



higher education
& training

Department:
Higher Education and Training
REPUBLIC OF SOUTH AFRICA



SOUTH WEST GAUTENG TECHNICAL AND VOCATIONALTM
EDUCATION AND TRAINING COLLEGE
EDUCATION OF DISTINCTION



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ANNUAL
REPORT

2021



*South West Gauteng Technical and
Vocational Education and Training College
2021 Annual Report*

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1. INTRODUCTION

This is an annual performance report for South West Gauteng TVET College, for the year, 2020 and is based on the academic year of 1 January, 2020 to 31 December, 2020 and is presented in terms of the Continuing Education and Training Act, Act 16 of 2006.

The reports covers performance information and other activities in the college for the year, 2020, in all the key significant areas of the college, including, governance, management, administration, finance, human resources, student support, etc. Whilst all the key results areas are reported on as important areas of the college, the report was prepared on the premise that the delivery of curriculum (education and training) is the core business and focus of the college and all the other areas are in support of curriculum delivery. The term of the Council of the college. The formulation of this annual report was done in conjunction with the new council under the leadership of Mr Zenzele Dlamini.

2. ABBREVIATIONS AND ACRONYMS

APP	Annual Performance Plan
COS	Centre of Specialisation
DHET	Department of Higher Education and Training
HRDS-SA	Human Resource Development Strategy for South Africa
M&E	Monitoring and Evaluation
MTEF	Medium Term Expenditure Framework

MTSF	Medium Term Strategic Framework
NDP	National Development Plan
NEET	Not in employment nor in education and training (youth)
NSDS	National Skills Development Strategy
NSF	National Skills Fund
NSFAS	National Student Financial Aid Scheme
OPS Plan	Operational Plan
PQM	Programme Qualification Mix
PSET	Post-School Education and Training
SETA	Sector Education and Training Authority
SNE	Special Needs Education
SSP	Sector Skills Plan
SWOT	Strengths, weaknesses, opportunities, threats
TVET	Technical and Vocational Education and Training
WIL	Work Integrated Learning
WPBL	Workplace-based Learning



PART A: GENERAL OVERVIEW

PART A: GENERAL OVERVIEW

3. MESSAGE FROM THE COUNCIL CHAIRPERSON



It is an honour and a privilege for me as the Chairperson of South West Gauteng TVET College to present an Annual Performance Report for the period ended 2021. The Council has been in the office for two (2) years now. After being appointed by former Higher Education and Training Minister, Honourable Dr Naledi Pandor, in the month of March 2019, together with my colleagues in the Council of South West Gauteng TVET College, we are committed in ensuring that we remain the best College, not only

in South Africa, but in the African continent. We have, however, understood from the beginning of our tenure that we will, as is the norm and wisdom, build on the work of our predecessors. As a new Council, we have looked at the resolutions as well as the work that was not concluded by the previous Council.

In the year under review, we have been working with the Acting Principal, Mr. J. Monyamane, who has been with the college for many years as senior staff member. Currently, the Acting Principal is doing exceptionally well in partnering and supporting all college structures including the college Council. As a Chairperson of the college, I am pleased with the progress we are making since we have been at the helm of the college. In fact, this is the positive spirit across all structures of the college. As Council members and senior management, we are aware of the tasks and responsibilities placed on our shoulders to ensure that

South West Gauteng TVET College becomes the best that every member of the community in our area of jurisdiction and outside would like to be associated with. We are quite aware that we have to do this by focusing on teaching and learning with pride and humility.

The records and reports of the college indicate that in the year 2021, the college continued to be driven by the aspirational vision of striving to be the benchmark TVET College in the delivery of quality Vocational Education and Training and the mission of wanting to innovatively mobilize all College resources to ensure excellence in the college's delivery, employability and embracing of entrepreneurship among students and ISO consistency in the service delivered. The main focus of all the stakeholders of the college is on the core business, which is the delivery of education and training and related programmes, and on improving the academic results of students, coupled with the objective of connecting the students with the economy, through experiential learning, work and entrepreneurship opportunities.

The report will articulate and quantify details of how the college fared in terms of the set key results areas, key among which are the certification rate, throughput rate, workplace integration and employability. It suffices to say that there were, as in many instances in life, a lot of hits and a few misses in some of these and the misses will be areas of focus in the New Year. However, I must also mention the challenges the college faced in the year under review.

As a Chairperson of South West Gauteng TVET College, I am excited to report that although we are still busy finalising our audit for 2021, the performance shows huge improvement and I'm hoping that when the audit is complete, the results will show improved position compared to previous years.

COVID-19 also was the big challenge for the college as well as the entire High-

er Education Sector. We continued to ensure that all regulation passed by the President together with the Covid-19 National Command Council, i.e. keeping reasonable social distancing, sanitising, and wearing of musks were adhered to all the time. Despite all these challenges teaching and learning was not compromised in our college.

There is acceptance among all stakeholders in the college, governors, management, personnel, and students that the college's students results need to improve and improve by bigger margins. As a Council of the college, we do welcome the fact that the college leads the Gauteng Colleges on aggregate in both NC(V) and Report 191, which is a good foundation upon which we will build further, which is what we intend doing boldly.

The Council is committed to ensuring that in the year ending 2022 we achieve clean audit for the collage. This is demonstrated in the financial controls and reporting we put together with the Finance and Audit and Risk committees. Currently, the process is underway to appoint a permanent Principal and Chief Financial Officer (CFO) to strengthen our leadership and governance.

This report is also an opportunity to thank all SWGC stakeholders for their continued support of the college, from our predecessors, the governors, the Department of Higher Education & Training, industry partners, personnel, our hard-working students, and the City of Johannesburg.



Z Dlamini | Chairperson of Council

i. List of Office bearers of the Council

Surname & Initials	Portfolio
Mr. Z. Dlamini	Chairperson: External
Ms. N. Lamula	Vice Chairperson
Ms. M. Liau	External Member
Ms. F. Mazibuko	External Member
Mr L Nengovhela	External Member
Mr S Manthata	External Member
Adv. Khorommbi	External Member
Mr. A.G. Netshimbupfe	External Member
Mr. M.M. Magoele	External Member
MR.M.J.Monyamane	Acting Principal
Mr.R. Mosiane	Internal Member: Academic board
Mr. L. Tshoko	Internal Member: (Lecture Rep)
Mr S Masiza	Interim Secretary :Internal
Ms.A. Barends who was later replaced by Mr S Mokoena.	Internal Member:SRC President
Ms.T Zulu	Internal Member:SRC SG
Mr. A. Schlemmer	Deputy Principal: Corporate
Mr. J. Makola	Acting Deputy Principal: Academic
Ms. Z. Qwasha	Interim Deputy Principal: Finance

NB: The Council is still not fully constituted as required by Continuing Education and Training Act,16 of 2006 as it is still in a process of filling in the vacancy of section 10(4)(b) which became vacant as a result of resignation. In the year under review, the council has established two new committees, i.e. Executive and ITC (in response to 4IR).

The Council of South West Gauteng TVET College, remained committed

to the maintenance of the highest standard of governance and uphold good practices. The Council regulated its affairs in compliance with the Continuing Education and Training and Training Act, 2006 (Act No.16 of 2006) as well as the Council Standard Operating Procedures and charters developed by DHET.

The Council provided independent and objective assurance and support to the College Management by evaluating the accuracy and effectiveness of the internal control systems, risk management, governance processes and provide value adding recommendations. The Council adopted a number of DHET recommended policies, such as the Risk Management Policy, Cell Phone and Mobile Device Policy. The adoption of these policies enabled the Council to play an integral role in influencing behaviour, coordination of activities, establishing of communication protocols and facilitate, inter alia, risk reporting. Furthermore, the Council focused on cost consciousness and effectiveness and sustainable resource generation from external donors.

The Council approved and monitored the performance annual operating and capital budget by continuously interrogating the financial implication of the capital development programmes, the annual operating budget and on the resource allocation to the strategic activities. The Council was committed in ensuring that the financial health of the College as a going concern and also strived to ensure that the staff complement was suitable to maintain the accounting records (financial and otherwise) of the college. Through various Council committees, support was given to the Management to ensure compliance with all relevant norms, legislation, directives, collective agreements within the sector. The Council played an active role in assisting the Academic Board to implement relevant teaching and learning didactics and methodologies in the quest to achieving the College set targets on attendance and retention, certification, progression

and throughput rates whilst ensuring success on student access, articulation with the workplace and/or higher education and training.

Throughout the year, the Council and its sub-committees remained operational and functional with a number of resolutions taken. The Council of South West Gauteng TVET College, in exercising its oversight function, was guided and applied values and principles of honesty and integrity, objectivity, accountability and transparency.

ii. Statement of Council on College Functionality

The college has its core business as the delivery of education and training programmes to students. It is primarily funded by the state through the allocation of a grant based on enrolments and through the funding of qualifying students in the form of NSFAS bursaries. 2019 was the first year of the application of fee-free education for the poor and working class and saw many students, who, hitherto, had had to pay fees to access the college, being able to enrol with the college without paying since their joint family incomes were below the R 350 000 new NSFAS threshold. The college's enrolments in the year, 2021, continued to put it among the biggest TVET colleges in the country, with the enrolments in 2019 exceeding 30 000, despite attempts to moderate them due to funding limitations.

Whilst the college had had a poor audit report of a 'disclaimer' for the previous year, 2020, it began 2021 as a going concern with sound reserves and an operational budget based on its enrolments and fee income. The year was mostly a "disruption-free" year, thanks to good engagement between SRC and management, supported by the College Council. Whilst the college did not attain its target of 65% certification rate, education and training continued, led by a mostly committed personnel cohort. The

average certification rate in comparison to 2020, increased by 2.33%, the certification on written increased by 1.42% and certification on enrolled increased by 3.25%. Partnerships with industry to promote workplace integration in education were vigorously pursued, even though by year end, the success achieved with this all-important key results area was not close to where it was expected to be. However, great strides were made. In terms of core business performance, whilst the college did not make its targets, it continued to be among the leaders in the Gauteng Province.

The greatest and most worrying 'miss' for the college which remained a sore point for the Council even in 2020 was the failure of the college to tilt its external audit for the year upwards. For the college, the SAICA project and without a permanent CFO with no long-term commitment to the college and its, proved to be a disheartening failure, which needed to be ended and replaced with a system of permanently appointed CFOs, to effect and sustain real improvement and ensure continuity.

Notwithstanding the regretted poor performance with the external audit in 2020, the college remains a safe going concern, with no threat to its financial viability. It continues to have sound reserves and great plans for the future.

4. THE ACCOUNTING OFFICER'S FOREWORD



Each new year offers an exciting opportunity for a fresh start and new beginnings. The new year offers an opportunity to look back and reflect on the missteps that have occurred and take corrective and preventable measures to ensure that such occurrences are minimized or prevented from happening again. The year 2021 was a year in which the college was hoping that the COVID-19 pandemic would be a thing of the past so that teaching and learning could go back to normality. However, that was not

the case as the pandemic continued to rick havoc in the learning institutions in the whole world and our college was not spared either. Despite the presence of the pandemic, the college typically started the year with a lot of ambition zeal and zest, intent in maximizing the hits and dealing with the misses of 2021.

The 2021 enrolments (heads) were higher in comparison to the 2020 ,with exclusion of Natural Science Trimester three (3). An increase of seven hundred and eighty-two (782). The number of candidates who sat for examinations, in comparison to 2020, increased by nine hundred and thirty-eight (938). In all areas of the students results, they achieved some modest improvement in the number of heads certified, in comparison to 2020, increased by five hundred and ninety-two (592). The average certification rate in comparison to 2021, increased by 2.33%, the certification on written increased by 1.42 and certification on enrolled increased by 3.25. The certification rate achieved was lower than the College Certification rate of 65% by 24.16% The retention rate, in

comparison with 2020, increased by 5.77%. This retention rate was lower than the College Retention rate of 80% by 24.16%. The retention rate achieved was above the College Retention rate of 80% by 6.86%. The distinctions, in comparison to 2020, increased by two hundred and fifty-six (256). The College 2021 academic performance was satisfactory considering the challenges presented by COVID-19. The students and lecturers alike, including the management staff, were not on 100% attendance for duty and teaching and learning. This unprecedented attendance arrangement negatively compromised the notional hours for teaching and learning as prescribed by policies. Furthermore, the College had to suspend some of the traditional and/or physical academic support programmes such as afternoon, weekends, and holidays enrichment classes.

Although the college did not meet its certification of 65% target it is encouraging to note that despite the prevalent and the impact on the COVID-19 pandemic, the college managed to register some increment in all areas of its core function which was the targets of student's academic performance under the year of review of 2021. The above achievement did not occur by sheer of luck but rather through planning and putting in place supporting mechanism including the drafting of Business Continuity Plan that served as the college campus that assisted the college to navigate through all the challenges that were presented by the pandemic. Notwithstanding that Teaching and Learning being the core business of the College, our focus by and large without neglecting other areas of the college, is to, amongst other things, develop and track the continuum of activities and responsibilities required to improve the quality of curriculum delivery with the ultimate intention of improving student success in terms of throughput and certification rate, retention, attendance, and pass/progression rate. Therefore, planning of all curricula related activities is at the core of curriculum delivery, supported strongly by planned activities/ outputs to ensure that core deliverables for quality teaching and learning are firmly in place for all students, all learning programmes and at all

sites of learning delivery in the college.

A noticeable achievement was also realised in none-Ministerial/Skills programmes, partnership with industry for students and lecturer industry placement and increase in number of accreditations by various SETAs for quite respectable number of skills programmes. A total of 19 country's SETAs out 23 SETAs accredited the college for various skills programmes. The prominent partnerships that the college signed either service level agreement or Memorandum of Understanding in both private and public entities assisted the college in realising a growth in the college WBL/WBE programme for both the students and lecturers.

Let me seize this opportunity to thank all the staff members within various units of the college, the hardworking college interns and students for their impeccable work. The Academic Affairs, Corporate Section, Finance and Supply Chain, all support staff and students deserve a commendable applause for their selfless and tireless contributions in the upliftment of the College's performance. Lastly my heart goes out to The Students Representative Council, Campus Management Teams, The Executive Management and The College Council for the decisive and exemplary leadership they provided throughout 2021.



Acting College Principal | MJ Monyamane | South West Gauteng TVET College

5. STATEMENT OF RESPONSIBILITY AND CONFIRMATION OF ACCURACY

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

1. All information and amounts disclosed throughout annual report are consistent.
2. The annual report has been prepared in accordance with the guidelines issued by the Department of Higher Education and Training.
3. The annual financial statements have been prepared in accordance with the relevant standards, frameworks and guidelines issued by National Treasury.
4. The accounting officer, i.e. the principal, is responsible for the preparation of the annual financial statements and for the judgements made in this document.
5. The accounting officer, i.e. the principal, is responsible for establishing and implementing a system of internal control that has been designed to provide reasonable assurance as to the integrity and reliability of the performance information, the human resources information and the annual financial statements.
6. The Auditor-General and/or external auditors express an independent opinion on the annual financial statements.

In my opinion, the annual report fairly reflects the operations, the performance information, the human resources information and the financial affairs of South West Gauteng TVET College for the financial year ended .



Mr. Joey Monyamane | Acting Principal

6. LEGISLATION AND OTHER DIRECTIVES

6.1 LEGISLATIVE FRAMEWORK

South West Gauteng TVET College is enjoined by Section 44(3) of the Act, read in conjunction with section 25(3) of the same Act to prepare and submit to the Minister for Higher Education and Training an annual report.

In terms of Sections 25(3) and 25(4) of the Continuing Education and Training (CET) Colleges Act, No 16 of 2006 (as amended), public technical and vocational education and training (TVET) colleges are required to produce annual financial reports and to comply with any reasonable additional reporting requirement established by the Minister. Moreover, Section 44 of the Act requires colleges to annually report to the Minister in respect of its performance and its use of available resources.

In addition, these pieces of legislation govern and steer the college in terms of achievement of its strategic and performance objectives.

6.2 LEGISLATIVE AND OTHER MANDATES

In terms of Sections 25(3) and 25(4) of the Continuing Education and

Training (CET) Colleges Act, No 16 of 2006 (as amended), public technical and vocational education and training (TVET) colleges are required to produce annual financial reports and to comply with any reasonable additional reporting requirement established by the Minister. Moreover, Section 44 of the Act requires colleges to annually report to the Minister in respect of its performance and its use of available resources. In addition, these pieces of legislation govern and steer the college in terms of achievement of its strategic and performance objectives.

List the legislative and policy mandates as captured in the 2020-2024 strategic plan of the college.

7. COLLEGE PROFILE

South West Gauteng College is a public Technical and Vocational Education and Training (TVET), formerly, FET college, operating under the auspices of the Department of Higher Education and Training (DHET) in terms of the Continuing Education and Training Act, Act No.16 of 2006, as amended. The College is accredited by Umalusi and several Sector Education and Training Authorities (Seta's) to offer education and training, mostly in the FET band (NQF Level 2 to 4). Some programmes are offered in the Higher Education band i.e. the N4 to N6 levels. At over 30 000 enrolments, the college is one of the biggest colleges in the country

With its head office located at Molapo Campus, Soweto and campuses spread through Soweto (3) to Roodepoort (2) and Randburg (1), including the "LAND IS WEALTH FARM" in Sterkfontein, the College is a real citadel of education and training for communities in its wide catchment area and beyond.

With the Distance learning and e-learning mode, driven through the Technisa Campus in Randburg, it is no exaggeration to say "we now surface everywhere!"

Starting from 2007, the (FET) TVET colleges have been offering the new three year TVET curriculum, which culminates in the awarding of the National Certificate (Vocational) [NC (V)] to students. This qualification is opening two doors to the successful students. Since their education will have had a deliberate vocational slant, the students completing the NC (V) Level 4 qualification are able to enter the job market. The first cohort of NC (V) graduates came out at the end of 2009 and was received well by the economy.

The Level 4 NC (V) graduates are also able to proceed to the Higher Education and pursue some post-NQF Level 4 education at Universities or Universities of Technology, depending on their results in Level 4. If they choose this route, they do so on a very strong technical foundation, which they have obtained from their three years at the College. The entry requirements for Higher Education for students who have completed NC (V) Level 4 qualification can be obtained from the College's website, Student Support or Marketing Offices and in the College Prospectus.

The important thing is that if one wants to follow a vocational direction, either in Engineering Studies, Business Studies, or Utility Studies, one does not need to stay at school until one has passed Grade 12, since colleges are offering a three-year vocational qualification. To enrol for this qualification, one only needs to have passed the minimum of Grade 9, but the qualification is more suitable for learners with a higher school grade, e.g. Grade 11 or even Grade 12.

In 2018 the began offering 'fee-free' education to South Africa's poor and working class people, with and joint family annual income below the threshold of R 350 000, supported by government and the Department of Higher Education and Training.

MISSION VISION AND VALUES

VISION

Where we want to be

To be the benchmark TVET College in the delivery of quality Vocational Education and Training

MISSION

Why we exist

To innovatively mobilize all College resources to ensure excellence in our delivery, employability and embracing of entrepreneurship among students and ISO consistency in our service

VALUES

How we behave

The principle of Batho Pele with emphasis on client care and uBuntu

The principle of a better life for all

The principle of upholding a culture of learning, teaching and service delivery

Professional Conduct

Good Governance

Mutual respect

Non-racialism and Non-sexism

Redress

Honesty and Integrity

Environmental sustainability

To inspire and develop students (wholly)

STRATEGIC GOALS AND INITIATIVES

What we are going to do

INDIVIDUAL PERFORMANCE

How we manage our individual performance

ORGANISATIONAL PERFORMANCE

How we manage our collective performance



PART B: GOVERNANCE

PART B: GOVERNANCE

8. CONSTITUTION OF THE COLLEGE COUNCIL AND GOVERNANCE STRUCTURES

8.1 REPORT OF COUNCIL CHAIRPERSON

INTRODUCTION

The South West Gauteng TVET College Council is a statutory body established and defined under the Continuing Education and Training and Training Act, (Act 16 of 2006) (CET ACT). The College Council is the highest decision making body of the College. The annual report covers the activities for the 2021 academic year.

College Council Mandate

The purpose of the College Council is to perform all the functions which are necessary to govern the College, including the development of a College statute. The College Council in concurrence with the other statutory bodies, namely, the Academic Board and the Student Representative Council develop amongst other things, the following:

The College Strategic Plans which must incorporate the vision, mission, values, goals and financial planning of the College. Ensure safety measures which are conducive for a safe teaching and learning environment for students, lecturers and support staff. Ensure compliance with the accreditation requirements necessary to provide learning Programmes in terms of standards and qualifications as registered on the National Qualifications Framework. Provide a suitable structure to advice on policy for the student support services within the College. Briefly, the College Council act in five different areas, namely, Development, Monitoring, Approval, Compliance and

Financial Oversight.

Mandatory College Council Meetings

The College Council as a governing body of the College needs to meet as often as required to execute its statutory functions. A minimum of four (4) mandatory ordinary meetings per year.

Optional/Discretionary College Council Meetings

In addition to the mandatory ordinary College Council meetings, the Council convened special meetings and /or trainings/workshops to deal with specific matters.

Special Meetings

16 September 2021: To discuss and Approve Internal Audit Charter, The Student Admission Policy and the Construction of Student Accommodation.

Training/Workshops

15 & 16 April 2021: Corporate Governance Training/Workshops.

15 October 2021: Council Induction training by DHET.

The Composition of the College Council

According to the Act, the College Council consists of sixteen (16) members which includes internal and external members. The SWG TVET College Council comprise of the following Members:

The College Acting Principal: Mr. M.J Monyamane. A member of the Academic Board, elected by the Academic Board: Mr. R Mosiane. A Lecturing Staff member of the College, elected by the lecturers: Mr.L. Tshoko. A

Support Staff member of the College, elected by the support staff (Vacant). Two (2) Students of the College elected by the SRC: Mr.S. Mokoena (President), Ms. T. Zulu (Secretary General). Five (5) Appointments by the Minister of Higher Education and Training: Mr. ZL Dlamini, Prof.T. Moloi (Resigned 1st December 2020), Ms M Liau, Ms.F. Mazibuko and Ms.N. Lamula. Four (4) Appointments by the Council in concurrence with the Minister: Ms.L.T. Khorommbi, Mr.M. Magoele, Mr.A.G. Netshimbupfe and Mr.L. Nengovhela. A Representative of the donors of the College: Mr S Manthata. The College Deputy Principals have standing invitation of the Council for reporting purposes with no voting powers. The Deputy Principals are: Mr. A. Schlemmer (Corporate Affairs and Planning), Mako-la J (Acting Deputy Principal Academic Affairs and Operations) and Ms.Z. Qweshu. (Interim Deputy Principal Finance).

The Summary Roles and Responsibilities of the College Council

The College Council members are jointly responsible and accountable for decisions which includes: Provide strategic vision and leadership for the development of the institution. Ensure the alignment and support of all internal and external stakeholders behind the college vision and mission. Provide oversight of the college operational plan. Ensure that quality management systems are implemented by the college. Ensure the attainment of the targets as expressed in the strategic plan within the allocated budget. Ensure good management oversight and the implementation of performance

Attendance for College Council Meetings (Mandatory Meetings)

Surname & initials	Designation	Site
Mr Zenzele Lloyd Dlamini	Council Chairperson	External Council member

Ms Nomthandazo Lamula	Council Deputy Chairperson	External Council member
Mr Siyabonga Masiza	Council Interim Secretary	External Council member
Ms Fundiswa Mazibuko	Council member	External Council member
Ms Mpolai Liau	Council member	External Council member
Mr Aluwani G Netshimbupfe	Council member	External Council member
Ms Lufuno Khorombi	Council member	External Council member
Mr Mack M Magoele	Council member	External Council member
Mr Livhu Nengovhela	Council member	External Council member
Mr Sydwell Manthata	Council member	External Council member (Donor)
Mr Joey Monyamane	Council member	internal Council member (Principal)
Mr Lee Tshoko	Council member	internal Council member (Lecturer Representative)
Mr Samkelo Mokoena	Council member	internal Council member (SRC)
Ms Thembeke Zulu	Council member	internal Council member (SRC)
Mr Reuben Mosiane	Council member	internal Council member (Academic Board Representative)
Mr Andre Schlemmer	invitee	Internal member (Deputy principal Cooperate affairs & planning)

Mr Johannes Makola	invitee	Internal member (Acting Deputy principal Academics affairs and operations)
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Ms Zinhle Qweshu	Invitee	Internal member (Deputy principal finance)
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Council Attendance Register 2021

Surname & Initials	Portfolio	Attendance				Attendance Rate (%)
		1 st Quarter	2 nd Quarter	3 rd Quarter	4 th Quarter	
		08 April 2021	31 August 2021	09 November 2021	08 December 2021	
Mr Zenzele Lloyd Dlamini	Council Chairperson					75%
Ms Nomthandazo Lamula	Council Deputy Chairperson					100%
Ms. F Mazibuko	External Member					100%
Mr. Netshimbufe	External Member					75%
Mr Livhu Negovhela	External Member					75%
Ms Mpolai Liau	External Member					75%
Ms Lufuno Khorombi	External Member					100%
Mr Mack M Magoele	External Member					100%
Mr Sydwell Manthata	External Member					50
Mr Reuben Mosiane	Internal Member					75%
Mr. Monyamane	Internal Member					100%
Mr. Tshoko	Internal Member					25%
Mr Samkelo Mokoena	Internal Member					75%
Ms Thembeke Zulu	Internal Member					75%
Mr. Andre Schlemmer	Internal Member					75%
Mr. Johannes Makola	Internal Member					100%
Ms Zinhle Qweshu	Internal Member					75%
Mr. Masiza	Council Interim Secretary					100%

√ Present

X Absent

*Attended per invite *√Chairperson

81.1. REPORTS BY COMMITTEES OF COUNCIL

The Act enables the College Council to establish the College Council Committees and the College Council is, by and large, in compliance with the Act in this regard. The first five (5) committees are mandatory and the last two (2) Committees are established by the College Council on the basis of need in line with the Act.

- o Mandatory Committees
- o Executive Committee (Exco)
- o Finance Committee (Finco)
- o Audit and Risk Committee (ARC)
- o Human Resources and Remuneration Committee
- o Planning Committee (Planco)
- Discretionary/Optional Committees

8.2 COMPOSITION OF COUNCIL COMMITTEES AND ATTENDANCE

• EXECUTIVE COMMITTEE (EXCO)

Attendance Register 2021

Surname & Initials	Portfolio	Attendance				Attendance Rate (%)
		22 October 2021	01 December 2021			
Mr Zenzele Lloyd Dlamini	Council Chairperson				50%	
Ms Nomthandazo Lamula	Council Deputy Chairperson				50%	
Mr. Masiza	Committee Secretary				50%	
Mr. Monyamane	Internal Member				50%	
Mr. Schlemmer	Internal Member				25%	
Ms Zinhle Qweshu	Internal Member				25%	

- o Student Support Services Committee
- o Employability Committee
- o Additional Revenue Committee
- o The Purpose of the Committee

The main function of the College Council committees is to assist the Council in the performance of its statutory functions.

The Act permits the College Council to appoint a person (s) who is not a member of the Council to be a member (s) of the Council Committee based on expertise. It was against this background that Mr. Matabane was a member of the Audit and Risk Committee.

The College Council, is however, not divested of the responsibility for the performance of any function delegated to a committee.

All the College Council Committees were chaired by an External Council Member as prescribed by the Act.

Mr. Makola	Internal Member					50%
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√ Present X Absent *Attended per invite *√Chairperson

The Executive Committee of the Council was Constituted later in the year 2021

• FINANCE COMMITTEE (FINCO)

The 2021 financial year saw the Covid-19 pandemic continuing to present various operational challenges that led to Finco continuing to meet online for all its engagements. I am proud to confirm that the FINCO fulfilled most of its functions throughout the year as follows:

Financial policies:

The Finco monitored the implementation of the below policies:

- Delegation of authority
- Accounting Records Policy
- Asset Management Policy
- Bank Reconciliation Policy
- Borrowing Policy
- Cash Management Policy
- Control of Gifts, Donations and Sponsorship Policy
- Credit Management Policy
- Debt Management Policy
- Facility Hiring Policy
- Financial Disclosure and Declaration of Interest Policy
- Garage Card Tracker Policy
- Payroll Policy
- Petty Cash Policy

- Subsistence and Travel Policy
- Supply Chain Management Policy
- Tuition Fees Policy
- Unauthorised, Irregular, Fruitless and Wasteful Expenditure Policy
- Use of College Telephone Policy
- Vehicle Rental Policy

College budget submissions, deviations and quarterly revisions:

FINCO recommended the budget and the revision to Council due to Covid-19 effects.

Financial misconduct or maladministration:

FINCO referred matters requiring investigation to Audit and Risk Committee and effectively bringing these matters to Council’s attention.

Management information system:

FINCO reviewed the accounting policies of the college as part of the Annual Financial Statements.

To consider the quarterly financial reports:

The college’s management accounts showed significant improvements from the previous year as the team management to bring the period closure to about a month behind.

The above enabled the college to conclude the Annual Financial Statements in a reasonable time and this is also supported by improved monthly reports submission to DHET. Despite the above the college still have a lot of room for improvement and the Finco will continue to review and support management’s plans

Capital projects and pre-approved variation:

The College's capital projects ended the 2021 financial year still planning stages but this situation is expected to significantly improved in the 2022 financial after the appointment of the project manager and implementation agent.

The FINCO reviewed and recommended to Council various variations that are above the pre-approved Supply Chain Management variation.

Disposal and impairment of assets as well as write-off of bad debts:

FINCO recommended for approval by Council the write-off/impairment of assets and debtors in line with policies of the college including the initiation of the hand-over process of the debtors.

Annual financial statements:

FINCO held a joint meeting with Audit and Risk Committee to review and recommend the Annual Financial Statements (AFS) to Council. The college showed significant improvements as compared to the previous years and this was confirmed by a better audit opinion as compared with prior audit opinion.

Financial matters of College's relationship with the Department and NSFAS:

The FINCO reviewed the subsidies income from the Department and the income from NSFAS and is comfortable with the relationship between the College and these key stakeholders. There were no issues that the FINCO viewed as significant for the Council's attention.

The following are member of the FINCO and their attendance of meetings:

Member	Note	Role	No. of meetings
Mr M. Magoele	N1	Chairperson	5
Ms T. Lamola	N2	External Member	5
Mr J. Monyamane	N4	Invitee	
Ms Z. Qweshu	-	Internal Member	
Mr S. Dhlamini	-	Internal Member	
Mr S. Masiza	-	Secretary	5

N1: Appointed Chairperson effective from January 2021.

N2: Appointed to FINCO effective from January 2021.

FINCO comprise of four members with 50% being external Council Members in compliance with its charter. FINCO also complied with the requirement of at least four meetings as it held five meetings including a joint meeting with Audit and Risk Committee.

FINCO was fully constituted throughout the year and adhered to its charter as approved by Council.

• **AUDIT AND RISK COMMITTEE (ARC)**

2021 saw the audit and risk committee grow on its strides to ensuring an improved risk culture environment for the college. The audit committee consists of the members listed hereunder and is mandated to meet four (4) times per annum as per its approved terms of reference. During the current year eight (8) meetings were held, of which four (4) were special meetings.

The names of Committee members and attendance details, are listed hereunder:

Name of member	Number of meetings attended
Ms M. Liau (Chairperson)	8
Mr MM. Magoele (External Member)	8
Ms LT Khorommbi (External Member)	8
Mr J. Monyamane (Acting Principal)	8
Ms Z. Qweshu (Acting Deputy Principal Finance)	8
Mr W. Magagula (Quality Assurance Managers)	8

The Committee's primary mandate is to provide oversight and to assist the College Council in matters relating to the effectiveness of internal controls. This year the audit committee was involved in a few key matters to ensure delivery in accordance with the charter.

Key highlights include:

- Risk register development and approval thereof, with subsequent tracking of the risk register
- Proactive risk management of all key risks impacting the college and reporting thereof aligned to the risk register
- Deliberate tracking of audit action plan, which has resulted in an improved audit outcome

Based on the results of the internal audit reviews, which were pro-

vided to the Audit and Risk Committee, we note an improvement in the system of control. The college showed improved directional movement as it relates to controls deficiencies. In addition, the college has achieved an improved External audit outcome which is expected to continue to improve.

Remedial actions have been put in place to address key risks with a continued focus on risk culture in the college. There has been a more proactive approach to addressing the control deficiencies in the college and this continues to be part of the building blocks to the goal of achieve positive results in the future.

• **HUMAN RESOURCE AND REMUNERATION COMMITTEE**

Attendance Register

Surname & Initials	Portfolio	Attendance				Attendance Rate (%)
		1 st Quarter	2 nd Quarter	3 rd Quarter	4 th Quarter	
		22 February 2021	25 May 2021	14 October 2021	Scheduled for 25 November 2021	
Ms. F Mazibuko	Chairperson: External	√	√	√	√	100%
Mr. Netshimbupfe	External Member	X	√	√	√	75%
Mr. Nengovhela	External Member	√	√	√	√	100%
Mr. Schlemmer	Internal Member	√	√	X	x	50%
Mr. Tshoko	Internal Member	√	X	√	x	50%
Mr. Khuse	Internal Member	√	√	√	√	100%
Mr. Masiza	Committee Secretary	√	√	√	√	100%
Mr. Monyamane	Acting Principal	X	x	√	x	25%
Mr. Makola	ADPA	X	x	√	√	50%

√ Present

X Absent

*Attended per invite *√Chairperson

- Summary of the Human Resource and Remuneration Committee Approved Recommendations by the Council in 2021
- The HR sub-committee resolved that the committee chairperson must write a letter to the regional manager of the department and the Deputy Director of

General Corporate Services requesting the department to expedite the matter. The letter will have to be also signed by the council chairperson.

- The meeting further resolved that Mr Schlemmer to obtain confirmation from DHET on how the appointment of acting principal was made.
- The meeting resolved that the chairperson must engage with the regional manager and DHET to persuade them to advertise the post of CFO and appoint as soon as possible. Alternatively, the committee must explore whether the CFO position can be absorbed in the PPN structure.
- The meeting recommended that the recruitment team must have alternative plans to cover for cases of unavailability of panellist and present it to the committee.
- The meeting resolved that the interview panel will have standby members in case some members cancel in last minute.
- The committee resolved that the college must focus on staff members that are affected and explore other possible intervention with regards to covid-19.
- The committee resolved that the CCMA report should be detailed, it should state how long each matter has been at CCMA.
- Committee resolved that Mr Monyamane must obtain the document and forward to committee members, and the committee will respond in writing on how to proceed with the court interdict.
- The meeting resolved that committee members must forward their

PLANNING AND RESOURCE SUB-COMMITTEE

2021 Attendance Register

reports to the committee secretary even if they won't attend the meeting for continuity purpose. The matter will be reported in the next meeting.

- Committee resolved that Mr Monyamane must email the letter again to committee members, Mr Netshimbupfe and Ms Khorombi to review the letter and provide feedback on or before the 18th of October 2021.
- The committee further resolved that the issue of HOA must remain on the Agenda until PPN has been implemented.
- The meeting noted that the department is taking too long to address matters of crucial importance and resolved that the college will have to escalate the issue to the highest office of the department.
- Meeting resolved that SMT must write a letter to the director general and copy Ms Mazibuko. This was with regards to the Campus Manager who resigned with immediate effect.
- The committee resolved that Mr Khuse must coordinate the meeting for mediation and check the availability of the parties affected and the external members of the HR committee.
- The committee resolved that the HR unit must find a suitable date in January 2022 for council members to attend POPIA training.
- The committee resolved to uplift the previous resolution to suspend Mr Maliza without a pay, and requested college to urgently appoint the chairperson of DC and expedite the matter.

Surname & Initials	Portfolio	Attendance				Attendance Rate (%)
		1 st quarter	2 nd quarter	3 rd quarter	4 th quarter	
		19 Feb 2021	01 June 2021	22 September 2021	30 November 2021	
Lamula N	Chairperson: External	√	√			100%

Khorommbi L	External Member	√	Resigned	Resigned	Resigned	100%
Mazibuko F	External Member	Not yet appointed	√	√	√	100%
Schlemmer A	Internal Member	√	√	√	√	100%
Taleni	Internal Member	√	√	√	√	100%
Masiza S	Secretary	√	√	√	√	100%

√ Present

X Absent

Changes to the committee members

- Mr Taleni joined the college and fulfilled the role of Mr Myeki both in the college and in the PlanCo
- Ms Mazibuko was appointed to the PlanCo (to replace Ms Khorommbi)

PlanCo comprises of four members with 50% of being external Council Members in compliance with its charter. Plan Co follows the requirement of at least four meetings per annum.

Summary of PlanCo Recommendations to the Council

- For the purposes of upskilling Council Members on governance and fiduciary related matters, the committee recommended that the college should look into enrolling Council Members for membership through the Institute of Directors.
- Committee recommended that it would be prudent to have a strategic planning process workshop for the council and it should be held in June 2022.

• **EMPLOYABILITY COMMITTEE**

• **Purpose**

The Employability Committee is accountable to the Council of the College, for the development, Implementation and reporting of the

College Employability and Student Entrepreneurship plans and for the monitoring and review of progress on relevant performance indicators in the context of plans and targets put in place by the college.

• **Membership**

Mr. Aluwani Netshimbupfe - Council External Member (Chairperson)

Ms. Fundi Mazibuko – Council External Member (Committee Member)

Mr. Joey Monyamane – Deputy Principal – Academic Affairs and Operations who was later appointed to the Acting Principal (Internal Member)

Mr. Aubrey Sebe – New Business Development Unit Manager (Internal Member)

Ms. Patience Makhaphela – Head of Marketing and Communications (Secretary)

Mr. Siyabonga Masiza – Governance Coordinator (Internal Member)

1. Meeting and Attendance

Name and Surname	Portfolio	Internal /External Member	Meetings			
			03 March 2021	24 May 2021	28- September 2021	26 November 2021
Mr. Aluwani Netshimbupfe	Chairperson	External				
Ms. Fundi Mazibuko	Committee Member	External	X			
Mr. Joey Monyamane	Committee Member	Internal	X	X	X	
Mr Johannes Makola	Committee member	Internal		X	X	
Mr. Aubrey Sebe	Committee Member	Internal				
Ms Patience Makhaphela	Committee Member	Internal				x
Mr. Siyabonga Masiza	Committee Member	Internal			X	X

Due to Covid-19 restrictions, the committee could not hold the meeting on the 22 May as the college was closed.

- **The Employability Committee is responsible for:**

- o the development, implementation and reporting of the College Employability and Student Entrepreneurship plans to the college Council, on how the targets for student outcomes on relevant performance indicators will be achieved in the context of plans and targets put in place by the college.
- o Providing strategic leadership for college-wide developments within and outside of the curriculum related to employability;
- o Monitoring and reviewing developments in employability across the TVET sector and advise the College on steps to improve its competitive position;
- Specifying requirements for and considering programmes employability and enterprise development plans;

- o Annually evaluate their performance to ensure that academic governance arrangements improve institutional performance and add value.

- **Resolutions**

- o Conversion of Loan to Grant for Student Owned Businesses
- o The committee has recommended that the college must seek guidance from the department if it can utilize the interest earned on investment to fund the operational costs for student owned businesses.
- **Request to Appoint Additional Human Resources on a Three Year Contract.**

- o Council Approved the recommendation by the committee to recruit a human resources on a three-year contract to capacitate the new business unit as most of staff members in the unit are on contract and its ending in December 2021.

- **Accomplishments**

- o Innovation Programs:

The College partnered with Educo Solutions- ETI Companies for training the exit level students on the End-User computing certificate with Academic Solutions for Drones, Coding and Robotics. NC (V) Levels 3 & 4 and Report 191/ NATED N1-N5 will be able to attend this course at least once a week. It is a 12 month and consists of 120 Credits program; and the learners would receive the National Certificate on completion. DHET subsequently requested that the college must choose a program between renewable energy and green economy.

Prepared by: Aluwani Netshimbupfe

Employability Sub-committee Chairperson

8.3 THE ACADEMIC BOARD REPORT

The Academic Board is chaired by the Acting Principal of the college, Mr Joey Monyamane and his deputy is Mr Johannes Makola, the Acting Deputy Principal: Academic Affairs and Operations. The Secretary is Mr Reuben Mosiane, the Campus Manager of George Tabor campus.

The functions of the Academic Board include to:

- Formulate, coordinate and review academic policy, procedures and guidelines.

- Bring about academic leadership through promotion of quality and innovation in teaching and learning.
- Ensure academic integrity within the college.
- Monitor and regularly report on compliance with the academic policy prescripts.
- Report to the College Council and its subcommittees on the academic aspects of the college's strategic, operational and risk management plans.
- Oversee the quality assurance of the academic activities within the Risk Management Framework.
- Consider and make decisions on all aspects of the development and accreditation or re-accreditation of courses, the admission of students, teaching, assessment and requirements for graduation, prizes, awards and scholarships.
- Refer certain matters to such ad-hoc committees or working groups as it may from time to time establish to advise on such matters.
- Receive reports from standing committees or working groups and ensure that their referred responsibilities are discharged.
- Consider and recommend on any matter referred to the Academic Board by the College Council.
- Generate reports and recommendations to the College Council, including recommending new courses for development.
- Undertake regular self-reviews of performance, and oversee reviews of performance through the Academic Forum, and any other subcommittees of Academic Board.

