



BUILDING THE PROFESSION
TO BUILD THE FUTURE
Est. 1987

MINUTES OF
THE 37TH ANNUAL GENERAL MEETING
OF MEMBERS OF SAIAT

held on

SATURDAY 05 OCTOBER 2024



MINUTES OF THE 37TH ANNUAL GENERAL MEETING OF MEMBERS

SATURDAY 05 OCTOBER 2024

VIA GOTOWEBINAR

1. REGISTRATION AND ATTENDANCE REGISTER

The attendance register was automated by the GoToWebinar platform and attached as Annexure 1.

2. WELCOME

The SAIAT President, Linke Ströhmenger, started the meeting at 10:00 and welcomed everyone who had logged in online and taken time out of their Saturday.

She mentioned the high attendance rate and invited all to participate in the meeting.

A special welcome was extended to Nomsa Ngwenya and Tinashe Kunaka of Alan Gray, a well-known financial institution that approached SAIAT for collaboration opportunities with the members.

The microphone was handed over to Nomsa to start the meeting with a short CPD presentation by Alan Gray.

3. CPD PRESENTATION: ALAN GRAY

Nomsa Ngwenya and Tinashe Kunake, via a PowerPoint presentation, discussed the new legislation about the Two-pot Retirement System. When done, they were thanked and excused from the rest of the meeting.

The presentation is attached as Annexure 2.

4. NOTICE OF CONVENING THE MEETING

According to the SAIAT Constitution, Frans Dekker read the notice convening the 37th Annual General Meeting of Members. The original invitation was sent out via personalised emails using Outlook.

It was mentioned that members must stay online for the entire duration of the meeting to receive Category 1 CPD points for the Alan Gray presentation.

It was confirmed that the meeting was quorate. Apologies received via email were noted. They were from

1. Simon Breetzke
2. Amanda Cloete-Davidson
3. Dieter Oltmann
4. Gabriel Cande
5. Bruce Eaglestone
6. Lydia Muhl
7. Mike Morrison
8. Lionel Dick
9. Michelle van Breemen
10. Ari Bezuidenhout
11. André Nel
12. Johan Marais
13. Francois Goddard
14. Gerrit Bothma
15. Amy Krause
16. Jacqueline James
17. Willie Gouws
18. Andrea Schoombie
19. Carl Havemann
20. Michelle Hough
21. Justin Schoeman
22. Letitia Badenhorst-Van Zyl
23. Hardie van Schalkwyk
24. Dean Scott-Hayward
25. Ismail Lockhat
26. Christian Smith
27. Andre Snyders
28. Erica McGilton
29. Lucy Vosloo
30. Danie van Rooyen
31. Liezel Raath
32. Lorraine Allem
33. Anthony Fleetwood
34. Joan Camp
35. Ryan Cox
36. Dieter Oltman

- 37. Simon Kumm
- 38. Johan Heyneke (AAAMSA)
- 39: Pierre Opperman
- 40: Sandi Morton

It was requested that, should any attendee know of any other member who may have indicated their apologies, they advise Sandi Morton via e-mail to be included in the minutes.

5. CONFIRMATION OF THE MINUTES OF THE 36TH ANNUAL GENERAL MEETING OF MEMBERS HELD ON 14 OCTOBER 2023

The minutes of the 36th Annual General Meeting of Members held on 14 October 2023 were projected online, page by page.

Approved: Brent Adams
Seconded: Mark Greaves

6. CONFIRMATION OF THE MINUTES OF THE SPECIAL GENERAL MEETING OF MEMBERS HELD ON 24 AUGUST 2024

The minutes of the Special General Meeting of Members held on 24 October 2024 were projected online, page by page.

Approved: Dianne Garcia
Seconded: Jan Blignaut

7. CONFIRMATION OF THE AGENDA

The agenda was confirmed without any additional items to be added.

8. REGIONAL AND SECTION REPORTS

Each regional chairperson and the co-opted section heads reported on their area of responsibility.

A scheduled break was then taken.

9. EXECUTIVE COMMITTEE REPORT

Frans Dekker, as the Managing Director, has the responsibility to oversee finances and administration, and thus presented the Executive Committee's annual Membership and Financial Reports, which included the 2025 Budget.

It was mentioned that for the first time since being involved in the administration of the Institute, a legal opinion had to be sought regarding the conduct of a member.

It was also a first to open a criminal case of fraud against a professional who had previously applied to become a member of the Institute but whose membership was terminated due to non-payment.

Extracts from the Financial Report prepared by Moore Infinity Inc. were projected. Anyone who wishes to study the report in detail can request to do so by prior arrangement at the SAIAT offices.

A loss of R391,339.00 for 2023 was reported, which was offset by investments made during the years preceding the COVID pandemic.

An age analysis of outstanding membership fees for 2023 was screened, and a concern was expressed regarding the high amount, which remains exceptionally high despite the introduction of the SANLAM DebiCheck Debit order system at the beginning of the year.

Some members were indeed handed over to the legal firm Write Rose-Innes for collection.

Budget 2025

The 2025 Budget was approved by both the Board of Directors and the National Committee of Members after several meetings and deliberations. Unfortunately, an increase in membership fees for 2025 was necessary.

It was highlighted that the income from CPD has dropped over the past years, forcing the Institute to introduce a new pricing system based on the duration of an event.

As per the latest changes to the SAIAT Constitution, invoices for the 2025 membership fees were generated and forwarded to members at the end of August 2024. This is to allow members enough time to pay their fees by 31 December 2024.

As of 01 January 2025, membership certificates and PI certificates will only be issued to members who have settled their accounts in full.

The 2025 Budget is attached as Annexure 3.

Members

Membership statistics were projected, showing a total membership – excluding Corporate Members – of 1,279. The racial demographics still indicate that most members are white.

All member files are being converted to digital files.

A new category of membership, known as Affiliate Membership, was introduced to enable professionals who are members of other voluntary associations to also benefit from the SAIAT Professional Indemnity Insurance Scheme.

