

INTEGRATED ANNUAL REPORT 2024



higher education
& training

Department:
Higher Education and Training
REPUBLIC OF SOUTH AFRICA



SOUTH WEST GAUTENG TECHNICAL AND VOCATIONAL
EDUCATION AND TRAINING COLLEGE™
EDUCATION OF DISTINCTION



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ABBREVIATIONS & ACRONYMS

AGSA	Auditor-General South Africa	OPS	Operational Plan
APP	Annual Performance Plan	PFMA	Public Finance Management Act
AIDS	Acquired Immune Deficiency Syndrome	PROFIN	Procurement and Finance Unit
CET Act	Continuing Education and Training Act	PAYE	Pay As You Earn
CSD	Central Supplier Database	UIF	Unemployment Insurance Fund
COS	Centre of Specialisation	SDL	Skills Development Levy
DHET	Department of Higher Education and Training	PQM	Programme Qualification Mix
GNU	Government of National Unity	PSET	Post-School Education and Training
GRAP	General Recognised Accounting Practice	SETA	Sector Education and Training Authority
SRC	Student Representative Council	SNE	Special Needs Education
SWGCG	South West Gauteng TVET College	SSP	Sector Skills Plan
HRDS-SA	Human Resource Development Strategy for South Africa	SWOT	Strengths, Weaknesses, Opportunities, Threats
M&E	Monitoring and Evaluation	TVET	Technical and Vocational Education and Training
MTEF	Medium Term Expenditure Framework	WIL	Work Integrated Learning
MTSF	Medium Term Strategic Framework	WPBL	Workplace-based Learning
NDP	National Development Plan		
NEET	Not in Education, Employment, or Training		
NSDS	National Skills Development Strategy		
NSF	National Skills Fund		
NSFAS	National Student Financial Aid Scheme		
OHS	Occupational Health and Safety		

INTRODUCTION

This report outlines the annual performance of the South West Gauteng TVET College for the calendar year 1 January to 31 December 2024, in alignment with the Continuing Education and Training Act No. 16 of 2006.

It provides a comprehensive review of the College's key areas of operation, including governance, management, administration, finance, human resources, and student support—highlighting achievements and challenges throughout 2024.

The central focus of our efforts, nevertheless, remains on curriculum delivery, which underpins the institution's core mission. All supporting functions are detailed in the context of how they contribute to the effective delivery of educational programmes.

This report has been developed in collaboration with the College Council, under the leadership of Ms Nomthandazo Lamula, ensuring a balanced and authoritative account of our performance and strategic direction.





TM

SWGCG, Period!
Enough Said!

www.swgjc.co.za



PART A

GENERAL INFORMATION



FOREWORD BY THE CHAIRPERSON OF COUNCIL

It gives me great pleasure to present the foreword of South West Gauteng TVET College (SWGC) Annual Report, for the financial year under review.

This report not only outlines institutional performance and compliance but reflects the governance culture that underpins SWGC's operations and long-term sustainability.

The Council is especially appreciative of the leadership demonstrated by the College Management during a critical transition period.

While the College awaited the appointment of a new Council, the management team ensured that all governance structures remained fully constituted and functional—including the Executive Management Team, the Academic Board, the Student Representative Council (SRC), and various mandated committees.

This institutional stability has enabled the newly constituted Council, under the 7th Administration and the Government of National Unity (GNU), to commence its work from a well-established foundation.

As Council, we wish to commend the College for its adherence to governance, compliance, and financial regulations.

During the year, the College demonstrated alignment with key legislative and regulatory frameworks, notably: The Continuing Education and Training (CET) Act, The General Recognised Accounting Practice (GRAP) standards, and Other Department of Higher Education and Training (DHET) compliance requirements.

In addition, the College undertook the development and revision of internal policies to strengthen internal controls, risk management, and audit

preparedness. These proactive measures are expected to enhance audit outcomes and maintain institutional credibility during future oversight processes.

Financially, the College continues to demonstrate stability and prudence, positioning itself to meet both its immediate and long-term financial obligations. The strategic use of resources, supported by a capable Finance Unit, ensures that SWGC remains compliant, sustainable, and responsive to student needs.

The Council is also aware of challenges within the Information Technology (IT) environment. However, we are encouraged by the work of the IT Governance Substructure, which is actively implementing corrective and stabilising measures. These include infrastructure upgrades, cybersecurity reviews, and improving digital service delivery—critical components in the College’s digital transformation journey.

As a governing body, we remain committed to the principles of accountability, transparency, responsiveness, and developmental governance. In addition to legislative compliance, the Council upholds and is guided by the King IV Report on Corporate Governance, which emphasises ethical leadership, performance, and sustainability. We believe that effective governance is not simply about oversight—it is about enabling excellence across all levels of the institution.

On behalf of the Council, I thank the Principal, Executive Management, staff, students, and all stakeholders for their commitment to the success of South West Gauteng TVET College.

Together, we continue to build an institution that not only empowers learners but also contributes meaningfully to South Africa’s economic transformation agenda.



Ms Lamula
Chairperson of College Council



FOREWORD FROM THE COLLEGE PRINCIPAL

I am honoured to present this annual report on behalf of South West Gauteng TVET College (SWGEC)—a public institution that continues to position itself as a pioneering force in transforming technical and vocational education in South Africa. This report encapsulates the achievements, challenges, and strategic direction of our College during the period under review.

SWGEC remains committed to delivering on its vision to become a leading TVET institution that provides quality education and skills development, and its mission to ensure accessible, affordable, and responsive training that meets the needs of our communities, industries, and the national economy. In a year characterised by both complexity and change, the College demonstrated agility, resilience, and innovation in equal measure.

Our continued embrace of the Fourth Industrial Revolution (4IR) has seen us deepen the integration of digital technologies across academic,

administrative, and student support services. We advanced our digital transformation agenda through expanding online and blended learning modalities, strengthening the Learning Management System (LMS), and investing in lecturer upskilling initiatives tailored to the demands of remote and hybrid pedagogy. The Distance Learning Unit recorded notable progress, especially in the areas of platform utilisation, student support mechanisms, and curriculum delivery adaptation.

Institutionally, the College has made substantial strides in aligning operations with the Post-School Education and Training (PSET) priorities outlined by the Department of Higher Education and Training. This includes improvements in governance, internal control mechanisms, and compliance with financial and procurement frameworks. Our commitment to good governance and ethical leadership remains resolute. The successful

audit outcomes achieved during this reporting period reflect the diligence of our management and administrative teams.

In pursuit of our mission to create employment-ready graduates, SWGC deepened its relationships with key Sector Education and Training Authorities (SETAs), local municipalities, and private sector partners. These engagements have yielded practical training opportunities, work-integrated learning placements, and entrepreneurship pathways for our students. Strategic infrastructure development, including the expansion of campus facilities and enhancement of digital access points, also formed part of our deliberate effort to build a future-ready institution.

Equally important is the work we continue to do in addressing social equity and student welfare. Through the support of the National Student Financial Aid Scheme (NSFAS) and internal relief efforts, the College extended financial and psychosocial support to thousands of deserving students. The Student Representative Council played a pivotal role in ensuring student voices remained central to our decision-making processes.

As we reflect on this reporting period, we remain cognisant of the challenges that persist—among them are systemic funding delays, fluctuating student enrolments, infrastructure backlogs, and the digital divide affecting many of our township-based learners. Yet, within these challenges lie the seeds of innovation. The College continues to interrogate and reimagine how it delivers value to its stakeholders, guided by our motto: *“Empowering through education.”*

In future, the SWGC is determined to maintain momentum in the following key strategic areas: digitalisation, employability, curriculum responsiveness, sustainable partnerships, and institutional excellence.

We are resolute in our mission to serve as a TVET model of the future—one that is inclusive, adaptable, and uncompromising on quality.

In conclusion, I wish to express my deep appreciation to the College Council, Executive Management, academic and support staff, students, alumni, and all stakeholders for their unwavering support and commitment. It is through our collective efforts that South West Gauteng TVET College continues to thrive as a beacon of opportunity and transformation in the national skills development landscape.



Mr MJ Monyamane
Principal / Chief Accounting Officer

1. STATEMENT OF RESPONSIBILITY AND CONFIRMATION OF ACCURACY OF THE ANNUAL REPORT

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

All information and amounts disclosed throughout the annual report are consistent.

The annual report is complete, accurate and is free from any omissions.

The annual report has been prepared in accordance with the guidelines on the annual report as issued by the Department of Higher Education and Training (DHET).

The Annual Financial Statements have been prepared as per the prescripts and guidelines of the Department of Higher Education and Training, in terms of IFRS?

The Accounting Officer is responsible for the preparation of the annual financial statements and for the judgements made in this information (Statements/ Report).

The Accounting Officer is responsible for establishing and implementing a system of internal control that has been designed to provide reasonable assurance, regarding the integrity and reliability of the performance information, the human resources information and the annual financial statements.

The Auditor General of South Africa has been engaged to express an independent opinion on the annual financial statements.

In my opinion, the annual report fairly reflects the operations, performance information, human resources information and the financial affairs of the College for the financial year ended 31 December 2024.



Mr MJ Monyamane
Principal / Chief Accounting Officer

2. STRATEGIC OVERVIEW

VISION, MISSION AND MOTTO

Vision:

To be a premier provider of world-class vocational education and training to produce competent and proficient citizens

Mission:

To acquire a gamut of responsive programmes that are sentient to the changing global and technological factors driving our economy to be accessed through multiple modes of teaching and learning

Values:

- Leadership
- Teamwork
- Agility and adaptability
- Accountability and dependability
- Lifelong learning
- Professionalism
- Inclusivity

Motto:

Valued skills for life

3. COLLEGE PROFILE

The 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 throughout 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 modes, 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 completed their training 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 have passed Grade 12, since colleges are offering a three-year vocational qualification. To enroll 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 College began offering 'fee-free' education to South Africa's poor and working-class people, with joint family annual income below the threshold of R 350 000, supported by government and the Department of Higher Education and Training....

Come join us!!!



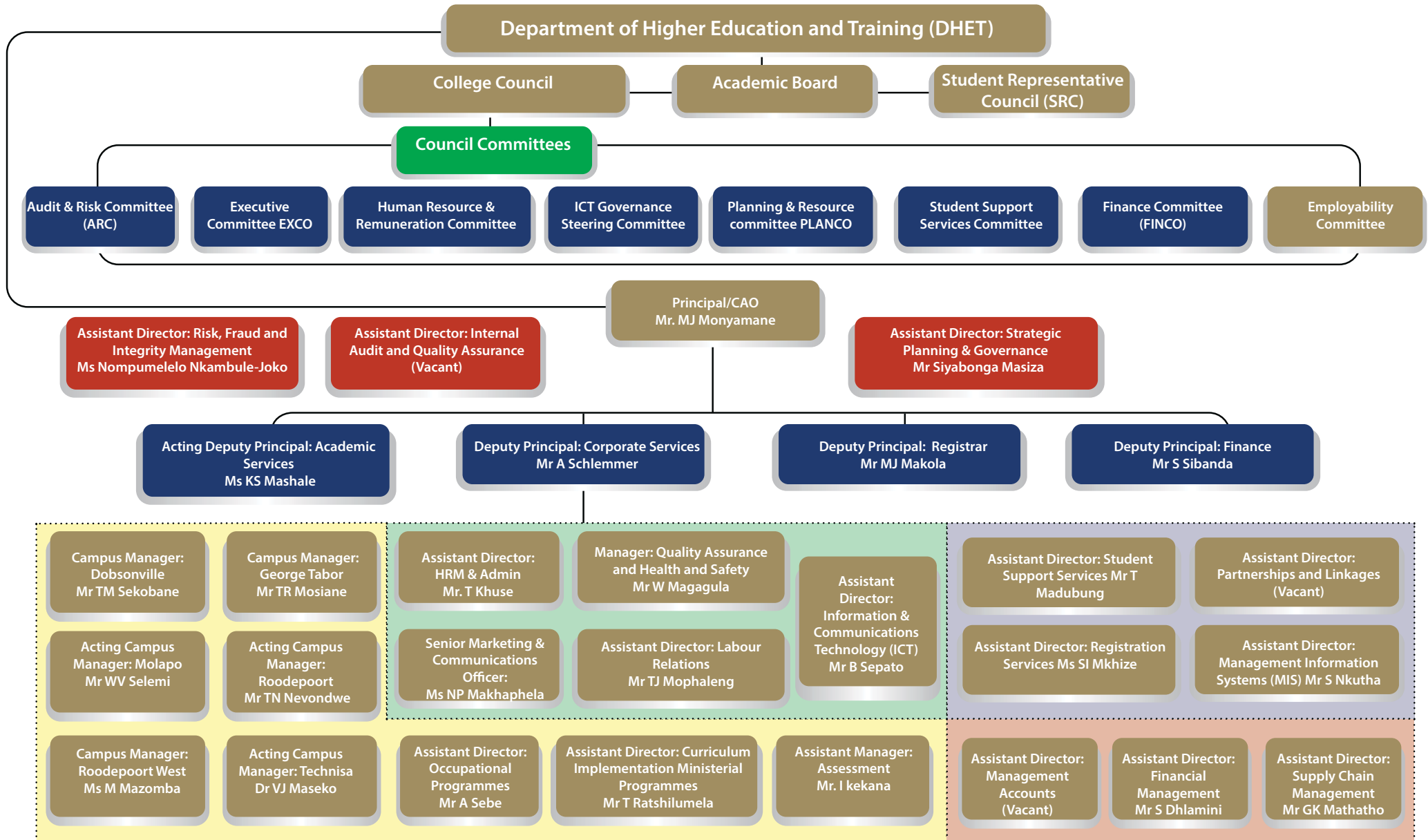
PART B



B

GOVERNANCE

2024 HIGH LEVEL ORGANISATIONAL STRUCTURE



1. CONSTITUTION OF THE COLLEGE COUNCIL AND GOVERNANCE STRUCTURES

i List of Office bearers of the Council 2019-2024

Surname & Initials	Portfolio
Mr ZL Dlamini	Chairperson: External
Ms N Lamula	Vice Chairperson
Mr MJ Monyamane	Principal-Internal member
Ms M Liau	External Member
Ms. F. Mazibuko	External Member
Mr S Manthata	External Member
Mr L Nengovhela	External Member
Mr Malusi Vatsha	External Member
Mr A G Netshimbupfe	External Member
Mr M Magoele	External Member
Mr M Moja	Internal member
Mr RT Mosiane	Internal member
Mr L Tshoko	Internal member
Ms T Maphosa	Internal member
Mr S Khumalo	Internal member

