# JOURNAL
of the
ROYAL VICTORIAN INSTITUTE
OF ARCHITECTS

IN ALLIANCE WITH THE
ROYAL INSTITUTE OF BRITISH ARCHITECTS.

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NOVEMBER, 1929
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INSTITUTE OF DOMESTIC ECONOMY, MELBOURNE
(Formerly the Old Melbourne Gaol)
Main Entrance in Victoria Street
This design is another of the masterpieces which emanated from the fertile brain of the late J. J. Clark (F.)

The Old Melbourne Gaol

As has been before remarked in connection with the alterations to the Melbourne Gaol, "though the days upon which 'men will beat their swords into ploughshares, etc., are not with us yet," it is highly interesting to note that the two largest of the old gaols in Australia (Darlinghurst and Melbourne) have been converted from establishments for the suppression of crime, into institutions for the spread of education. Various propositions for the utilising of the site of the Melbourne Gaol, which is unquestionably far too valuable now, to be appropriated to the administration of a penal establishment, have been made from time to time during the last sixty years. One of these was to use it for a central railway station, but though the provision of such a convenience in the City appears to be as far from realisation as ever, it can hardly be a matter for regret that a large portion of a building which was originally erected for the purposes associated with a penitentiary, has found a more fitting use in connection with the uplifting and enlightening of the population.

The structure illustrated is of basaltic lava (known locally as 'bluestone'); it contained administrative offices and the quarters of some of the gaol officials and though it cannot by any means be considered to possess a grim appearance, such as might be associated with the purposes for which a building of the kind was formerly used, it seems to be particularly well adapted to its original purpose, the texture and colour of the material contributing in no small degree to the feeling of austerity. (Ed.)
A Costing System for the Architect

An Address delivered by Mr. L. M. Perrott, F.R.V.I.A., at a General Meeting of the Institute on Monday, 29th August, 1929

MR. PRESIDENT, Ladies and Gentlemen,—As an introduction to my subject, let me quote the very interesting result of a survey made by the United States Federal Trade Commission. After analysing some 700,000 businesses, it was found that 50% of the business men guess at their costs, 40% estimate their costs, and only 10% know their costs. Analysing about 22,000 business failures, the Commission disclosed that 91% of these failures could have been prevented by the adoption of proper costing methods.

The need for the introduction of sound business administration is more than ever becoming recognised and the application of its principles to the practice of our profession will enable the Architect to take his rightful place in the business world and he will cease to be known merely as an artistic and visionary person.

THE BUSINESS SIDE OF ARCHITECTURE

As a fine art, Architecture has established itself, but has it established itself in its rightful position as one of the important forms of modern business? The business elements which affect the development of the Architect's office might be brought under two heads: firstly, the business interests of the client and secondly the Architect's personal interests. Most of the criticism that one hears levelled against Architects is not so much against the artistic side of their work as against their indifferent business methods. Now it cannot be too clearly pointed out, that the sale of our professional service constitutes a sound business proposition.

(1) COSTING: ITS RELATION TO CHARGING

It is difficult to talk on costing without at the same time commenting on our methods of charging for our service. American offices are in many cases discarding the percentage methods of charging. Their contention is, that this method would be alright if all building problems involved a similar amount of Architectural work, but we know that this is not the case. The percentage method of charging is one of averages and as such it cannot be sound. Another objection which they advance is, that the Architect is called upon to finance much of his own work and in many instances his profit is not realised until the building is actually finished, particularly in the case of large public work, in connection with which he is called upon to pay heavy drafting, overhead and general expenses. This results in the tying up of funds indefinitely or the carrying of a bank overdraft, the interest on the money in each case constituting a further burden on his business.

America finds another fault with the procedure, one which I think is quite common in Australia, and that is, the lack of knowledge which the public possesses respecting what it costs the Architects to render the service they receive. The thought and study necessary in producing a set of drawings and a specification is something intangible and is utterly inconceivable by the average client.

Architecture is a very vital and necessary profession, and if it is to prosper, it must serve the public properly; this can only be done if the Architect is receiving proper remuneration for his work.

(2) REASONABLE PROFIT

The general opinion of the American Architects is that their work should carry 30% profit and this opinion seems to be upheld by leading cost accountants. When one considers the responsibility which the Architect must accept and the cost of his early training, this amount does not seem excessive. The difference between the commercial business and that of the Architect is very marked. The limit of the commercial business is generally governed by the amount of capital which the concern has to operate on, whereas in the case of the Architect, the average client expects to have personal contact with him at all times, and he is never really satisfied to be turned over to the staff. Naturally this reduces the limit of the amount of business which the Architect is able to do.

(3) WHAT IS PROFIT?

In speaking of the Architect's 30% profit, it is well to define just what constitutes this word "profit." It is not the interest on investments nor is it the salary which the Architect might draw for managing his business. Both these items should form a part of his costs as he is the investor in and the manager of his own business. His ability to earn a profit above these depends largely upon his method of operation and the amount of his fee.

Too many Architects, in working out their profit, make the common mistake of not figuring the value of their own time. To arrive at our profit, it is apparent that not only interest on the money invested in one's equipment should be figured in the "overhead," but also the salary of the man operating his own business, before any net profit can be properly arrived at.

We are responsible for the distribution of considerable sums of money for building purposes and we have to be familiar with such items as Finance, Interest, Upkeep, Overhead, Returns, etc. Surely if we are expected to have a knowledge of these subjects, it must be doubly important that we should know our own costs of production and what our profits are.

The American Architects realise that professional services of any kind will be paid for by the public, not...
on the standard percentage charge, but in accordance with their experience and ability to render such services. They have found in connection with the percentage on cost system, that on certain classes of work it will permit of a reasonable profit, while on other types of building it very often means a loss to the Architect. They also contend that the percentage on cost system is one that does not impress the business man of to-day, as he is expected to pay the same fee for the designing and erection of his large industrial building as he is called upon to pay in the case of his elaborate home, the former calling for perhaps half the work which is involved in the erection of his house. This varying degree of complexity in building operations should have some bearing on the amount of our charge. To meet this condition an increasing number of American Architects are favouring some one of the various forms of "cost plus charges."

(4) AMERICAN AND CANADIAN CONDITIONS

The American and Canadian Architects enjoy a more favourable condition when it comes to the percentage charge, than we in Australia do. Their fee in the case of Warehouses, Factories, and large plain buildings, which involve no detailed interior finish, is 5% on total cost; in the case of public buildings, Schools, Hospitals, Libraries, Office Buildings, Banks, Theatres, Clubs, Hotels and Apartment Houses, it is 6% on total cost; in the case of Churches 8% on total cost; in the case of Residences, 10%. In alterations or additions up to £1000, 20%; and over £1000, 15%. Again they have an added advantage with their scale of charges which the American Architect brings to the inspection of the Owner or his authorised representative. The costs referred to in this article comprised the following items:-

- The sums paid to structural, mechanical, electrical, sanitary or other engineers.
- The sums paid for incidental expenses, such as costs of transportation or living incurred by the Architect.
- The sums paid for drafting, including verification of shop drawings, for specification writing and for supervision of the work.
- The sums paid for supervision of the work.

To depart from the percentage on cost method of charging, I would quote the following extracts from the American Institute of Architects' agreement between the Owner and Architect on the "cost plus fee" system. This sets out as follows:

(6) MAINTENANCE OF A COSTING SYSTEM

"The Architect shall maintain an efficient and accurate costing system as to all costs incurred by him in connection with the subjects of this agreement, and his accounts, at all reasonable times shall be open to the inspection of the Owner or his authorised representative."

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| Item A: The sums paid for drafting, including verification of shop drawings, for specification writing and for supervision of the work. |

| Item B: The sums paid to structural, mechanical, electrical, sanitary or other engineers. |

| Item C: The sums paid for incidental expenses, such as costs of transportation or living incurred by the Architect. |

| FORM No. 1,—THE DAILY TIME CARD |

Each employee fills in a daily time card which shows the amount of time spent upon any job. Time not directly chargeable to any particular job is classed as "office time"; this non-productive time becomes an overhead expense. Time is not kept closer than half-hour divisions. Overtime allowance is charged to the particular job on which it is worked. 

- **Date**: Wednesday March 26th, 1926

| Signature | Leslie M. Perrott |

**SHEET No. 1**

| Name | John Jones |
| Date | Wednesday March 26th, 1926 |
| Date | |
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| Item C: The sums paid for incidental expenses, such as costs of transportation or living incurred by the Architect. |
pect or his assistant while travelling in discharge of duties in connection with the work.

Item D: The cost of reproducing drawings, printing or copying the specification, models, telegrams, long-distance telephone calls, legal advice, etc.

The provision of the general expenses of the Architect's office commonly called overhead items that cannot be apportioned in detail to this work, such as rent, light, heat, stenographers' services, drafting materials, telephone, accounting, business administration, etc. It is agreed that the charge for such general expenses shall be so much per cent. of item "A" of this article.

Payments: On or before the first day of each month the Architect shall present to the Owner, a detailed statement of the payment due on account of the fee and the cost referred to in Article No. 3. The Owner shall pay the Architect the amount thereof.

(7) VARYING METHODS OF COST PLUS FEE CHARGE

Let me quote the remarks of certain Architects on this system of charging. In a New York office it was made the practice to explain to the client that the scheme of cost plus fee charges for Architectural services had been found more equitable for both client and Architect. Their practice was to make a contract for services covering the proposed work on the building at the actual cost of craftsmen's salaries plus overhead, plus time of principal, plus fees added for consulting engineers, plus 1/3rd profit, plus cash disbursements for such items as blue printing, travelling expenses, etc.
### TIME DISTRIBUTION

**LESLIE M. PERROTT, F.R.V.I.A.**

**TEMPLE COURT**

**COLLS L.E. MELBOURNE, V.I.**

**MONTH OF**: March 1918

<table>
<thead>
<tr>
<th>ACCOUNT OR JOB NAME</th>
<th>EMPLOYER'S NAME (SHOWN BY ACC. No. IN BLOCK BELOW)</th>
<th>TOTALS DEBITED TO WORK IN PROGRESS</th>
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<tbody>
<tr>
<td>Residence Dr. Built</td>
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**CREDIT UNDISTRIBUTED ACCOUNT WITH TOTAL OVERHEAD**: 30s. 5d.

**MAN-HOURS & DISTRIBUTION OVERHEAD EXPENSES**

**Debit Jobs with Overhead**

<table>
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<tr>
<th></th>
<th>MAN-HOURS</th>
<th>TOTAL MAN-HOURS X RATE = TOTAL OVERHEAD</th>
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<tbody>
<tr>
<td>Residence Dr. Built</td>
<td>142</td>
<td>157</td>
</tr>
<tr>
<td></td>
<td>57</td>
<td>28</td>
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**TOTALS**

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</table>

**FORM No. 2—THE TIME DISTRIBUTION SHEET**

The left hand column lists the various jobs worked on during the month; then follows a column for each number of the staff, an account number being used in place of the name of the employee; and opposite the particular job, is the value of the time for the month. The horizontal extension of this line is placed under "Engineering, Drafting, Supervising, Typists or non-chargeable time"; these totals are then debited to work in progress and undistributed expenses. At the bottom of the Time Distribution portion of Sheet No. 3 the totals of the individual columns under employer's names, are credited to the individual salary account; the purpose of this is to provide a record showing all salaries paid for the month.

So as to distribute over-head expenses, I have worked upon the "manhour" plan, that being the most favoured in American offices. Under this scheme, no account is taken of the differing in rate of wages, it being assumed that every employee, in a general way, requires the same amount of supervision, light, space and other facilities; each job is debited with the distributed overhead expenses which varies every month, according to the number of productive hours worked. The amount of the rent, heat, light, etc., plus the non-productive time for the previous month, becomes the total overhead for the current month.
In order to protect the client against extravagance in the office, it was their custom to add a clause providing that the maximum amount to be paid by the client should not exceed 7% of the cost of the building in a case in which the A.I.A. charges would be 6%; or 8%, where the A.I.A. charges would be 7%, they had established an average percentage basis on their costing system which had been in operation for some years. They found that their general office "overhead" in relation to draftsmen's salaries, varied between 50% to 60%. They consider the cost plus fee system was the only method by which they could be assured of their 1/3rd profit. At the time of my visit they had just completed a building in New York costing $42 million dollars, in connection with which they had used this system of charging.