CPD

Changes were made to the way the Institute presents CPD. SAIAT offers two types of CPD events: CPD Events Live and CPD Events Online.

The SAIAT CPD Online Events are available online and pre-recorded, with content made available on demand via the SAIAT e-Portal. Certificates will be generated once a month for those who have completed it. Events are also categorised in terms of the Council for the Architectural Profession's ten categories of competence.

The Institute continues to present live events at venues via SAIAT CPD Event Live. This is done in two ways: the first is exclusive to companies, local authorities, and government departments, and the second is open to all professionals.

The 19.87 Talk Show will still be hosted every month for free, but a SAIAT 19.87 Doccie has been introduced, which is hosted every other month on a Saturday morning.

SAIAT continues to validate events hosted by other parties as per the mandate given by the South African Council for the Architectural Profession.

For the period from 01 January to 31 December 2023, the Institute issued 6,509 Category 1 CPD certificates, totalling 2,691.2 CPD points. The point allocation was still done using the old method here.

For the period from 01 January to 31 August 2024, the Institute issued 3,966 Category 1 CPD certificates, totalling 1,466.55 CPD points.

Industry Participation

The Institute participated in Decorex 2024 in Johannesburg with a stall sponsored by Rhinowood.

Frans Dekker, although appointed in a personal capacity, represents the professionals on the SACAP Identification of Work sub-committee. A new building classification system will replace the existing Matrix when published.

The Council is also developing, with the input from Frans Dekker, an AI system for checking building plans for compliance before submitting them to a Local Authority.

Frans Dekker and Marcel Keuter represent the Institute on several standards-writing technical committees at the South African Bureau of Standards.

The report of the Executive Committee is attached as Annexure 5.

10. MOTIONS

No Motions were received.

11. PRESIDENT'S ADDRESS

We are dreamers of forms and shapers of spaces, and sometimes we manage it within a budget.

Architectural professionals are the magicians of space. Architecture is about envisioning possibilities and then translating them into reality to address society's needs. We are the stewards of the environment and the custodians of culture.

We meet today to celebrate the weird and wonderful world we occupy. We conduct this grand symphony called architecture, bringing the music to life.

We persist because what we create is worth the stumble.

Architecture has a transformative power to shape life, influence behaviour, and uplift communities. We must lead by example, demonstrating that architecture can be both beautiful and sustainable.

We must not forget our role as mentors and educators – the next generation is learning from both our successes and our failures. Although the future is in the hands of the next generation, we must light the way. The doors to this profession must stay open to all.

We must never lose the spirit of play in our work. Play is where innovation starts, where we tell stories through our designs.

The future belongs to those who dream, and as architectural professionals, we are professional dreamers.

12. CLOSURE AND NEXT MEETING

Jannette Bronchi, SAIAT Vice President, summarised the morning's proceedings and thanked everyone for their support over the past year.

The next meeting is provisionally scheduled for Saturday, 04 October 2024.

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Signed as an accurate record of the proceedings, and subject to any corrections noted in this meeting and recorded in the subsequent minutes.

CONFIRMED: _____

DATE: _____

ANNEXURE 1



ATTENDANCE REGISTER 37TH AGM

1 DEKKER, FRANS	50 MAEMA, PATRIC
2 STRÖHMENGER, LINKE	51 MANJOO, MEHROONISA
3 SMITH, MARIUS	52 MOSTERT, HERCULAAS
4 MUKOME, BLESSING	53 MYHILL, EVAN
5 ARENDSE, LEROY	54 MAISELA, NTEBOGENG
6 KEUTER, MARCEL	55 MALIBA , MANDLA
7 EHLERS, ROELF	56 MALL, NADINE
8 BASSON, STEVEN	57 MAQOLO, MOLUNYANE
9 KEUTER, SHARON	58 MASHA, JOEL
10 ADAMS, BRENT	59 MASHININI, SHILA
11 ADAMS, MARK	60 MAYER, LESLEY
12 AMBROSE, ADY	61 METENE, EMANUEL
13 BARNARD, JOHANNES	62 MOLIPA, SELLO
14 BEECH, NICHOLAS	63 MOODLEY, MAGENDRAN
15 BLIGNAUT, JAN	64 MUGWAGWA, CHARLES
16 BOTHMA, RIAAN	65 NAICKER, KESAVAN
17 BOUCHER, RUSSELL	66 NCUBE, PHILLISANE
18 BRONCHI, JANNETTE	67 NDOU, HONESTY
19 CAKWEBE, BONGITHAMSANQA	68 NDZINGANI, FIKILE
20 CARDWELL, CLAIRE	69 PARNELL, VICTORIO
21 CHONG SENG, MARC	70 PATEY, MARTIN
22 COETSEE, COBUS	71 PILLAY, CLYDE
23 DU PLESSIS, PHILLIPUS	72 RAUTENBACH, GERT
24 DE JAGER, STELLA	73 SERFONTEIN, PAULA
25 DEEKS, TRACY	74 SPRINGORUM, LINDSEY
26 DEWAR, QUINTON	75 SCHWERIN, ELIZE
27 DICK, LIONEL	76 SEBATE, KATLEGO
28 DILRAJH, RUDI	77 SHAMOUN, NAZLEEN
29 DURHAM, CHERY	78 SHORT, MORNAY
30 ELS, JOHAN	79 SINDANA, LEONARD
31 GAMZANA, LOYISO	80 SLABBERT, EMILE
32 GARCIA, DIANE	81 SMIT, VIVIAN
33 GREAVES, MARK	82 SMITH, ANGELA
34 GARCIA, DON	83 SUTCLIFFE, TIMOTHY
35 GLASSPOOLE, ARNIE	84 SWART, MARIUS
36 GURNEY, DAVID	85 TLHABANG, MATONG
37 GWIJI, THABISA	86 TOPPER, MALCOLM
38 HEEGER, SHAUN	87 TROH, SARAH
39 HENSLEY, ANDRIES	88 VAN WYNGAARD, PIETER
40 HERBERT, GARETH	89 VAHED, EBRAHIM
41 HOFFMAN, JAAP	90 VAN ROOYEN, HENNIE
42 JANSSEN VAN VUUREN, STEPHAN	91 VOGEL, WIKUS
43 JONES, JORDAN	92 BASTOS, MICHAEL
44 KEYSER, DAWID	93 FARRELL, ZELDA
45 KINSELLA, CONNOR	94 FISHER, QUINTON
46 KOORZEN, LOFTY	95 HAMMERS, WILL
47 LURIE, KEITH	96 HARDING, LYNETTE
48 LE ROUX, DEON	97 VAN DIJK, MARQUERETT
49 LEGOBE, OLEBOGENG	