ii. List of Office Bearers of the Council 2024-2029

Surname & Initials	Portfolio
Ms N Lamula	Interim-Chairperson
Mr Thabani Buthelezi	Interim-Deputy Chairperson
Mr Thembile Yako	External Member
Mr S Manthata	External Member
Dr Olwethu Loki	External Member
Ms Athule Ngqalakwezi	External Member
Mr MJ Monyamane	Principal
Mr Tiisetso Sekobane	Internal member
Ms Makhosazana Qhinebe	Internal member
Ms Nonkosi Nqwaba	Internal member
Ms T Maphosa	Internal member
Mr S Khumalo	Internal member

The Council for the 2024-2029 term of office is not fully constituted as required by the Continuing Education and Training Act, 2006 (Act No.16 of 2006). The Council has not concluded the recruitment of four external council members in terms of section 10(6) Continuing Education and Training Act, 16 of 2006, as it is waiting for a concurrence from the Minister of the Department of Higher Education and Training.

Maintaining the highest standards of governance and upholding best practices remained a priority for the South West Gauteng TVET College Council.

The Council conducted its operations in accordance with the DHET-developed charters and Council Standard Operating Procedures, as well as the Continuing Education and Training Act, 2006 (Act No. 16 of 2006).

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 delivered value adding recommendations.

The financial implications of the capital development programmes, the annual operating budget, and the resource allocation to the strategic activities were all regularly examined by the Council. It approved and tracked the success of the capital and operating budgets.

The Council was committed to ensuring the financial health of the College as a going concern and also strove 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 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 implementing relevant teaching and learning didactics and methodologies in quest of 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 made several resolutions. In exercising its oversight function, the Council of South West Gauteng TVET College was guided by applied values and principles of honesty and integrity, objectivity, accountability, and transparency.

2. STATEMENT OF COUNCIL ON COLLEGE FUNCTIONALITY

The primary function of the college is to provide students with education and training programmes.

The state funds the college through grants allocated based on enrolment numbers and NSFAS bursaries given to eligible students. Since the implementation of fee-free education for the poor and working class, many potential students have applied for the various programmes offered by the college.

Despite efforts to limit enrolments due to financial constraints, the college maintained its status as one of the largest TVET colleges in the country in 2023, with a total enrolment of 22 098 in 2024.

Although the college received an unqualified audit report with some findings for the previous year (2023), it began 2024 as a growing concern, with sound reserves and an operational budget based on enrolment numbers and fee income. This has contributed to favourable outcomes, as the college achieved its target of a 65% certification rate.

Education and training continue under the guidance of a mostly committed staff, and the college plans to implement measures to improve performance, particularly regarding retention and throughput for the 2025 academic year, while ensuring there is no decline in certification and progression rates.

Partnerships with the industry to promote workplace integration in education were actively pursued, although successes in this crucial area did not meet expectations by the end of the year.

However, significant progress was made. In terms of core business performance, the college did not achieve all its targets, but it remained one of the leaders in the Gauteng Province.

The most concerning issue for the College, which continued to be a sore point for the Council even in 2024, was the delayed filling of the critical position of the Deputy Principal for Academic Affairs Operations.

3. THE REPORT OF THE COUNCIL ON RISK ASSESSMENT AND MANAGEMENT OF RISKS

Summary of ARC-Approved Recommendations to Council in 2024

The Audit and Risk Committee (ARC) has made several recommendations for consideration by the Council, regarding the Annual Financial Statement (AFS) presentation. The Committee resolved to approve the sign-off of the AFS, contingent upon the incorporation of the necessary adjustments discussed during the meeting.

Additionally, with respect to the ABSA fraud case, the ARC determined that the matter should remain pending until it is concluded by an appropriate law enforcement agency.

During discussions concerning the risk register, the ARC resolved that the gift register, risk management, and whistleblowing policy should be presented to the Executive Committee (EXCO) for further deliberation.

In the context of Supply Chain and Finance processes, the committee resolved that the college must prioritise the procurement of a system to automate these processes. Furthermore, temporary measures should be implemented to prevent duplicate payments.

The ARC also engaged in discussions, regarding the audit strategy and the engagement letter. The Committee resolved to recommend that the Council approve both the audit strategy and the engagement letter.

Regarding the whistleblowing policy, the ARC concluded that the college must establish a hotline, which will be administered and managed by the

Department of Higher Education and Training (DHET) to protect staff from potential victimisation. This will serve as an interim measure while plans to outsource the hotline are developed within the next 12 months. It was also resolved that the Internal Audit will manage the internal hotline and provide reports to the Chairperson of the ARC.

4. CONSTITUTION OF THE COLLEGE COUNCIL AND GOVERNANCE STRUCTURES

4.1. REPORT OF COUNCIL CHAIRPERSON

4.1.1. Introduction

The South West Gauteng TVET College Council is a statutory body established and defined under the Continuing Education and Training Act (Act No.16 of 2006). The College Council is the highest decision-making body of the College. The annual report covers the activities for the 2024 academic year.

4.1.2. College Council Mandate

The purpose of the College Council is to perform all the functions that 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:

- 4.1.2.1. The College Strategic Plans which must incorporate the vision, mission, values, goals and financial planning of the College.
- 4.1.2.2. Ensure safety measures that are conducive to a safe teaching and learning environment for students, lecturers, and support staff.

- 4.1.2.3. Ensure compliance with the accreditation requirements necessary to provide learning Programmes in terms of standards and qualifications as registered on the National Qualifications Framework.
- 4.1.2.4. Provide a suitable structure to advise on policy for the student support services within the College.

Briefly, the College Council performs five different functions, namely, development, monitoring, approval, compliance, and financial oversight.

4.1.3. 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 should be held annually.

4.1.4. Optional/Discretionary College Council Meetings

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

4.1.5. Special Meetings

- 4.1.5.1. 23 September 2024: To discuss and approve College plans for 2025-2029.

4.1.6. Training/Works

- 4.1.6.1. 26 November 2024: TVET Colleges Council Workshop.

4.1.7. The Composition of the College Council

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

- 4.1.7.1. The College Principal: Mr MJ Monyamane
- 4.1.7.2. A member of the Academic Board, elected by the Academic Board: Mr RT Mosiane, who was later replaced by Mr T Sekobane.
- 4.1.7.3. A Lecturing Staff member of the College, elected by the lecturers: Mr L Tshoko, who was later replaced by Ms K Qhinebe.
- 4.1.7.4. A Support Staff member of the College, elected by the support staff: Mr M Moja, who was later replaced by Ms N Nqwaba.
- 4.1.7.5. Two (2) Students of the College elected by the SRC: Ms T Maphosa (President), Mr S Khumalo (Secretary General).
- 4.1.7.6. Five (5) Appointments by the Minister of Higher Education and Training: Mr. ZL Dlamini, Ms M Liau, Mrs. F. Mazibuko, and Mrs.N Lamula and Mr M Vatsha, were later replaced by (Ms N Lamula, Mr T Buthelezi, Mr T Yako, Dr O Loki, and Ms A Ngqalakwezi).
- 4.1.7.7. Four (4) Appointments by the Council in concurrence with the Minister: Mr AG Netshimbupfe, Mr MM Magoele, Mr L Nengovhela and the fourth position became vacant in 2022 due to the resignation of Ms LT Khorombi, the College has conducted the recruitment of the fourth additional member, however the Council did not receive the concurrence from the Minister until the end of term of office in March 2024, when the College Council started and concluded the process of recruiting the new Council members in terms of section 10(6) for the Council term of 2024-2029 and is awaiting concurrence from the Minister.

- 4.1.7.8. A representative of the donors of the College: Mr S Manthata.
 - 4.1.7.9. The College Deputy Principals have standing invitation to Council meetings for reporting purposes but with no voting powers. The Deputy Principals are Mr. A Schlemmer (Corporate services), Mr J Makola (Deputy Principal Registrar), Mr S Sibanda (Deputy Principal Finance) and Ms K Mashale (Acting Deputy Principal Academic Affairs and Operations).
 - 4.1.7.10. The governance office has a role to coordinate the functioning of the College Council and ensure effective communication between the College Council and the College stakeholders.
- 4.1.8. The Summary Roles and Responsibilities of the College Council**
- The College Council members are jointly responsible and accountable for decisions, which include:
- 4.1.8.1. Provide strategic vision and leadership for the development of the institution.
 - 4.1.8.2. Ensure the alignment and support of all internal and external stakeholders behind the College vision and mission.
 - 4.1.8.3. Provide oversight of the College's operational plan.
 - 4.1.8.4. Ensure that quality management systems are implemented by the college.
 - 4.1.8.5. Ensure the attainment of the targets as expressed in the strategic plan within the allocated budget.
 - 4.1.8.6. Ensure good management oversight and the implementation of performance monitoring and evaluation systems.
 - 4.1.8.7. Reflect the responsible deployment of College resources and assets in the support of the goals of the strategic and operational plans of the College.
 - 4.1.8.8. Assist the Academic Board to implement relevant teaching and learning didactics and methodologies.
 - 4.1.8.9. Reflect accountable stewardship of public resources, responsible financial (fiduciary) oversight of the College budget, income and expenditure, and the compilation and approval of financial statements.
 - 4.1.8.10. Ensure student access, retention, certification, progression, throughput, and successful articulation with the workplace and/or higher education and training.



