



**SOUTH AFRICAN COUNCIL
FOR THE
LANDSCAPE ARCHITECTURAL PROFESSION**



**ANNUAL REPORT
2021/22**

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PART A: GENERAL INFORMATION



1. PUBLIC ENTITY'S GENERAL INFORMATION

REGISTERED NAME:	The South African Council for the Landscape Architectural Profession (SACLAP)
REGISTRATION NUMBER (if applicable):	The Landscape Architectural Profession Act, Act No 45 of 2000
PHYSICAL ADDRESS:	C/O CBE Office 2 nd Floor, Block A, Corobay Corner Corobay Avenue Waterkloof Glen 0181
POSTAL ADDRESS:	C/O CBE Office 2 nd Floor, Block A, Corobay Corner Corobay Avenue Waterkloof Glen 0181
EMAIL ADDRESS:	registrar@saclap.org.za
WEBSITE ADDRESS:	www.saclap.org.za
EXTERNAL AUDITORS:	Auditors MFS Audit Tax & Advisory Inc Chartered Accountants (SA) Registered Auditors Old Trafford 1 Isle of Houghton Office Park 36 Boundary Road Houghton Estate Johannesburg 2198
BANKERS:	Nedbank Limited Investec Bank
REGISTRAR	Cecilia Chinga

2. LIST OF ABBREVIATIONS/ACRONYMS

AFS	Annual Financial Statement
APP	Annual Performance Plan
CETA	Construction Education and Training Authority
CBE	Council for the Built Environment
CBEP	Council for the Built Environment Professions
CIDB	Construction Industry Development Brand
CHE	Council on Higher Education
CPD	Continuing Professional Development
DPW	Department of Public Works
DUT	Durban University of Technology
ECSA	Engineering Council of South Africa
EXCO	Executive Committee
HR	Human Resources
IDoW	Identification of Work
IERM	Institute for Environmental and Recreation Management
ILASA	Institute of Landscape Architects of South Africa
MoU	Memorandum of Understanding
NQF	National Qualifications Framework
PFMA	Public Finance Management Act
RPL	Recognition of Prior Learning
SACAP	South African Council for the Architectural Profession
SACLAP	South African Council for the Landscape Architectural Profession
SACPCMP	South African Council for the Project and Construction Management Professions
SACPVP	South African Council for the Property Valuers Profession
SACQSP	South African Council for the Quantity Surveying Profession
SALI	South African Landscapers Institute
SAQA	South African Qualifications Authority
STATSSA	Statistics South Africa
TUT	Tshwane University of Technology
VAs	Voluntary Associations

3. FOREWORD BY THE PRESIDENT OF COUNCIL



Mr Edward Hutamo
PRESIDENT OF COUNCIL

SACLAP presents this annual report for the 2021/2022 financial year. A very peculiar year in the history of the organisation. After the overwhelming effects of the covid 19 pandemic which peaked towards the end of the last financial year and beginning of the financial year that we are reporting on, the fifth term of Council also came to an end. The nomination process that had been concluded had to be re-started due to technicalities that the Department had observed. This resulted in the Minister of Public Works and Infrastructure (DPWI) extended the term of Council for four months, from end of August 2021 to end of December 2021. The second nomination process was concluded in October 2021. Between January 2022 to the end of the financial year, SACLAP technically had no sitting Council. The SACLAP office continued to operate however no decisions could be made.

The sixth term Council members received letters of official notification of the appointments in mid April. The appointment was effective from 4 March 2022. The inauguration meeting was held on 22 April 2022. After having been an ordinary member of the fifth term Council, I appreciate the confidence that the current Council has indicated by electing me as the President of Council for the period March 2022 to March 2026.

The sixth term Council inherits the challenges that the fifth term council experienced largely due to the effects of Covid 19. As I take up the reigns, I am confident that, with the support of the Department SACLAP will speedily recover from the financial woes. As a new Council, we are energised and are looking forward to tackling the 'to do' list that was handed over from the 5th term council.

Our priority will be to revisit the strategic objectives and come up with a plan that will change the trajectory of Council. The policy review processes that had been initiated by the previous Council will be concluded in the coming financial year.

A matter that is close to my heart is the resolution of the impasse with the Competition Commission for that SACLAP may be able to fulfil its legal mandate to publish Professional Fee Guidelines and the Identification of Work.

Looking back, I am proud to say that although Council's momentum was curtailed, the overall achievements are laudable. The registration process has been streamlined, making it easier and more cost effective for both applicants and Council. We look forward to the introduction of the CBE IEBES system, this will make the processing of applications and capturing of data more efficient and provide a relief to the constrained SACLAP staff. The number of recognised voluntary associations(VA-s) increased as we welcomed the Landscape Podium into the fold making it the 3rd recognised VA.

We remain confident that with the assistance of the CBE and the DPWI, SACLAP will continue to ensure that the public and the environment are protected by our effective regulation of the Landscape Professionals. Details of achievements and challenges are set out in the report,

A handwritten signature in blue ink, appearing to read 'Edward Ngwako Hutamo', with a stylized flourish at the end.

Edward Ngwako Hutamo
President
September 2022

4. REGISTRAR'S OVERVIEW



Cecilia Chinga
REGISTRAR

GENERAL FINANCIAL REVIEW

The financial position of SACLAP has been severely impacted by the effects of the Corona Virus pandemic that broke out in 2020. The landscape industry took some time to recover from the lockdown of the previous the financial year. The effect of the failure of many of the registered persons to pay their annual registration fees in 2020/2021 had a domino effect of the 2021/2022 financial year. Council also took a decision not to make any annual adjustments to the Annual fees and all other fees paid by registered persons.

In addition, a decision was made to reduce the Special dispensation fees by 50%. This as a way or reducing the burden on registered persons as well as to promote the registration drive. Having a very small registration base with less than 400 registered persons, the situation at the end of the financial year became desperate. With an outcry from all the CBEP, the CBE waived the payment of Levies as a way of extending a helping hand. The income from this kind gesture amounted to R13 335.00.

SPENDING TRENDS

The spending trends of Council are very minimal and restricted due to the financial circumstances. SACLAP did not have any capital expenditure during the year under review. The only spending was on operational imperatives such as staff costs and fixed cost for services.

Section 10 of the Act gives Council administrative power to determine remunerations and allowances for its members and committee members as well as arranging for pension and other benefits to the staff of Council. Although Council has set basic honorarium for paying Council members for Council meeting participation, most of the Council members do not submit claims for the payment as can be seen in the financial statement. SACLAP is very deliberate in its spending due to the limited financial resources to the extent that it does not pay the committee members, assessors, and examiners any stipend or honorarium. The work, which is done purely on a voluntary basis, often suffers.

Council members honorarium is currently R1500 per Council meetings only. For other meetings there is no set honorarium. Staff salaries are also below industry norm. Council approved pension and medical aid contribution for staff. Due to the size of the organisation, it was not possible to get a group scheme.

The CBE continued to provide SACLAP with two offices, at no cost, as part of the shared services strategy.

CAPACITY CONSTRAINTS AND CHALLENGES

SACLAP remains challenged with financial and capacity constraints. However, both Council and staff remain resolute and positive to continue with the work as mandated by the Act and the Minister of Public Works and Infrastructure. Council is confident that by the end of its term of office it would have increased the registration numbers to at least double what they were at the beginning of its term in October 2017. Council and management remain committed to not only meet but to exceed this target. The increase in the number of registered persons, especially professionals will increase the financial base of Council and thus bring about stability. In pursuing this target, Council was deliberate in removing impediments to transformation goals in the registration policy.

Revenue collection remains a major challenge for Council especially over the past two financial years. With the COVID 19 pandemic slowly loosening its grip, we look forward to all, if most, of our registered professionals being able to get back to normal business so that they may be able to pay the Annual fees on time.

A further challenge is that apparent lack of recognition of the Landscape profession in the public sector. Although the value of landscape work seems to be appreciated, government continues to exclude Landscape professionals in participating in infrastructure and development projects. SACLAP registers both Landscape Architectural Professionals and Landscape Management Professionals, the former are planners and designers of both hard and soft external infrastructure in a development, whereas the latter are specialist contractors for landscape installations including horticulture and street and pedestrian structures. The professional is responsible for design, installation, and maintenance of open spaces such as parks, precincts, squares, monuments, sports and recreation facilities and all other similar environments. Due to the knowledge of the National Environmental Management Act of 1998 as amended (Act 25 of 2014), Landscape Professionals conduct Environmental Impact Assessment studies and report and produce Environmental Management Plans. Among other roles of Landscape Professionals, the environment planning, and management role is particularly important in ensuring the protection and conservation of the environment and natural resources.

Another challenge that SACLAP faced had to do with the transitional between the 5th term and the 6th term Councils. The term of office of the 6th term Council ended at the end of August 2021. The Appointing Authority extended the term of office by 4 months. From January until April, the appointment of the 6th term Council was not communicated. On the 5th of April, the letters of appointment were received which indicated that the Council had been appointed with effect from the 4th of March 2021. The Council was inaugurated on 22 April 2022. Between January 2022 and the close of the financial year, there was a leadership vacuum at SACLAP. This abnormal situation affected the work flow especially for the end of the financial year processes and protocols.

NEW OR PROPOSED ACTIVITIES

The plan for the year was to continue with the Special Dispensation registration drive that had commenced in the previous financial year. Council realised that the initiative was gaining momentum towards the end of the financial year as more people were becoming aware of this special route of registration.

The main difference between the special dispensation route of registration and the normal route is that it is cost and time efficient. Applicants do not need to sit for a written examination and submit an assignment to be marked by assessors. Instead, the applicant submits a portfolio of evidence indicating the experience and exposure in all the five main areas of competency as described in the SACLAP Weighted Core Competency Table.

It is hoped that more people will take advantage of the process and apply for registration.

Other proposed activities for the 2022/23 financial year will be determined by the Council. The administration will support the Council in implementing the activities that will emanate from the strategic focus.

OUTLOOK/PLANS FOR THE FUTURE TO ADDRESS FINANCIAL CHALLENGES

SACLAP is hopeful that, with the assistance of public sector partners, it will be able to continue, to administer the mandate of Council to protect the public and the environment, by ensuring that, among other things:

- Landscape Projects are contracted out to Landscape firms and not any other Built Environment firms.
- That employees tasked with undertaking landscape and horticulture related work including writing of bid specifications and/or supervision of contracting firm be registered with SACLAP.
- Enforcement of the requirement that planning permission applications for Open Space plans, Landscape Development Plans and Site Development Plans are signed by registered Landscape professionals.
- Opportunities are created in the public sector, for candidates to get placement for appropriate mentorship and practical training in order to assist them to progress to professional status.

The above plans will make the profession not only more attractive to new entrants but will enable professionals to have more work and thus become more economically sound. The continued marginalisation of the profession invariably results in the revenue strain experienced by SACLAP.

ECONOMIC VIABILITY

SACLAP derives its funding from fees that are charged to registered persons according to section 12 of the Act, therefore the financial resources are directly related to the number of registered persons.

Section 15(9) provides for the Minister of Public Works and Infrastructure with the concurrence of the Minister of Finance to give either an advance or grant to the Council out of money appropriated by Parliament to ensure that Council can carry out its function.

- The Department of Public Works last provided a grant of R120 000 in the previous financial year in the 2017/2018; this was in response to an application for a R3 500 000.00 grant application to assist with the sustainability plans of Council. This was after SACLAP submitted a costed Sustainability Plan to the Department. The R120 000 was used to facilitate the Nomination process of the Council that was appointed on 2 August 2017. The money went towards placing advertisements in the media and the Government Gazette as required by the Act.
- On request from the CBE, SACLAP provided a high-level funding proposal outlining plans for activities to activate the Registration Process in order to increase the registration numbers which would then improve the sustainability of Council. The Council requested an amount of R5 483 000.00; CBE granted R200 000.00. This money was utilised to organise Registration workshops. Half of it went to paying a temp as the receipt of the money coincided with the maternity leave of the Registrar's Assistant/Administrator – the only other SACLAP employee.
- This financial year the CBE provided a grant of R13 335.00 to SACLAP. This was a result of continued appeal for financial assistance when it became apparent that income from Annual Fees would be strained because of the COVID 19 Pandemic on professionals and Practices. This amount came as a waiver of remittance of the CBE Levies for the 2019/2020 financial year.

SACLAP continues to be grateful to both mother bodies for the assistance. However, for the sustainability of Council to be secured and guaranteed, the Ministry of Public Works and Infrastructure must begin to take the pleas of SACLAP seriously.

Over the years, since the inception of Council in 2001, SACLAP has continued to struggle financially. It has continued to reach out to the Department since 2001, right from the establishment of the Council. Note that of the six built environment Councils – SACLAP and SACPCMP had to start from scratch with no start up assistance and no inherited reserves. For more than 17 years, SACLAP could not employ a Registrar and other staff as provided for in section 8 of the Act. Twenty years later, SACLAP still cannot afford its own offices. Thanks to the CBE – in October 2017, SACLAP moved out of the home office of the then part time Registrar, into 2 offices within the CBE office space. Nonetheless, over the years, the Councils as appointed by the Minister, have continued to report to the ministry to keep it up to date with the organisational viability so that the necessary assistance may be provided in good time.