ANNEXURE 2



The South African Institute of Architectural Technologists AGM

Nomsa Ngwenya and Tinashe Kunaka
05 October 2024



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AG **Agenda**

Who we are

Two-pot retirement system

Q&A

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2



Our founder



3



Our purpose is to help clients build wealth over the long-term



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AG **Locations Allan Gray and Orbis**
 Integrated global capability

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AG **Our investment philosophy**
 Theory of share price and intrinsic value

- Value of business measured by share price
- Intrinsic value of business
- Margin of safety
- Extreme events

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We are comfortable being different



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Agenda

Who we are

Two-pot retirement system

Q&A

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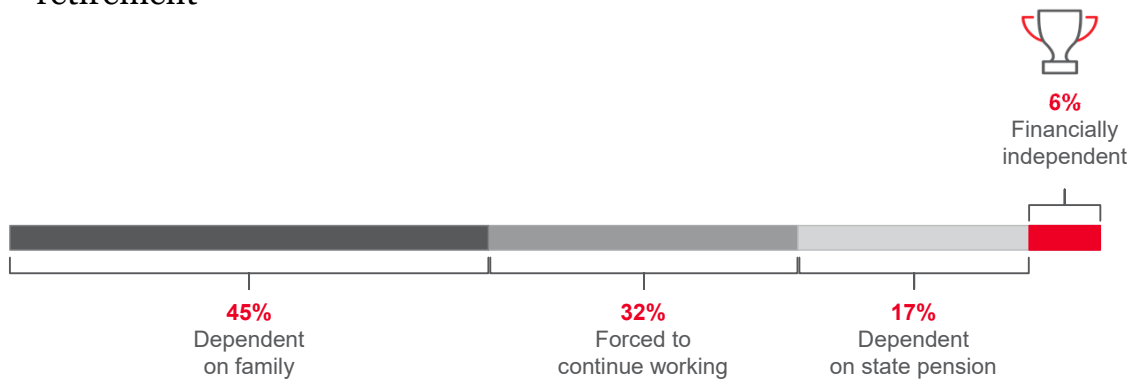


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Two-pot retirement system

Why the changes: Most South Africans don't save anywhere near enough for retirement



Source: National Treasury

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Two-pot retirement system

“The two-pot system is meant to support **long-term retirement savings** while offering **flexibility** to help fund members in financial distress.”

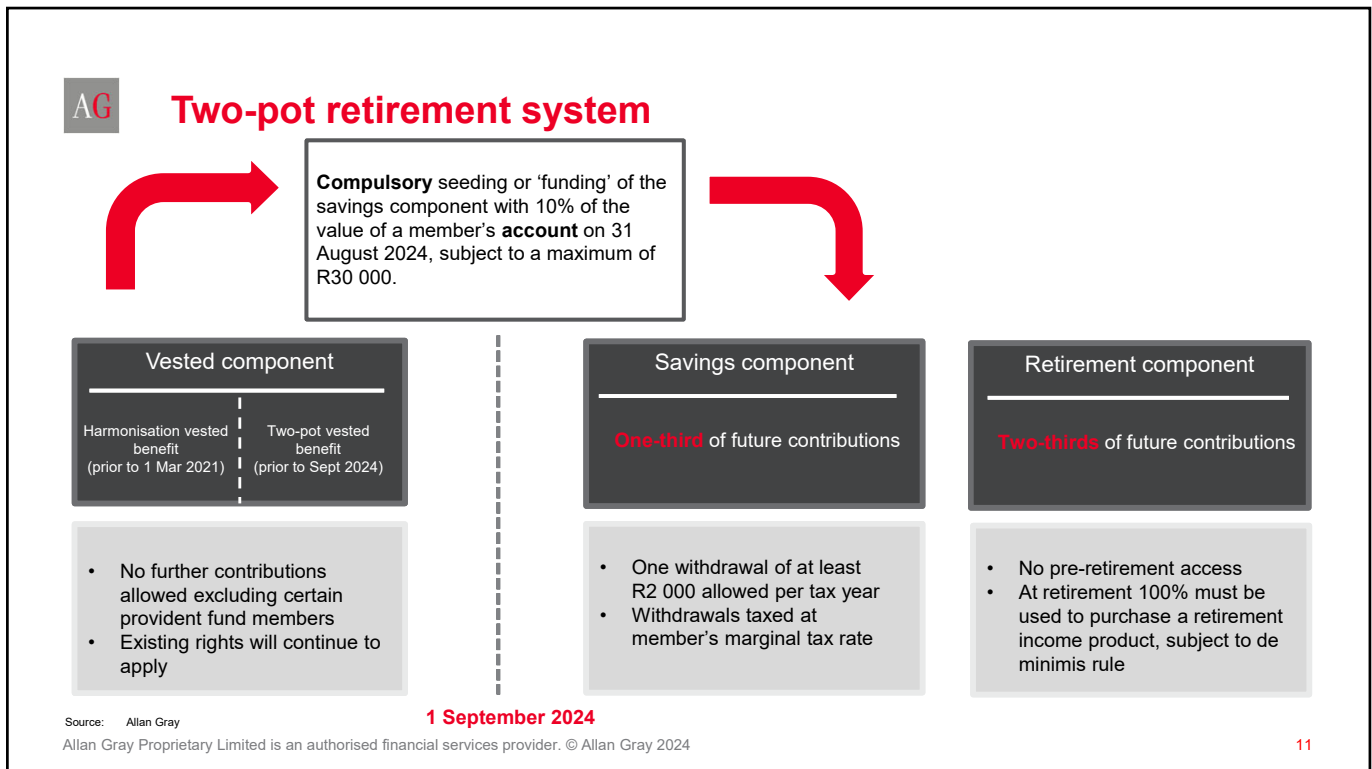
- National Treasury

Source: National Treasury

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AG Two-pot retirement system

