

South African Council for the Landscape Architectural Profession
Annual financial statements
for the year ended 31 March 2018

SM Xulu Inc
Chartered Accountants (SA)
Registered Auditors

South African Council for the Landscape Architectural Profession

Annual Financial Statements for the year ended 31 March 2018

General Information

Country of incorporation and domicile	South Africa
Nature of business and principal activities	SACLAP strives to establish, direct, sustain and ensure a high level of professional responsibilities and ethical conduct within the art and science of landscape architecture.
Council Members	Mr. Thabo Munyai (President) Mr. Frans van Wyk (Vice President) Ms. Ralene Fischer Mr. Edward Hutamo Ms. Elize van Staden Mr. Willie Mothowamodimo Mr. Gregory Mofokeng Dr. Francis M Nzama Mr. Jimmy Hendricks Prof. Willem Nel Mr. Herman de Lange
Registered office	4 Karen Street Bryanston West Gauteng
Business address	169 Corobay Ave Waterkloof Glen Pretoria 0181
Bankers	Nedbank Limited Investec Bank Limited
Auditors	SM Xulu Inc Chartered Accountants (SA) Registered Auditors
Secretary	Van Der Walt and Company
Level of assurance	These annual financial statements have been audited in compliance with the applicable requirements of the Landscape Architectural Profession Act 45 of 2000.

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The reports and statements set out below comprise the annual financial statements presented to the council members:

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Secretary's Report

1. Declaration by Council's Secretary

I certify that the council has lodged all such returns as are required of a council and that all such returns are true, correct and up to date. I also confirm that all the accounting records are complete, correct and up to date.

**Van Der Walt and Company
Council Secretary**

**4 Karen Street
Bryanston West
Gauteng**

Wednesday, 29 August 2018

South African Council for the Landscape Architectural Profession

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Council members' Responsibilities and Approval

The council members are required by the Landscape Architectural Profession Act 45 of 2000, to maintain adequate accounting records and are responsible for the content and integrity of the annual financial statements and related financial information included in this report. It is their responsibility to ensure that the annual financial statements fairly present the state of affairs of the council 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 International Financial Reporting Standard for Small and Medium-sized Entities. The external auditor is engaged to express an independent opinion on the annual financial statements.

The annual financial statements are prepared in accordance with the International Financial Reporting Standard for Small and Medium-sized Entities and are based upon appropriate accounting policies consistently applied and supported by reasonable and prudent judgements and estimates.

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

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

The council members have reviewed the council's cash flow forecast for the year to 31 March 2019 and, in the light of this review and the current financial position, they are satisfied that the council 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 council's annual financial statements. The annual financial statements have been examined by the council's external auditor and the report is presented on page 49.

The annual financial statements set out on pages 51 to 61, which have been prepared on the going concern basis, were approved by the council on 29 August 2018 and were signed on its behalf by:

Mr Thabo Munyai (President)

Ms Cecilia Chinga (Registrar)

Dr Francis M. Nzama (Finance Committee Chair)

**169 Corobay Ave
Waterkloof Glen
Pretoria
0181**

Independent Auditor's Report

To the members of South African Council for the Landscape Architectural Profession

Opinion

We have audited the annual financial statements of South African Council for the Landscape Architectural Profession set out on pages 53 to 60, which comprise the statement of financial position as at 31 March 2018, and the statement of comprehensive income, statement of changes in equity 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 South African Council for the Landscape Architectural Profession as at 31 March 2018, and its financial performance and cash flows for the year then ended in accordance with International Financial Reporting Standard for Small and Medium-sized Entities and the requirements of the Landscape Architectural Profession Act 45 of 2000.

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 council 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 council members are responsible for the other information. The other information comprises the Council Members' Report as required by the Landscape Architectural Profession Act 45 of 2000, which we obtained prior to the date of this report. 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 or 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 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 council members for the Annual Financial Statements

The council members are responsible for the preparation and fair presentation of the annual financial statements in accordance with International Financial Reporting Standard for Small and Medium-sized Entities and the requirements of the Landscape Architectural Profession Act 45 of 2000, and for such internal control as the council members 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 council members are responsible for assessing the council'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 council members either intend to liquidate the council or to cease operations, or have no realistic alternative but to do so.