The continued disinclination from the Ministry to assist in a meaningful way despite repeated applications and pleas from the different Councils terms of office over the past twenty years is compromising the stability of the organisation. Although SACLAP is lagging in terms of growth and transformation, compared to the other five CBEP, Council remains optimistic and economically viable. The resource constraint continues to exert additional pressure on Council and staff.

Much still needs to be done to educate both ordinary members of the public and public sector on the importance of the role Landscape Architectural and Landscape Management Professionals and the role of SACLAP in the Built Environment. This will ensure the security of the citizens that have chosen the profession as their occupation. It is our belief that the law makers did not err in passing the Landscape Professions Act, act number 45 of 2000; to operationalise section 22 of the constitution of the republic of South Africa. The regulation of the Landscape professions ensures that the ordinary members of the public as well as the environment are

protected.

In conclusion, we look forward to the coming year with renewed optimism that our efforts will bring about a organisation that will be able to function optimally in order to fulfil the mandate as provided by the Act; as well as to contribute to the realisation of the seven national priorities, starting with economic transformation and job creation for our fellow citizens.

ACKNOWLEDGEMENT

My appreciation and acknowledgment go to all the members of fifth term Council, members of the SACLAP committees for the support and dedication to the work of Council during this very taxing period.

Further thanks go to the Council, management and staff at the CBE; the Registrars of the five other CBEPs, and the Deputy Minister as well as the officials from the National Department of Public Works & Infrastructure for the support and leadership during the period under review.

Finally, thanks go to my assistant, Ms Tsepetsi for her dedication and hard work.

A handwritten signature in dark ink, appearing to read 'Cecilia E Chinga', is enclosed within a thin rectangular border.

Cecilia E Chinga
Registrar

5. STATEMENT OF RESPONSIBILITY AND CONFIRMATION OF ACCURACY FOR THE ANNUAL REPORT

To the best of my knowledge and belief, we confirm the following:

All information and amounts disclosed in the annual report is consistent with the annual financial statements audited by MFS Audit Tax & Advisory Inc.

The Annual Report is complete, accurate and is free from any omissions.

The Annual Report has been prepared in accordance with the guidelines on the annual report as issued by National Treasury.

The Annual Financial Statements (Part E) have been prepared in accordance with the standards applicable to the public entity.

The accounting authority is responsible for the preparation of the annual financial statements and for the judgements made in this information.

The accounting authority is responsible for establishing and implementing a system of internal control has been designed to provide reasonable assurance as to the integrity and reliability of the performance information, the human resources information and the annual financial statements.

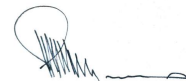
The external auditors are engaged to express an independent opinion on the Annual Financial Statements.

In our opinion, the annual report fairly reflects the operations, the performance information, the human resources information and the financial affairs of SACLAP for the financial year ended 31 March 2022.

Yours faithfully



Registrar
Cecilia Chinga
14 September 2022



President
Ngwako Edward Hutamo
14 September 2022

6. STRATEGIC OVERVIEW

The purpose of SACLAP as quoted directly from the Landscape Architectural Profession Act, Act No. 45 of 2000:

"To provide for the establishment of a juristic person to be known as the South African Council for the Landscape Architectural Profession; to provide for the registration of professionals, candidates and specified categories in the landscape architectural profession; to provide for the regulation of the relationship between the South African Council for the Landscape Architectural Profession and the Council for the Built Environment; and to provide for matters connected therewith."

6.1. Vision

To establish, sustain, advance and govern the Landscape Professions in the interest of the public and to the benefit of the environment.

6.2. Mission

SACLAP achieves the vision by:

- i. Delivering on its mandates in the service of the public,
- ii. Ensuring a stable Council,
- iii. Transforming and growing the landscape professions through the recognition of competencies and;
- iv. Establishing a sphere of influence within the Built Environment Professions (BEP).

6.3. Values

SACLAP's mission is underpinned by:

Integrity: upholding the highest standards of ethical and professional conduct.

Transparency: consultation, accessible information and increasing openness.

Equality: transform the landscape professions.

6.4. Strategic focus

1. Promote

- Create awareness of the professions it regulates as a career choice to High school children.
- Create awareness to students in Landscape related programmes
- Create awareness to the public sector of the value add in infrastructure projects of the Landscape profession, both from a financial aspect as well as a socio-economic standpoint.

2. Grow

- Grow the register by encouraging qualified graduates to register as Candidates and Professionals

3. Transform

- Bring about economic and social transformation in the sector by ensuring that the register reflects the demographics of the population.

4. Sustain

- Explore initiatives and other income streams to ensure financial sustainability needed to fulfil the legislative mandate.

7. LEGISLATIVE AND OTHER MANDATES

7.1 The Public Finance Management Act No 1 of 1999

SACLAP is not a listed public entity in the PFMA, however it reports directly to the Council for the Built Environment as one of the six Councils for Built Environment Professions (CBEP). Council

7.2 Constitutional Mandate

The Constitution of the Republic of South Africa, Act no. 108 of 1996 as amended is the Supreme Law of the Land. The existence of SACLAP is derived from the Constitution.

Section 22 - Freedom of trade, occupation, and profession: of the Constitution states that:

"Every citizen has the right to choose their trade, occupation, or profession freely. The practice of a trade, occupation or profession may be regulated by law."

The Constitution provides for the freedom of choice of a trade, occupation, or profession as well as regulation of the practice to ensure public safety and preservation of the environment.

7.3 Legislative Mandate

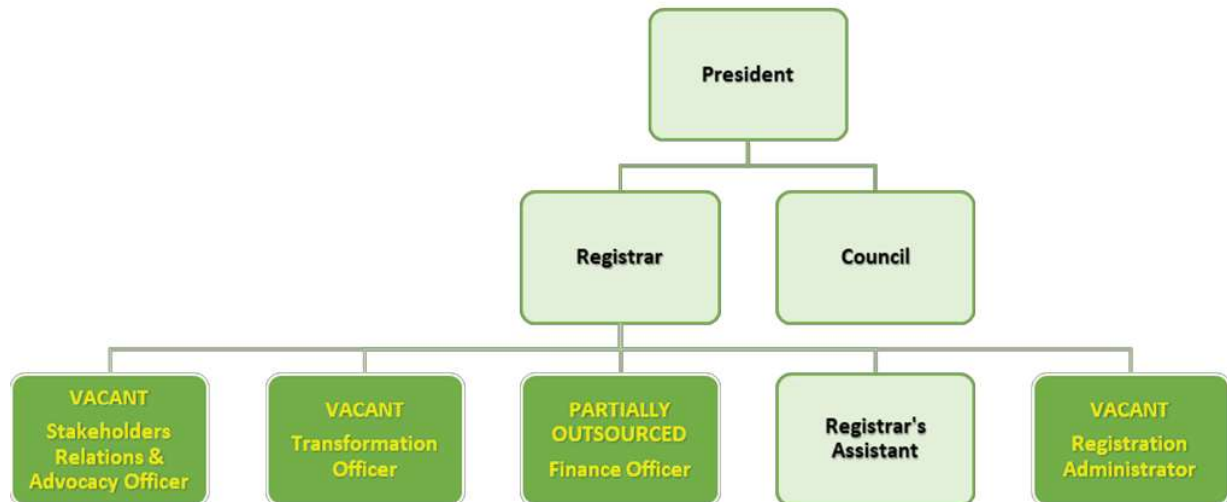
The South African Council for the Landscape Architectural Profession (SACLAP) is a juristic person established in terms of section 2 of the Landscape Architectural Profession Act, Act number 45 of 2000. The preamble of the Act provides for:

- *Establishment of a juristic person to be known as the South African Council for the Landscape Architectural Profession.*
- *Registration of professionals, candidates, and specified categories in the Landscape architectural Professions.*
- *Regulation of the relationship between the South African Council for the Landscape Architectural Profession and the Council for the Built Environment; and*
- *Matters connected therewith.*

The key mandates as detailed in the Act are as follows:

1. International Agreements
2. Accreditation of Landscape Architecture and Landscape Management Programmes
3. Competency Standards for Registration
4. Professional Registration
5. Code of Conduct for Professionals
6. Discipline, Appeals and Tribunals
7. Recognition of Voluntary Associations
8. Continuing Professional Development
9. Professional Guideline Fees
10. Recognition of New Professions
11. Recognition of Prior Learning
12. Identification of Work
13. Standard Generation

8. ORGANISATIONAL STRUCTURE



From the organisation structure depicted above. The growth of SACLAP has not been in line with what was projected in 2016 at the drawing up of the SACLAP Strategic Plan. The ambitious plan had been crafted with an anticipation of financial support from the Department of Public Works and Infrastructure. A sustainability plan was submitted however, as at the end of this reporting period no support has been received

Council however took a bold step to appoint a permanent Registrar and a full time Registration Administrator/Registrar's Assistant in November and October 2017, respectively. Prior to this SACLAP operated with part time staff since its inception.

It is unfortunate that Council was not able to fill the vacancies in this financial year. By close of the year the status quo of only two permanent stay remains. The Finance and the IT function is still outsourced on a retainer basis. The other positions remain vacant due to lack of financial resources.

PART B – PERFORMANCE INFORMATION



9. AUDITOR'S REPORT: PREDETERMINED OBJECTIVES

According to the National Treasury, the CBEP are not defined as public entities, implying that complying to the Public Finance Management Act, Act no 1 of 1999(PFMA) is not mandatory. SACLAP is not listed on any of the schedules. Moreover, SACLAP does not have the resource capacity to meet all PFMA provisions.

Nevertheless, SACLAP completed the CBE generated PFMA checklist to benchmark the level of compliance of Council to the PFMA. In addition, SACLAP has also completed a corporate governance framework checklist developed by the CBE based on the King IV principles.

Council is mindful of its responsibilities and obligations with regards to the good corporate governance.

The section in terms of performance review is therefore completed in terms of the happenings of the 2021/2022 financial year but not audited by the external auditing firm, MFS Audit Tax & Advisory Inc., have performed an audit on the Annual Financial Statement.

10. SITUATIONAL ANALYSIS

10.1 Service Delivery Environment

SACLAP as the smallest of the six CBEP in terms of the number of registered persons on record continues to struggle to get a well-established organisational operational structure. This poses a threat to the implementation of its strategic plan and its annual performance plan. The two staff members concentrate on tasks related to registration as a priority. Other tasks then tend to receive very limited attention.

- The key outputs of the year were the continued increase in registration numbers. This growth is an indication of the opportunity that exists for SACLAP to reach a position of stable growth and sustainable numbers.
- The need for improving the awareness of the benefits of the professions to the public; whether clients, government departments, matriculants and school going children; remains urgent. However, the limited resources renders this need a pipe dream.

10.2 Organisational environment

The internal organisational environment remained largely the same as the previous reporting period.

10.3 Key policy developments and legislative changes

The various committees of Council are reviewing all of the Council policy in the view of determining their continued relevance and applicability. Already the two Registration Committees, Education Committee and the Professional Practice Committee have identified areas in the applicable policy which will be recommended to incoming Council for amendment.

There were no legislative changes in the period under review. The legislative review process is being led by the Department of Public Works and Infrastructure.

10.4 Strategic Outcome Oriented Goals

SACLAP will strive to develop an Annual Performance Plan (APP) that is aligned with the National Treasury Framework as a matter of priority. Measuring performance at the hand of the Strategic Plan would be skewed, at this stage, in terms of certain specific strategic goals that were drafted with the expectation of receiving financial support from the DPW which has not materialised to date.

The key programmes and the objective thereof, as presented in the Strategic Plan remain as follows:

Programme 1: Growing and Transforming the Landscape Professions

The aim of this programme is to address more than one strategic objective:

Strategic Goal 1: To expand Landscape Professions through the creation of registration categories.

Strategic Objectives: Explore the built environment related fields of expertise to identify potential services in need of regulation and to establish such to the benefit of the public.

This programme has been achieved by the following success registered in the reporting period:

1. Increased number of registered persons in the Landscape Management Profession – from 81 on 31 March 2021 to 86 on March 2022.
2. SACLAP conducted programme accreditation visits to the University of Cape Town in March 2022.
3. Much progress has been made in the 3-year structured Candidacy programme in partnership with the Construction Education and Training Authority for eleven candidates with the aid of a discretionary fund. The emphasis of the programme is to enable the transformation of the profession whilst assisting designated candidates to obtain the necessary practical experience. The programme has reached the halfway mark by end of March 2022.

Strategic Goal 2: To advance Landscape Professions through advocacy and transformation.

Strategic Objectives: Continuously providing for support and growth of Landscape Professions through communicating the need for and value of Landscape Professions to client sectors and prospective professionals.

