the final tax outcome of these matters is different from the amounts that were initially recorded, such differences will impact the income tax and deferred tax provisions in the period in which such determination is made.

The institute recognises the net future tax benefit related to deferred income tax assets to the extent that it is probable that the deductible temporary differences will reverse in the foreseeable future. Assessing the recoverability of deferred income tax assets requires the institute to make significant estimates related to expectations of future taxable income. Estimated of future taxable income are based on forecast cash flows from operations and the application of existing tax laws in each jurisdiction. To the extent that future cash flows and taxable income differ significantly from estimates, the ability of the institute to realise the net deferred tax assets recorded at the end of the reporting period could be impacted.

1.2 Property, plant and equipment

Property, plant and equipment are tangible items that are held for use in the production or supply of good or services, or for rental to other or for administrative purposes; and are expected to be used during more than one period.

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

Cost includes 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.

Accounting Policies

1.2 Property, plant and equipment (continued)

Depreciation is provided using the straight-line method to write down the cost, less estimated residual value over the useful life of the property, plant and equipment as follows:

Item	Depreciation method	Average useful life
Furniture and fixtures	Straight line	10.00%
Office equipment	Straight line	10.00%
IT equipment	Straight line	33.33%
Leasehold improvements	Straight line	10.00%
Website	Straight line	33.33%

The residual value, depreciation method and useful life of each asset are reviewed only where there is an indication that there as been a significant change from the previous estimate.

Gains and losses on disposals are recognised in profit or loss.

1.3 Financial instruments

Initial measurement

Financial instruments are initially measured at the transaction price (including transaction costs except in the initial measurement of financial assets and liabilities that are measured at fair value through surplus or deficit) unless the arrangement constitutes, in effect, a financing transaction in which case it is measured at the present value of the future payments discounted at a market rate of interest for a similar debt instrument.

Financial instruments at amortised cost

These include loans, trade receivables and trade payables. Those debt instruments which meet the criteria in section 11.8(b) of the standard, are subsequently measured at amortised cost using the effective interest method. Debt instruments which are classified as current assets or current liabilities are measured at the undiscounted amount of the cash expected to be received or paid, unless the arrangement effectively constitutes a financing transaction.

At each reporting date, the carrying amounts of assets held in this category are reviewed to determine whether there is any objective evidence of impairment. If there is objective evidence, the recoverable amount is estimated and compared with the carrying amount. If the estimated recoverable amount is lower, the carrying amount is reduced to its estimated recoverable amount, and an impairment loss is recognised immediately in surplus or deficit.

Financial instruments at cost

Commitments to receive a loan are measured at cost less impairment.

Equity instruments that are not publicly traded and whose fair value cannot otherwise be measured reliably without undue cost or effort are measured at cost less impairment.

Financial instruments at fair value

All other financial instruments, including equity instruments that are publicly traded or whose fair value can otherwise be measured reliably, without undue cost or effort, are measured at fair value through surplus and deficit.

Accounting Policies

1.4 Tax

Current tax assets and liabilities

Current tax for current and prior periods is, to the extent unpaid, recognised as a liability. If the amount already paid in respect of current and prior periods exceeds the amount due for those periods, the excess is recognised as an asset.

The tax liability reflects the effect of the possible outcomes of a review by the tax authorities.

Deferred tax assets and liabilities

A deferred tax liability is recognised for all taxable temporary differences.

A deferred tax asset is recognised for all deductible temporary differences and for the carry forward of unused tax losses and unused tax credits.

Deferred tax assets and liabilities are measured at an amount that includes the effect of the possible outcomes of a review by the tax authorities using tax rates that, on the basis of enacted or substantively enacted tax law at the end of the reporting period, are expected to apply when the deferred tax asset is realised or the deferred tax liability is settled.

Tax expenses

Tax expense is recognised in the same component of total comprehensive income or equity as the transaction or other event that resulted in the tax expense.

1.5 Leases

A lease is classified as a finance lease if it transfers substantially all the risks and rewards incidental to ownership to the lessee. All other leases are operating leases.

Operating leases – lessee

Operating lease payments are recognised as an expense on a straight-line basis over the lease term unless:

- another systematic basis is representative of the time pattern of the benefit from the leased asset, even if the payments are not on that basis, or
- the payments are structured to increase in line with expected general inflation (based on published indexes or statistics) to compensate for the lessor's expected inflationary cost increases.

