MINUTES OF THE GOLDEN JUBILEE (21ST) GENERAL ASSEMBLY
COUNCIL CHAMBER, RIBA, 66 PORTLAND PLACE, LONDON.
18TH JUNE 2015.

Present:
Rukshan Widyalankara President Sri Lanka
Vincent Cassar (VC) Senior Vice President Malta
John Geeson (JG) Treasurer/Secretary United Kingdom
Dik Jarman (DJ) On behalf of Vice President, Oceania Australia
Sithabile Mathe (SM) Vice President, Africa Botswana
Wycliffe Morten (WM) Vice President, Americas St. Kitts and Nevis
Kalim Siddiqui (KS) Vice President, Asia Pakistan
Christos Panayiotides (CP) Vice President, Europe Cyprus
Mansur Ahmadu (MA) Chair of Education Nigeria
Jayantha Perera (JP) Chair of Communication Sri Lanka
Steven Oundo (SO) Chair of Practice Kenya
Jalal Ahmed (JA) Vice President Asia - Alternate Bangladesh
Annette Fisher (AF) Vice President Europe - Alternate United Kingdom

Country Delegates:
Stephen Hodder President, Royal Institute of British Architects United Kingdom
Peter Oborn Royal Institute of British Architects United Kingdom
Emmanuelle Muenier Royal Institute of British Architects United Kingdom
Robert Henry Kiggundu President, Uganda Society of Architects Uganda
Mark Olweny Uganda Society of Architects Uganda
Shahab Ghani Khan Institute of Architects Pakistan Pakistan
Calvin Pemberton President, St. Kitts & Nevis Institute of Architects St. Kitts & Nevis
Vincent NG President, Hong Kong Institute of Architects Hong Kong
Marvin Chen Hong Kong Institute of Architects Hong Kong
Daniel Nii Ayitey Ayittey Ghana Institute of Architects Ghana
Christos Christodoulou President, Cyprus Architects Cyprus
Association/CCEAA
Harsha Fernando President, Sri Lanka Institute of Architects Sri Lanka
Chandana Edirisuriya Sri Lanka Institute of Architects Sri Lanka
Chitra Weddikkara Sri Lanka Institute of Architects Sri Lanka
The President welcomed the all members present to the Golden Jubilee General Assembly of the Commonwealth Association of Architects.

The General Assembly observed a 2 minutes of silence before the commencement in memory of Architect Charles Correa who passed away few days ago. Architect Peter Oborn, VP RIBA read a brief citation about Charles Correa.

1.0 PRESENT & APOLOGIES
Apologies and those present were noted as above.

2.0 PRESIDENT’S OPENING REMARKS
President welcomed the council and all the delegates from the Member Organisations including observers. He also thanked Stephen Hodder, President Royal Institute of British Architect (RIBA) for hosting CAA’s Golden Jubilee events in London 2015 which was impressively well organised.
3.0 WELCOME STATEMENT BY THE HOST
President Stephen Hodder welcomed the CAA Council and the delegates to RIBA. He also congratulated the CAA President and the Council for the Golden Jubilee celebrations in London including 21st General Assembly and he wished well for the next 50 years of CAA. He mentioned that as Sir Robert Matthew conceived CAA 50 years ago at the very same location and it is ironical that today CAA’s 21st GA is held at RIBA once again. RIBA and its members are honoured and proud to be a mutual part of the growth of the CAA and its achievements during past 50 years. There were many challenges in the past and great opportunities are available for the future of CAA. He is happy that RIBA are still playing a valuable role in CAA in supporting a common interest bringing all Architects a unique collection of nations.

He also stated that RIBA is committed to CAA making CAA better than in the past. He wished a successful and a memorable General Assembly and a prosperous future to CAA.

Stephen Hodder presented a photograph of the RIBA Council Chamber taken 50 years ago to the President CAA as a memento.

4.0 MINUTES OF PREVIOUS MEETINGS
Minutes of the 20th General Assembly held in Dhaka were approved without any changes. (Ref. GA 02)

5.0 ADMINISTRATION & FINANCE MATTERS

5.1 Honorary Secretary/Treasurer’s Report,
Accounts 2014/2015&Budget 2015/2016
Financial report was presented by JG. Subsequent to the administrative changes in 2014, JG has revised the usual format of reporting utilising an easily available financial system used by NGOs. This shows the sources of income and expenditure and easily identifying the financial position.