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 skepticism 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 council's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by the council members.
- Conclude on the appropriateness of the council members' 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 council'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 council 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 council members 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.

SM Xulu Inc
Chartered Accountants (S.A.)
Registered Auditors

29 August 2018

First floor Elite House
Block 3 Sunninghill Office Park
4 Peltier Drive
Sunninghill
2191

Per: SM Xulu
Chartered Accountant (S.A.)
Registered Auditor
Director

South African Council for the Landscape Architectural Profession

Annual Financial Statements for the year ended 31 March 2018

Council members' Report

The council members have pleasure in submitting their report on the annual financial statements of South African Council for the Landscape Architectural Profession for the year ended 31 March 2018.

1. Nature of business

South African Council for the Architectural Profession was incorporated in South Africa and functions as a statutory council for the Landscape Architectural Profession. The council operates in South Africa.

There have been no material changes to the nature of the council's business from the prior year.

2. Review of financial results and activities

The annual financial statements have been prepared in accordance with International Financial Reporting Standard for Small and Medium-sized Entities and the requirements of the Landscape Architectural Profession Act 45 of 2000. The accounting policies have been applied consistently compared to the prior year.

Full details of the financial position, results of operations and cash flows of the council are set out in these annual financial statements.

3. Council members

The council members in office at the date of this report are as follows:

Council members

Mr. Thabo Munyai (President)	Council member
Mr. Frans van Wyk (Vice President)	Council member
Ms. Ralene Fischer	Council member
Mr. Edward Hutamo	Council member
Ms. Elize van Staden	Council member
Mr. Willie Mothowamodimo	Council member
Mr. Gregory Mofokeng	Council member
Dr. Francis M Nzama	Council member
Mr. Jimmy Hendricks	Council member
Prof. Willem Nel	Council member
Mr. Herman de Lange	Council member

Mr Jimmy Hendricks resigned as a council member on 11 September 2017. Mr Willem Nel was appointed on 01 February 2018 to fill the council vacancy.

The Registrars for the period under review were Ms Bernadette Eksteen who resigned on 30 October 2017 and Ms Cecilia Chinga was appointed as the new registrar.

There were two councils during the period under review, being the 4th term council and the 5th term council.

4. Events after the reporting period

The council members are not aware of any material event which occurred after the reporting date and up to the date of this report.

5. Going concern

The council members believe that the council has adequate financial resources to continue in operation for the foreseeable future and accordingly the annual financial statements have been prepared on a going concern basis. The council members have satisfied themselves that the council is in a sound financial position and that it has access to sufficient borrowing facilities to meet its foreseeable cash requirements. The council members are not aware of any new material changes that may adversely impact the council. The council members are also not aware of any material non-compliance with statutory or regulatory requirements or of any pending changes to legislation which may affect the council.

6. Auditors

SM Xulu Inc continued in office as auditors for the council for 2018.

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7. Secretary

The company secretary is Van Der Walt and Company.

South African Council for the Landscape Architectural Profession

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Statement of Financial Position as at 31 March 2018

Figures in Rand	Note(s)	2018	2017
Assets			
Non-Current Assets			
Property, plant and equipment	2	56 234	-
Current Assets			
Trade and other receivables	3	78 097	121 466
Cash and cash equivalents	4	364 352	401 418
		442 449	522 884
Total Assets		498 683	522 884
Equity and Liabilities			
Equity			
Accumulated surplus		473 731	453 981
Liabilities			
Current Liabilities			
Trade and other payables	5	24 952	68 903
Total Equity and Liabilities		498 683	522 884