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

1.6 Impairment of assets

If there is any such indication, the recoverable amount of any affected asset (or group of related assets) is estimated and compared with its carrying amount. If the estimated recoverable amount is lower, the carrying amount is reduced to its estimated recoverable amount, and an impairment loss is recognised immediately in surplus or deficit.

If an impairment loss subsequently reverses, the carrying amount of the asset (or group of related assets) is increased to the revised estimate of its recoverable amount, but not in excess of the amount that would have been determined had no impairment loss been recognised for the asset (or group of assets) in prior years. A reversal of impairment is recognised immediately in surplus or deficit.

The Cape Institute for Architecture

Annual Financial Statements for the year ended 30 June 2018

Accounting Policies

1.7 Share capital and equity

An equity instrument is any contract that evidences a residual interest in the assets of an entity after deducting all of its liabilities.

1.8 Revenue

Revenue is recognised to the extent that the institute has transferred the significant risk and rewards of ownership of goods to the buyer, or has rendered services under an agreement provided the amount of revenue can be measured reliably and it is probable that economic benefits associated with the transaction will flow to the institute. Revenue is measured at the fair value of the consideration received or receivable, excluding sales taxes and discounts

Service revenue is recognised by reference to the stage of completion of the transaction at the end of the reporting period. The stage of completion is determined by surveys of work performed. When the outcome of transaction involving the rendering of services cannot be estimated reliably, revenue is recognised only to the extent of the expenses that are recoverable.

Interest is recognised, in surplus or deficit, using the effective interest rate method.

Dividends are recognised, in surplus or deficit, when the institute's right to receive payment has been established.

1.9 Borrowing costs

Borrowing costs are recognised as an expense in the period in which they are incurred.

The Cape Institute for Architecture

Annual Financial Statements for the year ended 30 June 2018

Notes to the Annual Financial Statements

	2018 R	2017 R
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2. Property, plant and equipment

	2018			2017		
	Cost or revaluation	Accumulated depreciation	Carrying value	Cost or revaluation	Accumulated depreciation	Carrying value
Furniture and fixtures	107 855	(92 087)	15 768	107 855	(89 098)	18 757
Office equipment	85 927	(51 183)	34 744	85 927	(44 365)	41 562
IT equipment	92 105	(77 086)	15 019	92 105	(52 171)	39 934
Website	42 314	(42 313)	1	42 314	(42 313)	1
Leasehold improvements	225 600	(77 629)	147 971	225 600	(56 921)	168 679
Total	553 801	(340 298)	213 503	553 801	(284 868)	268 933

Reconciliation of property, plant and equipment - 2018

	Opening balance	Depreciation	Closing balance
Furniture and fixtures	18 757	(2 989)	15 768
Office equipment	41 562	(6 818)	34 744
IT equipment	39 933	(24 914)	15 019
Website	1	-	1
Leasehold improvements	168 679	(20 708)	147 971
	268 932	(55 429)	213 503

Reconciliation of property, plant and equipment - 2017

	Opening balance	Additions	Disposals	Depreciation	Closing balance
Furniture and fixtures	17 927	5 066	-	(4 236)	18 757
Office equipment	38 968	8 666	-	(6 072)	41 562
IT equipment	58 537	6 928	(2 227)	(23 305)	39 933
Website	1	-	-	-	1
Leasehold improvements	132 308	56 235	-	(19 864)	168 679
	247 741	76 895	(2 227)	(53 477)	268 932

3. Other financial assets

At fair value

Listed shares	59 676	53 619
373 shares in ABSA Group Limited at fair value.		
Unit trusts	2 270 567	2 299 582
Unit trust accounts at various financial institutions.		
	2 330 243	2 353 201

Non-current assets

At fair value	2 330 243	2 353 201
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The Cape Institute for Architecture