1. SACLAP continued to participate in quarterly review meetings with the DPWI.
2. In addition SACLAP attended both the CBE Registrars' Forum and the CBE Presidents, forum meeting held quarterly.

Programme 2: Meeting the mandate and other regulatory requirements

Strategic Goal 3: To govern the Landscape Professions in terms of the Act and relevant regulatory requirements.

Strategic Objectives: SACLAP, as a statutory body in terms of the Act, is tasked to perform certain activities in order to meet the mandates of the Act.

There were a number of achievements under this programme; the following are a few of them:

1. SACLAP continued to register both Candidates and Professionals (Statistics below will demonstrate the demographics of the SACLAP Register.
2. SACLAP conducted accreditation visits to UCT
3. Planning for the UP accreditation to be held in May 2022 had been finalised by the end of the period.
4. Professional Registration Assessment Process was conducted for eligible Candidates to move to professional category.
5. SACLAP conducted Candidacy workshops in May 2021 to assist Candidates prepare for the Assessment.
6. SACLAP conducted a JBCC course for the benefit of both Candidates and Professionals. Professionals are able to claim CPD credits for attendance.
7. Participation in the CBE Transformation Indaba
8. In preparation for the appointment of a new Council and the expiry of the term of office of the 5th term Council, SACLAP, assisted by the DPWI, facilitated the nomination process, which culminated in a recommendation report to the Minister.

11. PERFORMANCE INFORMATION

The following paragraphs give information on the performance of Council with regards to the mandates as set up in the Act:

11.1 REGISTRATION

The focus has been on expanding the register. The tables below give an indication of the movement in the register. The rate of registration is slow but steady. In addition the year saw a few resignations and cancellations of registration.

Registration Committees

Council has two separate Registration Committees –

- The Landscape Architecture Profession Registration Committee; and
- The Landscape Management Profession Registration Committee.

Although both committees have similar terms of reference, they deal with a separate set of competencies and therefore the competency testing is different. Both committees meet on a quarterly basis. Adhoc meetings are held as and when needed

Both Committee performed well, despite challenges of meetings having to be postponed due to the meetings not being able to achieve a quorum a few times. Both committees had more than 4 quarterly meetings in order to facilitate the assessment of registration applications. In addition, the committees put in a lot of work in the registration policy review exercise. Much work has been done, with draft Registration and draft Assessment policy documents available for handover to the incoming Committees.

Preparatory workshops were organised and facilitated with the aim to familiarise the candidates and unregistered RPL applicants on what the expected outcomes of PRAP and RPL are.

SACLAP continues to engage with numerous other groups, such as the South African Landscape Institute (SALI), South African Green Industries Council (SAGIC) and the Institute of Environmental and Recreation Management (IERM) to establish if there are possibilities of professional registration of some occupations within the green industry.

Initiatives to improve registration

The new Council is prioritising the issue of improving registration in both the Landscape Architecture and the Landscape Management categories.

Various mechanisms and initiatives are being employed to not only boost the numbers but to also improve the demographics of the register. Below is a summary of some of them.

- Candidate and Mentor Workshops are intended to assist with the educating both the mentors and the candidates on the requirements for progressing from the Candidacy phase to the Professional phase.
- Other initiatives to be introduced in the next financial year is to enhance our presence at tertiary institutions that offer feeder qualifications to our Candidacy registration

- Embark on more presentations at Secondary Schools to promote the Landscape Profession as a Career choice
- To target individuals who are practising without registration and encourage them to register
- To recognise more Voluntary Associations which have member who qualify to register in one of the categories of registration.

Registration Statistics

The next few pages provide the registration statistics in the period under review. The statistics are arranged according to the requirements of the CBE. To provide the reader a better appreciation of the SACLAP register situation and historical appreciation, in most cases comparisons will be provided with the previous reporting period. Graphical representation in form of bar charts, pie charts are utilised to provide a better picture.

STATISTICS ACCORDING TO RACE

PROFESSIONALS

From the bar chart and corresponding table below it will be noted that although there has been an improvement, the demographics of the professionals on the SACLAP register is still a matter of concern.

Table 1: Professional Category Registration Statistics						
Professional Landscape Architects						
		Total Registrations	New Registrations	Candidate Transfers	Cancellations	De-Registrations
TOTALS		224			3	
African	Male	9	1	2		
	Female	6		1		
White	Male	102				
	Female	101		3	3	1
Indian/ Asian	Male	1				
	Female	0				
Coloured	Male	1				
	Female	4		1		

Professional Senior Landscape Architectural Technologists						
		Total Registrations	New Registrations	Candidate Transfers	Cancellations	De-Registrations
TOTALS		10	0	1	0	0
African	Male	3				
	Female	0				
White	Male	3				
	Female	4		1		
Indian/ Asian	Male	0				
	Female	0				
Coloured	Male	0				
	Female	0				

Professional Landscape Architectural Technologists						
		Total Registrations	New Registrations	Candidate Transfers	Cancellations	De-Registrations
TOTALS		15	0	1	0	
African	Male	2				
	Female	2				
White	Male	6				
	Female	5		1		
Indian/ Asian	Male	0				
	Female	0				
Coloured	Male	0				
	Female	0				

Professional Landscape Architectural Technicians						
		Total Registrations	New Registrations	Candidate Transfers	Cancellations	De-Registrations
TOTALS		2	0	0	0	0
African	Male	0				
	Female	0				
White	Male	0				
	Female	2				
Indian/ Asian	Male	0				
	Female	0				
Coloured	Male	0				
	Female	0				

Professional Landscape Manager (C&M)						
		Total Registrations	New Registrations	Candidate Transfers	Cancellations	De-Registrations
TOTALS		47	1	0	0	0
African	Male	5				
	Female	2				
White	Male	28	1			
	Female	10				
Indian/ Asian	Male	0				
	Female	0				
Coloured	Male	2				
	Female	0				

Professional Landscape Manager (C)						
		Total Registrations	New Registrations	Candidate Transfers	Cancellations	De-Registrations
TOTALS		3	0	0	0	0
African	Male	0				
	Female	0				
White	Male	0				
	Female	3				
Indian/ Asian	Male	0				
	Female	0				
Coloured	Male	0				
	Female	0				

Professional Landscape Manager (M)						
		Total Registrations	New Registrations	Candidate Transfers	Cancellations	De-Registrations
TOTALS		5	0	0	0	0
African	Male	2				
	Female	0				
White	Male	2				
	Female	1				
Indian/ Asian	Male	0				
	Female	0				
Coloured	Male	0				
	Female	0				

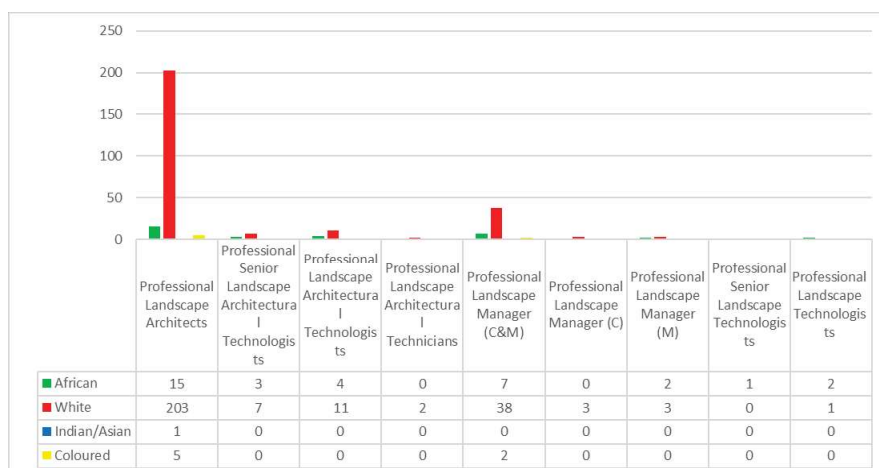
Professional senior Landscape Technologists							
		Total Registrations	New Registrations	Candidate Transfers	Cancellations	De-Registrations	
TOTALS		1	0	0	0	0	
African	Male	1					
	Female	0					
White	Male	0					
	Female	0					
Indian/ Asian	Male	0					
	Female	0					
Coloured	Male	0					
	Female	0					

Professional Landscape Technologists							
		Total Registrations	New Registrations	Candidate Transfers	Cancellations	De-Registrations	
TOTALS		3	0	0	0	0	
African	Male	0					
	Female	2					
White	Male	1					
	Female	0					
Indian/ Asian	Male	0					
	Female	0					
Coloured	Male	0					
	Female	0					

TABLE 2: PROFESSIONAL CATEGORY REGISTRATION STATISTICS BY CATEGORY AND RACE

Category	African	White	Indian/Asian	Coloured
Professional Landsca	15	203	1	5
Professional Senior L	3	7	0	0
Professional Landsca	4	11	0	0
Professional Landsca	0	2	0	0
Professional Landsca	7	38	0	2
Professional Landsca	0	3	0	0
Professional Landsca	2	3	0	0
Professional Senior L	1	0	0	0
Professional Landsca	2	1	0	0

FIGURE 1: PROFESSIONAL CATEGORY REGISTRATION STATISTICS BY CATEGORY AND RACE



Disability	African	White	Indian/Asian	Coloured
Living with disability	0	0	0	0
None	34	268	1	7

FIGURE 3: PROFESSIONAL CATEGORY DISABILITY ANALYSIS

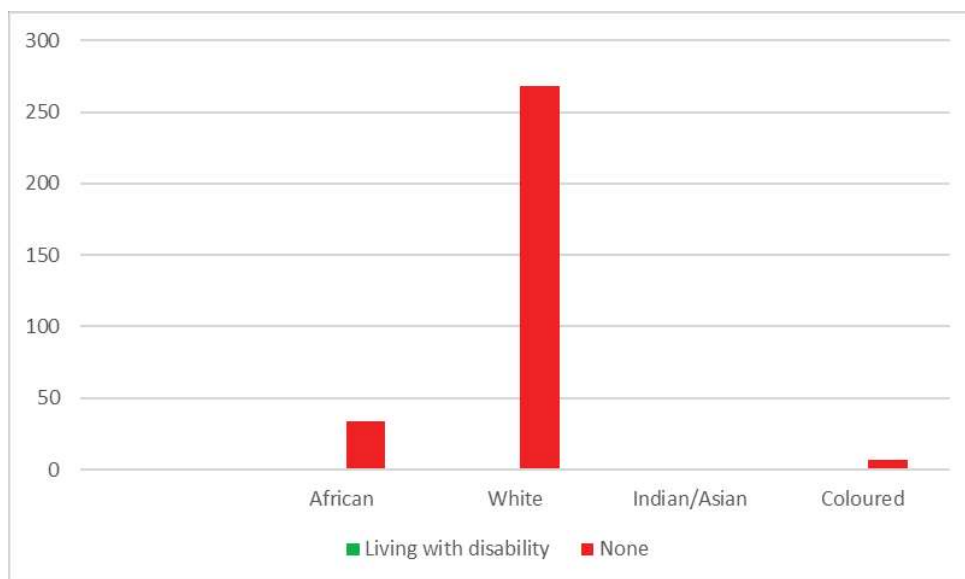


Table 5: Professional Category Registration Statistics By Nationality and Race				
Nationality	African	White	Indian/Asian	Coloured
South African (RSA)	32	261	0	7
Non-South African	2	7	1	0

FIGURE 4: PROFESSIONAL CATEGORY REGISTRATION STATISTICS BY NATIONALITY AND RACE

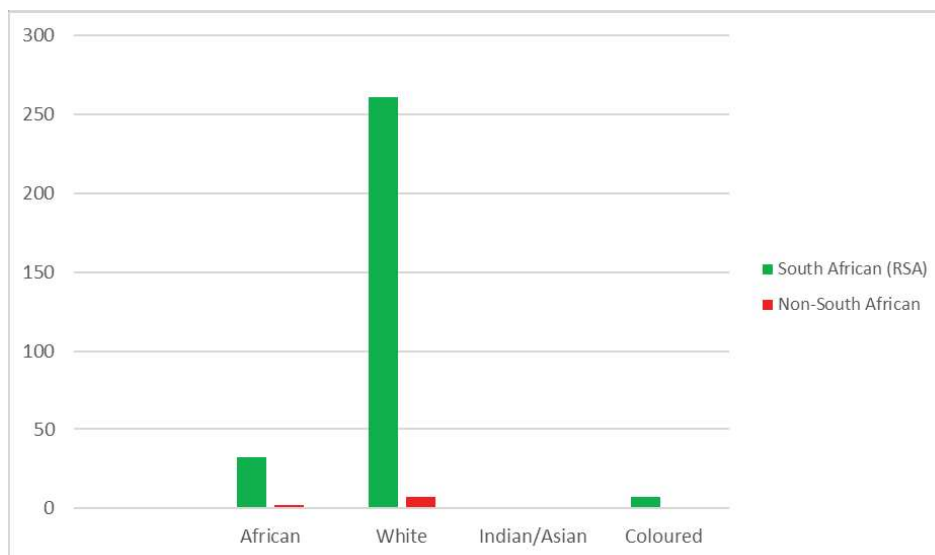


Table 6: Candidate Category Registration Statistics					
Candidate Landscape Architects					
		Total Registrations	3 Years and Less	4 - 5 Years	Over 6 Years
TOTALS		32	20	9	3
African	Male	3	2	1	
	Female	3	1	1	1
White	Male	11	8	3	
	Female	11	5	4	2
Indian/ Asian	Male	0	0		
	Female	1	1		
Coloured	Male	0	0		
	Female	3	3		