Academic Board Members 2021

Surname & initials	Designation	Site/Campus
Monyamane MJ	Acting COE/ Principal	Head Office
Makola MJ	Acting Deputy Principal: Academic Affairs & Operations	Head Office
Schlemmer A	Deputy Principal: Corporate Affairs & Planning	Head Office
Qweshu Z	Chief Financial Officer	Head Office
Mosiane TR	Campus Manager & Secretary of the Academic Board	George Tabor
Mereko N	Acting Campus Manager	Dobsonville
Setsiba L	Campus Manager	Molapo
Mashale KS	Campus Manager	Roodepoort
Mazomba M	Acting Campus Manager	Roodepoort West
Makhasa SC	Acting Campus Manager	Technisa
Dlamini S	Assistant Director: Finance	Head Office
Makhaphela NP	Manager: Marketing & Communication	Head Office
Khuse T	Assistant Director: HR, Marketing & Administration	Head Office
Magagula WG	Manager: Quality Assurance /Health & Safety	Technisa
Sebe A	Manager: New Business	George Tabor
Sekobane TM	Manager: Curriculum Unit	Head Office
Sepato BM	Assistant Director: ICT	Head Office
Madubung TM	Manager: Student Support Services	Head Office
Diphare AM	Deputy Campus Manager	George Tabor
Cameron R	Deputy Campus Manager	Molapo
Marais C	Deputy Campus Manager	Roodepoort
Ngwenya PN	Deputy Campus Manager	Technisa
Mabunda M	Head of Department	Dobsonville
Mokoena TL	Head of Department	George Tabor
Magxunyane CN	Head of Department	Molapo
Nevondwe NT	Head of Department	Roodepoort

Zondi S	Head of Department	Roodepoort West
Gonyela BP	Head of Department	Technisa
Maseko V	Head of Department	Technisa (E-Learning)
Bambo M	Senior Lecturer	Dobsonville
Masokwe J	Senior Lecturer	George Tabor
Nakedi S	Senior Lecturer	Molapo
Mangena MM	Senior Lecturer	Roodepoort
Lekoloane TA	Senior Lecturer	Roodepoort West
Ngcobo K	Senior Lecturer	Technisa
Dlikili MP	Lecturer	Dobsonville
Phokanoka TD	Lecturer	George Tabor
Kgapole GM	Lecturer	Molapo
Mohadi LS	Lecturer	Roodepoort
Molusi SG	Lecturer	Roodepoort West
Mafafo R	Lecturer	Technisa
Mokoena S	SRC PRESIDENT	George tabor
Zulu TS	SRC Secretary General	Roodepoort
Sithole T	SRC Academic General	Dobsonville
Khorommbi LT	Council Representative	External Member
Netshimbupfe AG	Council Representative	External Member
Negovhela L	Council Representative	External Member
Tshoko L	Council Representative	Internal Member

2021 ACADEMIC BOARD MEETINGS AND ATTENDANCE

The Academic Board meetings should be held four times in an academic year. Due to the prevailing pandemic in 2021, only three meetings were held.

The meetings of the Academic Board mainly address the following:

- Registration and enrolment statistics
- Certification rates
- Retention rates
- Throughput rates

- Human Resource Development
- Budget for Learning and Teaching operations
- WIL and WBE

MEMBERS	DATES OF GENERAL MEETINGS		
	09 MAR 2021	15 JUL 2021	02 NOV 2021
Monyamane MJ	Present	Present	Present
Makola MJ	-	Present	Present
Schlemmer A	Present	Present	-
Qwesha Z	Present	Present	-
Mosiane TR	Present	Present	Present
Mashale KS	Present	Present	Present
Phokanoka TD	Present	Present	Present
Cameron R	Present	Present	-
Nengovhela LA	Present	Present	-
Dlamini S	Present	-	-
Makhapela NP	-	-	Present
Khuse T	-	-	-
Magagula WG	Present	Present	-
Sebe A	Present	Present	-
Kekana I	Present	-	-
Sekobane TM	Present	Present	-
Mereko N	Present	-	-
Diphare AM	-	Present	Present
Magxunyane CN	-	Present	Present
Marais C	-	Present	Present
Ngwenya PN	-	Present	-
Mazomba M	-	Present	Present
Maseko V	-	Present	Present
Zondi S	Present	Present	-
Mabunda M	Present	Present	-

Mokoena TL	Present	Present	Present
Mogotshi OL	-	-	-
Mangena MM	Present	Present	Present
Lekoloane TA	Present	Present	-
Bambo M	-	Present	Present
Gonyela BP	-	Present	Present
Kgapole GM	Present	-	Present
Molusi SG	Present	-	-
Sithole T	Present	-	-
Tshoko L	Present	Present	Present
Khorommbi LT	Present	-	Present
Netshimbupfe AG	-	Present	Present
Masiza S	Present	Present	Present
Ncanyana J	Present	Present	Present
Negovhela L	Present	Present	Present
Zulu TS	Present	Present	-
Nevondwe NT	Present	-	-
Selemi WV	Present	Present	-
Dlikilili MP	-	-	Present
Sepato BM	-	Present	Present
Statu B	Present	Present	-
Ngcobo K	-	Present	Present
Nakedi S	-	Present	-
Snyman S	Present	Present	-
Jara N	Present	Present	-
Mokgatle O	-	Present	-
Mafafo R	-	Present	-
Mokoena S	-	Present	-
Makhasa SC	-	Present	-
Madubung TM	Present	Present	-
Masokwe J	-	Present	-

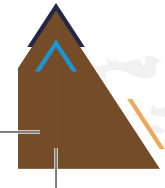
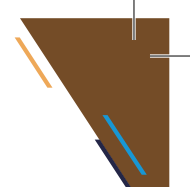
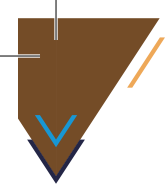
Mohadi LS	Present	-	Present
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CONCLUSION

It is the Academic Board's mandate to ensure the delivery of quality vocational education and training, also maximising of access in line with the CET Act of 2006. Entrenched in this directive is the improvement of students' academic performance and, or success rates and the facilitation of their entry into meaningful economic activity and good citizenship.

Compiler: TR Mosiane

Secretary



PART C: PERFORMANCE INFORMATION

PART C: PERFORMANCE INFORMATION

9. REPORT BY PRINCIPAL ON MANAGEMENT AND ADMINISTRATION

OFFICE OF THE DEPUTY PRINCIPAL: CORPORATE AFFAIRS AND PLANNING - Andre Schlemmer | Deputy Principal: Corporate Affairs and Planning

Introduction

As can be appreciated, the 2020 academic year was never going to be an easy year, as the COVID-19 pandemic swept over the country from February 2020, and resulted in a total lockdown of about three months, since 27 March 2020.

This Alert Level 5 lockdown, as well as the subsequent lockdowns to levels 4, 3, and ultimately 1 by the time that the College closed for the December recess in early to mid-December 2020, affected not only the staff and students of this College, but also the administrative operations and plans of the College, which will be clearly seen from the information that follows.

It is important to note that, except for Strategic- and Operational planning, the Corporate Affairs directorate consists of the following support units:

- Student Applications and Registrations
- Human Resource Management and Administration, including Labour Relations
- Marketing and Communications
- Information and Communication Technology and Management Information Systems
- Quality Assurance, including Health and Safety

During 2019, in preparation for 2020, the College drew up, and presented a Strategic-, as well as an Annual Performance Plan to the Department of Higher Education, in which we planned to enroll 22 526 students, of which the Department would fund 22 525, and the College 1

In return for which, the Department originally indicated that it would fund the College R 682 221 000, and the College would put R 17 000 aside to fund the 1 student indicated above to achieve the above student enrolments.

The Department further indicated that the R 682 221 000 would be divided, and funded as follows:

- R 241 901 000 would be set aside for the Cost of Employment of staff
- R 307 260 000 would be paid to the College for Operational- and Special Needs expenses
- R 133 060 000 would be set aside for NSFAS tuition applications

However, by the end of the financial year, the allocation amount had been revised to the following:

- R 229 357 000 for the Cost of Employment of staff
- R 297 144 000 for Operational- and Special Needs expenses
- R 10 817 000 for COVID-19 expenses, and
- R 133 060 000 for NSFAS tuition

The revised allocation of funding to the College was now R 670 378 000, R 11 843 000 less than the original allocation, with a very specific indication for COVID-19 expenditures.

Although this downwards adjustment was to be expected due to the pandemic, it was not expected that the funding allocation for COVID-19 would be taken from the College's Cost of Employment / salaries and remuneration allocation, instead of our Operational Expenses allocation.

B: STUDENT APPLICATIONS AND REGISTRATIONS

Student applications for the 2020 intake commenced with effect from 1 August 2019, and thousands of applications were received for the January 2020 intake for both NCV (year) programmes and Report 191 (semester and Trimester) programmes.

The applications for the semester programmes were so much that the College did not really have to plan to advertise for the second semester's applications, as, for most programmes, we could easily fill the new spaces of the second semester with the applications received for the first semester.

However, as indicated above, the College originally planned to enroll 22 526 students for the 2020 academic year, but ultimately could only enroll a total of 18 983 students during the year, as indicated in the table below:

N1 – N3 ENG	4614	1817	1164	2981	-1633
N4 – N6 ENG	3086	1108	775	1883	-1203
N4 – N6 BUS	6958	5319	-40	5279	-1679
PLP	100	64	0	64	-36
TOTALS	22526	17138	1845	18983	-3543

The reason for this difference, is that, due the COVID-19 pandemic, and the subsequent lockdowns, the Department cancelled the enrolment of Trimester 2, as well as Semester 2 intakes into the sector.

It is however important to also take note that, for funding purposes, it is not only the lower than planned intake of students numbers (head counts) that should be taken into consideration here, but the way in which the students registered (i.e. full programme versus only certain subjects in a programme) determines the funding allocation, which is expressed in terms of Full Time Equivalents (FTEs), and here we can see what the actual effect of the combination of COVID-19, together with students not enrolling for a full programme, was at the end of the 2020 academic year:

Table 1: Student Headcounts - 2020

PRO-GRAMME	ENROL-MENT PROJEC-TION	ACT EN-ROL pre Lockdown	ACT EN-ROLS post Lock-down	TOTAL ENROL-MENTS for 2020	TOT EN-ROLL Less PROJECT-ED
NCV (Y1)	7768	8830	-54	8776	1008

Table 2: Full Time Equivalents [Ftes] - 2020

PRO-GRAMME	FTE PROJEC-TION	ACT FTEs pre Lock-down	ACT FTEs post Lock-down	TOTAL FTEs for 2020	TOTAL FTEs less PROJECT
NCV (Y1)	7768,000	6825,104	-76,219	6748,885	-1019,115

N1 – N3 ENG	1537,000	488,953	275,311	764,264	-772,736
N4 – N6 ENG	1029,000	252,652	178,948	431,600	-597,400
N4 – N6 BUS	3480,000	1932,875	-18,125	1914,750	-1565,250
PLP	100,000	64,000	0	64,000	-36,000
TOTALS	13914,000	9563,584	359,915	9923,499	-3990,501

C. HUMAN RESOURCE MANAGEMENT AND ADMINISTRATION (INCLUDING LABOUR RELATIONS)

During the 2020 academic year, the COVID-19 pandemic would have a serious effect on the Human Resources management and administration of the College.

The first of the fatalities was the Early Retirement without Penalisation process – a process which was introduced in 2019 by the President of the country in which all employees of the State between the ages of 55 and 59 could apply to go on early retirement, and the normal penalties associated with early retirement applications would be waived by the State.

At this College, 13 staff members applied, and were approved to go on early retirement on the 31st of March 2020 (which was later changed to 30 April 2020), and, as the total lockdown was introduced in this country from the 27th of March 2020, it meant that these 13 staff members left the services of the College in the middle of lockdown, without any proper hand-overs being administered, and without the College having had the opportunity to properly take leave of these colleagues, who had served the College (and the Government) selflessly for many years.

The second fatality was the Post Provisioning Norms project (PPN), which had the intention of providing the TVET sector with a uniform post provisioning structure, and which would see College Council employed staff members being migrated to the Department of Higher Education and Training as their new employer.

This project had to be shelved for the 2020 academic year, and its implementation postponed to 2021.

The third fatality was the issue of the recruitment for vacancies, some of which were the vacancies that arose from the Early Retirement without Penalisation process. The College originally advertised at the beginning of March 2020, with a closing date in April 2020, but had to change the closing date to mid-June 2020, due to the fact that during the Level 5 lockdown period, not all people had access to internet, printers, or to Post Offices to make their applications for those vacancies.

However, once the lockdowns of levels 5 and 4 were relaxed to 3, the processes of staff rotation began to kick in, which ultimately led to very few of the advertised posts being able to go through the entire recruitment and selection processes as prescribed by the Department, which finally led to the advertisement having to be withdrawn, and the posts which could not go through the prescribed processes, being re-advertised during 2021.

As with all of the above fatalities, staff training and development was also negatively affected during 2020, as very few providers, or even the College, were ready to do on-line learning and development, although it can be indicated that during the year, the College could at least provide training interventions for 427 staff members.

The same fate befell the Labour Relations arena of the College, as all La-

bour cases, both internal and those at external parties, such as the Labour Court, CCMA, ELRC and GPSSBC, and even at the Departmental level were postponed until it could be continued with on virtual platforms.

During the COVID-19 lockdown periods, the College Management did establish two COVID-related committees to address the issues brought about by the pandemic, the one Committee being the COVID Command Steering Committee, and the other being the Human Resource COVID committee which would inter alia receive the Human Resource related policies, guidelines and procedures from such authorities as the DPSA, the DHET and Higher Health, and would interpret these in relation to all of the applications received from staff members to work remotely due to their declared comorbidities and vulnerabilities.

At the height of the first wave of the pandemic, the College approved more than 30 applications to work from home/remotely due to such declared comorbidities, but by October 2020, most of these staff members had returned to work.

By the end of October 2020, the College had 595 employees on its books (both PERSAL and non-PERSAL employees), of which 545 were permanently employed staff members, and 50 were temporary/contract employees.

Of these 595 employees, 286 were male and 309 were female.

The above figures exclude the interns appointed at the College for working experience which will assist them in attaining their diplomas, as well as all the external staff members appointed on an hourly basis as examination invigilators and part-time lecturers.

D. MARKETING AND COMMUNICATIONS

We are happy to introduce you to the activities and achievements of the

Marketing and Communications Unit in the past year. We are equally excited to communicate with this latest report, which is a chronicle of a vibrant and productive year in 2021. The members of the college's marketing and communications unit are Patience Makhaphela-Head of Marketing and Communications, Sabelo Tshabalala-Public Relations Officer, Tshilidzi Mukhithi-Senior Student Recruitment Officer, Humbulani Khorommbi-Student Recruitment Officer, Thato Shakong – Graphic Designer and Martin Mhlambi-Student Recruitment Officer and interns. The research and development of new ideas and knowledge are at the core of our mission.

The Marketing and Communication Unit is responsible for various internal and external marketing and communication functions. The department is divided into these functional areas:

- Advertising - including branding
- Communication - internal and external
- Corporate website - including social media
- Signage
- Media liaison
- Publications - internal and external
- Public relations and events management
- Student recruitment

1. Applications

- 2021 Applications: NC (V) and Report 191

TVET Colleges are en-route to becoming South Africa's learning institutions of choice! And SWGC wants to be among the leaders in this regard-

unapologetically, it must be emphasized! In 2014, the college decided to introduce the application system. When it commenced, it was only paper-based and as the application gained momentum, the college introduced an online platform.

Despite the projections not having been met, the utilized remarkable medium of communication brought about remarkable results. Where about our Campuses were filled especially with Report 191 programmes. We have also seen slight improvements in the NC (V) enrolments which is an accolade due to different reasons, the unit has tried all it could to attract students to the College.

The advertising took different folds and strides namely;

- Street poles adverts
- Mass Media comprising of Local Radio Stations and Newspaper
- We have also advertised in Magazines (Commuter Magazine and Nzalo Careers)
- Street poles advertising Campaign
- The student recruitment team embarked on a contingency plan for the 2021 registration first cycle and the aim was;
 - To consistently identify new markets and inform the market about the college
 - To remind the current market about the college
 - To persuade both current and new markets to fall in love with the college
 - To make the college a public property near and wide
 - To make South West Gauteng TVET College, a college of choice.

1.1. Community Campaigns

During the 2021 Academic year, the Unit visited 15 communities that we

consider catchment areas, such as; Freedom Park, Diepsloot, Simunye (Western Area), Slovoville, Tshepisoong, Ipelegeng Youth Leadership Programme, Elandsparkskool, Randfontein, Diepsloot, Lawley, Honeydew, Olievenhoutbosch, Cosmo City, Lanseria in a bid to attract prospective students to the College. During the application campaigns, we have seen at least more than 8000 prospective students together with their parents/guardians.

1.2. School Visits

Education is a critical tool for the transformation of an individual and the society, and the role of the college in re-orienting the programmes for sustainable development which aims at preparing a holistic and value-oriented individual for useful living within the society cannot be over-emphasized. The college visited 32 schools such as Cosmo City High, Blue Eagle High, Far North Secondary, Sgodiphola Secondary, Stone High, Olieven High, Christian High, Diepsloot Combine school, Itereleng Zenzele, St Agnes, Kwena- Molapo and many others.

1.3. Taxi Advertising

We decided to advertise in 10 taxis travelling in different areas of Johannesburg and these are the areas we believed it was proper to target since they are viewed as catchment areas. They are as follows:

2 x travelling between Alexandra and Randburg, 2x between Diepsloot and Randburg, 1x travelling between Olivenhoutbosch and Johannesburg, 1x travelling between Roodepoort and Johannesburg and 3x different areas of Soweto and Johannesburg and the last one between Oranje Farm and Soweto.

When it comes to Taxi advertising, all forms of taxi advertising, the facts speak for themselves. Every week in South Africa, 18 million people commute using taxis. Most of them fall into the 4 to 7 LSM bracket; they are economically active and most are the buying decision-makers at home. Taxis, therefore, transport over 80% of the country's economically active

consumers.

The campaign ran for a period of three months starting in August and ending in October 2021



1.4. Student Recruitment

In a bid to meet the enrolment numbers, the student recruitment team embarked on a massive campaign, using a hired mobile advertisement trailer in the vicinities believed to be the catchment areas of our campuses, below are the areas where the campaigns were executed:

1.5. Marketing Collateral

- The College procured brochures for Business, Engineering, and Engineering and also a prospectus for 2022 registration.
- Staff diaries, desk pads, and calendars were distributed in all campuses

1.6. Publications

- Annual Report

In terms of the approved 2017 annual report policy, colleges are required

to produce annual reports and comply with any reasonable additional reporting requirement established by the Minister in respect of their performance and the use of available resources.

In light of the COVID-19 pandemic and national lockdown periods, the audit of the financial statements (a compulsory section of the report) was delayed. The submission of the 2021 annual report was also extended to August 2021 of November and we are proud to report that the deadline was met.

1.7. TVET Times

TVET Times is a magazine that was initiated by the Department of Higher Education and Training and the purpose is to share good practices among the Colleges. We have been subscribing since its inception.

The unit complied and submitted the articles in all four quarters of the TVET Times

1.8. Events

Ordinarily, the college would hold its annual events such as Opening and Welcoming Ceremony, Awards Ceremony, Graduations Ceremony & Year-end Functions, however, due to Covid-19, the college halted all the planned events based on the restrictions that were imposed on the country by the Health Department.

1.9. TVET Career Guidance Social Media Campaign

Special TVET Career Guidance social media campaign was launched in February 2021, where specific CAREER features on their social media pages are dedicated every week. All the different TVET Careers/Programmes on offer were featured every week until November 2021 so that all careers are covered.

This career guidance campaign aimed to assist high school students and youth in unemployment to pursue the right courses and make informed career decisions. Choosing the right career can be a very daunting task for our youth, especially in a world that offers an array of paths. Careers can make or break one's life, hence this campaign was an essential exercise to help them make the right choice

1.10. Corporate Video

The Unit saw a need for the College Corporate video as a tool of communication for the college to both prospective students and the partners of the college. Videos are becoming the go-to medium for a variety of corporate and business institutions. The high engagement levels, the ability to capture and retain attention, share information easily, and make a great medium for corporate communications.

The benefits of a corporate video are as follows:

- We want to know our audience – Aspiring college students are the generation born in social media, the lightning speed internet, smartphone, and the digital video age. This is the lead demographic for online consumption of videos. The generation that doesn't go anywhere without their smart devices, and looks to Google first for an answer. When your target audience is so tech-savvy and internet-dependent, it is a no-brainer that digital video will attract their attention. As a student of another institution myself, I would rather watch a video about what that institution has to offer rather than read reams and reams of text?
- Amplification of our social media – Most if not all educational institutions have social media verticals including YouTube and Facebook channels. Both YouTube and Facebook also happen to be the most popular social media portals for sharing video content online. And because we

have already proven that video is the most engaging form of media online, it goes without saying that an institution with video content going up on its social media is far more likely to gain eyeballs than one that doesn't share video content.

- Enhance our credibility – It is easy to make blank statements like “college of distinction” but proving our college is great means putting our teaching staff out there. Get the principal, management, and students themselves to talk about the school's history, achievements of past students, placement figures, etc. in front of the camera to help convince prospective students that there are not just tall claims. Putting a face to the college makes it more relatable, genuine, and credible.
- Flaunting our facilities –A corporate or explainer video giving the students a virtual tour of our college premises, including workshops, sports, classrooms, and more can provide students with visual confirmation of the facilities that the college has on offer. This further underlines how our college is concerned about the all-around development of our students and has the right infrastructure for them to make progress.

1.11. Website Updates (Digital Content)

When COVID-19 began to hit the country hard in March, the college was forced to pivot into an e-learning mode, the Marketing and Communications Unit worked very closely with the Academic Unit and we uploaded the learning materials on the College's website where the students were required to download. These learning materials are ranging between the previous question papers, assignments, etc.

We worked tirelessly to ensure that the website was up-to-date and that required us to be active and upload relevant materials on the Website such as:

However, there was a need to improve the college Website so that it talks to our target market and it is user-friendly. The talks of improving the

Website that already started in 2021 are underway.

Thanks
Marketing Unit

E. INFORMATION AND COMMUNICATION TECHNOLOGY AND MANAGEMENT INFORMATION SYSTEMS

1. INTRODUCTION

The purpose of this document is to share with the College Management and all the Stakeholders about a detailed ICT report on the previous financial year's activities, in terms of planned key deliverables, their impact, milestones achieved, and impediments. The report further gives an overview of performance, taking into consideration to main objectives defined in the year 2021. Status of missions accomplished uncompleted and/or non-initiated missions.

The financial year herein was a very challenging period as it marked the beginning of the COVID-19 pandemic referred to as the Coronavirus. This has seen planned projects that were supposed to be implemented in the year of the review being postponed or put on hold as we were still grappling with an unknown invisible virus.

Thus, putting a limit to a broad scope of reporting concerning key areas of delivery, significant events within the Information and Communication Technology Unit, and allocated resources.

However, the report would highlight the objectives that the ICT Unit managed to still deliver, despite those obstacles which are indicated in this

document. Since the ICT governance policy framework was on top of the implementation plan, then the report gives status in that regard as well.

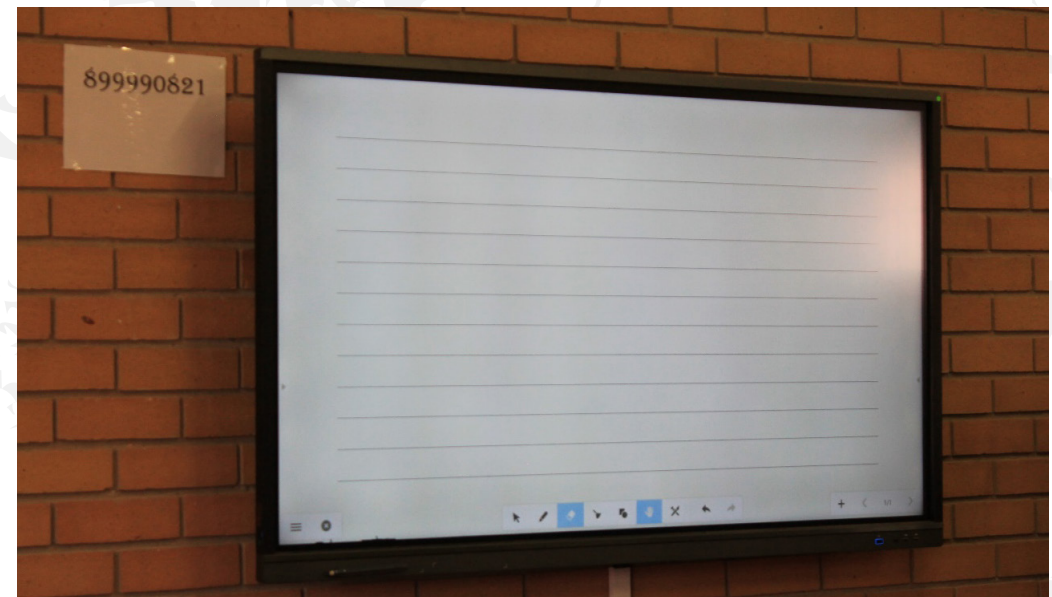
2. SERVICE DELIVERY OVERVIEW

In the year of review, the College was overwhelmed by the theft of very important assets, particularly the computer fleet. In response to this epidemic, it was decided that the ICT Unit should look closely into expanding the surveillance system to cover blind spots. This was then achieved through the installation of PTZ cameras, the process which was done in phases whereby the first phase was delivered.

This was not a project that was planned at that moment, but because of this theft phenomenon, it had to be done urgently to curb what was then becoming a loss of critical assets to the Institution.

2.1. PTZ Camera Installation





3. INSTALLATION OF SMARTBOARD LCD DEVICES

Smartboards tender was advertised to invite suitable Service Providers to supply the College with Smartboards LCD Devices for Teaching and Learning in various classrooms to make delivery of content to learners easy and electronically accessible.

Unfortunately, the process was put on hold due to the COVID-19 pandemic, only the pilot Campus had these devices installed, which is Molapo.

3.1. Smartboards Rollout Project

3.2. Project expectation was not met and timelines had to be extended to accommodate restrictions that came with the CORONA virus pandemic.

4. Saben College Connectivity Project

The SABEN/DHET TVET College Project known as TCCP builds and Point-of-Presence was 100% completed and commission ready, except Land is Wealth Farm, which SABEN was struggling with getting the suitable Vendor who has a clear line of sight.

The status of the build (Links), backhaul, and migration plan are indicated below:

4.1. **Head Office/Molapo Campus**

The build has been completed, testing was done. The link was commissioned and worked accordingly.

4.2. **Roodepoort Campus**

The build has been completed, testing was done. The link was commissioned and working accordingly.

4.3. **Technisa Campus**

The build has been completed, testing was done. The link was commissioned and worked accordingly.

4.4. **Roodepoort West Campus**

The build has been completed, testing was done. The link was commissioned and worked accordingly.

4.5. **George Tabor Campus**

The build has been completed, testing was done. The link was commissioned and worked accordingly.

4.6. **Dobsonville Campus**

The build has been completed, testing was done. The link was commissioned and worked accordingly.

4.7. **Contact Centre**

The build was completed, but due to the relocation of the facility, further processes had to be put on hold until the new building was fully constructed at Dobsonville Campus.

4.8. **Land is Wealth**

The build was not completed. SABEN is still looking for a suitable Vendor with a clear line of sight, which proves to be difficult if not impossible at the moment. Previously MTN was identified, but after they conducted a site survey it was indicated that they could not get the line of sight to proceed with the installation of the link. Therefore, the search by SABEN to get the Farm connected to the hybrid seems to be difficult to speed up.

4.9. **WIFI INFRASTRUCTURE**

At the farm, Wifi antennas were installed in various building blocks within the vicinity.

5. **ICT Governance and Policy Framework**

Only one policy was approved by the College Council in the previous financial year:

- ICT Security policy

6. **ICT challenges during the year of review**

As was indicated above that the COVID-19 Pandemic caught everyone by surprise. This meant that the ICT Unit could not implement its plan wholeheartedly as required.

Concerning ICT governance Policy Framework a little was done to get the College Council to approve the rest of other related policies which are in draft formats. This was despite them being presented to the policy committee.

The human capital for the ICT Unit was still a challenge, particularly for the Supervisory level with all technical expertise.

7. Conclusion

All the outstanding ICT policies which are still in draft formats should be submitted to the College Council to seek approval. The ICT staff complement should be considered and the Unit should be capacitated accordingly. Since there is a Supervisory level in the new PPN the vacancy should be advertised and filled.

Due to ICT audit findings which keep on reoccurring in each financial circle, the College has to implement the following in response to close all the gaps which are identified by Auditors:

- 7.1. Network Monitoring Centre
- 7.2. Backup and Recovery Infrastructure
- 7.3. Cloud Storage Facility for a Surveillance system for the entire College

Report Prepared by:

Assistant Director: ICT

BM Sepato

Duly Signed - Date: 14-06-2022

F. QUALITY ASSURANCE, INCLUDING HEALTH AND SAFETY

1. Introduction

This department comprises of Quality Assurance, Health and Safety. We strive to make sure that our processes are monitored and evaluated both internally and externally by the South African Bu-

reau of Standards (SABS).

The department's main focus is to make sure that our clients are satisfied with the services rendered to them and have recourse on things gone wrong. We also are at the forefront of making the College sites safe and a place to enjoy without any hiccups.

The department's strategic outcome is to monitor and evaluate all college processes and report quarterly on college performance against other ISO 9001 & 450001 Standards, and other performance targets set by the college.

2. An Overview of the service delivery during the past year

All the activities are linked to servicing our customers. Our service delivery was making sure that our customer experience at different sites is met and exceeded their expectation. If there were problems these are flagged out in customer satisfaction surveys and where there are gaps, these are investigated root-cause analyzed, and closed according to ISO 9001:2015 processes.

The department also delivered a reasonably safe and free of hazards infra-structure thereby making sure that monthly inspections are conducted and raising the findings where the site does not meet the Health and Safety standards.

The Unit procures Personal Protective Equipment for the entire College stakeholders and distributes it to the campuses.

3. The impact of established close working relationships, i.e. with Private Companies, SETA's & other Government departments.

The College has a partnership with SABS as our main certification

body of the Quality Management Systems ISO 9001:2015 Standards. The College is certified for the period of three years and conducts yearly surveillance in the 3rd year and does a re-certification of the audits and identifies non-conforming services /processes that do not meet the required standards in the form of non-conformances. The non-conformances are classified into two categories i.e., Major Non-conformance where the Institution has bridged one of the standards' mandatory requirements, and a Minor Non-conformance those are findings that cannot affect Institutions' Operation and processes

The Johannesburg Fire Department does the in-depth inspection of our infrastructure in terms of fire compliance, once the campus/site's infrastructure meets the requirement Fire Complaint equipment is in place then the site/campus is declared compliant and a certificate is issued.

4. Reflecting on successes and significant development

The department has been successful in conducting internal as well as external Quality Management System audits and successfully closing the Non-conformances raised. This is the second circle of the 3-year circle next year we are due for the re-certification audit. During the SABS's system audit, it was found that few gaps still exist or, finding were raised in that regard. The college worked tirelessly to close the findings.

The management of the COVID-19 procurement and the distribution thereof. Make sure that the entire Colleges' stakeholders are safe and protected.

10. COLLEGE PERFORMANCE AND ORGANISATIONAL ENVIRONMENT

PERFORMANCE REPORTING

ASSESSMENT AND CURRICULUM UNIT

Key measurable objectives:

Strategic Goal 1:

Increase the number of skilled youth by expanding access to education and training for the youth.

Strategic Objective: To provide quality technical and vocational education and training services (which meet education and training quality assurance standards) and increase the academic achievement and success of students by 10%. D

Activities:

Measurable activities

1. Enrolment Preparation

- Programme Selection - Programme & Qualification Mix: (PQM) based on DHET Strategic Plan taking into account the community; Regional; Provincial and National needs.
- Develop, amend and implement various policies for Teaching and Learning modalities in Full time, Part-Time, Distance Education, etc.
- Develop various plans for Teaching and Learning modalities in Full time, Part-Time, and Distance Education. The plans include a Teaching and Learning Plan; Academic Management Plan, Implementation Plan, etc.

2. Classroom Teaching and Support

- The setting of Academic Targets such as Attendance Rate; Retention Rate; Progression Rate; Certification Rate; Throughput Rate and Ex-

amination Rate provide support for their achievements.

- Facilitate the development and monitor the implementation of Pacing Documents, Lesson Plans, etc.

3. Student Assessments: On-site and Continuous Assessments

- Implement and continuously amend the Assessment Policy and Moderation Policy to be compliant with ICASS Guidelines with regards to the setting of tasks, marking, moderation, capturing of marks, etc.
- Ensure that each subject has an Assessment Plan and Assessment Schedule indicating the learning outcomes and objectives to be covered by each assessment.
- Monitoring the Implementation of ICASS Guidelines at all the campuses.
- Develop and monitor the implementation of the ICASS Time Tables as well as the implementation of the ISAT Management Plan and well National Examinations.
- Ensure through quality assurance processes that ICASS tasks meet the required standards as stipulated in the ICASS Guidelines and related policy prescripts.

2021 Academic Performance

The College Academic Board approved the 2021-2023 targets as follows:

- Attendance:90%
- Retention:85%
- Progression:80%
- Certification: 65%
- Throughput:35%
- Examination: 100%

National Certificate for Vocational (NC(V) Results Campus Performances (L2-L4: Full Time)

Campus	No. of Heads Enrolled	No. of Heads Written	No. of Heads Passed	% Pass on Written	Retention Per Head	No. of Heads Certified	% Certified written	Distinctions
Dobsonville	900	658	450	80.94	61.78	216	38.85	282
George Tabor	1993	1535	1105	71.99	77.02	611	39.81	559
Molapo	569	446	262	58.74	78.38	85	19.06	160
Roodepoort	930	792	620	78.28	85.16	384	48.49	414
Roodepoort West	203	163	97	59.88	79.80	49	30.25	56
Technisa	494	436	382	87.62	88.26	269	61.69	382
Total	5089	4030	2916	72.36	79.19	1614	40.05	1853

Level Performances (L2, L3, and L4)

Level	No. of Heads Enrolled	No. of Heads Written	No. of Heads Passed	% Pass on Written	Retention Per Head	No. of Heads Certified	% Certified written	Distinctions
L2	2440	1668	1257	75.42	68.36	767	45.98	1107
L3	1525	1327	975	50.87	87.02	518	39.04	577
L4	1124	1035	684	68.02	92.08	329	31.79	169
Total	5089	4030	2916	72.36	79.19	1614	40.05	1853

Below is a summary of results in comparison with the College 2021 academic performance and targets.

- The number of heads enrolled at the College decreased from 6299 in 2020 to 5089 in 2021. The number of heads on enrolment decreased by 1 210. George Tabor campus had the largest enrolment in 1993 and L2 had the largest enrolments of 2 440.

- The College Retention Rate increased from 64.99% in 2020 to 79.19% in 2021. Technisa had the highest Retention Rate of 88.26% and the L4 had the highest Retention Rate of 92.08%.
- The College Progression Rate decreased from 80.83% in 2020 to 72.36% in 2021. Technisa had the highest Progression Rate of 87.62% and the L2 had the highest Progression Rate of 75.42%.
- The College Certification Rate decreased from 46.65% in 2020 to 40.05% in 2021. Technisa had the highest Certification Rate of 61.69% and the L2 had the highest Certification Rate of 45.98%.
- The College distinctions decreased from 1944 in 2020 to 1853 in 2021. There was a 91 decrease in distinctions. There was a 91 decrease in distinctions. George Tabor Campus had the highest distinctions of 559 and L2 had the highest distinctions of 1107.

Report 191 Results

The Report 191 analysis is a combination of both General Studies (Business & Utility) and Natural Science Studies.

Campus Performances (L2-L4: Full Time)

Campus	No. of Heads Enrolled	No. of Heads Written	No. Heads Passed	% Pass on Written	Retention Per Head	No. of Heads Certified	% Certified on Written	Distinctions
Dobsonville	1642	1397	1010	72.30	85.08	673	48.17	281
George Tabor	279	234	224	95.73	83.87	158	67.52	53
Roodepoort	2633	2176	1571	72.20	82.64	1015	46.65	385
Molapo	1427	1254	723	57.66	87.88	446	35.57	352
Roodepoort West	1627	1476	677	45.87	90.72	400	27.10	273
Total	7608	6537	4205	64.33	85.92	2692	41.18	1344

Level	No. of Heads Enrolled	No. of Heads Written	No. of Heads Passed	% Passed on Written	Retention Per Head	No. of Heads Certified	% Certified on Written	Distinctions
N1	635	580	455	78.45	91.34	325	56.03	342
N2	685	621	322	51.85	90.66	172	27.70	124
N3	599	553	261	47.20	92.32	162	29.29	88
N4	2491	1961	1377	70.22	78.72	946	48.24	290
N5	1798	1558	954	61.23	86.65	606	38.90	223
N6	1400	1264	836	66.14	90.29	481	38.05	277
Total	7608	6537	4205	64.33	85.92	2692	41.18	1344

Below is a summary of results in comparison with the College 2021 academic performance and targets.

- The number of heads enrolled at the College increased from 5871 in 2020 to 7608 in 2021. The number of heads on enrolment decreased by 1 737. Roodepoort campus had the largest enrolment of 2633 and N4 had the largest enrolments of 2 491.
- The College Retention Rate increased from 81.09% in 2020 to 85.92% in 2021. Roodepoort West Campus had the highest Retention Rate of 90.72% and the N3 had the highest Retention Rate of 92.328%.
- The College Progression Rate increased from 60.62% in 2020 to 64.33% in 2021. George Tabor had the highest Progression Rate of 95.73% and the N1 had the highest Progression Rate of 78.45%.
- The College Certification Rate increased from 39.42% in 2020 to 41.18% in 2021. George Tabor had the highest Certification Rate of 67.52% and the N1 had the highest Certification Rate of 56.03%.
- The College distinctions decreased from 953 in 2020 to 1344 in 2021. There was a 91 decrease in distinctions. Roodepoort Campus had the highest distinctions of 385 N1 had the highest distinctions of 342.

Campus	No. of Heads Enrolled	No. of Heads Written	No. Heads Passed	% Pass on Written	Retention Per Head	No. of Heads Certified	% Certified on Written	Distinctions
Dobsonville	1123	864	637	73.73	76.93	411	47.57	178
George Tabor	209	114	100	87.72	54.55	64	56.14	17
Roodepoort	1644	1284	947	73.75	76.75	637	49.61	194
Molapo	1312	1105	589	53.30	84.22	377	34.12	322
Roodepoort West	1583	1394	613	43.97	88.06	388	27.83	242
Total	5871	4761	2886	60.62	81.09	1877	39.42	953

Academic Staff Performance

Top Lecturer: The College Top Academic Performing Lecturer, Mr. Mapatha Phillemon Yster, from Technisa Campus, achieved a 100% Pass Rate on writing with 12 distinctions. The College had a total of 27 lecturers who are members of the College Prestige Platinum Club 100. These are lecturers who have an average of 90% and above for the classes which were allocated to them in the 2020 academic year.

Top Senior Lecturer: The College Top Academic Performing Senior Lecturer across all the programmes, Ms. Rikhotso S, from Technisa Campus. The Marketing division under her supervision achieved a Progression Rate of 93.05%, a Retention Rate of 88.98%, and a total of 58 distinctions.

Head of Department: The College Top Academic Performing HOD across all programmes, Ms. Gonyela BP, from Technisa Campus. The NC (V) Programme under her supervision, achieved a Certificate Rate of 61.69%, a Progression Rate of 87.62%, a Retention Rate of 88.26%, and a total of 382 distinctions.

Deputy Campus Manager: The College Top Academic Performing DCM across all programmes, Ms. Ngwenya NP, from Technisa Campus. The

NC (V) Programme under her supervision, achieved a Certificate Rate of 61.69%, a Progression Rate of 87.62%, a Retention Rate of 88.26%, and a total of 382 distinctions.

Student Academic Performance

Top NC (V) Student: The College Top NC (V) Academic Performing Student, Ms. Ngwenya Nompumelelo Alexis, from Dobsonville Campus, achieved a 92% Average Pass Rate, with 7 distinctions.

Top Report 191 Student: The College Top Report 191 Academic Performing Student, Ms. Mkhwanazi Phephile,

from Molapo Campus, achieved a 93.50% Average Pass Rate, with 4 distinctions.

Assessment and Examinations

Internal Assessments

The Assessment and Curriculum Unit receives daily assessment reports from the campuses and challenges are discussed during the Academic committee meeting between the Unit and HODs/DCMs as well as in the Academic Forum.

National Examinations

The Assessment and Curriculum Unit monitored all the 2021 External National Examinations, namely, the NC (V) February/March Supplementary Examinations and November/December Final Examinations, Natural Science Studies, Trimester 1;2 and General Science Studies, Semester 1 & 2 National Examinations. During all the monitoring support visits to Examination Centres, the monitoring tool was completed, feedback and support were provided to Centres, and the reports were submitted to DHET and respective Examination Centres. Daily examination reports were sent to DHET on the general conduct of the examination. The Delivery Points of the College were also supported and there were no material/major irregularities registered at these Delivery Points. All the examination

officials were trained and appointed in writing to ensure compliance with National Examination protocols.

The Unit submits monthly reports to the Broader Management Team meetings and also quarterly reports to the Academic Board. The 2 structures are platforms in which the Unit is held accountable for the planned targets and activities. The Unit wishes to thank the office of the Acting Deputy Principal: Academic Affairs & Operations, all campuses, and other functional units for the continued support and collaboration in driving the curriculum activities of the College.

