

# Minutes

**Meeting:** ACCA 2010 Annual General Meeting 2010 South Africa

**Location:** Radisson Blu Gautrain, Sandton

**Date:** 22 July 2010

**Present:** Chama Cyprian Kamukwamba, - Chairman  
Rajesh Mahabeer - Vice-chairman  
Edmore Chinhakwe – Panel Member  
Elina Bvurere – Panel Member  
Jennifer Mukuka Njelesani Vergeer – Panel Member  
Daisy Kopolo, ACCA (Acting Head of ACCA SA)

Cindy Parvess, ACCA  
Tonia, Valis, ACCA  
Michelle Crosby, ACCA  
Candice Wakeford, ACCA  
Admire Muchenje  
Allan Terence Stephen  
Andrew Tyrakis  
Anthony Osei-Tutu  
Armstead Murenge  
Charles James Oketch  
Charles Michael Chavula  
Collen Chifamba  
Cosmas Sirili Lamosai  
Edmund Bayen  
Emmanuel Odartey Lamptey  
Hereman Musasike  
Joyce N Hlatshwayo  
Kudakwashe Mukungunugwa  
Lovemore Tsikayi  
Mduduzeli Moyo  
Munyaradzi Gara  
Nathan Ntambi  
Nhlanhla Erick Khumalo  
Patrick Kabuya  
Pym Don Tembo  
Raphael Chipoma  
Sally Shamiso Chigudu  
Taramiteas Mгатjire Zhanda  
Tendai Charandura  
Tendayi Zindondo  
Vusani Moyo  
Wallace Siakachoma  
Zakhele Alex Tummy Zitha  
Cosmas Sirili Lamosai

Adeola Akintoye  
Alan Hood Robertson  
Anthony Saffer  
Brett Gordon Marshall  
Colleen Baker  
Daniel Odendaal Pretorius  
Dineo Lerato Motloung  
Elsie Betsy Makawa  
Henk Heymans  
Henry Mundeяa

| Remarks Country Manager   |   |
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|   | Notes/Actions   |
| <b>Report by Country Head<br/>Daisy Kopolo Acting<br/>Head of SA Office</b> | <p>The Chairman, Chama Kamukwamba welcomed the members. Being the first AGM, he requested that the Acting Head of ACCA (HSA), Daisy Kopolo first brief the meeting on ACCA developments both globally and locally before giving his report.</p> <p>ACCA Developments<br/>         HSA informed the meeting that Quinton Simpson had left ACCA at the end of June and that she had been appointed to act as Head of ACCA South Africa until a new appointment had been made. Members would be kept posted on any new developments.</p>   |
|   | <p>HSA informed the meeting of the organisations 3 strategic priorities namely;</p> <ol style="list-style-type: none"> <li>1. Working with Employers: A directorate had been setup under a newly appointed director to look at employers and products to enable members to achieve their work place competence development and engage with them throughout the process</li> <li>2. Embedding fit for the customer: this included making use of technology to serve customers better</li> <li>3. Conversion of students to members. Working with education providers, providing support and materials.</li> </ol>  |
|   | <p>The Acting HSA also informed the meeting that focus has changed from Graduation ceremonies to Member Celebrations as graduations were celebrating achievement at the wrong mile stone, the acting HAS also emphasized “we want to develop members not affiliates”.</p>   |
|   | <p>The HSA informed members of the review of the geographic structure of ACCA, which has now been divided into MENASA (Middle East, North Africa and South Asia, Sub-Saharan Africa, Americas and Europe, and main land China)</p>  |
|   | <p>The HSA introduced the new Fundamentals in Accounting (FIA), and said this suite of qualification replaces the CAT qualification. The FIA programme would create options of entry and exit points, and progression into the ACCA qualification.</p>  |
|   | <p>The HSA updated members on the Business development activities, which are to build brand awareness in South Africa and accrediting approved employers, she went on to say that ACCA had seen up to 500 employers in 6 months and that the development activities were as follows:</p> <ol style="list-style-type: none"> <li>1. Accrediting approved employers</li> <li>2. ACCA forums</li> <li>3. PR and other Brand awareness campaigns</li> <li>4. PR and partnering with business organisations</li> <li>5. Business and sector specific CEO Magazine profiling</li> <li>6. Business brief on sustainability</li> <li>7. Radio</li> <li>8. CPD’s run throughout SA</li> </ol> <p>Including High level executive support from head office and the executive team at HO.</p> |
|   | <p>The HSA mentioned that The global CEO, Helen Brand visited South Africa in recognition of</p>  |