4.1.9. Attendance of College Council Meetings 2024(Mandatory Meetings)

Surname & Initials	Portfolio	Type of Appointment	Attendance				Attendance Rate (%)
			1 st quarter	2 nd Quarter	3 rd quarter	4 th quarter	
			27 March 2024	06 August 2024	08 November 2024	12 December 2024	
Mr ZL Dlamini	Chairperson	10(4)(b): Ministerial Appointments	√	End of term of office.	End of term of office.	End of term of office.	25%
Ms N Lamula	Deputy Chairperson	10(4)(b): Ministerial Appointments	√	√	√	√	100%
Ms M Liau	External member	10(4)(b): Ministerial Appointments	X	End of term of office.	End of term of office.	End of term of office.	0%
Ms FM Mazibuko	External member	10(4)(b): Ministerial Appointments	√	End of term of office.	End of term of office.	End of term of office.	25%
Mr M Vatsha	External member	10(4): Ministerial Appointment	√	End of term of office.	End of term of office.	End of term of office.	25%
Mr M Magoele	External member	10(6): Ministerial concurrence	√	End of term of office.	End of term of office.	End of term of office.	25%
Mr AG Netshimbupfe	External member	10(6): Ministerial concurrence	√	End of term of office.	End of term of office.	End of term of office.	25%
Mr L Nengovhela	External member	10(6): Ministerial concurrence	√	End of term of office.	End of term of office.	End of term of office.	25%
Mr T Buthelezi	External member	10(4)(b): Ministerial Appointments	Not yet appointed	√	√	√	75%
Mr T Yako	External member	10(4)(b): Ministerial Appointments	Not yet appointed	√	√	√	75%
Dr O Loki	External member	10(4)(b): Ministerial Appointments	Not yet appointed	√	√	√	75%
Ms A Ngqalakwezi	External member	10(4)(b): Ministerial Appointments	Not yet appointed	√	√	√	75%

Surname & Initials	Portfolio	Type of Appointment	Attendance				Attendance Rate (%)
			1 st quarter	2 nd Quarter	3 rd quarter	4 th quarter	
Mr Manthata	External member	10(4)(d): Donor representative	√	√	√	√	100%
Mr MJ Monyamane	Internal member	10(4)(a): Principal	√	√	√	√	100%
Mr TR Mosiane	Internal member	10(4)(c): Academic board	√	End of term of office.	End of term of office.	End of term of office.	25%
Mr L Tshoko	Internal member	10(4)(e): Lecture representative	√	End of term of office.	End of term of office.	End of term of office.	25%
Mr M Moja	Internal member	10(4)(f): Admin Staff Representative	X	End of term of office.	End of term of office.	End of term of office.	0%
Mr T Sekobane	Internal member	10(4)(c): Academic board	Not yet appointed	√	√	√	75%
Ms M Qhinebe	Internal member	10(4)(e): Lecture representative	Not yet appointed	√	√	√	75%
Ms N Nqwaba	Internal member	10(4)(f): Admin Staff Representative	Not yet appointed	√	√	√	75%
Mr Ms Mafora	Internal member	10(4)(g): SRC representation	X	End of term of office.	End of term of office.	End of term of office.	0%
Mr K Ramonyani	Internal member	10(4)(g): SRC representative	X	End of term of office.	End of term of office.	End of term of office.	0%
Ms T Maphosa	Internal member	10(4)(g): SRC representation	Not yet in office	√	√	√	75%
Mr S Khumalo	Internal member	10(4)(g): SRC representation	Not yet in office	√	√	√	75%
Mr A Schlemmer	Deputy Principal (Corporate Services)	Standing invitation	X	X	√	√	50%

Surname & Initials	Portfolio	Type of Appointment	Attendance				Attendance Rate (%)
			1 st quarter	2 nd Quarter	3 rd quarter	4 th quarter	
Mr S Sibanda	Deputy Principal Finance	Standing invitation	√	√	√	√	100%
Mr MJ Makola	Deputy Principal Academic Affairs	Standing invitation	√	√	√	√	100%
Ms KS Mashale	Acting Deputy Principal Academic Affairs	Standing invitation	√	√	√	√	1000%
Mr S Masiza	Governance Coordinator	Council Secretary	√	√	√	√	100%

√ Present

X Absent

4.1.10. Summary of College Council Resolutions Actions in 2024

4.1.10.1. On Recruitment of section 10(6) four additional council members, Council resolved to ratify the appointment of four additional members in terms of section 10(6) of the CET ACT 16 of 2006 as presented, Council further resolved that the application of section 12(1)b must be delayed in order for a council to apply its mind on the proposed names. (Resolution: 01:2024).

4.1.10.2. On Council office bearers and committee establishment, the Council resolved to elect Ms Lamula as Council interim chairperson, Mr Buthelezi as interim deputy chairperson, and establish interim committees as the Council was not fully established due to the pending concurrence from the Minister for section 10(6) council members. (Resolution: 02 & 03:2024).

4.1.10.3. On College strategic planning 2025/29, the Council discussed and approved College plans for submission and approval by the Minister (Resolution 04:2024).

- 4.1.10.4. On Internal Council members and Staff working with Council;

The Council deliberated on the policy for overtime and resolved to approve the payment of overtime for internal Council members and staff working with the Council in line with the College overtime policy (Resolution 05:2024).

5. REPORTS BY COMMITTEES OF COUNCIL

The CET Act 16 of 2006 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 six (6) committees are mandatory, and the last two (2) committees are established by the College Council based on need and in line with the Act.

5.1. Mandatory Committees

- 5.1.1. Executive Committee (EXCO)
- 5.1.2. Finance Committee (FINCO)
- 5.1.3. Audit and Risk Committee (ARC)
- 5.1.4. Human Resources and Remuneration Committee
- 5.1.5. Planning Committee (PLANCO)
- 5.1.6. ICT Governance Committee

5.2. Discretionary/Optional Committees

- 5.2.1. Student Support Services Committee (SSS)
- 5.2.2. Employability Committee

5.3. The Purpose of the Committee

- 5.3.1. The main function of the College Council committees is to assist the Council in the performance of its statutory functions.
- 5.3.2. All the College Council Committees were chaired by an External Council Member as prescribed by the CET Act 16 of 2006.

5.4. Composition of Council Committees and Attendance

In the year 2024, the council had established eight committees that were fully functioning.





MANDATORY COMMITTEES

1.1 Executive Committee of Council (EXCO)

1.1.1 Attendance Register

Surname & Initials	Portfolio	Attendance				Attendance Rate (%)
		1 st Quarter	2 nd Quarter	3 rd Quarter	4 th Quarter	
		13 March 2024	N/A	07 November 2024	11 December 2024	
Mr. ZL Dlamini	Chairperson: External	√	x	Term ended	Term ended	25%
Ms N Lamula	External Member	√	x	√	√	75%
Mr T Buthelezi	External Member	x	x	√	√	50%
Mr. Monyamane	Internal Member	√	x	√	√	75%
Mr. Masiza	Committee Secretary	√	x	√	√	100%
Mr. Schlemmer	DPC	√	x	√	√	100%
Mr MJ Makola	DPR	√	x	√	√	75%
Ms Mashale	ADPA	√	x	√	√	75%
Mr S Sibanda	DPF	√	x	√	√	75%

√ Present

X Absent

*Attended per invite

1.1.2 Summary of the great initiatives that were endorsed and approved by Executive committee of Council in 2024

- 1.1.2.1 Exco noted some key initiatives such as, the application to offer robotics and coding programmes, the College is still waiting for accreditation of the programme and planning to offer the programs in 2026 at George Tabor or at the new campus;
- 1.1.2.2 Exco further noted and supported the College's quest to

expand the capacity of the College by acquiring additional properties for the New Business Development Unit, the campus for school of technology in Florida and the site in Soweto for Artisan Development Training Centre and

- 1.1.3 Exco recommended that all governance charters must be reviewed and a proposal with the principal was made for a two-day workshop to review the statute and all governance charters.

1.2 Finance Committee (FINCO)

During the 2024 financial year, the Finco fulfilled all its responsibilities through online meetings except in a few instances when its members attended Council-related responsibilities physically. As per the approved charter, the Finco amongst other policies reviewed monitored the implementation of the policies below:

- Cellphone and Mobile device Policy
- Finco charter
- Asset Management Policy
- Fleet management
- Supply Chain Management Policy

Other functions of the Finco included:

College budget submissions, deviations, and quarterly revisions:

FINCO recommended the budget for approval by the Council and monitored its implementation through a review of management accounts. These management accounts showed significant improvement from the previous year as management closed the period in preparation for the 2024 AFS. This allowed the college to provide the AGSA with subsequent information for auditing purposes after year-end.

Financial misconduct or maladministration:

FINCO monitored investigations involving NSFAS-related matters and referred other issues to the Audit and Risk Committee and the Human Resources Committee. These issues were also highlighted and discussed at the Council level.

Capital projects and pre-approved variation:

The College's capital projects concluded the 2024 financial year with no significant improvements compared to the prior year, as the challenges posed by land ownership rights at two college campuses hindered progress.

FINCO reviewed and recommended various variations to the Council that exceeded the approved Supply Chain Management variation.

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

FINCO recommended for Council approval the write-off and impairment of assets and debtors in accordance with college policies, including the initiation of the debtors' handover process.

Annual financial statements:

FINCO held a joint meeting with the Audit and Risk Committee on March 25, 2024, to review and recommend the Annual Financial Statements (AFS) to the Council. The college demonstrated significant improvements compared to previous years, which was confirmed by an unqualified audit opinion from AGSA.

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

The FINCO reviewed the subsidy income from the Department and the income from NSFAS and is comfortable with the relationship between the College and these key stakeholders. Any issues that the FINCO viewed as significant for the Council's attention were reported accordingly.

The following are members of FINCO and their attendance at meetings:

Member	Note	Role	No. of meetings
Mr M. Magoele	N1	Chairperson	1
Mrs T. Lamola	-	External Member	4
Mr J. Monyamane	-	Internal Member	4
Mr Buthelezi	N2	Internal Member	2
Mr S. Sibanda	-	Internal Member	4
Mr S. Dhlamini	-	Invitee	4
Mr S. Masiza	-	Governance & Secretary	4

N1 – Mr Magoele’s Term of office ended in March 2024.

N2 – Mr Buthelezi served as the Interim member from August 2024 -January 2025.

FINCO comprises 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 the Council.

1.3 AUDIT AND RISK COMMITTEE

This report outlines how the Committee discharged its responsibilities during the year in relation to financial reporting, risk management and internal control and the Internal Audit function.

During the 2024 financial year, the Committee continued to focus on monitoring the effectiveness and integrity of the College's financial reporting, internal control, and risk management processes.

The Committee continued its work to strengthen controls and governance which included oversight of risk management processes and maintaining the College's commitment to the highest standards of integrity and ethical behavior.

Each regular meeting included reviews of risk management related activities as well as the audit action plan.

1.3.1 Committee Mandate

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:

- Proactive risk management of all key risks impacting the College and reporting thereof aligned to the risk register;
- Monitoring of risk management and internal control systems;
- Monitoring of the Internal Audit plan;
- Tracking of audit action plan, which has resulted a positive audit outcome; and
- Advising the College Council on whether the Annual Financial

Statements, when taken as a whole are a true and fair reflection of activities at the College.

1.3.2 Committee Meetings

The Audit Committee is constituted in accordance with the committee charter aligned to KingIV requirements and is required to meet four (4) times per annum as per its approved terms of reference.

However, due to the delays in establishment of council in the year under review, four (4) ordinary meetings were held. The Chairperson of the Committee reports to the Council on the key issues which have been discussed after each meeting.

In addition to the official members, College senior management personnel are typically requested to join in order to present and offer more in-depth analysis on a range of subjects that the Committee needs in order to carry out its responsibilities. Additionally, the Committee invites Internal Audit and the external auditor to attend meetings.

The Committee Chairperson is always directly accessible to the external auditor and the internal auditor, who meet with the Committee whenever it is necessary to give more opportunities for open discussion and input without the presence of executive management.

1.3.3 Attendance Register

Below are the names of Committee members and attendance details:

Name of Member	Number of Meetings Attended
Ms M Liao (Chairperson)	1 (Term ended 31 March 2025)
Mr MM Magoele	1 (Term ended 31 March 2025)
Mr M Vatsha	1
Ms N Nkambule	3
Dr O Loki	2
Mr T Buthelezi	2
Ms T Lamula	2

1.3.4 Internal Audit

The Audit Committee is responsible for monitoring and reviewing the operation and effectiveness of the Internal Audit function, including its focus, plans, activities and resources. To fulfil these duties the Committee undertook the following work:

- Reviewed and approved the Internal Audit function's charter, strategy and annual plan and
- Considered and were satisfied that the experience and level of resources within the Internal Audit team were adequate to achieve the proposed plan.

The work completed in the final quarter of the year was thoroughly reviewed by the Internal Audit team.

In terms of addressing control problems, the College demonstrated better directional movement. It also maintained a favourable external audit result,

which is anticipated to be steady and get better over the coming years.

The Committee's top priority for 2024 will be to continue to oversee the College's internal control and risk management procedures and to sustain a robust risk management culture throughout the institution.

The Committee will keep an eye on the audit action plan and be proactive in predicting and getting ready for any changes to internal controls and reporting that may be necessary due to legislation or regulations.

1.4 Human Resource and Remuneration Committee

1.4.1 Attendance Register

Title, Initial & Surname	Portfolio	Attendance				Attendance Rate (%)
		1 st Quarter	2 nd Quarter	3 rd Quarter	4 th Quarter	
		21 February 2024	N/A	08 October 2024	28 November 2024	%
Ms N Mazibuko	Chairperson: External	√	N/A	Term ended	Term ended	25%
Mr L Nengovhela	External Member	√	N/A	Term ended	Term ended	25%
Mr AG Netshimbupfe	External Member	√	N/A	Term ended	Term ended	25%
Dr. O Loki	Interim Chairperson: External	Not yet appointed	N/A	√	√	50%
Mr. T Buthelezi	External Member	Not yet appointed	N/A	√	√	50%
Mr. A Schlemmer	Internal Member	√	N/A	√	√	75%
Ms M Qhineba	Internal Member	Not yet appointed	N/A	√	√	50%
Mr S Masiza	Governance: Committee Secretary	√	N/A	√	√	75%
Mr Khuse	Internal Member	√	N/A	√	√	75%
Ms N Nqwaba	Invitee	N/A	N/A	√	√	50%

√ Present

X Absent

*Attended per invite

1.4.2 Election of Interim Committee Members

During the meeting, Committee members were formally introduced to the terms of reference meticulously outlined in the Committee charter. After thoroughly discussing the roles necessary for the committee's effective functioning, the Committee nominated an interim chairperson and secretary. These positions were to be held by the selected individuals until the council was fully established, ensuring continuity in leadership during the transitional phase.