JG elaborated that CAA have managed to achieve 91% of its targeted income but fell short in terms of the membership subscriptions. The budgeted subscriptions had been projected at GBP 63000 but only GBP 55000 was realised.

Further CAA did not earn income from validation as the validation visits in 2014 are pending. He mentioned that due to the changes made in Durban we have savings since moving the Secretariat to Sri Lanka at a cost of GBP 6000. To make this change to the Secretariat we had to incur some expenses. The former ED’s dues had to be made
but we maintained reserves over the year at average GBP29000 which was just short from the budget.

JG presented the Proposed Revised Budget 2015 - 2018 and described the income vs Expenditure. He also said that we expect 85% of the subscription fee within the next 3 months. A significant increase in expenditure in 2015 will have to be met in lieu of GA, Council Meeting and Student Competition during the Golden Jubilee. He also mentioned that there will be charges to Canberra Accord as well, also an allocation for the upcoming Robert Matthew Award.

He mentioned that CAA should specifically focus on projects that are relevant to Member Organisations. Due to the administrative changes and the attendant savings CAA is able to make a reduction on membership subscription by 10% from 2016 onwards. Additionally a 10% from the membership subscriptions would be transferred to a special fund which will be used to attract Member Organisations having financial difficulties in re-joining CAA. This was approved unanimously.

CAA will also expect more income from the Specialist Architects Listing website, E-journal advertisements, Sponsorships and donations from various Organisations around the world.

He also mentioned that CAA had 50 year old documentation archive in various conditions unorganised. A storage location and micro filming cost is to be ascertained and a decision is to be taken soon. The storage was previously discussed with RIBA as well.

JG also said that he assumed there will be no General Assembly in 2018 as he has maintained subscription levels and no expenditure shown in his report for GA either. President added that however a GA might happen in 2018 as indicated by VC.

The following comments received from the General Assembly.
- The budget presented by JG is accepted.
- The budget should reflect the vision statement and reducing costs and increasing value to members.

(Ref GA 03, GA04, GA12 and GA15)

6.0 LAUNCH OF CAA SPECIALIST ARCHITECTS WEB PORTAL
On the eve of the 50th year Golden Jubilee CAA commenced on a project titled “Specialist Architects Listing” which is a database for Specialist in the Commonwealth Countries. The President requested all the Presidents from MOs, one member from
each association to join him in launching the “Specialist Architects Listing” website in this historic moment. The RIBA President Stephen Hodder was requested to mark the official launch of the Specialist Architects Website on screen and the new website was declared officially launched at the Golden Jubilee GA in London 2015. Link is www.caalist.com.

The president mentioned further that so far 164 members have registered so far and the registration will be free till the end of December 2015. He also described that annual fee of USD 50 will be levied per category thereafter. He also said that this website is a global platform for networking between architects, clients, developers, and specialist consultants; the list will enable formation of joint ventures between Architects and also will assist Clients in identifying Architects for their Projects. All Specialist Architects in the Commonwealth with ten years of experience or more, after obtaining membership of the Institute/Association are eligible for listing.

It was decided to verify the accuracy of member details by referring to the Member Organisations. MOs suggested that this could be done through their registered Websites.

It was also suggested by Peter Oborn that an annual review of the CAA data base could be useful in favour of the accuracy of the Contact details of the MOs.

All delegates agreed to support the new Web Portal.

7.0 VISION 2025

Vision 2025 was the Vision statement of CAA proposed and agreed by the Council. GA discussed all areas of this programme the ones that have been achieved and as well as pending.

- List of Experts - Website is launched today and it will be developed in the future.
- Regular Reports by the regional Vice Presidents is mandatory, listing issues as well as achievement within the region including support needed by MOs.
- Commonwealth Secretariat - President mentioned that there was a meeting with the Commonwealth Secretariat on 16th and it was discussed to have more engagement with Commonwealth Secretariat as a Commonwealth accredited Organisation.
- International advocacy such as with Aid agencies and the World Bank and Develop a protocol for International Competitions – Council will have to work on this.
The nominations will be called for the members of the groups and Chairs of the groups will be selected at the GA.