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|                                   | <p>the importance of the market in relation to the rest of Africa, and in addition to her visit, the Director of Sustainability and the Head of Professional Development also came over to support the office in its engagements with employers and other stakeholders.</p>  |
|                                   | <p>The Acting HSA updated the members on the following points, which were reported in detail by Cindy Parvess the Head of Business Development, Tonia Valis the Head of Education and the Chairman Chama Kamukwamba.</p>   |
|                                   | <p>a. WITS University under the WITS plus programme and the Walter Sisulu University would be launching the ACCA tuition in January 2011</p>   |
|                                   | <p>b. ACCA had been granted a seat on a number of forums such as the South African Revenue Authorities, the Registrar of Companies, the Governance Project of the Institute of Directors, and would be participating on the Micro Gaap project.</p>  |
|                                   | <p>c. The HSA mentioned that ACCA had made comments to the DTI on the CA Charter.</p>  |
|                                   | <p>d. The HSA mentioned that ACCA would like to profile its members and requested that members inform the ACCA South Africa office timeously if and when they changed roles.</p>   |
|                                   | <p>e. The HSA added that in normal practice regarding the elections that ACCA would like to link AGM meetings with elections for the network panel. The HSA added that as the current panel had not served a year yet due to elections having been held very late in 2009, a proposal was made that the current panel would therefore continue to serve until early 2011 and that the next AGM and elections would then be synchronised with the requirements of the constitution which would be similar across all the markets.</p>   |
| <b>Chairman's Report</b>          |  |
| <b>Chama Kamukwamba, Chairman</b> | <p>The Chairman opened up the floor to members to waive elections at the meeting; the majority of members voted by a show of hands to waive the elections until 2011.</p>  |
|                                   | <p>The Chairman opened his address by stating that although the profession is highly developed, it remained dominated by one professional body which remained the only body whose members could become Registered Auditors. He went on to say that there were opportunities for another body such as ACCA to increase its presence and make its contribution to economic growth. The Chairman advised that Government efforts to open up the economy whether it be through the Competition Commission or the Department of Trade and Industry that was driving inclusivity through BBBEE legislation, gave the strongest indication to all that greater opportunities lay ahead. He also mentioned that there was already a shortage of some 25,000 qualified accountants in the economy and that ACCA would be well positioned to make its contribution in that regard. He went on to list other opportunities that were opening up for Members in public practice which included the Tax Practitioners Unit under SARS and the Independent Reviews for Audit exempt entities in terms of the Company Act of 2008</p> |
|                                   | <p><b>Meeting</b><br/>The chairman reported that since its election, on 5 August 2009, the Panel held 7 official meetings namely on the 5 Oct, 9 Nov, 17 Dec, 26 Jan, 9 Mar, 25 May, 12 July 2010. The matters occupying those meetings were centred around 2 critical issues:<br/>The Accreditation and the CA Charter.</p>   |
|                                   | <p><b>Accreditation</b><br/>The Chairman mentioned that the matter of the accreditation was an on-going issue which the CEO and the local office remained engaged with and that the issue was complicated by matters of transformation, as well as technical issues that needed to be addressed on both sides. He went on to say that at this stage it remained every member's role to continue building relationships with influential people and creating goodwill in the market and that ACCA was pursuing the nomination of one of the ACCA members to sit on the board of the IRBA, in terms of their recent publication for board members.</p>   |