A somewhat different method employed by another firm of New York Architects was for the owner to pay the direct cost incurred by the Architect's office (including principal's time), charged on a salary basis plus 1½ times the amount of such cost to cover overhead and profit. They had arrived at this estimate from a careful study of their costing system that had been operating for several years. This arrangement almost invariably showed them 33 1/3% profit.

A big point in favour of the cost plus fee system is that it is a decided check upon the number of changes and alterations asked for by the client, as he is aware that this will mean added cost.

(8) ARCHITECT FAVOURS PERCENTAGE CHARGE

Let me quote the remarks of a leading San Francisco Architect. His office handles, almost entirely, Hotel and Apartment work. As this type of work can be very successfully handled on the 6% fee, he preferred...
the percentage method of charging to the cost plus fee idea. In discussing his costing system, he stated that his practice was to take each commission as it came into the office, and the amount of the fee would be worked out on the approximate estimate. The 30% profit would then be deducted; the balance would be divided between the draftsmen, specification writer, engineering, superintendence and overhead. Based on several years' experience with their costing system they could tell very closely what percentage of the fees each of these departments would require. The head draftsman would be given the total amount which it was expected the drafting should be done for and it was then his duty to see that his cost did not exceed this amount. By working along these lines they found that they rarely had any difficulty in keeping the cost of their work down to a margin that would assure them their 30% profit. This office also adopted the custom of having an outside Auditor to check over the costing system each month and his report was kept in a prominent position on the Architect's desk and every opportunity was taken to let the client see the cost of handling his commission.

Before going on to my explanation of the system we are using in our office, I should like to quote a few of the advantages that might be gained from the introduction of a costing system:

(1) An exact knowledge of the business in order that one may be familiar with what work is the most profitable for the office.
(2) To determine profits accurately.
(3) To be able to make a just settlement with a client when a job is abandoned.
(4) Accuracy in making income tax returns.
(5) Quickness in preparing final statement.
(6) To determine profits accurately.
(7) The satisfaction of knowing what it costs to produce a certain piece of work.

The costing system has also been used as a check on the tremendous waste involved in unnecessary competitions. If the average Architect knew the exact cost of submitting designs in a competition he would certainly confine his efforts to those competitions which meet the standard laid down by the Institute and take part in those only.

I should like to say that if all offices adopted a costing system and took pains to allow clients to see something of it, this one step would perhaps show more than anything else that we are conducting our practices along business-like lines. I think if we could get our clients talking about the business-like way in which the average Architect conducts his practice, it would constitute wonderful publicity.

There are four elements which go to make up the system of cost production, namely:

(1) Direct Labour Expense: This is covered by daily time cards which must be filled in by each member of the staff and should show the amount of time actually spent on each project in the office. The total of this time is the productive labour for the period under consideration. The cost of this time constitutes the direct labour expense.

(2) Indirect Labour Expense: The balance of the pay roll which remains after deducting the cost of all direct labour expense constitutes the indirect labour expense. This balance is incurred for the benefit of all the clients and, therefore, this cost must be divided amongst the projects in proportion to the benefits derived by each. Typical expenses of this class are—waiting time for draftsmen, delay or lack of work, vacations, sickness, and labour given to general office work.

(3) Direct Equipment and Material Expense: Included in this item would be—blue printing, models, telegrams, long-distance phone calls and other expenses directly chargeable to a single project.

(4) Indirect Equipment and Material Expense: This item is more commonly known as "overhead" and cover such items as:

Rent.
Heat and Lighting.
Clean Towel Service.
Scenographer's Service.
Book-keeping and Accounting.
Telephone.
Office Maintenance and Repairs.
Depreciation on Office Equipment.
Travel.
Technical Societies Dues.
Insurance.
Charity.
Renewals to Equipment.
Architectural Books.
Automobile.
Blue Printing.
Stationery.
Drawing Materials.
Lawyer's Fees.
Magazines.
Photographs.
Bad Debts.

Before exhibiting the slides, I wish to mention that I claim no credit for the systems which I propose to describe; they are all illustrations of a collection of data associated with this subject which I had the privilege of accumulating on my visits to America. This subject has interested me considerably for some years and I have had the opportunity of discussing it with quite a number of American Architects who, in all cases, have been very ready to show me the particular methods which they are using. Particularly would I like to mention the very excellent work that has been done by "The Architects' League of Hollywood." This body was formed some years ago by a group of Southern...
JOURNAL OF THE ROYAL VICTORIAN INSTITUTE OF ARCHITECTS

California Architects with the object of studying the problem of an Architect's costs and so thorough have been their efforts to bring home to the Architect the vital need of knowing just what it costs to handle his work, that to-day, the League has a nation-wide membership.

(At this stage, Mr. Perrott displayed, by the aid of lantern slides, a number of 'cost forms' which he had collected, together with an illustration of the system which is in use in his own office.)

The various forms which I have shewn you, will, I hope, impress upon you the advantages of a costing system. It has been my experience to find that every time that I have had the opportunity of letting my client see our system, a favourable impression has been created. Yesterday, we signed a contract for a factory building, and after it had been finalised: I showed the client exactly what his work had cost and the amount of my profit up to the point of the signing of the contract, and I am sure that previously he had no idea of the amount which it had cost to handle the work. In the placing of these figures before your client, there can be no question regarding your profit; the whole of the time and costs are right there before him and there is nothing open to criticism. I could tell you of several instances in which our system has helped greatly in the securing of proper payment. Allow me to mention just two. Complete plans and specifications were made for a client, but after contracts had been obtained, the work had to be set aside for a period of several months; after the matter had been re-opened, the client had entirely new ideas which necessitated complete new plans and specifications before the work could be proceeded with; before proceeding, I explained to the client that I would expect payment of the net cost of the first scheme; this arrangement was accepted, but upon rendering my account, great surprise was expressed at the amount of the charge and a request was made that I should accept a considerably reduced sum. The matter was referred to the client's lawyer and on the whole of the cost system being placed before him, with an invitation to him to check the figures, he expressed great surprise at a professional man being able to shew him anything of that nature; he congratulated me upon the thoroughness of the system and promptly arranged for payment of the full amount, as well as satisfying the client that he had been very fairly treated.

In another recent incident, considerable work had been done on a job, when certain conditions arose which altered the whole nature of the building; this created. render a fresh beginning with the work necessary. The first question asked by the client was what his position in relation to my fee would be. I again asked payment of the nett cost of the work and explained that I would let him know the amount; less than five minutes were required to place before him, to the penny, the cost of his work. Again, surprise was expressed at the thoroughness and the amount was readily agreed to. In conclusion, I would just like to say that if any of you gentlemen feel there is anything in this system and you care to know any more about it, I shall be very happy to help any of you out in the starting of a costing system in his office, so please do not hesitate to ask me.

The Chairman: I am sure we have all listened with the utmost interest to Mr. Perrott's exposition of this costing system, and I think that we have all learned very many valuable points. Quite often Architects do unremunerative work, and the more the public can realise the expense of service given and not merely count up in a glib way "so much per cent. on so many thousands," the better it will be. Some people have no idea of the cost of really decent work, and I know that every one realises that this is a most important aspect, and I know Mr. Perrott will be glad to answer any queries.

Mr. K. A. Henderson (At): I move a vote of thanks to Mr. Perrott with the greatest of pleasure. I think he has shown an excellent spirit in coming here to-night to tell us something interesting which he has evolved, first as the result of his travels, and secondly of his own thought. There is nothing mysterious to me personally in Mr. Perrott's system of costing, because I feel that once one gets an office and an organisation, and particularly a drafting office of any size, it is essential that he should know what is going on. It is the only way in which he can accurately find out what is transpiring in the office, because it apportions the draftsman's time and effort to his particular jobs. That is the basis of it all. The balance of it—what Mr. Perrott correctly terms 'General Overhead'—is really quite simple for any man to ascertain if he keeps reasonably accurate books. I do not think there is any point I particularly wish to mention except that through having a costing system in our office we are conscious, just as Mr. Perrott is conscious, of losses on jobs, and particularly on small alteration jobs. There are straight out define losses on these jobs. I have found that on particularly small bank alteration jobs the whole of the fees have been absorbed on the job by the time the contract has been let, prior to any supervision!

Mr. Oakley: I think we are all indebted to Mr. Perrott for the paper he has read and also for the slides he has shown. I venture to say that in my opinion there are very few of us who keep costing systems such as that which we have made the acquaintance of to-night. We have a system which is fairly good, but since talking to Mr. Perrott—and I have talked to him a good deal about his system—I have come to the conclusion that we have to make some changes, and we have started to do that with excellent results. One very striking feature of these charts is the fact that a good deal of work must be done by every office at an actual loss, and that impresses us with the fact that our system of charging a percentage fee on our work is absolutely wrong. You may remember, Mr. President, at our conference of the Federal Council at Canberra last year there was a suggestion that a sliding scale of fees should be charged; that emanated from the New South Wales Institute, but their suggestion did not go far enough. It simply suggested that the fees on certain classes of work, such as factories, should be
reduced to five per cent. There was no suggestion that
the fees on more complicated and intricate work should
be increased, but I do think that we are working on
the wrong lines; we are all doing work for which in
some cases we perhaps do not get sufficient remunera-
tion, and may I say with bated breath, in other cases
we get a little too much. I would like to see this
paper reproduced. Mr. Perrott has had a comparati-
vely small audience here to-night, and I think that
every member of our Institute should have an oppor-
tunity of reading this paper, and studying the accom-
panying charts. I feel sure that steps will be taken to
have a complete reproduction in our next issue of the
Journal. I would like to add my thanks to Mr. Perrott
for the very valuable service he has rendered in giving
us the benefit of his experience, not only in America,
but here, and I think it will be of considerable advan-
tage to a great many of our members.

Mr. P. A. Jenkin: I have found Mr. Perrott's lecture
to-night very interesting. I am perhaps in rather a
peculiar position as I am connected with an undertake-
ning which is commencing to expand from something fairly
small to something in connection with which a cost
system such as Mr. Perrott has shown us will be neces-
sary, and I have been giving the matter a certain amount
of academic thought; Mr. Perrott's lecture has destroyed
many ideas that I had and has given me new ones.
With regard to his offer to assist members to institute
such a system as this, I should be very pleased if Mr.
Perrott would let me have a set of those cards that he
uses in his own office. Could he give us some idea
of how much the costing system itself costs to keep in
order?

Mr. Perrott: As far as lending a set of forms is con-
cerned, I will be very happy to let any of you have
them. The cost of operating the system, once it gets
under way, is negligible. As the start you might find
the drafting somewhat lax in filling up their cards
but they soon acquire the habit, and beyond that the
girl in the office can look after the whole thing. The
cost of compiling it is so slight that it could almost
be forgotten.

Mr. Henderson: The draftsman does the major por-
tion of it?

Mr. Perrott: All he is required to do is to fill out
his daily time card. My time is all charged to super-
vision. I do some drafting, but to simplify the matter,
we charge the whole of my time to supervision. A
pretty fair percentage of my time is non-chargeable
time; that is, it is not directly chargeable to any one
job, and that is absorbed as overhead. The non-charge-
able time for any month is carried forward to the next
month and added to the fixed overhead.

Mr. J. W. Wright: What is your personal rate? Does
that go up in proportion to your earnings?

Mr. Perrott: Not at all. I draw a fixed salary from
the business. Not long after I returned from my last
trip, I was showing our system to one of our leading
cost accountants and I asked his opinion upon it. The
only two items which he criticised were the amount of
my salary, which, he claimed, was very low when one
comes to consider the expense which a professional
man is under, such as the cost of entertaining, club dues
and such other expenses, all of which have to be met
from his salary. The other item was the expense of
my car. This is charged up at 10% for depreciation
plus actual running costs. He contended that the aver-
age commercial concern writes off the full value of the
car in three or four years at the most.