Member has an existing balance of R100 000 in the Allan Gray Balanced Fund

Implementation date

Account overview	
Allan Gray Balanced Fund	R100 000
Total	R100 000

Component breakdown	
Vested	R100 000
Retirement	R0
Savings	R0
Total	R100 000

Source: Allan Gray
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Two-pot retirement system

Member has an existing balance of R100 000 in the Allan Gray Balanced Fund

Seeding

Account overview	
Allan Gray Balanced Fund	R100 000
Total	R100 000
Component breakdown	
Vested	R90 000
Retirement	R0
Savings	R10 000
Total	R100 000

(The lower of 10% or R30 000)

Source: Allan Gray

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Two-pot retirement system

Member makes an additional contribution of R60 000 into the Allan Gray Stable Fund

Additional contribution

Account overview	
Allan Gray Balanced Fund	R100 000
Allan Gray Stable Fund	R60 000
Total	R160 000
Component breakdown	
Vested	R90 000
Retirement	R40 000
Savings	R30 000
Total	R160 000

Source: Allan Gray

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Two-pot retirement system

Investment performance of 10%. Each component shares in the performance of the overall account

Market growth

Account overview	
Allan Gray Balanced Fund	R110 000
Allan Gray Stable Fund	R66 000
Total	R176 000
Component breakdown	
Vested	R99 000
Retirement	R44 000
Savings	R33 000
Total	R176 000

Source: Allan Gray

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Two-pot retirement system

Member withdraws R20 000 from their savings component, in an emergency situation

Withdrawal

Account overview	
Allan Gray Balanced Fund	R100 000
Allan Gray Stable Fund	R56 000
Total	R156 000
Component breakdown	
Vested	R99 000
Retirement	R44 000
Savings	R13 000
Total	R156 000

Source: Allan Gray

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Emergency withdrawals

Consider the following before you decide to withdraw from your savings component

- You only get one withdrawal per tax year
- The withdrawal amount can be reduced by tax
- The withdrawal will leave you with less money at retirement
- You will lose the compound growth on the withdrawn amount

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Q & A ?

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How to get in touch with us?

- Allan Gray Client Service Centre
- Email: info@allangray.co.za
- Contact number: **0860 000 654**
- Website: www.allangray.co.za

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ALLAN GRAY
LONG-TERM INVESTING

Thank You



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Performance

Performance figures are for lump sum investments with income distributions reinvested. Where annualised performance is mentioned, this refers to the average return per year over the period. Actual investor performance may differ as a result of the investment date, the date of reinvestment and dividend withholding tax. Movements in exchange rates may also be the cause of the value of underlying international investments going up or down. Different classes of units apply to the Equity, Balanced, Stable and Optimal funds only and are subject to different fees and charges. Unit trust prices are calculated on a net asset value basis, which is the total market value of all assets in the Fund including any income accruals and less any permissible deductions from the Fund, divided by the number of units in issue. Forward pricing is used and fund valuations take place at approximately 16:00 each business day. Purchase and redemption requests must be received by 14:00 each business day to receive that day's price. Unit trust prices are available daily on www.allangray.co.za. Permissible deductions may include management fees, brokerage, Securities Transfer Tax (STT), auditor's fees, bank charges and trustee fees. A schedule of fees, charges and maximum commissions is available on request from the Management Company.

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Important information

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Understanding the funds

Investors must make sure that they understand the nature of their choice of funds and that their investment objectives are aligned with those of the Fund/s they select.

The Allan Gray Equity, Balanced, Stable and rand-denominated offshore funds may invest in foreign funds managed by Orbis Investment Management Limited, our offshore investment partner.

A feeder fund is a unit trust that invests in another single unit trust which charges its own fees. A fund of funds is a unit trust that invests in other unit trusts, which charge their own fees. Allan Gray does not charge any additional fees in its feeder fund or funds of funds.

The Allan Gray Money Market Fund is not a bank deposit account. The Fund aims to maintain a constant price of 100 cents per unit. The total return an investor receives is made up of interest received and any gain or loss made on instruments held by the Fund. While capital losses are unlikely, they can occur if, for example, one of the issuers of an instrument defaults. In this event investors may lose some of their capital. To maintain a constant price of 100 cents per unit, investors' unit holdings will be reduced to the extent of such losses. The yield is calculated according to the applicable ASISA Standards. Excessive withdrawals from the Fund may place it under liquidity pressure; if this happens withdrawals may be ring-fenced and managed over a period of time.

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Important information

Total expense ratio (TER) and transaction costs

The total expense ratio (TER) is the annualised percentage of the Fund's average assets under management that has been used to pay the Fund's actual expenses over the past three years. The TER includes the annual management fees that have been charged (both the fee at benchmark and any performance component charged), VAT and other expenses like audit and trustee fees. Transaction costs (including brokerage, Securities Transfer Tax (STT), STRATE and FSB Investor Protection Levy and VAT thereon) are shown separately. Transaction costs are a necessary cost in administering the Fund and impact Fund returns. They should not be considered in isolation as returns may be impacted by many other factors over time including market returns, the type of financial product, the investment decisions of the investment manager and the TER. Since Fund returns are quoted after the deduction of these expenses, the TER and transaction costs should not be deducted again from published returns. As unit trust expenses vary, the current TER cannot be used as an indication of future TERs. A higher TER ratio does not necessarily imply a poor return, nor does a low TER imply a good return. Instead, when investing, the investment objective of the Fund should be aligned with the investor's objective and compared against the performance of the Fund. The TER and other funds' TERs should then be used to evaluate whether the Fund performance offers value for money. The sum of the TER and transaction costs is shown as the total investment charge.