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|   | <p><b>CA Charter</b></p> <p>The Chairman updated the members about the CA Charter, mentioning that the CA charter was gazetted by the Minister of Trade and Industry in October last year and in the 60 day period the public was permitted to give their comments. He went on to add that ACCA had successfully submitted comments on the 26 December.</p>  |
|   | <p><b>Market Opportunities:</b></p> <p>The Chairman updated members on market opportunities for ACCA and that The South African revenue services had brought in a tax practitioners unit for professional members to organise and help with the compliance of tax and legal affairs. He went on to mention that there was also the SA Institute of tax practitioners of which most professional institutes would be accredited as members and that at the apex of this institute they would have the master tax practitioner, these practitioners would have a masters degrees in tax law and that most of ACCA members would qualify as general practitioners. The Chairman encouraged members to inform themselves on these resources.</p>                               |
|   | <p><b>Audit</b></p> <p>The Chairman informed members that private companies would no longer be required to undergo an audit according to the new companies act, but instead an independent review. He went on to mention that the Act recognised bodies belonging to IFAC and therefore ACCA members qualify in that regard. It was not clear how these practitioners would be regulated and that members would receive updates from the office on this matter.</p>  |
| <b>Dates for member up-date Meetings</b>                          |  |
|   | <p>Member network meeting dates:</p> <p>The Chairman announced the following member network meeting dates and that the election meeting would take place in March 2011.</p> <ol style="list-style-type: none"> <li>1. 29 September in Johannesburg</li> <li>2. 29 November in Cape Town</li> <li>3. 31 January in Johannesburg</li> </ol>  |
| <b>Technical Update</b>   |  |
| <b>Report by Tonia Valis, Head of Education ACCA South Africa</b> | <p>The Head of Education (HE) addressed the members and provided feedback on the following ongoing projects and initiatives:</p> <ul style="list-style-type: none"> <li>• The new CAT qualification - FIA</li> <li>• Alignment of qualification to be Fit for the customer,</li> <li>• Emphasis on student conversion projects to ensure student convert to membership</li> </ul>  |
|   | <p><b>Approved Learning providers or tuition providers:</b></p> <p>The HE mentioned that ACCA's approved learning partners and tuition providers were key partners in the market to ensure ACCA's students were well supported. The HE went on to mention that:</p> <ul style="list-style-type: none"> <li>• Tuition providers had grown 400% and stand at a total of 20;</li> <li>• New initiatives : <ul style="list-style-type: none"> <li>○ Walter Sisulu University to commence in offering ACCA from January 2011 and that</li> <li>○ WITS University under the WITS plus banner to commence offering ACCA from January 2011</li> </ul> </li> <li>• Student recruitment and branding efforts were currently underway with particular emphasis on schools.</li> </ul> |
|   | <p><b>SA Residential Universities, previously disadvantaged Universities and Technikons</b></p> <p>The HE informed members that ACCA was involved with projects with the SA Residential Universities, previously disadvantaged Universities and Technikons. She added that ACCA was ensuring recognition of prior learning, which is ACCA's exemption accreditation and that this was high up on the Governments agenda to give the previously disadvantaged further potential to develop their careers, she went on to mention that this provided the feeder for these students onto the ACCA programme.</p>  |

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|  | <p>The HE mentioned that of the 12 residential Universities, 10 had been ACCA accredited and exempted.</p>  |
|  | <p>UNISA</p> <p>The HE was very happy to announce that UNISA has adopted a University for Africa model which ACCA fits in neatly with their foreign students. The HE mentioned that many foreign students were holders of the ACCA qualification and that UNISA was currently looking at accrediting the ACCA qualification as a feeder into their programmes – which was a first.</p>  |
|  | <p>Education</p> <p>The HE reported on the Schools project, she mentioned that these targeted school leavers with CAT/FIA with the plan to make them aware of career opportunities outside the traditional university stream. She went on to add that ACCA had met with 250 schools across South Africa and engaged with approximately 30,000 learners from grade 11 and 12. She added that these schools embraced ACCA, creating brand awareness and informing learners of ACCA's reduced unnecessary barriers to entering the profession.</p>   |
|  | <p>Commissioner of Oaths</p> <p>The HE announced that ACCA's members have through legislation been granted the commissioner of oaths status and members could now certify documents. The HE added that ACCA would sponsor the stamps to the members who attended that evenings meeting.</p>   |
|  | <p>CA Charter</p> <p>The HE updated members on the CA Charter, which was submitted in December 2009. The HE went on to say that on the 23 June 2010 ACCA met with the DTI, CA Charter Council, IRBA, SAICA and auditing firm representatives. The HE reported that the meeting was very positive, and that ACCA had a number of things they suggested be amended in the charter, namely;</p> <ol style="list-style-type: none"> <li>1. The charter was for South African CA's alone and ACCA suggested this be amended</li> <li>2. That reference should be made that the charter in no way restricts the higher education institutions, tuition providers, universities as well as employers to only work with the national body and that they should be given the opportunity to work with multiple professional bodies in South Africa.</li> <li>3. The IRBA, who is a key stakeholder in the CA charter would not require any other professional body to abide by the CA charter</li> <li>4. Consider BBBE score card implications in the charter.</li> </ol> |
|  | <p>Companies Act</p> <p>The HE updated members on the Companies Act and mentioned that it essentially removed the need for the audit function of certain companies. She went on to add that ACCA had been very involved in the process with the DTI and that this would give rise to alternative assurance reporting. The HE mentioned that the discussions revolved around who could be consider an independent reviewer and who would regulate these assurances. The HE added that the Alternative assurance report was not yet finalised ACCA hoped to have a decision by the end of October. The HE informed members that ACCA had proposed that independent reviewers be individuals that belonged to a body who belonged to IFAC, the second proposal was that the oversight of the independent review function was to avoid over regulation because it was not the same as an audit and should lie with the professional body.</p>   |
|  | <p>South African Micro Gaap</p> <p>The HE reported on MicroGaap and mentioned that there were 3 levels of reporting in South Africa that were being proposed.</p>   |