President suggested that RIBA take up the Work Group of “Designing City Resilience”. Peter Oborn accepted to be the Chair of Work Group “Designing Resilience Cities”. Peter emphasized their experience in handling the CAA Student Competition. He also mentioned the interest of Rockefeller Foundation and collaboration with such organisations will be useful.

The President Uganda Society of Architects accepted the position of Chair for “Education” Work Group while Chair of the “Socially Responsible Architecture” was accepted by the President, Sri Lanka Institute of Architects.

8.0 EDUCATION COMMITTEE
Validation Briefing Document

The past Chair of Validation Executive Committee, George Henderson (GH) joined the Meeting after lunch and he presented the validation report collectively forwarded by the Excom.

GH repeated the comments in previous correspondences of ExCom wherein ExCom stated their displeasure with the recent administrative changes. He also requested members of the GA to exert their authority over the decisions by the Council and mandate Council to include the Chair of ExCom as a Member. It was noted that ExCom would resign effective immediately and requested CAA to re-constitute ExCom afresh.

The ExCom decision to resign was collectively accepted by the GA and it was decided to call for nominations for a new Validation Committee and Excom. Some of GH’s comments were strongly refuted by the Office Bearers as the verbal presentation contained a series of inaccurate statements and the Council is compelled to respond.

Answering the comments made by the MO’s and comments made by AF regarding the Validation continuation, JG emphasised that CAA Validation activities will continue and there is no disturbance to the future activities and CAA is already committed to that.
9.0 COMMUNICATION COMMITTEE

9.1 Website & Social Media

JP mentioned that CAA has been working on the Website, E-journal and the social media. He mentioned that CAA’s present Website is not presentable as an Architectural Website. The website has to be re-developed accordingly.

President mentioned that there are 1500 likes shown in the CAA Facebook and it is quite popular now. The post can be published only by the CAA Admin. The links are given to www.caalist.com as well.

9.2 E-Journal
CAA has successfully launched the E-journal during previous months, the quarterly issued E-journal of CAA is an online publication and aims to highlight the architectural events and projects in CAA member countries. Each journal will be on a theme and has featured some exceptional pieces of writings from various countries on architecture-based researches and remarkable projects in the member organizations. The journal has been done under the supervision of the CAA President, Rukshan Widyalankara and the CAA Chair of Communication, Jayantha Perera, with Arch. Vinuri Ethapane (Sri Lanka) and Arch. Fariha Yasmin Faruque (Bangladesh) in the Editorial Board.

The third journal will emphasize on the theme of the Summit at RIBA which is ‘Designing City Resilience’, and will be published shortly after the event.

10.0 PRESENTATION OF BOOK ‘ARCHITECTURE IN THE COMMONWEALTH’

President reported a brief introduction of the book. The Architectural Association of Kenya has been commissioned by CAA to complete this task. They have done a wonderful job but as we expected the Books had not reached London in time for the GA. The Presentation was postponed till the evening reception.

11.0 AWARDS

11.1 Student Competition – Review
Peter Oborn, RIBA vice President International presented the review of the CAA Student Competition. The subject of the Competition was inspired by the work of UK Government’s Foresight Future of Cities project which has been considering the way in which some issues will affect the future of cities in the UK. It is also reflects the theme of the Designing City Resilience Summit.

The ideas competition asked entrants to show an understanding of the issues faced by cities around the globe. It was open to all students of international schools of
architecture. Around 250 international schools were invited to participate, including CAA validated schools, RIBA validated schools, and other schools in the RIBA’s network.

The participating schools offered the competition to their students and were asked to select and submit a winning entry for final judging. The competition generated a great international response. RIBA had received 40 notification letters from Universities and Schools of Architecture asking to be registered. 33 entries had been received in total and 18 of them from outside the UK.