Candidate Senior Landscape Architectural Technologists					
		Total Registrations	3 Years and Less	4 - 5 Years	Over 6 Years
TOTALS		2	0	1	1
African	Male	0			
	Female	0			
White	Male	2		1	1
	Female	0			
Indian/ Asian	Male	0			
	Female	0			
Coloured	Male	0			
	Female	0			

Candidate Landscape Architectural Technologists					
		Total Registrations	3 Years and Less	4 - 5 Years	Over 6 Years
TOTALS		18	4	9	5
African	Male	3	1	2	
	Female	4	2	1	1
White	Male	3		2	1
	Female	6	1	3	2
Indian/ Asian	Male	2		1	1
	Female	0			
Coloured	Male	0			
	Female	0			

Candidate Landscape Architectural Technicians					
		Total Registrations	3 Years and Less	4 - 5 Years	Over 6 Years
TOTALS		7	0	6	1
African	Male	4	0	4	
	Female	2	0	2	
White	Male	1	0		1
	Female	0			
Indian/ Asian	Male	0			
	Female	0			
Coloured	Male	0			
	Female	0			

Candidate Landscape Manager					
		Total Registrations	3 Years and Less	4 - 5 Years	Over 6 Years
TOTALS		2	1	0	0
African	Male	2	1		
	Female	0			
White	Male	0			
	Female	0			
Indian/ Asian	Male	0			
	Female	0			
Coloured	Male	0			
	Female	0			

Candidate Landscape Technologists					
		Total Registrations	3 Years and Less	4 - 5 Years	Over 6 Years
TOTALS		13	13	0	0
African	Male	2	2		
	Female	9	9		
White	Male	0			
	Female	0			
Indian/ Asian	Male	0			
	Female	1	1		
Coloured	Male	0			
	Female	1	1		

Candidate Landscape Technicians					
		Total Registrations	3 Years and Less	4 - 5 Years	Over 6 Years
TOTALS		15	11	4	0
African	Male	7	5	2	
	Female	7	5	2	
White	Male	1	1		
	Female	0			
Indian/ Asian	Male	0			
	Female	0			
Coloured	Male	0			
	Female	0			

Table 7:	Candidate Category Registration Statistics By Category			
Category	African	White	Indian/Asian	Coloured
Candidate Landscape Architects	6	22	1	3
Candidate Senior Landscape Architectural Technologists	0	2	0	0
Candidate Landscape Architectural Technologists	7	9	2	0
Candidate Landscape Architectural Technicians	6	1	0	0
Candidate Landscape Manager	2	0	0	0
Candidate Landscape Technologists	12	0	1	0
Candidate Landscape Technicians	14	1	0	0

Figure 5: Candidate Category Registration Statistics By Category and Race

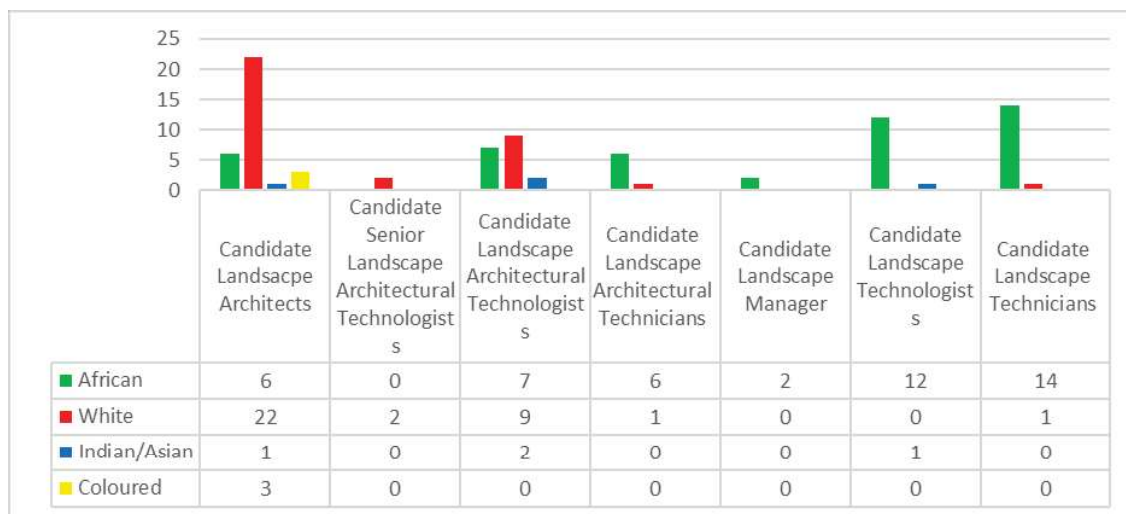


Table 8: Candidate Category Registration Statistics By Gender and Category			
Category	Male	Female	Total
Candidate Landscape Architects	14	18	32
Candidate Senior Landscape Architectural Technologists	2	0	2
Candidate Landscape Architectural Technologists	8	10	18
Candidate Landscape Architectural Technicians	5	2	7
Candidate Landscape Manager	2	0	2
Candidate Landscape Technologists	2	11	13
Candidate Landscape Technicians	8	7	15

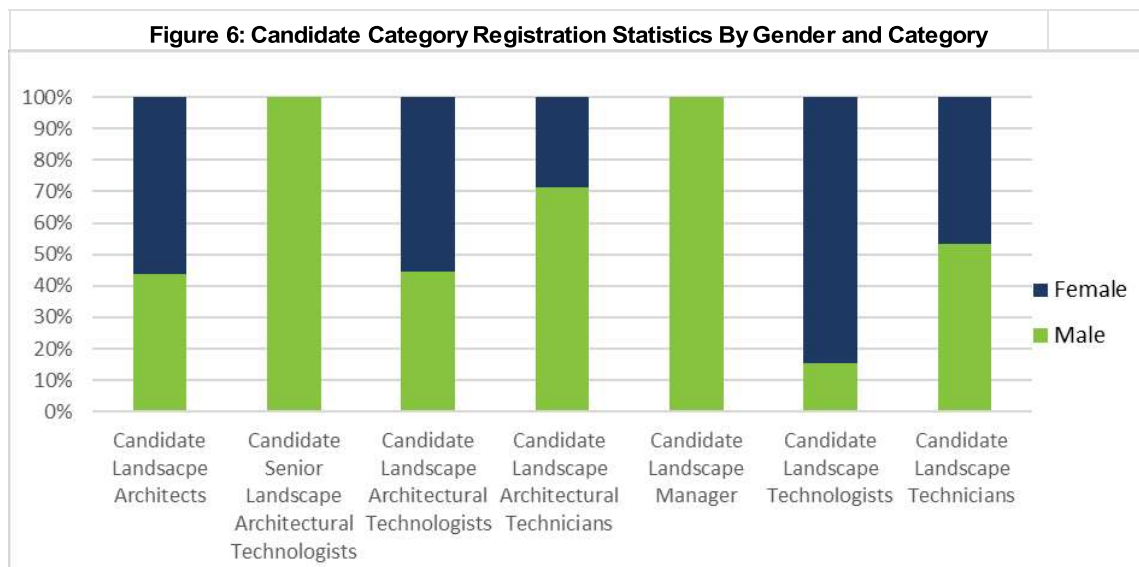


Table 9:	Candidate Category Disability Analysis				
Disability		African	White	Indian/Asian	Coloured
Living with disability		0	0	0	0
None		47	35	4	3

Figure 7: Candidate Category Disability Analysis

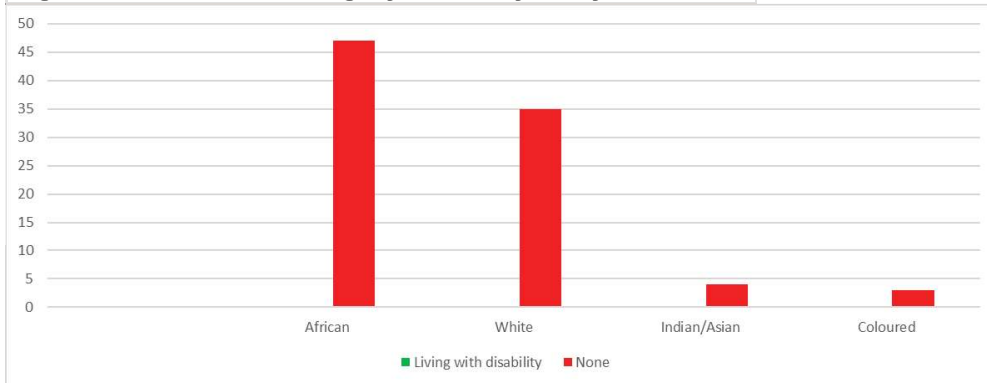


Table 10:	Candidate Category Registration Statistics By Nationality and Race				
Nationality		African	White	Indian/Asian	Coloured
South African (RSA)		42	34	3	3
Non-South African		5	1	1	0

Figure 8: Candidate Category Registration Statistics By Nationality and Race

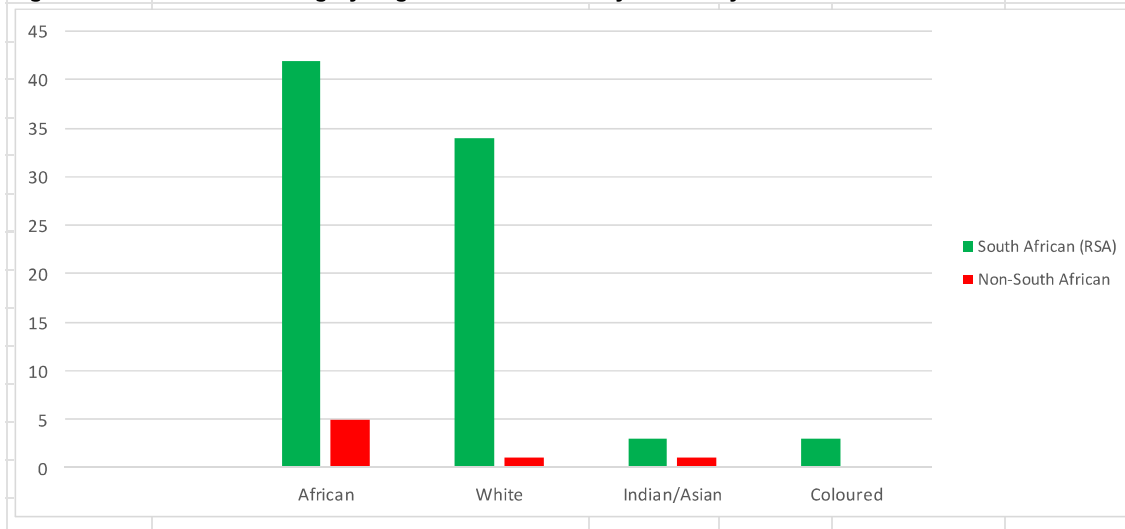


Table 11 and Figure 9 and 8 below shows the cumulative growth of the register over the past through years.