Annual Financial Statements for the year ended 30 June 2018

Notes to the Annual Financial Statements

	2018 R	2017 R
4. Deferred tax		
The major components of the deferred tax balance are as follows:		
Deferred tax asset		
Arising as a result of temporary differences on:		
Tax losses available for set off against future taxable income	45 988	118 948
Reconciliation of deferred tax asset		
At beginning of year	118 948	78 198
Recognised in surplus or deficit:		
Movement in tax loss available for set off against future taxable income	(72 960)	40 750
At end of year	45 988	118 948
5. Trade and other receivables		
Trade receivables	31 897	108 938
VAT	37 868	7 217
	69 765	116 155
Trade and other receivables are measured at amortised cost.		
6. Cash and cash equivalents		
Cash and cash equivalents consist of:		
Bank balances	185 673	79 968
Cash and cash equivalents are measured at fair value through profit and loss.		
7. Special purpose fund		
Balance at the beginning of the year	775 146	726 241
Investment income and fair value adjustment	70 641	48 905
	845 787	775 146
Comprising		
Benevolent fund	645 851	591 652
Bursary fund	112 412	103 473
Conservation fund	87 524	80 021
	845 787	775 146

The Cape Institute for Architecture

Annual Financial Statements for the year ended 30 June 2018

Notes to the Annual Financial Statements

	2018 R	2017 R
8. Trade and other payables		
Amounts received in advance	863 271	746 977
Accrued expenses	32 724	44 618
Sundry creditors	2 402	2 410
	898 397	794 005
Trade and other payables are measured at amortised cost.		
9. Revenue		
Architectural digest	423	-
CIA subscriptions	1 524 300	1 686 348
CPD course fees	96 345	40 121
Miscellaneous other revenue	1 344	10 770
Sale of documents, lists and labels	172 181	177 029
Secretarial services	35 965	59 496
Sponsorships	40 316	8 041
Sundry income, sundry event costs and awards	223 820	59 579
	2 094 694	2 041 384
10. Cost of sales		
Sale of goods		
Cost of goods sold	137 427	156 114
11. Investment revenue		
Dividend revenue		
Listed financial assets - Local	7 158	8 470
Unit trusts - Foreign	891	872
	8 049	9 342
Interest revenue		
Bank	107 525	106 598
REIT income	3 104	3 131
Unit trusts	42	105 259
	110 671	214 988
	118 720	224 330

Notes to the Annual Financial Statements

	2018 R	2017 R
12. Taxation		
Major components of the tax expense (income)		
Deferred taxation		
South African deferred tax - current year	72 960	(40 750)
	72 960	(40 750)
Reconciliation of the tax expense		
Reconciliation between accounting surplus and tax expense.		
Accounting deficit	(122 643)	(101 324)
Tax at the applicable tax rate of 28% (2017: 28%)	(34 340)	(28 371)
Tax effect of adjustments on taxable income		
Effect of non-taxable and non-deductible items	107 300	(12 379)
	72 960	(40 750)
No provision has been made for 2018 tax as the institute is expected to have no taxable income on assessment. The estimated tax loss available for set off against future taxable income is R 164 243 (2017: R 424 814).		
13. Cash used in operations		
Deficit before taxation	(122 643)	(101 324)
Adjustments for:		
Depreciation and amortisation	55 429	54 702
Surplus on sale of assets	-	(228)
Dividends received	(8 049)	(9 342)
Interest received	(110 671)	(109 940)
Finance costs	67	402
Fair value adjustments	(68 612)	1 645
Changes in working capital:		
Trade and other receivables	46 391	23 015
Prepayments	(822)	(647)
Trade and other payables	104 392	130 198
	(104 518)	(11 519)
14. Auditor's remuneration		
Fees	59 680	59 680

The Cape Institute for Architecture

Annual Financial Statements for the year ended 30 June 2018

Notes to the Annual Financial Statements

	2018 R	2017 R
15. Commitments		
Operating leases – as lessee (expense)		
Minimum lease payments due		
- within one year	378 953	376 181
- in second to fifth year inclusive	384 995	880 081
	763 948	1 256 262