South African Council for the Landscape Architectural Profession

Annual Financial Statements for the year ended 31 March 2018

Statement of Comprehensive Income

Figures in Rand	Note(s)	2018	2017
Revenue	6	1 005 700	843 338
Other income	7	137 403	318 883
Operating expenses		(1 163 586)	(1 128 089)
Operating (deficit)/surplus		(20 483)	34 132
Investment revenue	8	40 233	37 389
(Deficit)/ surplus for the year		19 750	71 521
Other comprehensive income		-	-
Total comprehensive (deficit)/surplus income for the year		19 750	71 521

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Statement of Changes in Funds

Figures in Rand	Accumulated surplus	Total equity
Balance at 01 April 2016	382 460	382 460
Surplus for the year	71 521	71 521
Other comprehensive income	-	-
Total comprehensive surplus for the year	71 521	71 521
Balance at 01 April 2017	453 981	453 981
Surplus for the year	19 750	19 750
Other comprehensive income	-	-
Total comprehensive surplus for the year	19 750	19 750
Balance at 31 March 2018	473 731	473 731

Note(s)

South African Council for the Landscape Architectural Profession

Annual Financial Statements for the year ended 31 March 2018

Statement of Cash Flows

Figures in Rand	Note(s)	2018	2017
Cash flows from operating activities			
Cash used in operations	9	(12 420)	(51 086)
Interest income		40 233	37 389
Net cash from operating activities		27 813	(13 697)
Cash flows from investing activities			
Purchase of property, plant and equipment	2	(64 880)	-
Total cash movement for the year		(37 067)	(13 697)
Cash at the beginning of the year		401 418	415 115
Total cash at end of the year	4	364 351	401 418

South African Council for the Landscape Architectural Profession

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Accounting Policies

1. Presentation of annual financial statements

The annual financial statements have been prepared in accordance with the International Financial Reporting Standard for Small and Medium-sized Entities, and the Landscape Architectural Profession Act 45 of 2000. The annual financial statements have been prepared on the historical cost basis, and incorporate the principal accounting policies set out below. They are presented in South African Rands.

These accounting policies are consistent with the previous period.

1.1 Property, plant and equipment

Property, plant and equipment are tangible items that are held for use in the production or supply of goods or services, or for rental to others 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 include costs incurred initially to acquire or construct an item of property, plant and equipment and costs incurred subsequently to add to, replace part of, or service it. If a replacement cost is recognised in the carrying amount of an item of property, plant and equipment, the carrying amount of the replaced part is derecognised.

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
Office equipment	Straight line	6 years
IT equipment	Straight line	3 years
Computer software	Straight line	2 years

If the major components of an item of property, plant and equipment have significantly different patterns of consumption of economic benefits, the cost of the asset is allocated to its major components and each such component is depreciated separately over its useful life.

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

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

1.2 Financial instruments

Financial instruments at amortised cost

The financial instruments include, cash, trade receivables and trade payables. Those debt instruments which meet the criteria in paragraph 4.1 of IFRS 9, 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 profit or loss.

1.3 Employee benefits

Short-term employee benefits

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

South African Council for the Landscape Architectural Profession

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Accounting Policies

1.4 Revenue

Revenue from membership fees, Education fees and event revenue are recognised to the extent that it is probable that the economic benefit will flow to the company and the revenue can be reliably measured. Revenue is measured at fair value of the consideration received or receivable and represents amounts receivable for the right to use one of the designations provided by the company, as well as to write the professional examinations.

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

1.5 Other income

Other income is measured at the fair value of the consideration received or receivable.

South African Council for the Landscape Architectural Profession

Annual Financial Statements for the year ended 31 March 2018

Notes to the Annual Financial Statements

Figures in Rand 2018 2017

2. Property, plant and equipment

	2018			2017		
	Cost	Accumulated depreciation	Carrying value	Cost	Accumulated depreciation	Carrying value
Office equipment	5 265	(366)	4 899	-	-	-
IT equipment	59 615	(8 280)	51 335	-	-	-
Total	64 880	(8 646)	56 234	-	-	-

Reconciliation of property, plant and equipment - 2018

	Opening balance	Additions	Depreciation	Total
Office equipment	-	5 265	(366)	4 899
IT equipment	-	59 615	(8 280)	51 335
	-	64 880	(8 646)	56 234