Resolution: The committee reached a consensus and recommended the appointment of Dr Olwethu Loki as the interim chairperson of the Council. Mr Masiza was appointed as the Committee's secretary.

1.4.3 Recruitment/Vacancies

- The committee received a first-quarter recruitment report, which highlighted that three CS posts and one PS post had been finalised.
- The report further highlighted that the department has frozen several PS posts and posts of senior lecturing staff.
- Between March and November 2024, the College successfully filled 19 positions, with the newly hired personnel set to start working in January 2025.

Resolution: The Committee noted the report.

1.4.4 Labour Relations

- The Committee received a report stating that there were three (3) cases of sexual harassment during this period.
 - One of the cases has been referred to the DHET.
 - The second case resulted in the dismissal of an employee.
 - The third one is still under investigation.
- The College has also concluded cases of theft and fraud, which led to the dismissal of the employees.

- The college has Nine (9) cases that are still active.

Resolution: The College noted the report and requested the College to provide more details, including the starting dates of the case and the expected date of finalisation. The cases must be separated into internal hearings, ELRC, CCMA, and labour court matters.

1.4.4 Dpc Report

- The College has 181 permanent staff, with 167 under DHET and 14 under the College Council.
- There are 21 unmatched staff and unresolved HR issues related to progressions, grievances about Campus Administrators versus Heads of Administration, and legacy issues leading to hiring freezes.
- A collective grievance regarding the posting of new positions is pending. Discussions on insourcing lower-level roles are ongoing, but no funding exists.
- HR matters are reviewed quarterly. Since September 2023, cost containment has frozen hiring until March 2025, requiring ministerial approval for all appointments.

Resolution: The Committee noted the report.

1.4.5 Human Resource Development

- 25 ETDP SETA, Workplace Experience contracts, end on November 30, 2024. Two learners received one-month extensions. Five additional interns were added, bringing the total to 34, excluding the departures.
- Contracts for six lecturers pursuing further studies at WITS University were renewed in December 2024.
- The staff bursary allocation for 2024 was finalised, and the 2025 application closed in November 2024. In the first quarter of 2025, successful bursary applicants received letters of the award.
- The College has conducted Robotics, 4IR, and Project Management

training and hosted the Teaching and Learning Summit.

- Leadership and Facilitator training courses shall be conducted before the end of the first quarter 2025.

Resolution: The committee noted the report.

1.4.6 Wellness/Counselling

- A Financial Wellness campaign team visited the Roodepoort and Molapo Campuses and the low turnout was attributed to exam preparations.
- November is World Diabetes Month, and information has been distributed.
- Eight (8) counselling sessions were held, covering substance abuse, conflict management, and financial problems.
- Roadshows on the Code of Conduct, focusing on sexual harassment in the workplace, were conducted.

Resolution: The Committee noted the report.

1.4.7 Committee Charter

- The HR Committee Charter was tabled for review by the Committee, following amendments made by the Council.

Resolution: The Committee resolved to recommend the reviewed Charter to the Council



1.5 PLANNING AND RESOURCE SUB-COMMITTEE (PLANCO)

1.5.1 Attendance Register

Surname & Initials	Portfolio	Attendance				Attendance Rate (%)
		1 st Quarter	2 nd Quarter	3rd Quarter	4th Quarter	
		14 February 2024	25 April 2024	20 September 2024	22 November 2024	
Lamula N	Chairperson: External	√	N/A	√	√	75%
Mazibuko N	External Member	√	N/A	Tern ended	Tern ended	25%
Mr T Yako	Chairperson: External	Not yet appointed	N/A	√	√	50%
Mr MJ Monyamane	Internal Member	x	N/A	√	x	25%
Schlemmer A	Internal Member	√	N/A	√	√	75%
Mr Sibanda	Invitee: DPF	√	N/A	√	x	50%
Masiza S	Secretary	√	N/A	√	√	75%

√ Present

X Absent

1.5.2 Changes to the committee members

- The Committee that was established for the period 2019-2024 and when the term of office ended, the new Committee was established in 2024 for the new term which ends in 2029.

PlanCo comprises of four members with 50% of being external Council Members in compliance with the Committee Charter. Plan Co complies with the requirement of having at least four meetings per annum.

1.5.3 Summary of PlanCo Recommendations to the Council, and key initiatives

- Planco have discussed and recommended the approval of the 2025/2026 College plans to the Council.
- The Committee has endorsed the establishment of an infrastructure team to expedite the implementation of Capital Infrastructure Efficiency Grant (CIEG), which was established due to the vacancy on the position of infrastructure manager.
- The Planco discussed and noted a total of 11 planned capital projects.

1.6 ICT Governance Committee

1.6.1 Purpose

Ensure that decisions around Information and Communication Technologies are consistent with the College's ICT strategy and that all activities are within the delegations as given by the Council.

1.6.2 Membership

Mr Nengovhela - Council External Member (Chairperson) term of office ended March 2024

Ms Ngqalakwezi - Council External Member (Chairperson)

Mr. Sydwell Manthata – Council External Member (Committee Member) Mr. Joe Monyamane – Principal of the College

Mr. Andre Schlemmer – Deputy Principal Corporate Services (Internal Member)

Mr. Bernard Sepato – ICT Assistant Director (Internal-Member)

Mr. Makola – DPR- Standing invitation

Mr. Lehlohonolo Sithebe – ICT Technician -Standing Invitation

Mr. Martin Somo – Committee Secretary

Mr. Siyabonga Masiza – Governance

Mr. Stephen Sibanda – DPF -Standing Invitation

Mrs. Kholofelo Mashale– DPA -Standing Invitation

1.6.3 Meetings

Name	Portfolio	Meetings		
		21/02/2024	10/10/24	25/11/24
Mr. Nengovhela	Chairperson		Term of office ended	Term of office ended
Ms. Ngqalakwezi	Chairperson	Not yet Appointed		
Mr. Sydwell Manthata	External Member			
Mr. Joey Monyamane	Principal			
Mr. Andre Schlemmer	Deputy Principal			
Mr. Makola	Acting Deputy Principal Academic affairs and operations			
Mr. Bernard Sepato	ICT Assistant Director (Internal)			
Mr. Martin Somo	Secretary			
Mr. Siyabonga Masiza	Governance			

1.6.4 Accomplishments and other ongoing projects

1.6.4.1 Implementation of ICT infrastructure for the new college buildings

- Server Infrastructure – The Inverter was installed, and the server purchasing process was initiated with an official order issued.
- Construction of the server room commenced in 2024.
- Network Infrastructure – Cabling and installation commenced in 2024
- WAN Link – Requisition to initiate the link installation was initiated.

1.6.4.2 Inverter Installation & Exam Preparation And Ict Support

- All the College Campuses have been installed with backup power, including inverters, except Molapo Campus.
- Technical support for the national examination was rendered for the duration of the exam period successfully in 2024

1.6.4.3 Contact Centre Restoration

Improvement of the control and management system in the college's contact centre by adding modules. These are the following modules:

- Insight 2000 Supervisor
- Insight Presence login Per Reception/ACD Agent
- Insight ACD Agent Reporting Per Agent
- Insight Extension Reporting Per Extension
- Call Centre Basic Per Agent
- Call Centre Premium Bold On

- Auto Attendant Standard

1.6.4.4 Microsoft volume licensing & telkom VOIP system

All licensing and upgrades for Microsoft applications will be renewed in the next financial year (January 2025) with the new budget, as the previous report indicated that this agreement is no longer being subsidized by the Department of Higher Education and Training through the DHET TVET College agreement, which allowed colleges to pay only a small fraction of the total cost.

- Since the agreement was not renewed by DHET, colleges must now cover the total cost of the software and licenses, which presents a significant financial burden for the college.
- The college will add the two new buildings recently acquired under the telecommunications provision with BCX/Telkom SA. It is anticipated that the entire process will be completed in January 2025. This project will be carried out by BCX on behalf of Telkom SA and will run concurrently with the replacement of the current VOIP system, which aims at improving the quality of the college's telecommunications by minimizing intermittent connections and reducing costs.

1.6.5 Identified ICT tenders/ addressing audit findings

Several ICT tenders will be issued in 2025 to tackle various ICT issues, such as audit findings and ICT policies.

Cloud Data Back-Up Solution for the College infrastructure back-up system. The reason for implementation is to close the audit finding

- The tender referred to the next financial year (2025)
- MIMECAST for email security to protect against infiltration

and other vulnerabilities. The gap was identified through a cyber security vulnerability scan.

- The tender referred to the next financial year (2025)
- Cyber Security System – It was also identified through a vulnerability scan of the ICT infrastructure.
- The tender referred to the next financial year (2025)
- Patch Management – It was part of the internal audit findings and this gap would be closed by implementing software updates management.
- The plan is to add a patch management module on the Eset Advance
- Security Endpoint, the current Antivirus software, which is due for renewal in January 2025.
- Once the module is activated it will perform as a patch management system and deploy security updates and other Microsoft-related applications

1.6.6 The ICT Governance Committee is responsible for:

- 1.6.6.1 Recommending for approval ICT strategies and plans that ensure the cost-effective application and management of ICT systems and resources throughout the College usually codified as the ICT Strategic Plan.
- 1.6.6.2 Review current and future technologies to identify opportunities to increase the efficiency of ICT resources.
- 1.6.6.3 Monitor and evaluate ICT projects and achievements against the ICT Strategic Plan.
- 1.6.6.4 Inform and make recommendations to the College Principal and Council on significant ICT issues.

1.6.6.5 Prioritize strategies and projects as High, Medium, and Low to provide a true indication of the areas that need to be addressed first.

1.6.6.6 Take action to ensure that the ICT Strategic Plan is delivered within the agreed budget and timeframe.

1.6.6.7 Ensure that the College adopts a structured project management methodology that is used for all ICT initiatives and projects.

1.6.6.8 Consider new projects that emerge outside the ICT Strategies Planning Cycle and investigate the impact of their implementation on other projects, priorities, budgets, etc. in the ICT Strategic Plan.

1.6.6.9 Ensure that the information architecture, systems architecture, and technology platforms proposed in new projects are consistent with the strategic architecture and plans of the College.

1.6.6.10 Ensure that every project proposal and implementation plan achieves appropriate levels of user and stakeholder consultation and satisfaction.

1.6.6.11 Assess the quality and value of business cases prepared for new ICT project proposals and provide advice and recommendations to the Principal and Council on the merits of new project proposals.

1.6.6.12 Review and approve the detailed ICT project implementation plans and project management documents such as ICT risk management and information security.



- 1.6.6.13 Monitor compliance with the law and industry practices/ standards and report any deviation from the compliance arrangements to the principal.
- 1.6.6.14 Review and make recommendations to the principal in relation to areas of significant financial, legislative, and personal risk that may arise as a result of any ICT activity as well as making recommendations and arrangements to contain the risk.
- 1.6.6.15 In performing its risk management, compliance, and change management functions, the Committee may give attention to:
 - 1.6.6.15.1 Ensuring the technical staff have well defined change management and communication procedures;
 - 1.6.6.15.2 Data integrity, data protection and backup;
 - 1.6.6.15.3 Independent security and infrastructure audits;
 - 1.6.6.15.4 Ensuring that ICT systems are in place to support teaching and learning;
 - 1.6.6.15.5 The effective monitoring and management of the material risks to which the College is exposed;
 - 1.6.6.15.6 Establishing and monitoring policies directed to ensuring that the College complies with the law; and
 - 1.6.6.15.7 Conforms to the highest standards of ethical behaviour.



D

DISCRETIONARY/OPTIONAL
COMMITTEES

2.1 EMPLOYABILITY COMMITTEE

Purpose and role of the Committee

The Employability Committee is accountable to the Council of the College for the development, implementation, and reporting of the College's Employability, 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.

The Employability Committee is dedicated to enhancing the employability of students at the South-West TVET College.

Its primary role includes:

- **Developing and implementing employability programmes:** Creating initiatives that equip students with the skills and knowledge required to succeed in the job market.
- **Industry partnerships:** Establishing and maintaining relationships with industry partners to provide students with internship and job opportunities.
- **Career guidance and support:** Offering career counselling, CV workshops, and interview preparation sessions to help students navigate their career paths.
- **Monitoring and evaluation:** Assessing the effectiveness of employability programmes and making necessary adjustments to improve outcomes.