The Cape Institute for Architecture

Annual Financial Statements for the year ended 30 June 2018

Detailed Income Statement

	Note(s)	2018 R	2017 R
Revenue			
Architectural digest		423	-
CIA subscriptions		1 524 300	1 686 348
CPD course fees		96 345	40 121
Miscellaneous other revenue		1 344	10 770
Sale of documents, lists and labels		172 181	177 029
Secretarial services		35 965	59 496
Sponsorships		40 316	8 041
Sundry income, sundry costs and awards		223 820	59 579
	9	2 094 694	2 041 384
Cost of sales			
Purchases		(137 427)	(156 114)
Gross surplus		1 957 267	1 885 270
Other income			
Dividends received	11	8 049	9 342
Fair value adjustments		68 612	-
Gains on disposal of assets		-	228
Interest received	11	110 671	109 940
		187 332	119 510
Expenses (Refer to page 20)		(2 267 175)	(2 104 057)
Operating deficit		(122 576)	(99 277)
Finance costs		(67)	(402)
Fair value adjustments		-	(1 645)
		(67)	(2 047)
Deficit before taxation		(122 643)	(101 324)
Taxation	12	(72 960)	40 750
Deficit for the year		(195 603)	(60 574)

The Cape Institute for Architecture

Annual Financial Statements for the year ended 30 June 2018

Detailed Income Statement

	Note(s)	2018 R	2017 R
Operating expenses			
Administration and management fees		(6 629)	(10 200)
Annual general meeting		(38 518)	(38 755)
Auditors remuneration	14	(59 680)	(59 680)
Awards		(219 832)	(5 861)
Bank charges		(42 568)	(33 613)
CPD course expenses		(52 705)	(19 264)
CiFA Gallery - Expenses		(33 703)	(53 636)
CiFA Gallery - Rental		(116 854)	(112 360)
Computer expenses		(11 736)	(10 963)
Conference costs		(24 610)	-
Depreciation, amortisation and impairments		(55 429)	(54 702)
Employee costs		(711 071)	(669 163)
General expenses		(8 146)	(13 499)
Grants, bursaries and prizes		(36 688)	(28 942)
Insurance		(14 865)	(13 632)
Lease rentals on operating lease		(385 270)	(374 313)
Legal expenses		(5 750)	(3 150)
Maintenance		(34 098)	(34 737)
Marketing expenses		(180 000)	(357 930)
Meeting expenses and refreshments		(26 648)	(23 862)
Members functions		(97 031)	(77 871)
Parking expenses		(10 600)	(10 200)
Postage		(24 382)	(11 954)
Printing and stationery		(12 954)	(10 387)
Subscriptions		(329)	(2 982)
Telephone and fax		(47 680)	(45 311)
Travelling expenses		(9 399)	(27 090)
		(2 267 175)	(2 104 057)

The Cape Institute for Architecture

Annual Financial Statements for the year ended 30 June 2018

Tax Computation

	2018 R
Net loss per income statement	(122 643)
Permanent differences (Non-deductible/Non taxable items)	
Legal fees	5 750
Income exempt due to the nature of entity	(1 870 976)
Expenditure not in the production of income	1 899 651
Exempt foreign dividends (s10(1)(k)(ii))	(255)
	34 170
Temporary differences	
Adjustments to comply with IFRS: Fair value (Credit)	(68 612)
Exempt local dividends	(7 158)
	(75 770)
Assessed loss for 2018 - carried forward	(164 243)
Tax thereon @ 28% in the Rand	-

NOTES





**THE
GRANITE
COMPANY** (Pty) Ltd



GRANITE & MARBLE



GEMSTONE & SHELL



ENGINEERED QUARTZ



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**WHOLESALERS OF GRANITE
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DVM S or Eco DVM: which should you choose?

Ever since Samsung's Digital Variable Multisystem was launched here over a decade ago, it has been rapidly changing the face of South African airconditioning.

With minimal bulky ducting required, high energy efficiency and ease of installation, Samsung's DVM has become the aircon system of choice for thousands of consulting engineers, architects and installers. Not only does it provide the convenience of just one outdoor unit able to supply up to 64 indoor units, it also ensures substantial savings in electricity consumption thanks to its advanced technological design.



Comments Mfundo Ciko, director of Fourways Airconditioning: "The Samsung DVM S is an innovative system that utilizes the new 3rd generation SSO Samsung Scroll Compressor technology. It has a Dual Digital Inverter, which offers greater durability than a single compressor and a Vapour Injection System that increases the refrigerant flow rate by as much as 20% compared with conventional products. This combination of powerful performance and top class efficiency make it the ideal choice for variable environments and large buildings."

Mfundo Ciko, director of Fourways Airconditioning.