3. Trade and other receivables

Trade receivables	78 097	121 466
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4. Cash and cash equivalents

Cash and cash equivalents consist of:

Bank balances	38 402	182 101
Short-term deposits	325 950	219 317
	364 352	401 418

5. Trade and other payables

Trade payables	24 952	68 903
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6. Revenue

Membership fees	967 500	814 438
Event revenue	-	950
Education fees	38 200	27 950
	1 005 700	843 338

7. Other income

Grant income	120 000	318 883
Sundry income	17 403	-
	137 403	318 883

8. Investment revenue

Interest revenue		
Bank	40 233	37 389

South African Council for the Landscape Architectural Profession

Annual Financial Statements for the year ended 31 March 2018

Notes to the Annual Financial Statements

Figures in Rand	2018	2017
9. Cash used in operations		
Surplus for the year	19 750	71 521
Adjustments for:		
Depreciation and amortisation	8 646	-
Interest received	(40 233)	(37 389)
Changes in working capital:		
Trade and other receivables	43 368	(38 579)
Trade and other payables	(43 951)	(46 639)
	(12 420)	(51 086)

10. Related parties

Relationships

Co-ordinating body of council activities (Council members)

Mr. Thabo Munyai (President)
Mr. Frans van Wyk (Vice President)
Ms. Ralene Fischer
Mr. Edward Hutamo
Ms Elize van Staden
Mr. Willie Mothowamodimo
Mr. Gregory Mofokeng
Dr. Francis Nzama
Mr. Jimmy Hendricks
Mr. Herman de Lange
Prof. Willem Nel
Ms. Bernadette Eksteen (resigned 30 October 2017)
Ms. Cecilia Chinga

Registrars

Related party balances and transactions with key management personnel of the company or its parent

Related party transactions

Levies paid over to the CBE

Council for Built Environment	9 939	8 817
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Compensation paid to key management

Registrar fees (Bernadette Vollmer)	642 915	432 194
Honorarium: Council Members	-	24 499
Mr. Thabo Munyai (President)	12 500	-
Mr. Frans van Wyk (Vice President)	1 500	3 000
Ms. Ralene Fischer	3 891	-
Mr. Edward Hutamo	8 478	-
Mr. Gregory Mofokeng	4 500	-
Dr. Francis Nzama	3 801	-
Mr. Herman de Lange	1 860	-
Honorarium Non-Council Members	23 885	51 500

11. Taxation

The receipts by or accruals to the South African Council for the Landscape Architectural Profession is exempt from Income tax in terms of section 10(1)(cA)(i) of the Income Tax Act No. 58 of 1962.

12. Lease rentals on operating lease

Rental include new office infrastructure bought after 1 October 2017.

South African Council for the Landscape Architectural Profession

Annual Financial Statements for the year ended 31 March 2018

Detailed Income Statement

Figures in Rand	Note(s)	2018	2017
Revenue			
Membership fees		967 500	814 438
Event revenue		-	950
Education fees		38 200	27 950
	6	1 005 700	843 338
Other income			
Grant income		120 000	318 883
Sundry income		17 403	-
Interest received	8	40 233	37 389
		177 636	356 272
Operating expenses			
Accounting fees		(21 812)	(21 812)
Advertising		-	(15 048)
Bad debts		-	(12 729)
Bank charges		(681)	(748)
Consulting and professional fees		-	(39 900)
Depreciation, amortisation and impairments		(8 646)	-
Employee costs		(176 430)	(323 601)
Entertainment		(16 473)	-
Government gazette		(5 000)	(6 000)
Honorarium		(60 415)	(69 500)
Registrar fees		(642 915)	(432 194)
Insurance		(1 344)	-
Lease rentals on operating lease		(14 520)	(29 040)
Levies		(9 939)	(8 817)
Postage		(32 686)	(22 305)
Printing and stationery		(5 002)	(13 465)
Secretarial fees		(77 030)	(72 780)
Travel - local		(90 693)	(60 150)
		(1 163 586)	(1 128 089)
Surplus for the year		19 750	71 521