Compiled by: Sekobane Tiisetso

For and On behalf of the Assessment & Curriculum Unit

- Improving the centre's goal of partnerships
- Leveraging on international relations to increase partnership networks

2. Background

South West Gauteng Tvet College prides itself on the vast range of partnerships it has that range from training suppliers to work-integrated learning placement both national and international. One of the eight identified millennium goals alerted to the establishment of a global partnership for development which South West Gauteng Tvet College embraces in strengthening our mandate with industry. Through industry, companies can collaborate with us to build the capacity to deliver the skills that the different sectors require.

These mutually rewarding relationships provide a sustainable partnership, which will be of wider social and economic benefit to the country. As we are striving to uphold the theme of DHET stating that the workplace should be turned into a training space, we have had to focus on sourcing relevant partners to enable our exit-level and occupational students to gain relevant working experience. WIL (Work Integrated Learning) is seen as an important way to improve the quality of teaching and learning, as well as to attain greater alignment between the theoretical component and the skills needs prescribed by the industry. As our placement market changed, we had to critically look at our product, as well as our brand.

The transition of students from a theoretical training environment into the world of work can be an unsettling experience for students who are not prepared for the complexities and rigors of entering the job market, hence our constant interventions in the form of job readiness workshops and interventions. South West Gauteng Tvet College is constantly busy partnering with industry to increase our footprint in education are aiming

11. NEW BUSINESS DEVELOPMENT UNIT

1. Introduction

The New Business Development Unit would want to present the achievement and the challenges encountered in the year 2020 as outlined in the Annual Performance Plan of the College submitted to DHET. This report must be read in conjunction with the Strategic Objectives of the College. Remaining attuned to the demands of the real world is regarded as crucial at South West Gauteng TVET College. In this regard, strong ties with industry and the community ensure that we continue to serve both our students and prospective employers with training that is both relevant and effective. The Unit Core Functions as mandated by SWGC Strategic Plans and Annual Performance Plan Manifest the Following:

- Strengthening collaborations, advocacy, and networking
- Initiating and strengthening partnerships with relevant organizations
- Enhancing staff capacities through partner-funded programs

to ensure that we provide our learners with the best opportunities whilst at the college and when they graduate.

3. DHET Outcomes

Improved responsiveness of TVET colleges to the world of work

3.1 Work Integrated Learning

- Mining Qualification Authority
20 Learners to be placed within various learning interventions for R4 500.00 per month for 18 Months
- Fibre Processing and Manufacturing Sector Education and Training Authority
25 Learners were placed with various Clothing Industries – Clothing Production Learners for R3000.00 per month for 18 Months
- Gauteng Department of Roads and Transport
60 Learners to be placed within the College and the Gauteng Department of Road and Transport offices
- 150 Learners from Both Mechanical and Electrical Engineering placed at various Companies Studied for 24 Months WIL – R9 675 000.00 this includes the stipend of R2 500.00 per month. This WIL Programme is funded by Local Government SETA. The LGSETA continued funding the following WIL Programmes: 100 Public Management Learners N6 for 18 Months WIL – R4 789 125.00 11 NCV Finance, Economics and Accounting 12 Months WIL – R354 750.00 20 Electrical Engineering NCV learners for 12 Months WIL – R645 000.00
- 20 Learners from the Business Studies various programmes are placed with various companies for the period of 18 months and they receive a stipend of R3 000.00 per month, this is funded by the Fibre Processing and Manufacturing SETA for the value of R1,080,000.00.
- 25 Learners who have been funded for Work Readiness Programme in the following areas:

Human Resources Management

Financial Management

Marketing Management

Business Management

we awarded 18 Months of practical experience starting on the 01st November 2020 for the total amount of R1 653 750.00

- We have received R7 000 000.00 to place 100 Learners within various learning interventions as from the 01st February 2021 while they will be receiving the stipend of R3 800.00 Per month, this is funded by MICTSETA.
- Foodbev SETA funded 108 + 29 learners for Business Studies for the period of 18 Months with a stipend of R3 000.00 per month and this totaled R8 053 714.28 and also 8 Learners for Engineering studies for the period of 24 months to the value of R576 000.00 starting on the 01st January 2021.
- 50 Learners funded by SASSETA for various business and utility studies with a stipend of R4 000.00 per month for the period of 18 Months.
- 20 Learners funded by TETA through Ntshigila Holdings
- 50 Learners to receive the Internships from LGSETA on Financial Management- National N Diploma – 12 Months
- 50 Learners to receive the Work Integrated Learning on Financial Management – WIL for 18 Months
- 50 Learners to receive the Internships from LGSETA on Finance, Economics, and Accounting NCV– 12 Months

The MICTSETA linked the college with the following private companies for the placement of the Learners:

- Bavelile Skills Development placed 30 College Learners in Business Studies

- Global Optimum Consulting Services to place 20 College Learners in Business Studies
- Fanisa Holdings to place 25 College learners on Business Studies
- Singaliner Inc's to place 25 College learners on Business Studies
- 100 Learners placed with the College
- 20 Learners placed within Global Optima Consulting
- 100 Learners placed with WAL Training from Chinese Offices
- 30 Learners placed with Mustek – Mecer Computing
- 80 Learners Funded by Lethatsi Education
- 05 Learners Funded by Phafola Human Capital Development

The HWSETA linked the college with the following private companies for the placement of the Learners:

- Soul City Foundation – Placed 5 Learners and adopted One permanently.
- Cultunet foundation – Placed 5 learners within their various companies.

3.2 Lecturer Placement

- 10 Mechatronics Lectures – From Roodepoort West - This is the progress that started in 2020 and will continue to 2022 to prepare the Lecturers to Offer Dual Vocational and Training Education in Mechatronics: Lecturers are visiting the AIDC twice per month to learn more about the practicality of the programmes: Germany Chamber provided them with the followings:
 - Laptop
 - Headset
 - Modern and Monthly Data
 - Screen Projector
- 11 Logistics Lecturers – From George Tabor Campus – 7 Lecturers have completed their practical exposure for a Month while the last group

of 4 Lecturers will complete the training on the 26th of February 2021. This project is funded by TETA to the value of R529 000.00.

- 10 IT Lecturers – From George Tabor Campus – Two have started with their placement with IT Companies and this was funded by MICTSETA for the value of R350 000.00

3.3 Learnerships

- 80 Learners enrolled for Technical Support Learnership level 4 funded by MICTSETA through Lethatsi Education
- Department of Agriculture, Land Reform, and Rural Development through Narysec: 17 Learners Professional Cookery Level 4 learnership for Free State Province Learners to the value of R394 000.00. Learners are currently with the host employers.
- 40 Learners funded for 12 months Learnership on Generic Management Level 5 funded by Narysec in Free State Province that has started on the 19th January 2021 to the value of R800 000.00 and will be completed in January 2022.
- WR & R SETA funded the college for Wholesale & Retail Chainstore Operations – Learnership Level 2 for 40 Learners which were divided into Two Campuses for 20 learners each at Technisa and Dobsonville for the value of R2 160 000.00 we are finalizing the Assessment and Moderation.
- 20 Mixed Farming Level 2 Learners funded by the Agriseta for R654 640.00. This learnership is ending on the 28th of February 2021. Completed Pending Certificates.

- 67 Learners funded for 12 months Learnership on Nature Conservation Resource Guardianship Level 2 funded by Narysec in Mpumalanga and Kruger National Park that has started on the 01st October 2020 to the value of R2 459 235.00 and will complete on the 30th September 2021. Completed pending certificates
- 20 Learners on the Learnership Programme funded by FP& M SETA for Clothing Production Level 2 to the value of R524,000.00. This Programme will be completed on the 31st of September 2021 at Tabor Campus.
- 10 Learners on the Learnerships: National Certificate: Water and Wastewater Reticulation Services Level 3 at Roodepoort West campus R416 000, 00.
- 15 Learners on the Learnerships: National Certificate: Environmental Practice Level 3 at Roodepoort West Campus R624 000, 00.
- 10 Learners on the Learnerships: National Certificate: Environmental Practice Level 4 at Roodepoort West Campus R416 000, 00.
- 30 Learners on the Learnership: National Certificate: Generic Management Level 4 at Dobsonville Campus funded by Services Seta.

Current HWSETA Learnerships

The Following Three Occupational Programmes were funded by HWSETA as a pilot and are ending on the 28th of February 2021: Valued at R3 410 000.00.

Management Administration for 30 Learners

Air-Condition, Refrigeration, and Ventilations 30 Learners
Boilermaker (Engineering Fabrication) 30 Learners

The below Learnerships commenced in October 2020 and will complete on the 30th of September 2021. All the learners are at the Workplace:

Public Administration Level 4 for 90 Learners to the value of R1 800 000.00
Roodepoort Campus for 30 Learners
Dobsonville Campus for 30 Learners
Roodepoort West Campus for 30 Learners
Occupational Health and Safety Level 2 for 30 Learners at R600 000.00 at Technisa Campus
Community Health Work Level 4 for 30 Learners at R600 000.00 at George Tabor Campus
Environmental Practice Level 4 at Roodepoort West Campus for 30 Learners for the value of R600 000.00

The below Learnerships will commence on the 01st May 2021

Plant Production Level 4 – 30 Learners for George Tabor Campus – R600 000.00
Bookkeeping Level 4 – 30 Learners for Dobsonville Campus – R600 000.00
Early Childhood Development Level 4 – 30 Learners for Roodepoort Campus – R600 000.00
Project Management Level 4 – 30 Learners for Technisa Campus – R600 000.00
Environmental Practice Level 4 – 30 Learners for Molapo Campus – R600 000.00
Public Administration Level 4 – 30 Learners for Dobsonville Campus – R600 000.00

National Skills Fund – Learning Interventions Started on the 01st July 2020 and will complete on the 30th of June 2021. All the learners are at the workplace.

- Building and Civil Level 3 30 Learners for Molapo Campus
- Food and Beverages level 4 20 Learners for Roodepoort Campus – Completed
- Nature Tour Guide Level 4 20 Learners for Technisa Campus – Completed
- Furniture Marking Level 2 20 Learners for Molapo Campus
- Clothing Production Level 2 30 Learners for George Tabor Campus
- Contact Centre Level 3 20 Learners for Dobsonville Campus
- Electricians Level 3 15 Learners for Roodepoort West Campus
- Professional Cookery Level 4 17 Learners for Roodepoort Campus

NSF application update.

South West Gauteng Tvet College has submitted the Request for Proposal for Public Tvet Capacity Building & Occupational Programmes Phase III 2020-2024 of the National Skills Fund to the value of R49 767 725.00. We have made the follow-up with them and they promised we will get a response before the end of March 2021.

3.4 Skills Programme

- Received Lecturer Skills Programme from TETA for 36 lecturers for

Assessor, Moderator, and Facilitator to the value of R756 000.00. The Assessor, Facilitator, and Moderator have been completed. The Assessment and Moderation have been done by the internal staff.

- 20 Law Society learners to be trained on facilitators – SASSETA Funded for R100 000.00.
- 25 Learners to be trained on the INSETA communication skills programme to the value of R180 000.00 for the period of 10 days.
- 54 Learners Bricklaying and 70 Plumbing funded by National Home Builders Registration Council that is taking place at Molapo Campus for the value of R1 169 000.00 this training is only 38 days per group. It is with great sadness to also note the sudden passing of a learner called Mr. Sibusiso Mashinini on the 17th of December 2021. The training will resume on the 22nd of February 2021.
- 140 Learners have been funded by Foodbev SETA for the following Skills Programme to the total value of R851 400.00 and they have commenced on the 15th of February 2021 and will only be 20 days. This is for the Roodepoort Campus.
- Basics in Baking Craft Bread II – 50 Learners with SAQA ID 123373, 123360, 123359
- Produce a range of cakes specialty bread and meringue products in a craft baking environment – 50 Learners SAQA ID 123361, 123362, 123364
- Produce muffin and dough products in a craft baking environment – 40 Learners – SAQA ID 123375, 123371, 123367
- 20 Learners were trained on Career Guidance and Development and 4IR funded by Chieta to the value of R296 000.00 and it was for 20 Days: 10 learners were from George Tabor for IT and 10 Learners from Roodepoort West. They were guided through Robotics and 3D Printing Skills. The college also bought 20 Robotic Kits that will be used at all

the Campuses to create a Robotic Club for the campus competitions and preparations for the world skills.

- 20 Learners to benefit from the W&R SETA skills programme for Project Management for 20 days to the value of R180 000.00, this is the Dobsonville Campus Programme.
- 150 Learners were to be trained on Career Guidance and Development and 4IR funded by Chieta to the value of R1 410 000.00 and it will be for 20 Days: 25 Learners will be recruited per Campus, from May 2021 and they will be guided through the Robotics and 3D Printing.
- 25 Employed Skills Programme (Unit Standard Based) Further Education and Training Certificate: Environmental Practice Level 4 for R180 000,00.
- 25 Employed Skills Programme (Unit Standard Based) Further Education and Training Certificate: Environmental Practice Level 3 for R180 000,00.
- 25 Employed Skills Programme (Unit Standard Based) National Certificate: Water and Wastewater Reticulation Services Level 3 for R180 000,00.

3.5 Artisan Development

For the first time, South West Gauteng TVET College is funded the amount of R33 000 000.00 from Foodbev SETA to implement the three-year artisan programme. The learners will start on the 01st March 2021.

Apprenticeship

Food and Beverages SETA funded Intervention

Artisan Development – Welder – 714203 – 50 Learners – Molapo Campus

Artisan Development – Fitter and Turner – 96264 – 30 Learners – Molapo Campus

Artisan Development – Electricians – 714203 – 60 Learners – Roodepoort West Campus

Artisan Development – Millwright – 97585 – 30 Learners – Roodepoort West Campus

Artisan Development – Mechanical Fitter – 97096 – 30 Learners – Molapo Campus

Chemical Industries Education and Training Authority – CHIETA

Artisan Development – Electricians – 714203 – 08 Learners – Roodepoort West Campus

Artisan Development – Boilermaker – 671101 – 08 Learners – Roodepoort West Campus

Artisan Development – Mechanical Fitter – 97096 – 08 Learners – Molapo Campus

External Funding

- Fitter and Turner – 15 Learners were given an opportunity through MQA to participate in the apprenticeship with Blueprint Engineering in Limpopo Mokopane
- 10 Learners have been enrolled through Izibuko funded by the LGSETA on Apprenticeship Electricians

3.6 Service Level Agreement

- The College has signed the Service Level Agreement with MICTSETA to allow them to come and work on any of the Campus to transform the entire College Spectrum, immediately after the Principal signed the SLA they committed R7 000 000.00 for Learner Placement and R350 000.00 for Tvet Lecturer placement.
- The Memorandum of Agreement will be signed by the Principal between SWGC, MICTSETA, and Huawei technologies.
- The College has signed the Service Level Agreement with EWSETA intending to collaborate on the College Development and partnership

in implementing the NDP 2030 Goals.

- The collaboration agreement is signed with the German Chamber to fund Lecturer for Mechatronics and includes the following for every Lecturer: Laptops, Monthly data, Headset, Routers, and Screen Projector.
- A collaboration agreement was signed with Tswane University of Technology to offer the NQF Level 5 and 6 Entrepreneurship Programmes.
- The College through the assistance of the MICTSETA is finalizing the SLA to identify the Campus that will become a Centre of excellence in IT, Communication, and Media.
- MOA with the University of Free State for Innovation

3.7 Partnership and Bursaries

- 24 Memorandum of Understanding has been signed so far to offer the collaboration and partnerships in implementing the educational qualifications and accreditation.
- 84 Bursaries have been received from W&R SETA for various programmes to the value of R3 780 000.00
- 38 Bursaries have been awarded to 38 Learners from EWSETA at the Roodepoort West campus
- Mining Qualification Authority funded the College R4 000 000.00 for Staff Bursary
- The Energy and Water Sector and Education Training Authority 5 Lecturers Staff Bursary

3.8 Collaboration Agreement

- Signed Collaborative to the value of R50 000.00 from WRSETA to capacitate Lecturer on Accreditation

- Mining Qualification Authority
- The Energy and Water Sector and Education Training Authority
- Media Information and Communication Technologies Sector Education Training Authority
- Huawei technologies
- Road Traffic Management Cooperation to assist 149 Learners at George Tabor with Licence
- Bodibeng Academy TETA Collaboration
- JFa² Technical Training Institution NPC

3.9 College and Lecturer Capacity Building

- 50 Dobsonville Campus Lecturers were trained on Curriculum Development by Media Information and Communication Technologies Sector Education Training Authority
- 3 Roodepoort West Campus attending the Course Offered by Rhodes University on Green Economy funded by Energy and Water Sector and Education Training Authority.
- R100 000.00 offered by Culture, Arts, Tourism, Hospitality & Sport Sector Education and Training Authority to refurbish the Kitchen at Roodepoort Campus.

3.10 Accreditation

- George Tabor Campus received the Status of being the Huawei ICT Academy to train the learners on Huawei Programmes on 4IR:
- 2 Lecturers were trained as the facilitators of artificial intelligence
- 46 Learners from George Tabor Campus (Currently enrolled ICT Level 4) to join the Huawei Talent Acceleration initiative competition
- 50 Learners will be recruited to attend online programmes that

will be funded by Huawei

- Received the Trade Test Centre Accreditation for Electricians for Roodepoort West campus

3.11 New Offers:

- Offer to allow the Laptop Manufacturing programme from MICTSETA
- 20 Employed learners on Skills Programmes for Hygiene and Cleaning
- R961,750.00 for 7 Learners on Various Merseta Qualifications trades
- 30 Musical Performance Learners for WIL to the value of R2 214 000.00
- 11 Learners for Long Term Insurance NQF Level 4 to the value of R717 200.00
- 97 Learners funded by Foodbev
- 10 lecturers to attend PLC training at resolution Circle
- 10 Agriseta apprenticeship
- 15 Foodbev apprenticeship
- 40 learners on WIL by EWSETA
- 40 learners on Skills Programmes
- 10 lecturers on system development
- 9 learners on Contact Center level 3
- 30 Generic Management funded by Foodbev
- 43 CET Lecturers to be trained on Comptia Fundamentals funded by MICTSETA
- 20 TVET Lecturers trained in System Development Skills Programme funded by MICTSETA
- 5 Lecturers to receive a Bursary valued at R45 000.00 from Chieta
- 10 Lecturers to receive skills Programme from Chieta

Mr. Aubrey Sebe (On behalf of the New Business Development Unit)

12. HUMAN RESOURCE UNIT

VACANCIES ADVERTISED IN MARCH 2021

NUMBER OF POSTS ADVERTISED: 50

FILLED POST: 14

- LECTURER (PL1)-7
- SENIOR LECTURER (PL2)-7
- HEAD OF DEPARTMENT (PL3)-1
- ASSISTANT DIRECTOR-1
- CHIEF ADMINISTRATION CLERKS-5
- SENIOR ADMINISTRATION CLERKS-18
- ADMINISTRATION CLERKS-1
- GENERAL ASSISTANTS-6
- DRIVERS-4

The end
The report is Compiled by

2021 TRAINING AND DEVELOPMENT

Type Of Training	Management	Support Staff	Educators	Cost	Value	No. Trained	Provider	
Moderator Training		40		R0		40	INSETA funded	
HR Document scanning		13		R0,00		13	DHET funded	
CCNP			1	R0,00		1	Nelson Mandela University	QUARTER 1
Basic Computer Training (Tecgnisa)			20	R142,000,00		15	Tonex Management Solutions	
Basic Computer Training (George Tabor)			20	R159,999,80		20	Esoh	QUARTER 2
Taxation		3		R17,970,00		3	Agriedeal	
Basic Computer Training (Molapo)			20	R170 000		20	Shisa Computers	
COVID-19 Counseling				R140,00,00		245	Leaps Business School	
Pension Training		4		R0		4	DHET	
Basic Computer Training (Molapo 2nd group)			16	R35,200,00		16	Sparkle Human Capital Development	QUARTER 3
Compulsory Induction Program (CIP)		19		R63,600,00		19	National School of Government (NSG)	
E-Learning Essentials			10	R66,521.74		10	Enterprise University of Pretoria	
Online training			24			24	LSS Manager	
Invigilation training			15			15	LSS Manager	
ITS- Time Tables		8	13	R43 905		21	ADAPT IT	QUARTER 4
TVET MIS		8		R29 269		8	ADAPT IT	
CCNA 1&2			5	R23 000		5	Sci-Bono	
End-user computing (Dobsonville)			29	R149 000			Jamela Resource Consulting	

Precision agriculture and technology summit		1	2	R9 177,00		3	Federated Management Institute
Internal auditing		1		R7,475,00		1	Institute of internal auditors
End-user computing (Roodepoort)			20	R110 000,00		20	Escon
End-user computing (Roodepoort)		23		R167,992,00		23	Essential Skills Management
Write and Present for a wide range of purposes, audiences and contexts”.		20		R80,000,00			Still to come (TZ Investment)
Protection Of Personal Information				R96,380,00		81	Still to come (National School of Government)

STUDY BURSARIES- 2021	PAID
Mohadi L	R32683.00
Makhaphela P	R11491.00, R5650.00, R2000.00
Matlala K.	R32683.00
Mampuru E	
Kganyago TM	
Malusele PV	R32683.00
Mabilu T	R32683.00
Mapatha PT	
Sadique MJ	R2 900,00

Maphanga Z	R5369.00
Mbatha HN	R5706.00, R2000.00
Mkhonza SJ	R32683.00
Khunou GK	R15724.00
Pooe PM	R31895.00; R2000
Sebe A	R25490.00
Kgatitswe S	R2000.00, 34000.00
Mhlambi M	R17109.00
Sondlani N	R1,974.16 (books)
Mogotlane	R2000 (books)

PERSONNEL TERMINATION OF SERVICE OF 2021 (22 PERSONNEL)

SURNAMES & INITIALS	POST OR SALARY LEVELS	PERSAL AND CAMPUS NAME	DATE OF TERMINATION	REASON FOR TERMINATION
1. MDLULI MJ	PL2 EDUCATION SPECIALIST	12001384 MOLAPO	31 JANUARY 2021	EARLY RETIREMENT (Termination forms & GEPF submitted)

2. MKHIZE SAA	PL1 LECTURER	11990040 ROODEPOORT WEST	31 JANUARY 2021	RETIREMENT (Termination forms & GEPF submitted)
3. MUKUNDAMAGO V	PL1 LECTURER TOURISM NCV	27014801 GEORGE TABOR	31 JANUARY 2021	RESIGNATION (Termination forms & GEPF submitted)
4. MAKGABUTLANE MH	PL2 EDUCATION SPECIALIST	20218168 GEORGE TABOR	08 MARCH 2021	DECEASED Termination form is submitted & GEPF NOT YET submitted
5. NAIDOO R	SALARY LEVEL 8 RESTAURANT MANAGER - DI-MONATE	27027864 ROODEPOORT	18 MARCH 2021	DECEASED (Termination forms & GEPF submitted)
6. MSIMANG R	SALARY LEVEL 7	12029173 CONTACT CENTRE	31 MAY 2021	RETIREMENT (Termination forms & GEPF submitted)
7. MOTHIBI GJ	DRIVER SALARY LEVEL 4	27377652 ROODEPOORT	31 MAY 2021	RETIREMENT (Termination forms & GEPF submitted)
8. MABILISA AC	LECTURER PL1 ENGLISH	COUNCIL PAID ROODEPOORT	20 JUNE 2021	DECEASED Termination form & GEPF NOT YET submitted
9. MAKWENA BS	LECTURER PL1 LIFE ORIENTATION	22831711 TECHNISA	29 JUNE 2021	DECEASED Termination form & (Termination forms & GEPF submitted)
10. MONGALE MG	INTERN ACADEMIC AND EXAM DEPARTMENT	HEAD OFFICE	02 JULY 2021	DECEASED Termination form NOT YET submitted

11. STATU BE	CAMPUS MANAGER DEPUTY CHIEF EDUCATION SPECIALIST PL5	11579234 DOBSONVILLE	31 JULY 2021	RETIREMENT (Termination forms & GEPF submitted)
12. MAPATHA PY	EDUCATION SPECIALIST PL2 MARKETING	83242163 TECHNISA	10 AUGUST 2021	DECEASED (Termination forms & GEPF submitted)
13. BUTHELEZI FP	LECTURER PL1	19285809 ROODEPOORT WEST	15 AUGUST 2021	DECEASED Termination form is SUBMITTED & GEPF NOT YET submitted
14. LEBUSA Tshokolo	LABOUR RELATIONS OFFICER – SALARY LEVEL 5	28626354 HEAD OFFICE	20 SEPTEMBER 2021	DECEASED (Termination forms & GEPF submitted)
15. KALENGA LB	PL1 LECTURER MANAGEMENT NCV	27383300 ROODEPOORT	30 SEPTEMBER 2021	RETIREMENT (Termination forms & GEPF submitted)
16. MATHEBULA J	LECTURER PL1 FINANCE, ECONOMICS, AC- COUNTING	11970138 DOBSONVILLE	31 OCTOBER 2021	RETIREMENT (Termination forms & GEPF submitted)
17. MASEKO G	LECTURER PL2 OFFICE ADMINISTRATION	23115467 DOBSONVILLE	31 OCTOBER 2021	RESIGNATION(Termination forms & GEPF submitted)
18. SEFOKA MR	LECTURER PL1 LIFE ORIENTATION & COM- PUTERS	23191058 MOLAPO	31 OCTOBER 2021	TRANSFER TO EKURHULENI WEST TVET COLLEGE (Transfer forms sub- mitted)
19. MHLONGO MS	SALARY LEVEL 5 FINANCE CLERK	27691624 DOBSONVILLE	31 OCTOBER 2021	RESIGNATION (Termination forms & GEPF submitted)

20. MOTSEPE TMP	PL1 LECTURER LANGUAGE NCV	20143273 DOBSONVILLE	31 DECEMBER 2021	RETIREMENT (Termination forms & GEPF submitted)
21. SINDEN AB	SALARY LEVEL 7	14056062 HEAD OFFICE	31 DECEMBER 2021	RETIREMENT (Termination forms & GEPF submitted)
22. MEIRING A	LECTURER PL2 EDUCARE NATED & EDUCATION DEVELOPMENT NCV	14566273 ROODEPOORT	31 DECEMBER 2021	RETIREMENT (Termination forms & GEPF submitted)

PERSONNEL TERMINATION OF SERVICE OF 2021 (22 PERSONNEL)

10 RETIREMENTS, 3 RESIGNATIONS, 8 DECEASED, 1 TRANSFER

SURNAME& INITIALS	POST OR SALARY LEVELS	PERSAL AND CAMPUS NAME	DATE OF TERMINATION	REASON FOR TERMINATION
23. MDLULI MJ	PL2 EDUCATION SPECIALIST	12001384 MOLAPO	31 JANUARY 2021	EARLY RETIREMENT (Termination forms & GEPF submitted)
24. MKHIZE SAA	PL1 LECTURER	11990040 ROODEPOORT WEST	31 JANUARY 2021	RETIREMENT (Termination forms & GEPF submitted)
25. MUKUNDAMAGO V	PL1 LECTURER TOURISM NCV	27014801 GEORGE TABOR	31 JANUARY 2021	RESIGNATION (Termination forms & GEPF submitted)
26. MAKGABUTLANE MH	PL2 EDUCATION SPECIALIST	20218168 GEORGE TABOR	08 MARCH 2021	DECEASED Termination form is SUBMITTED & GEPF NOT YET submitted
27. NAIDOO R	SALARY LEVEL 8 RESTAURANT MANAGER - DIMONATE	27027864 ROODEPOORT	18 MARCH 2021	DECEASED (Termination forms & GEPF submitted)
28. MSIMANG R	SALARY LEVEL 7	12029173 CONTACT CENTRE	31 MAY 2021	RETIREMENT (Termination forms & GEPF submitted)

29. MOTHIBI GJ	DRIVER SALARY LEVEL 4	27377652 ROODEPOORT	31 MAY 2021	RETIREMENT (Termination forms & GEPF submitted)
30. MABILISA AC	LECTURER PL1 ENGLISH	COUNCIL PAID ROODEPOORT	20 JUNE 2021	DECEASED Termination form & GEPF NOT YET submitted
31. MAKWENA BS	LECTURER PL1 LIFE ORIENTATION	22831711 TECHNISA	29 JUNE 2021	DECEASED Termination form & (Termination forms & GEPF submitted)
32. MONGALE MG	INTERN ACADEMIC AND EXAM DEPARTMENT	HEAD OFFICE	02 JULY 2021	DECEASED Termination form NOT YET submitted
33. STATU BE	CAMPUS MANAGER DEPUTY CHIEF EDUCATION SPECIALIST PL5	11579234 DOBSONVILLE	31 JULY 2021	RETIREMENT (Termination forms & GEPF submitted)
34. MAPATHA PY	EDUCATION SPECIALIST PL2 MARKETING	83242163 TECHNISA	10 AUGUST 2021	DECEASED (Termination forms & GEPF submitted)
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37. KALENGA LB	PL1 LECTURER MANAGEMENT NCV	27383300 ROODEPOORT	30 SEPTEMBER 2021	RETIREMENT (Termination forms & GEPF submitted)
38. MATHEBULA J	LECTURER PL1 FINANCE, ECONOMICS, ACCOUNTING	11970138 DOBSONVILLE	31 OCTOBER 2021	RETIREMENT (Termination forms & GEPF submitted)
39. MASEKO G	LECTURER PL2 OFFICE ADMINISTRATION	23115467 DOBSONVILLE	31 OCTOBER 2021	RESIGNATION(Termination forms & GEPF submitted)
40. SEFOKA MR	LECTURER PL1 LIFE ORIENTATION & COMPUTERS	23191058 MOLAPO	31 OCTOBER 2021	TRANSFER TO EKURHULENI WEST TVET COLLEGE (Transfer forms submitted)
41. MHLONGO MS	SALARY LEVEL 5 FINANCE CLERK	27691624 DOBSONVILLE	31 OCTOBER 2021	RESIGNATION (Termination forms & GEPF submitted)
42. MOTSEPE TMP	PL1 LECTURER LANGUAGE NCV	20143273 DOBSONVILLE	31 DECEMBER 2021	RETIREMENT (Termination forms & GEPF submitted)
43. SINDEN AB	SALARY LEVEL 7	14056062 HEAD OFFICE	31 DECEMBER 2021	RETIREMENT (Termination forms & GEPF submitted)
44. MEIRING A	LECTURER PL2 EDUCARE NATED & EDUCATION DEVELOPMENT NCV	14566273 ROODEPOORT	31 DECEMBER 2021	RETIREMENT (Termination forms & GEPF submitted)

13. PROFIN UNIT (PROCUREMENT AND FINANCE DEPARTMENTS)

1. Key Measurable Objective

Our key objective is to ensure a sound financial management environment which includes an effective risk management environment by establishing an efficient and effective system in terms of the Generally Recognised Accounting Practice (GRAP), the Continuing Education and Training Act No.16 of 2006 as amended (CET Act) that is in line with the Public Finance

Management Act (PFMA).

The finance unit is responsible for the promotion of the adherence to sound corporate practices, risk management processes, and a culture of compliance through the following units:

- Supply Chain Management Unit
- Finance Unit

- Asset Management Unit
- Payroll Unit

The office of the Chief Financial Officer provides strategic guidance and direction to the unit as a whole and includes managing the central budget. This office has the mandate to promote the finance and supply chain management policies, manage the budget preparation process and ensure transparency, efficient and effective management of the revenue, expenditure, assets, and liabilities.

2. PROFIN functions

- The procurement of goods and services, payments of the creditors, maintenance of the asset register, tender evaluation, and tender adjudication are done centrally at the head office
 - The management of the college's working capital and liquidity are done at the head office
 - The collection of debts (done by the call centre) is done at the head office. The Finance Unit has been doing collections for salary advance at head office
 - Receipting and student debts are handled at the campuses
 - Reconciliations of control accounts and bank accounts
 - Asset management, Insurance, and fleet management.

3. Summary of achievements

- Monthly reports were being presented at Senior Management Team (SMT) and Broad Management Team (BMT) meetings
- The final budget for the 2022 year was finalized and presented at

SMT, BMT and FINCO, and Council for approval.

- The stock count was done, and the inventory register was updated bi-annually as required by the policy.
- The fixed asset register of the college was updated after a physical verification process was conducted bi-annually as required by the policy.
- The 2021 financial statement was submitted to AGSA on time for the external audit to commence with the audit.
- Suppliers were paid within 30 days
- Contracts are also being paid on time on the 27th monthly
- All transactions were captured on the ITS system in preparation for the 2021 audit.

4. Financial summary

4.1. Financial Ratios

The College achieved the below financial indicators:

Ratio Type	Target	2021	2020
Repairs and Maintenance as a % of PPE	10%	5.16%	4.04%
Current ratio	2:1	9:1	5:1
Quick Ration	2:1	9:1	5:1
Cash ratio	3:1	6:1	3:1
Debt ratio	5:1	0.1:1	0.1:1
Net Operating Surplus Margin	>0%	28.06%	33.01%
Revenue Growth (%)	CPI	-1.13%	1.15%
Remuneration as a % of Expenditure	63%	48.72%	49.95%

Income and Expenditure Summary Report

Income

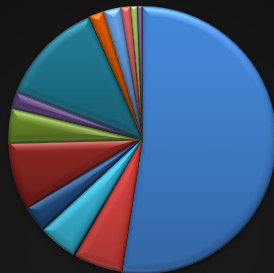
Sources of Income



- Tuition and related fees
- Rental of facilities and equipment
- Other income
- Government grants and subsidies
- Royalty income
- Recoveries
- Interest received
- Public contributions and donations

Expenditure

Major Categories of Expenditure

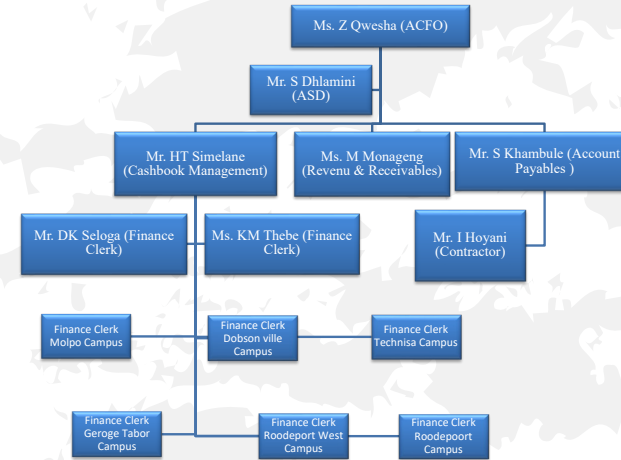


- Employee related and DHET management fee costs
- Finance costs
- Debt Impairment
- Repairs and maintenance
- Contracted services
- General Expenses
- Printing and stationery
- Telephone and internet
- Depreciation and amortisation
- Lease rentals on operating lease
- Bad debts written off
- Books and learning material
- Learnership project stipend
- Marketing expenses
- Consulting and professional fees
- Training and staff development

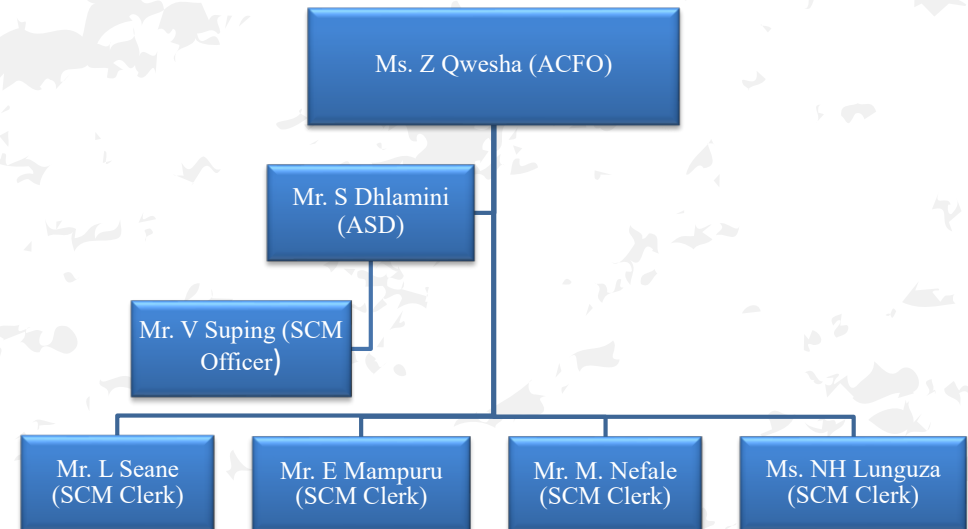
5. The Unit Overview

The success of the finance department is attributed to the following team:

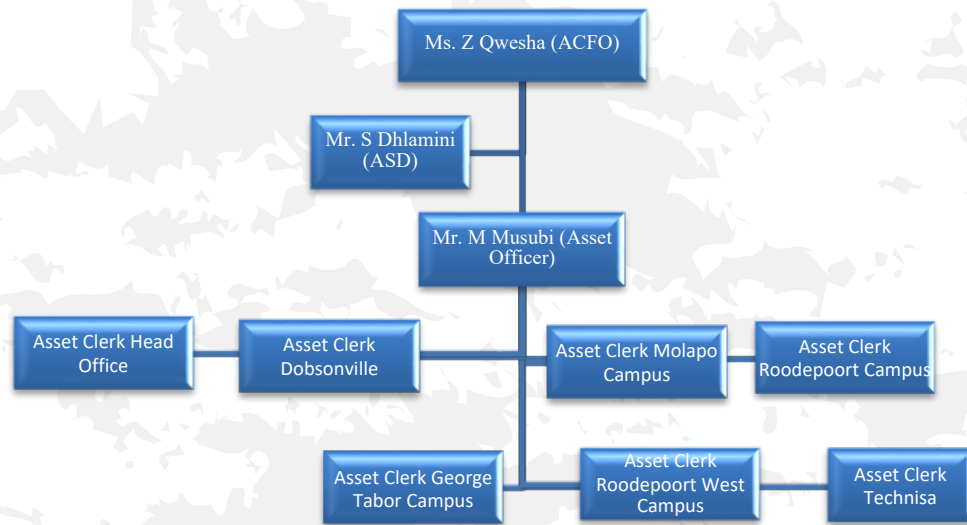
5.1. Finance Unit



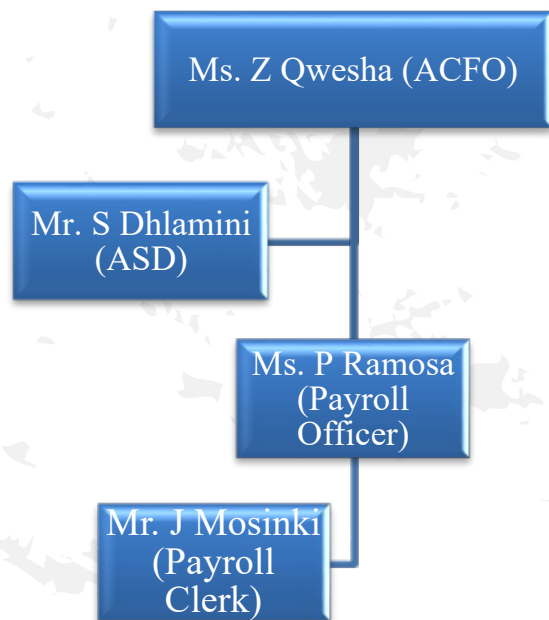
5.2. Supply Chain Unit



5.3. Asset Unit



5.4. Payroll Unit



6. Conclusion

As PROFIN we will continue to strive to offer excellent service to all our stakeholders. We further commit to ensuring that goods and services are procured and delivered within 10 days, creditors are paid within 30 days and the funds of the college are utilized effectively and efficiently. We have noted the audit outcome and we will continue to work towards a clean audit opinion. We have noted an overall improvement in the internal control environment and we will continue monitoring those control to ensure that they are effective and efficient.

We thank you

Mr. S Dhlamini

Assistant Director: Procurement and Finance

14. STUDENT REPRESENTATIVE COUNCIL

In consultation with College students, the Student Representative Council (SRC) Constitution was approved by the college council on the 08th of April 2021 where the College SRC President and Secretary-General were in attendance as part of the College Council Composition.

All campuses had elections on the 27th of May 2021 and College Elections on the 05th of June 2021. The SRC is an integral part of a student's life and a critical Cooperative Governance partner in the College, as the SRC we were participating in the below college structures:

- College Council
- Academic Board
- College Financial Aid Committee (NSFAS Administration)

- College Council Sub Committee - Health and Safety
- College Council Sub Committee- ICT
- Structured meetings between College Management and College SRC

As SRC Members we are individually and collectively responsible for the proper implementation of the Constitution of the SRC

SRC Activities

- On the 29th of July 2021, we as the College and Campus SRCs distributed food parcels to identified college students and families from disadvantaged backgrounds, community leaders such as councilor/s were involved in identifying families from poor backgrounds so that they can be beneficiaries of food parcels as Mandela Day contribution from the SRCs side
- All campuses had Annual Beauty Pageants events, in which entrants, ladies, and gents were judged as to personality and talent, with winners being awarded prizes. Beauty Pageant gives young adults the support to be confident, stay fit, and healthy, these events were held as follows:
 - Mr and Miss Campuses on the 08th of October 2021
 - Mr and Miss College on the 16th of October 2021
- Early July 2021, South Africa experienced deadly riots and mass-scale looting in response to the arrest of former President, Jacob Zuma. The riots, lasted roughly a week with a huge negative impact on our education sector because teaching and learning were disrupted. South Africans of all backgrounds worked around the clock to clean up the streets and repair the destruction caused by the riots. Activists took to social media platforms to organize volunteers to repair communi-

ties and heal South African Civil Society and the #CleanUPSA gained traction on Twitter as the country came together to rebuild in the wake of violence and as such, we as college and Campus SRC members were involved in cleaning up of Alexandra Taxi Rank on the 17th of July 2021 as part of responding to the call of #CleanUPSA

- Annual SRC Induction held from the 05th to 08th August 2021 to equip us with knowledge and skills that will enable us to provide leadership and guidance not only during our term of office in the college but throughout our lives
- Team building for all Campuses and SRC members was held from the 01st to 03rd October 2021 to relate to each other as SRC members and avoid potential conflicts because we believed that we needed to use each other's knowledge to plan, strategize, analyse, and ultimately direct our actions as SRC members.
- GBV PRAYER SESSION against Gender-Based Violence which was held at all 6 campuses and was live on Facebook from the 1st to 9th September 2021, during lunch Secretary-General Thembeke Zulu and President Samkelo Mokoena told the student masses that the SRC is all about encouraging all affected women and men in the institution about self-love and grooming themselves in becoming great individuals, The prayer session is also to encourage women and men to take a stand and speak out against Gender-Based Violence.