Membership

Employability comprises four members, 50% of whom are external Council Members in compliance with its charter. The committee was fully constituted throughout the year and adhered to its charter as approved by the Council.

Committee members 2019-2024

Ms Netshimbupfe – chairperson
 Ms Mazibko – External Committee member
 Mr Somo - Committee Secretary
 Mr Monyamane – College principal
 Mr Sebe – NBDU Manager
 Ms Mashale – Acting deputy principal, Academic affairs and operations
 Mr Makola – Deputy Principal Registrar
 Ms Makhaphela

Committee members 2024-2029

Mr Yako – Interim Chairperson
 Ms Ngqalakwezi – Committee member
 Mr Somo – Committee Secretary
 Mr Sebe – NBDU Manager
 Mr Mashale – Acting deputy principal, Academic affairs and operations
 Mr Makola – Deputy Principal Registrar

Name	Portfolio	Meeting Attendance			
		08 FEB 2024	2 nd Quarter	3 rd Quarter	4 th Quarter
Mr Netshimbupfe	Chairperson		Term Ended	Term Ended	Term Ended
Ms Mazibuko	Committee member		Term Ended	Term Ended	Term Ended
Mr Somo	Committee Secretary		-	-	-
Mr Monyamane	College principal		-	-	-
Mr Sebe	DPC		-	-	-
Ms Mashale	ASD SCM		-	-	-
Mr Makola	DPF		-	-	-
Ms Makhaphela	Marketing		-	-	-

Meetings

Name	Portfolio	Meeting Attendance			
		08 FEB 2024	2 nd Quarter	3 rd Quarter	4 th Quarter
Mr Netshimbupfe	Chairperson		Term Ended	Term Ended	Term Ended
Ms Mazibuko	Committee member		Term Ended	Term Ended	Term Ended
Mr Somo	Committee Secretary		-	-	-
Mr Monyamane	College principal		-	-	-
Mr Sebe	DPC		-	-	-
Ms Mashale	ASD SCM		-	-	-
Mr Makola	DPF		-	-	-
Ms Makhaphela	Marketing		-	-	-
Mr Vatsha	Committee member		Term Ended	Term Ended	Term Ended

Name	Portfolio	Meeting attendance			
		08 FEB 2024	02 OCT 2024	29 NOV 2024	
Mr Yako	Chairperson	Not Appointed			
Ms Ngqalakwezi	Committee member	Not Appointed			
Mr Somo	Committee secretary				
Mr Sebe	NDBU Manager				
Ms Mshale	DPA				
Mr Makola	DPR				

Overview of the Committee's Work

In 2024, the College managed to place 3 222 students in various programmes of their learning intervention in the workplaces.

The Employability Sub-Committee remains committed to supporting the career aspirations of South-West TVET College students and looks forward to building on the successes of 2024, in the coming year.

The College established new partnerships with companies across various sectors.

Limited funding and resources have impacted the scale and reach of some programmes. While participation rates have improved, there is still a need to engage more students in employability initiatives.

Going forward, the Committee looks forward to the College's continued efforts to strengthen industry collaboration through partnerships with local and international companies, to provide more opportunities for students. This includes an emphasis on new programmes focused on emerging industries and technologies like artificial intelligence (AI), drone technology, robotics etc. to prepare students for future job markets.

We also wish to see the enhancement of student support services by increasing the availability of career counselling and support services to ensure that all students have access to the resources they need.

Compiled by Mr T Yako

2.2 Student Support Services (SSS) Committee

2.2.1 Purpose

The purpose of the Student Support Services Committee is to ensure that the annual student plan is implemented, offer services to students with disabilities, and offer support to students in all key areas (academics, sports, and health and wellness).

2.2.2 Membership (2019 -2024)

Mr Vatsha – chairperson

Mr Manthata – External Committee member

Mr Joey Monyamane – College principal

Mr Makola - Deputy Principal Registrar

Mr Madubung – ASD SSS

Mr Masiza – Governance

Mr Somo - Committee Secretary

(2024)

Ms Ngqalakwezi - External Member (Interim Chairperson)

Mr. Yako – External Member (Committee Member)

Mr Joey Monyamane – College Principal

Mr. Makola – Deputy Principal Registrar

Mr. Madubung – ASD SSS

Mr. Martin Somo – Committee Secretary

Mr. Sekobane – Campus Manager

Ms Amanda Marele – Governance

Mr. Siyabonga Masiza – Governance

Ms. Maphosa – SRC President

2.2.3 Meetings

Name	Portfolio	Meeting Attendance			
		15-02-2024	2 nd Quarter	3 rd Quarter	4 th Quarter
Mr Vatsha	Chairperson		Term Ended	Term Ended	Term Ended
Mr Manthata	Committee Member		Term Ended	Term Ended	Term Ended
Mr Somo	Committee Secretary		-	-	-
Mr Monyamane	College Principal	X	-	-	-
Mr Makola	DPR	X	-	-	-
Mr Madubung	ASD SSS		-	-	-
Mr Masiza	Governance		-	-	-
Ms Mashale	ADPA	X	-	-	-

Meetings

Name	Portfolio	Meeting attendance			
		1 st Quarter	2 nd Quarter	17/09/24	21/11/25
Ms Ngqalakwezi	Chairperson	Not yet appointed	Not yet appointed	Yes	Yes
Mr. T. Yako	External Member	Not yet appointed	Not yet appointed	Yes	Yes
Mr. Joey Monyamane	Principal	-	-	No	No
Mr. Makola	Deputy Principal Registrar	-	-	Yes	Yes
Mr. Sekobane	Committee member	-	-	Yes	Yes
Mr. Madubung	ASD SSS	-	-	Yes	Yes
Mr. Martin Somo	Secretary	-	-	Yes	Yes
Ms Maphosa	SRC President	-	-	Yes	Yes
Ms. Amanda Marele	Governance	-	-	Yes	Yes
Mr Masiza	Governance	-	-	yes	Yes

2.4. SSS Committee accomplishments and ongoing projects

2.4.1 Psycho-social support

The SSS committee has continuously made sure that the health and wellness of the students are taken care of through health and wellness days. Together with our health partners, the College held a number of health and wellness days for our students to test for HIV, pregnancy, PAP smear, etc.

2.4.2 Sporting Activities

Our students participated in the COSACSA National summer ball games, which were held in Durban in the previous financial year (FY24). One of our students from the George Tabor campus was elected to play in the South African Men's netball team due to his stellar performance during the games.

2.4.3 Academic, financial, and support for disabled students.

The College continues to support students to improve their academic performance, help them with applying for bursaries and NSFAS and assist students with disabilities. A number of assistive devices were distributed to students with disability. This was done at the discretion of the SSS Committee. The College also held disability awareness programmes in October to raise awareness on disabilities.

2.4.4 Ongoing project

A tender was advertised for building the multi-combo courts and the ablution facilities for the students. However, during the process, it was recommended that a professional engineer be appointed before commencing with the project. The project is currently at the stage where they are seeking to appoint an engineer for the construction of the two units.

2.5. KEY SSS PROGRESS POINTS

The SSS Governance Committee is responsible for:

- 2.5.1 Overseeing the Implementation of Student Support Services Annual Plan;
- 2.5.2 Overseeing Services Offered to Students with Special Needs in Education and
- 2.5.3 Overseeing the Implementation of Academic Support Services.





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COUNCIL COMMITTEES

ACADEMIC BOARD

1. Introduction

The Secretariat presents the Annual Report for the academic year 2024 to the College.

The Report is delivered in three sections. The first section focuses on members of the Academic Board, including office bearers; the second part includes general members and attendance records, and the third part provides an overview of resolutions taken by the Academic Board.

2. Membership

The College's Senior Management Team is represented by the College Principal, Deputy Principal for Academic Affairs and Operations and Deputy Principal for Registrar and Functional/Unit Managers.

The Deputy Principal for Corporate Services and Deputy Principal Finance have a standing invite status.

Each of the six campuses of the College has its own representatives, namely, campus managers, heads of divisions, senior lecturers, lecturers.

The College Council is represented by two external College Council members and the students are represented by three central SRC members and chairpersons of Campus SRCs.

SURNAME & INITIALS	DESIGNATION	SITE/CAMPUS
Mr Monyamane MJ	COE/ Principal	Head Office
Ms Mashale KS	Deputy Principal: Academic Affairs & Operations	Head Office
Mr Makola MJ	Deputy Principal: Registrar	Head Office
Mr Schlemmer A	Deputy Principal: Registrar (Standing Invite)	Head Office
Mr Sibanda S	Deputy Principal: Registrar (Standing Invite)	Head Office
Mr Mosiane TR	Campus Manager	George Tabor
Mr Sekobane T	Campus Manager	Dobsonville
Mr Selemi W	Acting Campus Manager	Molapo
Mr Nevondwe NT	Acting Campus Manager	Roodepoort

SURNAME & INITIALS	DESIGNATION	SITE/CAMPUS
Mr Zondi S	Acting Campus Manager	Roodepoort West
Dr Maseko VJ	Acting Campus Manager	Technisa
Mr Magagula WG	Manager: Quality Assurance /Health & Safety	Head Office
Mr Sebe A	Manager: New Business	Head Office
Mr Kekana IM	Acting Manager: Assessment and Curriculum	Head Office
Mr Nkutha S	ASD: Management Information System	Head Office
Ms Mkhize SI	ASD: Registration	Head Office
Mr Sepato BM	ASD: Information Technology	Head Office
Mr Madubung TM	ASD: Student Support Services	Head Office
Mr Mokoena TL	Head of Department	George Tabor
Ms Mereko NC	Head of Department	Dobsonville
Mr Cameron R	Head of Department	Molapo
Mr Marais CB	Head of Department	Roodepoort
Ms Makhasa SC	Head of Department	Technisa
Ms Lekoloane T	Head of Department	Roodepoort West
Mr Bambo M	Senior Lecturer	Dobsonville
Mr Masokwe J	Senior Lecturer	George Tabor
Mr Manganyi	Senior Lecturer	Molapo
Mr Mangena MM	Senior Lecturer	Roodepoort
Ms Langa	Acting Senior Lecturer	Roodepoort West
Dr Muthumuni M	Senior Lecturer	Technisa
Ms Dlikilili MP	Lecturer	Dobsonville
Mr Marareni L	Lecturer	George Tabor
Mr Kgapole GM	Lecturer	Molapo
Mr Molusi SG	Lecturer	Roodepoort West
Mr Mafafo R	Lecturer	Technisa



SURNAME & INITIALS	DESIGNATION	SITE/CAMPUS
Ms Maphosa T	SRC President	George Tabor
Mr Khumalo S	SRC Secretary General	Molapo
Ms Mthimunye J	SRC Academic General	Roodepoort
Mr Netshimbupfe AG	Council Representative	External Member
Mr Nengovhela L	Council Representative	External Member
Mr. Masiza	Secretariat/Governance	Head Office
Mr. Somo	Secretariat/Governance	Head Office

Office Bearers

OFFICE BEARER	DESIGNATION
Mr. M.J. Monyamane MJ	Chairperson
Ms. Mashale KS	Deputy Chairperson
Mr. Sekobane T	Secretary

Academic Board Committees

The Academic Board had six working committees which mainly addressed the following:

1. Assessment and curriculum: (assessment and examinations; academic targets (attendance, retention; progression; certification; throughput); curriculum and delivery etc.;
2. Student Support Services: (academic support programmes; students with disabilities; access; student governance etc.);
3. Registration Student: admissions (enrolments; application & registration etc.) ;
4. Lecturer support services: staff development and training;
5. Partnership and Innovation: lecturer and student placements & occupational programmes etc and
6. QMS and Health and Safety: Compliance processes.