The Chairman: Before I put the motion I just want
to say, Mr. Perrott, how very grateful we are for your
coming here and taking us into your confidence. The
paper will be produced in the next issue of the Journal,
and with your permission, Mr. Perrott, a sample of
the card system will be incorporated. I now ask you,
ladies and gentlemen, to carry the vote of thanks.
Carried with acclamation.

Mr. Perrott: I thank you.
The Library

ADDITIONS TO CATALOGUE

740 Drawings, decoration etc.

Guptill, A. L.
Drawing with pen and ink. 40 N.Y. 1928.

REVIEWS

"WOOD BORERS DAMAGING TIMBER IN AUSTRALIA"

Very little informative literature is available in respect to the menace to the timber industry of Australia which is due to the depredation of the wood borer and for this reason alone this pamphlet merits careful perusal.

The authors have, in their introductory remarks, accurately summarised the position. They state—"One of the greatest problems facing the timber industry of Australia is the damage caused by borers. The losses resulting from these pests amounts to many thousands of pounds annually, and they are the cause of much concern not only to the timber merchant, but also to the architect, the builder, the furniture manufacturer, and the householder. During the war the ravages of wood borers increased enormously, due mainly to the failure to discard the sapwood from all sawn timber, and quite a large percentage of the buildings erected during that period, and for some years afterwards, showed some sign of having been infested. During more recent years considerably more care has been displayed in the elimination of sapwood, and the ravages of the borer, which specialises in destroying sapwood, have decreased in proportion. There is still, however, a steady demand for information concerning the eradication of this and other borers."

A clear classification of the three main classes of borers follows:—

(1) Those which attack living trees.
(2) Those which infest seasoned timber.
(3) Those which attack unseasoned timber.

It is the second class comprising:—

(a) Lyctus brunneus or powder post beetle,
Designs for Lead Work

Messrs. John McIlwraith & Co. Pty. Ltd. offer two prizes to the competitors who can show by design and description, the uses to which Sheet Lead, Lead Pipe and Lead Fittings can be employed to advantage in Building Construction. Full particulars may be obtained on application to the Secretary, Mr. J. B. Islip. The prizes have the value of Fifty guineas and Twenty-five guineas respectively.

Anzac Memorial Building, Sydney

The Trustees of the Anzac Memorial Building (Sydney) invite competitive designs for an Anzac Memorial to be erected in Sydney, New South Wales. The closing date for the first stage of the competition (which will be conducted in two stages) is 24th January, 1930. The cost of the memorial is set down at £75,000. All further particulars may be obtained on application to the Secretary, Mr. J. B. Islip.

Caulfield War Memorial

Members are notified that the last day for the lodging of designs for this memorial (to cost £4500) is the 4th of December next.
Members’ Section

MR. FREDERICK MORSBY (F.), who was elected a Fellow on 29th August last, served articles with Mr. John E. Whitehead, of Sheffield (Eng.), attended classes at the Sheffield School of Arts, the South Kensington Schools (Lond.), the Working Men’s College, Melbourne, and was for several years assistant to the late R. J. Haddon, and to Messrs. H. B. Gibbs & Finlay, of Melbourne. Later, he joined in partnership, Mr. H. F. Coates (F.), and the firm has executed various works of note in the city and suburbs.

MR. HUGH L. PECK (A.), of Arthur & H. L. Peck, who has been visiting U.S.A., returned to Melbourne a few days ago. He looks well after his tour, which was spent in study and the acquisition of further knowledge.

MR. WILLIAM BLACKETT FORSTER (F.), who is cousin to and partner of the Institute President (Mr. W. A. M. Blackett), served articles with Mr. Blackett. On the outbreak of war, he enlisted and was with the 4th Pioneer Battalion, A.I.F., for four years, attaining the rank of Captain. On returning to Melbourne, he joined Mr. Blackett in partnership. The firm recently gained the R.V.I.A. Medal for Street Architecture. While on service in France he lost an arm, but that does not prevent him from being a keen golfer when away from the drawing board.

MR. L. F. IRWIN (F.), having passed through the U.S.A., is expected by this time, to have reached Britain.

MR. P. SCOTT WILLIAMS (A.), who has been abroad, has recently returned.

Obituary

MR. HERBERT WOOD

Mr. Wood, who was an old member of the Institute, was born in 1866 and educated in London. Shortly after his arrival in Melbourne in 1887, he commenced practice in partnership with Mr. J. McMullen, the firm having been Architects for the Prahran Arcade. Subsequently, he became manager for the Architectural Department of Messrs. Rocke & Co. and continued in that position until that business passed into the hands of Wunderlich Ltd. In 1912, he joined Mr. F. G. Richardson in partnership, the firm carrying on under the title of Richardson & Wood and this partnership lasted until his death. The practice was of a general nature, but during its currency, it included the designing and erection of about twenty picture theatres and three town halls.

Mr. Wood was a keen student of French literature and as a recreation, embraced the quiet hobby of bowling as a member of the Auburn Heights and Glenferrie Hill Club. He was also a member of the Stock Exchange Club.

Mr. Wood was a keen student of French literature and as a recreation, embraced the quiet hobby of bowling as a member of the Auburn Heights and Glenferrie Hill Club. He was also a member of the Stock Exchange Club.

Although his health had been failing for some time, things never took a serious turn until shortly before his death. To his relatives, our great sympathy is extended.

MR. HENRY JAMES KERR

Mr. H. J. Kerr, son of the late Peter Kerr, F.R.I.B.A., was born in Melbourne in 1859. He spent the greater part of his professional life in the Public Works Department of Victoria in which he was, for about a quarter of a century, one of the Assistant Architects, having been for a considerable period assistant to his father on the work of the Parliament Houses, the Law Courts, the Registrar-General’s Offices and other buildings. After the retirement of Mr. P. Kerr, he was Assistant Architect for the Western District of the State, subsequently, on the retirement of the late Mr. J. H. Marsden, becoming a District Architect in charge of that division of the State. He held that position until reaching the retiring age, about five years ago.

He was elected an Associate of the Institute in 1892, and later, joined the ranks of the Fellows. Following upon his retirement, he had a holiday in Europe and
was, until ill health prevented it, a regular attendant at the meetings. At an early stage of his professional life, he was associated with the late Mr. A. C. Cooke (who was well known among the older members as an accomplished perspective draftsman and water-colour artist, much of whose work was executed on boxwood blocks for wood engraving, prior to the introduction of photo-engraving and in which Mr. Kerr assisted him.) Our late colleague was a member of the St. Kilda Army and Navy Club, of the Soldiers’ Fathers’ Association and of the “Big Brother” Movement and also took a great interest in horticulture.

The sympathy of members is extended to Mrs. Kerr and family.

Board of Architectural Education

PRIMARY QUALIFICATIONS

The Board desires to direct attention to the regulation of the Institute which specifies that after 31st December, 1932, all persons sitting for the examination of the R.V.I.A. shall be required to possess the School Leaving Certificate or its equivalent. The primary standard at present specified is the Intermediate Certificate or its equivalent.

R.I.B.A. PROBLEMS IN DESIGN

A copy of the list of the Problems in Design set by the Board of Architectural Education of the R.I.B.A. in connection with its Final Examinations for the year ending 31st December, 1930, may be obtained on application to the Institute Secretary (Mr. Islip).

SILVER MEDAL, BRONZE MEDAL, AND SKETCHING COMPETITIONS

Particulars relating to these competitions for the year 1930 were announced on November 29th, and all who may be interested are recommended to make application to the Secretary, who will furnish the necessary information.

WAR MEMORIAL SCHOLARSHIP

Applications for the Royal Victorian Institute of Architects War Memorial Scholarship are invited and will be received at the office of the Institute on or before 14th December next.

R.V.I.A. Golf Tournament

The 1929 golf tournament of the Institute took place on the delightful links of The Metropolitan Golf Club at Oakleigh on Monday, 14th October. Outings have been held annually since 1926 at the Royal Melbourne, Kingston Heath, and Victoria Clubs in succession, the players competing in a stroke competition for a silver cup which is held for twelve months by the winner. The origin of this cup is veiled in mystery for it was presented anonymously, and hence never fails to cause interested discussion.

A sweepstake was arranged in addition to play for the trophy, and after luncheon at the Club House, seventeen competitors set out in the warm sunshine, most of them beguiled by it to leave their waterproofs or umbrellas behind, much to their subsequent sorrow, as a heavy downpour in mid-afternoon drenched them to the skin.

As the Journal’s reporter was himself a player, no detailed description of the “unparalleled golf” is available (unparalleled golf is the converse of “paralleled golf” in which the ball travels parallel to a line from tee to pin). The best net score was a very good round by Mr. A. R. Butler (20) of 74 against a bogey of 78, which secured him the Cup and first place in the sweepstake, Mr. J. W. Wright (14) with a net 77 and the best stroke score being second. In the heavy rain these fine performances were isolated as no other cards under 80 were returned, but at the 19th hole most of the players showed that their hands had not entirely lost their cunning. Scores:—A. R. Butler, 94-20-74; J. W. Wright, 91-14-77; F. B. Tompkins, 100-18-82; H. H. Browning, 107-22-85; A. S. Hall, 109-24-85.
Delegates from the Australian Institutes of Architects attending Federal Council Conference at Canberra, September, 1929.


Sitting: J. Peddle (N.S.W.), Professor A. S. Hook, President (N.S.W.), W. A. M. Blackett (Vic.)

Federal Council Conference

(The following notes regarding the proceedings of the Federal Council at its last session, which were conveyed to members by the President, together with the discussion, formed part of the Proceedings of the General Meeting of the R.V.I.A. on September 30th)

The President: Mr. Oakley, my co-delegate to the Federal Council, who had hoped to have been here to-night, is unfortunately suffering from influenza.

As I thought that a brief resume of the proceedings of the Federal Council should be given to members at the earliest opportunity, it may not be out of place to relate some of the details of the more important subjects which were dealt with. The full minutes of the meeting will be published in the November issue of the Journal.

The matters which were initiated by this Institute were dealt with very fully by the Federal Council, one which has been given very great consideration for some time having been a uniform standard method of cubing for buildings. Such a standard has been adopted by the Federal Council and the particulars will be published shortly. I think it an improvement on the type which was submitted in detail and it is much clearer.

The scale of fees has also been drawn up on a new and clearer system; it has been dealt with in ten clauses and those controversial points which have caused considerable trouble in the past, have been made clear. That also has been adopted by the Federal Council; it is now operative and will be published shortly. The Federal Conditions of Contract have been considered by a committee which was appointed by the Council of this Institute and which drew up a considerable number of amendments. The Federal Council adopted the whole of the amendments proposed by the Council of the R.V.I.A. in every detail; that matter has to be again.
submitted to the Federal Master Builders' Association which meets in conference next month at Canberra.

It is of interest to note that the Bronze Medal offered by the Federal Council of the Institutes of Architects of Australia has been gained by a Melbourne competitor (Mr. Allan L. Eldred, of the office of Messrs. Oakley & Parkes). The medal will be presented here in due course.

PROPOSED AUSTRALIAN INSTITUTE OF ARCHITECTS

The chief and major purpose of the meeting of the Federal Council this year was to bring about the formation of The Royal Victorian Institute of Architects. In effect, much of the most difficult work associated with its formation had been cleared up at the 1928 conference, and by this year the Institutes of the States of Tasmania, South Australia and Queensland had adopted the memorandum of agreement and the Articles of Association as drawn up last year, without any amendment. The New South Wales Institute had, by referendum, accepted the constitution, subject to one condition, that being, that it would not join unless the Royal Victorian Institute did. That was the only stipulation. The Victorian Institute drew up various amendments of a minor nature and some of a wider nature, with which I will deal later.