SRC Performance

- Due to strict clause/s of the SRC constitution, about (05) five Executive portfolios exited office due to poor academic performance and the remaining (3) portfolios were in office until the 2022 SRC Elections, as stipulated in the College SRC Constitution.

- (3) three portfolios were vacant from the College elections held and as such, we experienced a negative impact on the running/operations of the SRC Office

SRC EXECUTIVE 2021

NAME	SURNAME	PORTFOLIO	GENDER	CAMPUS
Samkelo	Mokoena	PRESIDENT	Male	George Tabor
Thabile	Sithole	DEPUTY PRESIDENT	Female	Dobsonville
Thembeke	Zulu	SECRETARY-GENERAL	Female	Roodepoort
Tiisetso	Ramashala	DEPUTY SECRETARY GENERAL	Male	Technisa
Ofentse	Mokgatle	ACADEMIC GENERAL	Male	Roodepoort
Bongani	Matle	TREASURER GENERAL	Male	Roodepoort West
Reabetswe	Maripa	SPORTS ARTS AND CULTURE COORDINATOR	Male	Roodepoort West
Faith	Matabane	EVENTS & COMMUNICATIONS COORDINATOR	Male	Technisa

Report Compiled by:

Mr. Samkelo Mokoena

15. CAMPUS REPORTS

DOBSONVILLE CAMPUS

Academic year 2021 started off with enthusiasm to educate and learn from both staff and students respectively, followed by the previous year's uncertainties caused by the Covid 19 pandemic.

Dobsonville campus is the only TVET college that offers Business studies around Soweto and is always having the big influx of students who wants to study. It is a great pleasure to report that the campus, amongst having the so called able students, we have also attracted lots of Students with special needs which are mainly Visually impaired students and the campus is taking pride in creating access to education for all and being responsive to Inclusive education.

Another greatest achievement is the academic staff that are placed in the workplace for Industry exposure. This has proven to improve the results as the lecturers could merge the theory in class with the actual practical obtained in the workplace.

Socio economic factors somewhat plays a role in students that are doing substance abuse and we mitigate such challenges with the collaboration we have with the Student support working closely with the SRC. Referrals are also made. Delay of funding by NSFAS plays a big role in students dropping out.

The campus holds the Wholesale and Retail seta programmes where the communities is being assisted. The improved registration process is the highlight where students are assisted and encouraged to apply for registration Online.

A total Visually impaired student on the graduation ceremony after completing her qualification in 2020.



A newly built Contact centre situated at Dobsonville campus that is responsible for all SWGC campuses



Community project at campus



Registration process underway



Thank you

By Campus Management

MOLAPO CAMPUS

Introduction

- *This was a different year when compared to previous years as we experienced something new in the environment, we live in. There was a virus called the Covid-19 epidemic that entered not only on campus but throughout the world. It impacted hugely on teaching and learning as the campus was not in operation from April 2020 till July 2020. On returning, staff members and students at the campus had to dig deep to work on a recovery plan to complete the curriculum for 2020. We went through the year but not as we would have wanted to.*

Academic Performance

- In the year 2021, the academic performance of Molapo Campus was still trying to recover from the Covid-19 epidemic. During the year we



2021 SRC Leadership

again struggled with the second round of Covid-19, so much that the campus could not write the third trimester in Report 191, as it was moved to the first trimester of 2022. The NCV results were average. During the beginning of the year, there were recovery plans implemented for poor performing results and other corrective measures to help lecturers and students to get through the curriculum and at the same time improve on the results. During the November examinations, there was an increase in the NCV examination results, while the Report 191 results showed a decline of 6%. The promising factor was that the performance of the campus is always put first, as the goal is to be the number one campus in the college. The total number of distinctions during 2021 was 507 which was an increase of 10%. The campus also had the top student in the college for the year 2021.

World Skills provincial competition

Molapo Campus conducted the provincial welding World Skills Competition in September 2021. Mr. G Matsila (Sub-committee Coordinator Gauteng) attended the competition and was very impressed with the organization as it was the first time that the campus attempted such an event. He also commended the campus for their achievement in the competition and said from the few competitions he attended up till then this was one of the best-organized Colleges and competitions. He took part in the opening ceremony and was also asked to be involved with the prize giving. We also had the Molapo Campus SRC chairperson welcoming the competitors.

The competition itself went very well, although we only had 3 competitors that turned up. Mr. Matsila said the competition had to go ahead and instead of 2 days we only used the one day on the 22nd of September 2021. From our college, our competitor came 2nd and will be going to the National competition in Durban when the dates are confirmed.

As it was the first time, we held the competition we had 2 visitors from other Colleges that came in to observe what we prepared as they are also doing it for the first time. They were very impressed and learned a lot from our ideas (Good practices).

Our Marketing Department went that extra mile and we are very proud of

them and the way they assisted the campus. Mr. Tsolo (welding lecturer) arranged everything to perfection and we as the campus, are very proud of him for doing it for the first time.

On the day we arranged Food and T-shirts for the competitors and judges. The competitors each received a certificate for participating and each a trophy for being the top three contenders.



Advertising Boards outside

- At the campus, we had advertising boards placed on campus for the public to see what courses are offered on campus. As a campus, we are always very proud to promote our campus and thereby get students to come and study at the campus.



Health Workers

- During the Covid-19 epidemic, we were given 5 students that were studying Primary Health at Roodepoort Campus. These students supported the campus with students entering the campus by taking their temperatures, filling in registers, and sanitizing. They were a great asset in assisting the campus



Apprentice training for Welders

- In 2021 we had 45 apprentices that were trained in the welding workshop. They completed their training in December 2021, from where they will be working at various companies and then completing their trade test.



Cafeteria

- At the beginning of 2021, we advertised for the cafeteria to be opened and we received various people interested in the position. The company appointed is called Cataliahs catering. She is doing a great job at the campus and the students now do not need to leave the campus for food as this lady is supplying food to them.



Top student of the College.

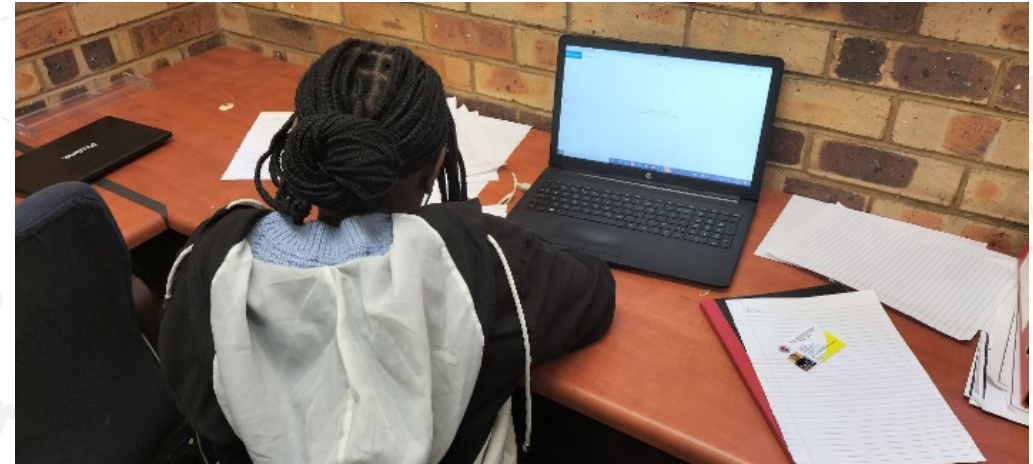
- The Campus has for the 4th year in a row the top student in the College. The student Mr. P Mkhwanazi is in the Electrical Engineering Department and had an average of 93,5% for his subjects. He intends to become an Electrical Engineer but first wants to complete his studies at the College.



Top lecturer of the College.

- The Campus has for the 2nd year in a row the top lecturer in the College. The lecturer Mr. J Poe is a lecturer in the NCV Civil Engineering Department. He is always dedicated to his work and sets an example to his colleagues of what you can achieve through hard work. He had an average of 90,40% for the subjects he taught.

the lecturer where required, due to time loss.



Donations via Ford Motor Company.

- Ford Motor Company donated 3 motor vehicle engines to the campus for the training of students. At the end of 2021, the company also donated a motor vehicle to the campus for training purposes. This was a great assist to the Automotive Repair and Maintenance Department.



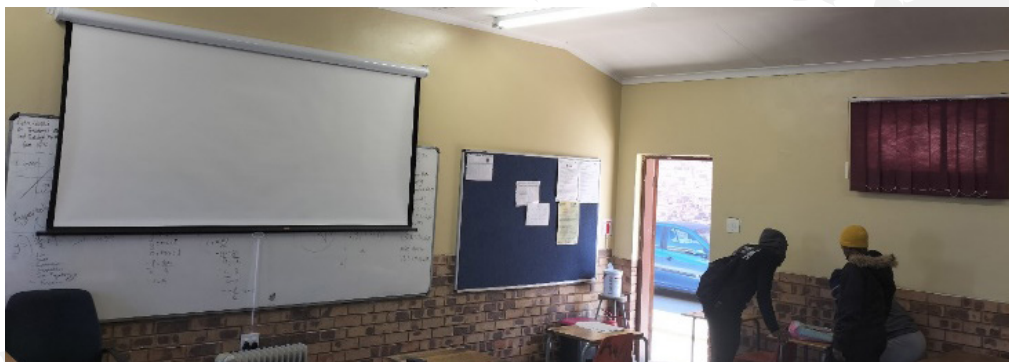
Conclusion

The year 2021 started with new visions and goals for everybody but no one can plan for what is going to happen this year except for trusting GOD to lead



Infrastructure to assist lecturer in Teaching and Learning.

- The campus had 20 DVPs and screens placed in classrooms to assist the lecturers with teaching and learning using technology such as their laptops to assist in bringing their lessons over to students also using the internet



Students receiving laptops via NSFAS bursary.

- At the campus, we had our learners receiving laptops to assist them in their Teaching and Learning during the Covid epidemic. By using their laptops virtual Teaching and Learning were done between them and

us and guide us to success. We commit to producing better results than during 2020 because, without commitment, people give up easily and have no staying power at all. Everything we undertake in life has a beginning and an end. The result is normally what counts as that is an indication of how we planned and motivated ourselves and students for the result. True success does not come easily or without hurdles. It is a result of hard work, patience, determination, sacrifice, and moving beyond our mistakes.

TECHNISA CAMPUS

Introduction

- Technisa Campus celebrated the 61% pass and 88.46% retention achievements for 2021 results which make the college shine. Technisa Acting HOD is holding position 1 for the 2021 results.

Academic Performance 2021

- The college set a target of a 65% certification rate; Technisa campus did not perform according to the college set target (certification, on enrolled is 54.47% and Written Certification is 61.82%, Average Certification is 58.15. The campus improved on retaining students for the year 2021 (88.46%).

The Technisa Campus has platinum 100 members, Maphatha P who achieved a 96.27% pass rate, followed by Ms. Buthelezi 96.10%, Mr. Ramaota D 91.58%, Mr. Shipalana K 91.48%, and Ms. Shumba T 90.94%.

Student's top achievers, Technisa has Tourism L2 students who are number 10 College-wide by the name of Matoni TS.

Surname and Name (s)	Programme	Level	Average %	No of Distinctions
Matoni, TS	Tourism	2	87.14%	5

Ngxabazi, QP	Office Admin.	3	85.5%	6
Majola, B	Marketing	3	85.3%	5
Mashale, MR	Office Admin.	3	85.2%	6
Robertson	Office Admin.	3	84.07%	5
Boshomane, OR	Marketing	3	84.3%	5
Pooe,T	Management	2	84.2%	5
Sebone, NM	Office Admin.	3	84%%	4
Mochela, NNG	Marketing	3	83.8%	6
Masopa, ME	Marketing	2	83.7%	8

ANNUAL Performance Achievement

SO1 Expanded access to TVET college opportunities

- 1.1 Students enrolled and managed as per enrolment plan, NCV Planned Target for 2021 was 904 and the Achievement was 676. Remarks – Covid -19.

SO2 Improved success and Efficiency of TVET systems

- 2.2 Students complete qualifications and programmes and exit the college NCV L4, the number of students exiting Planned Target was 103, Achievement at 89 Remarks – students drop out.

SO3 Improved quality of TVET college provision

- 3.3 More students meet the requirements for writing examinations % of registered (based on subject enrolment) qualifying for examinations, College Planned Target 100%, Achieved 88.46% Remarks – Dropout students.
- 3.4 TVET college lecturers are placed in the industry for specified periods to gain relevant experience % of TVET college lecturers placed in the

industry in 2021, Planned Target 100%, Achieved 0% Remarks-Covid-19 happened.

3.5 Partnerships signed for improving teaching and learning and relevance of programmes Number of partnership agreements (locally and internationally) for purpose of exchanging and or placing college students and Lectures Planned 10 out of 10, Achieved 100%, Remarks –None.

Compiled by Campus Management.

GEORGE TABOR CAMPUS

Introduction

- The COVID-19 pandemic was still rife in 2021. It impacted teaching and learning negatively, in that campuses had to resort to rotational timetables thus reducing contact hours significantly. Several staff members

had to quarantine or self-isolate during the course of 2021 due to COVID-19. Extramural activities, awards, and graduation ceremonies were also forsaken as a result of the pandemic.

Academic performance

- The analysis of results presented in this report is for the NC(V) and Report 191 programmes for the academic year 2021. The analysis for Report 191 General Studies is for Semesters 1 and 2. Out of the college's 2021 top ten students, three are from the George Tabor campus. Six out of 27 Platinum Club 100 members are from the campus.
- NC (V) Nov 2021 (Overall Campus Performance: L2, L3, and L4 as of 25 January 2022**

No. of Heads Enrolled	No. of Heads Written	No. of Heads Passed	% Pass on Enrolled	% Pass on Written	% Passed Average	Retention Per Head	No. of Heads Certified	% Certified Enrolled	% Certified written	%Certified Average	No. Pass 7 Sub	No. Pass 6 Sub	No. Pass 5 Sub	Distinctions
1993	1535	1105	55.44	71.99	63.72	77.02	611	30.66	39.81	35.24	611	300	194	559

Report 191 Business Studies -June 2021 (Full Time) N4-N6

No. Enrolled	No. Written	Heads Passed	% Passed Enrolled	% Passed Written	% Passed Average	Retention Per Head	No. of Heads Certified	% Certified Enrolled	% Certified written	% Certified Average	No. Heads Passed 5/4 Subjects	No. of Heads Passed 3 Sub	Distinctions
149	122	121	81.21	99.18	90.20	81.88	87	58.39	71.31	64.85	87	34	23

Report 191 Business Studies November 2021 (Full Time) N4-N6

No. of Heads Enrolled	No. of Heads Written	No. of Heads Passed	% Passed Enrolled	% Passed Written	% Passed Average	Retention Per Head	No. of Heads Certified	% Certified Enrolled	% Certified written	% Certified Average	No. Heads Passed 5/4 Subjects	No. of Heads Passed 3 Sub	Distinctions
130	112	103	79.23	91.96	85.60	86.15	71	54.62	63.39	59.01	71	32	30

Report 191 General Studies N4-N6: Combined Semester 1, & 2 Campus Performance): on 24 January 2022)

No. of Heads Enrolled	No. of Heads Written	No. of Heads Passed	% Pass on Enrolled	% Pass on Written	Average % Passed	Retention Per Head	No. of Heads Certified	% Certified Enrolled	% Certified written	% Certified Ave	No. Heads Passed 5/4 Subjects	No. of Heads Passed 3 Sub	Distinctions
279	234	224	80.29	95.73	88.01	83.87	158	56.63	67.52	62.08	158	66	53

Training and development

In 2021 three ITC lecturers attended the Pedagogical skills program on 4IR offered by the University of Johannesburg. Another five ITC Lecturers attended virtual training on CCNA 1 and CCNA 2 offered by Sci-Bono Academy.

Mr. Maboko was appointed as a SAPS reservist and will soon be attending training. After training Mr Maboko will be working with SAPS members as part of the WIL programme.

Through LSS development of lecturers was undertaken in the following areas:

- Online Teaching Training.
- eChampions Training.

- Microsoft Teams Training.
- Invigilators and conduct of examination training.
- Pedagogy Skills for Teaching and Learning in 4IR.

38 ITC students from levels 3 and 4 attended the 4IR career guidance workshop in July.

Student Support Services

- Students received laptops from NSFAS.
- Students were assisted with the downloading of the NSFAS portal.
- Mr. and Mrs. George Tabor's event was held on 8 October 2021.
- The pre-examination induction of all students by the Chief Invigilator was held on 18 October 2021.

2021 SRC MEMBERS AT GEORGE TABOR CAMPUS

NAME	PORTFOLIO	EMAIL ADDRESS	COURSE AND LEVEL
Lesedi Mokgosi	Chairperson	lesedimokgosi17@gmail.com	Safety in Society Level 4
Gabisile Radebe	Deputy Chairperson	Gabisilenelisiweradebe13@gmail.com	Transport and Logistics Level 3
Kgomotso Mekgwe	Secretary	Kgomotsoduduzile1@gmail.com	Safety in Society Level 3
Mapitso Ramabele	Academics	Juliaramabele27@gmail.com	Transport and Logistics Level 3
Susan Mbambo	Treasurer	susanmbambo60@gmail.com	Primary Agriculture Level 4
Itumeleng Monama	Sports, Arts and Culture	Itumelengmonama97@gmail.com	Safety in Society Level 4
Tshepo Mukhabela	Events and Communication	Tsheposibusiso1999@gmail.com	Tourism Level 4
Petunia Maletle	Health and Safety	Pertuniamaletelouw31@gmail.com	Safety in Society Level 4
Gift Makhubela	Gender, Disability & Transformation	mphogift1996@gmail.com	Safety in Society Level 4
Luthando Fuku	Job Shop Employability	Luthandonelson02@gmail.com	Safety in Society Level 3

Females = 7 and Males = 3

Infrastructure

The construction of the main gate with a proper exit and entrance has commenced and would be completed in 2022.

A razor-wire fence was installed around the perimeters of the campus.

The telephony system has been a problem for the better part of the year 2021 at the George Tabor campus.

A fire-compliant certificate was awarded to the campus.

The construction of additional ablution facilities for males and females was completed and the handover transpired on 12 July 2021.

The Land is Wealth Farm

The local Agricultural Company – which SGWC has an MOU with, Sele-

mo Horticulture has permanently employed, x3 former farm Primary agriculture Students / Graduates. The farm is offering former Primary Agriculture students & Hospitality students an 18-month internship programme. The production of Eggs / selling eggs for the community & SWGC staff (market well secured for egg & chicken sales). The farm is permanently auctioning the pigs (no longer experiencing mortality due to overcrowding) – the market for pigs has been secured. The farm did not experience student protests, meaning the management is in good spirit with students & service delivery is happening as expected.

Conclusion

With a good strategy, we can reign supreme.

ROODEPORT CAMPUS

- Despite the size of the campus and the Covid-19 pandemic, the campus has tried very hard to work towards achieving college and campus targets. Though we did not achieve 100% of projected student numbers and also challenges of student dropouts due to Covid-19 and some socio-economic factors, the campus still strived for excellence and worked towards retaining the numbers left and making the best out of it. The campus is one of the stable campuses in the college with a good working relationship with its stakeholders despite the number of students and personnel and its daily activities.
- Roodepoort Campus is the biggest campus within the college campuses with regards to student numbers and is one of the best performing campuses. The campus retained position number two again in 2021 and is the campus that recorded the highest distinctions across for 2021 academic performance of the college. The campus is operating 6 days a week starting from 7h30-18h00 during weekdays and 08h00-16h00 on Saturdays. The campus offers NC (V) programmes, Report 191 programmes, and Part-time studies which are mostly meant to support and develop the working class who wish to further their studies within Rep 191 business studies programs.
- The campus offers two fields of study, which are Business Studies and Utility Studies and the following programmes distinguish the campus from other college campuses, these programmes are Hospitality, Primary Health Care, Education and Development, and Educare.

Hospitality NCV:

- Due to various changes that have taken place within the programme and the effect of Covid-19, various improvements were made to the

simulation rooms and by reviving the existing rooms to be even more functional than they were before. With this being done students show more interest in the subjects as well as understanding more than just the theory side.

- By reviving the simulation bedroom students now have hands-on experience with housekeeping and understanding the full process behind the services offered by a hotel or a lodge in regards to room service and ensuring guests are happy.
- We have also revived and updated the small restaurant into being a more effective simulation restaurant allowing students to understand all aspects that form restaurant services from table setup to restaurant services and drink services allowing them to understand all the elements involved in receiving and hosting guests as well as how to deal with complaints or unexpected situations.
- Practicals in the kitchen have also taken place and equipped students with the basic skills to understand the process of preparation, cooking, and cleaning as well as the hygiene principles involved.
- By taking part and assisting with functions we also equip students to deal with large-scale food production as well as to deal with pressure and act fast and swiftly in unexpected situations as well as resolve problems as in any function or where food is involved anything can go wrong and by allowing them to be involved in each step they can adapt and think on their feet to solve any problem without affecting the event of the function.
- All of the above-mentioned stats are increasing in regards to pass rate and improving due to students being exposed to more practical elements and by them practically being able to interact in various sce-

narios whether it is role play or real life. Students are more motivated when being in a practical situation it also improves overall attendance.

- With all the improvements made, the goal is to move towards participating in World Skills Competitions to equip their state-of-the-art skills, thinking around entrepreneurship and job creation. We want our students to exit level 4 with the necessary skills as required by the industry.

See below for pictures of student's practicals

Learners preparing food for market day



Learners preparing to interact with potential clients, to equip them with the necessary skills to interact with the client as well as to deal with complaints



HOSTING OF THE CAREER GUIDANCE AND 4TH INDUSTRIAL REVOLUTION PROGRAMME AWARD CEREMONY.



Holding room for the Deputy Minister of Higher Education and Training and his delegates.



Food that was prepared by Level 4 – Food Preparation learners for all students attending as well as guests, according to Covid-19 protocol.

Guest of the ceremony.



LEVEL 2 – FOOD PREPARATION

Level 2 learners prepare various dishes scones, Swiss rolls, and finger foods.



Dishes prepared by Level 3 Food preparation learners, dishes consist of Butternut Soup, Battered Hake with a Green Salad, and a dessert which is eclairs filled with cream and dipped in chocolate, garnished with strawberries and sugar work.



LEVEL 4 – FOOD PREPARATION

Level 4 learners prepare stuffed chicken breast and caramel cheesecake.



HOSPITALITY SIMULATION BEDROOM

The simulation bedroom was revived to assist learners with understanding elements from Hospitality Services in regards to housekeeping by practically being able to do them. We teach learners all the elements from room services, the bedroom also has an en-suite bathroom that is also used to teach learners the correct way of cleaning and preparing a room for guests when it has been booked.



FUNCTIONS AT DIMONATE

Learners assist with setting up for functions that are held at Dimonate.



SIMULATION RESTAURANT (SMALL RESTAURANT)

- The Small Restaurant was revived and repacked and sorted out to make it an effective practical room to teach learners all the necessary skills as required by the industry as well as the curriculum in regards to restaurant services and how to interact with guests. The Small restaurant is used by all levels from level 2 when they are taught in regards to function and conference setup. In level 3 table setups and level 4 table setup and drink services. (alcohol are dummy bottle for display)





PRIMARY HEALTH CARE

Held an extremely successful induction with SSS involved. Student attendance was excellent



RESOURCE CENTER INDUCTION FOR LEVEL 2'S



LEVEL 4 WIL PLACEMENT

- Students were placed at clinics with the WBOT teams. Multiple clinics were used, including Davidsonville, Mathole, Braamfischerville, Tshepisong, and Siphumulile clinics. At these placements, students participated in outreach programmes and home-based visits. Students stayed at this clinic for a week.





NCV Level students at Work-based Experience in their PPEs





COMMUNITY ORIENTATED PRIMARY HEALTH CARE (COPC)

SMALL GARDEN FOR PRACTICALS AT CAMPUS

NCV L2 PRIMARY HEALTH CARE



In 2021 we could not place our students at Daycare Centres and Nursery schools due to

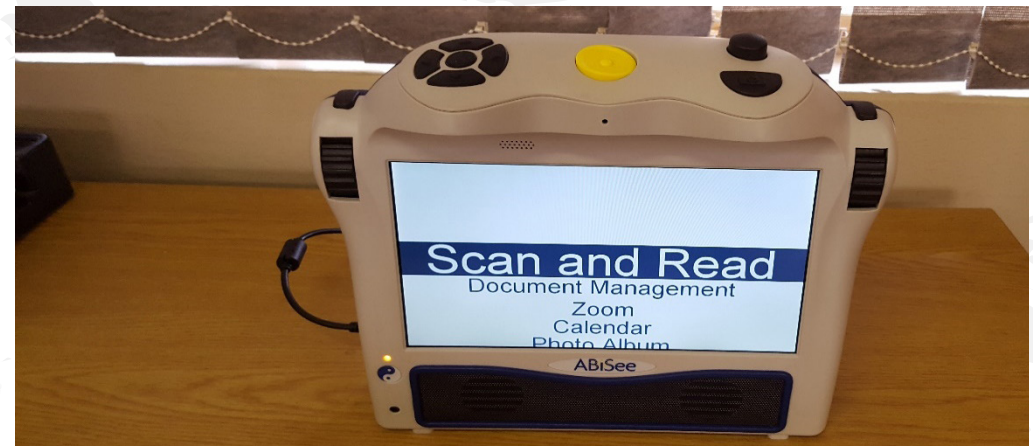
Covid-19 regulations and restrictions. Students were doing in-house practicals.

DISABILITY UNIT

See below for resources used for Disability students, despite the laptops given to blind students with jaw's software installed



EDUCATION AND DEVELOPMENT CAMPUS SIMULATION ROOM





CONCLUSION

Looking back at 2021 we want to acknowledge all campus personnel, students, and all stakeholders of Roodepoort Campus for all the support and involvement in making the campus a better teaching and learning place, as we prove to be improving on our results time and again as years go by.

Compiled by Campus Management

ROODEPOORT WEST CAMPUS

1. 2021 FINAL EXAMINATION RESULTS

After performing poorly for some time, we took it upon ourselves as the community of Roodepoort West Campus to lay low, plan and commit ourselves to changing the status quo. It might have taken a bit longer to achieve our goal, but 2021 came as a blessing for us; becoming the most im-

proved campus in the whole College, an achievement never to be forgotten. There is no looking back.....planning higher for 2022.

2. MECHATRONIC PROGRAMME

BACKGROUND

Mechatronic is a programme that was introduced to South West Gauteng TVET College in 2020, where ten lecturers from Roodepoort West Campus became part of the programme.

The theoretical lessons were conducted online and the practicals were conducted at AIDC in Rosslyn, Pretoria.

In between, there were other training's that the team attended in preparation for successfully implementing the programme on completion.

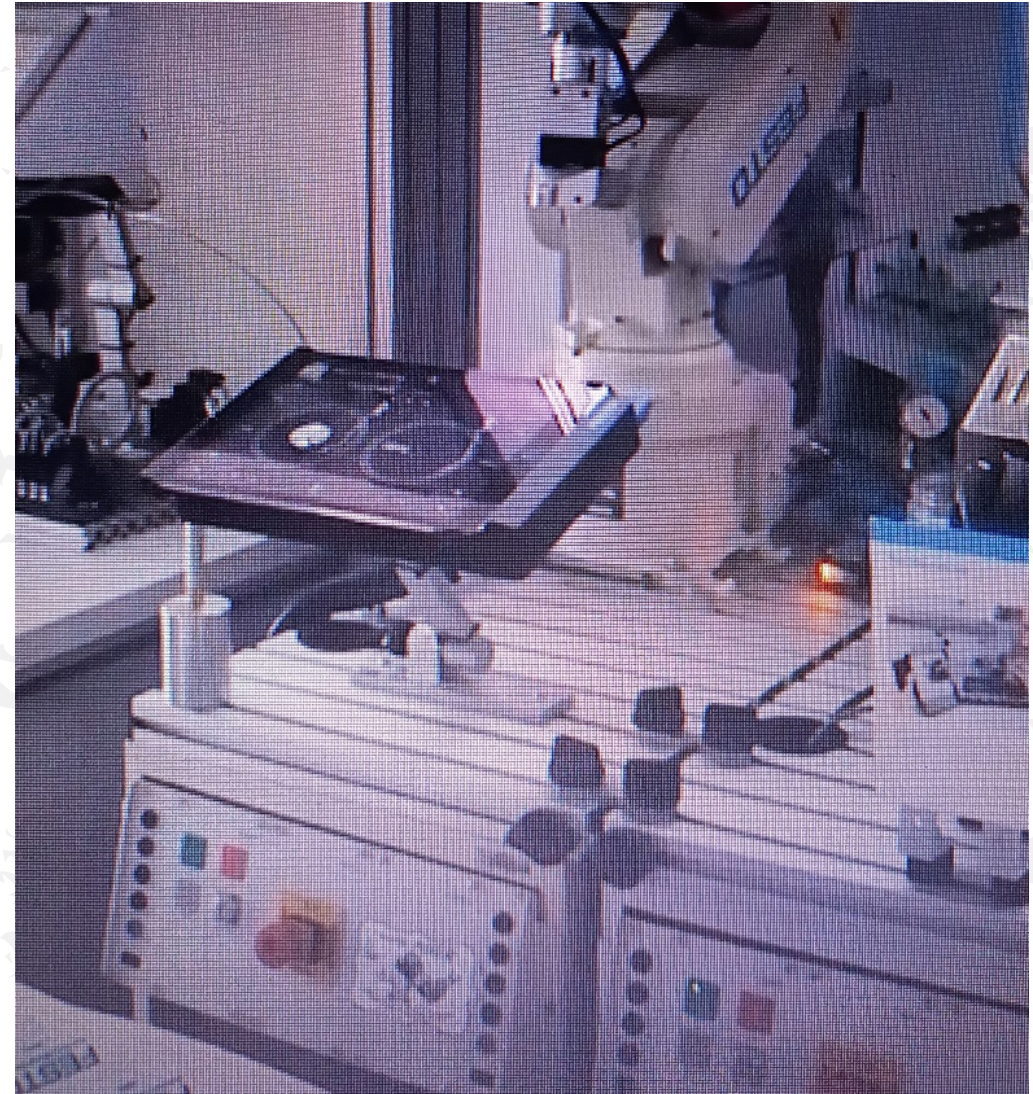
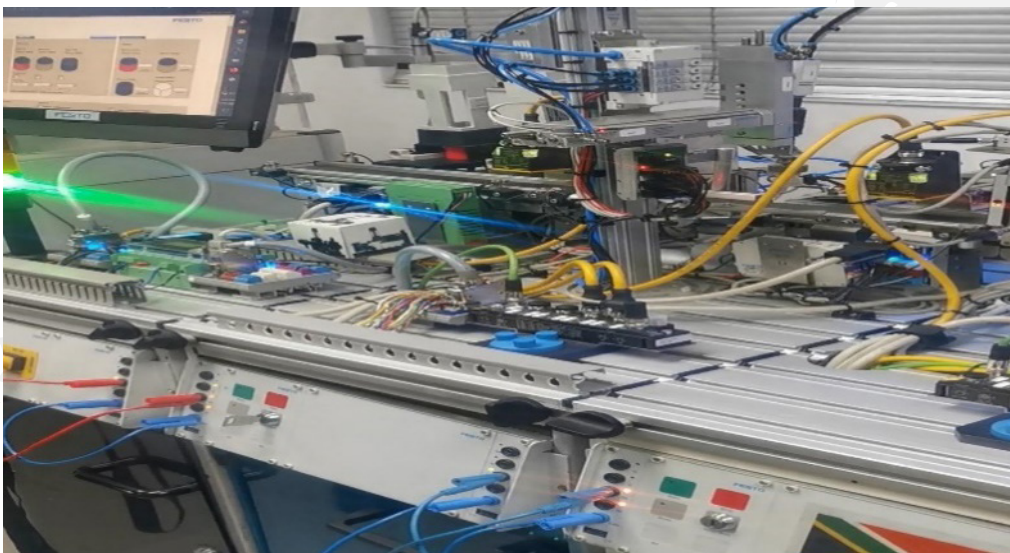
Below are the training's attended:

- Transforming learning through embodied reflex praxis.
- The Designing learning process and curriculum framework plan.
- Basics of blended learning in vocational training.
- Competence development practice.

The team also took an educational field trip to different companies for practical exposure. This was also about programming using the PLCs and robotics.

FESTO

Festo is a global manufacturer of automation products and systems.



Here a robot was used to make popcorns step by step

➤ **BUHLER MANUFACTURING**

Here lecturers were taken through how different machinery parts were manufactured.

ROLLERS FOR MILLING MACHINES

place all 60 of them before May 2022, which was remarkable considering the huge number that we had.

So having successfully ran the 1st program and we have learned all those valuable lessons through all the challenges, we can proudly say that we are more than ready to carry out these types of occupational programs on our campus, especially because we were declared an accredited Trade Centre by EW SETA. Below are photos of our students.



- House wiring on the panel



Student bending steel pipe using a Hickey



- Completed house wiring

16. ANNUAL PERFORMANCE ACHIEVEMENTS

STRATEGIC OUTCOME	OUTPUTS	OUTPUT PERFORMANCE INDICATORS	TVET COLLEGE 2021 PLANNED TARGET	TVET COLLEGE 2021 ACHIEVEMENT	EXPLANATORY REMARKS
SO 1 Expanded access to TVET college opportunities	1.1 Students enrolled and managed as per enrolment plan	Number of students enrolled in different programme types	21 887	21170	
		*NCV	7 506	7660	Targets exceeded
		*Report 191	14 261	13 467	
		*PLP	120	43	
		*Occupational qualifications	563	1300	Projections achieved
		*Trades (COS)	75	230	Projections exceeded
		*Higher Certificates	30	60	
		*Shorter skills programmes (accredited and non-accredited)	350	790	Projections exceeded
	1.2 College student accommodation is optimally utilized	Occupation rate (%) per enrolment cycle	100%	100%	

STRATEGIC OUTCOME	OUTPUTS	OUTPUT PERFORMANCE INDICATORS	TVET COLLEGE 2021 PLANNED TARGET	TVET COLLEGE 2021 ACHIEVEMENT	EXPLANATORY REMARKS
SO2 Improved success and efficiency of TVET systems	2.1 Apprentices in trade programmes qualify and pass trade test	Number of artisans exiting COS or college	15	35	Projections exceeded
	2.2 Students complete qualifications and programmes and exit the college	Number of students at exit levels exiting college programmes	1 528	4 308	Projection Achieved
		*Number of students exiting NC (V) L4	741	1 614	Projection Achieved
	2.3 NCV students complete qualification within 3 years	Number of students exiting N6 Semester	636	1 846	Projection Achieved
		Number of students exiting N6 Trimester	151	848	Projection Achieved
	2.4 PLP students are retained	Retention rate (%) in PLP	80%	80%	Projection Achieved
	2.5 PLP students progress into initial programmes of choice	Progression rate (%) of PLP students	75%	44.19%	Projection Achieved

STRATEGIC OUTCOME	OUTPUTS	OUTPUT PERFORMANCE INDICATORS	TVET COLLEGE 2021 PLANNED TARGET	TVET COLLEGE 2021 ACHIEVEMENT	EXPLANATORY REMARKS
SO3 Improved quality of TVET college provision	3.1 College councils are constituted and comply with standards	% compliance with governance standards	100%	99%	One council member resigned at the end of 2020.
	3.2 Examinations are conducted with minimum irregularity reported	% compliance with examinations standards and policy	100%	90%	Projection Achieved: The OHS & Fire Certificate not available; Alternative power supply not available for Natural Science T3 Examinations.
	3.3 More students meet the requirements for writing examinations	% of registered students (based on subject enrolment) qualifying for examinations	80%	82.86%	-Drop-out Rates; -Non-attendance; -Not sitting for some of the internal assessments
	3.4 TVET college lecturers are placed in industry for specified periods to gain relevant experience	% of TVET college lecturers placed in industry	10%	30%	Projections exceeded
	3.5 Partnerships signed for improving teaching and learning and relevance of programmes	Number of partnership agreements (locally and internationally) for purposes of exchanging and/or placing college students and /or lecturers	120	161	Projections exceeded

STRATEGIC OUTCOME	OUTPUTS	OUTPUT PERFORMANCE INDICATORS	TVET COLLEGE 2021 PLANNED TARGET	TVET COLLEGE 2021 ACHIEVEMENT	EXPLANATORY REMARKS
SO4 Improved responsiveness of TVET colleges to the world of work	4.1 More students are enrolled in identified programme offerings relating to OIHD and priority skills	Number of students enrolled in programmes relating to OIHD and priority skills	105	50	
	4.2 Entrepreneurship hubs are established and supported	Number of students engaged in entrepreneurship programmes and initiatives	50	124	Projections exceeded
	4.3 Students are placed for WBPL at exit levels	Number of students placed for WBPL at exit levels	1 150		
		*Number of students placed for WBPL at NCV L4	500	740	Projections exceeded
		*Number of students placed for WBPL at N6	550	669	Projections exceeded

10.2 STRATEGY TO DEAL WITH UNDERPERFORMANCE

The College in 2021 academic year, in dealing with underperformance, had to implement strategies which are historically different from the previous years and consistent and responsive to COVID-19 related challenges.

The implementation of enrichment classes, which by and large, is the fundamental and proficient academic improvement strategy were suspended due to COVID-19 challenges. That being the case, the College strategy were based on the following:

1. The Analysis of last examination results (2021). Each campus analysed the results of: each individual lecturer per subject and per programme and overall performance per campus.
2. The College developed Improvement Plan was used as a framework enabling the campuses to campus develop unique, customised improvement

plans in response to poor performing subjects.

3. The campuses developed the Lecturer and class timetables, within the constraints of COVID-19 restrictions such controlled environments to avoid overcrowding in lecture rooms, social distancing etc enabling the optimization of teaching of theory, practical and conduct of continuous student assessments. That is, campuses strived to ensure sufficient hours in workshops/practicum rooms for practical's etc. is provided within the limitations of COVID-19 health protocols.

4. A process to track and record lecturer and students' attendance and teaching and learning in classes for both physically and remotely is in place through period registers.

5. Timeous provision and distribution of the Teaching and Learning materials and some of the online learning materials loaded on the College Website. The College ensure that the core principle of one student: one text

book, or equivalent, is provided per student per subject across all learning programmes and subjects.


6. Uniform and Standardised ICASS, PATs, ISAT and Internal Moderation processes to enforce quality assurance and to ensure that monitoring support is undertaken. To realise this end the College ensured that all documents necessary for effective teaching and learning were developed such as assessment time tables, pacing documents, lesson plans, assessment schedules/plans. Furthermore, the management conducted monitoring and evaluation through class visits (scheduled/unscheduled), monitoring and moderation of ICASS processes, conducting of student surveys etc. The management ensured that feedback was given to students after conducting the assessment and re-enforcements in the form of revision were undertaken to ensure students' readiness for the final examinations.

7. Adequate resources (including remote learning resources) were made available to provide academic support to students. The libraries were re-sourced to support investigative, research and exploratory tasks assigned to students whilst adhering to Covid-19 regulations. • Computers labs were partitioned to allow student access with proper spacing and screens/dividers between students in line with Covid-19 regulations.

8. All the College sites, are Wi-Fi hotspots, which enables the students perform their curriculum work with ease. That is, internet connectivity is sufficiently provided on site to enable students to perform their curriculum activities.

9. Continuous strengthening of lecturer subject content knowledge within the limitations of COVID-19. 10 was undertaken. The College Management also provided a staff counselling session to mitigate the mental and psychological impact of COVID-19 in order to improve the teaching and learning delivery within the college.

10. The College continued with the provision of rewards/incentives to all levels of teaching staff based on academic performance. These incentives were used as catalysts to motivate and uplift the morale of the staff in an endeavour to achieve the teaching and learning targets.



PART D:
FINANCIAL INFORMATION

PART D: FINANCIAL INFORMATION

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SOUTH WEST GAUTENG TVET COLLEGE

Annual Financial Statements for the year ended 31 December 2021

College Council's Responsibilities and Approval

The College Council is required by the Continuing Education and Training Act (Act 16 of 2006), to maintain adequate accounting records and is responsible for the content and integrity of the annual financial statements and related financial information included in this report. It is the responsibility of the College Council to ensure that the annual financial statements fairly present the state of affairs of the college as at the end of the financial year and the results of its operations and cash flows for the period then ended. The external auditors are engaged to express an independent opinion on the annual financial statements and was given unrestricted access to all financial records and related data.

The annual financial statements have been prepared in accordance with Standards of Generally Recognised Accounting Practice (GRAP) including any interpretations, guidelines and directives issued by the Accounting Standards Board.

The annual financial statements are based upon appropriate accounting policies consistently applied and supported by reasonable and prudent judgements and estimates.