All submitted entries were judged unanimously on 2nd June 2015 by a panel comprising Rukshan Widyalankara, President of the CAA, Stephen Hodder, RIBA President and Peter Oborn, RIBA Vice President International. After careful consideration the winners of the 1st, 2nd and 3rd prizes were chosen and the decision was taken to award a joint prize for the third place winners.

The Winners announced at the RIBA President’s Reception on the 16th June and are; -
1st Prize: The Cambedoo Solar Estate by John Cook, University of Westminster (C6);
2nd Prize: The Floating Square Mile, London by Assia Stefanova, Newcastle University (C19)
Joint 3rd Prize: Resuscitating Dhaka, Bin Sayeed Bakhti (Lead) and Manal Anis from the Bangladesh University of Engineering and Technology BUET);
Joint 3rd Prize: My intelligent Efficient City by Ryohei Osako, Shonnsuke Seki, Kana Morioka, Zhang Yandong from MIE University, Japan.

All of the entries are on exhibition as part of the CAA 50th Anniversary and International Summit hosted at RIBA, 66 Portland Place between 15th and 18th June 2015.

President added that the submissions were displayed at the RIBA during the summit and the winning entries will be posted in CAA website. He also congratulated RIBA for hosting the CAA student Competition 2015.

Robert Mathew Award - Proposal

Kalim Siddiqui presented Robert Mathew Awards (RMA) at the Council Meeting held on 15th June 2015, and he continued to describe further about the competition to the delegates at the GA. President mentioned that proposal is to hold the Robert Matthew award in March 2016 and the Institute of Architects Pakistan had agreed to hold the RMA. He further stated that RMA is one of the major CAA events and unfortunately CAA has not been able to hold it after 2003.
The Terms and Conditions and submission criteria were read out by KS.

Replying the Hong Kong President, The CAA President mentioned that the RMA announcement will be published in all CAA social media including website, facebook, and e-journal. The Announcement in detail will be circularised to all the Member Organisations in due course by email as well.

12.0 AMENDMENTS TO THE CONSTITUTION

Vincent Cassar presented a resolution on the amendments that are proposed to the constitution to be reviewed at the GA. Each Article and Sub Article was read out and reviewed by the Council on Monday 15th June at the Council Meeting, and the revised Constitution was displayed on the Screen at the GA for adoption.

A discussion took place on the proposed amendments. A hard copy of the proposed final amendments was distributed among all as requested.

The Hong Kong President, Vincent NG mentioned that Hong Kong is a special administrative city of China and it has been a British colony in 1997. Therefore, the word “National Organisations” would be inappropriate for Hong Kong.

Considering all the comments and suggestions it was decided to resolve this issue as follows;

1) To circularise the final amendments to the constitution to all member associations and conduct an electronic voting for its approval amongst all member associations on expiry of 30 day period.

2) No major changes will be allowed altering the principles of clauses as amended and circularised. However wording may be changed so as not to change the meaning and the intent of the clause.

3) As provided in the Constitution Article II, X and XI will not be changed.

13.0 NOMINATIONS & ELECTION OF COUNCIL MEMBERS 2016-2019

President
Vincent Cassar, (Malta), progression from Senior Vice President according to the Constitution.
Senior Vice President
Kalim Siddiqui- Nominated by the Institute of Architects Pakistan; seconded by Sri Lanka Institute of Architects. Being the only nomination, Kalim Siddiqui is elected unopposed.

Chair of Education Committee
Murad Jamil- Nominated by the Institute of Architects Pakistan.
Christos Panayiotides- Nominated by Cyprus Civil Engineers and Architects Association.

However the nomination was withdrawn by the Institute of Architects Pakistan later on in favour of Christos Panayiotides. Therefore Christos Panayiotides is elected unopposed.

Chair of Communication Committee
Jayantha Perera- Nominated by the Sri Lanka Institute of Architects. Being the only nomination, Jayantha Perera is elected unopposed.

Chair of Practice Committee
Chandana Edirisuriya- Nominated by the Sri Lanka Institute of Architects. This is the only nomination received. Being the only nomination, Chandana Edirisuriya is elected unopposed.

Vice President Asia
Jalal Ahmed- Nominated by Institute of Architects Bangladesh. This is the only nomination received. Being the only nomination, Jalal Ahmed is elected unopposed.