When they went to Canberra, your delegates did not possess full power to accept the constitution and the position which then arose was that, as the Institutes in three States had accepted it, the New South Wales Institute agreed to waive its demand that the Victorian Institute should be included as one of the foundation members. In consequence of that, the Victorian delegates were faced with the prospect of the formation of the Australian Institute without the Victorian body because under the agreement, the affirmative of four State Institutes were sufficient for the formation of the Australian Institute. Your delegates then gave the matter very close consideration and they decided that they had to receive either praise or condemnation. They decided ultimately that as the men on the spot, it was their duty to take the risk; to give an affirmative answer and to agree that the Victorian Institute would become one of the foundation members of the Australian Institute of Architects.

At a Council meeting, which was held almost immediately after the return of the delegates from Canberra, a motion which strongly commended the action which they took, was passed unanimously by your Council.

It is felt that this marks a distinct epoch in the history of the Architectural profession in Australia. The whole feeling was, that we were not Victorian, Tasmanian or New South Wales Architects, but Australian Architects, and the New South Wales Institute, by its very fine gesture, placed us in such a position that we felt that what we did, was the only thing that it was possible for us to do, that being that we should agree to become foundation members of the new Institute.

The first, or provisional Council, of the Australian Institute of Architects was elected with Professor Hook as interim President, Mr. Peddle as Hon. Secretary and the remainder of the delegates as members of the first interim Council.

The Western Australian Institute has, so far, remained obdurate regarding coming in. Very urgent letters and telegrams have been sent to Western Australia since the meeting of the Council, but up to to-day, there is no sign of the Institute of that State agreeing to join.

The next point which was settled was, the place at which the inauguration of the Australian Institute should be consummated. On the motion of one of the New South Wales members, it was suggested that Melbourne was the most fitting location for the inauguration and the proposal was carried. Therefore, probably about next December, the inauguration of the Australian Institute will take place in Melbourne.

I then felt, that so much having been done, it would be your wish that I should offer the use of our rooms and of our hall here, for the inauguration ceremonies. The offer was accepted with gratitude and we will take pains to ensure that these ceremonies are carried out magnificently. His Excellency, the Governor-General, has signified his intention of being present, and I understand that he will accept the first Honorary Fellowship of the new Institute. Applications have been made through Sir Dudley de Chair for the right to the prefix "Royal" and for a Charter for the new Institute. A telegram of congratulate has been received from Sir Banister Fletcher, wishing the new Institute every success, and commending Australian practitioners for their vision in forming such an Institute.

It will be remembered that we had directions to arrange for an annual Institute Dinner, and as soon as the above matter developed, I thought that it would be wise to postpone that function for what might perhaps be only a few weeks, so that it might form one of the ceremonies associated with the inauguration of the Australian Institute and I surmised that you would agree with me. We are also arranging for the preparation of the memorandum of agreement legally and that may involve a slight alteration to our Articles of Association, consequently, we may have to hold a general meeting to affirm the signature of that document. I might perhaps note that the Australian Institute is formed on very simple and very wide lines. This Institute can still go on. Practically, the Australian Institute can only carry out those things which we delegate to it and we retain our own status, our own property, our own assess of every description and hand over to the new Institute such things as we mutually agree upon.

If there are any questions, I will be pleased to answer them.

Mr. P. B. Hudson (F.): I do not think that it is legally necessary, but would a resolution of this meeting, confirming and approving of the action of our delegates and Council in joining this Federal Institute,
to be a right and proper thing, be desirable? (Merely as a record.)

The Chairman: I think that it would possess no legal significance, but we would, if that were done, feel that our action had been approved.

Mr. Hudson: Exactly.

The Chairman: I have no doubt that it will be.

Mr. Hudson: In that case, I have great pleasure in moving a resolution of that nature and I think that we should all understand that, although there were some points respecting which other Institutes did not see "eye to eye" with us, regarding the Articles of Association and Memorandum as adopted and which will come into operation, I would not like members to think, for one moment, that there are many contentious matters between the R.V.I.A. and other State Institutes, because there are not. As you know, at the second or third effort which was made regarding this subject, most of the matters which we considered vital, were cleared up. That is to say, we did not lose our identity as an Institute; we did not lose any of our assets, which we have so carefully built up over a great number of years and as most of our members are aware, I think—our Institute is practically the strongest in Australia, financially. The points at which we were at variance with the other Institutes were not very grave ones, and although we have agreed to waive those points, I understand that we have an assurance that the matter is not final and that if there is anything about which we feel particularly anxious, it will be dealt with at future Council meetings and will be given every consideration.

The Chairman: I might report that this afternoon I received from Sydney, a memorandum from the President in which he states that it was agreed at Canberra that certain of the amendments proposed by the Royal Victorian Institute of Architects were made with the approval of all delegates, but as these were amendments to the Articles of Association only and consequently capable of adoption at any time after the establishing of the Institute, it was felt better to allow them to stand aside for the time being, than to risk sending the Constitution back to the Institutes at this juncture. What is proposed now, is that the Federal Council will agree to these amendments that we suggested and we propose to take this step and to have the Articles of Association re-drafted so as to include our amendments, so that I think that our members may take it that everything which we asked for, we obtained. The position has been much cleared up since the last Council meeting.

Mr. J. H. Harvey (F.): Have we retained our title?

The Chairman: We retain our title of "Royal Victorian Institute of Architects."

Mr. Harvey: We do?

The Chairman: Absolutely.

Mr. Hudson: That is the point that I was referring to. I thought that it would be of interest to members.

The Chairman: I intended to mention that.

Mr. Hudson: Practically nothing has been given away at all, and we have at last, achieved this wonderful object of so many federal conferences, the establishment of the "Royal Australian Institute of Architects." I think that we, as members of the Royal Victorian Institute of Architects should be very proud that we had such delegates as those who represented us at this conference. When things had apparently reached a "dead-lock," our delegates took a really big view of the position; I consider that their action in agreeing as they did and taking the risk, was a most commendable one, and one upon which every member of this Institute will congratulate them. With respect to Western Australia, it is to be regretted that the Institute in that State is not joining, but I think Western Australia a rather difficult State to deal with and it may be a long time before its Architects join us. When passing through Western Australia in 1926, I had the commission from Sir Charles Rosenthal to interview the President and Council of the Royal Institute of Architects of Western Australia on the subject, and I could see then that there was a very strong feeling against joining; the main difficulty, I am sorry to say, is the one per cent. charge for copies of drawings, which they will not waive; I regard it as a rather small display of spirit on the part of some of the members of that Institute (not of all, by any means), I think that the senior members of the profession there would willingly and gladly join, but their hands appear to be tied by a majority of the smaller practitioners; for that reason, I would like to propose the motion which I have done.

Mr. J. H. Harvey: Seeing that as far as I am personally concerned, the only stumbling block has been removed, I will be very happy to second the motion.

Mr. Evan Smith (F.): Is it the intention that the Royal Australian Institute of Architects will operate by the agency of delegates from the other Institutes?

The Chairman: Yes.

Mr. Evan Smith: I mean, that there would not be any possibility of a full meeting of members being held at any time.

The Chairman: There will be a general meeting. The first one will be held in Melbourne and, of course, all members who like may attend.

Mr. Evan Smith: They will be practically all Victorian members.

The Chairman: There is no reason why there should not be large Architectural conventions held from time to time, perhaps over three years or five years, or even more frequently than that. If thought necessary, such a convention could take place synchronously with the meeting of the Council of the Institute.

Mr. Evan Smith: I do not see that it would be possible to have a general meeting of members.

The Chairman: No. I do not think that there could be. Australia occupies so extensive an area that one could hardly imagine the obtaining of a very large per-
Mr. Hudson: Is not the point in connection with that, that the voting power is equal?

The Chairman: Yes. That was one question which the New South Wales Institute was very keen about. That Institute desired proportionate representation, which would have given it a majority, I think, over all States. We opposed that idea very strongly and we have opposed it for some years; our proposal has now been accepted by New South Wales and each State votes equally. Each State has only two votes irrespective of the numerical strength of its Chapter, so that the proposition is perfectly sound from our point of view. I have no feeling of any sort now, that Architects from any State in Australia, cannot assemble in such a place as Canberra and agree without any State feeling regarding 'State Rights' or anything of that sort. They would think of the good of the profession as a whole rather than of any specific demands that might be made by a State and which might not be good for the whole.

Mr. Evan Smith: My point is, that the British Institute meets in London. Of course, it has members all over the world, but there is such a number of Architects practising in London and its environs, that it always has a healthy meeting and the business is conducted in a reasonable way. The question to my mind is, whether, if we hold our meetings at Canberra, they will be healthy ones, or whether they will be meetings consisting of one or two delegates from each body; I think that it would be better if we had the centre of the Institute either in Sydney or in Melbourne.

The Chairman: Actually, Sydney is the seat of the Institute at present.

Mr. Evan Smith: Yes. I think that it would ensure a better meeting.

The Chairman: But the proposal is, to hold the meetings at Canberra; certainly Canberra is far better for work, because there is nothing there to take the attention of delegates off their work.

Mr. Evan Smith: I take it that all members of the Institute will be invited to the inaugural meeting.

The Chairman: Yes.

Mr. O. A. Yuncken (A.): I think that this question was really thrashed out before. You say that we still preserve our identity as the Royal Victorian Institute. If that be so, are there still Fellows and Associates here?

The Chairman: Yes. You still retain your identity, you can still use 'R.V.I.A.' in addition to 'R.A.I.A.' In connection with the Australian Institute, all Fellows come in as 'Fellows' and all Associates come in as "Associates." Afterwards, Fellows will be selected on the special recommendation of the Chapters by the Council on much the same system as exists in the case of the American Institute of Architects.

Mr. P. A. Jenkin (A.): As I understand the case, the rank and file of the Australian Institute is composed of the other Institutes of all States, except Western Australia.

The Chairman: That is so.

Mr. A. B. Smith (A.): Although we are members of the Institute here, we are also members of the Australian Institute. Do we pay any other fees?

The Chairman: You will pay a capitation fee for your parchment. That is all that we propose. It was felt that some small fee (I think, perhaps, one guinea for Associates and two guineas for Fellows) would give the Federal Council a certain amount of capital to prepare the very many things which it will require, beyond that, we do not anticipate that the ten shilling levy will be exceeded. We, I think, finished this year with a surplus, after paying all expenses, of £120 approximately, so that for the first time, we found ourselves in a really sound financial position. Previously, we had never been able to meet our expenses on the smaller levy, but I do not anticipate that our future expenses can ever be much.

Mr. A. B. Smith: That was not really the main point. What I mean is, that the Institutes form the Australian Institute, whereas the voting is done by delegates only, who are sent from each Institute.

The Chairman: Quite so. Each State has two votes only. If there are no other questions, I will put the motion of Mr. Hudson, which has been seconded by Mr. Harvey.

The motion was carried.
This portal, carved in basalt, was the entrance to the warehouse and jewellery manufactory of D. Rosenthal & Co. (later Rosenthal, Aaronson & Co.), 362 Little Collins Street, Melbourne. The front was altered recently to prepare the premises for other purposes, and after existing for more than half a century, this fine piece of masonry disappeared.
The Permanent Exhibition on the Display Floors

Fibrous Plaster

While the use of "Fibrous Plaster" for ceilings, mouldings and decorative features, has been adopted for many years past, earlier practice dealt with the use of metals for the same purposes, these having been in many cases, brass, bronze and even gold. Later, zinc and steel have been employed. It, however, remained for more modern enterprise to demonstrate how aptly this description of plaster could be applied to the production of the various units which are comprised in the art of the plasterer and how peculiarly they could be utilised as a substitute for the more costly materials and yet possess much of the artistic merit of more laboriously finished and expensive products formerly used, while at the same time having the additional advantage of greater strength and durability than is found in unreinforced plaster.

The decorative ability of the master craftsman gives us a product which may become both charming and effective. Fibrous plaster, in the hands of competent craftsmen, may be made to yield diverse effects which range from the simplest forms to the most elaborate treatment. Intensely practical in application, the material is quite as adaptable to the needs of a remote provincial structure as it is to the requirements of a palatial city building, and accordingly, the distant country dweller, has liberally embraced the opportunity which is afforded by modern methods, of establishing in his home, a measure of refinement and comfort such as was, in former times, the privilege of a metropolitan resident only.