Attendance

#	MEMBERS	DATES OF GENERAL MEETINGS			
		25 MARCH 2024	23 JULY 2024	17 OCTOBER 2024	04 DEC 2024
	Monyamane MJ	Present		Present	Present
	Mashale KS	Present	Present	Present	Present
	Makola MJ	Present	Present	Present	Present
	Mosiane TR	Present	Present	Present	Present
	Cameron R	-	Present	Present	Present
	Magagula WG	Present	Present	Present	Present
	Sebe A	-	Present	-	Present
	Kekana I	Present	Present	Present	Present
	Sekobane TM	Present	Present	Present	Present
	Mereko N	-	Present	Present	Present
	Marais C	Present	Present	Present	Present
	Mazomba M	Present	Present	Present	Present
	Maseko VJ	Present	Present	Present	Present
	Mokeona TL	Present	-	Present	Present
	Zondi S	Present	Present	Present	Present
	Mokoena TL	Present	-	Present	Present
	Mangena MM	Present	-	-	-
	Lekoloane TA	Present	Present	Present	Present
	Bambo M	-	-	-	-
	Kgapole GM	Present	Present	-	Present
	Molusi SG	-	Present	-	Present
	Netshimbupfe AG	-	-	-	-
	Negovhela L	Present	-	-	-
	Nevondwe NT	Present	Present	-Present	-Present
	Selemi WV	Present	Present	Present	Present

#	MEMBERS	DATES OF GENERAL MEETINGS			
		25 MARCH 2024	23 JULY 2024	17 OCTOBER 2024	04 DEC 2024
	Dlikilili MP	-	-	-	-
	Sepato BM	-	Present	Present	Present
	Dr Muthumuni M	Present	Present	Present	Present
	Manganyi	Present	-	Present	Present
	Mthimunye J	Present	Present	Present	Present
	Maphosa T	Present	Present	Present	Present
	Khumalo S	Present	Present	Present	-
	Makhasa SC	Present	Present	Present	Present
	Madubung TM	Present	Present	Present	Present
	Masokwe J	Present	-	Present	Present
	Somo MT	Present	-	Present	Present
	Masiza S	Present	Present	Present	Present
	Nkutha S	Present	Present	Present	Present
	Mkhize S	-	-	Present	Present
	Molebatsi S	Present	-	Present	Present

3. Resolutions & Approvals

The following important resolutions were taken in 2024:

3.1 Academic Targets were approved in 2023, and they are featured in the teaching and learning plan. The approved academic targets were as follows:

- Attendance: 90%;
- Retention: 85%;
- Progression: 80%;
- Certification: 65%;

- Throughput was 14% and
- Examination: 100%.

3.2 The Academic Board resolved that an external service provider should be sourced to assist the college in acquiring the occupation health services and fire certificates.

3.3 The Academic Board also resolved that the campuses should provide alternative water supply during the writing of national examinations.

3.4 The Academic Board resolved to establish academic board committees, namely: Board Executive Committee, Assessment

and Curriculum Committee, Student Support Services Committee, Innovation, Partnership, Placement and Development Committees, Student Registration (Administration & MIS) Committee.

- 3.5 The Academic Board elected new members to serve a five year term, ending in 2029 as prescribed under the term of the previous Board.

4. Conclusion

The establishment of committees was viewed as a positive step towards improving the proficiency of the Academic Board and the required catalyst to improve the academic performance of the College.

Compiled by: Sekobane Tiisetso (Secretary)



4.1 Student Representative Council (SRC)

SRC Elections 2024/25

Introduction

The Student Representative Council (SRC) elections for 2024 were successfully conducted at each campus, culminating in a significant gathering at the esteemed Premier Hotel OR Tambo. This event brought together aspiring leaders from various campuses, showcasing their dedication and enthusiasm. This year, four representatives from each campus competed for diverse portfolios within the SRC.

Purpose of the SRC

The primary purpose of the SRC is to serve as an advocate for the student body, ensuring that their needs are addressed and enhancing the overall student experience. The elected representatives are tasked with facilitating open communication between students and the administration, organizing events, and tackling student concerns.

Election Process

The election process was conducted transparently and inclusively, overseen by the Independent Electoral Body. This structure permitted candidates to nominate their peers and provided ample opportunity for them to campaign and engage with one another prior to the election.

Results

The elections concluded with a remarkable turnout, indicative of the student body's active engagement and interest in their leadership. The results of the election are as follows:

- President: Tebogo Maphosa
- Academics Affairs and Operations: Jabulile Mthimunye
- Secretary General: Sifiso Khumalo

- Treasurer General: Mduduzi Mhlongo
- Sports, Arts and Culture: Mapula Mabela
- Employability Coordinator: Tshegofatso Kekana
- Health and Safety: Alucia Nkosi
- Gender, Disability and Transformation: Tumi Kubheka

Conclusion:

The SRC elections of 2024 were a resounding success, demonstrating the importance of student leadership and community engagement. The newly elected representatives were committed to serving their peers, fostering a vibrant campus culture, and addressing the needs and concerns of the student body.

4.2 SRC Induction

Date: 17 April – 20 April 2024

Introduction

The Student Representative Council (SRC) Induction for the year 2024 constituted a significant event for the South West Gauteng TVET College community. This induction functioned as both an inaugural ceremony and a platform for disseminating essential information that will guide the SRC's initiatives throughout the academic year. The event was attended by various stakeholders, including the Chairperson of the College Council, the principal, and relevant management personnel, who provided valuable insights and information concerning the development of students.



SRC Induction

Message from the College Council Chairperson

The Chairperson of the South West Gauteng TVET College Council underscored the critical importance of student leadership within the institution. In their address, they acknowledged the SRC as a vital structure that empowers students to articulate their concerns and contribute constructively to the college environment. The Chairperson encouraged the newly elected SRC members to uphold the values embodied in the SRC Constitution and to lead with integrity, transparency, and

Principal's Address

The principal of South West Gauteng TVET College extended a warm welcome to the new SRC members and reminded them of their responsibilities. In their address, the principal articulated the vision and mission of the college, urging the SRC to remain aligned with these objectives. The principal reaffirmed the college's dedication to fostering a conducive environment for both academic and personal development and emphasized the essential role that student leadership plays in enhancing the overall student experience at the college.

Insights from the New Business Development Unit

The Manager of the New Business Development Unit and their team provided ground-breaking insights into opportunities available for students at the exit level. They discussed initiatives aimed at equipping students with entrepreneurial skills, as well as internships and learnerships that are currently available. Their presentation highlighted the necessity of cultivating a business-oriented mindset among students, which is critical in today's

Marketing and Communication Insights

Ms. Makhaphela, the Marketing and Communication Manager, provided guidance on effective communication strategies within the college. She emphasized the importance of outreach programs in enhancing the college's public image and fostering a sense of community among

students. Ms. Makhaphela urged the SRC to utilize social media platforms for impactful messaging, ensuring that students remain informed about various activities, successes, and opportunities within the college.



Assessment and Academics Overview

Mr. Kekana, the Assessment and Academics Manager, delivered an informative session that concentrated on the academic policies and assessment criteria for the academic year. He underscored the critical importance of students taking their academic responsibilities seriously and encouraged them to seek assistance whenever necessary. Mr. Kekana urged the Student Representative Council (SRC) to act as intermediaries between the student body and the administration, advocating for equitable assessment practices.

Student Support Services Presentations

Officials representing the Student Support Services provided a comprehensive overview of their offerings, which encompassed a range of domains such as sports, arts and culture, and library services. Key representatives emphasized the significance of extracurricular activities in enhancing the overall college experience for students. They encouraged the SRC to actively promote student participation in sports, arts, and culture, asserting that such endeavors foster inclusivity and school spirit.

Resource Centre

The Resource Centre Manager, Ms. Nonqwaba, discussed the numerous resources available to students and advocated for the regular utilization of library facilities. She introduced new digital resources and tools that students can leverage to achieve academic success.

Governance and Administration

Mr. Masiza elaborated on the governance framework of the college, stressing the importance of compliance with established policies and procedures. He encouraged the SRC to engage proactively in discussions regarding governance matters to enhance student participation in decision-making processes within the

NSFAS Bursary Information

Ms. Petersen, a representative from the NSFAS Financial Aid office, provided crucial information concerning the financial aid available to students. She highlighted the importance of timely applications and supported the SRC in conducting awareness campaigns to ensure that all students are informed about and able to access funding assistance.

Inauguration Ceremony and Oath-Taking

The focal point of the induction ceremony was the inauguration of the elected SRC members. During this ceremony, the members took an oath of office, committing to uphold the SRC Constitution, advocate for student interests, and contribute positively to the college community.

Conclusion

The SRC induction for the year 2024 proved to be an enlightening event, characterized by encouragement, informative exchanges, and motivation for the newly elected members. As they embark on their leadership journey, guidance from stakeholders will undoubtedly play a pivotal role in shaping their initiatives and objectives in effectively representing the student body.

4.3 Fun Day and LGBTQI Event 2024/25

Date: 30 August 2024

Location: South West TVET College Campuses

The 2024 Fun Day organized by the Student Representative Council (SRC) at South West TVET College was a resounding success, providing students with an opportunity to unwind, socialize, and celebrate diversity. Despite the cold weather, the event was well-attended, showcasing the resilience and enthusiasm of our student body.

- **Water Slides:** Students had the chance to experience thrilling water slides, providing excitement and laughter throughout the day. Even with the chilly temperatures, many students braved the cold for a splash of fun.
- **Inflatable Jumping Castles:** These vibrant and colourful structures were a hit among the younger crowd, offering a safe and enjoyable way to engage in physical activity and friendly competition.
- **Colour Run:** The highlight of the day was the Colour Run, held in commemoration of the LGBTQI+ community. This vibrant event celebrated inclusivity and acceptance, with participants dousing each other in colourful powders, fostering a spirit of unity and love.
- The Fun Day served as a platform for students to come together, fostering camaraderie and inclusivity within the college community. The event underscored our commitment to celebrating diversity and promoting awareness for LGBTQI+ rights.

The 2024 SRC Fun Day was a testament to the resilience and community spirit of South West TVET College students. The event was not only a

celebration of fun and activities but also a significant step towards fostering inclusivity and understanding within our community.



4.4 Mr and Ms Campus Event

Introduction

The Mr and Ms Campus event held at the college on 11 October 2024 was a resounding success, showcasing the vibrant talents of students across all five campuses. Coordinated by the Student Representative Council (SRC), the event aimed to promote diversity, confidence, and camaraderie among the students while celebrating the unique qualities that each participant brought to the stage.

Objectives of the Event

1. **Talent Showcase:** To provide a platform for students to express their creative talents and abilities.
2. **Community Building:** To foster a sense of unity and collaboration among students from different campuses.
3. **Leadership Development:** To inspire participants to develop leadership skills and self-confidence.
4. **Cultural Exchange:** To celebrate the diverse backgrounds and cultures represented within the college.

Event Overview

- **Date and Venue:** 11 October 2024, All campuses (Excluding George Tabor campus)
- **Participants:** Students from all five campuses participated, Contestants were competing for the titles of Queen and King, 1st Prince and 1st Princess, 2nd Prince and 2nd Princess.
- **Audience:** Approximately students from all campuses and Student Support Services officials.

Event Highlights

1. **Talent Presentations:** Contestants showcased their diverse talents, including singing, dancing, and drama. Each performance received enthusiastic applause, highlighting the exceptional skills of our students.
2. **Q&A Session:** Participants engaged in a Q&A session with judges, where they demonstrated their thoughts on various topics related to youth empowerment, education, and leadership.
3. **Judging Panel:** The judging panel comprised of Judges provided by the SRC of campuses and previous winners of the event, all of whom provided valuable feedback and insights to the contestants.
4. **Crowning Ceremony:** The climax of the event was the crowning of Mr and Ms King and Queen of Campuses, awarded to winners, who exhibited outstanding talent, poise, and a passion for community service.

Conclusion

The Mr and Ms Campus event was not just a beauty pageant, it was a celebration of talent, unity, and diversity within South West Gauteng TVET College. The SRC is proud to have coordinated such a successful event that left a lasting impact on participants and the audience alike.

4.5 Men's Conference

Introduction

The Student Representative Council (SRC) at South Rand College (SRC) organized a successful Men's Conference to address critical issues affecting the male students of our institution. The primary goal of the conference was to foster a culture of understanding, empathy, and responsibility

among men, promoting positive masculinity and addressing the scourge of Gender-Based Violence (GBV), Men's Mental Health, and other related issues. The Men's Conference was held on 26 August 2024 at the South West Gauteng College, Roodepoort campus.

Objectives

The main objectives of the conference were:

1. To raise awareness on the issues of GBV, Men's Mental Health, and other related topics among male students.
2. To provide a platform for male students to share their experiences and thoughts on the mentioned topics.
3. To promote a culture of respect, empathy, and responsibility among men.
4. To equip students with the necessary tools and skills to become agents of change in their communities.

Key Highlights

1. **Guest Speakers:** Our conference featured notable speakers, including experts in GBV, Men's Mental Health, and Positive Masculinity. These esteemed individuals shared their insights and experiences, engaging our students in thought-provoking discussions.
2. **Workshops and Panels:** We hosted a series of workshops and panel discussions, providing students with the opportunity to engage with experts and their peers on key topics. The sessions were highly interactive, encouraging participation and sharing of experiences.
3. **Networking Opportunities:** The conference provided opportunities to connect with peers, share experiences, and

build relationships.

Outcomes

The Men's Conference was a success, with the following outcomes:

1. **Increased awareness:** Students gained a deeper understanding of the complexities surrounding GBV, Men's Mental Health, and positive masculinity.
2. **Engaged students:** Our students were actively engaged throughout the conference, sharing their thoughts, experiences, and ideas.
3. **Commitments made:** Many students committed to becoming positive change agents, taking concrete steps to address GBV and promote Men's Mental Health.