World-beating energy efficiency

Samsung's DVM S system offers maximum energy efficiency: as high as IEER 27 SCHE 30 – and the highest output of any VRF single-module system in the world: up to 30HP. A brushless DC Inverter and fully variable compressor ensure maximum energy savings, while wireless commissioning with S-Checker simplifies installation.

Space and weight saving

Another important benefit of the Samsung DVM system is its relative lack of weight compared with older, larger models of similar capacity. For example, a 30HP DVM S unit has a footprint up to 40% smaller than conventional 30HP systems, with a weight reduction of up to 28%. This frequently enables outdoor units to be placed safely on flat rooftops, where larger units could require additional reinforced platforms.

Extended piping lengths of up to 220m and height differences up to 110m

"Another big advantage of Samsung's DVM system," continues Ciko, "is the flexibility it ensures. With an extended piping length of up to 220 metres and a height difference of up to 110 metres, it allows installers maximum flexibility of installation. And DVM S compensates for long piping distances between indoor and outdoor units



by providing balanced refrigerant distribution, with individual indoor units performing automatic refrigerant balancing, thus controlling the difference between room temperature and set temperature to within $\pm 0.5^{\circ}\text{C}$."

Heat Recovery system adds to efficiency

Due to the ever-increasing price of electricity, more and more consulting engineers and installers are specifying



MCU boxes involved in heat recovery

a three-pipe Samsung DVM S system with Heat Recovery. This allows simultaneous heating and cooling by utilising heat from the warmer parts of a building to supplement heating on the cooler side. MCU units (Mode Control Units) enable fine-tuned control between the various indoor units. It also has an option of fitting a Hydro unit which can supply hot water up to 80° Celsius. In addition, Samsung's VRF technology ensures individual temperature control of each indoor unit, enabling users to suit their own personal comfort preferences.



Hydro unit

Wide choice of indoor units

Samsung's outdoor DVM compressor can be linked to a variety of different indoor units, including midwall splits, ducted units and ceiling cassette units with a selection of 1-way, 2-way, 4-way or 360° circular air direction.

CONVENTIONAL DVM OR ECO DVM?

Not only does Samsung's DVM system offer large capacity with maximum efficiency but also multiple choices of units. Because residential or light commercial units often have restricted space for outdoor units, Samsung's DVM S Eco unit offers the ideal answer to this problem.

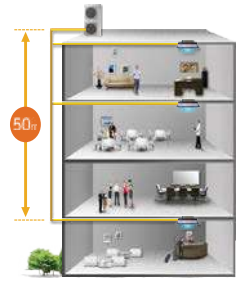


It provides one of the world's largest capacities in its 14HP class along with the smallest footprint area. The side-discharge outdoor unit also has a 4-way piping system with connections at the front, side, bottom and rear along with a 160 metre piping length to indoor units, giving installers maximum installation options. As with Samsung's normal DVM

S system, the Eco DVM features an innovative Digital Inverter Compressor and optimised heat exchanger with corrugated fins and highly efficient fans.

Easily transportable

With weights ranging from 100kg up to 162 kg for the largest 14HP model, the Eco DVM is easily loaded/unloaded manually and can be transported in conventional lifts for rooftop installation.



Installation Height

With the width of the largest Eco DVM unit being just 940mm, the result is an outdoor unit that can be tucked away in spaces too small for other conventionally-sized units. Installation is thus easier and allows for adequate working space around the units.

Largest capacity

Instead of having to install, for example, two or more outdoor units to fulfil requirements, Samsung's Eco DVM provides the necessary climate control for



extensive indoor areas while taking up to 54% less floor space than conventional units. And with EERs of up to 3.84 and COPs of up to 4.79, energy efficiency is assured.

Whatever your choice, you'll have nationwide back-up

Concludes Mfundo Ciko, "Whichever model of DVM you choose you'll have the reassuring advantage of nationwide back-up. Fourways Airconditioning now has branches in 9 major metropolitan areas so you're never far from parts supply, technical support or design assistance.

In addition, Fourways regularly conducts training sessions in Johannesburg and Cape Town for DVM installers. So for any further information of our range of Samsung DVM units, please feel free to contact one of our nationwide branches."



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ARCHITECTURAL
COMMERCIAL
INDUSTRIAL
LIGHTING
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