Additional information for retirement fund members and investors in the Tax-Free Investment Account, Living Annuity and Endowment

The Allan Gray Retirement Annuity Fund, the Allan Gray Pension Preservation Fund and the Allan Gray Provident Preservation Fund are all administered by Allan Gray Investment Services Proprietary Limited, an authorised administrative financial services provider and approved under s13B of the Pension Funds Act as a benefits administrator. The Allan Gray Tax-Free Investment Account, Allan Gray Living Annuity and the Allan Gray Endowment are underwritten by Allan Gray Life Limited, also an authorised financial services provider and licensed under the Long-Term Insurance Act 52 of 1998. The underlying investment options of the Allan Gray individual life and retirement products are portfolios of Collective Investment Schemes in Securities (unit trusts or funds).

ANNEXURE 3



2025 BUDGET

INCOME			
ITEM	DESCRIPTION	2024 BUDGET	2025 BUDGET
1	Membership Fees	3 019 048	3 658 217
2	New Application Fees	26 087	39 130
3	PI Scheme Contributions	904 344	1 217 391
4	CPD 3rd Party Validations	174 348	158 247
5	CPD Income	1 073 914	419 522
6	Interest Received	1 000	5 000
7	Regional Chapters	45 000	-
	TOTAL INCOME	5 243 741	5 497 508
EXPENDITURE			
ITEM	DESCRIPTION	2024 BUDGET	2025 BUDGET
1	Auditors Fees	166 550	159 826
2	Administration	2 313 545	1 572 000
3	PI Scheme	813 051	1 004 348
4	CPD Expenses	-	252 594
5	Bank Charges	72 752	13 565
6	Computer Expenses	392 630	213 829
7	Printing and Stationery	58 200	41 836
8	Fees Discount	30 450	30 435
9	General Expenses	4 400	4 348
10	Insurance	32 350	37 177
11	Legal Expenses	-	30 000
12	Office Equipment	4 400	4 348
13	Office Rental	275 040	113 484
14	P O Box Rental	650	650
15	Postage and Courier	2 200	2 174
16	Provision for Bad Debts	-	70 175
17	Repairs and Maintenance	19 350	4 348
18	Salaries and Wages	1 109 607	863 489
19	Industry Related Meetings	54 000	33 750
20	Staff Welfare	6 579	6 522
21	Communication	99 000	94 272
22	Social Platform Subscriptions	23 736	8 609
23	Deficit Provision Previous Years	500 000	511 000
	TOTAL EXPENDITURE	5 978 490	5 072 778
	PROFIT / (DEFICIT)	-261 172	424 730

INCOME NOTES

ITEM	DESCRIPTION	AMOUNT	N°	TOTAL
1	Professional Members	2 500.00	1300	3 250 000.00
	Affiliate Members	304.35	15	4 565.22
	LA Members	826.09	10	8 260.87
	Retired Members	43.48	6	260.87
	Corporate Members	8 173.91	1	8 173.91
	Corporate Plus Members	15 478.26	25	386 956.52
				3 658 217.39
2	New Application Fee	260.87	150	39 130.43
				39 130.43
3	PI Scheme contributions	1 217.39	1000	1 217 391.30
				1 217 391.30
4	New Validation Application Fee	565.22	4	2 260.87
	New Once-off validation application	2 173.91	1	2 173.91
	New 1-5 hours Event validation application	6 391.30	1	6 391.30
	New Full Day Event validation application	8 217.39	1	8 217.39
	New More than One Day Event validation application	10 956.52	1	10 956.52
	Annual renewal 1 - 5 h Event	3 195.65	23	73 500.00
	Annual renewal Full Day Event	4 108.70	1	4 108.70
	Annual renewal More than One Day Event	5 478.26	6	32 869.57
	Renewal Special Event	22 203.39	1	22 203.39
				158 246.87
5	CPD Online Member/h cost of attending	86.96	2200	191 304.35
	CPD Online Non Member/h cost of attending	100.00	2200	220 000.00
	CPD Live Member/h cost of attending	130.43	30	3 913.04
	CPD Live Non Member/h cost of attending	143.48	30	4 304.35
				419 521.74
	<i>No application or validation fee applicable to Corporate Plus Members for the first 5 validations or renewals h equals 0.1 CPD Point</i>			