Possessing so universal an appeal in consequence of its utilitarian and decorative qualities, it is scarcely a matter for wonder that fibrous plaster has been installed in so large a number of our finest structures. Many of our public buildings, theatres, churches, shops, offices, hotels and residences, bear testimony to this, and to-day, leading Architects specify the material and builders employ it very extensively.

Several fine examples of decorative sheets, mouldings, cornices, etc., are on view at the permanent exhibition at the Kelvin Hall, the display being evidence, not only of the work of the master craftsman, but of the business ability and acumen of the exhibitors, to whom we confidently direct the attention of Architects, clients and builders.

Other exhibits which are worthy of attention comprise samples of "Gypsum Hollow Partition Blocks" which not only possess high insulating qualities, but constitute a sound-proof material, which is a very important factor in a city in this age of electric transportation.

Double-hung steel sashes and frames form another prominent feature in the display, while there are also some very fine examples of "texture finish" for walls and for ceiling decoration.

Tiles, tapestry, bricks and artistic ironwork, as well as many other attractive and ingeniously produced products, have a great influence in the solving of the numerous problems encountered in the prosecution of the science of ideal building construction.

This service is now very largely taken advantage of and it is at the disposal of everyone who may be confronted by any problem relating to the building of offices, shops, warehouses, factories, or homes. The exhibition is not only a source of great assistance and interest to men-who, at their leisure and without the interruption of strangers, such as they might experience in the showroom of an ordinary commercial establishment, may familiarise themselves with all the latest innovations which contribute to the establishment and convenience of the modern home and assist in the saving of labour.

The display at the exhibition is open daily from 9.30 a.m. to 5 p.m. and from 9.30 till noon on Saturdays. Should anyone interested in building construction and equipment find it convenient to visit the Display Floors during the regular hours, facilities will be gladly afforded for inspection of the exhibits at any time that will suit the convenience of intending visitors.

In the case of fibrous plaster work, it is highly desirable that the mouldings and the modelled enrichments should be designed by the Architect.

INSPECTION OF VICTORIAN WAR MEMORIAL

At the invitation of Messrs. Philip B. Hudson, Wardrop & Ussher, F.R.V.I.A. and A.R.V.I.A., the Institute made an official visit of inspection on Friday, 29th November, to the War Memorial which is being erected by the people of the State of Victoria in remembrance of the Victorian men and women who gave their services to the Empire in the Great War.

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Annual Conference of the Federal Council

Minutes of Annual Meeting of Federal Council of Australian Institutes of Architects held at Canberra on September 3rd, 4th, 5th, 6th, 1929

Mr. L. L. Powell, Presiding.

President: Mr. Lange L. Powell (Queensland).

Secretary: Mr. J. M. D. Coutts (Queensland).

Delegates Present: Mr. W. A. A. Blackett, Mr. P. A. Oakley (Victoria), Mr. Jas. Peddle, Professor A. S. Hook (New South Wales), Mr. P. R. Clande, Mr. G. S. Makin (South Australia), Mr. A. T. Johnson, Mr. R. S. Smith (Tasmania), Mr. W. Kenwood (Western Australia).

1. Welcome to Delegates:
The President extended welcome to all delegates.

2. Minutes of Meeting, 1928:
   Moved by Mr. Blackett, seconded by Professor Hook that Minutes of the previous Annual Conference be taken as read.—Carried.

3. President's Report:
The President read his Annual Report, as follows:

Gentlemen,—

In presenting to this Council the Annual Report, I must first of all express my very great disappointment and regret that we still meet as a Federal Council of the State Institutes and not as the Council of the Royal Australian Institute, which we all hoped to bring into being during the year just passed.

Of the States, Tasmania and Queensland have signified their unqualified acceptance of the Articles of Association and the Constitution generally. New South Wales has given a qualified approval. Victoria and South Australia are, I hope, still considering the proposal; and we all know West Australia is very definitely opposed to the whole project. With this one exception, all States are, I believe, in general accord with the scheme, and while minor amendments have from time to time been suggested, I believe, nothing to hinder complete unanimity in regard to the proposal. There has been, I think, little enthusiasm shown in those States which have not accepted the proposal, and I appeal to these delegates who are present at this Conference to urge upon their respective Institutes the wisdom of adopting the Constitution.

The points upon which there can be any disagreement are, I think, quite unimportant, and in view of the fact I during the year suggested to each Institute the advisability of empowering their delegates at this Conference to finalise this matter, I do not know if any of the delegates are armed with this authority, and if they are not there seems to be ahead of us another year's drift and the possibility of a feeling of indifference creeping into the consideration of what is a really big project.

I always feel that one in Canberra gets a really Federal atmosphere, and we should all, I think, endeavour to take back to our States something of that Federal spirit.

We, as you are aware, have a minute standing on record that when four States accept the Constitution the Federal Institute may then be formed, but it would be a great pity if the Federal Institute were launched with four States only acquiescing.

I have had some correspondence with the West Australian Institute over this matter, and their viewpoint is, I think, quite understandable and should be treated with the utmost sympathy and respect; the feeling that they are more or less geographically divided from the Eastern States, that their position in a Federal body would be indifferently important (and in this regard they apparently have the Federal political situation in mind) and also the realisation of the comparative smallness of their membership. This is a feeling which we of other small States can quite readily understand. I think, however, that Western Australia might quite reasonably be asked to accept the assurance that her position in the Federal Institute would be as undoubted as her position in the Federal Council, and I imagine that when the West is really seized with this fact that they may then perhaps adopt a different attitude towards this project which we all have at heart.

At the same time, although West Australia is now so definitely opposed to the proposed Institute, yet I think we should be particularly careful to make the Constitution so wide as to embrace any members of the Western Australian Institute who would desire to join the proposed Federal Institute.

Registration.—One State only, Queensland, has during the year obtained Registration. The Queensland Act is quite similar to the Acts of other States where registration is in force, and while the Act is not perhaps all for which one could wish, it is a step in the right direction. With the passing of this Act in Queensland the question of reciprocity has been brought before the Architects' Board of that State in quite a marked manner. This Council will be asked by Queensland to make a declaration as to the wisdom or otherwise of reciprocity between those States where registration is in force.

Architectural Education.—In accordance with the resolution passed at the last Conference each State Institute was notified that the Council had recommended the R.I.B.A. final examination as the standard of qualification necessary for admission to any Institute.

Speaking as a member of the Board of Architects in Queensland, we propose to adopt this standard as the standard of qualification for registration. We therefore propose to go a little further and to make the preliminary examination somewhat more difficult than it is at the present time.
A sound general education is, I think, a very essential basis for a good technical or professional education, otherwise we cannot hope to properly equip our future architects with that well-balanced mentality and cultured outlook that comes from a thoroughly sound education.

Relations with Other Institutes.—It is with satisfaction I record the interest the Royal Institute of British Architects has taken in the proceedings of this our Federal Council. During the year encouraging letters have been received not only from Mr. Walter Tapper, A.R.A., P.P., R.I.B.A., but during the last few weeks from the present President, Sir Banister Fletcher.

Australian Standardisation Committee.—The Council will be glad to appoint three representatives on to the central or main Standardisations Committee. While we as architects would oppose any attempt to standardise what we rightly consider our art, yet I do think we must sympathetically view the standardisation of the more mechanical and structural parts of our buildings.

Federal Conditions of Contract.—These Conditions were in November last sent to the various States, and I hope the delegates will be able to report the action their States have taken. There seems to be, however, a disposition on the part of the States to hold fast to the positions they now have rather than make any change and venture into an unknown and unexplored field.

Scale of Charges.—The Council will be asked at this Conference to ratify the new Scale of Charges, prepared by Professor Hook, October, 1929, and that any State not replying by the 7th October, 1929, shall be taken to have approved of the amendment.

That in the case of factory buildings or buildings of similar type used for commercial purposes, the estimated cost of which does not exceed 10d. per foot cube, the minimum charge shall be as follows:
- For work costing up to £5,000, 6 per cent.
- For work costing up to £10,000, 5½ per cent.
- For work costing up to £15,000, 5½ per cent.
- For work costing up to £20,000, 5 per cent.

(The R.I.B.A. Clause 2 (a) (iii) reads as follows—"The percentages apply to the great bulk of an architect's work, but the charge may be reduced to 5 per cent. in the case of extensive works of a simple character which involve continuous repetition of units.")

8. Competitions:

Professor Hook compared the Competitions Code with the R.I.B.A. Code in detail, and it was moved by Mr. Peddle, seconded by Professor Hook that the Competitions Code adopted at the last meeting of the Federal Council be suspended and that pending further consideration the R.I.B.A. Code be adopted with such modifications as may be necessary to suit local requirements.

The motion was supported only by New South Wales and Western Australia, and was declared not carried.

In opposing the motion, Mr. Blackett, President of the R.V.I.A., stated that his Institute thought the adoption of this Competition Code was one of the best things the Council had done, and other State representatives also expressed this view.

8a. Uniform Basis of Estimating Costs:

Mr. Blackett read an article on "The Cubing of Buildings," as appearing in the R.I.B.A. Journal of September, 1927.

Moved by Mr. Blackett, seconded by Professor Hook:
That the Federal Council adopt a standard method of measurement for estimating the cost of building by cubing—Carried.

Moved by Professor Hook, seconded by Mr. Smith:
That Messrs. Blackett, Makin and Johnston be appointed a sub-committee to go into the matter and report—Carried.

Moved by Professor Hook, seconded by Mr. Claridge:
That Clause 9 of the R.I.B.A. Code, namely, "The conditions of a competition issued by a corporate body should have the common seal of that body affixed thereto," be added to the Federal Council Code—Carried.

It was resolved that upon the re-issue of the Competitions Code a letter drawing the attention of the State Institutes to the requirements of this re-issued code should be forwarded.

Messrs. Blackett, Makin and Johnston reported as follows:

"Standard Method for the Cubing of Buildings."
No. 1.—Length and Width Measurements.
To be taken between the outer faces of the walls.
No. 2.—Height Measurement.
To be taken from the top of the lowest floor level.
(except that where floors and/or roofs are at different levels cubing shall be taken in sections from the lowest floor of each section) to:

(a) In the case of Pitched roofs, a line midway between the point of intersection of the outer surfaces of walls and/or roofs, and the apex.
(b) In the case of Flat roofs, a height of 2ft. above the roof.
(c) In the case of Mansard roofs or roofs of an unusual type, the cubic contents are to be calculated separately.

Foundations are to be calculated in addition to the above.

No. 3.—Projections.

After measuring the main structure an additional cube is to be made for the following projections:

(a) Porches, verandahs and balconies.
(b) Bays and oriels.
(c) Turrets, fleches and domes.
(d) Chimney stacks.
(e) Lantern lights.
(f) Terraces and external steps.
(g) Towers.

The report was received and adopted.

8b. Need for Closer Supervision Over Conditions of Competition:

Mr. Blackett read correspondence between the Federal Council and the South Australian Institute concerning a recent competition held in Adelaide for proposed Town Hall. As the South Australian Institute had agreed to the conditions issued some two years ago it was felt that the Institute could not go back to the authorities and ask for alterations to be made to the agreement already reached.

9. Representation on Main Committee of the Australian Commonwealth Engineering Standards Association:

Moved by Mr. Powell, seconded by Mr. Makin: That Professor Hook, Mr. Peddle, and Mr. G. J. Hill be appointed representatives, and that failing Mr. Hill they be empowered to appoint a substitute.—Carried.

9a. Sectional Committee on Regulations for Steel Frame Buildings:

No information being available as to the State in which this Committee would sit, it was moved by Mr. Oakley, seconded by Mr. Blackett: That Professor Hook (N.S.W.), Messrs. Claridge (S.A.), Oakley (Vic.), Wright (W.A.), Hutchison (Tas.), and Powell (Q.) be appointed to act if required in the State in which they reside.