Professional Category	2016	2017	2018	2019	2020	2021	2022
Professional Landscape Architects	160	156	160	166	156	227	224
Professional Senior Landscape Architectural Technologists	0	0	1	1	4	10	10
Professional Landscape Architectural Technologists	15	15	16	16	15	15	15
Professional Landscape Architectural Technicians	3	3	3	3	2	2	2
Professional Landscape Manager (C&M)	0	16	19	26	40	47	47
Professional Landscape Manager (C)	0	0	0	2	3	3	3
Professional Landscape Manager (M)	0	5	5	5	6	5	5
Professional Senior Landscape Technologists	0	0	0	0	0	1	1
Professional Landscape Technologists	0	0	0	0	1	3	3
Candidate Category							
Candidate Landscape Architects	44	46	41	52	57	35	32
Candidate Senior Landscape Architectural Technologists	0	0	4	4	3	2	2
Candidate Landscape Architectural Technologists	26	27	22	21	21	19	18
Candidate Landscape Architectural Technicians	3	3	3	3	2	7	7
Candidate Landscape Manager	0	0	0	0	1	1	2
Candidate Landscape Technologists	0	0	1	4	11	13	13
Candidate Landscape Technicians	0	0	3	4	14	15	15
Grand Total	251	271	278	307	336	405	399

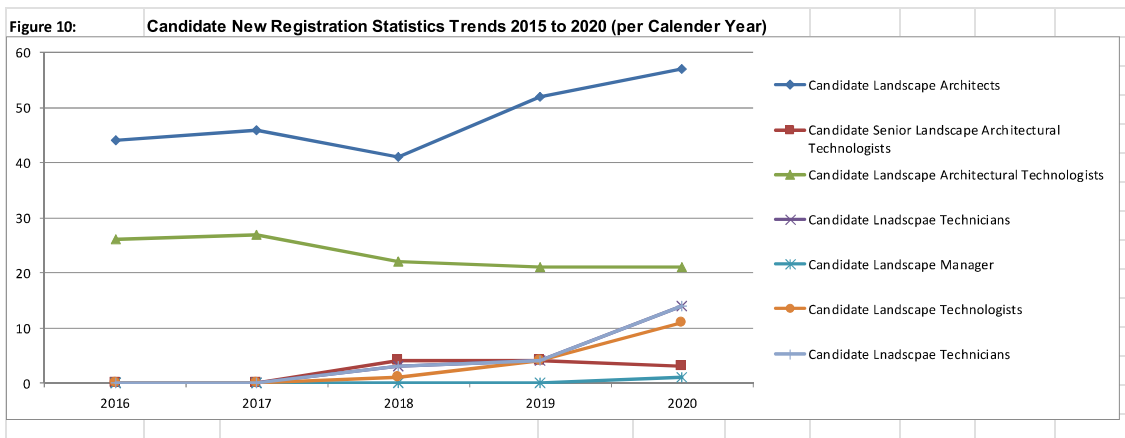
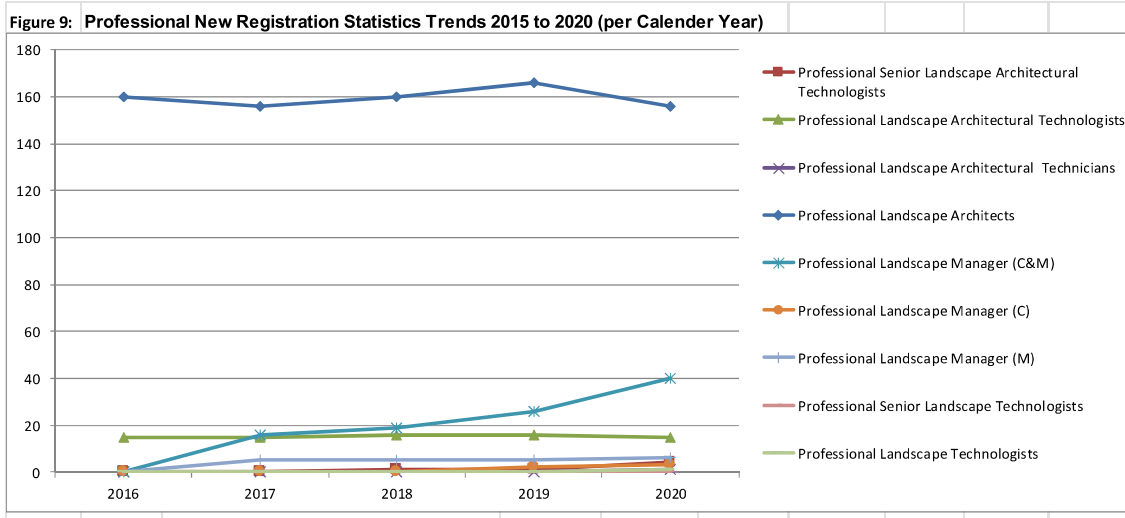


Table 12: Professional Category Age Analysis					
	AGE Groups	African	Coloured	Indian	White
	20-29	14	1		29
	30-39	15	5	1	81
	40-49	3		1	82
	50-59	1	1		52
	60-69				22
	70+				3

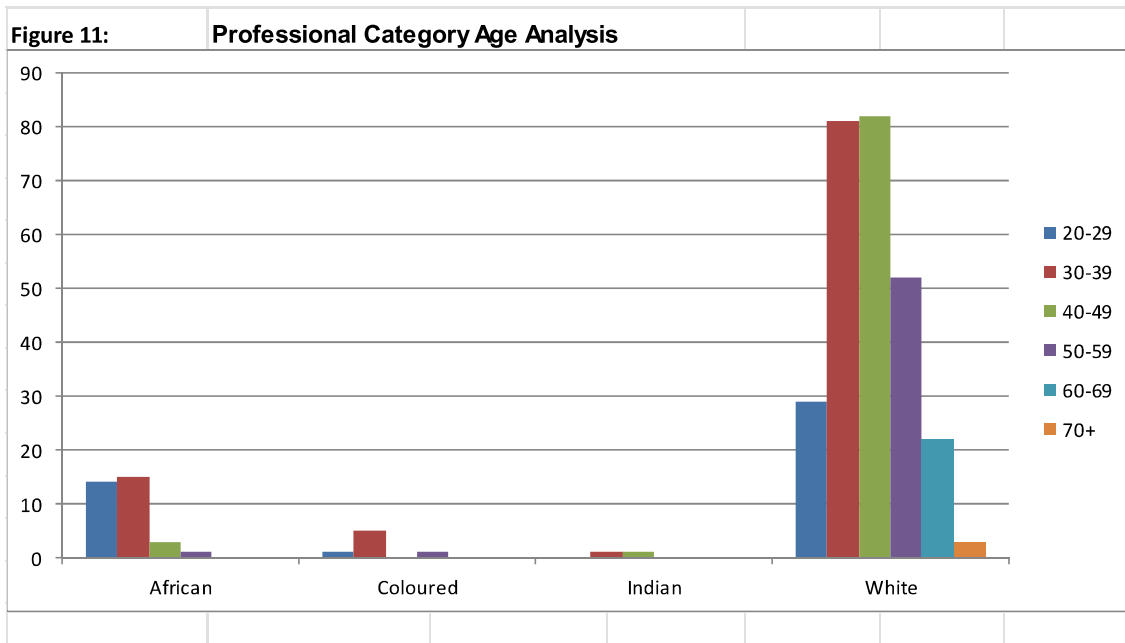
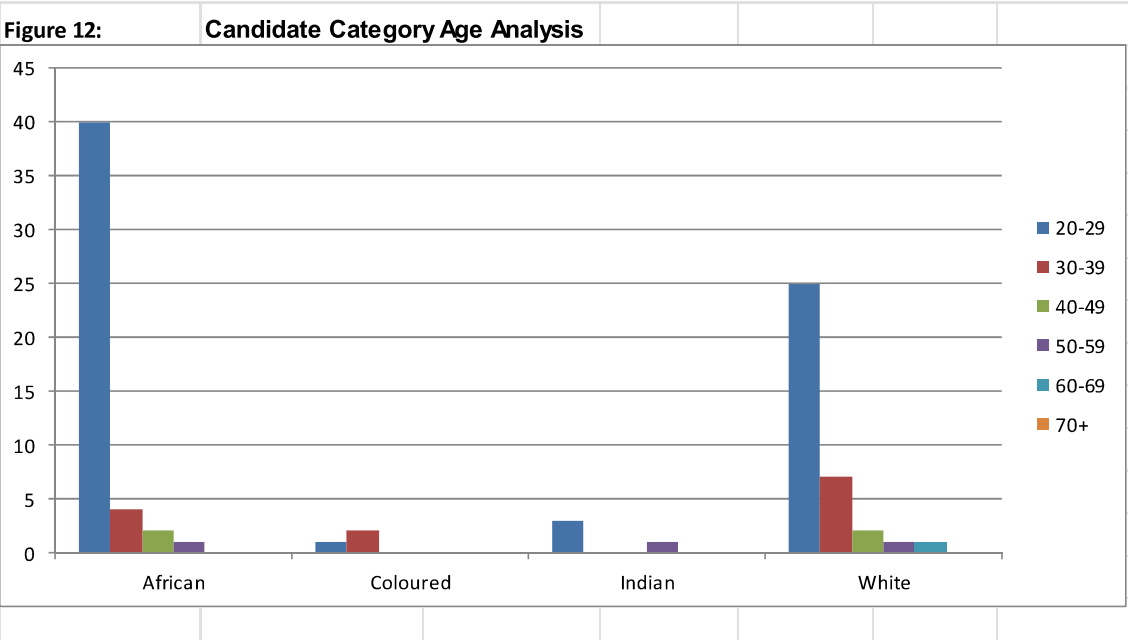


Table 13:	Candidate Category Age Analysis				
	AGE Groups	African	Coloured	Indian	White
	20-29	40	1	3	25
	30-39	4	2		7
	40-49	2			2
	50-59	1		1	1
	60-69				1
	70+				



11.2 ACCREDITATION

The table below shows the accreditation status of universities offering Landscape qualifications.

INSTITUTION	LIST OF BE RELATED PROGRAMMES/QUALIFICATIONS	STATUS		COMMENTS
		ACCREDITED	NOT ACCREDITED	
UCT	Master of Landscape Architecture (Prof) – 2 yrs	✓		
	Bachelor of Landscape Architecture(honours) – 1 year	✓		
	Master of Landscape Architecture – 1 year	✓		
UP	Bachelor of Landscape Architecture	✓		
	Bachelor of Landscape Architecture(honours)	✓		
	Master of Landscape Architecture (Prof)	✓		
CPUT	ND Landscape Technology	✓		
	Dip Landscape Architecture	✓		
	Advanced Diploma in Landscape Construction Management	✓		
	BTech Landscape Technology	✓		
TUT	ND Landscape Technology	✓		
	BTech Landscape Technology	✓		
	Advanced Diploma Landscape Technology	provisional		
UNISA	Diploma: Ornamental Horticulture	✓		
	Advanced Diploma: Ornamental & Landscape Horticulture	✓		

11.3 RECOGNITION OF PRIOR LEARNING

Number of professionals registered through RPL	-	16
Percentage of registered professionals through RPL	-	%
Number of people who applied for registration through RPL	-	21
Number of RPL applications that had been rejected	-	3

11.4 DISCIPLINARY AND APPEALS

No complaints were received during the period

11.5 RECOGNITION OF VOLUNTARY ASSOCIATIONS (VA)

In addition to ILASA, and SALI, Council has recognised the Landscape Podium as the third VA. The Landscape Podium had an official launch as a fully recognised VA on June 16, 2021. This is an achievement for the 5th term Council as there was only one recognised VA when they came into office in 2017. They end the term of office with an additional 2 VAs.

11.6 CONTINUING PROFESSIONAL DEVELOPMENT (CPD)

CPD is a mechanism used by Council to determine eligibility for the renewal of registration for Professionals after a five-year cycle. All Registered Professionals are obliged to attain CPD points in accordance with the CPD Policy of 2016.

The challenge facing SACLAP is that the VA which been delegated the function of accrediting CPD activities and is not in all instances applying the CPD points consistently to activities as per the policy. It is hoped that through further engagements with the current VA-s and the recognition of further of VA-s, the matter will be addressed. Council is also considering accrediting events and activities that do not fall within the interest of the recognized VA to cater for the specified categories.

11.7 PROFESSIONAL GUIDELINE FEES

SACLAP has not been able to publish guideline fees as prescribed by the Act due to a Competitions Commission ruling barring the publication. The CBE is currently liaising with the Competition Commission on behalf of the CBEP to resolve the matter.

Professionals, especially newly registered find the situation frustrating as they do not have any basis for pricing their services.

11.8 IDENTIFICATION OF WORK FRAMEWORK

The status quo has not changed since the last financial year. This matter is being handled by the CBE on behalf of all the 6 CBEP in a similar way as 11.7 above.

12. REVENUE COLLECTION AND INVESTMENT STRATEGY

The Act gives Council the power to collect application, registration, examinations, annual fees and any other fees for services rendered. The bulk of the revenue is derived from annual fees which every registered person must pay on an annual basis. Other fees such as application administration fees, assessment fees and registration fees respectively.

12.1 REVENUE COLLECTION

The table below shows the revenue collection compared to the last financial year. The period under review yielded less than was expected. Although it appears as though there was a surplus, SACLAP managed to collect arrears accumulated over the previous financial years. The collection of arrears is critical for the continued viability of Council.

Table 12.1 - Revenue Collection

	2020/2021			2021/2022		
Source of Revenue	Estimated Revenue(R)	Actual Revenue(R)	Under/over collection(R)	Estimated Revenue(R)	Actual Revenue(R)	Under/over collection(R)
Registered Persons' Fees	2,091,466.00	1,897,973	(193,493)	2,011,569.00	2,631,328	619,759
TOTAL	2,091,466.00	1,897,973	(193,493)	2,011,569.00	2,631,328	619,759

12.2 CAPITAL INVESTMENT

- SACLAP does not have a comprehensive capital, and investment plan. The intention is to establish such a plan going forward.
- The bulk of SACLAP revenue is collected during the first quarter. Excess money is transferred to the Investec Cash Management Account which yields slightly more interest than the Nedbank Small Business Account which is the main transactional bank account.
- Additionally, SACLAP has taken out an insurance policy with OUTsurance against the assets.
- The intention is to gradually purchase capital items for the organisation as part of the overall growth and sustainability plan.