Conclusion

The Men's Conference was a significant success, showcasing the capacity of our institution to address critical issues and promote positive change. We are confident that the conference's outcomes will have a lasting impact on our students and the broader community.





4.6 Environmental Day

Introduction and purpose: On August 21, 2024, the Environmental Day was successfully held, to educate students, particularly those studying Primary Agriculture, on the importance of environmental conservation and sustainability. As future agriculture practitioners, it was essential for us to host this event, empowering them with knowledge and skills to promote eco-friendly practices in their future careers.

Program topics: Nature Conservation, Waste Management and Significance. An engaging and educational quiz facilitated an interactive session, testing participants' knowledge of environmental issues. This icebreaker energized the audience for the rest of the program. Students gained valuable insights into the importance of preserving natural habits, protecting biodiversity, and taking proactive steps to mitigate the effects of climate change.

Conclusion: The event concluded on a high note with attendees committing to implement the knowledge gained and actively participate in environmental conservation initiatives within their communities. Overall, Environmental Day was a resounding success, effectively raising awareness and inspiring action towards a more sustainable and environmentally conscious future.

As a symbolic gesture, 10 trees were planted around the campus, serving as a reminder of the community's commitment to environmental conservation



4.7 First Aid Training

Introduction and purpose: The training was arranged by the Health and Safety SRC Coordinator, SSS Manager and SRC Administrator. on 22-23 August 2024 at Roodeport Campus. The SRC first aid training aimed to empower SRC members to respond confidently in medical situations, improving student safety.

Training overview

Day 1: 22 August 2024

Only 26 SRC members attended the First aid training the facilitator covered

1. Basic first aid, anatomy, and physiology
2. Principles of emergency care(level 1)
3. Emergency care provider and the law
4. Safety and Scene management
5. Primary and secondary surveys
6. CPR and chocking

Day 2: 23 August 2024

Only 30 SRC members attended the First aid training the facilitator covered

Cardiovascular disease

1. Shock
2. Burns

3. Bites and stings
4. Bleeding and wounds
5. Fractures
6. Spinal injuries

Evaluation and feedback: The facilitator employed interactive lectures, hands-on practice, and scenario-based simulations. SRC members found the training engaging and interactive, allowing them to share their first-aid experiences.

The challenges we faced included poor attendance due to academic commitments and transportation issues.

The outcomes: All attending SRC members received their first aid training certificates.

In conclusion, the training successfully empowered SRC members with essential skills, enhancing campus Safety and preparing them for emergencies.



PART C

PERFORMANCE INFORMATION



DIRECTORATE: CORPORATE SERVICES

1. INTRODUCTION

During the 2024 calendar year, the composition of the Directorate for Corporate Services was constituted as follows, which is in line with the PPN model and structure for this College, as approved by the Director-General for TVET in July 2022:

- Human Resource Management and Administration
- Labour Relations
- Marketing and Communication
- Information and Communication Technology (ICT)
- Facilities and Records Management (Unit not activated by 31 December 2024)

Over and above the five units indicated above, the Deputy Principal: Corporate Services was also responsible for the preparation and submission of the College's Strategic Plans (which also included the Annual Performance Plans/APP) for the 2023/24 and 2024/25 financial years.

This function had officially been re-allocated to the Office of the Principal with the appointment of an Assistant Director: Strategic Planning in the said Office of the Principal on the 1st of November 2024.

Notice should also be taken of the fact that by the 31st of December 2024, the envisaged Facilities and Records Management Unit had still not been established as, due to a technicality raised by the Corporate Services directorate of the DHET, the College had to withdraw its submission for the appointment of the relevant Assistant Director, and thereby delay the establishment of the said unit.

From the date forward, all five of the "new" units will have an Assistant Director appointed as the respective unit manager.

2. STRATEGIC PLANNING, ANNUAL PERFORMANCE PLAN and FUNDING FOR THE COLLEGE DURING THE 2023/24 and 2023/25 FINANCIAL YEARS [2024 CALENDAR YEAR]

As readers and users of Annual Reports of Government organizations would no doubt be aware, the College operates in two "types" of reporting years:

The first "type" of reporting year is the **Financial Year**, which is the College's annual funding period. The funding periods always commence on 1 April each year, and end on 31 March the following year; this, therefore, implies that, for this report, and for audit- and financial purposes, the last quarter of the 2023/24 financial allocation, as well as the first three-quarters of the 2024/25 financial allocation, needs to be reported on in a 25% / 75% split as indicated in table A below:

TABLE A: FINANCIAL INDICATORS / APPROVED BUDGET ALLOCATIONS BY NATIONAL TREASURY TO SOUTH WEST GAUTENG TVET COLLEGE PERTAINING TO THE 2024 REPORTING YEAR

FINANCIAL YEAR	APPROVED BUDGET ALLOCATION PER FINANCIAL YEAR	PART OF THE FINANCIAL PERIOD	ACTUAL FINANCIAL ALLOCATION/ PERIOD FOR 2024 CALENDAR YEAR	REMARKS
2023/24	R 639 872 000	25%	R 159 968 000	
2024/25	R 625 195 000	75%	R 468 896 250	
	TOTAL ALLOCATION	100%	R 628 864 250	

The second "type" of reporting year is the **Academic Year**, which is the same as a normal calendar year (in this instance, from 1 January 2024 to 31 December 2024), and this period is also referred to as the College's audit period. Therefore, except for financial purposes, as indicated above,

all planning targets for the 2024 academic/calendar year, as it appears in the Colleges' Annual Performance Plan (APP) should be reported on in the College's Annual Report, as indicated in table B below.

TABLE B: COLLEGE PERFORMANCE INDICATORS AS PER ITS 2024 ANNUAL PERFORMANCE PLAN

PROJECTED INDICATORS	APPROVED INDICATORS	INDICATIVE (REQUIRED) BUDGET	FINAL APPROVED BUDGET	DIFFERENCES INDICATIVE vs FINAL APPROVED
Full-Time Equivalents (FTEs)	17 277 funded 750 unfunded 18 027 total FTEs	See TOTALS line	See TOTALS line	See TOTALS line
Cost of Employment		R 293 037 388,00	R 278 031 000,00	-R 15 006 388,00
Direct Transfers		R 223 921 316,00	R 222 125 000,00	-R 1 796 316,00
NSFAS Tuition		R 129 239 676,00	R 125 039 000,00	-R 4 200 676,00
TOTALS		R 646 198 380,00	R 625 195 000,00	-R 21 003 380,00

NOTES TO THE ABOVE TABLE

1. In the amount allocated for Direct Transfers, there is also a ringfenced amount of R 9 579 000,00 for Students with Special Needs in Education (students with disabilities).
2. This table only indicates the projections and approved plans for Ministerially Funded programmes, as these are what the College's budget allocation is based on. Occupational- and Learnership programmes are paid for by industry and the SETAs, and therefore do not receive funding allocations from the Department via the National Treasury,

3. HUMAN RESOURCES MANAGEMENT AND ADMINISTRATION

The Human Resource Management and Administration Unit of the College is under the leadership of Mr. Thando Khuse, the Assistant Director. This unit is responsible for all Human Resource functions, which encompass Recruitment and Selection, Staff Development and Training, Leave and Pension Fund administration, as well as Staff Health and Wellness initiatives.

As of 31 December 2024, the staff structure of the College, in accordance with the Department's approved Post Provisioning Norm (PPN) model and structure for South West Gauteng TVET College, is detailed in the two tables presented below.:

Table 2.1 Public Servants/Administrative Staff Posts at SWGC as of 31 December 2024

POST TITLE	S/L	SUBST. VACANT	ADVERTISED	ACTING	REMARKS
Principal	SL13	No	n/a	n/a	MJ Monyamane
DP: Academic Services	SL12	No	n/a	n/a	KS Mashale (Ms)
DP: Corporate Services	SL12	No	n/a	n/a	A Schlemmer
DP: Financial Services	SL12	No	n/a	n/a	S Sibanda
DP: Registration Services	SL12	No	n/a	n/a	MJ Makola
ASD: Ministerial Programmes	SL10	No	n/a	n/a	TGM Takalani
ASD: Occupational Programmes & Learnerships	SL10	Yes	Yes	n/a	1x member to be translated from PL3 to SL10 (DHET delegation)
ASD: Examinations & Assessment	SL10	Yes	Yes	n/a	Appointment file at DHET
ASD: Registration Services	SL10	No	n/a	n/a	SI Mkhize (Ms)
ASD: TVET MIS	SL10	No	n/a	n/a	SS Nkutha
ASD: Partnerships & Linkages	SL10	Yes	Yes	n/a	Post to be re-advertised in 2025 if funding allows
ASD: Farm Manager	SL10	Yes	Yes	Yes	Post to be re-advertised in 2025 if funding allows
ASD: Student Support Services	SL10	No	n/a	n/a	TM Madubung
ASD: Strategic Planning (Office of the Principal)	SL9	No	n/a	n/a	S Masiza
ASD: Management Accounts	SL9	Yes	Yes	n/a	Post to be re-advertised in 2025 if funding allows
ASD: Supply Chain & Assets Management	SL9	No	No	n/a	KG Mathatho
ASD: Risk, Fraud & Integrity Management	SL9	No	n/a	n/a	N Nkambule-Joko (Ms)
ASD: Internal Audit	SL9	Yes	Yes	n/a	Appointment submission withdrawn
ASD: Marketing & Communication	SL9	Yes	Yes	n/a	Appointment file at DHET
ASD: Facilities & Records	SL9	Yes	Yes	n/a	Appointment submission withdrawn
ASD: Labour Relations	SL9	No	n/a	n/a	TJ Mophaleng
ASD: Financial Management	SL9	No	n/a	n/a	S Dhlamini
ASD: HR Management	SL9	No	n/a	n/a	T Khuse
ASD: Information Technology	SL9	No	n/a	n/a	BM Sepato
ASD: HOA – Dobsonville	SL9	Yes	No	n/a	Collective Grievance at ROC level / GPSSBC
ASD: HOA – George Tabor	SL9	Yes	No	n/a	Collective Grievance at ROC level / GPSSBC
ASD: HOA – Molapo	SL9	Yes	No	n/a	Collective Grievance at ROC level / GPSSBC
ASD: HOA – Roodepoort	SL9	Yes	No	n/a	Collective Grievance at ROC level / GPSSBC
ASD: HOA – Rood. West	SL9	Yes	No	n/a	Collective Grievance at ROC level / GPSSBC
ASD: HOA – Technisa	SL9	Yes	No	n/a	Collective Grievance at ROC level / GPSSBC
TOTAL POSTS	30				

REMARKS / NOTES TO THE ABOVE

- In addition to the above list of Administrative Managers and the 30 managerial posts at the College, SWGC also had the following administrative / support staff posts on its staff establishment as of 31 December 2024:

S/L	GROUP TITLE	ALLOCATED	FILLED	VACANT
8	Senior Admin Officers	20	16	4
7	Admin Officers	50	35	15
5-6	Admin Clerks	77	99	-22
2-4	Drivers, Cleaners, Gardeners, etc.	114	30	84*
	TOTALS	261	180	81
	TOTAL MANAGERIAL as above	30	16	14
	TOTAL PS POSTS & STAFF	291	196	95

(*) – Posts are kept vacant for possible insourcing, and due to Cost Containment measures

- The College is of the opinion that the Department will appoint the recommended candidates in those vacancies indicated above, at the commencement of the 2025/26 financial year.
- The College did not advertise the 6x Heads of Administration SL9-positions, as there was a Collective Grievance lodged regarding the posts, which grievance has been referred to the Regional Oversight Committee, as well as with the GPSSBC, for resolution.

Table 2.2 Educator / Lecturing Staff Posts at SWGC as of 31 December 2024

POST TITLE	P/L	SUBST. VACANT	ADVERTISED	ACTING	REMARKS
Campus Manager: Dobsonville Campus	PL5	No	n/a	n/a	TM Sekobane
Campus Manager: George Tabor Campus	PL5	No	n/a	n/a	TR Mosiane
Campus Manager: Molapo Campus	PL5	Yes	Yes	Yes	Vacancy re-advertised during 2024
Campus Manager: Roodepoort Campus	PL5	Yes	Yes	Yes	Vacant post advertised during 2024
Campus Manager: Roodepoort West Campus	PL5	No	n/a	n/a	M Mazomba (Ms)
Campus Manager: Technisa Campus	PL5	Yes	Yes	Yes	Appointment file at DHET

REMARKS / NOTES TO THE ABOVE

- Taking the above list of Campus Managers and Campus Manager posts at the College into account, SWGC's educator staff establishment as of 31 December 2024 was as follows:

P/L	GROUP TITLE	ALLOCATED	FILLED	VACANT
5	Campus Manager	6	3	3
3	Heads of Divisions	26	21	5
2	Senior Lecturers	77	49	28
1	Lecturers	458	324	134
	TOTALS	567	397	170

TOTAL STAFF ESTABLISHMENT OF SWGC as of 31 DECEMBER 2024

GROUPING	ALLOCATED	FILLED	VACANT
Educator Staff	567	397	170
Support/Admin Staff	291	196	95
TOTALS	858	593	265

TRAINING INTERVENTIONS DURING THE 2024 ACADEMIC YEAR

As with any institution, the training and development of its staff members, are a priority, and 2024 was no exception.