9b. Sectional Committee on Timber:

No information as to the State in which the Committee would sit being available, it was moved by Mr. Oakley, seconded by Mr. Blackett: That Messrs. Peddle (N.S.W.), Makin (S.A.), Blackett (Vic.), Johnston (Tas.), Coutts (Q.), and Sir John James Talbot Hobbs (W.A.), be appointed to act if required in the State in which they reside.

10. Proposed Federal Conditions of Contract:

Moved by Mr. Peddle, seconded by Mr. Blackett: That in the opinion of this Conference arbitration should be made compulsory.—Carried.

The Federal Conditions of Contract were considered and revised and on the motion of Professor Hook, seconded by Mr. Blackett, were adopted. South Australian and West Australian delegates opposed the motion.

Moved by Professor Hook, seconded by Mr. Claridge: That this Council delegates to all State Institutes the right to print, publish, and circulate the Federal Conditions of Contract, but that the copyright remain vested in the Federal Institute.

11, 12 and 12a. Proposed Royal Australian Institute:

The President reported that Queensland had signified its intention of accepting the outline Memorandum of Agreement and the Memorandum of Association of the proposed Royal Australian Institute (in toto). The delegates reported what had been done in their respective State Institutes, and a discussion then took place on the amendments submitted by Victoria.

It was agreed that in the Memorandum of Association, Clause 3 (2), the words "or any" should be inserted after the word "each" as the correction of a clerical oversight. All other amendments submitted by Victoria were, after considerable discussion, withdrawn. The Tasmanian amendments were also withdrawn.

The President then stated that the position appeared to be that the Royal Australian Institute Constitution had been accepted by Queensland, New South Wales, South Australia and Tasmania, and that the whole of the Victorian amendments had been disposed of, and he then requested Victorian delegates to state their position in view of their having withdrawn their amendments, it having been shown that these amendments, if approved, could be made after the establishment of the Australian Institute.

The Victorian delegates requested that the meeting should be adjourned in order to give them an opportunity of consulting together and considering their position.

Upon resuming the meeting a draft copy of the Memorandum of Agreement was submitted by the Victorian delegates, but was found to be unsuitable. A further opportunity was afforded the Victorian delegates to have another consultation, the President pointing out that it would be with the greatest reluctance that the Federal Institute would be called into being without the inclusion of Victoria.

Further consideration was adjourned till later in the Conference.

12b. Reciprocity Between States:

Moved by Professor Hook, seconded by Mr. Powell: That with the object of securing reciprocity of registration the Federal Council of the Australian Institutes of Architects suggests that the various State Architects Registration Boards accept for the purpose of registration Certificates issued by all other State authorities in...
Australia controlling the registration of architects.—Carried.

13. Representation of F.C.A.I.A. on the R.I.B.A. Council:

Moved by Mr. Makin, seconded by Mr. Claridge: That Mr. Maurice Webb (England) and Professor Hook be re-appointed. —Carried.

14. Bronze Medal Competition:

Moved by Mr. Oakley, seconded by Mr. Makin: That Messrs. Blackett, Peddle, and Johnston be appointed adjudicators. —Carried.

The adjudicators later reported that Mr. Allan L. Fildes (Melb.) was the author of the winning design, Mr. F. A. Scorer (Newcastle) second, and Mr. Gordon J. S. King (Sydney) third.

Moved by Mr. Powell, seconded by Mr. Claridge: That the President of the R.V.I.A. be asked to present, on behalf of the Federal Council, the Bronze Medal to the winner, and also the N.S.W. President be asked to present the Medal won last year to Mr. H. J. Bailey, and also that the R.V.I.A. be asked to have the necessary medals struck. —Carried.

15. Financial Statement and Balance Sheet:

See Appendix B (page 118).

On the motion of Mr. Coutts, seconded by Mr. Claridge, it was resolved that the Financial Statement and Balance Sheet be adopted.

16. General Correspondence:

Re Allied Society’s Conference—Moved by Professor Hook, seconded by Mr. Blackett: That Major Corlette be appointed as an extra representative on the Allied Society’s Conference. —Carried.

Mr. Johnston reported that Mr. Walker was at the last R.I.B.A. Annual Dinner and asked that the Gold Medal should be presented next year to Australia. Sir Banister Fletcher promised to give the matter consideration, as it was felt that this action would help in cementing the bonds of Empire.

A letter was received from Bates (Australia) Ltd., but it was resolved that the matter was not within the province of the Federal Council.

11. Proposed Royal Australian Institute of Architects:

Rising to address the gathering, the President, Mr. Lange E. Powell, requested that the deliberations which were to be entered upon should be kept in the strictest confidence for a period of at least ten days, as should this information leak out it might seriously jeopardise the whole position.

He then invited the delegates from the various States to indicate the attitude of their Institutes toward the Royal Australian Institute.

Mr. Peddle: "Mr. President, because of the importance of this occasion it seems right that in addressing you I should stand.

"You will remember that the Constitution and Articles of the Royal Australian Institute of Architects, as agreed to by the Federal Council last year, provide that if these are accepted by the Institutes of four States the Royal Australian Institute can be established. The situation now is that Queensland and Tasmania have accepted the Constitution and Articles and have agreed to transfer the powers numbered I. to IX. to the Federal organisation. South Australia has agreed to accept the Constitution and Articles and has agreed to transfer all the powers except No. VI., referring to Conditions of Contract. New South Wales submitted the question to a referendum of its members for their opinion and, as a result, the letter under date 29th December was written to the Secretary of the Federal Council, by which our Institute agreed to accept the Constitution and Articles, and transfer the whole of the powers, upon the condition that all the other States so acted; this meant, although it was not so stated, all the other States accept Western Australia. Western Australia was not excepted in our letter, because we hoped that the form of our acceptance might induce our friends at Perth to come in as a founding State. That letter had not been withdrawn and still stands, but it requires five States to agree, not four.

"After some time a number of amendments to the Articles suggested by Victoria and Tasmania for reference to this Conference were sent to us and were considered by my Council; my Council also reconsidered the whole of the Articles and proposed what appeared to be improvements for reference to this Conference. Our mandate, as delegates, is to discuss the amendments offered by Victoria and Tasmania, to agree with some and disagree with others, to submit the amendments offered by my Council and press for their acceptance. If this is done it means that the whole matter is thrown back to the position in which it was prior to the 1928 Federal Council session, but with the difference that we, the delegates, and the members of the several Institutes, will be utterly tired of these endless discussions and the establishment of the Royal Australian Institute of Architects will be deferred indefinitely, or perhaps abandoned for all time.

"There are occasions, Mr. President, when a man has to use his own best judgment and act. The Royal Australian Institute of Architects can be established if four States agree; three have already agreed, and I, with the concurrence of my colleague, accept all responsibility and, on behalf of the Institute of Architects of New South Wales, and as its President, agree to make the fourth so that the necessary action can be taken here, now.

"Before sitting down I will ask our friends from South Australia to accept some responsibility also and withdraw the reservation with respect to No. VI. of the powers to be transferred; to accept the Constitution and Articles and agree to transfer all the powers I. to IX. as Queensland, Tasmania and New South Wales have done."

Mr. Blackett (Vic.): "Mr. President, I would first like to express my very great appreciation of the action taken by Mr. Peddle. I feel the lead given by him must be followed. To me it is unthinkable for the major State of the Commonwealth to enter the Royal
Australian Institute unaccompanied by its biggest sister. I agree, therefore, to the inclusion of Victoria in the Royal Australian Institute on the understanding that this is endorsed by a General Meeting of the R.V.I.A. I feel quite sure that approval will be given and that our decision will be strongly commended. It is an historic occasion, and I thank you, Mr. President, for your courtesy in adjourning to allow time for the Victorian delegates to consider this matter.

Mr. Oakley (Vic.): "Mr. President, I endorse everything which my President has said. I, too, desire to express my very great admiration for Mr. Peddle, who is taking the risk of doing something which is not strictly in accordance with his instructions, and we also feel that we in Victoria must take a similar risk so that the formation of the Australian Institute may be assured at this Conference. I feel that in taking this step the delegates from the various States are doing a thing which will have a more important bearing on the future of our noble profession of architecture than perhaps any other action which has been taken in the past. We are certainly carrying out the function for which the Federal Council was originally created by establishing the Australian Institute at this Conference."

Mr. Makin (S.A.): "Mr. President, South Australia has decided to enter this Royal Australian Institute, and I think Mr. Peddle may rest assured that South Australia will agree to adopt all conditions so that all States will join on identical terms.

Mr. Johnston (Tas.): "It has been a pleasure to be here, and, on behalf of the Tasmanian Institute, I have to say that we are joining this Institute without further question.

"On their behalf I wish to voice my appreciation of the work done by our good friends in N.S.W. and by all the others who so obviously have given the most careful thought to every detail for some years. "I am going back happy to the smallest State of this Commonwealth, and you may rest assured that Tasmania goes into this wholeheartedly and that we will endeavour to keep our shoulder to the wheel so that constant progress can be made for this Institute.

Mr. Kenwood (W.A.): "Mr. President, Western Australia is handicapped by distance, but it is evident to me, after hearing what has been said here with regard to the formation of a Federal Institute, that W.A. will be well advised to join up. It is my strong belief that I shall be able to show them a clear advantage, not only to their Institute, but to the Profession in general, but I am not able at this Conference to commit them.

"I assure you, sir, that I shall send to W.A. as soon as possible a full report of this Conference and explain matters to them as clearly as I can. What W.A. fears is that the Institute levy may be very much increased, but I have been given to understand by Professor Hook that this idea is quite wrong and no additional levy will be required."

Mr. L. L. Powell (Q.): "It is delightful to see Victoria and New South Wales acting in this manner. New South Wales agreed to come in, but had a qualification attaching to their agreement. They have decided that they will not insist on that qualification, although just what the members of the New South Wales Institute will say to their President when he returns I do not know. I think it will help our Victorian friends a great deal when they go to their Institute to say that the Federal Institute is definitely formed. For my part, I believe that all the Institutes will be more than pleased that finality has been reached.

"In conclusion, I must refer to Professor Hook, who has been the guide and friend of us all. He has been talking almost day and night since last Tuesday morning and when he was not talking he has been lobbying, explaining or writing material for us. He has occasionally been brutally frank in his criticisms, and we had to put up with it, but after all we did not mind that and probably we deserved it. Just how much work he has done in the many years that this scheme has been in preparation I suppose no one but he knows, but concerning that we are going to have a special resolution of thanks later on."

The President then stated that five Institutes having decided to join in founding the Royal Australian Institute, it would be necessary to pass a motion definitely establishing the Institute. On the adoption of such a motion the Federal Council would cease to exist as provided in the resolution adopted at the 1928 Conference, and the Council would become the first Council of the new Institute. As the Constitution of the new Council, provided for an Hon. Treasurer as well as an Hon. Secretary, neither of whom need be delegates, it seemed desirable to elect the new President and the new Hon. Secretary in the ordnary way, and then, after the Australian Institute had been duly established, the Hon. Secretary could, if he thought fit, retire, and the Council could elect a new Hon. Secretary and Hon. Treasurer. This was agreed to.

17. Business of a Federal Nature:

(a) Motion of appreciation.

Moved by Mr. Makin, seconded by Mr. Blackett, supported by Mosses, Johnston, Kenwood, Claridge, R. Smith, P. A. Oakley, J. Peddle, J. Coutts, and L. Powell. That this Council, as its final act of appreciation for valued services rendered to it, thanks Professor Hook for his incalculable help in the formation of the Royal Australian Institute of Architects.—Carried with acclamation.

Professor Hook suitably responded, and paid a special tribute to Mr. Peddle and to Mr. Anderson for their great help.

(b) Delegates Expenses.

Moved by Mr. Coutts, seconded by Mr. Makin: That a cheque for delegates' expenses in connection with this Conference, together with expenses for typing, be passed for payment.—Carried.