EXPENSES NOTES

ITEM	DESCRIPTION	AMOUNT	N°	TOTAL
1	Audit Fees	130 434.78	1	130 434.78
	SARS Assistance / Submissions	1 000.00	12	12 000.00
	CIPC Fees	17 391.30	1	17 391.30
				159 826.09
2	Honorarium - Admin duties of MD (based on 2h per 22 day month)	70 000.00	12	840 000.00
	Honorarium - Additional Duties President - Director	15 000.00	12	180 000.00
	Honorarium - Admin of Community Platform	5 000.00	12	60 000.00
	Honorarium - Management of saiat.org.za	3 000.00	12	36 000.00
	Honorarium - Management of cpd.saiat.org.za	3 000.00	12	36 000.00
	Honorarium - NC Members	-	144	-
	Honorarium - NC attending NC meetings	1 500.00	48	72 000.00
	Honorarium - Directors	6 000.00	36	216 000.00
Travel allowance (R5.50/km) (includes time, wear and tear, insurance)	11 000.00	12	132 000.00	
				1 572 000.00
3	PI Scheme costs Jan - Dec	956.52	1050	1 004 347.83
				1 004 347.83
4	CPD Online New Event: Preparation and recording per h/ event*	-	0	-
	CPD Online published: Payable to presenter per h/event*	30.00	4400	132 000.00
	CPD Live New Event: Preparation per h/ event*	-	0	-
	CPD Live: As per event breakdown	-	1	-
	GoToWebinar Annual Licence	45 913.04	1	45 913.04
	Invent CPD Portal and Hosting Fee (50%)	6 147.83	12	73 773.91
	Invent CPD Domain registration (cpd.saiat.org.za) (50%)	907.50	1	907.50
				252 594.46
5	FNB Bank Fees	478.26	12	5 739.13
	Yoko Fees	43.48	12	521.74
	DebiCheck Fees	608.70	12	7 304.35
				13 565.22
6	Service Level Agreement and Maintenance of Server (Pursuit)	4 869.57	12	58 434.78
	Microsoft Office 365 Exchange and Threat Protection Annual Licence	36 562.71	1	36 562.71
	Bitdefender Antivirus Annual Licence	2 000.00	1	2 000.00
	Pastel (Evolution Annual Licence)	17 687.33	1	17 687.33
	Adobe Acrobat Professional Annual Licence	843.33	12	10 120.00
	Wix Website Annual Licence	7 524.00	1	7 524.00
	Wix News Ticker Licence	569.67	3	1 709.01
	Wix Events Calendar Annual Licence	1 000.65	1	1 000.65
	Wix Form Builder Licence	125.03	12	1 500.42
	Invent CPD Portal and Hosting Fee (50%)	6 147.83	12	73 773.91
	Invent CPD Domain registration (cpd.saiat.org.za) (50%)	907.50	1	907.50
Provision for online software as needed	2 608.70	1	2 608.70	
				213 829.02
7	Copier Lease and use(Toshiba) - maintenance and toner included	2 595.00	12	31 140.00
	Printer Ink / Toner Cartridges for other printers	2 130.43	4	8 521.74
	Paper, files and stationary	2 173.91	1	2 173.91
				41 835.65
8	Professional Members early bird discount of R100.00**	86.96	350	30 434.78
				30 434.78
10	Institute PI Insurance	11 304.35	1	11 304.35
	Keyman Insurance	6 521.74	1	6 521.74
	Asset Insurance	1 612.56	12	19 350.68
				37 176.77
13	Rent January - Febr	14 074.10	2	28 148.21
	Regus Virtual Office	1 853.00	12	22 236.00
	Rent termination	41 687.83	1	41 687.83
	Refuse	173.91	2	347.83
	Electricity	8 376.91	2	16 753.83
	Water and Effluent	65.22	2	130.43
	Assesment Rates	2 089.75	2	4 179.50

ITEM	DESCRIPTION	AMOUNT	N°	TOTAL
				113 483.62
16	Professional Members with PA written off / handed over	3 478.26	10	34 782.61
	Professional Members written off / handed over	2 347.83	10	23 478.26
				58 260.87
17	General maintenance	4 347.83	1	4 347.83
				4 347.83
18	Sandi Morton***	58 065.00	13	754 845.00
	Dorcas Khumalo	19 590.90	1	19 590.90
	Dorcas Khumalo Severance Pay	69 969.38	1	69 969.38
	Emily Sibanda	13 119.75	1	13 119.75
	Emily Sibanda Severance Pay	21 866.25	1	
	Employer UIF contribution	497.00	12	5 964.00
				863 489.03
	<i>*** Five days per week - no increase as other staff not there anymore</i>			
19	Honorarium for attending meetings as SAIAT representative	1 350.00	25	33 750.00
				33 750.00
21	MTN Data Contracts	2 889.63	12	34 675.62
	Cellphone Allowance	2 173.91	12	26 086.96
	PABX Calls etc	1 043.48	12	12 521.74
	PABX SLA	250.00	12	3 000.00
	PABX Rental	1 499.00	12	17 988.00
				94 272.31
22	Mighty Networks Licence Fee	717.39	12	8 608.70
				8 608.70
23	Short Term Liabilities - Honorariums outstanding			87 000.00
	Medium Term - Salaries outstanding			124 000.00
	Long Term Liabilities			300 000.00
				511 000.00

FEES FOR THE PERIOD 01 JANUARY 2025 - 31 DECEMBER 2025

MEMBERSHIP FEES (VAT Incl)				
FOR THE PERIOD 01 JANUARY 2025 - 31 DECEMBER 2025				
PROFESSIONAL MEMBER	2025 FEES PAYABLE			
	EXCLUDING PI		INCLUDING PI	
	If paid before 30 November 2024	If paid after 30 November 2024	If paid before 30 November 2024	If paid after 30 November 2024
Professional Member	R 2 775.00	R 2 875.00	R 4 175.00	R 4 275.00
Senior Professional Member	R 2 775.00	R 2 875.00	R 4 175.00	R 4 275.00
OTHER MEMBERS		2025 FEES PAYABLE		
STUDENT MEMBER		R 0.00		
LOCAL AUTHORITY MEMBER		R 950.00		
AFFILIATE MEMBER		R 1 750.00		
RETIRED PROFESSIONAL MEMBER		R 50.00		
HONORARY LIFE MEMBER		R 0.00		
CORPORATE MEMBER		R 9 400.00		
CORPORATE MEMBER PLUS		R 17 800.00		
OTHER FEES (VAT Incl)				
FOR THE PERIOD 01 JANUARY 2025 - 31 DECEMBER 2025				
Membership Application Fee (not applicable for Corporate Members)			R 300.00	
Membership Application Fee: Student and Local Authority			R 0.00	
Appeal Fee			R 600.00	
ONLINE EVENT FEES (VAT Incl)				
FOR THE PERIOD 01 JANUARY 2025 - 31 DECEMBER 2025				
TYPE OF EVENT	SAIAT MEMBERS		OTHER	
CPD Category 1 - per hour	R 100.00		R 115.00	
HONORARIUMS				
FOR THE PERIOD 01 JANUARY 2025 - 31 DECEMBER 2025				
Director's Remuneration			R 6 000.00	
National Committee Member Monthly Remuneration			R 1 200.00	
Attendance of NC Meetings			R 1 500.00	
Industry related meetings / other meetings			R 1 100.00	
CPD RENUMERATION				
Preparation of paying event per hour of duration			R 1 500.00	
Per event per paying person attending			R 30.00	

ANNEXURE 4



2024

ANNUAL GENERAL MEETING OF MEMBERS

37TH

FINANCIAL STATEMENTS 2023

These financial statements were prepared by:
Robert Carvalho
Chartered Accountants (SA)

These financial statements have been audited in compliance with the applicable requirements of the Companies Act of South Africa.
Issued 05 October 2024

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ANNUAL GENERAL MEETING OF MEMBERS

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FINANCIAL STATEMENTS 2023

 **MOORE**

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Silver Stream Business Park
10 Muswell Road
Bryanston, Sandton 2191
P O Box 663, Benoni, 1501
T +27 (0)11 421 8374
E info@mooreinfinity.com
www.moore-southafrica.com

Qualified Opinion
We have audited the financial statements of South African Institute of Architectural Technologists NPC (the company) set out on pages 8 to 19, which comprise the statement of financial position as at 31 December 2023, statement of comprehensive income, statement of changes in equity and statement of cash flows for the year then ended, and the notes to the financial statements, including a summary of significant accounting policies.