PART C: GOVERNANCE



Construction of the Sharpeville Memorial – Photo credits (SACLAP ARCHIVES)

INTRODUCTION

Corporate governance embodies processes and systems by which public entities are directed, controlled and held to account. In addition to legislative requirements based on a public entity's enabling legislation, and the Companies Act, corporate governance with regard to public entities is applied through the precepts of the Public Finance Management Act (PFMA) and run-in tandem with the principles contained in the King's Report on Corporate Governance.

Parliament, the Executive and the Accounting Authority of the public entity are responsible for corporate governance.

1. PORTFOLIO COMMITTEES (if applicable)

SACLAP did not attend any meetings with the Parliamentary Portfolio Committee on Public Works meeting during the period. The CBE represented all the CBEP at the meetings of the committee.

2. EXECUTIVE AUTHORITY

The Minister of Public Works and Infrastructure, Honourable Mrs Patricia De Lille, is the Executive Authority of SACLAP.

SACLAP has been represented in a number of engagements with the Deputy Minister, Ms Noxolo Kiviet, notably is the quarterly review meetings which DM chairs.



Minister of Public Works and Infrastructure
Hon Ms Patricia De Lille



Deputy Minister of Public Works and Infrastructure
Hon Ms Noxolo Kiviet

3. THE SACLAP COUNCIL



Mr Edward N Hutamo
PRESIDENT



Ms Landie Meyer
VICE PRESIDENT
Chair: Professional Practice Committee



Mr Gavhi Mashudu
Chair: LM Registration
Committee



Ms Lesego Maseko
Chair: Finance Committee



Mr Willie Mothowamodimo
Chair: LA Registration
Committee



Dr Kara-Lee Prinsloo
Chair: Education Committee



Mr Aphelele Cengimbo
Council member



Mr Johan van Rooyen
Council Member



Mr Bongumusa Mthembu
Council Member



Adv Keitumetse Mahlangu
Council Member

Introduction

The SACLAP Council ordinarily consists of 10 members appointed by the Minister of Public Works after a nomination process. The Minister considers principles of Transparency and representation in making the appointment. Sections 3 to 7 of the Act provides relevant guidance in this regard.

The role of the Council is as follows:

Summary of Council Functions, Responsibilities and Duties

The Act prescribes the functions, powers and duties of the Council. As the Act refers specifically to Landscape Architectural Profession, it is deemed to include for the establishment of the specified categories. The functions, powers and duties, can therefore be summarised broadly as follows:

- 1. Appointment of Registrar and staff members of Council.**
- 2. Administrative aspects relating to:**
 - a. Maintaining a database of registered professionals and candidates
 - b. Remuneration of Council staff
 - c. Co-ordination and record keeping of meetings
 - d. Publishing documentation relating to the landscape architectural profession and related matters.
- 3. Fees and charges:**
 - a. Application and registration fees
 - b. Annual fees
 - c. Examination fees
 - d. Fees payable for an appeal
 - e. Fees payable for education fund
 - f. Exemption from any of the fees
 - g. Gazetting of guideline fees in terms of the registration categories for registered professionals and candidate persons (This function cannot be taken forward until the matter with the Competition Commission is resolved).
- 4. Education:**
 - a. Accreditation of Institutions
 - b. Determining competency standards for the purpose of registration
 - c. Establishment of mechanisms for registered persons to gain recognition of qualifications and professional status in other countries
 - d. Liaise with the relevant National Standards Body with the view to establishing a standards generating body in terms of these regulations
 - e. Recognise or withdraw the recognition of any examinations contemplated by the registration of professionals (Section 19)
 - f. Enter into an agreement with any person or body of persons, within or outside the Republic, with regard to the recognition of any examination or qualification for the purposes of this Act
 - g. Give advice to or render assistance to any educational institution, voluntary association or examining body with regard to educational facilities for and the training and education of registered professional persons and candidates
 - h. Determine, after consultation with the voluntary associations and registered persons, conditions relating to and the nature and extent of continuing education and training.
- 5. Registration of professionals:**

- a. Setting the registration criteria, requirements, standards and procedures for registration in the various categories
- b. Establish and uphold the conditions pertaining to the cancellation of registration
- c. Establish and implement the renewal of registration for registered persons in various categories
- d. Setting out of the grievance procedure for registration processes and the facilitation of such a process.

6. Investigation of any charge of improper conduct.

7. General Powers:

- a. Make decisions relating to property
- b. Decide upon the manner in which contracts must be entered into on behalf of the Council
- c. Perform any service within its competence
- d. Determine the requirements with which a voluntary association must comply to qualify for recognition by Council
- e. Advise the Minister/CBE on matters relating to the landscape architectural profession
- f. Encourage and undertake research into matters relating to the landscape architectural profession
- g. Take any steps considered necessary for the protection of the public in terms of their dealings with registered persons for the maintenance of the integrity and enhancement of the status of the landscape architectural profession
- h. Identify the type of landscape architectural work which may be performed by persons registered in any of the categories
- i. Establishment of rules relating to the conduct of Council as well as registered professional persons
- j. As and when necessary, appoint a disciplinary tribunal.

Council Charter

Council finalised and adopted the Council Charter in 2021/2022 financial year.

Composition of the Council

The table below shows the members of the 5th term Council and the number of Council meetings that they each attended.

5th term Council (October 2017 to December 2021)

Name	Designation	Date Appointed	Date Resigned	Area of Expertise	Board Memberships	Committee Membership	No of Council meetings attended
Thabo Munyai	President	31 Aug 2017	N/A	Professional Landscape Architect		Finance Com	1
Frans van Wyk	Vice President	31 Aug 2017	N/A	Professional Landscape Architect		LA Registration Com Education Com	1
'Melusi Gregory Mofokeng		31 Aug 2017	N/A	Public representative		Education Com	1
Willie Mothowamodimo	Chair LA Registration	31 Aug 2017	N/A	Professional Landscape Architect	CBE Council member	LA Registration Com	1
Elize van Staden	Chair LM Registration	31 Aug 2017	N/A	Professional Landscape Manager		LM Registration Com	1
Edward Hutamo	Chair Professional Practice	31 August 2017	N/A	Professional Landscape Manager	CBE Council member	Professional Practice Com LM Registration Com	1
Nel Willem		15 Feb 2018	N/A	Professional Landscape Manager		LM Registration Com	1
Ralene Fisher		31 Aug 2017	Leave of absence	Professional Landscape Architect		Professional Practice Com LA Registration Com	0
Herman de Lange		31 Aug 2017	Resigned 1 June 2020	Professional Landscape Architect		Professional Practice Com	0
Francis Nzama	Chair Finance	31 August 2017	Deceased 1 August 2020	Public representative		Finance Com	0

6th term Council (March 2022 to March 2026)

Name	Designation	Date Appointed	Date Inaugurated	Area of Expertise	Board Memberships	Committee Membership	No of Council meetings attended
Edward Hutamo	President	4 March 2022	22 April 2022	Professional Landscape Manager	CBE Council member	Finance Com	0
Landie Meyer	Vice President Chair Professional Practice	4 March 2022	22 April 2022	Professional Landscape Architect		LA Registration Com Education Com	0
Lesego Maseko	Chair Finance	4 March 2022	22 April 2022	Public representative		Finance Com	0
Willie Mothowamodimo	Chair LA Registration	4 March 2022	22 April 2022	Professional Landscape Architect	CBE Council member	LA Registration Com	0
Mashudu Gavhi	Chair LM Registration	4 March 2022	22 April 2022	Professional Landscape Manager		LM Registration Com	0
Kara-Lee Prinsloo	Chair Education	4 March 2022	22 April 2022	Professional Landscape Manager		Education Com	0
Aphelele Cengimbo	Council member	4 March 2022	22 April 2022	Professional Landscape Architect		Professional Practice Com LA Registration Com	0
Johan van Rooyen	Council member	4 March 2022	22 April 2022	Professional Landscape Architect		Education Committee	0
Bongumusa Mthembu	Council member	4 March 2022	22 April 2022	Professional Landscape Manager		Professional Practice Com LM Registration Com	0
Keitumetse Mahlangu	Council member	4 March 2022	22 April 2022	Public representative		Finance Com	0

Council Committees 01 April 2021 - 31 March 2022

The existing committees were retained, although SACLAP saw an unprecedented number of Committee members resigning. As the result of the resignation and the non availability of members. The table below shows the committees, the details of the members and the number of meetings each committee actually held during the reporting period. The blue italics text represents members that were no longer members of the committees.

No.	Committee	Name of Members	Race	Gender	No. of Members	No. of meetings held
1.	Finance	<i>Francis Nzama</i>	<i>African</i>	<i>Male</i>	2	0
		Thabo Munyai	African	Male		
		Ryan Pembroke	White	Male		
2.	LM Registration	Elize van Staden	White	Female	3	2
		Ida Marie Strydom	White	Female		
		<i>Aubrey Madamalala</i>	<i>African</i>	<i>Male</i>		
		Edward Hutamo	African	Male		
3.	Professional Practice	Edward Hutamo	African	Male	3	1
		<i>Ralene Fischer</i>	<i>White</i>	<i>Female</i>		
		<i>Herman de Lange</i>	<i>White</i>	<i>Male</i>		
		<i>Gina Switala</i>	<i>White</i>	<i>Female</i>		
		Bongumusa Mthembu	African	Male		
		Landie Clark	White	Female		
4.	Education	Frans van Wyk	White	Male	3	0
		<i>Francis Nzama</i>	<i>African</i>	<i>Male</i>		
		Gregory Mofokeng	African	Male		
		Theodore Bredell	White	Male		
		<i>Marcus Govender</i>	<i>Asian</i>	<i>Male</i>		
5.	LA Registration	Frans van Wyk	White	Male	5	4
		Amanda du Plooy	White	Female		
		Marian Euckermann	White	Female		
		Willie Mothowamodimo	African	Male		
		Absalom Molobe	African	Male		

Resignations, New Appointment and Council Rescinding of Committee appointments 01 April 2021 - 31 March 2022

No.	Committee	Name of Members	Race	Gender	Date	Resignation or Rescinding
	L A Registration	Ralene Fischer	White	Female		Leave of Absence
	Prof Practice	Ralene Fischer	White	Female		Resignation
	L M Registration	Aubrey Madamalala	African	Male		Resignation
	Professional Practice	Gina Switala	White	Female		Resignation
	Education	Marcus Govender	Asian	Male		Resignation

Committee Meetings Matters Cancelations/ Postponements/ resignations/ New appointments/ Rescinding

- SACLAP has challenges with attracting volunteers to serve in the Committees
- All Finance Committee meetings had to be cancelled and or postponed due to non-availability of members. Meetings could not quorate

Remuneration of Council members

- The remuneration of Council members is set by the SACLAP Remuneration Policy
- Other expenses e.g. Travel, reimbursed by the SACLAP are paid according to the DPW Consultants reimbursement rate published on a monthly basis.
- Each Council member gets remunerated an honorarium of R1500 per seating on presentation of a claim form.
- The President gets remunerated an Honorarium of R2500 per seating.
- Council members who are state representatives may not claim an honorarium.
- The following meetings were held during the reporting period (**01 April 2021 - 31 March 2022**)

No.	Date	Meeting
1.	9 July 2021	Full Council

Total Council Remunerations 01 April 2021 - 31 March 2022

No.	Name	Remuneration	Other allowance	Other re-imbursements	Total
1.	Frans van Wyk	R0.00	R0.00	R0.00	R0.00
2.	Thabo Munyai	R7500.00	R0.00	R0.00	R7500.00
3.	Willie Mothowamodimo	R0.00	R0.00	R0.00	R0.00
4.	Elize van Staden	R0.00	R0.00	R0.00	R0.00
5.	Ralene Fischer	R0.00	R0.00	R0.00	R0.00
6.	Edward Hutamo	R0.00	R0.00	R0.00	R0.00
7.	Willem Nel	R0.00	R0.00	R0.00	R0.00
8.	Gregory Mofokeng	R0.00	R0.00	R0.00	R0.00
TOTAL		R7500.00	R0.00	R0.00	R7500.00

4. RISK MANAGEMENT

By the end of the reporting period SACLAP did not have a prescribed risk management plan in place.

The strategy is to have the whole of Council to approve any expenditure above a R5000 threshold before any procurement and/or payments are made. The Finance Committee provides further financial oversight and direction.

Payment approvals are sought on a regular basis from Council either at Council meetings or by email round robin. The approvals given are recorded and kept on file.

SACLAP does not have a Risk Management Committee neither does it have an Audit and Risk Committee.

The greatest risk that the Council faces is financial stability especially with a lot of registered persons failing to pay their annual fees.

5. INTERNAL CONTROL UNIT

The Registrar together with the service provider that fulfils the accounting functions prepares a schedule that lists all the payments monthly.

These payments are then circulated to the Council for approval before any payments more than R5000 are made.

6. INTERNAL AUDIT AND AUDIT COMMITTEES

As mentioned above SACLAP does not have an audit committee. The internal audit function is conducted on a month-to-month basis by TSM Accounting Pty Ltd.