Vice President Europe
Peter Oborn - Nominated by the Royal Institute of British Architects. This is the only nomination received. Being the only nomination, Peter Oborn is elected unopposed.

Vice President Oceania
Dik Jarman - Nominated by the Australian Institute of Architects. This is the only nomination received. Being the only nomination, Dik Jarman is elected unopposed.

The CAA Secretariat received following nominations later for the posts mentioned below.

Vice President Africa
Sithabile Mathe - Nominated by the Architects Association Botswana. This is the only nomination received. Being the only nomination, Sithabile Mathe is elected unopposed.

Vice President Americas
Wycliffe Morton - Nominated by the St. Kitts and Nevis Institute of Architects. This is the only nomination received. Being the only nomination, Wycliffe Morton is elected unopposed.

Honorary Secretary/Treasurer
According to the constitution, this HS/T has to be a permanent resident of the UK, and a trustee, to retain financial control in the UK jurisdiction as required by the UK Charity Act.

John Geeson - Nominated in the same post by the President as there were no nominations received. The Council accepted and approved that John Geeson is elected unopposed.

The Council elect will be taking over the Office from March 2016.

14.0 ADDRESS BY THE PRESIDENT ELECT—Vincent Cassar from Malta

President invited VC to address the meeting. VC stated that CAA’s very first General Assembly was held in Malta 50 years ago in 1965 just after the independence of Malta in 1964.

He introduced himself further and how he started his career as an Architect. VC mentioned that we will be moving forward with the validation process and appointing task forces in order to develop and strengthen other activities. He also said that he would support and encourage more architectural graduates/students to become more active and engaged in the CAA.

It will be a big challenge to the incoming Council to improve CAA functions. There is a lot of expertise among the national Organisations and it would be opportune to take advantages of these and if coordinated properly CAA can have a positive impact on raising the profile of Architecture in the Commonwealth. If this is achieved it will attract more associations and Institutes to become active members of CAA.

He also mentioned that CHOGM 2015 meeting is scheduled to be held in Malta. The first time forever a Women’s Forum is being organised at the CHOGM 2015. As the President 2016-2019 he would dedicate his time, knowledge and experience to promote CAA during his term of office. VC thanked the Council and the delegates, especially RIBA for hosting CAA’s 50th year anniversary events and concluded his speech.

15.0 ANY OTHER BUSINESS

15.1 MOU

Two MOUs were signed at this event, one was between the Architects’ Council of Europe (ACE) and CAA which was signed by the Presidents of ACE and CAA on 17th June since the ACE President, Arch. Luciano Lazzari was unable to attend the GA. The
second MOU was signed between the Royal Architectural Institute of Canada and RIBA by their Presidents, Sam Obama and Stephen Hodder respectively.

This will also be an encouragement for Royal Architectural Institute of Canada to re-join the CAA.

15.2 BIM Project
President introduced Richard Water House, the Chief Executive Officer of RIBA Enterprises who presented RIBA’s BIM Project. NBS (National Business Specification) which connects the different types of construction information is a part of the BIM which is a system that binds all complicated data connected in one hub.

The Digital Plan of Work (NBS BIM Toolkit) project replaces and updates the classification and Process Management areas. BIM gives levels of definitions (detail and information) for the UK industry across all sectors and bandings that are broadly typical for a specific stage of a project. BIM is a user friendly interface to add a deliverable. For repeat projects, templates can be set up containing tasks and deliverables.

More information on BIM project can be obtained from; [www.thenbs.com](http://www.thenbs.com) and [www.bimtaskgroup.org](http://www.bimtaskgroup.org).

President inquired how he proposes CAA will use this BIM project to reflect necessities in Member counties. Richard elaborated that they will define the information structure first on Architectural database. He also mentioned that they will be visiting some selected countries to demonstrate their new project. President thanked Richard Waterhouse for his valuable presentation.

As there were no further items to discuss, the President once again thanked the CAA Council, the Country delegates including Presidents, Excom Members, and the observers who were present at the Golden Jubilee General Assembly and wished them well.

Nadeesha Yahampath
(Executive Director)