In our opinion, except for the possible effect of the matter described in the Basis for Qualified Opinion section of our report, the financial statements present fairly, in all material respects, the financial position of South African Institute of Architectural Technologists NPC as at 31 December 2023, and its financial performance and cash flows for the year then ended in accordance with the IFRS Accounting Standards as issued by the International Accounting Standards Board and the requirements of the Companies Act of South Africa.

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ANNUAL GENERAL MEETING OF MEMBERS


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FINANCIAL STATEMENTS 2023

Basis for Qualified Opinion

The entity's Constitution requires members to be invoiced in advance and that member fees should be paid upfront, to be a member for the following year.

Therefore the entity accounted for revenue in the current year relating to invoices issued to its members for membership in the following year. These revenue transactions does not constitute the occurrence of revenue and therefore does not meet the recognition criteria as set out by the International Financial Reporting Standard for Small to Medium-sized Entities. We cannot also obtain assurance for the completeness of membership fees due to membership fees being recognised in the incorrect period for the prior financial year.



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ANNUAL GENERAL MEETING OF MEMBERS

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FINANCIAL STATEMENTS 2023

Statement of Financial Position as at 31 December 2023

Figures in Rand	Note(s)	2023	2022
Assets			
Non-Current Assets			
Property, plant and equipment	2	83 644	99 465
Current Assets			
Trade and other receivables	3	2 201 550	2 129 362
Cash and cash equivalents	4	634 819	891 444
		2 836 369	3 020 806
Total Assets		2 920 013	3 120 271
Equity and Liabilities			
Equity			
Retained income		2 260 532	2 651 871
Liabilities			
Current Liabilities			
Trade and other payables	5	659 481	468 400
Total Equity and Liabilities		2 920 013	3 120 271



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ANNUAL GENERAL MEETING OF MEMBERS

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FINANCIAL STATEMENTS 2023

Statement of Profit or Loss and Other Comprehensive Income			
Figures in Rand	Note(s)	2023	2022
Revenue	6	4 789 492	4 696 428
Cost of sales	7	(58 338)	(104 398)
Gross profit		4 731 154	4 592 030
Other income	8	45 744	63 712
Operating expenses	9	(5 183 712)	(5 133 970)
Operating loss		(406 814)	(478 228)
Investment revenue	10	15 475	14 606
Loss for the year		(391 339)	(463 622)
Other comprehensive income		-	-
Total comprehensive loss for the year		(391 339)	(463 622)

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ANNUAL GENERAL MEETING OF MEMBERS

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AGE ANALYSIS (25-08-2024)

	180 Days	150 Days	120 Days	90 Days	60 Days	30 Days	Current	Balance
Totals:	334,570.90	(2,852.50)	9,776.28	(16,987.29)	3,914,458.50	50,420.50	17,248.95	4,306,635.34
% of Balance:	7.77	-0.07	0.23	-0.39	90.89	1.17	0.40	

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INCOME			
ITEM	DESCRIPTION	2024 BUDGET	2025 BUDGET
1	Membership Fees	3 019 048	3 658 217
2	New Application Fees	26 087	39 130
3	PI Scheme Contributions	904 344	1 156 522
4	CPD 3rd Party Validations	174 348	158 247
5	CPD Income	1 073 914	419 522
6	Interest Received	1 000	5 000
7	Regional Chapters	45 000	-
TOTAL INCOME		5 243 741	5 436 638

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EXPENDITURE			
ITEM	DESCRIPTION	2024 BUDGET	2025 BUDGET
1	Auditors Fees	166 550	159 826
2	Administration	2 313 545	1 500 000
3	PI Scheme	813 051	1 033 043
4	CPD Expenses	-	252 624
5	Bank Charges	72 752	13 565
6	Computer Expenses	392 630	254 525
7	Printing and Stationery	58 200	41 836
8	Fees Discount	30 450	30 435
9	General Expenses	4 400	4 348
10	Insurance	32 350	37 177
11	Legal Expenses	-	-
12	Office Equipment	4 400	4 348
13	Office Rental	275 040	305 803
14	P O Box Rental	650	650
15	Postage and Courier	2 200	2 174
16	Provision for Bad Debts	-	70 175
17	Repairs and Maintenance	19 350	4 348
18	Salaries and Wages	1 109 607	1 048 803
19	Industry Related Meetings	54 000	33 750
20	Staff Welfare	6 579	6 522
21	Communication	99 000	107 316
22	Social Platform Subscriptions	23 736	8 609
23	Deficit Provision Previous Years	500 000	-
TOTAL EXPENDITURE		5 978 490	4 919 876

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ANNUAL GENERAL MEETING OF MEMBERS