The College Council acknowledge that it is ultimately responsible for the system of internal financial control established by the college and place considerable importance on maintaining a strong control environment. To enable the College Council to meet these responsibilities, the College sets standards for internal control aimed at reducing the risk of error or deficit in a cost-effective manner. The standards include the proper delegation of responsibilities within a clearly defined framework, effective accounting procedures and adequate segregation of duties to ensure an acceptable level of risk. These controls are monitored throughout the college and all employees are required to maintain the highest ethical standards in ensuring the college's business is conducted in a manner that in all reasonable circumstances is above reproach. The focus of risk management in the college is on identifying, assessing, managing, and monitoring all known forms of risk across the college. While operating risk cannot be fully eliminated, the college endeavours to minimise it by ensuring that appropriate infrastructure, controls, systems and ethical behaviour are applied and managed within predetermined procedures and constraints.

The College Council is of the opinion, based on the information and explanations given by management, whilst we know of existing weaknesses within the system of internal control, with remedial plans currently being put in place, we are comfortable that although the controls are in early stages of implementation, the system of internal control provides reasonable assurance that the financial records may be relied on for the preparation of the annual financial statements. However, any system of internal financial control can provide only reasonable, and not absolute, assurance against material misstatement or deficit.

The College Council have reviewed the college's cash flow forecast budget for the year to 31 December 2022 and, in the light of this review and the current financial position, it is satisfied that the college has or has access to adequate resources to continue in operational existence for the foreseeable future.

The college is wholly dependent on the Department of Higher Education and Training for continued funding of operations. The annual financial statements are prepared on the basis that the college is a going concern and that the Department of Higher Education and Training has neither the intention nor the need to liquidate or curtail materially the scale of the college.

The annual financial statements set out on pages 8 to 73, which have been prepared on the going concern basis, were approved by the on 31 May 2022 and were signed on its behalf by:

Mr. Z. Dlamini (Chairperson)

Mr. M.J. Monyamane (Acting Principal)

SOUTH WEST GAUTENG TVET COLLEGE

Annual Financial Statements for the year ended 31 December 2021

Audit and Risk Committee Report

We are pleased to present our report for the financial year ended 31 December 2021.

Audit and Risk Committee Membership and Attendance

The Audit and Risk Committee consists of the members listed hereunder and should meet four (4) times per annum as per its approved terms of reference. During the current year eight (8) meetings were held, of which three (3) were special meetings.

Name of Member	Number of Meetings Attended
Ms M. Liao (Chairperson)	8
Mr MM. Magoele (External Member)	8
Ms LT Khorommbi (External Member)	8
Mr MJ. Monyamane (Acting Principal)	7
Ms Z. Qwesha (Acting Deputy Principal Finance)	8
Mr W. Magagula (Quality Assurance Managers)	8

Audit and Risk Committee Responsibility

The Committee regulated its affairs in compliance with this Charter and has discharged all its responsibilities as contained therein, during the year under review.

The Effectiveness of Internal Control

The Committee's primary mandate is to provide oversight and to assist the College Council in matters relating to the effectiveness of internal control and accordingly, the following matters have been considered:

- The efficiency and effectiveness of the system of internal control applied by the College Council,
- Risk Management,
- Combined assurance;
- Internal control;
- Legal and regulatory compliance; and
- external audit.

Based on the results of the internal audit reviews, which were provided to the Audit and Risk Committee, we note an improvement in the system of control. There have been remedial actions put in place to address key risks with a critical focus on risk culture in the college. Although we note improvements, there is still work being address known control deficiencies. The Audit and Risk Committee is confident that based on the changes that have been implemented and continue to be implemented, the control environment has improved and is closer to operating in an efficient and effective manner.

An action plan to address internal control weaknesses identified by the AGSA was drafted by management and prioritised for implementation. The plan's implementation progress was monitored by both the ARC and the DHET.

Evaluation of Annual Financial Statements

The Audit and Risk Committee has:

- reviewed and discussed the annual financial statements and recommended to College Council that they be submitted to the AGSA for audit,
- reviewed the Auditor-General of South Africa's management report and management's response thereto,
- reviewed the entities compliance with legal and regulatory provisions,
- reviewed significant adjustments resulting from the audit.

The Audit and Risk Committee concur with and accept the Auditor-General of South Africa's report on the annual financial statements and are of the opinion that the audited annual financial statements should be accepted and read together with the report of the Auditor General of South Africa.

SOUTH WEST GAUTENG TVET COLLEGE

Annual Financial Statements for the year ended 31 December 2021

Audit and Risk Committee Report

Internal Audit and Risk Management

The College has a co-sourced Internal Audit function, headed by the insourced provider, Morar Incorporated. The Audit & Risk Committee considered and approved the Internal Audit Charter, the risk-based 3 year rolling plan, as well as the annual audit plan for the 2021 financial year. The Internal Audit function largely adhered to the annual audit plan for the year under review, taking into account priorities as determined by the Audit and Risk Committee, in consultation with the College Leadership, ad hoc requests from management whilst considering budget constraints.

A risk assessment was finalised which culminated into a risk register. The risk register has been monitored by the audit and risk committee and has been used to inform the internal audit plan. Risk management has been a key priority for monitoring for the audit and risk committee. As noted above, certain control weaknesses were identified and reported upon, by Internal Audit and these weaknesses were discussed with management.

The Audit and Risk Committee is satisfied that the internal audit function is operating effectively and has put in place adequate plans to address the risks pertinent to the College in its audit plans.

Auditor-General of South Africa

The Audit and Risk Committee has met with the Auditor-General of South Africa to ensure that there are no unresolved issues.

Chairperson of the Audit and Risk Committee

Date: 31 May 2022

Report of the auditor-general to Minister of Higher Education and Training and the council on the South West Gauteng Technical and Vocational Education and Training College

Report on the audit of the financial statements

Qualified opinion

1. I have audited the financial statements of the South West Gauteng Technical and Vocational Education and Training (TVET) College set out on pages ... to ..., which comprise the statement of financial position as at 31 December 2021, the statement of financial performance, statement of changes in net assets and cash flow statement for the year then ended, as well as notes to the financial statements, including a summary of significant accounting policies.
2. In my opinion, except for the effect of the matter described in the basis for qualified opinion section of this auditor's report, the financial statements present fairly, in all material respects, the financial position of the South West Gauteng TVET College as at 31 December 2021 and its financial performance and cash flows for the year then ended in accordance with the Standards of Generally Recognised Accounting Practice (GRAP) and the requirements of the Continuing Education and Training Act 16 of 2006 (CETA).

Basis for qualified opinion

Property, plant and equipment

3. The college did not demonstrate that it has the right to direct access to land, and to restrict or deny the access of others to land in accordance with IGRAP 18, *Recognition and derecognition of land*. The college recognised land that is not registered in its name, and where it has no binding agreement with the current owner, in the financial statements. Consequently, land stated at R55 733 639 (2020: R55 733 639) in note 8 to the financial statements, is overstated by R32 727 400 (2020: R32 727 400). Additionally, there was an impact on the revaluation reserve for the period and on the accumulated surplus.

Context for the opinion

4. I conducted my audit in accordance with the International Standards on Auditing (ISAs). My responsibilities under those standards are further described in the auditor-general's responsibilities for the audit of the financial statements section of my report.
5. I am independent of the college in accordance with the International Ethics Standards Board for Accountants' *International code of ethics for professional accountants (including International Independence Standards)* (IESBA code) as well as other ethical requirements that are relevant to my audit in South Africa. I have fulfilled my other ethical responsibilities in accordance with these requirements and the IESBA code.

6. I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my qualified opinion.

Emphasis of matters

7. I draw attention to the matters below. My opinion is not modified in respect of these matters.

Material impairment - receivables from exchange transactions

8. As disclosed in note 5 to the financial statements, receivables from exchange transactions balance has been impaired. The allowance for impairment of student debtors is R54 267 491 (2020: R153 151 898), which represents 39% (2020: 62%) of the total student debtors. The current year contribution to impairment is R13 524 178.

Restatement of corresponding figures

9. As disclosed in note 48 to the financial statements, the corresponding figures for 31 December 2020 were restated as a result of errors in the financial statements of the college at, and for the year ended, 31 December 2021.

Responsibilities of the council for the financial statements

10. The council is responsible for the preparation and fair presentation of the financial statements in accordance with the SA Standards of GRAP and the requirements of the CETA, and for such internal control as the council determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.
11. In preparing the financial statements, the council is responsible for assessing the college's ability to continue as a going concern, disclosing, as applicable, matters relating to going concern and using the going concern basis of accounting unless the appropriate governance structure either intends to liquidate the college or to cease operations, or has no realistic alternative but to do so.

Auditor-general's responsibilities for the audit of the financial statements

12. My objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes my opinion. Reasonable assurance is a high level of assurance but is not a guarantee that an audit conducted in accordance with the ISAs will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.
13. A further description of my responsibilities for the audit of the financial statements is included in the annexure to this auditor's report.

Performance information reporting

14. The college is not required to prepare a report on its performance against predetermined objectives, as it does not fall within the ambit of the Public Finance Management Act 1 of 1999 and such reporting is not required in terms of the CETA.

Report on the audit of compliance with legislation

Introduction and scope

15. In accordance with the PAA and the general notice issued in terms thereof, I have a responsibility to report material findings on the college's compliance with specific matters in key legislation. I performed procedures to identify findings but not to gather evidence to express assurance.
16. The material finding on compliance with specific matters in key legislation is as follows:

Annual financial statements

17. The financial statements submitted for auditing were not prepared in accordance with generally recognised accounting practice, as required by section 25(3) of the CETA. Material misstatements of non-current assets, current assets, current liabilities, accumulated surplus and disclosure items identified by the auditors in the submitted financial statements were corrected and the supporting records were provided subsequently, but the uncorrected material misstatements resulted in the financial statements receiving a qualified opinion.

Other information

18. The council is responsible for the other information. The other information comprises the information included in the annual report, which includes the chairperson of council's report and the audit and risk committee's report. The other information does not include the financial statements and the auditor's report.
19. My opinion on the financial statements and findings on compliance with legislation do not cover the other information and I do not express an audit opinion or any form of assurance conclusion on it.
20. In connection with my audit, my responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or my knowledge obtained in the audit, or otherwise appears to be materially misstated.
21. I did not receive the other information prior to the date of this auditor's report. When I do receive and read this information, if I conclude that there is a material misstatement, I am required to communicate the matter to those charged with governance and request that the other information be corrected. If the other information is not corrected, I may have to

retract this auditor's report and re-issue an amended report as appropriate. However, if it is corrected this will not be necessary.

Internal control deficiencies

22. I considered internal control relevant to my audit of the financial statements, and compliance with applicable legislation; however, my objective was not to express any form of assurance on it. The matters reported below are limited to the significant internal control deficiencies that resulted in the basis for the qualification of opinion, and the findings on compliance with legislation included in this report.
23. The college's leadership did not exercise adequate oversight over financial reporting, compliance monitoring and related internal controls. Policies and procedures did not adequately guide financial and compliance activities. This was evident from the material misstatements in the financial statements, instances of non-compliance with laws and regulations and internal control deficiencies identified throughout the audit process.
24. Senior management did not adequately review the financial statements to ensure the achievement of fair presentation; this resulted in material misstatements being identified in the financial statements.

Auditor General

Johannesburg

31 May 2022



AUDITOR-GENERAL
SOUTH AFRICA

Auditing to build public confidence

Annexure – Auditor-general's responsibility for the audit

1. As part of an audit in accordance with the ISAs, I exercise professional judgement and maintain professional scepticism throughout my audit of the financial statements and the procedures performed on the college's compliance with respect to the selected subject matters.

Financial statements

2. In addition to my responsibility for the audit of the financial statements as described in this auditor's report, I also:
 - identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error; design and perform audit procedures responsive to those risks; and obtain audit evidence that is sufficient and appropriate to provide a basis for my opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations or the override of internal control
 - obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the college's internal control
 - evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by the Council
 - conclude on the appropriateness of the Council's use of the going concern basis of accounting in the preparation of the financial statements. I also conclude, based on the audit evidence obtained, whether a material uncertainty exists relating to events or conditions that may cast significant doubt on the ability of the South West Gauteng TVET College to continue as a going concern. If I conclude that a material uncertainty exists, I am required to draw attention in my auditor's report to the related disclosures in the financial statements about the material uncertainty or, if such disclosures are inadequate, to modify my opinion on the financial statements. My conclusions are based on the information available to me at the date of this auditor's report. However, future events or conditions may cause a college to cease operating as a going concern
 - evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and determine whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation

Communication with those charged with governance

3. I communicate with the council regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that I identify during my audit.
4. I also provide the council with a statement that I have complied with relevant ethical requirements regarding independence, and to communicate with them all relationships and

other matters that may reasonably be thought to bear on my independence and, where applicable, actions taken to eliminate threats or safeguards applied.



SOUTH WEST GAUTENG TVET COLLEGE
Annual Financial Statements
for the year ended 31 December 2021

SOUTH WEST GAUTENG TVET COLLEGE

Annual Financial Statements for the year ended 31 December 2021

Abbreviations

AGSA	Auditor-General South Africa
ARC	Audit and Risk Committee
ASB	Accounting Standards Board
BANKSETA	Banking Sector Education and Training Authority
CATHSSETA	Culture, Art, Tourism, Hospitality, and Sport Sector Education and Training Authority
CET Act	Continuing Education and Training Act (Act 16 of 2006), as amended
CetaSETA	Construction Education and Training Authority
DHET	Department of Higher Education and Training
EWSETA	Energy & Water Sector Education Training Authority
FoodBev SETA	Food & Beverages Manufacturing Sector Education and Training Authority
GCRA	Gauteng City Region Academy
GRAP	Generally Recognised Accounting Practice
INSETA	Insurance Sector Education and Training Authority
LGSETA	Local Government Sector Education and Training Authority
NEHAWU	National Education, Health and Allied Workers' Union
NSF	National Skills Fund
NSFAS	National Student Financial Aid Scheme
PERSAL	Personal and Salary System
PFMA	Public Finance Management Act (Act 1 of 1999), as amended
PSETA	Public Service Education and Training Authority
SAICA	South African Institute of Chartered Accountants
Service SETA	Services Sector Education and Training Authority
SRC	Student Representative Council
SWGC	South West Gauteng TVET College
TETA	Transport Education and Training Authority
TVET	Technical and Vocational Education and Training
ETDP SETA	Education, Training and Development Practices Sector Education and Training Authority
FTS	Full Time Equivalent
PSET	Post-school Education and Training in South Africa
RAS	Basic Accounting System

SOUTH WEST GAUTENG TVET COLLEGE

Annual Financial Statements for the year ended 31 December 2021

General Information

Country of incorporation and domicile	South Africa
Domicile, legal form and jurisdiction	The College is a Public Technical and Vocational Education and Training College, constituted in terms of the Continuing Education and Training Act No. 16 of 2006, as amended (CET Act), and operates from a Central Office situated in Soweto, South Africa, with campuses in Soweto (3) Roodepoort (2), Randburg (1) and the "LAND IS WEALTH FARM" in Sterkfontein.
Nature of business and principal activities	To provide continuing education and training to registered students for all learning and training programmes leading to qualifications or part qualifications at levels 1 to 4 of the National Qualifications Framework.
College Council	Mr. Z. Dlamini (Chairperson) Ms. F. Mazibuko Ms. N. Lamula Ms. M. Liau Mr. AG. Netshimbupfe Ms. LT. Khorombi Mr. MM. Magoele Mr. S. Manthata Mr. L.A. Nengovhela Mr. MJ. Monyamane - Internal Mr. RT. Mosiane - Internal Mr. L. Tshoko - Internal Mr. S. Masiza - Internal Mr. S. Mokoena - SRC President Ms. T. Zulu - SRC Secretary General
Acting Principal	Mr. MJ. Monyamane
Acting Chief Financial Officer	Ms. Z. Qweshu CA (SA)
Registered office	1822 A Molele Street C/o Koma Road and Molele Street Molapo Soweto 1818
Business address	1822 A Molele Street C/o Koma Road and Molele Street Molapo Soweto 1818

SOUTH WEST GAUTENG TVET COLLEGE

Annual Financial Statements for the year ended 31 December 2021

General Information

Postal address	Private Bag X 33 Tshiawelo 1817
Controlling entity	Department of Higher Education and Training (DHET)
Bankers	ABSA Bank Limited Investec Private Bank Limited
Attorneys	Rasetlodi Sekhasimbe and Associates
Auditors	Auditor-General South Africa

SOUTH WEST GAUTENG TVET COLLEGE

Annual Financial Statements for the year ended 31 December 2021

Statement of Financial Position as at 31 December 2021

	Notes	2021 R	2020 Restated* R
Assets			
Current Assets			
Inventories	3	30 008 053	27 314 896
Other financial assets	10	-	3 167 599
Receivables from non-exchange transactions	4	118 481 467	118 262 055
Receivables from exchange transactions	5	90 745 742	100 153 227
Cash and cash equivalents	6	715 573 081	550 544 354
		954 808 343	799 442 131
Non-Current Assets			
Living resources	7	466 150	478 700
Property, plant and equipment	8	400 072 205	401 406 852
Intangible assets	9	744 287	1 007 737
		401 282 642	402 893 289
Total Assets		1 356 090 985	1 202 335 420
Liabilities			
Current Liabilities			
Other financial liabilities	10	27 103 364	-
Payables from exchange transactions	11	75 395 710	152 680 339
		102 499 074	152 680 339
Total Liabilities		102 499 074	152 680 339
Net Assets		1 253 591 911	1 049 655 081
Reserves			
Revaluation reserve	12	48 747 238	48 747 238
Accumulated surplus		1 204 844 673	1 000 907 843
Total Net Assets		1 253 591 911	1 049 655 081

SOUTH WEST GAUTENG TVET COLLEGE

Annual Financial Statements for the year ended 31 December 2021

Statement of Financial Performance

	Notes	2021 R	2020 Restated* R
Revenue			
Revenue from exchange transactions			
Tuition and related fees	13	99 431 741	105 902 259
Royalty income	14	543 312	531 403
Rental of facilities and equipment	15	181 531	165 829
Recoveries		39 620	5 583
Other income	16	80 021 602	39 081 055
Interest received	17	21 609 428	22 739 315
Total revenue from exchange transactions		201 827 234	168 425 444
Revenue from non-exchange transactions			
Transfer revenue			
Government grants and subsidies	18	524 361 596	566 478 554
Public contributions and donations	19	519 611	141 647
Total revenue from non-exchange transactions		524 881 207	566 620 201
Total revenue		726 708 441	735 045 645
Expenditure			
Employee related and DHET management fee costs	20	(249 877 217)	(242 813 958)
Depreciation and amortisation	21	(25 213 293)	(22 927 567)
Finance costs	22	(14 615)	(194 767)
Lease rentals on operating lease	23	(3 778 389)	(6 375 012)
Debt Impairment	24	(13 524 178)	(19 254 443)
Bad debts written off		(279 068)	-
Repairs and maintenance	25	(20 633 192)	(16 226 495)
Books and learning material	26	(38 113 441)	(42 380 028)
Contracted services	27	(16 472 236)	(15 694 035)
Learnership project stipend	28	(36 869 627)	(19 619 482)
General Expenses	29	(67 114 661)	(60 738 082)
Marketing expenses	30	(5 258 608)	(4 375 032)
Printing and stationery	31	(12 013 025)	(12 997 829)
Consulting and professional fees	32	(14 844 137)	(15 790 722)
Telephone and internet		(5 791 963)	(5 162 642)
Training and staff development		(3 086 381)	(1 529 397)
Total expenditure		(512 884 031)	(486 079 491)
Operating surplus	33	213 824 410	248 966 154
Loss on disposal of assets		(7 734 127)	(2 689 440)
Loss on foreign exchange		-	(76 509)
Fair value adjustments	34	39 250	(65 330)
(Impairment loss) Reversal of impairments	35	(216 855)	321 299
Inventories losses/write-downs		(1 975 849)	(3 844 534)
		(9 887 581)	(6 354 514)
Surplus for the year		203 936 829	242 611 640

SOUTH WEST GAUTENG TVET COLLEGE

Annual Financial Statements for the year ended 31 December 2021

Statement of Changes in Net Assets

	Revaluation reserve R	Accumulated surplus R	Total net assets R
Opening balance as previously reported	25 461 278	766 759 073	792 220 351
Adjustments			
Prior year adjustments [Note 48]	-	(8 462 870)	(8 462 870)
Balance at 01 January 2020 as restated*	25 461 278	758 296 203	783 757 481
Changes in net assets			
Surplus for the year	-	242 611 640	242 611 640
Revaluation of land and buildings	23 285 960	-	23 285 960
Total changes	23 285 960	242 611 640	265 897 600
2020 results as previously reported	22 442 473	235 486 097	257 928 570
Correction of errors [Note 48]	843 487	6 855 303	7 698 790
Restated* Balance at 01 January 2021 as restated*	48 747 238	1 000 907 844	1 049 655 082
Changes in net assets			
Surplus for the year	-	203 936 829	203 936 829
Total changes	-	203 936 829	203 936 829
Balance at 31 December 2021	48 747 238	1 204 844 673	1 253 591 911
Note	12		

SOUTH WEST GAUTENG TVET COLLEGE

Annual Financial Statements for the year ended 31 December 2021

Cash Flow Statement

	Notes	2021 R	2020 Restated* R
Cash flows from operating activities			
Receipts			
Tuition and related fees		49 516 115	111 919 546
Government grants and subsidies		328 563 069	328 749 599
Interest income		20 793 993	22 739 315
Rental of facilities and equipment		181 531	165 829
Other receipts		47 499 771	39 343 353
		446 554 479	502 917 642
Payments			
Employee costs		(57 122 233)	(44 934 797)
Suppliers		(223 631 401)	(203 064 587)
Finance costs		(14 615)	(182 209)
		(280 768 249)	(248 181 593)
Net cash flows from operating activities	37	165 786 230	254 736 049
Cash flows from investing activities			
Purchase of property, plant and equipment	8	(31 224 797)	(47 340 178)
Proceeds from sale of property, plant and equipment	8	178 231	-
Purchase of living resources	7	(147 700)	-
Proceeds from sale of biological assets that form part of an agricultural activity	7	165 800	-
Net cash flows from investing activities		(31 028 466)	(47 340 178)
Cash flows from financing activities			
Proceeds from other financial liabilities		30 270 963	-
Repayment of other financial liabilities		-	(13 740 449)
Finance lease payments		-	(405 781)
Net cash flows from financing activities		30 270 963	(14 146 230)
Net increase in cash and cash equivalents		165 028 727	193 249 641
Cash and cash equivalents at the beginning of the year		550 544 354	357 294 713
Cash and cash equivalents at the end of the year	6	715 573 081	550 544 354

SOUTH WEST GAUTENG TVET COLLEGE

Annual Financial Statements for the year ended 31 December 2021

Accounting Policies

	Notes	2021 R	2020 R
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1. Presentation of Annual Financial Statements

The annual financial statements have been prepared in accordance with the Standards of Generally Recognised Accounting Practice (GRAP), issued by the Accounting Standards Board in accordance with Section 122(3) of the Continuing Education and Training Act (Act 16 of 2006).

These annual financial statements have been prepared on an accrual basis of accounting and are in accordance with historical cost convention as the basis of measurement, except for land and buildings as well as living resources that have been measured at fair value. They are presented in South African Rand.

In the absence of an issued and effective Standard of GRAP, accounting policies for material transactions, events or conditions were developed in accordance with paragraphs 8, 10 and 11 of GRAP 3 as read with Directive 5.

Assets, liabilities, revenues and expenses were not offset, except where offsetting is either required or permitted by a Standard of GRAP.

A summary of the significant accounting policies, which have been consistently applied in the preparation of these annual financial statements, are disclosed below.

These accounting policies are consistent with the previous period.

1.1 Presentation currency

These annual financial statements are presented in South African Rand, which is the functional currency of the college.

1.2 Going concern assumption

These annual financial statements have been prepared based on the expectation that the college will continue to operate as a going concern for at least the next 12 months.

1.3 Materiality

Material omissions or misstatements of items are material if they could, individually or collectively, influence the decisions or assessments of users made on the basis of the financial statements. Materiality depends on the nature or size of the omission or misstatement judged in the surrounding circumstances. The nature or size of the information item, or a combination of both, could be the determining factor.

Assessing whether an omission or misstatement could influence decisions of users, and so be material, requires consideration of the characteristics of those users. The Framework for the Preparation and Presentation of Financial Statements states that users are assumed to have a reasonable knowledge of government, its activities, accounting and a willingness to study the information with reasonable diligence. Therefore, the assessment takes into account how users with such attributes could reasonably be expected to be influenced in making and evaluating decisions.

1.4 Significant judgements and sources of estimation uncertainty

In preparing the annual financial statements, management is required to make estimates and assumptions that affect the amounts represented in the annual financial statements and related disclosures. Use of available information and the application of judgement is inherent in the formation of estimates. Actual results in the future could differ from these estimates which may be material to the annual financial statements. Significant judgements include:

Fair value estimation

Land and buildings

The college subsequently measures land and buildings at revalued amounts, with changes in fair value being recognised in the Statement of Changes in Net Assets. These assets were valued by reference to their depreciated replacement cost. The college engaged an independent valuation specialist to assess fair values as at 31 December 2020 for land and buildings. The key assumptions used to determine the fair value of the land and buildings are provided in note 8.

SOUTH WEST GAUTENG TVET COLLEGE

Annual Financial Statements for the year ended 31 December 2021

Accounting Policies

1.4 Significant judgements and sources of estimation uncertainty (continued)

Living resources

Living resources are valued at the prevailing market rates, as determined by breed, genetic merit and age, less point-of-sale costs. The college engaged an independent valuation specialist to assess fair values of living resources as at 31 December 2020 and the key assumptions used in the determination of these fair values are provided in note 7.

Impairment testing - Property, plant and equipment, intangible assets and inventory

In testing for and determining the value-in-use of non-financial assets, management is required to rely on the use of estimates about the asset's ability to continue to generate cash flows (in the case of cash-generating assets). For non-cash-generating assets, estimates are made regarding the depreciated replacement cost, restoration cost, or service units of the asset, depending on the nature of the impairment and the availability of information.

In making the above-mentioned estimates and judgement, management considered the subsequent measurement criteria and indicators of potential impairment losses. In particular, the calculation of the recoverable service amount for property, plant and equipment and intangible assets and the net replacement cost for inventories involves significant judgment by management.

Estimated impairments during the year to inventory, property, plant and equipment and intangible assets, are disclosed in Notes 3, 8 and 9 to the annual financial statements, if applicable.

Provisions

Provisions are measured at the present value of the estimated future outflows required to settle the obligation. In the process of determining the best estimate of the amounts that will be required in future to settle the provision management considers the weighted average probability of the potential outcomes of the provisions raised. This measurement entails determining what the different potential outcomes are for a provision as well as the financial impact of each of those potential outcomes. Management then assigns a weighting factor to each of these outcomes based on the probability that the outcome will materialise in future. The factor is then applied to each of the potential outcomes and the factored outcomes are then added together to arrive at the weighted average value of the provisions.

Useful lives of property, plant and equipment and intangible assets

The college depreciates its property, plant and equipment and amortises its intangible assets over the estimated useful lives of the assets, taking into account the residual values of the assets at the end of their useful lives, which is determined when the assets are available for use.

The college's management determines the estimated useful lives and residual values of property, plant and equipment and amortises its intangible assets. These estimates are based on industry norms and then adjusted to be college specific. Management determines at reporting date whether there are any indications that the College's expectations of useful lives or residual values have changed from previous estimates. Where indications exist the expected useful lives or residual values are revised accordingly.

Depreciation and amortisation recognised on property, plant and equipment and intangible assets respectively are determined with reference to the useful lives and residual values of the underlying items. The useful lives and residual values of assets are based on management's estimation of the asset's condition, expected condition at the end of the period of use, its current use, expected future use and the college's expectations about the availability of finance to replace the asset at the end of its useful life. In evaluating how the condition and use of the asset informs the useful life and residual value management considers the impact of technology and minimum service requirements of the assets. Generally, depreciation is accrued over the useful lives of assets on a straight-line basis.

Allowance for doubtful debts

The college assesses its financial assets for impairment at the end of each financial year. In determining whether an impairment loss should be recorded in surplus or deficit, the college makes judgements as to whether there is observable data indicating a measurable decrease in the estimated future cash flows from a financial asset.

The impairment is considered first for individually significant financial assets and then calculated on a portfolio basis for individually insignificant financial assets, based on historical loss ratios and other indicators present at the reporting date that correlate with defaults on the portfolio. These annual loss ratios are applied to items in the portfolio and scaled to the estimated loss emergence period.

SOUTH WEST GAUTENG TVET COLLEGE

Annual Financial Statements for the year ended 31 December 2021

Accounting Policies

1.4 Significant judgements and sources of estimation uncertainty (continued)

These amounts are transferred to a provision for doubtful debts which is adjusted annually. This practice based on the past patterns of history of payments by students after considering the period the debt has been outstanding for. Attempts at recovery include sending letters of demand and handing debts over to collection agencies as guided in the financial policy of the college.

Revenue recognition

Accounting Policy on Revenue from Exchange Transactions and Accounting Policy on Revenue from Non-exchange Transactions describes the conditions under which revenue will be recorded by the management of the college.

In making their judgement, the management considered the detailed criteria for the recognition of revenue as set out in GRAP 9 (Revenue from Exchange Transactions) and GRAP 23 (Revenue from Non-exchange Transactions). As far as Revenue from Non-exchange Transactions is concerned (see Basis of Preparation above), and, in particular, whether the college, when goods are sold, had transferred to the buyer the significant risks and rewards of ownership of the goods and when services are rendered, whether the service has been rendered. Also, of importance is the estimation process involved in initially measuring revenue at fair value thereof.

Student fee revenue is recognised at the amount charged for registered courses, accommodation and other fees. No discount is provided as the college is required to collect all revenue due. Therefore, the probability of non-collection of student fees is not considered as part of revenue recognition but is taken into account when considering the collectability of the student debtor as part of the financial assets. Refer also to the paragraph on allowance for doubtful debts above.

The judgements and estimates applicable to Revenue from Government Grants / Funding, is discussed below.

Classification of non-current, non-financial assets, as cash-generating or non-cash-generating assets

Judgement is needed to determine whether an asset is cash-generating or non-cash-generating. The college determined that all non-current, non-financial assets are non-cash generating. This is determined based on the mandated function of the college which is to provide technical and vocational education and training for which significant funding is received from Government. It is not the intention of the college to generate positive cash flows from its operations.

DHET Funding of operations

The Department of Higher Education and Training (DHET) annually provides funding, titled "Program Funding", to the college for its operations. Programme funding is allocated to the college by DHET in terms of the CET Act and the National Norms and Standards for Funding of TVET colleges and is determined by the estimated Full Time Equivalent Students (FTE's) of the college. The allocation is done based on the projected FTE's for the year and if the college fails to register the projected FTE's, a portion of the programme funding can be clawed back in the following year.

The programme funding is allocated by DHET during their financial year, which is from April to March, but for the college the funds pertain to the college academic and financial year, which is from January to December. Once the college has registered the projected number of FTE's, the condition of the programme funding grant has been met and the grant is recognised in full. The programme funding is paid out partly in cash tranches to the college, and partly through the PERSAL system of the the Department of Higher Education and Training, paid directly to the employees of the college. The method and timing of payment of the grant does, however, do not influence the recognition of revenue.

In terms of the CET Act and DHET Circular 1 of 2015, with effect from 1 April 2015, all non-management personnel of the college, appointed and remunerated through the The Department of Higher Education and Training (PERSAL) and the allocation or programme funding, have migrated to DHET and are DHET employees. Non-management personnel not remunerated from provincial allocations or programme funding remain employees of the college as they are appointed by the college.

The College's staff consists of two groups:

- Employees and management staff appointed on PERSAL; and
- Employees appointed on the college payroll.

SOUTH WEST GAUTENG TVET COLLEGE

Annual Financial Statements for the year ended 31 December 2021

Accounting Policies

1.4 Significant judgements and sources of estimation uncertainty (continued)

The management and other staff who are stationed at a college (College's staff) and are paid through PERSAL are employed by DHET on DHET's PERSAL payroll. Therefore, in terms of labour legislation they are DHET employees and not College employees. However, these employees are stationed permanently and exclusively at the college and are also subject to the governance and management oversight of the college council and the intention is for the college to operate with relative autonomy. The employees are therefore substantively under the operational control of the college, with DHET performing and supporting certain HR related functions, e.g. administering the payroll and appointment, performance management, termination and disciplinary processes.

There is therefore a college expense (outflow of college economic resources) which has to be accounted for by the college.

With respect to the classification, the nature of the expense is related to employee cost, but is not classified as employee cost, because the college is not the employer in terms of labour and related legislation. The expense is therefore classified as a DHET management fee expense in the hands of a college. On the face of the Statement of Financial Performance, it is aggregated with the College's Employee cost expense and it is disclosed separately in the notes.

With respect to the measurement of the expense, DHET settles the liability for Programme Funding towards the college, by assuming an employee cost liability towards the college's employees employed by DHET and paid via PERSAL. The cost or value of the expense for the College is therefore the same as the amount by which the liability that DHET owes to the college decreases as a result of DHET assuming the employee cost liability towards the college employees. This is inclusive of all short-term and long-term employee benefits, e.g. leave and bonus accruals, capped leave and long service awards.

Campuses or Other Property used and controlled, but not owned by the College

Certain campuses and other property used by the college are not registered in the name of the college. The lack of legal ownership could affect whether or not the college has control over the campus. Where, inter alia, beneficial control can be illustrated, the campus in question is recognised, measured and included in the financial statements as either property, plant and equipment (campuses or other property) in terms of the definition of an asset as per the Framework for the Preparation and Presentation of Financial Statements and the definition of Property, Plant and Equipment in GRAP 17, Property, Plant and equipment.

Management has assessed that the college has the substantive rights to the properties listed in Note 8 (Property, plant and equipment). These substantive rights give the college the right to direct access to the land, and to restrictor deny the access of others to the land. Management judged this based on the operations conducted on these campuses and how the college exercise the physical control of the properties, thereby allowing the college to generate future economic benefits or service potential for its own benefit.

Although legal ownership has not yet passed to the college, the CET Act provides for the vesting of all properties in the college. The college applied the guidance in IGRAP 18 "Recognition and Derecognition of Land" in determining the college's substantive rights over these properties and then recognised them as items of property, plant and equipment under GRAP 17.

College Council believes this guidance provides confirmation of the fair presentation of property as part of property, plant and equipment.

1.5 Living resources

The college recognises living resources or agricultural produce when, and only when:

- the college controls the asset as a result of past events;
- it is probable that future economic benefits or service potential associated with the asset will flow to the college; and
- the fair value or cost of the asset can be measured reliably.

Living resources are measured at their fair value less costs to sell.

The fair value of livestock is determined based on market prices of livestock of similar age, breed, and genetic merit.

A gain or loss arising on initial recognition of living resources or agricultural produce at fair value less costs to sell and from a change in fair value less costs to sell of living resources is included in surplus or deficit for the period in which it arises.

Where market determined prices or values are not available, the present value of the expected net cash inflows from the asset, discounted at a current market-determined pre-tax rate where applicable is used to determine fair value.

SOUTH WEST GAUTENG TVET COLLEGE

Annual Financial Statements for the year ended 31 December 2021

Accounting Policies

1.5 Living resources (continued)

An unconditional government grant related to living resources measured at its fair value less costs to sell is recognised as income when the government grant becomes receivable.

Where fair value cannot be measured reliably, biological assets are measured at cost less any accumulated depreciation and any accumulated impairment losses.

1.6 Property, plant and equipment

Property, plant and equipment are tangible non-current assets (including infrastructure assets) that are held for use in the production or supply of goods or services, rental to others, or for administrative purposes, and are expected to be used during more than one period.

The cost of an item of property, plant and equipment is recognised as an asset when:

- it is probable that future economic benefits or service potential associated with the item will flow to the college; and
- the cost of the item can be measured reliably.

Property, plant and equipment is initially measured at cost.

The cost of an item of property, plant and equipment is the purchase price and other costs attributable to bring the asset to the location and condition necessary for it to be capable of operating in the manner intended by management. Trade discounts and rebates are deducted in arriving at the cost.

Where an asset is acquired through a non-exchange transaction, its cost is its fair value as at date of acquisition.

Where an item of property, plant and equipment is acquired in exchange for a non-monetary asset or monetary assets, or a combination of monetary and non-monetary assets, the asset acquired is initially measured at fair value (the cost). If the acquired item's fair value was not determinable, its deemed cost is the carrying amount of the asset(s) given up.

When significant components of an item of property, plant and equipment have different useful lives, they are accounted for as separate items (major components) of property, plant and equipment.

Costs include costs incurred initially to acquire or construct an item of property, plant and equipment and costs incurred subsequently to add to, replace part of, or service it. If a replacement cost is recognised in the carrying amount of an item of property, plant and equipment, the carrying amount of the replaced part is derecognised.

The initial estimate of the costs of dismantling and removing the item and restoring the site on which it is located is also included in the cost of property, plant and equipment, where the entity is obligated to incur such expenditure, and where the obligation arises as a result of acquiring the asset or using it for purposes other than the production of inventories.

Recognition of costs in the carrying amount of an item of property, plant and equipment ceases when the item is in the location and condition necessary for it to be capable of operating in the manner intended by management.

Items such as spare parts, standby equipment and servicing equipment are recognised when they meet the definition of property, plant and equipment.

Major inspection costs which are a condition of continuing use of an item of property, plant and equipment and which meet the recognition criteria above are included as a replacement in the cost of the item of property, plant and equipment. Any remaining inspection costs from the previous inspection are derecognised.

Property, plant and equipment is carried at cost less accumulated depreciation and any impairment losses except for land and buildings which is carried at revalued amount being the fair value at the date of revaluation less any subsequent accumulated depreciation and subsequent accumulated impairment losses.

Revaluations are made with sufficient regularity such that the carrying amount does not differ materially from that which would be determined using fair value at the end of the reporting period.

When an item of property, plant and equipment is revalued, any accumulated depreciation at the date of the revaluation is restated proportionately with the change in the gross carrying amount of the asset so that the carrying amount of the asset after revaluation equals its revalued amount.

SOUTH WEST GAUTENG TVET COLLEGE

Annual Financial Statements for the year ended 31 December 2021

Accounting Policies

1.6 Property, plant and equipment (continued)

Any increase in an asset's carrying amount, as a result of a revaluation, is credited directly to a revaluation surplus. The increase is recognised in surplus or deficit to the extent that it reverses a revaluation decrease of the same asset previously recognised in surplus or deficit.

Any decrease in an asset's carrying amount, as a result of a revaluation, is recognised in surplus or deficit in the current period. The decrease is debited directly to a revaluation surplus to the extent of any credit balance existing in the revaluation surplus in respect of that asset.

The revaluation surplus in equity related to a specific item of property, plant and equipment is transferred directly to retained earnings when the asset is derecognised.

Property, plant and equipment are depreciated on the straight-line basis over their expected useful lives to their estimated residual value.

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

Item	Depreciation method	Average useful life
Land	None	Indefinite
Buildings	Straight-line	10 - 50 years
Machinery and equipment	Straight-line	7 - 12 years
Furniture and fixtures	Straight-line	5 - 12 years
Motor vehicles	Straight-line	5 - 15 years
Computer equipment	Straight-line	5 - 12 years

The depreciable amount of an asset is allocated on a systematic basis over its useful life.

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

The depreciation method used reflects the pattern in which the asset's future economic benefits or service potential are expected to be consumed by the college. The depreciation method applied to an asset is reviewed at least at each reporting date and, if there has been a significant change in the expected pattern of consumption of the future economic benefits or service potential embodied in the asset, the method is changed to reflect the changed pattern. Such a change is accounted for as a change in an accounting estimate.

The college assesses at each reporting date whether there is any indication that the college expectations about the residual value and the useful life of an asset have changed since the preceding reporting date. If any such indication exists, the college revises the expected useful life and/or residual value accordingly. The change is accounted for as a change in an accounting estimate.

The depreciation charge for each period is recognised in surplus or deficit.

Items of property, plant and equipment are derecognised when the asset is disposed of or when there are no further economic benefits or service potential expected from the use of the asset.

The gain or loss arising from the derecognition of an item of property, plant and equipment is included in surplus or deficit when the item is derecognised. The gain or loss arising from the derecognition of an item of property, plant and equipment is determined as the difference between the net disposal proceeds, if any, and the carrying amount of the item.

Assets which the college holds for rentals to others and subsequently routinely sell as part of the ordinary course of activities, are transferred to inventories when the rentals end and the assets are available-for-sale. Proceeds from sales of these assets are recognised as revenue. All cash flows on these assets are included in cash flows from operating activities in the cash flow statement.

The college separately discloses expenditure to repair and maintain property, plant and equipment in the notes to the financial statements (see note 8).

The college discloses relevant information relating to assets under construction, in the notes to the financial statements (see note 8).

SOUTH WEST GAUTENG TVET COLLEGE

Annual Financial Statements for the year ended 31 December 2021

Accounting Policies

1.7 Intangible assets

An asset is identifiable if it either:

- is separable, i.e. is capable of being separated or divided from an entity and sold, transferred, licensed, rented or exchanged, either individually or together with a related contract, identifiable assets or liability, regardless of whether the entity intends to do so; or
- arises from binding arrangements (including rights from contracts), regardless of whether those rights are transferable or separable from the college or from other rights and obligations.

An intangible asset is recognised when:

- it is probable that the expected future economic benefits or service potential that are attributable to the asset will flow to the college; and
- the cost or fair value of the asset can be measured reliably.