4. Election of Officers, 1929/1930:

Moved by Mr. Blackett, seconded by Mr. Makin: That Professor Hook be President.—Carried unanimously.

Professor Hook duly declared elected President.
Moved by Professor Hook, seconded by Mr. Blackett:
That Mr. Peddle be Hon. Secretary.—Carried unanimously.
Mr. Peddle duly declared elected Hon. Secretary.

Memorandum of Agreement:
Moved by Professor Hook, seconded by Mr. Johnston:
That the Memorandum of Agreement between the Royal Australian Institute and the participating Institutes be on the general lines submitted herewith.—Carried.

MEMORANDUM OF AGREEMENT
made this One thousand nine hundred and Between the ROYAL AUSTRALIAN INSTITUTE OF ARCHITECTS a Company not for profit incorporated under the Companies Act 1899 N.S.W. and having its registered office in Sydney in the State of New South Wales (hereinafter referred to as the Australian Institute) of the One Part and THE INSTITUTE OF ARCHITECTS OF NEW SOUTH WALES of the Second Part, the ROYAL VICTORIAN INSTITUTE OF ARCHITECTS INCORPORATED of the Third Part, the QUEENSLAND INSTITUTE OF ARCHITECTS of the Fourth Part, the SOUTH AUSTRALIAN INSTITUTE OF ARCHITECTS INCORPORATED of the Fifth Part, the ROYAL INSTITUTE OF THE ARCHITECTS OF WESTERN AUSTRALIA INCORPORATED of the Sixth Part, the TASMANIAN INSTITUTE OF ARCHITECTS of the Seventh Part (hereinafter referred to as the State Institutes). WHEREAS the Australian Institute has been incorporated with objects identical with or similar to those of the State Institutes.
AND WHEREAS the Australian Institute by its Memorandum of Association is empowered to exercise all or any of its powers in any part of the Commonwealth of Australia or elsewhere.
NOW THIS AGREEMENT WITNESSETH AND IT IS HEREBY AGREED by and between the parties as follows:—

Limitation of Australian Institute Powers.
THAT UNLESS AND UNTIL the Australian Institute shall be released by a State Institute from its undertaking herein contained the Australian Institute will not exercise nor purport to exercise any of its powers in any State of the Commonwealth of Australia in which there is established a State Institute party to this Agreement except such powers as the said State Institute by Resolution of its members in General Meeting assembled (hereinafter referred to as Authorising Resolution) shall authorise the Australian Institute to exercise.

Limitation of State Institute Powers.
Authorising Resolution.
AND IT IS FURTHER AGREED that upon the adoption by a State Institute of an Authorising Resolution as aforesaid in respect of any matter the said State Institute will not exercise or purport to exercise any power identical with or similar to that of the Australian Institute in respect of such matter PROVIDED always that nothing in this undertaking shall preclude the Australian Institute from delegating to a State Institute any power or authority which by its Memorandum of Association it is empowered to delegate.

State Institute May Rescind Authorising Resolution.
IT IS AGREED that any Authorising Resolution as aforesaid may be rescinded by a State Institute upon an Affirmative Ballot of the membership thereof PROVIDED that such Ballot shall become effective only upon a Confirmatory Ballot taken not less than twelve months after the adoption of the said Authorising Resolution.

AND THAT the said Affirmative Ballot and Confirmatory Ballot shall each be carried by a majority of not less than three-fourths of the membership of the said State Institute BUT such decision shall not affect anything done by the Australian Institute or by the said State Institute in pursuance of this Agreement prior to such rescission.

Agreement May be Rescinded by Australian Institute.
AND IT IS FURTHER AGREED that this Agreement as between the Australian Institute and any State Institute shall be altogether rescinded by the Australian Institute on Resolution of the Council thereof PROVIDED that such Resolution shall become effective only upon the adoption by the said Council of a Confirmatory Resolution not less than twelve months after the adoption of the said Resolution and that the said Resolution and Confirmatory Resolution shall each be carried by a majority of not less than three-fourths of the full membership of the Council.

Or by State Institute.
AND THAT this Agreement as between the Australian Institute and any State Institute may be altogether rescinded by such State Institute upon an Affirmative Ballot of the membership thereof PROVIDED that such Ballot shall become effective only upon a Confirmatory Ballot taken not less than twelve months after the adoption of the said Affirmative Ballot.

AND THAT the said Affirmative Ballot and Confirmatory Ballot shall each be carried by a majority of not less than three-fourths of the membership of the said State Institute.

IN WITNESS thereof we have hereunto set our hands and seals the day and year first written.
Five Institutes having decided to join in founding the Royal Australian Institute, it was moved by Mr. Blackett (Victoria) and seconded by Mr. Claridge (South Australia):

"THAT THE MEMORANDUM AND ARTICLES OF ASSOCIATION OF THE ROYAL AUSTRALIAN INSTITUTE OF ARCHITECTS ADOPTED AT THE ANNUAL CONFERENCE OF THIS COUNCIL IN 1928, HAVING BEEN ADOPTED BY THE STATE INSTITUTES IN NEW SOUTH WALES, VICTORIA, QUEENSLAND, SOUTH AUSTRALIA, AND TASMANIA, THE AUSTRALIAN INSTITUTE OF ARCHITECTS IS HEREBY DECLARED ESTABLISHED, AND"
The resolution was carried unanimously amidst great enthusiasm, the Western Australian delegate (Mr. Kenwood) stating that whilst Western Australia had not up to the present seen its way to join the Federal Institute he was only too glad, on behalf of Western Australia, to vote for its establishment and to wish the new body every possible success.

In declaring the motion carried, the President congratulated the delegates on the action taken. He then declared the Federal Council of the Australian Institutes of Architects to have ceased to exist, as provided by the motion adopted at the 1928 Conference of that body.

The retiring President then installed Professor A. S. Hook in the chair as the first President of the Australian Institute of Architects.

NOTE.—On Tuesday, 3rd September, 1929, the delegates paid an official call on Sir John Butters, Chief Commissioner, Federal Capital Commission.

APPENDIX B

THE FEDERAL COUNCIL OF THE AUSTRALIAN INSTITUTE OF ARCHITECTS

RECEIPTS AND EXPENDITURE FOR PERIOD 1ST JULY, 1928, TO 5TH SEPTEMBER, 1929

<table>
<thead>
<tr>
<th>1928—</th>
<th>RECEIPTS</th>
<th>EXPENDITURE</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>To Balance—Brought Forward</td>
<td>£490 15 6</td>
</tr>
<tr>
<td></td>
<td>Aug. 17 By Delegates' Expenses</td>
<td>£159 5 0</td>
</tr>
<tr>
<td></td>
<td>Sept. 12 &quot;Packing and Cartage on Drawings&quot;</td>
<td>17 0</td>
</tr>
<tr>
<td></td>
<td>Sept. 12 &quot;Stationery—Beasley &amp; Pike&quot;</td>
<td>2 8 0</td>
</tr>
<tr>
<td></td>
<td>Jan. 29 &quot;Typing—Stotts, Ltd.&quot;</td>
<td>19 6</td>
</tr>
<tr>
<td></td>
<td>April 2 &quot;Legal Expenses—Minter, Simpson&quot;</td>
<td>1 10 0</td>
</tr>
<tr>
<td></td>
<td>Aug. 5 &quot;Printing—N.S.W. Institute&quot;</td>
<td>3 15 0</td>
</tr>
<tr>
<td></td>
<td>Sept. 5 &quot;Delegates’ Expenses, 1929 Federal Conference&quot;</td>
<td>182 18 6</td>
</tr>
<tr>
<td></td>
<td>Sept. 5 &quot;Typing, 1929 Federal Conference&quot;</td>
<td>10 10 0</td>
</tr>
<tr>
<td></td>
<td>Sept. 5 &quot;Audit Fee&quot;</td>
<td>1 0 0</td>
</tr>
<tr>
<td></td>
<td>Sept. 5 &quot;Stamps, Telegrams and Exchange&quot;</td>
<td>7 10 9</td>
</tr>
<tr>
<td></td>
<td>Balance Forward</td>
<td>£372 4 9</td>
</tr>
<tr>
<td></td>
<td>Bank Reconciliation—</td>
<td>£491 11 6</td>
</tr>
<tr>
<td></td>
<td>Balance as per Cash Book</td>
<td>£119 6 9</td>
</tr>
<tr>
<td></td>
<td>Add: Cheques Outstanding</td>
<td>£182 18 6</td>
</tr>
<tr>
<td></td>
<td>10 10 0</td>
<td></td>
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<tr>
<td></td>
<td>1 1 0</td>
<td></td>
</tr>
<tr>
<td></td>
<td>194 9 6</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Balance as per Pass Book</td>
<td>£313 16 3</td>
</tr>
<tr>
<td></td>
<td>£313 16 3</td>
<td></td>
</tr>
</tbody>
</table>

I hereby certify that I have examined the above Statement of Receipts and Expenditure, and verified same with Vouchers and Bank Pass Book.

LANGE L. POWELL, President.

G. T. EVANS, F.I.C.A.

Sept. 5, 1929.

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The Australian Institute—What It Means

(Reprinted by the courtesy of "ARCHITECTURE," Sydney)

The foundation of the Australian Institute of Architects came about so unexpectedly that, even to-day, there are those who doubt its real existence.

There are those who think the press statements to be garbled and premature, and there are those who think that if the Institute exists at all it exists only in some tentative or provisional form, and that much will have to be done before the new body becomes a real entity.

To all such a simple statement of the facts should be welcome and opportune, and fortunately the facts are such as can be stated in a very few sentences.

First, as to the real existence of the Institute. Of this there is really no room for doubt. The Australian Institute was quite regularly and definitely founded at Canberra on September 6, 1929. Its foundation was possible because five State Institutes had accepted the proposed Constitution and had declared their intention of establishing the Federal Institute. Four only were necessary, since by a resolution passed at a Federal Conference some years ago it was laid down that upon four States agreeing the Institute should be established.

The conditions thus having been fulfilled, the Federal Council of the Australian Institutes of Architects ceased to function, and the new Institute took its place upon the passing of the necessary resolution.

Second, as to its provisional or tentative character. The new Institute is in a provisional or tentative form only in this—it is not yet incorporated under the Companies Act, and it has not yet obtained the right to the use of the prefix "Royal." Neither of these is essential to its existence. The Queensland and the Tasmanian Institutes have never been incorporated and our own Institute existed for 19 years before it incorporated. Nor have any of these three ever sought the prefix "Royal." But no one questions their existence.

Yet the motion bringing the Institute into being described the Council as "the provisional Council." Was this an error or was it deliberate? It was quite deliberate, for this Council—the Council that manages the affairs of the new Institute until the first Regular General Meeting subsequent to incorporation—is not quite the same as those which will succeed it. In so far as it is not limited in its tenure of office—it may be there for three months, or it may be there for three years. It exists for just so long as it takes to incorporate the new body as "The Royal Australian Institute of Architects," to elect a new Council, and to call the first General Meeting.

How long all this will take is on the lap of the gods. The present political situation does not make for expedition in obtaining the right to the use of the prefix, but one thing is certain: the new Council is, if anything, more anxious than any of us to get its labours ended, and to see the Royal Institute established with the formality becoming so important an event.

But what then becomes of the existing Institutes? They remain as they are, except as to this: that all those participating have decided to forego the exercise of certain of their powers and to allow the new body to exercise its powers in respect of these matters, throughout the subscribing States. Thus we have at once uniform Conditions of Contract, a uniform Scale of Professional Charges, a uniform Code in respect of Architectural Competitions throughout five States of the Commonwealth, for splendid work was done at the last two Conferences of the Federal Council, and the new body comes into existence with these three important things made ready to its hand.

Later, that is, as soon as the new Council has had an opportunity to get to work, we shall have a uniform Architectural Examination system and Code of Ethics, for these matters have also been entrusted to the Federal body. Later still, doubtless, we shall have a uniform Quantity System, but until it comes these States that have Quantity Systems of their own will carry on as at present.