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|   | <ol style="list-style-type: none"> <li>1. IFRS</li> <li>2. IFRS SME's</li> <li>3. Micro Gaap for south Africa (this has gone back for adaptation)</li> </ol>  |
|   | <p>IRBA Application Update</p> <p>The HE updated members on the IRBA Application and mentioned that ACCA had since re-engaged with the IRBA. She emphasised that the initial application was not withdrawn but in fact suspended by ACCA.</p>   |
| <p><b>Report by Cindy Parvess,<br/>Head of Business<br/>Development ACCA<br/>South Africa</b></p> | <p>The Head of Business Development (HBD) informed the audience on the initiatives of the Business Development team to develop the Approved Employer market. The Approved employers have grown by 300% and ACCA SA currently had 130 approved employers with a database of 455 companies in the SME and SMP market, such as ABSA, Mazars Nationally, Moore Stephens Nationally, MTN in 22 countries, DiData, Bytes, RAM, SA Express, BP, JP Morgan.</p> <p>The HBD went on to report that ACCA was working with Government departments such as Mogale City Municipality, Metro Bus, Department of Economic Development, SARS, Post Office, OAG and discussions are underway with Nedbank, Accenture, Pick 'n Pay, Imperial Holdings, E&amp;Y, DHL, PWC just to name a few and that students ranged between 1 to 50.</p> |
|   | <p>Educating employers</p> <p>The HBD mentioned that to date ACCA had 44 CPD meetings countrywide this year and 34 events the rest of the year on topics such as the companies act, IFRS, consumer act, Accountants for Business, FIA, Micro Gaap which will continue the rest of the year. From these CPD's ACCA had accrued approximately 500 companies interested in ACCA and that there was keen interest to participate and be educated on ACCA.</p>   |
|   | <p>Employability of members and ACCA students</p> <p>The HBD informed members that ACCA had been actively educating recruitment agencies about ACCA and this had made their staff capable of informing and educating their clients on ACCA. ACCA has been to approximately JHB 32, Cape Town 16, Durban 12, and Pretoria 15, recruitment agencies around the country</p>  |
|   | <p>Sustainability, Events, Research, Charity</p> <p>The HBD informed members that ACCA annually held a reporting awards function, and that this year's function would be in October. The HBD went on to add that ACCA would be running CSAP training sessions which would be for auditing assurance practitioners, sustainability and partnering with other sustainability practitioners. The HBD added that on a practical side ACCA was working with Haiti for Africa on fundraising campaigns and lending support from ACCA.</p>   |
|   | <p>Media</p> <p>The HBD mentioned that was making an impact on the media, to date ACCA are averaging about 8 articles per month in all media channels.</p>  |
|   | <p>Global Campaign</p> <p>The HBD informed that ACCA's Global campaign started in September with the Financial Times and shall spear head through ACCA's head office and South Africa will be part of that campaign. The HBD also added that ACCA had a partnership with the CEO Magazine which reported on its sustainability, approved employers and technical side. The HBD added to members that if ACCA was informed of member movement in the market ACCA would certainly like to profile these members. The HBD went on to add that for the first time ACCA SA had made a global imprint on its in-house magazine with a member profile and the World Cup.</p>   |
| <p><b>Questions and Answers: The following questions came from the floor</b></p>                  |   |
|   | <p>Question 1</p> <p>How can members be informed on CPD events?</p>   |
|   | <p>Cindy Parvess responded that this is sent out by ACCA to all members on a monthly basis, members were requested to update their My ACCA details online and to make sure they were registered with the South Africa office.</p>   |
|   | <p>Question 2</p>   |