The college assesses the probability of expected future economic benefits or service potential using reasonable and supportable assumptions that represent management's best estimate of the set of economic conditions that will exist over the useful life of the asset.

Where an intangible asset is acquired through a non-exchange transaction, its initial cost at the date of acquisition is measured at its fair value as at that date.

Expenditure on research (or on the research phase of an internal project) is recognised as an expense when it is incurred.

Intangible assets are carried at cost less any accumulated amortisation and any impairment losses.

The amortisation period and the amortisation method for intangible assets are reviewed at each reporting date.

Amortisation is provided to write down the intangible assets, on a straight-line basis, to their residual values as follows:

Item	Depreciation method	Average useful life
Computer software	Straight-line	5 - 10 years

Intangible assets are derecognised:

- on disposal; or
- when no future economic benefits or service potential are expected from its use or disposal.

The gain or loss arising from the derecognition of intangible assets is included in surplus or deficit when the asset is derecognised.

1.8 Financial instruments

A financial instrument is any contract that gives rise to a financial asset of one entity and a financial liability or a residual interest of another entity.

The amortised cost of a financial asset or financial liability is the amount at which the financial asset or financial liability is measured at initial recognition minus principal repayments, plus or minus the cumulative amortisation using the effective interest method of any difference between that initial amount and the maturity amount, and minus any reduction (directly or through the use of an allowance account) for impairment or uncollectibility.

A concessionary loan is a loan granted to or received by an entity on terms that are not market related.

Credit risk is the risk that one party to a financial instrument will cause a financial loss for the other party by failing to discharge an obligation.

Currency risk is the risk that the fair value or future cash flows of a financial instrument will fluctuate because of changes in foreign exchange rates.

Derecognition is the removal of a previously recognised financial asset or financial liability from an entity's statement of financial position.

SOUTH WEST GAUTENG TVET COLLEGE

Annual Financial Statements for the year ended 31 December 2021

Accounting Policies

1.8 Financial instruments (continued)

A derivative is a financial instrument or other contract with all three of the following characteristics:

- Its value changes in response to the change in a specified interest rate, financial instrument price, commodity price, foreign exchange rate, index of prices or rates, credit rating or credit index, or other variable, provided in the case of a non-financial variable that the variable is not specific to a party to the contract (sometimes called the 'underlying').
- It requires no initial net investment or an initial net investment that is smaller than would be required for other types of contracts that would be expected to have a similar response to changes in market factors.
- It is settled at a future date.

The effective interest rate method is a method of calculating the amortised cost of a financial asset or a financial liability (or group of financial assets or financial liabilities) and of allocating the interest income or interest expense over the relevant period. The effective interest rate is the rate that exactly discounts estimated future cash payments or receipts through the expected life of the financial instrument or, when appropriate, a shorter period to the net carrying amount of the financial asset or financial liability. When calculating the effective interest rate, an entity shall estimate cash flows considering all contractual terms of the financial instrument (for example, prepayment, call and similar options) but shall not consider future credit losses. The calculation includes all fees and points paid or received between parties to the contract that are an integral part of the effective interest rate (see the Standard of GRAP on Revenue from Exchange Transactions), transaction costs, and all other premiums or discounts. There is a presumption that the cash flows and the expected life of a group of similar financial instruments can be estimated reliably. However, in those rare cases when it is not possible to reliably estimate the cash flows or the expected life of a financial instrument (or group of financial instruments), the entity shall use the contractual cash flows over the full contractual term of the financial instrument (or group of financial instruments).

Fair value is the amount for which an asset could be exchanged, or a liability settled, between knowledgeable willing parties in an arm's length transaction.

A financial asset is:

- cash;
- a residual interest of another entity; or
- a contractual right to:
 - receive cash or another financial asset from another entity; or
 - exchange financial assets or financial liabilities with another entity under conditions that are potentially favourable to the entity.

A financial guarantee contract is a contract that requires the issuer to make specified payments to reimburse the holder for a loss it incurs because a specified debtor fails to make payment when due in accordance with the original or modified terms of a debt instrument.

A financial liability is any liability that is a contractual obligation to:

- deliver cash or another financial asset to another entity; or
- exchange financial assets or financial liabilities under conditions that are potentially unfavourable to the entity.

Interest rate risk is the risk that the fair value or future cash flows of a financial instrument will fluctuate because of changes in market interest rates.

Liquidity risk is the risk encountered by an entity in the event of difficulty in meeting obligations associated with financial liabilities that are settled by delivering cash or another financial asset.

Loan commitment is a firm commitment to provide credit under pre-specified terms and conditions.

Loans payable are financial liabilities, other than short-term payables on normal credit terms.

Market risk is the risk that the fair value or future cash flows of a financial instrument will fluctuate because of changes in market prices. Market risk comprises three types of risk: currency risk, interest rate risk and other price risk.

Other price risk is the risk that the fair value or future cash flows of a financial instrument will fluctuate because of changes in market prices (other than those arising from interest rate risk or currency risk), whether those changes are caused by factors specific to the individual financial instrument or its issuer, or factors affecting all similar financial instruments traded in the market.

A financial asset is past due when a counterparty has failed to make a payment when contractually due.

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Cash Flow Statement

	Notes	2020 R	2019 Restated* R
Cash flows from operating activities			
Receipts			
Tuition and related fees		80 620 094	106 315 913
Government grants and subsidies		328 695 381	212 640 324
Interest income		22 739 315	17 477 668
Rental of facilities and equipment		165 829	214 660
Other receipts		39 752 425	21 900 545
		471 973 044	358 549 110
Payments			
Employee costs		(44 791 267)	(40 470 075)
Suppliers		(171 282 963)	(135 789 110)
Finance costs		(178 178)	(61 271)
		(216 252 408)	(176 320 456)
Net cash flows from operating activities	38	255 720 636	182 228 654
Cash flows from investing activities			
Purchase of property, plant and equipment	8	(46 752 804)	(21 440 099)
Proceeds from sale of property, plant and equipment	8	418	682 927
Purchase of other intangible assets	9	-	(87 975)
Purchase of living resources	7	-	(115 420)
Net cash flows from investing activities		(46 752 386)	(20 960 567)
Cash flows from financing activities			
Repayment of other financial liabilities		(15 312 828)	(17 562 265)
Finance lease payments		(405 781)	(1 131 872)
Net cash flows from financing activities		(15 718 609)	(18 694 137)
Net increase in cash and cash equivalents		193 249 641	142 573 950
Cash and cash equivalents at the beginning of the year		357 294 713	214 720 763
Cash and cash equivalents at the end of the year	6	550 544 354	357 294 713

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Accounting Policies

1.8 Financial instruments (continued)

A residual interest is any contract that manifests an interest in the assets of an entity after deducting all of its liabilities. A residual interest includes contributions from owners, which may be shown as:

- equity instruments or similar forms of unitised capital;
- a formal designation of a transfer of resources (or a class of such transfers) by the parties to the transaction as forming part of an entity's net assets, either before the contribution occurs or at the time of the contribution; or
- a formal agreement, in relation to the contribution, establishing or increasing an existing financial interest in the net assets of an entity.

Transaction costs are incremental costs that are directly attributable to the acquisition, issue or disposal of a financial asset or financial liability. An incremental cost is one that would not have been incurred if the entity had not acquired, issued or disposed of the financial instrument.

Financial instruments at amortised cost are non-derivative financial assets or non-derivative financial liabilities that have fixed or determinable payments, excluding those instruments that:

- the entity designates at fair value at initial recognition; or
- are held for trading.

Financial instruments at cost are investments in residual interests that do not have a quoted market price in an active market, and whose fair value cannot be reliably measured.

Financial instruments at fair value comprise financial assets or financial liabilities that are:

- derivatives;
- contingent consideration of an acquirer in a transfer of functions between entities not under common control to which the Standard of GRAP on Transfer of Functions Between Entities Not Under Common Control (GRAP 106) applies
- combined instruments that are designated at fair value;
- instruments held for trading. A financial instrument is held for trading if:
 - it is acquired or incurred principally for the purpose of selling or repurchasing it in the near-term; or
 - on initial recognition it is part of a portfolio of identified financial instruments that are managed together and for which there is evidence of a recent actual pattern of short term profit-taking;
 - non-derivative financial assets or financial liabilities with fixed or determinable payments that are designated at fair value at initial recognition; and
 - financial instruments that do not meet the definition of financial instruments at amortised cost or financial instruments at cost.

Classification

The college has the following types of financial assets (classes and category) as reflected on the face of the statement of financial position or in the notes thereto:

Class	Category
Receivables from Exchange Transactions	Financial asset measured at amortised cost
Receivables from Non-exchange Transactions	Financial asset measured at amortised cost
Cash and Cash Equivalents	Financial asset measured at amortised cost

The college has the following types of financial liabilities (classes and category) as reflected on the face of the statement of financial position or in the notes thereto:

Class	Category
Payables from Exchange Transactions	Financial liability measured at amortised cost
Other financial liabilities	Financial liability measured at amortised cost

Initial recognition

The college recognises a financial asset or a financial liability in its statement of financial position when the college becomes a party to the contractual provisions of the instrument.

The college recognises financial assets using trade date accounting.

SOUTH WEST GAUTENG TVET COLLEGE

Annual Financial Statements for the year ended 31 December 2021

Accounting Policies

1.8 Financial instruments (continued)

A residual interest is any contract that manifests an interest in the assets of an entity after deducting all of its liabilities. A residual interest includes contributions from owners, which may be shown as:

- equity instruments or similar forms of unissued capital;
- a formal designation of a transfer of resources (or a class of such transfers) by the parties to the transaction as forming part of an entity's net assets, either before the contribution occurs or at the time of the contribution; or
- a formal agreement, in relation to the contribution, establishing or increasing an existing financial interest in the net assets of an entity.

Transaction costs are incremental costs that are directly attributable to the acquisition, issue or disposal of a financial asset or financial liability. An incremental cost is one that would not have been incurred if the entity had not acquired, issued or disposed of the financial instrument.

Financial instruments at amortised cost are non-derivative financial assets or non-derivative financial liabilities that have fixed or determinable payments, excluding those instruments that:

- the entity designates at fair value at initial recognition; or
- are held for trading.

Financial instruments at cost are investments in residual interests that do not have a quoted market price in an active market, and whose fair value cannot be reliably measured.

Financial instruments at fair value comprise financial assets or financial liabilities that are:

- derivatives;
- contingent consideration of an acquirer in a transfer of functions between entities not under common control to which the Standard of GRAP on Transfer of Functions Between Entities Not Under Common Control (GRAP 106) applies
- combined instruments that are designated at fair value;
- instruments held for trading. A financial instrument is held for trading if:
 - it is acquired or incurred principally for the purpose of selling or repurchasing it in the near-term; or
 - on initial recognition it is part of a portfolio of identified financial instruments that are managed together and for which there is evidence of a recent actual pattern of short term profit-taking;
 - non-derivative financial assets or financial liabilities with fixed or determinable payments that are designated at fair value at initial recognition; and
 - financial instruments that do not meet the definition of financial instruments at amortised cost or financial instruments at cost.

Classification

The college has the following types of financial assets (classes and category) as reflected on the face of the statement of financial position or in the notes thereto:

Class	Category
Receivables from Exchange Transactions	Financial asset measured at amortised cost
Receivables from Non-exchange Transactions	Financial asset measured at amortised cost
Cash and Cash Equivalents	Financial asset measured at amortised cost

The college has the following types of financial liabilities (classes and category) as reflected on the face of the statement of financial position or in the notes thereto:

Class	Category
Payables from Exchange Transactions	Financial liability measured at amortised cost
Other financial liabilities	Financial liability measured at amortised cost

Initial recognition

The college recognises a financial asset or a financial liability in its statement of financial position when the college becomes a party to the contractual provisions of the instrument.

The college recognises financial assets using trade date accounting.

SOUTH WEST GAUTENG TVET COLLEGE

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Accounting Policies

1.8 Financial instruments (continued)

The college derecognises a financial asset only when:

- the contractual rights to the cash flows from the financial asset expire, are settled or waived;
- the college transfers to another party substantially all of the risks and rewards of ownership of the financial asset; or
- the college, despite having retained some significant risks and rewards of ownership of the financial asset, has transferred control of the asset to another party and the other party has the practical ability to sell the asset in its entirety to an unrelated third party, and is able to exercise that ability unilaterally and without needing to impose additional restrictions on the transfer. In this case, the college:
 - derecognise the asset; and
 - recognise separately any rights and obligations created or retained in the transfer.

The carrying amounts of the transferred asset are allocated between the rights or obligations retained and those transferred on the basis of their relative fair values at the transfer date. Newly created rights and obligations are measured at their fair values at that date. Any difference between the consideration received and the amounts recognised and derecognised is recognised in surplus or deficit in the period of the transfer.

If the college transfers a financial asset in a transfer that qualifies for derecognition in its entirety and retains the right to service the financial asset for a fee, it recognises either a servicing asset or a servicing liability for that servicing contract. If the fee to be received is not expected to compensate the entity adequately for performing the servicing, a servicing liability for the servicing obligation is recognised at its fair value. If the fee to be received is expected to be more than adequate compensation for the servicing, a servicing asset is recognised for the servicing right at an amount determined on the basis of an allocation of the carrying amount of the larger financial asset.

If, as a result of a transfer, a financial asset is derecognised in its entirety but the transfer results in the entity obtaining a new financial asset or assuming a new financial liability, or a servicing liability, the college recognises the new financial asset, financial liability or servicing liability at fair value.

On derecognition of a financial asset in its entirety, the difference between the carrying amount and the sum of the consideration received is recognised in surplus or deficit.

If the transferred asset is part of a larger financial asset and the part transferred qualifies for derecognition in its entirety, the previous carrying amount of the larger financial asset is allocated between the part that continues to be recognised and the part that is derecognised, based on the relative fair values of those parts, on the date of the transfer. For this purpose, a retained servicing asset is treated as a part that continues to be recognised. The difference between the carrying amount allocated to the part derecognised and the sum of the consideration received for the part derecognised is recognised in surplus or deficit.

If a transfer does not result in derecognition because the college has retained substantially all the risks and rewards of ownership of the transferred asset, the college continues to recognise the transferred asset in its entirety and recognise a financial liability for the consideration received. In subsequent periods, the college recognises any revenue on the transferred asset and any expense incurred on the financial liability. Neither the asset, and the associated liability nor the revenue, and the associated expenses are offset.

Financial liabilities

The college removes a financial liability (or a part of a financial liability) from its statement of financial position when it is extinguished - i.e. when the obligation specified in the contract is discharged, cancelled, expires or waived.

An exchange between an existing borrower and lender of debt instruments with substantially different terms is accounted for as having extinguished the original financial liability and a new financial liability is recognised. Similarly, a substantial modification of the terms of an existing financial liability or a part of it is accounted for as having extinguished the original financial liability and having recognised a new financial liability.

The difference between the carrying amount of a financial liability (or part of a financial liability) extinguished or transferred to another party and the consideration paid, including any non-cash assets transferred or liabilities assumed, is recognised in surplus or deficit. Any liabilities that are waived, forgiven or assumed by another entity by way of a non-exchange transaction are accounted for in accordance with the Standard of GRAP on Revenue from Non-exchange Transactions (Taxes and Transfers).

Presentation

Interest relating to a financial instrument or a component that is a financial liability is recognised as revenue or expense in surplus or deficit.

SOUTH WEST GAUTENG TVET COLLEGE

Annual Financial Statements for the year ended 31 December 2021

Accounting Policies

1.8 Financial instruments (continued)

Losses and gains relating to a financial instrument or a component that is a financial liability is recognised as revenue or expense in surplus or deficit.

A financial asset and a financial liability are only offset and the net amount presented in the statement of financial position when the college currently has a legally enforceable right to set off the recognised amounts and intends either to settle on a net basis, or to realise the asset and settle the liability simultaneously.

In accounting for a transfer of a financial asset that does not qualify for derecognition, the college does not offset the transferred asset and the associated liability.

1.9 Statutory receivables

Identification

Statutory receivables are receivables that arise from legislation, supporting regulations, or similar means, and require settlement by another entity in cash or another financial asset.

Carrying amount is the amount at which an asset is recognised in the statement of financial position.

The cost method is the method used to account for statutory receivables that requires such receivables to be measured at their transaction amount, plus any accrued interest or other charges (where applicable) and, less any accumulated impairment losses and any amounts derecognised.

Nominal interest rate is the interest rate and/or basis specified in legislation, supporting regulations or similar means.

The transaction amount (for purposes of this Standard) for a statutory receivable means the amount specified in, or calculated, levied or charged in accordance with, legislation, supporting regulations, or similar means.

Funding receivable

Funding receivable from DHET arise from non-contracted arrangements as the basis for DHET funding is found in the Continuing Education and Training Act (CET Act) and the National Norms and Standards for Funding Technical and Vocational Education and Training Colleges. Cash receivable from DHET as part of programme funding is regarded as a "statutory receivable".

Recognition

The college recognises statutory receivables as follows:

- if the transaction is an exchange transaction, using the policy on Revenue from exchange transactions;
- if the transaction is a non-exchange transaction, using the policy on Revenue from non-exchange transactions (Taxes and transfers); or
- if the transaction is not within the scope of the policies listed in the above or another Standard of GRAP, the receivable is recognised when the definition of an asset is met and, when it is probable that the future economic benefits or service potential associated with the asset will flow to the entity and the transaction amount can be measured reliably.

Initial measurement

The college initially measures statutory receivables at their transaction amount.

Subsequent measurement

The college measures statutory receivables after initial recognition using the cost method. Under the cost method, the initial measurement of the receivable is changed subsequent to initial recognition to reflect any:

- interest or other charges that may have accrued on the receivable (where applicable);
- impairment losses; and
- amounts derecognised.

Accrued interest

The College does not charge any interest on statutory receivables.

SOUTH WEST GAUTENG TVET COLLEGE

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Accounting Policies

1.8 Financial instruments (continued)

Losses and gains relating to a financial instrument or a component that is a financial liability is recognised as revenue or expense in surplus or deficit.

A financial asset and a financial liability are only offset and the net amount presented in the statement of financial position when the college currently has a legally enforceable right to set off the recognised amounts and intends either to settle on a net basis, or to realise the asset and settle the liability simultaneously.

In accounting for a transfer of a financial asset that does not qualify for derecognition, the college does not offset the transferred asset and the associated liability.

1.9 Statutory receivables

Identification

Statutory receivables are receivables that arise from legislation, supporting regulations, or similar means, and require settlement by another entity in cash or another financial asset.

Carrying amount is the amount at which an asset is recognised in the statement of financial position.

The cost method is the method used to account for statutory receivables that requires such receivables to be measured at their transaction amount, plus any accrued interest or other charges (where applicable) and, less any accumulated impairment losses and any amounts derecognised.

Nominal interest rate is the interest rate and/or basis specified in legislation, supporting regulations or similar means.

The transaction amount (for purposes of this Standard) for a statutory receivable means the amount specified in, or calculated, levied or charged in accordance with, legislation, supporting regulations, or similar means.

Funding receivable

Funding receivable from DHET arise from non-contracted arrangements as the basis for DHET funding is found in the Continuing Education and Training Act (CET Act) and the National Norms and Standards for Funding Technical and Vocational Education and Training Colleges. Cash receivable from DHET as part of programme funding is regarded as a "statutory receivable".

Recognition

The college recognises statutory receivables as follows:

- if the transaction is an exchange transaction, using the policy on Revenue from exchange transactions;
- if the transaction is a non-exchange transaction, using the policy on Revenue from non-exchange transactions (Taxes and transfers); or
- if the transaction is not within the scope of the policies listed in the above or another Standard of GRAP, the receivable is recognised when the definition of an asset is met and, when it is probable that the future economic benefits or service potential associated with the asset will flow to the entity and the transaction amount can be measured reliably.

Initial measurement

The college initially measures statutory receivables at their transaction amount.

Subsequent measurement

The college measures statutory receivables after initial recognition using the cost method. Under the cost method, the initial measurement of the receivable is changed subsequent to initial recognition to reflect any:

- interest or other charges that may have accrued on the receivable (where applicable);
- impairment losses; and
- amounts derecognised.

Accrued interest

The College does not charge any interest on statutory receivables.

SOUTH WEST GAUTENG TVET COLLEGE

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Accounting Policies

1.9 Statutory receivables (continued)

Impairment losses

The college assesses at each reporting date whether there is any indication that a statutory receivable, or a group of statutory receivables, may be impaired.

In assessing whether there is any indication that a statutory receivable, or group of statutory receivables, may be impaired, the college considers, as a minimum, the following indicators:

- Significant financial difficulty of the debtor, which may be evidenced by an application for debt counselling, business rescue or an equivalent.
- It is probable that the debtor will enter sequestration, liquidation or other financial re-organisation.
- A breach of the terms of the transaction, such as default or delinquency in principal or interest payments (where levied).
- Adverse changes in international, national or local economic conditions, such as a decline in growth, an increase in debt levels and unemployment, or changes in migration rates and patterns.

If there is an indication that a statutory receivable, or a group of statutory receivables, may be impaired, the college measures the impairment loss as the difference between the estimated future cash flows and the carrying amount. Where the carrying amount is higher than the estimated future cash flows, the carrying amount of the statutory receivable, or group of statutory receivables, is reduced, either directly or through the use of an allowance account. The amount of the losses is recognised in surplus or deficit.

In estimating the future cash flows, an college considers both the amount and timing of the cash flows that it will receive in future. Consequently, where the effect of the time value of money is material, the entity discounts the estimated future cash flows using a rate that reflects the current risk-free rate and, if applicable, any risks specific to the statutory receivable, or group of statutory receivables, for which the future cash flow estimates have not been adjusted.

An impairment loss recognised in prior periods for a statutory receivable is revised if there has been a change in the estimates used since the last impairment loss was recognised, or to reflect the effect of discounting the estimated cash flows.

Any previously recognised impairment loss is adjusted either directly or by adjusting the allowance account. The adjustment does not result in the carrying amount of the statutory receivable or group of statutory receivables exceeding what the carrying amount of the receivable(s) would have been had the impairment loss not been recognised at the date the impairment is revised. The amount of any adjustment is recognised in surplus or deficit.

Derecognition

The college derecognises a statutory receivable, or a part thereof, when:

- the rights to the cash flows from the receivable are settled, expire or are waived;
- the college transfers to another party substantially all of the risks and rewards of ownership of the receivable; or
- the college, despite having retained some significant risks and rewards of ownership of the receivable, has transferred control of the receivable to another party and the other party has the practical ability to sell the receivable in its entirety to an unrelated third party, and is able to exercise that ability unilaterally and without needing to impose additional restrictions on the transfer. In this case, the entity:
 - derecognise the receivable; and
 - recognise separately any rights and obligations created or retained in the transfer.

The carrying amounts of any statutory receivables transferred are allocated between the rights or obligations retained and those transferred on the basis of their relative fair values at the transfer date. The entity considers whether any newly created rights and obligations are within the scope of the Standard of GRAP on Financial Instruments or another Standard of GRAP. Any difference between the consideration received and the amounts derecognised and, those amounts recognised, are recognised in surplus or deficit in the period of the transfer.

1.10 Leases

A lease is classified as a finance lease if it transfers substantially all the risks and rewards incidental to ownership. A lease is classified as an operating lease if it does not transfer substantially all the risks and rewards incidental to ownership.

When a lease includes both land and buildings elements, the entity assesses the classification of each element separately.

SOUTH WEST GAUTENG TVET COLLEGE

Annual Financial Statements for the year ended 31 December 2021

Accounting Policies

1.10 Leases (continued)

Operating leases - lessor

Operating lease revenue is recognised as revenue on a straight-line basis over the lease term.

Initial direct costs incurred in negotiating and arranging operating leases are added to the carrying amount of the leased asset and recognised as an expense over the lease term on the same basis as the lease revenue.

The aggregate cost of incentives is recognised as a reduction of rental revenue over the lease term on a straight-line basis.

The aggregate benefit of incentives is recognised as a reduction of rental expense over the lease term on a straight-line basis.

Income for leases is disclosed under revenue in statement of financial performance.

Operating leases - lessee

Operating lease payments are recognised as an expense on a straight-line basis over the lease term. The difference between the amounts recognised as an expense and the contractual payments are recognised as an operating lease asset or liability.

1.11 Inventories

Inventories are initially measured at cost except where inventories are acquired through a non-exchange transaction, then their costs are their fair value as at the date of acquisition.

Subsequently inventories are measured at the lower of cost and net realisable value.

Inventories are measured at the lower of cost and current replacement cost where they are held for:

- distribution at no charge or for a nominal charge; or
- consumption in the production process of goods to be distributed at no charge or for a nominal charge.

Current replacement cost is the cost the college incurs to acquire the asset on the reporting date.

The cost of inventories comprises of all costs of purchase, costs of conversion and other costs incurred in bringing the inventories to their present location and condition.

The cost of inventories of items that are not ordinarily interchangeable and goods or services produced and segregated for specific projects is assigned using specific identification of the individual costs.

The cost of inventories is assigned using the weighted average cost formula. The same cost formula is used for all inventories having a similar nature and use to the college.

When inventories are distributed, the carrying amounts of those inventories are recognised as an expense in the period in which they are distributed, or related services are rendered. The amount of any write-down of inventories to current replacement cost and all losses of inventories are recognised as an expense in the period the write-down or loss occurs. The amount of any reversal of any write-down of inventories, arising from an increase in net realisable value or current replacement cost, are recognised as a reduction in the amount of inventories recognised as an expense in the period in which the reversal occurs.

1.12 Impairment of cash-generating assets

Cash-generating assets are assets used with the objective of generating a commercial return. Commercial return means that positive cash flows are expected to be significantly higher than the cost of the asset.

Impairment is a loss in the future economic benefits or service potential of an asset, over and above the systematic recognition of the loss of the asset's future economic benefits or service potential through depreciation (amortisation).

Carrying amount is the amount at which an asset is recognised in the statement of financial position after deducting any accumulated depreciation and accumulated impairment losses thereon.

A cash-generating unit is the smallest identifiable group of assets used with the objective of generating a commercial return that generates cash inflows from continuing use that are largely independent of the cash inflows from other assets or groups of assets.

SOUTH WEST GAUTENG TVET COLLEGE

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Accounting Policies

1.12 Impairment of cash-generating assets (continued)

Costs of disposal are incremental costs directly attributable to the disposal of an asset, excluding finance costs and income tax expense.

Depreciation (Amortisation) is the systematic allocation of the depreciable amount of an asset over its useful life.

Fair value less costs to sell is the amount obtainable from the sale of an asset in an arm's length transaction between knowledgeable, willing parties, less the costs of disposal.

Recoverable amount of an asset or a cash-generating unit is the higher its fair value less costs to sell and its value in use.

Useful life is the period of time over which an asset is expected to be used by the college.

Judgement is needed to determine whether an asset is cash-generating or non-cash-generating. The college determined that all non-current, non-financial assets are non-cash generating. This is determined based on the mandated function of the college which is to provide technical and vocational education and training for which significant funding is received from Government. It is not the intention of the college to generate positive cash flows from its operations.

1.13 Impairment of non-cash-generating assets

Cash-generating assets are assets used with the objective of generating a commercial return. Commercial return means that positive cash flows are expected to be significantly higher than the cost of the asset.

Non-cash-generating assets are assets other than cash-generating assets.

Impairment is a loss in the future economic benefits or service potential of an asset, over and above the systematic recognition of the loss of the asset's future economic benefits or service potential through depreciation (amortisation).

Carrying amount is the amount at which an asset is recognised in the statement of financial position after deducting any accumulated depreciation and accumulated impairment losses thereon.

A cash-generating unit is the smallest identifiable group of assets managed with the objective of generating a commercial return that generates cash inflows from continuing use that are largely independent of the cash inflows from other assets or groups of assets.

Costs of disposal are incremental costs directly attributable to the disposal of an asset, excluding finance costs and income tax expense.

Depreciation (Amortisation) is the systematic allocation of the depreciable amount of an asset over its useful life.

Fair value less costs to sell is the amount obtainable from the sale of an asset in an arm's length transaction between knowledgeable, willing parties, less the costs of disposal.

Recoverable service amount is the higher of a non-cash-generating asset's fair value less costs to sell and its value in use.

Useful life is the period of time over which an asset is expected to be used by the college.

Judgement is needed to determine whether an asset is cash-generating or non-cash-generating. The college determined that all non-current, non-financial assets are non-cash generating. This is determined based on the mandated function of the college which is to provide technical and vocational education and training for which significant funding is received from Government. It is not the intention of the college to generate positive cash flows from its operations.

Designation

At initial recognition, the college designates an asset as non-cash-generating, or an asset or cash-generating unit as cash-generating. The designation is made on the basis of a college's objective of using the asset.

The college designates an asset or a cash-generating unit as cash-generating when:

- its objective is to use the asset or a cash-generating unit in a manner that generates a commercial return; such that
- the asset or cash-generating unit will generate positive cash flows, from continuing use and its ultimate disposal, that are expected to be significantly higher than the cost of the asset.

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Accounting Policies

1.13 Impairment of non-cash-generating assets (continued)

The college designates an asset as non-cash-generating when its objective is not to use the asset to generate a commercial return but to deliver services.

An asset used with the objective of generating a commercial return and service delivery, is designated either as a cash-generating asset or non-cash-generating asset based on whether the college expects to use that asset to generate a commercial return. When it is not clear whether the objective is to use the asset to generate a commercial return, the college designates the asset as a non-cash-generating asset and applies this accounting policy, rather than the accounting policy on Impairment of Non-cash-generating assets.

Identification

When the carrying amount of a non-cash-generating asset exceeds its recoverable service amount, it is impaired.

The college assesses at each reporting date whether there is any indication that a non-cash-generating asset may be impaired. If any such indication exists, the college estimates the recoverable service amount of the asset.

If an intangible asset was initially recognised during the current reporting period, that intangible asset is tested for impairment before the end of the current reporting period.

Value in use

Value in use of non-cash-generating assets is the present value of the non-cash-generating assets remaining service potential.

The present value of the remaining service potential of a non-cash-generating assets is determined using the following approach:

Depreciated replacement cost approach

The present value of the remaining service potential of a non-cash-generating asset is determined as the depreciated replacement cost of the asset. The replacement cost of an asset is the cost to replace the asset's gross service potential. This cost is depreciated to reflect the asset in its used condition. An asset may be replaced either through reproduction (replication) of the existing asset or through replacement of its gross service potential. The depreciated replacement cost is measured as the current reproduction or replacement cost of the asset, whichever is lower, less accumulated depreciation calculated on the basis of such cost, to reflect the already consumed or expired service potential of the asset.

The replacement cost and reproduction cost of an asset is determined on an "optimised" basis. The rationale is that the college would not replace or reproduce the asset with a like asset if the asset to be replaced or reproduced is an overdesigned or overcapacity asset. Overdesigned assets contain features which are unnecessary for the goods or services the asset provides. Overcapacity assets are assets that have a greater capacity than is necessary to meet the demand for goods or services the asset provides. The determination of the replacement cost or reproduction cost of an asset on an optimised basis thus reflects the service potential required of the asset.

Restoration cost approach

Restoration cost is the cost of restoring the service potential of an asset to its pre-impaired level. The present value of the remaining service potential of the asset is determined by subtracting the estimated restoration cost of the asset from the current cost of replacing the remaining service potential of the asset before impairment. The latter cost is determined as the depreciated reproduction or replacement cost of the asset, whichever is lower.

Service units approach

The present value of the remaining service potential of the asset is determined by reducing the current cost of the remaining service potential of the asset before impairment, to conform to the reduced number of service units expected from the asset in its impaired state. The current cost of replacing the remaining service potential of the asset before impairment is determined as the depreciated reproduction or replacement cost of the asset before impairment, whichever is lower.

Recognition and measurement

If the recoverable service amount of a non-cash-generating asset is less than its carrying amount, the carrying amount of the asset is reduced to its recoverable service amount. This reduction is an impairment loss.

SOUTH WEST GAUTENG TVET COLLEGE

Annual Financial Statements for the year ended 31 December 2021

Accounting Policies

1.13 Impairment of non-cash-generating assets (continued)

An impairment loss is recognised immediately in surplus or deficit.

Any impairment loss of a revalued non-cash-generating asset is treated as a revaluation decrease.

When the amount estimated for an impairment loss is greater than the carrying amount of the non-cash-generating asset to which it relates, the college recognises a liability only to the extent that is a requirement in the Standards of GRAP.

After the recognition of an impairment loss, the depreciation (amortisation) charge for the non-cash-generating asset is adjusted in future periods to allocate the non-cash-generating asset's revised carrying amount, less its residual value (if any), on a systematic basis over its remaining useful life.

Reversal of an impairment loss

The college assesses at each reporting date whether there is any indication that an impairment loss recognised in prior periods for a non-cash-generating asset may no longer exist or may have decreased. If any such indication exists, the college estimates the recoverable service amount of that asset.

An impairment loss recognised in prior periods for a non-cash-generating asset is reversed if there has been a change in the estimates used to determine the asset's recoverable service amount since the last impairment loss was recognised. The carrying amount of the asset is increased to its recoverable service amount. The increase is a reversal of an impairment loss. The increased carrying amount of an asset attributable to a reversal of an impairment loss does not exceed the carrying amount that would have been determined (net of depreciation or amortisation) had no impairment loss been recognised for the asset in prior periods.

A reversal of an impairment loss for a non-cash-generating asset is recognised immediately in surplus or deficit.

Any reversal of an impairment loss of a revalued non-cash-generating asset is treated as a revaluation increase.

After a reversal of an impairment loss is recognised, the depreciation (amortisation) charge for the non-cash-generating asset is adjusted in future periods to allocate the non-cash-generating asset's revised carrying amount, less its residual value (if any), on a systematic basis over its remaining useful life.

Redesignation

The redesignation of assets from a cash-generating asset to a non-cash-generating asset or from a non-cash-generating asset to a cash-generating asset only occur when there is clear evidence that such a redesignation is appropriate.

1.14 Employee benefits

Short-term employee benefits

Short-term employee benefits are employee benefits (other than termination benefits) that are due to be settled within twelve months after the end of the period in which the employees render the related service.

Short-term employee benefits include items such as:

- wages, salaries and social security contributions;
- short-term compensated absences (such as paid annual leave and paid sick leave) where the compensation for the absences is due to be settled within twelve months after the end of the reporting period in which the employees render the related employee service;
- bonus, incentive and performance related payments payable within twelve months after the end of the reporting period in which the employees render the related service; and
- non-monetary benefits (for example, medical care, and free or subsidised goods or services such as housing, cars and cellphones) for current employees.

When an employee has rendered service to the entity during a reporting period, the college recognises the undiscounted amount of short-term employee benefits expected to be paid in exchange for that service:

- as a liability (accrued expense), after deducting any amount already paid. If the amount already paid exceeds the undiscounted amount of the benefits, the college recognises that excess as an asset (prepaid expense) to the extent that the prepayment will lead to, for example, a reduction in future payments or a cash refund; and
- as an expense, unless another Standard requires or permits the inclusion of the benefits in the cost of an asset.

SOUTH WEST GAUTENG TVET COLLEGE

Annual Financial Statements for the year ended 31 December 2021

Accounting Policies

1.14 Employee benefits (continued)

The expected cost of compensated absences is recognised as an expense as the employees render services that increase their entitlement or, in the case of non-accumulating absences, when the absence occurs. The college measures the expected cost of accumulating compensated absences as the additional amount that the entity expects to pay as a result of the unused entitlement that has accumulated at the reporting date.

The college recognises the expected cost of bonus, incentive and performance related payments when the college has a present legal or constructive obligation to make such payments as a result of past events and a reliable estimate of the obligation can be made. A present obligation exists when the entity has no realistic alternative but to make the payments.

Post-employment benefits

Post-employment benefits are employee benefits (other than termination benefits) which are payable after the completion of employment.

Post-employment benefit plans are formal or informal arrangements under which an entity provides post-employment benefits for one or more employees.

Multi-employer plans are defined contribution plans (other than state plans and composite social security programmes) or defined benefit plans (other than state plans) that pool the assets contributed by various entities that are not under common control and use those assets to provide benefits to employees of more than one entity, on the basis that contribution and benefit levels are determined without regard to the identity of the entity that employs the employees concerned.

Post-employment benefits: Defined contribution plans

Defined contribution plans are post-employment benefit plans under which an entity pays fixed contributions into a separate entity (a fund) and will have no legal or constructive obligation to pay further contributions if the fund does not hold sufficient assets to pay all employee benefits relating to employee service in the current and prior periods.

When an employee has rendered service to the college during a reporting period, the college recognises the contribution payable to a defined contribution plan in exchange for that service:

- as a liability (accrued expense), after deducting any contribution already paid. If the contribution already paid exceeds the contribution due for service before the reporting date, an college recognises that excess as an asset (prepaid expense) to the extent that the prepayment will lead to, for example, a reduction in future payments or a cash refund; and
- as an expense, unless another Standard requires or permits the inclusion of the contribution in the cost of an asset.

Where contributions to a defined contribution plan do not fall due wholly within twelve months after the end of the reporting period in which the employees render the related service, they are discounted. The rate used to discount reflects the time value of money. The currency and term of the financial instrument selected to reflect the time value of money is consistent with the currency and estimated term of the obligation.

Termination benefits

The college recognises termination benefits as a liability and an expense when the entity is demonstrably committed to either:

- terminate the employment of an employee or group of employees before the normal retirement date; or
- provide termination benefits as a result of an offer made in order to encourage voluntary redundancy.

The college is demonstrably committed to a termination when the entity has a detailed formal plan for the termination and is without realistic possibility of withdrawal. The detailed plan includes (as a minimum):

- the location, function, and approximate number of employees whose services are to be terminated;
- the termination benefits for each job classification or function; and
- the time at which the plan will be implemented.

Implementation begins as soon as possible and the period of time to complete implementation is such that material changes to the plan are not likely.

Where termination benefits fall due more than 12 months after the reporting date, they are discounted using an appropriate discount rate. The rate used to discount the benefit reflects the time value of money. The currency and term of the financial instrument selected to reflect the time value of money is consistent with the currency and estimated term of the benefit.

SOUTH WEST GAUTENG TVET COLLEGE

Annual Financial Statements for the year ended 31 December 2021

Accounting Policies

1.14 Employee benefits (continued)

In the case of an offer made to encourage voluntary redundancy, the measurement of termination benefits shall be based on the number of employees expected to accept the offer.

1.15 Provisions and contingencies

Provisions are recognised when:

- the college has a present obligation as a result of a past event;
- it is probable that an outflow of resources embodying economic benefits or service potential will be required to settle the obligation; and
- a reliable estimate can be made of the obligation.

The amount of a provision is the best estimate of the expenditure expected to be required to settle the present obligation at the reporting date.

Where the effect of time value of money is material, the amount of a provision is the present value of the expenditures expected to be required to settle the obligation.

The discount rate is a pre-tax rate that reflects current market assessments of the time value of money and the risks specific to the liability.

Where some or all of the expenditure required to settle a provision is expected to be reimbursed by another party, the reimbursement is recognised when, and only when, it is virtually certain that reimbursement will be received if the college settles the obligation. The reimbursement is treated as a separate asset. The amount recognised for the reimbursement does not exceed the amount of the provision.

Provisions are reviewed at each reporting date and adjusted to reflect the current best estimate. Provisions are reversed if it is no longer probable that an outflow of resources embodying economic benefits or service potential will be required, to settle the obligation.

Where discounting is used, the carrying amount of a provision increases in each period to reflect the passage of time. This increase is recognised as an interest expense.

A provision is used only for expenditures for which the provision was originally recognised.

Provisions are not recognised for future operating surplus.

If an college has a contract that is onerous, the present obligation (net of recoveries) under the contract is recognised and measured as a provision.

A constructive obligation to restructure arises only when an entity:

- has a detailed formal plan for the restructuring, identifying at least:
 - the activity/operating unit or part of an activity/operating unit concerned;
 - the principal locations affected;
 - the location, function, and approximate number of employees who will be compensated for services being terminated;
 - the expenditures that will be undertaken; and
 - when the plan will be implemented; and
- has raised a valid expectation in those affected that it will carry out the restructuring by starting to implement that plan or announcing its main features to those affected by it.

A restructuring provision includes only the direct expenditures arising from the restructuring, which are those that are both:

- necessarily entailed by the restructuring; and
- not associated with the ongoing activities of the college

Contingent assets and contingent liabilities are not recognised. Contingencies are disclosed in note 40.

SOUTH WEST GAUTENG TVET COLLEGE

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Accounting Policies

1.15 Provisions and contingencies (continued)

DHET management fee

The remuneration of management and other personnel appointed by DHET on Persal and paid through Porsal using the College's funds is measured at the cost of the remuneration to DHET, inclusive of leave, bonus and other employee related accruals and/or provisions, as and when incurred by DHET. The related expense is recognised as a DHET management fee expense.

1.16 Commitments

Items are classified as commitments when an entity has committed itself to future transactions that will normally result in the outflow of cash.

Disclosures are required in respect of unrecognised contractual commitments.

Commitments for which disclosure is necessary to achieve a fair presentation should be disclosed in a note to the financial statements, if both the following criteria are met:

- Contracts should be non-cancellable or only cancellable at significant cost (for example, contracts for computer or building maintenance services); and
- Contracts should relate to something other than the routine, steady, state business of the entity – therefore salary commitments relating to employment contracts or social security benefit commitments are excluded.

1.17 Revenue from exchange transactions

Revenue is the gross inflow of economic benefits or service potential during the reporting period when those inflows result in an increase in net assets, other than increases relating to contributions from owners.

An exchange transaction is one in which the college receives assets or services, or has liabilities extinguished, and directly gives approximately equal value (primarily in the form of goods, services or use of assets) to the other party in exchange.

Fair value is the amount for which an asset could be exchanged, or a liability settled, between knowledgeable, willing parties in an arm's length transaction.