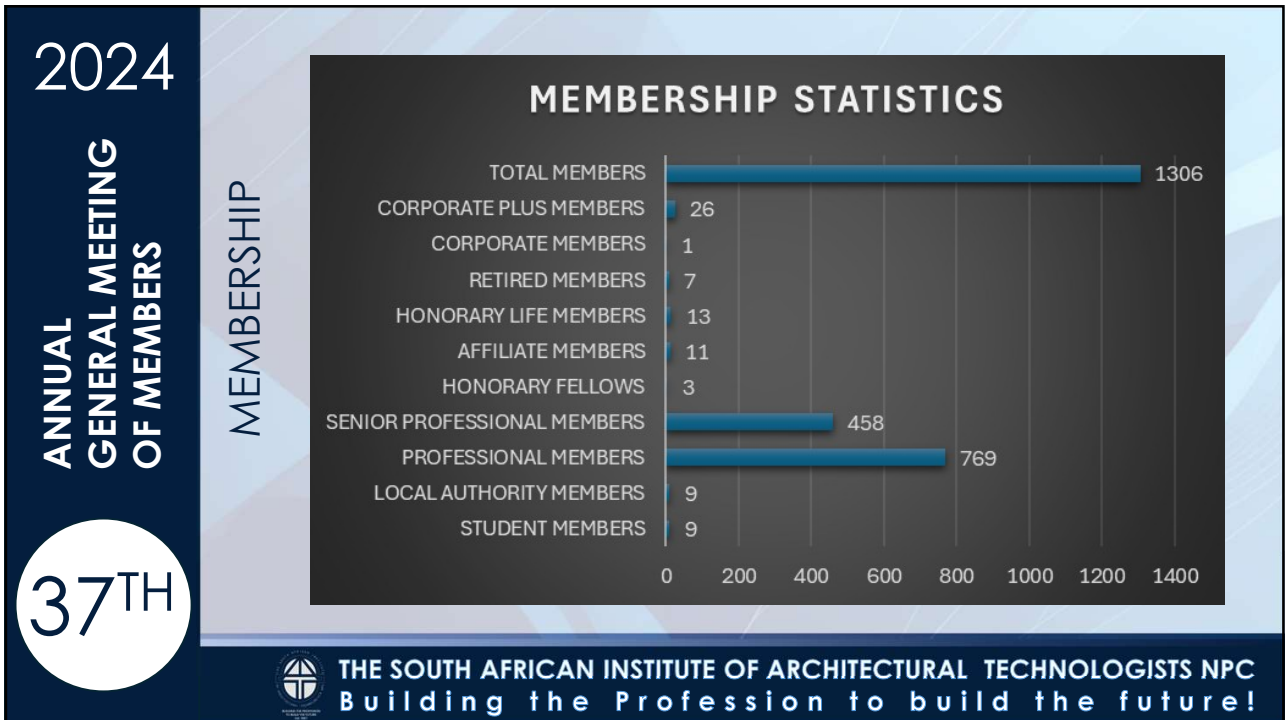
37TH

2025 BUDGET

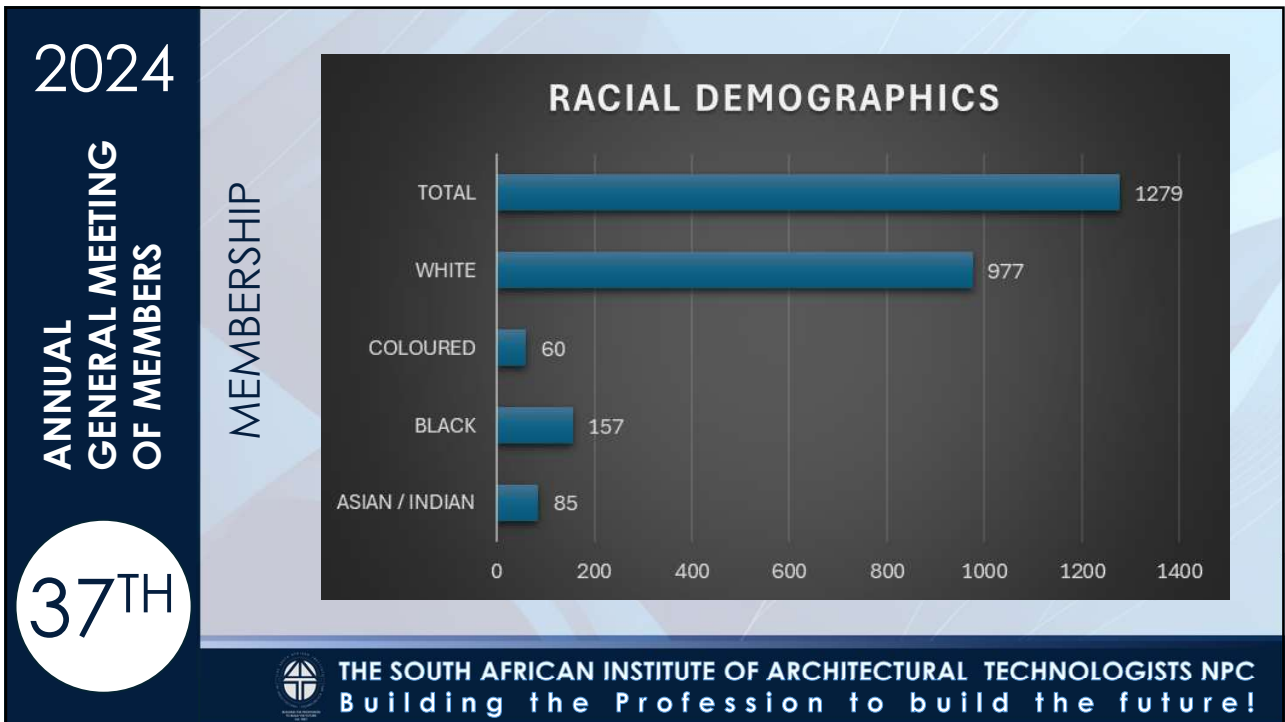
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FOR THE PERIOD 01 JANUARY 2025 - 31 DECEMBER 2025				
PROFESSIONAL MEMBER	2025 FEES PAYABLE			
	EXCLUDING PI		INCLUDING PI	
	If paid before 30 November 2024	If paid after 30 November 2024	If paid before 30 November 2024	If paid after 30 November 2024
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GENERAL MEETING
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CPD

01 JANUARY 2024 – 31 AUGUST 2024

CPD CERTIFICATES ISSUED = 3 966

TOTAL CPD POINTS = 1 466.55

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