7. COMPLIANCE WITH LAWS AND REGULATIONS

Council continues to ascribe to the principles of good governance. The CBE Corporate Governance framework is consulted from time to time in an attempt to align as far as possible. The guiding documents for most processes and procedures is the Act and all the prescribed policies of Council. In addition, as a statutory body Council recognises the need to comply with all government legislation.

8. FRAUD AND CORRUPTION

SACLAP does not have a fraud prevention plan. To date no incidents of fraud or corruption have occurred. SACLAP has however agreed to participate in the Fraud and Corruption Campaign of the CBE.

9. MINIMISING CONFLICT OF INTEREST

Members of Council and committees sign a declaration of conflict of interest at all round table meeting to discuss any matter. Any member declaring any interest in any matter to be discussed is normally asked to recuse themselves.

In case of Supply Chain, three quotations are obtained from suppliers and a collective decision is reached by Council after consideration of the quotations presented. Due to the

size of SACLAP not much procurement takes place. Some suppliers are engaged on recommendation from the CBE or other CBEP. Stationery and consumables are purchased from regular retail shops such as Pick n Pay, Makro, Game etc...

10. CODE OF CONDUCT

All Council members have signed a Council member's code of conduct. In addition, all members of SACLAP committees also sign a code of conduct. There is also the SACLAP professional code of conduct which is applicable to all registered professionals. SACLAP also has a Council charter to govern the conduct of Council members.

11. HEALTH SAFETY AND ENVIRONMENTAL ISSUES

The entity does not have any health safety and environmental issues, however due to the size of the organisation issues of stress and overwork are a potential risk. SACLAP does not have a Medical Aid scheme for staff neither does it have a wellness programme. However Council makes a contribution towards staff medical aid

12. COMPANY /BOARD SECRETARY (IF APPLICABLE)

SACLAP does not have a Company/ Board Secretary. To a large extent The Registrar's office remains responsible for reporting to Council and the CBE.

13. SOCIAL RESPONSIBILITY

SACLAP does not have a policy in place regarding social responsibility. Provision is made through its CPD Policy for the promotion of social responsibility activities by registered professionals. Registered professionals can claim CPD credits, as provision is made for this in the CPD Policy.

14. FINANCE COMMITTEE REPORT

The Finance Committee concurs and accepts the conclusions of the external auditor on the annual financial statements and is of the opinion that the audited annual financial statements be accepted and read together with the report of the auditor.

SACLAP does not have an Audit and Risk Committee. The Finance Committee is responsible for monitoring and evaluating the performance of the organisation.

We are pleased to present our report for the financial year ended 31 March 2022.

In-Year Management and Monthly/Quarterly Report

SACLAP has submitted all the quarterly reports to the CBE. The reporting format is as per the template issued by the CBE to all the 6 CBEP.

The Finance Committee meets at least once every quarter. It submits a report to Council every quarter.

Evaluation of Financial Statements

The Finance Committee has reviewed the annual financial statements and are satisfied that they are a fair representation of the financial situation of SACLAP.

We further concur and accept the conclusions of the external auditor MFS Audit Tax & Advisory Inc. on the annual financial statements, and we are of the opinion that the audited annual financial statements be accepted and read together with the report of the auditor.



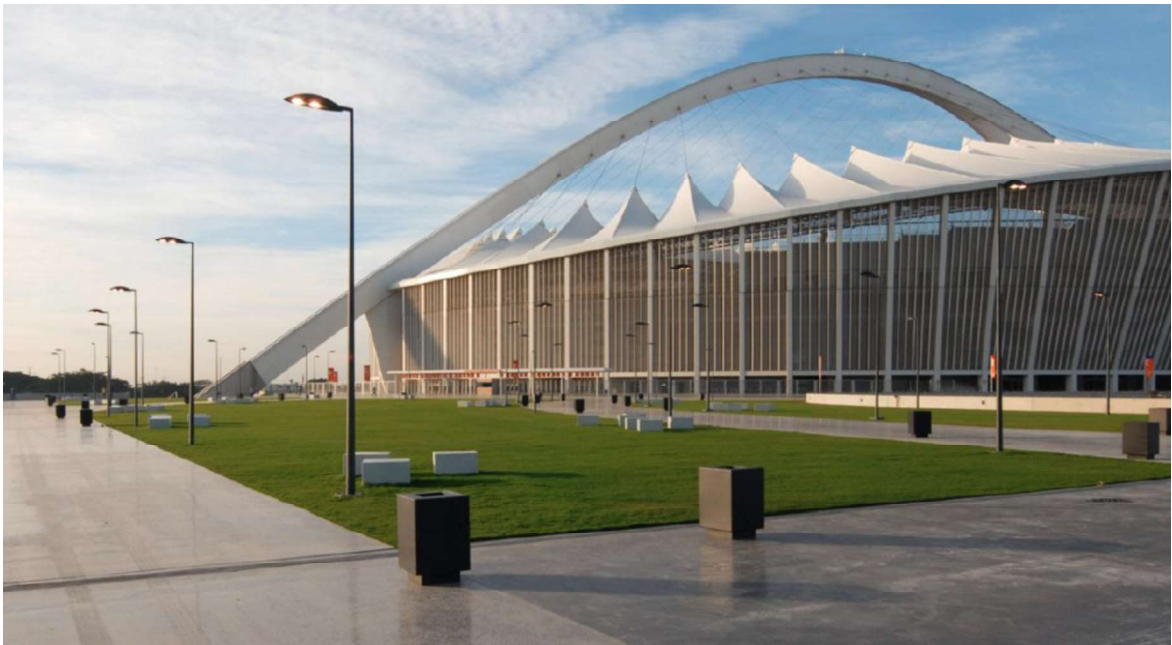
Lesego Maseko

Chairperson of the Finance Committee

SACLAP

14 September 2022

PART D: HUMAN RESOURCE MANAGEMENT



INTRODUCTION

The overall Human resource situation of Council remains the same as the previous reporting. TSM Accounting PTY LTD continue to handle the bookkeeping and accounting function.

1. HUMAN RESOURCE OVERSIGHT STATISTICS

1.1 *Personnel Cost by programme/ activity/ objective*

See attached AFS report (Part E)

1.2 *Personnel cost by salary band*

See attached AFS report (Part E)

1.3 *Performance Rewards*

No performance rewards were paid this financial year. Staff annual salaries are divided by 13 to ensure that

1.4 *Training Costs*

No staff training was undertaken during this financial year due to budget constraints.

1.5 *Employment and vacancies*

Registrars Assistant who also functions as a Registration Administrator was appointed on 1 October 2017.

Registrar was appointed on 1 November 2017.

Existing vacancies as per the developmental organogram in the SACLAP strategic plan have not been filled due to financial constraints.

1.6 *Performance Rewards*

SACLAP was unable to give staff performance rewards during the period under review.

Programme//activity/objective	Performance rewards	Personnel Expenditure (R'000)	% of performance rewards to total personnel cost (R'000)
Top Management	0	0	0
Senior Management	0	0	0
Professional qualified	0	0	0
Skilled	0	0	0
Semi-skilled	0	0	0
Unskilled	0	0	0
TOTAL	0	0	0

1.7 *Employment and vacancies*

Due to the financial strain, SACLAP was not able to fulfil the intention to employ additional staff as the strategic plan and the sustainability plan.

1.8 *Employment changes*

The employment profile of SACLAP remained the same during the period under review, except for the 3 months when a temp was appointed as relief during the maternity leave of the Registrar's Assistant/Registration Administrator.

Salary Band	Employment at beginning of period	Appointments	Terminations	Employment at end of the period
Top Management	0	0	0	1
Senior Management	0	0	0	0
Professional qualified	0	0	0	0
Skilled	0	0	0	1
Semi-skilled	0	0	0	0
Unskilled	0	0	0	0
Total	0	0	0	2

1.9 Reasons for staff leaving

Reason	Number	% of total no. of staff leaving
Death	0	N/A
Resignation	0	N/A
Dismissal	0	N/A
Retirement	0	N/A
Ill health	0	N/A
Expiry of contract	0	N/A
Other	0	N/A
Total	0	0

1.10 Equity Target and Employment Equity Status

SACLAP does not have any equity targets due to the small size of the organisation. At present the 2 permanent staff are both Female Africans. Both are not disabled.

1.11 Employment changes

No changes occurred during the period under review.

Salary Band	Employment at beginning of period	Appointments	Terminations	Employment at end of the period
Top Management	N/A	N/A	N/A	N/A
Senior Management	N/A	N/A	N/A	N/A
Professional qualified	N/A	N/A	N/A	N/A
Skilled	N/A	N/A	N/A	N/A
Semi-skilled	N/A	N/A	N/A	N/A
Unskilled	N/A	N/A	N/A	N/A
Total	N/A	N/A	N/A	N/A

1.12 Reasons for staff leaving

Reason	Number	% of total no. of staff leaving
Death	0	N/A
Resignation	0	N/A
Dismissal	0	N/A
Retirement	0	N/A
Ill health	0	N/A
Expiry of contract	0	N/A
Other	0	N/A
Total	0	0

1.13 Labour Relations: Misconduct and disciplinary action

Nature of disciplinary Action	Number
Verbal Warning	0
Written Warning	0
Final Written warning	0
Dismissal	0
Total	0

1.14 Equity Target and Employment Equity Status

SACLAP does not have any specific targets now safe to say the transformation agenda is very high on its strategic focus. Both staff members are African female.

PART E: FINANCIAL INFORMATION



**South African Council for the Landscape Architectural Profession
Annual financial statements
for the year ended March 31, 2022**

South African Council for the Landscape Architectural Profession

Annual Financial Statements for the year ended March 31, 2022

General Information

Country of incorporation and domicile	South Africa
Directors	Mr Edward Hutamo(President) Mr Aphelele Cengimbo Mrs Landie Meyer(Vice President) Ms Lesego Maseko Adv Keitumetse Mahlangu Dr Kara-Lee Prinsloo Mr Willie Mothowamodimo Mr Mashudu Gavhi Mr Bongumusa Mthembu Mr Johan van Rooyen Mrs Cecilia Chinga (Registrar)
Business address	C/O CBE Office 2nd Floor, Block A, Corobay Corner Corobay Avenue Waterkloof Glen 0181
Postal address	C/O CBE Office 2nd Floor, Block A, Corobay Corner Corobay Avenue Corobay Avenue 0181
Bankers	Nedbank Investec Bank Limited
Auditors	MFS Audit Tax & Advisory Inc Chartered Accountants (SA) Registered Auditors Building 2, Woodmead Country Club Estate 21 Woodlands Drive Woodmead Johannesburg 2052
Preparer	The annual financial statements were internally compiled by: TSM Accountants and Consultants Professional Accountant(SA)

South African Council for the Landscape Architectural Profession

Annual Financial Statements for the year ended March 31, 2022

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Statement of Financial Position	67
Statement of Profit or Loss and Other Comprehensive Income	68
Statement of Changes in Equity	69
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Notes to the Annual Financial Statements	73-74
The following supplementary information does not form part of the annual financial statements and is unaudited:	
Detailed Income Statement	75-76

Published

September 13, 2022

South African Council for the Landscape Architectural Profession

Annual Financial Statements for the year ended March 31, 2022

Council members' Responsibilities and Approval

The council members are required in terms of the Landscape Architectural Profession Act of South Africa 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 International Financial Reporting Standards. The external auditors are engaged to express an independent opinion on the annual financial statements.

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

The council members acknowledge that they are ultimately responsible for the system of internal financial control established by the company 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 have reviewed the council's cash flow forecast for the year to March 31, 2023 and, in light of this review and the current financial position, they are satisfied that the council has or had access to adequate resources to continue in operational existence for the foreseeable future.

The external auditors are 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 auditors and their report is presented on pages 6 to 7.

The financial statements set out on pages 8 to 17, which have been prepared on the going concern basis, were approved by the council on September 13, 2022 and were signed on their behalf by:

Approval of financial statements



Mr Edward Hutamo(President)



Mrs Cecilia Chinga (Registrar)

South African Council for the Landscape Architectural Profession

Annual Financial Statements for the year ended March 31, 2022

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 March 31, 2022.

1. Nature of business

South African Council for the Landscape Architectural Profession was incorporated in South Africa with interests in the Non - Profit industry. The company 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 Standards 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 Edward Hutamo(President)
Mr Aphelele Cengimbo
Mrs Landie Meyer(Vice President)
Ms Lesego Maseko
Adv Keitumetse Mahlangu
Dr Kara-Lee Prinsloo
Mr Willie Mothowamodimo
Mr Mashudu Gavhi
Mr Bongumusa Mthembu
Mr Johan van Rooyen
Mrs Cecilia Chinga (Registrar)

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 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

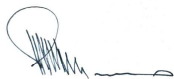
MFS Audit Tax & Advisory Inc continued in office as auditors for the council for 2022.