Measurement

Revenue is measured at the fair value of the consideration received or receivable, net of trade discounts and volume rebates.

The amount of revenue arising on a transaction which is statutory (non-contractual) in nature is usually measured by reference to the relevant legislation, regulation or similar means. The fee structure, tariffs or calculation basis specified in legislation, regulation or similar means is used to determine the amount of revenue that should be recognised. This amount represents the fair value, on initial measurement, of the consideration received or receivable for revenue that arises from a statutory (non-contractual) arrangement (see the accounting policy on Statutory Receivables).

Sale of goods

Revenue from the sale of goods is recognised when all the following conditions have been satisfied:

- the college has transferred to the purchaser the significant risks and rewards of ownership of the goods;
- the college retains neither continuing managerial involvement to the degree usually associated with ownership nor effective control over the goods sold;
- the amount of revenue can be measured reliably;
- it is probable that the economic benefits or service potential associated with the transaction will flow to the college; and
- the costs incurred or to be incurred in respect of the transaction can be measured reliably.

SOUTH WEST GAUTENG TVET COLLEGE

Annual Financial Statements for the year ended 31 December 2021

Accounting Policies

1.17 Revenue from exchange transactions (continued)

Rendering of services

When the outcome of a transaction involving the rendering of services can be estimated reliably, revenue associated with the transaction is recognised by reference to the stage of completion of the transaction at the reporting date. The outcome of a transaction can be estimated reliably when all the following conditions are satisfied:

- the amount of revenue can be measured reliably;
- it is probable that the economic benefits or service potential associated with the transaction will flow to the college;
- the stage of completion of the transaction at the reporting date can be measured reliably; and
- the costs incurred for the transaction and the costs to complete the transaction can be measured reliably.

When services are performed by an indeterminate number of acts over a specified time frame, revenue is recognised on a straight-line basis over the specified time frame unless there is evidence that some other method better represents the stage of completion. When a specific act is much more significant than any other acts, the recognition of revenue is postponed until the significant act is executed.

When the outcome of the transaction involving the rendering of services cannot be estimated reliably, revenue is recognised only to the extent of the expenses recognised that are recoverable.

Service revenue is recognised by reference to the stage of completion of the transaction at the reporting date. Stage of completion is determined by services performed to date as a percentage of total services to be performed.

Interest and royalties

Revenue arising from the use by others of entity assets yielding interest, royalties and dividends or similar distributions is recognised when:

- It is probable that the economic benefits or service potential associated with the transaction will flow to the college, and
- The amount of the revenue can be measured reliably.

Interest is recognised, in surplus or deficit, using the effective interest rate method.

Royalties are recognised as they are earned in accordance with the substance of the relevant agreements. Royalties determined on a time basis are recognised on a straight-line basis over the period of the agreement. Royalty arrangements that are based on production, sales and other measures are recognised by reference to the underlying arrangement.

Tuition Fees

Tuition Fees are levied in terms of approved tariffs. Tuition Fees are recognised over the period of instruction.

Rentals received

Revenue from the rental of facilities and equipment is recognised on a Straight-line Basis over the term of the lease agreement.

1.18 Revenue from non-exchange transactions

Control of an asset arises when the college can use or otherwise benefit from the asset in pursuit of its objectives and can exclude or otherwise regulate the access of others to that benefit.

Exchange transactions are transactions in which one entity receives assets or services, or has liabilities extinguished, and directly gives approximately equal value (primarily in the form of cash, goods, services, or use of assets) to another entity in exchange.

Transfers are inflows of future economic benefits or service potential from non-exchange transactions, other than taxes.

Non-exchange transactions are transactions that are not exchange transactions. In a non-exchange transaction, a college either receives value from another college without directly giving approximately equal value in exchange, or gives value to another college without directly receiving approximately equal value in exchange.

When the college receives an asset or a service as part of a non-exchange transaction and the definition and recognition criteria of an asset is met, the college recognises the asset and initially measures it at its fair value as at the date of acquisition.

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Accounting Policies

1.18 Revenue from non-exchange transactions (continued)

When there are conditions on transferred assets or services received by the college which result therein that the college has a present obligation on initial recognition, which meets the definition and recognition criteria of a liability, the college recognises a corresponding liability, initially measured as the best estimate of the amount required to settle the present obligation at the reporting date.

An inflow of resources from a non-exchange transaction recognised as an asset is recognised as revenue, except to the extent that a liability is also recognised in respect of the same inflow.

As the college satisfies a present obligation recognised as a liability in respect of an inflow of resources from a non-exchange transaction recognised as an asset, it reduces the carrying amount of the liability recognised and recognises an amount of revenue equal to that reduction.

Revenue from a non-exchange transaction is measured at the amount of the increase in net assets recognised by the college.

When, as a result of a non-exchange transaction, the college recognises an asset, it also recognises revenue equivalent to the amount of the asset measured at its fair value as at the date of acquisition, unless it is also required to recognise a liability. Where a liability is required to be recognised it will be measured as the best estimate of the amount required to settle the obligation at the reporting date, and the amount of the increase in net assets, if any, recognised as revenue. When a liability is subsequently reduced, because a condition is satisfied, the amount of the reduction in the liability is recognised as revenue.

Recognition

An inflow of resources from a non-exchange transaction recognised as an asset is recognised as revenue, except to the extent that a liability is also recognised in respect of the same inflow.

As the college satisfies a present obligation recognised as a liability in respect of an inflow of resources from a non-exchange transaction recognised as an asset, it reduces the carrying amount of the liability recognised and recognises an amount of revenue equal to that reduction.

Measurement

Revenue from a non-exchange transaction is measured at the amount of the increase in net assets recognised by the college.

When, as a result of a non-exchange transaction, the college recognises an asset, it also recognises revenue equivalent to the amount of the asset measured at its fair value as at the date of acquisition, unless it is also required to recognise a liability. Where a liability is required to be recognised it will be measured as the best estimate of the amount required to settle the obligation at the reporting date, and the amount of the increase in net assets, if any, recognised as revenue. When a liability is subsequently reduced, because the taxable event occurs or a condition is satisfied, the amount of the reduction in the liability is recognised as revenue.

Government Grants and Receipts

Conditional grants, donations and funding are recognised as revenue to the extent that the college has complied with any of the criteria, conditions or obligations embodied in the agreement.

Government grants that are receivable as compensation for expenses or losses already incurred or for the purpose of giving immediate financial support to the college with no future related costs, are recognised in surplus or deficit in the period in which they become receivable.

Interest earned on investments is treated in accordance with grant conditions. If it is payable to the funder it is recorded as part of the creditor and if it is the college's interest, it is recognised as interest earned in surplus or deficit.

Program Funding

The full Programme Funding allocated to the college in terms of the CET Act, the Funding Norms and the final grant letter received from the department, is recognised in full in the College's financial year during which the enrolment and training of students, to which the grant pertains, are performed by the college. It is measured at the total amount allocated to the College by DHET, inclusive of both the part paid in cash and the part paid via PERSAL.

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Accounting Policies

1.18 Revenue from non-exchange transactions (continued)

Provisions are reviewed at reporting date and the amount of a provision is the present value of the expenditure expected to be required to settle the obligation. When the effect of discounting is material, provisions are determined by discounting the expected future cash flows that reflect current market assessments of the time value of money. The impact of the periodic unwinding of the discount is recognised in surplus or deficit as a finance cost as it occurs.

Public Contributions

Revenue from public contributions is recognised when all conditions associated with the contribution have been met or where the contribution is to finance property, plant and equipment, when such items of property, plant and equipment are brought into use.

1.19 Borrowing costs

Borrowing costs are interest and other expenses incurred by an entity in connection with the borrowing of funds.

Borrowing costs are recognised as an expense in the period in which they are incurred.

1.20 Comparative figures

Where necessary, comparative figures have been reclassified to conform to changes in presentation in the current year.

1.21 Segment information

A segment is an activity of an entity:

- that generates economic benefits or service potential (including economic benefits or service potential relating to transactions between activities of the same entity);
- whose results are regularly reviewed by management to make decisions about resources to be allocated to that activity and in assessing its performance; and
- for which separate financial information is available.

Reportable segments are the actual segments which are reported on in the segment report. They are the segments identified above or alternatively an aggregation of two or more of those segments where the aggregation criteria are met.

Measurement

The amount of each segment item reported is the measure reported to management for the purposes of making decisions about allocating resources to the segment and assessing its performance. Adjustments and eliminations made in preparing the entity's financial statements and allocations of revenues and expenses are included in determining reported segment surplus or deficit only if they are included in the measure of the segment's surplus or deficit that is used by management. Similarly, only those assets and liabilities that are included in the measures of the segment's assets and segment's liabilities that are used by management are reported for that segment. If amounts are allocated to reported segment surplus or deficit, assets or liabilities, those amounts are allocated on a reasonable basis.

If management uses only one measure of a segment's surplus or deficit, the segment's assets or the segment's liabilities in assessing segment performance and deciding how to allocate resources, segment surplus or deficit, assets and liabilities are reported in terms of that measure. If management uses more than one measure of a segment's surplus or deficit, the segment's assets or the segment's liabilities, the reported measures are those that management believes are determined in accordance with the measurement principles most consistent with those used in measuring the corresponding amounts in the entity's financial statements.

1.22 Related parties

A related party is a person or an entity with the ability to control or jointly control the other party, or exercise significant influence over the other party, or vice versa, or an entity that is subject to common control, or joint control.

Control is the power to govern the financial and operating policies of an entity so as to obtain benefits from its activities.

Joint control is the agreed sharing of control over an activity by a binding arrangement, and exists only when the strategic financial and operating decisions relating to the activity require the unanimous consent of the parties sharing control (the venturers).

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Accounting Policies

1.22 Related parties (continued)

Related party transaction is a transfer of resources, services or obligations between the reporting entity and a related party, regardless of whether a price is charged.

Significant influence is the power to participate in the financial and operating policy decisions of an entity, but is not control over those policies.

Management are those persons responsible for planning, directing and controlling the activities of the college, including those charged with the governance of the college in accordance with legislation, in instances where they are required to perform such functions.

Close members of the family of a person are those family members who may be expected to influence, or be influenced by that person in their dealings with the college.

The college is exempt from disclosure requirements in relation to related party transactions if that transaction occurs within normal supplier and/or client/recipient relationships on terms and conditions no more or less favourable than those which it is reasonable to expect the college to have adopted if dealing with that individual entity or person in the same circumstances and terms and conditions are within the normal operating parameters established by that reporting entity's legal mandate.

Where the college is exempt from the disclosures in accordance with the above, the college discloses narrative information about the nature of the transactions and the related outstanding balances, to enable users of the entity's financial statements to understand the effect of related party transactions on its annual financial statements.

1.23 Events after reporting date

Events after reporting date are those events, both favourable and unfavourable, that occur between the reporting date and the date when the financial statements are authorised for issue. Two types of events can be identified:

- those that provide evidence of conditions that existed at the reporting date (adjusting events after the reporting date); and
- those that are indicative of conditions that arose after the reporting date (non-adjusting events after the reporting date).

The college will adjust the amount recognised in the financial statements to reflect adjusting events after the reporting date once the event occurred.

The college will disclose the nature of the event and an estimate of its financial effect or a statement that such estimate cannot be made in respect of all material non-adjusting events, where non-disclosure could influence the economic decisions of users taken on the basis of the financial statements.

1.24 Grants-In-Aid

The college transfers money to individuals, organisations and other sectors of government from time to time. When making these transfers, the college does not:

- Receive any goods or services directly in return, as would be expected in a purchase or sale transaction;
- Expect to be repaid in future; or
- Expect a financial return, as would be expected from an investment.

These transfers are recognised in surplus or deficit as expenses in the period that the events giving rise to the transfer occurred.

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Notes to the Annual Financial Statements

	2021	2020
	R	Restated*
		R

2. Standards and interpretations issued, but not yet effective

The College has not applied the following standards and interpretations, which have been published and are mandatory for the College's accounting periods beginning on or after 01 January 2022 or later periods:

2.1. GRAP 25 (as revised 2021): Employee Benefits

Background

The Board issued the Standard of GRAP on Employee Benefits (GRAP 25) in November 2009. GRAP 25 was based on the International Public Sector Accounting Standard on Employee Benefits (IPSAS 25) effective at that time. However, GRAP 25 was modified in some respects where the Board decided the requirements of the International Accounting Standard on Employee Benefits (IAS@ 19) were more appropriate. Specifically, the Board:

- Eliminated the corridor method and required recognition of actuarial gains and losses in full in the year that they arise.
- Required the recognition of past service costs in the year that a plan is amended, rather than on the basis of whether they are vested or unvested.

Since 2009, the International Accounting Standards Board® has made several changes to IAS 19, including changes to the recognition of certain benefits, and where these changes are recognised. The IPSASB made similar changes to its standard and as a result of the extent of changes, issued IPSAS 39 on Employee Benefits to replace IPSAS 25 in 2016.

When the Board consulted locally on the proposed amendments to IPSAS 25 in 2016, stakeholders welcomed the amendments to align IPSAS 25 to IAS 19 and supported the changes that resulted in IPSAS 39. In developing GRAP 25, the Board agreed to include the guidance from the IFRS Interpretation on IAS 19 – The Limit on a Defined Benefit Asset, Minimum Funding Requirements and their Interaction (IFRIC 14@) partly in GRAP 25 and partly in the Interpretation of the Standards of GRAP on The Limit on a Defined Benefit Asset, Minimum Funding Requirements and their Interaction (IGRAP 7).

Key amendments to GRAP 25

The Board agreed to align GRAP 25 with IPSAS 39, but that local issues and the local environment need to be considered.

As a result of this decision, there are areas where GRAP 25 departs from the requirements of IPSAS 39. The Board's decisions to depart are explained in the basis for conclusions.

The amendments to GRAP 25 are extensive and mostly affect the accounting for defined benefit plans. A new renumbered Standard of GRAP (e.g. GRAP 39) will not be issued, but rather a new version of the current GRAP 25.

The effective date of these revisions have not yet been set by the Minister of Finance.

The College expects to adopt the revisions for the first time when the effective date has been set by the Minister of Finance.

It is unlikely that the revisions will have a material impact on the College's annual financial statements.

2.2. Guideline: Guideline on the Application of Materiality to Financial Statements

The objective of this guideline: The objective of this Guideline is to provide guidance that will assist entities to apply the concept of materiality when preparing financial statements in accordance with Standards of GRAP. The Guideline aims to assist entities in achieving the overall financial reporting objective. The Guideline outlines a process that may be considered by entities when applying materiality to the preparation of financial statements. The process was developed based on concepts outlined in Discussion Paper 9 on Materiality – Reducing Complexity and Improving Reporting, while also clarifying existing principles from the Conceptual Framework for General Purpose Financial Reporting and other relevant Standards of GRAP. The Guideline includes examples and case studies to illustrate how an entity may apply the principles in the Guideline, based on specific facts presented.

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Notes to the Annual Financial Statements

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		R

It covers: Definition and characteristics of materiality, Role of materiality in the financial statements, Identifying the users of financial statements and their information needs, assessing whether information is material, Applying materiality in preparing the financial statements, and Appendixes with References to the Conceptual Framework for General Purpose Financial Reporting and the Standards of GRAP & References to pronouncements used in the Guideline.

The guideline is encouraged to be used by entities.

The College expects to adopt the guideline for the first time in the 2022 annual financial statements.

It is unlikely that the standard will have a material impact on the College's annual financial statements.

2.3. GRAP 104 (amended): Financial Instruments

Following the global financial crisis, a number of concerns were raised about the accounting for financial instruments. This included that (a) information on credit losses and defaults on financial assets was received too late to enable proper decision-making, (b) using fair value in certain instances was inappropriate, and (c) some of the existing accounting requirements were seen as too rules based. As a result, the International Accounting Standards Board® amended its existing Standards to deal with these issues. The IASB issued IFRS® Standard on Financial Instruments (IFRS 9) in 2009 to address many of the concerns raised. Revisions were also made to IAS@ on Financial Instruments: Presentation and the IFRS Standard@ on Financial Instruments: Disclosures. The IPSASB issued revised International Public Sector Accounting Standards in June 2018 so as to align them with the equivalent IFRS Standards.

The revisions better align the Standards of GRAP with recent international developments. The amendments result in better information available to make decisions about financial assets and their recoverability, and more transparent information on financial liabilities.

The most significant changes to the Standard affect:

- Financial guarantee contracts issued
- Loan commitments issued
- Classification of financial assets
- Amortised cost of financial assets
- Impairment of financial assets
- Disclosures

The effective date of the amendment is not yet set by the Minister of Finance.

The College expects to adopt the amendment for the first time when the Minister sets the effective date for the amendment.

It is unlikely that the standard will have a material impact on the College's annual financial statements.

2.4. GRAP 2020: Improvements to the standards of GRAP 2020

Every three years, the Accounting Standards Board undertakes periodic revisions of the Standards of GRAP, in line with best practice internationally among standard setters.

Improvements to Standards of GRAP are aimed at aligning the Standards of GRAP with international best practice, to maintain the quality and to improve the relevance of the Standards of GRAP.

Amendments include,

GRAP 5 – Borrowing Costs

For general borrowings, borrowing costs eligible for capitalisation determined by applying a capitalisation rate

- Clarify that borrowings made specifically for purposes of obtaining a qualifying asset are excluded until substantially all the activities necessary to prepare asset for intended use or sale are complete.

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GRAP 13 – Leases

- Operating leases & Sale and leaseback transactions are currently assessed for impairment in accordance with GRAP 26.
- Clarify that these arrangements may also be assessed in accordance with GRAP 21.

GRAP 16 – Investment Property

- Clarify that GRAP 21 may be applied to assess investment property for impairment
- Include heading "Classification of property as investment property" (par 6 and 7) & delete existing headings
- Investment property under construction (within scope of GRAP 16)
 - Added heading "Guidance on initially measuring self-constructed investment property at fair value"
 - Added clarification that investment property is measured at fair value at earliest of:
 - completion of construction or development; or
 - when fair value becomes reliably measurable
- Clarify requirements on transfers to and from Investment property
- Change in use involves an assessment on whether:
 - property meets, or ceases to meet definition of investment property and
 - evidence exists that a change in use has occurred
- List of examples of a change in use is regarded as non-exhaustive

GRAP 17 – Property, Plant and Equipment

- Delete example indicating that quarries and land used for landfill may be depreciated in certain instances.
- Land has an unlimited useful life and cannot be consumed through its use.

GRAP 20 – Related Party Disclosures

Clarify that entity, or any member of a group of which it is part, providing management services to reporting entity (or controlling entity of reporting entity) is a related party

- Disclose amounts incurred by the entity for the provision of management services that are provided by a separate management entity.
- If an entity obtains management services from another entity ("the management entity") the entity is not required to apply the requirements in paragraph 35 to the remuneration paid or payable by the management entity to the management entity's employees or those charged with governance of the entity in accordance with legislation, in instances where they are required to perform such functions.
- Management services are services where employees of management entity perform functions as "management" as defined.

GRAP 24 – Presentation of Budget Information in Financial Statements

Terminology amended

- Primary financial statements amended to "financial statements" or "face of the financial statements".

GRAP 31 – Intangible Assets

Extend requirement to consider whether reassessing useful life of intangible asset as finite rather as indefinite indicates that asset may be impaired both under cost model or revaluation model.

GRAP 32 – Service Concession Arrangements: Grantor

Clarify disclosure requirement for service concession assets

- Disclose carrying amount of each material service concession asset recognised at the reporting date

GRAP 37 – Joint Arrangements

Application guidance clarified

- When party obtains joint control in a joint operation where activity of joint operation constitutes a function (GRAP 105 or GRAP 106), previous held interest in joint operation is not remeasured.

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GRAP 106 – Transfer of Functions Between Entities Not Under Common Control

When party obtains control of joint operation and entity had rights to assets, or obligations to liabilities before acquisition date, it comprises an acquisition received in stages.

- Apply the requirements for an acquisition achieved in stages, including remeasuring previously held interest in joint operation.

Directive 7 – The Application of Deemed Cost

Clarify that bearer plants fall within scope of Directive.

The effective date of these improvements is 01 April 2023.

The College expects to adopt the improvements for the first time in the 2024 annual financial statements.

It is unlikely that the improvements will have a material impact on the College's annual financial statements.

2.5. GRAP 1 (amended): Presentation of Financial Statements

Amendments to this Standard of GRAP, are primarily drawn from the IASB's Amendments to IAS 1.

Summary of amendments are:

Materiality and aggregation

The amendments clarify that:

- information should not be obscured by aggregating or by providing immaterial information;
- materiality considerations apply to all parts of the financial statements; and
- even when a Standard of GRAP requires a specific disclosure, materiality considerations apply.

Statement of financial position and statement of financial performance

The amendments clarify that the list of line items to be presented in these statements can be disaggregated and aggregated as relevant and additional guidance on subtotals in these statements.

Notes structure

The amendments add examples of possible ways of ordering the notes to clarify that understandability and comparability should be considered when determining the order of the notes and to demonstrate that the notes need not be presented in the order listed in GRAP 1.

Disclosure of accounting policies

Remove guidance and examples with regards to the identification of significant accounting policies that were perceived as being potentially unhelpful.

An entity applies judgement based on past experience and current facts and circumstances.

The effective date of this amendment is for years beginning on or after 01 April 2025.

The College expects to adopt the amendment for the first time in the 2026 annual financial statements.

It is unlikely that the amendment will have a material impact on the College's annual financial statements.

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Notes to the Annual Financial Statements

	2021	2020
	R	Restated* R
3. Inventories		
Textbooks	30 008 053	27 314 896
Inventories recognised as an expense during the year	17 810 093	16 629 009
Inventory write downs		
Inventories losses/write-downs	1 975 849	3 844 534

The inventory losses and write downs relate to stock count variances as well as the inventory write down to net replacement cost.

Other inventory information

The college treats Textbooks as inventory which is distributed to students as part of the all-inclusive tuition fee (property of student), not the college. Textbook stock-on hand at year-end is kept for distribution in the following financial year.

Inventories are held and measured at the lower of average cost and current replacement cost. The write downs of inventory to current replacement cost are reported in the table above and are included in the statement of financial performance in the period they are incurred.

No inventories have been pledged as collateral for liabilities of the college.

4. Receivables from non-exchange transactions

Government grants and subsidies	118 481 467	118 262 055
Statutory receivables included in receivables from non-exchange transactions above are as follows:		
Grants	118 481 467	118 262 055
Total receivables from non-exchange transactions	118 481 467	118 262 055

Statutory receivables general information

Transaction(s) arising from statute

Funding receivable from DHET arise from non-contracted arrangements as the basis for DHET funding is found in the Continuing Education and Training Act (CET Act) and the National Norms and Standards for Funding Technical and Vocational Education and Training Colleges. Cash receivable from DHET as part of programme funding is regarded as a "statutory receivable".

Interest or other charges levied/charged

The College does not charge any interest on outstanding statutory receivables.

Basis used to assess and test whether a statutory receivable is impaired

No impairment was considered necessary as all the DHET receivables were subsequently received after year end.

None of these receivables have been pledged as security for the college's financial liabilities.

The college does not hold any collateral as security.

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Notes to the Annual Financial Statements

	2021	2020
	R	Restated* R
5. Receivables from exchange transactions		
Gross balances		
Student debtors	137 952 609	245 132 456
Gauteng City Region Academy Control Account	5 390 424	5 390 424
Staff advances	1 986 367	1 994 467
Prepayments	278 453	-
Other receivables	1 358 747	787 778
	146 966 600	253 305 125
Less: Allowance for impairment		
Student debtors	(54 267 491)	(153 151 898)
Staff advances	(1 953 367)	-
	(56 220 858)	(153 151 898)
Net balance		
Student debtors	83 685 118	91 980 558
Gauteng City Region Academy Control Account	5 390 424	5 390 424
Staff advances	33 000	1 994 467
Other receivables	1 358 747	787 778
Prepayments	278 453	-
	90 745 742	100 153 227
Student debtors - Ageing		
Current (0 -30 days)	51 918 148	41 936 090
31 - 60 days	300	103 688
91 - 120 days	18 172	25 121 102
> 120 days	87 998 207	177 972 191
Unallocated deposits	(1 982 218)	(615)
	137 952 609	245 132 456
Gauteng City Region Academy Control Account - Ageing		
> 120 days	5 390 424	5 390 424
Staff advances - Ageing		
> 120 days	1 986 367	1 994 467
Other receivables - Ageing		
> 120 days	1 358 747	787 778
Reconciliation of allowance for impairment		
Opening balance	(153 151 897)	(133 897 454)
Contributions to allowance	(13 524 178)	(19 254 443)
Amounts written off as uncollectible	110 455 217	-
	(56 220 858)	(153 151 897)
Receivables from exchange transactions pledged as security		

The college did not pledge any of its receivables as security for borrowing purposes.

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Notes to the Annual Financial Statements

	2021	2020
	R	Restated* R

5. Receivables from exchange transactions (continued)

Credit quality of receivables from exchange transactions

The credit quality of trade and other receivables from exchange transactions are determined and monitored with reference to historical payment trends. Accordingly the credit quality of the customers included in the balance of trade and other receivables from exchange transactions is determined internally through application of the College's own credit policy. Based on the evaluation of the historical payment trends, customers included in the balance are categorised into the following:

- **High credit quality:** Customers included in this category have evidenced no defaults or breaches in the contractual repayments.
- **Medium credit quality:** Customers included in this category are prone to late payments, but seldomly default on the entire balance owing.
- **Low credit quality:** Customers included in this balance includes customers that frequently default on their outstanding balances and breach contract.

Fair value of receivables from exchange transactions

The carrying value of trade and other receivables approximates their fair value. The approach used to determine the fair value is to individually assess receivables based on material amounts and to separate students with bursaries from those who are self funded.

Receivables from exchange transactions past due but not impaired

The ageing of amounts past due but not impaired is as follows:

Category	2021	2020
Current (0 -30 days)	51 918 148	41 936 090
31 - 60 days	300	103 688
91 - 120 days	18 172	25 121 102
> 120 days	31 706 597	24 819 678
	83 643 217	91 980 558

Receivables impaired

As of 31 December 2021, receivables of R56 220 858 (2020: R153 151 897) were impaired and provided for.

The ageing of these receivables is as follows:

Category	2021	2020
> 120 days	56 220 858	153 151 897
	56 220 858	153 151 897

The creation and release of provision for impaired receivables have been included in operating expenses in surplus or deficit (note 24). Amounts charged to the allowance account are generally written off when there is no expectation of recovering additional cash.

The college does not hold any collateral as security.

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Notes to the Annual Financial Statements

	2021	2020
	R	Restated* R

6. Cash and cash equivalents

Cash and cash equivalents consist of:

Cash on hand	(93)	1 724
Bank balances	254 609 696	203 167 124
Short-term deposits	460 963 478	347 375 506
	715 573 081	550 544 354

Credit quality of cash at bank and short term deposits, excluding cash on hand

The credit quality of cash at bank and short term deposits, excluding cash on hand that are neither past due nor impaired can be assessed by reference to external credit ratings (if available) or historical information about counterparty default rates:

Credit rating	2021	2020
ABSA - Ba1 (Moody's)	656 595 853	493 711 491
Investec - Aa1.za (Moody's)	58 977 320	56 831 138
	715 573 173	550 542 629

Cash and cash equivalents pledged as collateral

No cash and cash equivalents were pledged as collateral.

The college had the following bank accounts

Account description	Bank statement balances		Cash book balances	
	31 December 2021	31 December 2020	31 December 2021	31 December 2020
Primary Bank Account - ABSA	684 215	4 275 315	684 215	4 275 315
Dobsonville Campus Bank Account - ABSA	-	29 635	-	29 635
George Tabor Campus Bank Account - ABSA	-	25 756	-	25 756
Learnship Bank Account - ABSA	990 552	10 415 813	990 552	10 415 813
Molapo Campus Bank Account - ABSA	-	13 572	-	13 572
National Skills Fund Bank Account - ABSA	48 035	219 527	48 035	219 527
Roodepoort Campus Bank Account - ABSA	-	54 481	-	54 481
Roodepoort West Campus Bank Account - ABSA	12 060	23 446	12 060	23 446
Technisa Campus Bank Account - ABSA	3 000	35 734	3 000	35 734
Special projects – ABSA [1]	63 151 487	80 658 516	63 151 487	80 658 516
ABSA - Main Call	189 720 347	107 415 328	189 720 347	107 415 329
ABSA Investment	401 986 157	290 544 368	401 986 157	290 544 368
Investec 1	31 878 821	30 631 872	31 878 821	30 631 872
Investec 2	27 098 499	26 199 266	27 098 499	26 199 266
Total	715 573 173	550 542 629	715 573 173	550 542 630

[1] College is contractually restricted from using National Skills and special projects funds for purposes other than those stipulated in the respective contracts with the funders.

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Notes to the Annual Financial Statements

	2021	2020
	R	Restated* R

7. Living resources

	2021			2020		
	Cost / Valuation	Accumulated depreciation and accumulated impairment	Carrying value	Cost / Valuation	Accumulated depreciation and accumulated impairment	Carrying value
Living resources	466 150	-	466 150	478 700	-	478 700

Reconciliation of living resources - 2021

	Opening balance	Additions	Disposals	Deaths	Gains or losses arising from changes in fair value	Total
Living resources	478 700	147 700	(165 800)	(33 700)	39 250	466 150

Reconciliation of living resources - 2020

	Opening balance	Additions	Disposals	Deaths	Gains or losses arising from changes in fair value	Total
Living resources	544 030	-	-	-	(65 330)	478 700

Non-financial information

Quantities of living resources

Sheep	27	28
Cattle	28	29
Goats	20	23
Ostriches	12	13
Zebra	2	2
Pigs	28	72
Fellow deer	1	1
Lechwe (antelope)	3	3
Sables	3	3
	124	174

Pledged as security

There are no living resources that have been pledged as security.

Methods and assumptions used in determining fair value

The college determines fair values of living resources based on the current open market values considering the age of the livestock and their condition in comparisons with expected weight and price of livestock at that age. The college appointed an independent professional (M Senda of Mabalengwe Agriculture) to determine the fair values at year end. M Senda and Mabalengwe are independent of the College. The effective date of valuation was 31 December 2021.

There are certain living resources whose fair values could not be determined and these are carried at their cost.

SOUTH WEST GAUTENG TVET COLLEGE

Annual Financial Statements for the year ended 31 December 2021

Notes to the Annual Financial Statements

Figures in Rand

8. Property, plant and equipment

	2021			2020		
	Cost / Valuation	Accumulated depreciation and accumulated impairment	Carrying value	Cost / Valuation	Accumulated depreciation and accumulated impairment	Carrying value
Buildings	606 106 199	(340 980 704)	265 125 495	590 299 084	(328 400 009)	261 899 075
Computer equipment	58 374 454	(18 611 102)	39 763 352	58 886 676	(16 471 199)	42 415 477
Furniture and fittings	25 681 477	(12 170 603)	13 510 874	27 026 349	(11 409 019)	15 617 330
Land	55 733 639	-	55 733 639	55 733 639	-	55 733 639
Machinery and equipment	34 865 144	(15 216 284)	19 646 860	32 224 317	(13 043 002)	19 181 315
Motor vehicles	8 519 250	(2 227 265)	6 291 985	8 743 704	(2 183 688)	6 560 016
Total	789 280 163	(389 207 958)	400 072 205	772 913 769	(371 506 917)	401 406 852

SOUTH WEST GAUTENG TVET COLLEGE

Annual Financial Statements for the year ended 31 December 2021

Notes to the Annual Financial Statements

Figures in Rand

8. Property, plant and equipment (continued)

Reconciliation of property, plant and equipment - 2021

	Opening balance	Additions	Disposals	Transfers	Revaluations	Depreciation	Impairment loss	Total
Buildings	261 899 075	16 030 998	-	(223 884)	-	(12 580 694)	-	265 125 495
Computer equipment	42 415 477	9 019 733	(5 291 812)	-	-	(6 196 384)	(183 662)	39 763 352
Furniture and fittings	15 617 330	1 363 341	(1 315 642)	182 958	-	(2 331 211)	(5 902)	13 510 874
Land	55 733 639	-	-	-	-	-	-	55 733 639
Machinery and equipment	19 181 315	4 810 725	(940 980)	40 926	-	(3 445 760)	634	19 646 860
Motor vehicles	6 560 016	519 611	(363 924)	-	-	(395 793)	(27 925)	6 291 985
	401 406 852	31 744 408	(7 912 358)	-	-	(24 949 842)	(216 855)	400 072 205

Reconciliation of property, plant and equipment - 2020

	Opening balance	Additions	Disposals	Transfers	Revaluations	Depreciation	Impairment loss	Total
Buildings	244 655 841	5 882 013	-	-	23 285 961	(11 924 740)	-	261 899 075
Computer equipment	17 874 834	31 481 150	(2 148 465)	-	-	(4 832 206)	40 164	42 415 477
Furniture and fittings	14 989 014	2 688 675	(35 118)	-	-	(2 155 276)	130 035	15 617 330
Land	55 733 639	-	-	-	-	-	-	55 733 639
Leased Assets	354 491	-	-	-	-	(354 491)	-	-
Machinery and equipment	14 913 231	7 286 341	(237 041)	-	-	(2 889 709)	106 483	19 181 315
Motor vehicles	7 198 067	-	(268 818)	-	-	(413 840)	44 607	6 560 016
	355 719 117	47 340 179	(2 689 442)	-	23 285 961	(22 570 262)	321 299	401 406 852

Pledged as security

The college did not pledge any property, plant and equipment as security.

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Notes to the Annual Financial Statements

	2021	2020
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8. Property, plant and equipment (continued)

Revaluations

The effective date of the revaluations was 31 December 2020. Revaluations were performed by independent valuer, Bennie Marais, a professional associated valuer, of Inani Valuers. Inani Valuers are not connected to the college.

Land and buildings are re-valued independently at least once every three (3) years.

The valuation was performed using the Depreciated Replacement Cost Method. This valuation conforms to International valuation standards.

These assumptions were based on current market conditions:

- **Effective Age:-** Effective age is the age indicated by the condition and utility of a building and was based on a valuer's judgment and interpretation of market perceptions. Actual age is the number of years that have elapsed since building construction was completed. Actual age is the initial element analysed in the estimation of effective age.
- **Remaining Economic Life:-** This is the estimated period over which existing improvements / buildings are expected to continue to contribute to property value. The remaining economic life extends from the date of the opinion of value to the end of the improvement's economic life.
- **Depreciation Percentages:-** The improvements were assumed to be depreciated by an amount regarded as applicable to that improvement, based on current condition and expected remaining lifespan. Where buildings / improvements are well maintained, the buildings were basically be regarded to have a 50 year remaining lifespan.

These assumptions were based on current market conditions.

Had land and buildings been carried at their historical cost, the carrying amounts would have been:

Category		
Land	53 255 010	53 255 010
Buildings	211 535 287	205 380 908
	264 790 297	258 635 918

Reconciliation of Work-in-Progress 2021

	Included within buildings	Total
Opening balance	11 432 707	11 432 707
Additions/capital expenditure	11 910 463	11 910 463
Transferred to completed items	(13 275 156)	(13 275 156)
	10 068 014	10 068 014

Reconciliation of Work-in-Progress 2020

	Included within buildings	Total
Opening balance	11 034 093	11 034 093
Additions/capital expenditure	398 614	398 614
	11 432 707	11 432 707

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	2021	2020
	R	Restated* R
8. Property, plant and equipment (continued)		
Expenditure incurred to repair and maintain property, plant and equipment		
Expenditure incurred to repair and maintain property, plant and equipment included in Statement of Financial Performance		
Buildings	19 399 327	15 770 151
Machinery and equipment	297 145	146 968
Motor vehicles	279 410	243 939
Furniture and fittings	564 900	33 056
Computer equipment	92 411	32 381
	20 633 193	16 226 495

Deemed cost

Aggregate of items valued using deemed cost	70 897 836	70 897 836
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Deemed cost was determined using fair value and depreciated replacement cost.

Land recognised in the books which the College controls without legal ownership or custodianship

Property	Owner	Land value	
		2021	2020
1. Erf 1874 Molapo, Soweto (T696/1992)	City of Johannesburg	7 960 000	7 960 000
2. Erf 1440 Dube, Soweto (T7984/1992)	City of Johannesburg	14 844 000	14 844 000
3. Erf 14782 Dobsonville, Soweto (T20442/1991)	City of Johannesburg	9 923 400	9 923 400
		32 727 400	32 727 400

Substantive and protective rights on land and buildings

All land occupied by SWGC as represented by the various campuses, is used within the mandate of SWGC to provide technical and vocational education and training. The college can use the land even though title has not yet been transferred to the SWGC as envisaged by the Act. Not all the land is governed by a formal binding arrangement and thus common law of beneficial ownership is considered (also a binding arrangement), i.e. SWGC benefits entirely from the land through the economic benefits it attracts or the service potential of the land in fulfilling the college mandate. SWGC also can deny others from accessing these benefits through the physical protection of the campuses (i.e. fencing erected and maintained by SWGC). Campuses are clearly identified as being that of SWGC. There is also access control at the campuses.

The college controls land items listed above on which its campuses are located and thus this key component of the definition of an asset is met and SWGC is required to recognise the land and buildings on the land. Therefore, SWGC has substantive and protective rights to the land and buildings for the properties disclosed above.

Changes in estimates

The College reassesses the useful lives and residual values of items of property, plant and equipment at the end of each reporting period, in line with the accounting policy and GRAP 17 - Property, plant and equipment. These assessments are based on historic analysis, benchmarking, and the latest available and reliable information.

The depreciation methods and average useful lives and residual values of property, plant and equipment have been assessed and based on this analysis, the useful lives and residual values have not been revised.

SOUTH WEST GAUTENG TVET COLLEGE

Annual Financial Statements for the year ended 31 December 2021

Notes to the Annual Financial Statements

	2021		2020	
	Cost / Valuation	Accumulated amortisation and accumulated impairment	Cost / Valuation	Accumulated amortisation and accumulated impairment
Computer software	3 475 623	(2 731 336)	744 287	3 475 623
				(2 467 886)
				1 007 737

Reconciliation of intangible assets - 2021

	Opening balance	Additions	Amortisation	Total
Computer software	1 007 737	-	(263 450)	744 287

Reconciliation of intangible assets - 2020

	Opening balance	Amortisation	Total
Computer software	1 365 047	(357 310)	1 007 737

Changes in estimates

The College reassesses the useful lives and residual values of items of intangible assets at the end of each reporting period, in line with the accounting policy and GRAP 31 - Intangible Assets. These assessments are based on historic analysis, benchmarking, and the latest available and reliable information. The amortisation methods and average useful lives and residual values of intangible asset have been assessed and based on this analysis, there was no change in the estimate of useful lives in the financial year ended 31 December 2021.

10. Other financial assets (liabilities)

At amortised cost

NSFAS Bursary fund	(27 103 364)	3 167 599
Current assets	-	3 167 599
Current liabilities	(27 103 364)	-
	(27 103 364)	3 167 599

The college receives upfront payments from National Student Financial Aid Scheme (NSFAS). These amounts are subsequently allocated to the respective qualifying students debtor account post year end and the balance is payable over to NSFAS or receivable from NSFAS. The table below shows the breakdown between subsequent allocations and amounts payable to NSFAS.

Amounts payable to NSFAS	936 466	936 466
Amounts receivable from NSFAS	(4 135 982)	(4 104 065)
Outstanding allocations	30 302 880	-
	27 103 364	(3 167 599)

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Notes to the Annual Financial Statements

	2021	2020
	R	Restated* R
11. Payables from exchange transactions		
Trade payables	7 829 658	2 572 706
Other payables	85 396	85 396
Payroll creditors	217 184	2 981 732
Accrued leave pay	263 221	322 803
Accrued expenses	-	2 031 809
Retentions	2 244 146	211 275
Debtors with credit balances	64 756 105	144 474 618
	75 395 710	152 680 339

The college did not default on any payment of its Creditors. No terms for payment have been re-negotiated by the college.

Fair value of trade and other payables

Trade payables	7 829 662	2 572 707
Other payables	67 566 048	150 107 632
	75 395 710	152 680 339

Trade and other payables reflect their approximate fair values.

12. Revaluation reserve

Opening balance	48 747 238	25 461 277
Change during the year	-	23 285 961
	48 747 238	48 747 238

The Revaluation Reserve arises on the revaluation of land and buildings. Where revalued land and or buildings are sold, the portion of the revaluation reserve that relates to that asset, and is effectively realised, is transferred directly to accumulated surplus.

13. Tuition and related fees

Class fees	98 396 660	105 240 992
Examination fees	985 650	626 050
Registration fees	49 431	35 217
	99 431 741	105 902 259

Breakdown of class fees:

Students - NCV	70 572 393	84 239 724
Students - Report 191	26 279 956	19 449 018
Students - Distance education	1 544 311	1 538 000
Students - Skills	-	14 250
	98 396 660	105 240 992

The decrease in class fees is mainly informed by the decrease in student enrolments.

14. Royalty income

Royalty received	543 312	531 403
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Royalties represent income received by the college on the sales of books written by college lecturers.

SOUTH WEST GAUTENG TVET COLLEGE

Annual Financial Statements for the year ended 31 December 2021

Notes to the Annual Financial Statements

	2021	2020
	R	Restated* R
15. Rental of facilities and equipment		
Premises		
Rental of other facilities	20 463	22 653
Rental of amenities	153 068	137 176
Rental of buildings	8 000	6 000
	181 531	165 829

16. Other income

Insurance claim income	2 009 212	832 051
Prescribed credit balances written off [3]	33 078 260	-
Photocopies	5 057	5 489
Projects income [1]	40 815 850	30 442 547
Student cards	400	100
Student residence	3 273 600	6 633 000
Sundry income [2]	839 223	1 167 868
	80 021 602	39 081 055

[1] Projects income increased due to increases in the number of projects agreements and funding amounts agreed between the College and relevant SETAs.