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|  | Accreditation on IRBA, what are the constraints and what is ACCA doing?   |
|  | Tonia Valis responded that a letter was sent to all members in May 2009 regarding the suspension of the application and that ACCA has since been in discussions with the IRBA. She added that the challenges around the accreditation were around applying flexibility of the accreditation model and that in South Africa they only knew one model, applying this to a global qualification was being discussed. She added that ACCA's proposal was to allow ACCA students with auditing and tax requirement to access the PPE Exam. The HE added that discussions were underway and members would be notified with any updates. |
|  | Question 3<br>How flexible is ACCA towards getting the accreditation?   |
|  | Tonia Valis responded that ACCA understood that there were South African specific requirements around legislation and that could be an area where ACCA would apply more flexibility and consider introducing other South Africa specific elements. The HE went on to add that ACCA would however not be able to adapt an entire qualification for South Africa when it works in the rest of the world.  |
|  | Question 4<br>If ACCA in the UK partners with the Oxford Brookes University, could ACCA SA look at partnering with Universities in South Africa in the same way?  |
|  | Tonia Valis responded that UNISA was the first University who was looking at the reverse accreditation which meant accrediting the ACCA qualification to feed into their degree programme. She added that this was something ACCA was considering and that UNISA was one of the first universities to be open to it. She added that in the meantime ACCA was considering other pathways.  |
|  | Question 5<br>What is ACCA doing to help finance under privileged students in their school career with regards to financial support?  |
|  | Tonia Valis responded that on the Schools Project ACCA is working concurrently with the Department of Labour who have access to the national skills fund as well with SETA's. The HE added that ACCA works not only with its sector SETA which is FASSET but also with the Bank SETA to continue the financial assistance available to them.  |
|  | Question 6<br>Why is ACCA not using its resources on branding and marketing?  |
|  | Daisy Kopolo responded that the South African office was moved from the mainstream Southern Africa directorate to emerging market specifically because it was identified as a market that had special needs, for example the size of office that we have in South Africa is no comparison with any other mature markets elsewhere in Southern Africa to up skill the South Africa market which also went with a hugely increased budget. She added that to ensure that the strategy in that particular market is achieved. The HSA went on to add that huge expense went with that application.                                   |
|  | Question 7<br>Are the tax and law variant papers matched to the standards of the South African papers?  |
|  | Tonia Valis responded that ACCA was not a UK qualification it was a global qualification – ACCA were the first body to examine IFRS and ISAs and that in itself makes ACCA a global qualification. The HE added that furthermore ACCA was a member of IFAC and that both the law and tax papers were administered by examiners who belonged to residential universities of South Africa, she added that they were on the same standard as the local degree qualifications within the residential universities. The HE mentioned that in terms of standard it was the same level of competence.                                    |
|  | Question 8<br>Is ACCA was looking to create web discussions via the internet?   |
|  | Cindy Parvess responded that yes, ACCA have had discussions and would be considering this.  |
|  | Question 9<br>Should the members be concerned about the CEO leaving ACCA South Africa?  |
|  | Daisy Kopolo responded that there was no need to worry and that Quinton was with  |

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|  | ACCA SA for 2 years and had brought an entrepreneurial spirit. The HSA added that members would be informed of the new Head of ACCA.  |
|  | Question 10<br>If the textbooks were from one main supplier, was ACCA looking to make the textbooks more easily accessible?   |
|  | Daisy Kopolo responded that ACCA would expand materials of self study, and that information to be available shortly   |
|  | Patrick Kabuya commented to the audience that ACCA should use the members and let them talk on ACCA's behalf. Patrick also added that ACCA needed to: <ol style="list-style-type: none"> <li>1. Invest more skills development</li> <li>2. Qualification for fit for customer needed to work globally</li> <li>3. Walter Sisulu, how do we educate the public sector</li> </ol> |