One other thing has been made a Federal matter, and in some sense this is the thing that will convince us all that we really are members of the new Institute. In due course all the State Institute Diplomas will be withdrawn, and we shall find ourselves Federal Associates of the Royal Australian Institute, that is, F.R.A.I.A. or A.R.A.I.A., as the case may be.

So, as far as the State Institutes are concerned, there is practically nothing more to be done—nothing, that is, except to sign the formal agreement wherein the terms of the exercise of the respective authorities of Federal and State bodies are set forth, and the contents of this document have, of course, already been agreed upon—it remains only to put the matter into suitable legal terms.

This then is the condition arrived at. We, who are members of the New South Wales Institute, are at the present moment the New South Wales Chapter of the Australian Institute of Architects. As such we have two representatives on the Council of this body—carried over at present from the old Federal Council, but later to be elected by ourselves. The Chapter has no other organisation, nor, at present, any other function. It is simply the electoral body which sends two Councillors to our Architectural Federal Parliament.

Anything other than this—anything that involves finance of any sort or proprietary rights—can never be a function of the Chapters. Company law does not permit. For all such purposes the Institutes must continue to exist, for they are companies in their own right; they are, in fact, our Architectural State Parliaments.
To citizens with the right to vote as residents in a municipality, as citizens of a State, and as citizens of a Commonwealth, the dual privileges and obligations arising from the co-existence of Australian and State Institutes should present no terrors. If it does, nevertheless, confuse us a little at present, let us try to bear with it, remembering that those who have devoted years to the details of this thing are satisfied that, State company laws being what they are, and a Federal company law being but a hope of the distant future, it is the only solution offering. The only one, that is, except voluntary liquidation of all State bodies and the vesting of all their interests and assets in one big Federal Institute. This was the solution proposed four years or more ago and we all know how emphatically it was rejected immediately its true import was understood.

What we do not know, unfortunately, is just how far lingering memories of that proposal are responsible for the doubts of a few amongst us even to-day, or for the opposition of sufficient of our Western Australian brethren to keep that State from participation as a partner in the new Institute.

A. S. H.

Proceedings of General Meetings of the Institute

MEETING HELD ON THURSDAY, 29th AUGUST, 1929

The President, Mr. W. A. M. Blackett (F.), occupied the Chair.

Minutes

On the motion of Mr. K. A. Henderson (F.), seconded by Mr. J. Plottel (F.), the minutes of the meeting held on 8th July were taken as read and confirmed.

Apologies

Apologies for non-attendance were received from Messrs. P. B. Hudson (F.), H. J. Kerr (F.) and Arthur Peck (F.).

Welcome to New Members

The President: On behalf of the Institute, I welcome into our ranks Mr. Thomas Joseph Power and Mr. Arthur Charles Collins, who passed the examination for Associateship last year and who were recently elected to the Institute. Mr. Power and Mr. Collins are present at the meeting to-night and I ask you to extend to them hearty greetings. (Acclamation.)

Mr. Power: I am fully conscious of the great honour you have accorded me in electing me a member of the Institute, and it will always be my ambition to carry out the high ideals which the Institute puts forward for the conduct of the profession.

Mr. Collins: I would like to express my thanks for the honour of my election to the Institute. Ever since my early architectural training in Geelong, the Institute has been held before me as the Mecca for the architectural student, so much so that once I regarded it as something in the nature of a finality in one's architectural education. However, I now realize that membership is only the first step towards the possibility of new ideas and new responsibilities which I think all students or most students are only too eager to undertake. I should also like to express my appreciation of the encouragement and help that I have received from members of the Institute at all times during my association with the Students' Society and the University. It means a lot to students to know that members of the parent body are so interested in their doings, and I can assure members that this interest is very much appreciated. I thank you.

Election of New Members

Messrs. Harold Fenwick Coates, George Alfred Kentter, Frederick Morsby and Solon Alonzo Peck were elected Fellows of the Institute as a result of a ballot conducted amongst members. Messrs. A. Bramwell Smith (A.) and P. A. Jenkin (A.) acted as scrutineers.

Empire Reciprocity

The President then invited Messrs. Alan Michaelis and J. L. Moore (President and Vice-President respectively of the Empire Reciprocity League), to deliver an address on "The Necessity for Empire Reciprocity."

Lighting Standards

The President: Mr. P. B. Hudson (F.) has drawn attention to a matter of some importance regarding the lighting standards being erected throughout the City of Melbourne, and he has suggested that the preparation of the designs for important architectural features of this nature should be thrown open to public competition. Mr. Hudson's letter read: "All members of our profession have been interested to note that new lighting standards are being erected throughout the City of Melbourne. It is not my purpose to criticise the design of these standards which are modelled some-
what on the lines of the street lighting standards of Chicago, but I do think that there is an important principle involved, and that is, the question as to whether a most important Architectural feature of this nature should not have been thrown open to a public competition. Perhaps something better might have been the result of such a competition. Personally, I think that it is quite possible that something better would have resulted if the members of our Institute had been given a chance to submit designs for this work in public competition. Could we not urge all public authorities to have public competitions in the future for important Architectural features, such as these lamp standards? This is what most people consider as a minor adjunct, but to my mind—and I think to the mind of every one here—it is very important in the cumulative effect. It is the detail that counts. Not very long ago the royal city of Westminster had occasion to erect new standards and it invited several eminent architects, including Sir Charles Giles Scott, R.A., and Sir Edwin Lutyens, R.A., to submit designs. That is how they treat these matters in London, and I think it is well that we should take note of Mr. Hudson's suggestion and ask for public attention to be drawn to this very important question.

Mr. K. A. Henderson (F.): I would like to say that exactly the same remark applies to the dreadful tramway poles in Collins Street and Victoria Parade. The Victoria Parade tramway poles are a disgrace.

The Chairman: Yes, I agree with you.

Costing Systems

Mr. L. M. Perrott (F.) then delivered an illustrated lecture, entitled 'A Costing System for the Architect,' the publication of which had been arranged for inclusion in the November number of the Journal.

(The Lecture, with Diagrams and Discussion thereon, will be found in another part of the Journal.)

Annual Dinner

The President, on behalf of the Social Committee, invited members to express their opinions on the desirability of holding an annual dinner as had been customary during the past few years, but which had not always been attended by a sufficient number of Institute members. Several of the members present at the meeting expressed the opinion that an annual dinner should be held, preferably at a leading hostelry in the city. After discussion, it was decided to request the Social Committee to make arrangements for an annual dinner accordingly.

Federal Council

The President: On Monday night next Mr. Oakley and I depart for Canberra to spend a week of hard work on the Federal Council, and before leaving I want to take this opportunity of running through some of the chief points of the agenda paper. Many of them are routine matters, so I will not deal with those. One subject to be considered is registration of architects.
The President, Mr. W. A. M. Blackett (F.), occupied the Chair.

Minutes
The Secretary read the minutes of the General Meeting held on 29th August, which were confirmed, on the motion of Messrs. F. B. Hudson (F.) and E. Evan Smith (F.).

Apologies
Apologies for non-attendance were received from Messrs. K. A. Henderson, H. J. Kerr and T. J. Buchan.

Ballot for Election
A ballot was conducted in connection with the nomination of William Blackett Forster (A.) as a Fellow, Messrs. A. S. Hall (A.) and J. W. Wright (A.) acting as scrutineers. The President announced later that the ballot had resulted in Mr. Forster being elected a Fellow of the Institute.

Welcome to New Member
The President: We are very glad to welcome here to-night Mr. G. A. Kemter, who was recently elected a Fellow of this Institute. I feel sure Mr. Kemter will find his association with this Institute one of very considerable interest and use to him.

Mr. Kemter: I thank you for your welcome and for your introduction to the Fellows and Associates of the R.V.I.A. I fully appreciate that I have attained a distinction in being elected a Fellow of the Institute.

The following announcements were made by the President:

New Honorary Secretary
I have pleasure in announcing that the Institute Council has appointed Mr. Marcus W. Martin (A.) Honorary Secretary of the Institute.

R.V.I.A. Measured Drawings Competition, 1929
Six competitors submitted drawings in this competition and whilst the Board of Architectural Education had not awarded first prize, the second prize, viz., a presentation to the value of £2 2s., donated by the Vice-President, Mr. T. J. Buchan, had been awarded to Mr. H. J. Tribe, a Vice-President of the Students' Society. (The prize awarded to Mr. Tribe was presented to him by the President, and the drawings submitted in the competition were exhibited at the meeting.)

R.I.B.A. Tite Prize, 1929
The Board of Architectural Education had admitted five candidates to the preliminary section of the R.I.B.A. Tite Prize Competition, 1929, two of which number had qualified to take part in the final section of the Competition. The completed drawings submitted by the two finalists had been sent to London during the previous week for adjudication.

Caulfield War Memorial
The Caulfield War Memorial Competition had been launched during the previous week and copies of the conditions governing the competition could be obtained on application to the Secretary.

Institute Golf Tournament
Members were advised that the Annual Golf Tournament of the Institute would be held on October 14th, and that particulars could be obtained on application to the Secretary.

R.V.I.A. Examinations, 1929
The Annual Examination of the Institute would be held in the Kelvin Hall from Monday, November 25th, to Friday, December 6th, and applications for permission to sit for the examination would close with the Secretary on 31st October.

Competition : Chamber of Manufactures
Mr. E. H. Round (A.) asked the President whether a statement that he had heard that the Institute had advised the Chamber of Manufactures Insurance Limited against promoting an open competition in connection with the proposed new building was correct. The President replied to the effect that the statement was incorrect and that the action which had been taken by the Institute was, that a copy of the Competitions Code had been supplied to the Chamber setting out the possibilities of either an open or a limited competition. The Chamber had subsequently decided to promote a private competition, details of which were being governed by the Institute's regulations.

Welding in the Heating and Plumbing Industry
An illustrated lecture was then delivered by Mr. E. J. Raymond on the subject of welding in the heating and plumbing industry.
Students' Section

Victorian Architectural Students' Society
Annual Meeting

FRIDAY, 13th December next, has been fixed as the date of the Annual Meeting of the Society. This is, perhaps, the only occasion during the year, upon which members of the Society and others have an opportunity of making themselves acquainted with the work that has been accomplished and the benefits which have accrued, and a good attendance is expected.

In addition to the presentation of the Annual Report and Balance Sheet, the election of office-bearers and sundry other items, there will be an exhibition of the drawings which have been submitted in the Atelier Scholarship Competition, the awards for which will be presented by the President of the R.V.I.A. The standard of work associated with this competition has, this year, been exceptionally high, consequently, it is expected that the exhibition will attract a considerable amount of interest; there will be about fifty drawings exhibited.

Atelier Sketching Trip

Under the direction of the Head of the Art Department (Mr. R. O. Ellis, A.R.V.I.A.), about fifty members of the Melbourne University Architectural Atelier and a number of enthusiasts from the Architectural Students' Society, visited Eltham to attend the October monthly sketching trip. The day was an ideal one for sketching; even those who simply had to go, in order to make up arrears, could find no excuse for the airing of their habitual grievances with the world in general.

The work of the afternoon was responsible for the production of some very interesting sketches of varied character and the day was rendered more enjoyable by the entertaining of the party at afternoon tea by the Deputy Director of the Atelier, Mr. F. K. Cheetham, A.R.V.I.A.

A Successful Function

With a view of creating a better social spirit between members of the Society, the committee—as an experiment—arranged a dance in the Kelvin Hall last month, and this proved such an unqualified success that it has been decided to make such a function a regular feature of the Society's programme. In pursuance of this, another dance was held on 23rd November.

To Correspondents

Architectural students throughout the State are invited to make use of this Section for the expression of their views or for the recording of events in the professional sphere. Please address all communications to "The Editor, Students' Section R.V.I.A. Journal, 53-55 Collins Place, Melbourne, C.1."

ARTICLES AND CORRESPONDENCE

It is desired to point out that the opinions of writers of articles and letters which appear in the R.V.I.A. Journal must be taken as the individual opinions of their authors and not as representative expressions of the Institute.
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