South African Council for the Landscape Architectural Profession

Annual Financial Statements for the year ended March 31, 2022

Council members' Report

The annual financial statements set out on pages 8 to 17, which have been prepared on the going concern basis, were approved by the council on September 13, 2022, and were signed on its behalf by:



Mr Edward Hutamo(President)



Mrs Cecilia Chinga (Registrar)



Independent Auditor's Report

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

Opinion

We have audited the financial statements of South African Council for the Landscape Architectural Profession set out on pages 67 to 74, which comprise the statement of financial position as at 31 March 2022, and the statement of comprehensive income, the statement of changes in equity and the statement of cash flows for the year then ended, and notes to the financial statements, including a summary of significant accounting policies.

In our opinion, the financial statements present fairly, in all material respects, the financial position of South African Council for the Landscape Architectural Profession as at 31 March 2022, and its financial performance and cash flows for the year then ended in accordance with the 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 (ISAs). Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the 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 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 corresponding sections of the International Ethics Standards Board for Accountants' International Code of Ethics for Professional Accountants (including International Independence Standards). We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Other Information

The registrar is responsible for the other information. The other information comprises the information included in the document titled "South African Council for the Landscape Architectural Profession Annual Financial Statements for the year ended 31 March 2022", which includes the Council member's Report, and the statement of Council member's Responsibilities and Approval as required by the Landscape Architectural Profession Act 45 of 2000, which we obtained prior to the date of this report, the Annual Report, which is expected to be made available to us after that date, and the supplementary information set out on pages 75 to 76. The other information does not include the financial statements and our auditor's report thereon.

Our opinion on the 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 financial statements, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the 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 Registrar for the Financial Statements

The registrar is responsible for the preparation and fair presentation of the financial statements in accordance with the 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 registrar determines is necessary to enable the preparation of Financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the registrar is 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 registrar either intends to liquidate the council or to cease operations, or has no realistic alternative but to do so.

Auditor's Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the 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 ISAs 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 financial statements.

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

- Identify and assess the risks of material misstatement of the 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 registrar.
- Conclude on the appropriateness of the council member's 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 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 financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

We communicate with the registrar 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.

14 September 2022

MFS
Audit, Tax & Advisory Inc,
MFS Audit Tax and Advisory Inc
Muhammad Moolla
Registered Auditor

Building 2, Woodmead Country Club Estate
21 Woodlands Drive
Woodmead
2052

South African Council for the Landscape Architectural Profession

Annual Financial Statements for the year ended March 31, 2022

Statement of Financial Position as at March 31, 2022

Figures in Rand		Note(s)	2022	2021
Assets				
Non-Current Assets				
Property, plant and equipment	<u>20.20</u>	2	21,431	41,821
Current Assets				
Trade and other receivables	<u>31.20</u>	3	1,587,006	1,202,965
Cash and cash equivalents	<u>32.20</u>		180,754	38,819
			1,767,760	1,241,784
Total Assets			1,789,191	1,283,605
Equity and Liabilities				
Equity				
Retained income	<u>40.24</u>		1,789,191	1,308,510
Liabilities				
Current Liabilities				
Trade Payables	<u>43.27.25</u>		-	(24,905)
Total Equity and Liabilities			1,789,191	1,283,605

South African Council for the Landscape Architectural Profession

Annual Financial Statements for the year ended March 31, 2022

Statement of Profit or Loss and Other Comprehensive Income

Figures in Rand	Note(s)	2022	2021
Revenue	4	3,012,328	1,897,973
Other operating income	5	-	12,150
Other operating expenses		(2,541,132)	(1,547,506)
Operating profit	6	471,196	362,617
Investment income	8	9,485	860
Profit for the year		480,681	363,477
Other comprehensive income		-	-
Total comprehensive income for the year		480,681	363,477

South African Council for the Landscape Architectural Profession

Annual Financial Statements for the year ended March 31, 2022

Statement of Changes in Equity

Figures in Rand	Retained income	Total equity
Balance at April 1, 2020	945,033	945,033
Profit for the year	363,477	363,477
Other comprehensive income	-	-
Total comprehensive income for the year	363,477	363,477
Balance at April 1, 2021	1,308,510	1,308,510
Profit for the year	480,681	480,681
Other comprehensive income	-	-
Total comprehensive income for the year	480,681	480,681
Balance at March 31, 2022	1,789,191	1,789,191

Note(s)

The accounting policies on pages 12 to 13 and the notes on pages 14 to 15 form an integral part of the annual financial statements.

* The translation deficit represents the cumulative position of translation gains and losses arising from the conversion of the net assets of the foreign subsidiary companies, and also the long term loan to a subsidiary company, to the reporting currency.

South African Council for the Landscape Architectural Profession

Annual Financial Statements for the year ended March 31, 2022

Statement of Cash Flows

Figures in Rand	Note(s)	2022	2021
Cash flows from operating activities			
Cash generated from/(used in) operations		107,545	(74,783)
Interest income		9,485	860
Net cash from operating activities		117,030	(73,923)
Cash flows from investing activities			
Cash flows from financing activities			
Movement in other liability 1		24,905	(32,416)
Total cash movement for the year		141,935	(106,339)
Cash at the beginning of the year		38,819	145,158
Total cash at end of the year		180,754	38,819

South African Council for the Landscape Architectural Profession

Annual Financial Statements for the year ended March 31, 2022

Accounting Policies

Corporate information

1. Significant accounting policies

The principal accounting policies applied in the preparation of these annual financial statements are set out below.

1.1 Property, plant and equipment

Property, plant and equipment are tangible assets which the company holds for its own use or for rental to others and which are expected to be used for more than one year.

An item of property, plant and equipment is recognised as an asset when it is probable that future economic benefits associated with the item will flow to the company, and the cost of the item can be measured reliably.

Property, plant and equipment is initially measured at cost. Cost includes all of the expenditure which is directly attributable to the acquisition or construction of the asset, including the capitalisation of borrowing costs on qualifying assets and adjustments in respect of hedge accounting, where appropriate.

Expenditure incurred subsequently for major services, additions to or replacements of parts of property, plant and equipment are capitalised if it is probable that future economic benefits associated with the expenditure will flow to the company and the cost can be measured reliably. Day to day servicing costs are included in profit or loss in the year in which they are incurred.

Depreciation of an asset commences when the asset is available for use as intended by management. Depreciation is charged to write off the asset's carrying amount over its estimated useful life to its estimated residual value, using a method that best reflects the pattern in which the asset's economic benefits are consumed by the company. Leased assets are depreciated in a consistent manner over the shorter of their expected useful lives and the lease term. Depreciation is not charged to an asset if its estimated residual value exceeds or is equal to its carrying amount. Depreciation of an asset ceases at the earlier of the date that the asset is classified as held for sale or derecognised.

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

Item	Depreciation method	Average useful life
Office equipment	Straight line	4 Years
IT equipment	Straight line	4 Years

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

Each part of an item of property, plant and equipment with a cost that is significant in relation to the total cost of the item is depreciated separately.

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

Impairment tests are performed on property, plant and equipment when there is an indicator that they may be impaired. When the carrying amount of an item of property, plant and equipment is assessed to be higher than the estimated recoverable amount, an impairment loss is recognised immediately in profit or loss to bring the carrying amount in line with the recoverable amount.

An item of property, plant and equipment is derecognised upon disposal or when no future economic benefits are expected from its continued use or disposal. Any gain or loss arising from the derecognition of an item of property, plant and equipment, determined as the difference between the net disposal proceeds, if any, and the carrying amount of the item, is included in profit or loss when the item is derecognised.

1.2 Financial instruments

Financial instruments held by the council are classified in accordance with the provisions of IFRS 9 Financial Instruments.

Broadly, the classification possibilities, which are adopted by the council, as applicable, are as follows:

Financial assets which are equity instruments:

South African Council for the Landscape Architectural Profession

Annual Financial Statements for the year ended March 31, 2022

Accounting Policies

1.2 Financial instruments (continued)

- Mandatorily at fair value through profit or loss; or
- Designated as at fair value through other comprehensive income. (This designation is not available to equity instruments which are held for trading or which are contingent consideration in a business combination).

Financial assets which are debt instruments:

- Amortised cost. (This category applies only when the contractual terms of the instrument give rise, on specified dates, to cash flows that are solely payments of principal and interest on principal, and where the instrument is held under a business model whose objective is met by holding the instrument to collect contractual cash flows); or
- Fair value through other comprehensive income. (This category applies only when the contractual terms of the instrument give rise, on specified dates, to cash flows that are solely payments of principal and interest on principal, and where the instrument is held under a business model whose objective is achieved by both collecting contractual cash flows and selling the instruments); or
- Mandatorily at fair value through profit or loss. (This classification automatically applies to all debt instruments which do not qualify as at amortised cost or at fair value through other comprehensive income); or
- Designated at fair value through profit or loss. (This classification option can only be applied when it eliminates or significantly reduces an accounting mismatch).

1.3 Revenue

Revenue comprises of annual membership fees for registered persons. Revenue is stated at the invoice amount and is exclusive of value added taxation.

South African Council for the Landscape Architectural Profession

Annual Financial Statements for the year ended March 31, 2022

Notes to the Annual Financial Statements

Figures in Rand	2022	2021
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2. Property, plant and equipment

	2022			2021		
	Cost or revaluation	Accumulated depreciation	Carrying value	Cost or revaluation	Accumulated depreciation	Carrying value
Office equipment	26,321	(15,090)	11,231	26,321	(11,409)	14,912
IT equipment	83,511	(73,311)	10,200	83,511	(56,602)	26,909
Total	109,832	(88,401)	21,431	109,832	(68,011)	41,821

3. Trade and other receivables

Financial instruments:

Trade receivables	1,587,006	1,202,965
Total trade and other receivables	1,587,006	1,202,965

4. Revenue

Revenue from contracts with customers

Grant Income	1,122,000	345,823
Revenue	1,890,328	1,552,150
	3,012,328	1,897,973

5. Other operating income

Administration and management fees received	-	8,250
Government grants	-	3,900
	-	12,150

6. Operating profit (loss)

Operating profit for the year is stated after charging (crediting) the following, amongst others:

Remuneration, other than to employees

Consulting and professional services	72,000	116,270
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Employee costs

Salaries, wages, bonuses and other benefits	1,478,053	1,263,400
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Depreciation and amortisation

Depreciation of property, plant and equipment	20,390	20,390
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Expenses by nature

The total cost of sales, selling and distribution expenses, marketing expenses, general and administrative expenses, research and development expenses, maintenance expenses and other operating expenses are analysed by nature as follows:

Employee costs	1,478,053	1,263,400
Lease expenses	748,000	-
Depreciation, amortisation and impairment	20,390	20,390
Other expenses	294,689	263,716
	2,541,132	1,547,506

South African Council for the Landscape Architectural Profession

Annual Financial Statements for the year ended March 31, 2022

Notes to the Annual Financial Statements

Figures in Rand	2022	2021
7. Depreciation, amortisation and impairment losses		
Depreciation		
Property, plant and equipment	20,390	20,390
8. Investment income		
Interest income		
Investments in financial assets:		
Bank and other cash	9,485	860

Investment income on financial instruments which are available for sale or held to maturity are only presented for comparative purposes for financial instruments held in the prior reporting period but which were disposed of prior to the beginning current reporting period, which is the date of adoption of IFRS 9 Financial Instruments. Investment income on all other financial assets has been reclassified in compliance with IFRS 9.

South African Council for the Landscape Architectural Profession

Annual Financial Statements for the year ended March 31, 2022

Detailed Income Statement

Figures in Rand	Note(s)	2022	2021
Revenue			
Grant Income		1,122,000	345,823
Revenue		1,890,328	1,552,150
	4	3,012,328	1,897,973
Other operating income			
Administration and management fees received		-	8,250
Government grants		-	3,900
	5	-	12,150
Expenses (Refer to page 17)		(2,541,132)	(1,547,506)
Operating profit	6	471,196	362,617
Investment income	8	9,485	860
Profit for the year		480,681	363,477

South African Council for the Landscape Architectural Profession

Annual Financial Statements for the year ended March 31, 2022

Detailed Income Statement

Figures in Rand	Note(s)	2022	2021
Other operating expenses			
Bank charges		(1,677)	(482)
Computer expenses		(6,372)	(6,598)
Consulting and professional fees		(72,000)	(116,270)
Depreciation		(20,390)	(20,390)
Donations		-	(7,100)
Employee costs		(1,478,053)	(1,263,400)
Entertainment		-	(818)
Honorarium		(5,000)	(18,500)
IT Expenses (Consulting Fees)		(61,676)	(5,812)
Insurance		(9,744)	(7,681)
Mentorship Fees		(748,000)	-
Levies		-	(13,335)
Medical expenses		(89,541)	-
Postage		(125)	-
Printing and stationery		(3,717)	(5,687)
Repairs and maintenance		(260)	(1,190)
Telephone and fax		(44,577)	(37,886)
Travel - local		-	(42,357)
		(2,541,132)	(1,547,506)