[2] Significant reduction in sundry income was because the amount in the previous year included R800 000 relating to fraudulent transactions recoveries which was a once off event

[3] This relates to student credit balances that had been long outstanding and have now prescribed and written off to other income in current year.

17. Interest received

Investments	13 587 972	14 741 568
Bank accounts	8 021 456	7 997 747
	21 609 428	22 739 315

18. Government grants and subsidies

Operating grants		
National: DHET - Programme Funding [1]	328 782 481	307 961 000
National: DHET - PERSAL Funding [1]	195 579 115	232 258 448
National: DHET - Infrastructure grant [2]	-	25 106 504
National: DHET - Skills Levy Grant [3]	-	1 152 602
	524 361 596	566 478 554

Conditional and Unconditional

Included in above are the following grants and subsidies received:

Unconditional grants received	524 361 596	566 478 554
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SOUTH WEST GAUTENG TVET COLLEGE

Annual Financial Statements for the year ended 31 December 2021

Notes to the Annual Financial Statements

	2021	2020
	R	Restated* R

18. Government grants and subsidies (continued)

[1] National: DHET - PERSAL Funding/ DHET - Programme Funding

The Department of Higher Education and Training (DHET) funds many of the activities of the college through means of a grant allocation. Programme Funding is the portion of the funding which is paid to the college in cash.

The Department of Higher Education and Training (DHET) funds many of the activities of the college through means of a grant allocation. PERSAL Funding is for the portion of funding that is paid via the National Treasury's PERSAL payroll.

[2] National: DHET - Infrastructure grant

The Department of Higher Education and Training (DHET) funds the repairs and maintenance on infrastructure through the DHET infrastructure grant.

[3] National: DHET - Skills Levy Grant

During the previous year, the College received this grant from the National Department of Higher Education and Training (DHET) to fund training and skills development of college employees.

19. Public contributions and donations

Donations	519 611	141 647
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Donations received will exclusively be used to further the operations of the college and are unconditional. The donations were accepted on the basis that no consideration will be payable by the donee.

20. Employee related and DHET management fee costs

Basic salaries	39 330 747	31 175 460
DHET Management fee cost - Salaries and wages	195 579 115	196 653 035
Bonus	1 796 027	2 026 348
SDL	397 703	431 580
Leave pay provision charge	(59 582)	163 388
Contributions for UIF, pensions and medical aids	2 796 804	2 892 442
Travel, motor car, accommodation, subsistence and other allowances	2 515 573	1 598 975
Overtime payments	77 405	-
Council Attendance fees	529 381	493 891
Part time claims	6 914 044	7 378 839
	249 877 217	242 813 958

In terms of the CET Act, employees employed by DHET have a dual accountability towards the council and DHET. The College has a formal process of approving new posts, based on operational need and availability of funds, before recruitment.

Remuneration of the Deputy Principal: Academic Affairs & Operations and Acting Principal (from 17 February 2020)

- J. Monyamane

Annual Remuneration	631 390	631 319
Airtime allowances	24 000	17 000
Bonuses	52 224	54 224
Contributions to UIF, SDL, Medical and Pension Funds	94 249	94 239
Other allowances	381 990	123 819
	1 183 853	920 601

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Notes to the Annual Financial Statements

	2021	2020
	R	Restated* R

20. Employee related and DHET management fee costs (continued)

Remuneration of the Principal: D.L. Nkosi (Retired 30 April 2020)

Annual Remuneration	-	290 616
Airtime allowances	-	4 800
Bonuses	-	62 711
Contributions to UIF, SDL, Medical and Pension Funds	-	42 612
Other allowances	-	57 752
	-	458 491

Remuneration of the Deputy Principal: Corporate Affairs and Planning – A. Schlemmer

Annual Remuneration	777 379	738 490
Airtime allowances	18 000	13 100
Bonuses	63 844	63 083
Contributions to UIF, SDL, Medical and Pension Funds	117 139	112 083
Other allowances	79 136	59 789
	1 055 498	986 545

Remuneration of the Acting Chief Financial Officer: Z. Qweshu (Appointed 1 October 2019)

Annual Remuneration	1 042 905	1 020 000
Airtime allowances	18 000	9 900
Bonuses	-	2 000
Contributions to UIF, SDL, Medical and Pension Funds	16 891	11 922
Other allowances	377 872	377 400
	1 455 668	1 421 222

Remuneration of the Acting Deputy Principal: Academic – M.J. Makola

Annual Remuneration	649 534	281 256
Airtime allowances	18 000	7 500
Bonuses	51 826	-
Contributions to UIF, Medical and Pension Funds	118 078	47 247
Other allowances	269 490	86 319
	1 106 928	422 322

Mr Makola began acting as the Deputy Principal: Academic in August 2020 and was incorrectly omitted from the disclosure of key management personnel remuneration in the 2020 financial year.

21. Depreciation and amortisation

Property, plant and equipment	24 949 843	22 570 259
Intangible assets	263 450	357 308
	25 213 293	22 927 567

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Annual Financial Statements for the year ended 31 December 2021

Notes to the Annual Financial Statements

	2021	2020
	R	Restated* R
22. Finance costs		
Finance leases	-	12 559
Bank	3 621	44 845
Late payment of tax	10 994	137 363
	14 615	194 767
23. Lease rentals on operating lease		
Premises		
Contractual amounts	2 649 987	5 433 494
Equipment		
Contractual amounts	1 128 402	941 518
	3 778 389	6 375 012
24. Debt impairment		
Debt impairment	13 524 178	19 254 443
25. Repairs and maintenance		
Buildings	19 399 327	15 770 151
Machinery and equipment	297 145	146 968
Motor vehicles	279 410	243 939
Furniture and fittings	564 900	33 056
Computer equipment	92 411	32 381
	20 633 193	16 226 495
26. Books and learning material		
Textbooks	17 810 093	16 629 009
Other learner materials	20 303 348	25 751 019
	38 113 441	42 380 028
27. Contracted services		
Gardening services	1 803 050	1 868 288
Cleaning services	4 965 837	5 388 794
Security services	8 613 790	8 344 978
Internal audit services	1 089 559	91 975
	16 472 236	15 694 035
28. Learnership project stipend		
Student support - Stipends	36 869 627	19 619 482

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Notes to the Annual Financial Statements

	2021	2020
	R	Restated* R
29. General expenses		
Advertising tenders	415 302	365 398
Assets expensed	760 518	117 681
Auditors remuneration	3 435 237	2 729 986
Bank charges	549 442	894 922
COVIDA Expenses	74 800	60 799
COVID-19 Expenses	2 913 638	7 958 659
Catering	2 184 583	1 069 666
Cleaning	306 229	400 175
College council expenses	16 102	-
Consumables	5 573 399	9 027 205
Credit card expenses	2 543	4 565
Fines and penalties	107 500	200 076
Groceries	1 052 840	2 093 347
Insurance	9 001 505	8 979 008
Invigilators and examiners fees	3 001 051	1 802 867
License fees	4 040 333	4 430 965
Livestock feed	2 041 606	1 461 787
Moderators fees	79 961	11 550
Motor vehicle expenses	645 049	458 517
Other expenses	193 026	176 854
Placement fees	124 220	277 097
Postage and courier	9 554	111 436
Program costs	11 299 105	3 757 843
Project implementation expenses	1 384 905	174 500
Rates and taxes	16 322	62 519
Refuse and sanitation services	1 808 290	2 485 688
Rental of equipment	3 806 901	373 362
Staff welfare	140 300	17 787
Student support services	2 221 649	2 292 204
Subscriptions and membership fees	250 164	611 290
Travel - local	1 082 107	1 840 482
Uniform and protective clothing	2 404 592	2 164 034
Water and electricity	6 171 888	4 325 813
	67 114 661	60 738 082
30. Marketing expenses		
Advertising	2 043 635	1 857 277
Branding	1 910 210	1 255 762
Brochures and prospectus	876 387	408 529
Campaigns and promotions	187 738	86 495
College events	142 341	610 878
Corporate clothing	69 591	14 191
Corporate gifts	13 817	5 000
Diploma ceremony	14 890	-
Printing publications	-	105 664
School visits and career exhibitions	-	31 237
	5 258 609	4 375 033
31. Printing and stationery		
Printing charges	12 013 025	12 997 829

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Notes to the Annual Financial Statements

	2021	2020
	R	Restated* R
32. Consulting and professional fees		
Consulting services	14 365 845	14 184 574
Legal fees	478 292	1 606 148
	14 844 137	15 790 722
33. Operating surplus		
Operating surplus for the year is stated after accounting for the following:		
Operating lease charges		
Premises		
• Contractual amounts	2 649 987	5 433 494
Equipment		
• Contractual amounts	1 128 402	941 518
	3 778 389	6 375 012
Loss on sale of property, plant and equipment	(7 734 127)	(2 689 440)
Impairment on property, plant and equipment	216 855	(321 299)
Gain on exchange differences	-	76 509
Amortisation on intangible assets	263 450	357 308
Depreciation on property, plant and equipment	24 949 843	22 570 259
Employee costs	249 877 217	242 813 958
34. Fair value adjustments		
Living resources	39 250	(65 330)
35. Impairment of assets		
Impairments		
Property, plant and equipment	216 855	(321 299)
36. Auditors' remuneration		
Fees	3 435 237	2 729 986

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Annual Financial Statements for the year ended 31 December 2021

Notes to the Annual Financial Statements

	2021	2020
	R	Restated* R
37. Cash generated from operations		
Surplus	203 936 829	242 611 640
Adjustments for:		
Depreciation and amortisation	25 213 293	22 927 567
Loss on disposal of assets	7 734 127	2 689 440
Fair value adjustments	(39 250)	65 330
Finance costs - Finance leases	-	12 559
Impairment loss (reversal)	216 855	(321 299)
Debt Impairment	13 524 178	19 254 443
Bad debts written off	279 068	-
Inventories losses/write-downs	1 975 849	3 844 534
Public contributions and donations	(519 611)	-
Other non-cash items	33 700	-
Debtors with credit balances written off	(33 078 260)	-
Changes in working capital:		
Inventories	(4 948 074)	(4 383 149)
Receivables from exchange transactions	(4 116 693)	(68 714 212)
Receivables from non-exchange transactions	(219 415)	(41 075 921)
Payables from exchange transactions	(44 206 366)	77 825 117
	165 786 230	254 736 049
38. Financial instruments disclosure		
Categories of financial instruments		
2021		
Financial assets		
	At amortised cost	Total
Receivables from exchange transactions	90 745 742	90 745 742
Receivables from non-exchange transactions	118 481 467	118 481 467
Cash and cash equivalents	715 573 081	715 573 081
	924 800 290	924 800 290
Financial liabilities		
	At amortised cost	Total
Payables from exchange transactions	74 915 305	74 915 305
2020		
Financial assets		
	At amortised cost	Total
Receivables from exchange transactions	100 153 227	100 153 227
Receivables from non-exchange transactions	118 262 055	118 262 055
Cash and cash equivalents	550 544 354	550 544 354
	768 959 636	768 959 636

SOUTH WEST GAUTENG TVET COLLEGE

Annual Financial Statements for the year ended 31 December 2021

Notes to the Annual Financial Statements

	2021	2020
	R	Restated* R
38. Financial instruments disclosure (continued)		
Financial liabilities		
	At amortised cost	Total
Payables from exchange transactions	149 375 804	149 375 804
Financial instruments in Statement of financial performance		
2021		
	At amortised cost	Total
Interest income (calculated using effective interest method) for financial instruments at amortised cost	21 609 428	21 609 428
Interest expense (calculated using effective interest method) for financial instruments at amortised cost	(14 615)	(14 615)
	21 594 813	21 594 813
2020		
	At amortised cost	Total
Interest income (calculated using effective interest method) for financial instruments at amortised cost	22 739 315	22 739 315
Interest expense (calculated using effective interest method) for financial instruments at amortised cost	(194 767)	(194 767)
	22 544 548	22 544 548

SOUTH WEST GAUTENG TVET COLLEGE

Annual Financial Statements for the year ended 31 December 2021

Notes to the Annual Financial Statements

	2021	2020
	R	Restated* R
39. Commitments		
Authorised capital expenditure		
Already contracted for but not provided for		
• Property, plant and equipment	59 647 748	-
Total capital commitments		
Already contracted for but not provided for	59 647 748	-
Authorised operational expenditure		
Already contracted for but not provided for		
• Operating expenditure	32 116 781	21 694 438
Total operational commitments		
Already contracted for but not provided for	32 116 781	21 694 438
Total commitments		
Total commitments		
Authorised capital expenditure	59 647 748	-
Authorised operational expenditure	32 116 781	21 694 438
	91 764 529	21 694 438

This committed expenditure relates to capital and operational expenditure and will be financed by retained surpluses, existing cash resources, future tuition fees and government funding.

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Notes to the Annual Financial Statements

	2021	2020
	R	Restated* R
40. Contingencies		
Contingent liabilities	2021	2020
NEHAWU obo Mahlasela [1]	200 000	200 000
Edith K Moeketsi [2]	192 159	192 159
Mahlata Trading [3]	223 901	223 901
Khayaletu Stephen Makhapela [4]	1 104 000	1 104 000
Zamokuhle Magasesela & Mxolisi Mhlongo [5]	30 000	30 000
Subtotal	1 750 060	1 750 060
Contingent assets		
Mankebe Group [6]	(685 448)	(685 448)
	1 064 612	1 064 612

[1] NEHAWU obo Mahlasela case JR1274/19 - An former employee is seeking reinstatement. At disciplinary hearing the employee was found guilty and CCMA award confirmed the DC findings. Matter pending at Labour court for Review. The college's lawyers and management consider the likelihood of the action against the college being successful as unlikely, and the case should be resolved within the next year. In the event that the college loses out, the attorneys estimate the amount payable to be R200 000 and legal costs are estimated at R100 000.

[2] Edith K Moeketsi case JR1280/17 - A former employee is claiming monies amounting to R192 159 against the college under a parity principle. The matter is under review application. The college's lawyers and management consider the likelihood of the action against the college being successful as unlikely, and the case should be resolved within the next year. In the event that the college loses out, the attorneys estimate the amount payable to be R192 000 and legal costs are estimated at R100 000.

[3] Mahlata Trading case 2350/19 - The contractor is claiming for unfinished building refurbishments amounting to R233 901. The college's lawyers and management consider the likelihood of the action against the college being successful as unlikely, and the case should be resolved within the next year. The legal costs are estimated at R50 000 and an amount of R223 901 is payable in the event that the colleges loses the case.

[4] Khayaletu Stephen Makhapela case JR540/19 - Review application. The college's lawyers and management consider the likelihood of the action against the college being successful as unlikely, and the case should be resolved within the next year. The legal costs are estimated at R200 000 and a R1 104 000 is the attorney's estimate of amount payable in the event that the college loses the case.

[5] Zamokuhle Magasesela and Mxolisi Mhlongo - Employees' investigated for improperly transferring college money into unknown account numbers. Matter pending finalisation of investigation. Legal costs are estimated at R100 000.

[6] Mankebe Group case 19/22071 - The college is suing the service provider R685 448 for services paid but not delivered. The college lawyers consider that the college has good prospect in recovering R685 448. Based on the partial delivery of school bags that was made by the service provider, the service provider might lodge a counter-claim of about R11 051. The legal fees payable are estimated to be R300 000.

SOUTH WEST GAUTENG TVET COLLEGE

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Notes to the Annual Financial Statements

	2021	2020
	R	Restated* R
41. Related parties		
Relationships		
College Council		
	Mr. Z. Dlamini (Chairperson)	
	Ms. F. Mazibuko	
	Ms. N. Lamula	
	Ms. M. Liao	
	Mr. AG. Netshimbupfe	
	Ms. LT. Khorombi	
	Mr. MM. Magoie	
	Mr. S. Manthata	
	Mr. L.A. Nengovhela	
	Mr. MJ. Monyamane - Internal	
	Mr. RT. Mosiane - Internal	
	Mr. L. Tshoko - Internal	
	Mr. S. Masiza - Internal	
	Mr. S. Mokoena - SRC President	
	Ms. T. Zulu - SRC Secretary General	
Minister of Higher Education and Training	Dr. BE. Nzimande	
Controlling entity	Department of Higher Education and Training (DHET)	
Under common control of DHET	National Skills Fund (NSF)	
	National Student Financial Aid Scheme (NSFAS)	
	South African Qualifications Authority	
	Other TVET Colleges	
	Sector Education and Training Authorities (all SETAs)	
	Community Colleges	
Company owned by council member	Boz Signage and Branding (Pty) Ltd	
Members of key management	Mr. J. Monyamane (Acting Principal)	
	Ms. Z. Qwasha (Acting Chief Financial Officer)	
	Mr. M.J. Makola (Acting Deputy Principal: Academic Affairs and Operations)	
	Mr. A. Schlemmer (Deputy Principal: Corporate Affairs and Planning)	
Related party balances		
Amounts included in Trade receivable (Trade Payable) regarding related parties		
Department of Higher Education and Training - Grant receivable	118 481 467	118 262 055
NSFAS bursaries	27 103 364	(3 167 599)
G CRA bursaries	5 390 424	5 390 424
FoodBev SETA	(85 396)	(85 396)
	150 889 859	120 399 484
Balances are unsecured and based on the normal trade policy of the college.		
Related party transactions		
DHET Management fee cost		
Programme funding: Grants paid via PERSAL	195 579 115	196 653 035

SOUTH WEST GAUTENG TVET COLLEGE

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Notes to the Annual Financial Statements

	2021	2020
	R	Restated* R
41. Related parties (continued)		
Grants and Funds received		
Department of Higher Education and Training	524 361 596	566 478 554
National Student Financial Aid Scheme (NSFAS)	86 067 032	175 167 910
INSETA	1 989 792	2 642 611
FoodBev SETA	13 215 300	1 684 800
PSETA	213 188	1 796 625
CetaSETA	-	124 995
CATHSSETA	16 157	359 374
EWSETA	19 160	-
National Skills Fund	-	3 646 395
LGSETA	1 656 975	4 653 563
TETA	982 600	401 127
HW SETA	7 161 000	9 773 013
FP & MSETA	1 731 560	1 317 200
MICT SETA	2 205 000	4 013 540
ETDP SETA	51 609	29 305
CHIETA	2 268 800	-
SASSETA	104 000	-
W & R SETA	153 000	-
MQASET A	990 000	-
	643 186 769	772 089 012

42. College Council's emoluments

Council

2021

	Council fees	Total
Mr. Z. Dlamini (Chairperson)	38 253	38 253
Ms. F. Mazibuko	87 926	87 926
Ms. N. Lamula	82 426	82 426
Ms. M. Liau	65 472	65 472
Mr. AG. Netshimbupfe	51 482	51 482
Ms. LT. Khorombi	104 359	104 359
Mr. MM. Magoele	66 511	66 511
Mr. S. Manthata	8 640	8 640
Mr. L.A. Nengovhela	24 313	24 313
	529 382	529 382

2020

	Council fees	Total
Mr. Z. Dlamini (Chairperson)	49 248	49 248
Prof. T. Molo	23 328	23 328
Ms. F. Mazibuko	57 845	57 845
Ms. N. Lamula	61 415	61 415
Ms. M. Liau	69 691	69 691
Mr. AG. Netshimbupfe	63 392	63 392
Ms. LT. Khorombi	93 933	93 933
Mr. MM. Magoele	75 039	75 039
	493 891	493 891

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Notes to the Annual Financial Statements

	2021	2020
	R	Restated* R
42. College Council's emoluments (continued)		
Key management personnel		
Key management personnel's detailed emoluments have been disclosed on note 20 - Employee related and DHET management fee costs.		
43. Risk management		
Financial risk management		
The college's activities expose it to a variety of financial risks: market risk (including currency risk, fair value interest rate risk, cash flow interest rate risk and price risk), credit risk and liquidity risk.		
The college's overall risk management program focuses on the unpredictability of financial markets and seeks to minimise potential adverse effects on the college's financial performance. The college provides written principles for overall risk management as well as written policies covering specific areas, such as interest rate risk, credit risk, and investment of excess liquidity.		
Liquidity risk		
The college's risk to liquidity is a result of the funds available to cover future commitments. The college manages liquidity risk through an ongoing review of future commitments and credit facilities. Cash flow forecasts are prepared and adequate utilised borrowing facilities are monitored.		
The table below analyses the college's financial liabilities into relevant maturity groupings based on the remaining period at the reporting date to the contractual maturity date. The amounts disclosed in the table are the contractual undiscounted cash flows.		
At 31 December 2021	Less than 1 year	Between 1 and 2 years
Payables from exchange transactions	74 915 305	-
At 31 December 2020	Less than 1 year	Between 1 and 2 years
Payables from exchange transactions	149 375 804	-
Credit risk		
Credit risk consists mainly of cash deposits, cash equivalents and trade debtors. The college only deposits cash with major banks with high quality credit standing and limits exposure to any one counter-party.		
Trade receivables comprise a widespread customer base, comprising mainly of students of the college. Management evaluates credit risk relating to customers on an ongoing basis. If customers are independently rated, these ratings are used. Otherwise, if there is no independent rating, management assesses the credit quality of the customer, taking into account its financial position, past experience and other factors. Individual risk limits are set based on internal or external ratings in accordance with limits set by the Council. The utilisation of credit limits is regularly monitored.		
Financial assets exposed to credit risk at year end were as follows:		
Financial instrument	2021	2020
Cash and cash equivalents	715 573 081	550 544 354

SOUTH WEST GAUTENG TVET COLLEGE

Annual Financial Statements for the year ended 31 December 2021

Notes to the Annual Financial Statements

	2021 R	2020 R
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43. Risk management (continued)

Market risk

Interest rate risk

Interest rate risk is defined as the risk that the fair value or future cash flows associated with a financial instrument will fluctuate in amount as a result of market interest rate changes.

As the entity has no significant interest-bearing assets, the entity's income and operating cash flows are substantially independent of changes in market interest rates.

As the college has no significant interest-bearing financial liabilities, the college's income and operating cash flows are substantially independent of changes in market interest rates except for the effect of interest received on cash placed on call accounts.

Cash flow interest rate risk

Financial instrument	Current interest rate	Due in less than a year	Due in one to two years	Due in two to three years	Due in three to four years	Due after five years
Bank balances	4.30 %	254 609 696	-	-	-	-
Short-term deposits	4.26 %	460 963 478	-	-	-	-

Price risk

Price risk is the risk that the fair value or future cash flows of a financial instrument will fluctuate because of changes in market prices (other than those arising from interest rate or currency risk), whether those changes are caused by factors specific to the individual financial instrument or its issuer, or factors affecting all similar financial instruments traded in the market.

The college does not have any financial instruments that are affected by price risk.

44. Going concern

We draw attention to the fact that at 31 December 2021, the college had an accumulated surplus of R 1 204 844 673 and that the college's total assets exceed its liabilities by R 1 253 591 911.

The annual financial statements have been prepared on the basis of accounting policies applicable to a going concern. This basis presumes that funds will be available to finance future operations and that the realisation of assets and settlement of liabilities, contingent obligations and commitments will occur in the ordinary course of business.

Chapter 9 of the CET Act sets out transitional and other arrangements for what used to be known as FET's (Further Education and Training Institutions) of which SWGC used to be. Schedule 2 of the CET Act also lists SWGC and Section 53 (1) of the CET Act deems FET's listed in schedule 2 to be public colleges as per section 4.

It is also important to note that DHET management fee expense makes up on average of the past two years roughly 50% of the total expenditure of the college. These costs are paid out of funds allocated to the college in accordance with the norms and standards as per section 23 of the CET Act i.e. are paid for by DHET. DHET has already provided a commitment for the expenditure relating to 1 April 2022 to 31 March 2023 for these costs subject to confirmation on 1 April 2022 when the appropriation is approved by parliament as per section 22 of the CET Act. There has never been an instance where the appropriation has not been in line with the commitment.

45. Events after the reporting date

The College Council is not aware of any matter or circumstance arising since the end of the financial year.

46. Net Assets

In terms of the CET Act, the Minister of Higher Education and Training may close a public college subject to certain conditions. In such a case, the net assets of the College, comprising the accumulated surplus and reserves, will vest in the Minister of Higher Education and Training after the settlement of all liabilities.

SOUTH WEST GAUTENG TVET COLLEGE

Annual Financial Statements for the year ended 31 December 2021

Notes to the Annual Financial Statements

	2021 R	2020 R
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47. Tax exemption

The College is exempt from normal taxation in terms of Section 10(1)(c)(N) of the Income Tax Act, 1962 (Act No.58 of 1962).

48. Prior period errors

The College's annual financial statements have been prepared in accordance with Standards of Generally Recognised Accounting Practice (GRAP). The basis is consistent with the prior year except for restatements reflected below.

Receivables from exchange transactions

During the current financial year, errors were identified where the college overstated its staff debtors in the previous years. Also, another error involving an amount for some student bursaries was incorrectly posted to staff debtors' account. The latter did not have an impact on the previously reported College surpluses and accumulated surplus. Corrections have been made in the current financial year, where these items have been corrected and prior period amounts adjusted retrospectively in accordance with GRAP 3 – Changes in Accounting Policies, Accounting Estimates and Errors. The accounts payable and the related expenditure were updated accordingly.

The impact of the corrections on the surplus and opening accumulated surplus for the previous year is tabulated below:

Error description	2020 R (Inc)/Dec	2019 R (Inc)/Dec	2018 R (Inc)/Dec	2017 R (Inc)/Dec	Accumulated Surplus R (Inc)/Dec
Differences between the general ledger and staff debtors' listing	-	-	-	-	72 697

Accounts payable, general expenditure and accruals

During the current financial year, errors were identified where the college had duplicated certain suppliers' invoices, omitted recording of supplier invoices, misallocated expense items amongst general ledgers and or posted invoices in incorrect accounting periods. Corrections have been made in the current financial year, where these items have been corrected and prior period amounts adjusted retrospectively in accordance with GRAP 3 – Changes in Accounting Policies, Accounting Estimates and Errors. The accounts payable and the related expenditure were updated accordingly.

The impact of the corrections on the surplus and opening accumulated surplus for the previous year is tabulated below:

Error description	2020 R (Inc)/Dec	2019 R (Inc)/Dec	2018 R (Inc)/Dec	2017 R (Inc)/Dec	Accumulated Surplus R (Inc)/Dec
Duplicated supplier Invoices in the general ledger	(658 775)	56 570	56 570	56 570	(56 570)
Expenses items misclassified among account codes	-	-	-	35 837	-
Invalid supplier invoices captured into the suppliers' accounts	(84 156)	1 575	1 575	1 575	(1 575)
Supplier invoices not in the general ledger	389 902	(4 642 685)	5 773 711	29 636	175 569
Supplier invoices overstated in the ledger	79 443	-	-	-	-
	(273 586)	(4 584 540)	5 831 856	123 618	117 424

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Annual Financial Statements for the year ended 31 December 2021

Notes to the Annual Financial Statements

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48. Prior period errors (continued)

Employee costs

The College noted some errors relating to understatement of Skills development levy of 2020 financial year. This was identified during the reconciliation process with SARS and payments were made. This has been corrected as per GRAP 3 and adjustments have been made.

Further, the College also remapped the payroll costs into categories that better reflect the nature of employee costs incurred. This did not affect the surplus previously reported as it affected items within the employee related costs only.

The impact of the corrections on the surplus and opening accumulated surplus for the previous year is tabulated below:

Error description	2020 R (Inc)/Dec	2019 R (Inc)/Dec	2018 R (Inc)/Dec	2017 R (Inc)/Dec	Accumulated Surplus R (Inc)/Dec
2020 SDL understated	89 686	-	-	-	-
Understatement of COIDA	(356 097)	185 692	116 252	-	-
	(266 411)	185 692	116 252	-	-

Inventories

In the process of finalising financial statements for current year, the College identified and corrected errors relating to completeness, accuracy and validity of textbooks purchases, issues and valuations affecting financial years from 2018 to 2020. The college corrected these errors retrospective in terms of GRAP 3 after having undertaken a comprehensive stock count and performed rollback procedures over all the financial years affected.

The impact of the corrections on the surplus and opening accumulated surplus for the previous year is tabulated below:

Error description	2020 R (Inc)/Dec	2019 R (Inc)/Dec	2018 R (Inc)/Dec	2017 R (Inc)/Dec	Accumulated Surplus R (Inc)/Dec
Inventory write downs misstated	(11 463 639)	-	-	-	-
Misstatements of textbooks purchases	456 241	(8 879 557)	5 693 207	-	-
Misstatements in recording of textbooks issues	16 629 009	(1 944 831)	8 415 024	(7 456 715)	-
Opening balance of inventory misstated	-	(2 512 507)	-	-	-
	5 621 611	(13 336 895)	14 108 231	(7 456 715)	-

DHET PERSAL grant receivable

In the current year, an error was noted where the College did overstate the DHET PERSAL grant receivable from prior years by incorrectly accruing, as a receivable, the full allocated amount in the financial year despite the fact that such is receivable in the month in which salaries are paid by the DHET. Corrections have been made in the current financial year, where these items have been corrected and prior period amounts adjusted retrospectively in accordance with GRAP 3 – Changes in Accounting Policies, Accounting Estimates and Errors.

The impact of the corrections on the surplus and opening accumulated surplus for the previous year is tabulated below:

Error description	2020 R (Inc)/Dec	2019 R (Inc)/Dec	2018 R (Inc)/Dec	2017 R (Inc)/Dec	Accumulated Surplus R (Inc)/Dec
DHET PERSAL grant receivable overstated	5 721 133	4 504 536	5 325 765	4 485 228	35 784 302

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Annual Financial Statements for the year ended 31 December 2021

Notes to the Annual Financial Statements

	2021 R	2020 R
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48. Prior period errors (continued)

Property, plant and equipment

The college identified a multiple number of errors affecting property, plant and equipment and related depreciation, residual values, impairment and loss on sale of assets. In the previous years, some items of property, plant and equipment were recorded as expenses, some assets were duplicated in error while some assets on the books of the college did not exist. The College also incorrectly assessed residual values of some assets. These have been corrected in the current financial year, where these items have been corrected and prior period amounts adjusted retrospectively in accordance with GRAP 3 – Changes in Accounting Policies, Accounting Estimates and Errors.

The impact of the corrections on the surplus and opening accumulated surplus for the previous year is tabulated below:

Error description	2020 R (Inc)/Dec	2019 R (Inc)/Dec	2018 R (Inc)/Dec	2017 R (Inc)/Dec	Accumulated Surplus R (Inc)/Dec
Assets recognised in incorrect asset categories and financial periods	320 438	102 962	(3 780 829)	-	11 957 757
Items of property, plant and equipment not on the asset register	(1 389 449)	-	-	-	-
Assets recognised in incorrect financial years	(52 000)	-	-	-	-
Items of Property Plant and Equipment incorrectly disposed	845 661	501 479	(107 944)	-	-
Asset impairment misstatements	(912 333)	500 058	-	-	-
Assets not recorded on fixed asset register	497 325	(922 527)	-	-	-
Asset depreciation error in previous years	(7 178 239)	(6 280 201)	-	-	11 740 174
Assets duplicated on Fixed Assets register	(91 200)	(563 170)	104 172	-	(458 977)
	(7 959 797)	(6 661 399)	(3 784 601)	-	23 238 954

Other financial liabilities, student debtors and tuition fees

The College identified errors involving the NSFAS bursary scheme and students. These included, recording student allocations in incorrect periods, overstating student allocations, allocating amounts to incorrect students as well as an overall overstatement of the liability at the beginning of the 2017 financial year. Corrections of all these errors except for the latter did not have any impact on the previously reported surplus of the college. The errors have been corrected in the current financial year, where these items have been corrected and prior period amounts adjusted retrospectively in accordance with GRAP 3 – Changes in Accounting Policies, Accounting Estimates and Errors.

The impact of the corrections on the surplus and opening accumulated surplus for the previous year is tabulated below:

Error description	2020 R (Inc)/Dec	2019 R (Inc)/Dec	2018 R (Inc)/Dec	2017 R (Inc)/Dec	Accumulated Surplus R (Inc)/Dec
Duplicated reversals of journals affecting NSFAS control	-	-	-	-	(12 751 074)
NSFAS opening balance of 2017 financial year overstated	-	-	-	-	(1 056 869)
Tuition revenue understated	(8 209)	-	(41 902)	-	-
Student debt impairment overstated	(9 775 042)	(8 200 730)	(9 975 652)	(16 542 308)	-
Tuition fees overstated	-	-	12 262	-	-
	(9 783 251)	(8 200 730)	(10 005 292)	(16 542 308)	(13 807 943)

SOUTH WEST GAUTENG TVET COLLEGE

Annual Financial Statements for the year ended 31 December 2021

Notes to the Annual Financial Statements

	2021 R	2020 R
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48. Prior period errors (continued)

Other income

Errors relating to billing students who were not on college accommodation and omitting accommodation billing for students staying on college accommodation were identified and corrected retrospectively in accordance with GRAP 3 – Changes in Accounting Policies, Accounting Estimates and Errors.

The impact of the corrections on the surplus and opening accumulated surplus for the previous year is tabulated below:

Error description	2020 R (Inc)/Dec	2019 R (Inc)/Dec	2018 R (Inc)/Dec	2017 R (Inc)/Dec	Accumulated Surplus R (Inc)/Dec
Farm residence accommodation income overstated	33 000	29 700	44 038	34 200	-
Farm accommodation revenue billed in incorrect period	-	-	-	3 622 792	(3 622 792)
Farm residence students not billed for accommodation	-	(1 069 200)	-	-	-
	33 000	(1 039 500)	44 038	3 656 992	(3 622 792)

Effect of correction of errors

The aggregate effect of the restatements on the College's annual financial statements for the year ended 31 December 2020 is as follows:

SOUTH WEST GAUTENG TVET COLLEGE

Annual Financial Statements for the year ended 31 December 2021

Notes to the Annual Financial Statements

	2021 R	2020 R
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48. Prior period errors (continued)

Error description

Error description	Effect on reported surplus - 2020 R	Effect on reported surplus - 2019 R	Effect on reported surplus - 2018 R	Effect on reported surplus - 2017 R	Effect on opening accumulated surplus R
2020 SDL understated	89 686	-	-	-	-
DHET PERSAL grant receivable overstated	5 721 133	4 504 536	5 325 765	4 485 228	35 784 302
Duplicated supplier Invoices in the general ledger	(658 775)	56 570	56 570	56 570	(56 570)
Invalid supplier invoices captured into the suppliers' accounts	(84 156)	1 575	1 575	1 575	(1 575)
Inventory write downs misstated	(11 463 639)	-	-	-	-
Duplicated reversals of journals affecting NSFAS control	-	-	-	-	(12 751 074)
NSFAS opening balance of 2017 financial year overstated	-	-	-	-	(1 056 869)
Supplier invoices not in the general ledger	389 902	(4 642 685)	5 773 711	29 636	175 569
Supplier invoices overstated in the ledger	79 443	-	-	-	-
Misstatements of textbooks purchases	456 241	(8 879 557)	5 693 207	-	-
Misstatements in recording of textbooks issues	16 629 009	(1 944 831)	8 415 024	(7 546 715)	-
Farm residence accommodation income overstated	33 000	29 700	44 038	34 200	-
Farm accommodation revenue billed in incorrect period	-	-	-	3 622 792	(3 622 792)
Farm residence students not billed for accommodation	-	(1 069 200)	-	-	-
Differences between the general ledger and staff debtors' listing	-	-	-	-	72 697
Tuition fees overstated	-	-	12 262	35 837	-
Opening balance of inventory misstated	-	(2 512 507)	-	-	-
Tuition revenue understated	(8 209)	-	(41 902)	-	-
Student debt impairment overstated	(9 775 042)	(8 200 730)	(9 975 652)	(16 542 308)	-
Understatement of COIDA	(356 097)	185 692	116 252	-	-
Items of property, plant and equipment not on the asset register	(1 389 449)	-	-	-	-
Assets recognised in incorrect asset categories and financial periods	320 438	102 962	(3 780 829)	-	11 957 757
Assets recognised in incorrect category	497 325	(922 527)	-	-	-
Assets duplicated on Fixed Assets register	(91 200)	(563 170)	104 172	-	(458 977)
Items of Property Plant and Equipment incorrectly disposed	845 661	501 479	(107 944)	-	-
Asset depreciation error in previous years	(7 178 239)	(6 280 201)	-	-	11 740 174
Asset impairment misstatements	(912 333)	500 058	-	-	-
	(6 855 301)	(29 132 836)	11 636 249	(15 823 185)	41 782 642

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Annual Financial Statements for the year ended 31 December 2021

Notes to the Annual Financial Statements

	2021 R	2020 R
48. Prior period errors (continued)		
The impact of these errors for the opening accumulated surplus as at 01 January 2020 is reconciled as tabulated below:		
Description		Amount R (Inc)/Dec
Cumulative effect on errors on surplus of 2019 financial year		(29 132 836)
Cumulative effect on errors on surplus of 2018 financial year		11 636 249
Cumulative effect on errors on surplus of 2017 financial year		(15 823 185)
Cumulative effect on errors on opening accumulated surplus as at 01 January 2017		41 782 642
		8 462 870

The impact of corrections of these errors as well as reclassifications on the Financial Statements of the College are as follows:

Statement of financial position

2020	As previously reported R	Correction of errors R	Reclassifications R	Restated R
Inventories	30 723 218	(3 408 322)	-	27 314 896
Receivables from exchange transactions	16 830 216	83 323 010	-	100 153 226
Receivables from non-exchange transactions	174 082 678	(55 820 623)	-	118 262 055
Cash and cash equivalents	550 544 354	-	-	550 544 354
Living resources	478 700	-	-	478 700
Property, plant and equipment	405 463 453	(4 056 600)	-	401 406 853
Intangible assets	1 007 737	-	-	1 007 737
Other financial liabilities	(7 797 389)	10 964 988	-	3 167 599
Payables from exchange transactions	(120 913 806)	(31 766 534)	-	(152 680 340)
Revaluation reserve	(47 903 751)	(843 487)	-	(48 747 238)
Accumulated surplus	(1 002 515 410)	1 607 568	-	(1 000 907 842)
	-	-	-	-

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Annual Financial Statements for the year ended 31 December 2021

Notes to the Annual Financial Statements

	2021 R	2020 R		
48. Prior period errors (continued)				
Statement of financial performance				
2020	As previously reported R	Correction of errors R	Reclassifications R	Restated R
Tuition and related fees	(105 894 050)	(8 209)	-	(105 902 259)
Royalty income	(531 403)	-	-	(531 403)
Rental of facilities and equipment	(165 829)	-	-	(165 829)
Recoveries	(5 583)	-	-	(5 583)
Other income	(39 114 055)	33 000	-	(39 081 055)
Interest received	(22 739 315)	-	-	(22 739 315)
Government grants and subsidies	(573 260 106)	6 781 552	-	(566 478 554)
Public contributions and donations	(113 031)	(28 617)	-	(141 648)
Employee related and DHET management fee costs	242 991 398	(177 440)	-	242 813 958
Depreciation, amortisation and asset impairments	29 160 282	(6 232 715)	-	22 927 567
Finance costs	190 737	4 031	-	194 768
Lease rentals on operating lease	5 971 246	403 767	-	6 375 013
Debt impairment	29 029 485	(9 775 042)	-	19 254 443
Bad Debts written off	1 060 419	(1 060 419)	-	-
Repairs and maintenance	16 624 639	(398 144)	-	16 226 495
Books and learning material	38 232 016	4 148 012	-	42 380 028
Contracted services	16 141 065	(447 031)	-	15 694 034
Learnership project stipend	19 619 482	-	-	19 619 482
General expenses	65 027 968	(4 289 884)	-	60 738 084
Marketing expenses	4 232 427	142 605	-	4 375 032
Printing and stationery	12 824 943	172 886	-	12 997 829
Consulting and professional fees	14 217 232	1 573 490	-	15 790 722
Telephone and internet	4 160 445	1 002 197	-	5 162 642
Training and staff development	1 459 079	70 318	-	1 529 397
Loss on disposal of assets	1 843 779	845 661	-	2 689 440
Loss on foreign exchange	76 509	-	-	76 509
Fair value adjustments	65 330	-	-	65 330
Impairment of assets	591 033	(912 333)	-	(321 300)
Inventories losses/write-downs	2 547 521	1 297 012	-	3 844 533
	(235 756 337)	(6 855 303)	-	(242 611 640)

Cash flow statement

2020	As previously reported R	Correction of errors R	Reclassifications R	Restated R
Net cash flows from operating activities	255 720 636	(984 587)	-	254 736 049
Net cash flows from investing activities	(46 752 386)	(587 792)	-	(47 340 178)
Net cash flows from financing activities	(15 718 609)	1 572 379	-	(14 146 230)
Net increase in cash and cash equivalents	193 249 641	-	-	193 249 641

49. Fruitless and wasteful expenditure

Opening balance	685 448	-
Opening balance as restated	685 448	-
Add: Expenditure identified - Supply of backpacks not delivered	-	685 448
Add: Expenditure identified - SARS penalties and interest	116 212	-
Add: Expenditure identified - Private use of College credit card	42 000	-
Closing balance	843 660	685 448

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	2021	2020
	R	R

50. Accounting by principals and agents

The College is not a party to any principal-agent arrangement(s).

51. Segment information

General information

Segment separate financial information

The College's financial system does not permit production of reliable financial information. The cost required to upgrade the financial system to produce the required segment financial information would be excessive. Therefore, the College is unable to report on separate segment financial information.

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