As per the norm, the College budgets 1% of the total value of its salary budget for staff development and training.

During 2024, the salary budget, as indicated in item 1 above, was R 279 031 000, which therefore implies that the staff training and development budget was R 2 790 310 for the 2024 financial year, of which the table below indicates the actual staff training expenses during this period being reported on.

ACAD QUARTER	TRAINING INTERVENTIONS	MANAGEMENT & SUPPORT STAFF	EDUCATOR STAFF	TOTAL STAFF TRAINED	ACTUAL COST OF TRAINING
Q1	16	274	115	389	R 582 359,00
Q2	11	71	57	128	R 528 382,00
Q3	5	21	15	36	R 316 018,00
Q4	7	115	94	209	R 582 934,00
TOTALS	39	481	281	762	R 2 009 693,00

Over and above these figures indicated, the College also awarded 28 study bursaries to staff members during the 2024 academic year, to a total value of R 417 957,00, bringing the total staff training and development expenses of the 2024 academic year to **R 2 427 650,00**.

EMPLOYEE HEALTH AND WELLNESS

On the 1st of November 2023, the College employed its first ever Employee Health and Wellness Officer, and during the 2024 academic year, the Employee Health and Wellness programme had already seen staff members partaking in Financial Fitness, Substance Abuse in the Workplace, and Mental Health Awareness sessions, as well as attending to 27 different counselling sessions.

4. LABOUR RELATIONS

Mr. Tebogo Mophaleng was appointed by the DHET as the Assistant Director for Labour Relations with effect from 1 November 2024, although Ms. N Zondi held the reins of this Unit from January 2024.

As can be expected from a company employing 581 permanent staff members, excluding interns and other temporary staff, and having four registered and recognized labour unions representing these staff members [NAPTOSA, NEHAWU, PSA, and SADTU], there will be labour issues that arise from time to time at the College.

2024 was no exception to the above, and as indicated in Table 3.1 below, the College's Labour Relations statistics on 31 December 2024, were as follows:

LABOUR ISSUE	INCIDENTS	STATUS	REMARKS
Disciplinary Hearings	1x Sexual Harassment 2x Assault 1x Gross Negligence 1x Negligence 1x Late Coming 1x Absence without Leave 1x Sexual Harassment 1x Theft 1x Gross Insolence	Unresolved 1x Resolved 1x Dismissal Dismissal Unresolved Resolved Unresolved Dismissal Dismissal Dismissal	DHET involvement Suspended w/out Pay On appeal to MAC On appeal to MAC Dismissal upheld MAC Dismissal upheld MAC Dismissal Upheld
Suspensions	3x Sexual Harassment	2x Suspensions 1x Resignation	2x DHET involved
Arbitrations	1x PPN implementation 1x Gross Insolence	Finalized Finalized	In favor of the College In favor of the College
Arbitration (DHET)	2x qualifications	2x Unresolved	
Arbitration (ELRC/GPSSBC)	2x Recruitment	2x Unresolved	
Arbitration (GPSSBC)	6x PPN Implementation (HOA)	1 x Unresolved	
Grievances	23x various grievances	23x resolved	Various outcomes
Appeals	2x dismissals appealed	2x pending	Referred to MAC
Labour Court	3x cases in LC since 2021/2	2x archived LC 1x unresolved	LC has archived cases Awaiting set-down

It should be bear in mind that the College is not the only institution that deals with labour cases, and other institutions, such as the DHET, GPSSBC, ELRC, CCMA, and the Labour Court, may also provide a reason for the delay in the finalization of some of these cases.

It should also be noted that all appeals are referred to the Ministerial Appeals Committee [MAC] of the Department (as the employer), and not heard by the College

5. MARKETING AND COMMUNICATIONS

The Marketing and Communications Unit is one of the units at the College that did not have an Assistant Director during 2023 to lead it, but it was very ably led by **Ms. Patience Makhaphela**, who is the Senior Marketing and Communications Officer at the College.

The objectives of the Marketing and Communications Unit for the 2024 academic year were three-fold; the primary objective of the unit was to achieve the projected and approved student enrolment targets for 2024, secondly to boost brand awareness, and thirdly, to enhance stakeholder engagement through focused marketing and communication strategies. These objectives align with the Department of Higher Education and Training (DHET) Outcome No. 1: **“Expand access to TVET college opportunities.”**

The main focus areas for the year under review were as follows:

- **Maintaining and Promoting the College’s image and brand**

During 2024, South West Gauteng TVET College continued to prioritize the maintenance and promotion of its image and brand. This strategic focus was essential in reinforcing the college’s reputation as a leading institution in technical and vocational education and training. The following initiatives and achievements highlight our efforts in this area:

- **Community Engagement**

Engaging with the local community remained a cornerstone of our branding strategy. Events such as the Career Guidance and Entrepreneurship Awareness Campaign held at Dobsonville Campus and the Open Day at Molapo Campus, community collaborations in the form of church visits, exhibitions, school visits, etc. provided platforms to showcase our programmes and connect with potential students. These events also fostered strong relationships with local schools and community organizations.

- **Public Relations and Media Coverage**

- Our public relations efforts were instrumental in maintaining a positive

image. Press releases, media coverage of key events, and participation in community activities helped to enhance the college’s visibility and reputation. The successful graduation ceremonies in June, which celebrated the achievements of 895 graduates, received extensive media attention, further promoting the college’s commitment to excellence in education.

- **Brand Consistency**

Ensuring brand consistency across all communications and marketing materials was a priority. This included the use of the college’s logo, colours, and messaging in all promotional materials, both online and offline. Consistent branding helped to create a cohesive and recognizable image for the college.

- **Stakeholder Engagement**

We actively engaged with various stakeholders, including students, parents, alumni, employers, and government officials. Regular communication through newsletters, social media updates, and community meetings ensured that stakeholders were informed and involved in the college’s activities and developments.

- **Enhancing Online Presence**

The college’s online presence was significantly enhanced through the redesign of our website in 2023 and was maintained throughout 2024 and increased activity on social media platforms. These efforts not only improved accessibility and user experience but also provided a dynamic platform for showcasing student achievements, programmes information, and upcoming events.

- **Addressing Fake News**

To protect our students and uphold the college’s reputation, we proactively addressed instances of fake news. There were reports of scammers extorting money from students under the pretense of securing their registration at the college. We promptly wrote to the media to dispel these false claims

and warned the community about such fraudulent activities. This action helped to maintain trust and transparency with our stakeholders.

Ensuring easy access and exponential growth of enrolments in all the College programmes:

During 2024, the Marketing Department focused on ensuring easy access to our programmes and driving exponential growth in enrolments. Despite our efforts, we faced challenges due to market saturation, and not all targets were met, particularly in the National Certificate Vocational [NC(V)] programmes.

Targeted Marketing Campaigns:

We launched comprehensive marketing campaigns across various platforms, including social media, digital advertising, and community outreach, to raise awareness of our programmes, highlighting the unique benefits and opportunities offered by the college, and attracting a broader audience.

Partnerships and Collaborations:

We established partnerships with local schools, community organizations, and industry stakeholders to create pathways for students who join our programmes. The Unit also hosted an open day at Molapo Campus to engage with potential students, providing them with detailed insights into our offerings.

Community and School Engagements for Promoting TVET Education and the College Programmes: Information sessions and career guidance resulted in a rise in applications and enrolments at the college and enhanced awareness of SWGC’s programmes, aiding learners and community members in understanding TVET education and career opportunities.

School Visits Summary

We visited a total of 22 schools within our vicinity, reaching out to 10,300 learners. These visits were strategically planned to cover a wide range of schools in our local area, ensuring that we could effectively communicate the benefits and opportunities available through SWGC.

Community Engagements Summary

we participated in a total of 20 community engagements. These events were crucial for promoting our programmes and providing valuable information to the public. The total number of people addressed was in excess of 5,400.

Community Engagement areas	Number of engagements
Soweto	7
Roodepoort	4
Other Locations/areas	4
Nasrec (Rand Show)	1
Kagiso	1
Poortjie	1
Munsieville	1

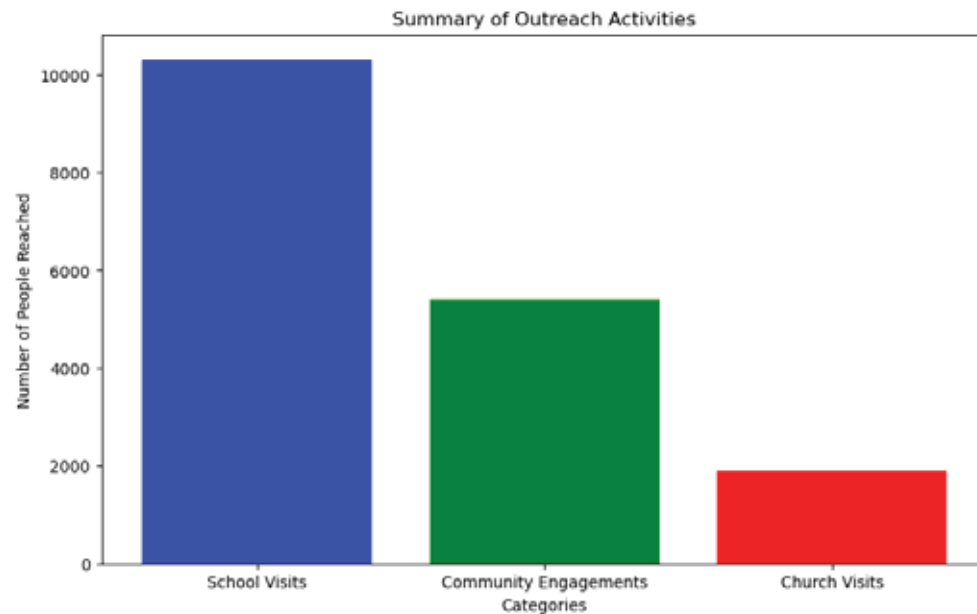
• **Church Visits**

Engaging with churches was a crucial part of our outreach strategy for several reasons and a total number of 1,900 church members were advised about the importance of the college and its opportunities. Below are the churches that were visited:

- o Methodist Church of Southern Africa Central District - Jabavu
- o Grace Bible Church, Soweto
- o Grace Bible Church, Soweto
- o Society of St Vincent de Paul, Molapo, Soweto

- o United Presbyterian Church of Southern Africa

Graph summarizing the outreach activities



Challenges experienced during 2024

Market Saturation:

The educational market has become increasingly saturated, making it challenging to attract new enrolments, particularly in the NC (V) programmes.

Unmet Targets:

Despite our best efforts, we did not meet all our enrolment targets for 2024. This shortfall was most notable in the NC (V) programmes, where competition and market conditions impacted our recruitment efforts.

Stigma Surrounding TVET Sector:

The stigma associated with the TVET (Technical and Vocational Education and Training) sector has been a significant issue impacting enrolment numbers, including NC (V). This stigma stems from perceptions that TVET education is less prestigious as compared to traditional academic paths.

2024 Academic Year Advertisements Summary

First Quarter (January – March 2024) Late Applications & Registration				
Platform	Specific Name	Number of Inserts	Frequency of advertisements per week	Monthly
Radio				
Local Radio Stations	Jozi FM	3	21	84
	Eldos FM	3		
	Alex FM	3		
	Cosmo FM	3		
	Rainbow FM	3		
Print Media				
Newspapers	Caxton Soweto	3		
	Caxton Roodepoort	3		
	Soweto Prime	2		
	Time	1		
	Bantu World	1		
Magazines	Kasi Media Hub (Commuter Magazine)	1		
	Stokvel Talk	1		

Second Quarter (April – June 2024) Trimester & Semester Applications				
Platform	Specific Name	Number of Inserts	Frequency of advertisement	
Radio				
Local Radio Stations	Jozi FM	3	21	42
	Alex FM	3		
	Cosmo FM	3		
Print Media				
Newspapers	Caxton Soweto	2	2	
	Caxton Roodepoort	2	2	
	Soweto Prime Time	1	1	
Magazines				

Third Quarter (July – Sept 2024) Trimester applications				
Platform	Specific Name	Number of Inserts	Frequency of advertisement	
Radio				
Local Radio Stations	Jozi FM	3	21	42
	Alex FM	3		
	Cosmo FM	3		
Print Media				
Newspapers	Caxton Soweto	1	1	
	Caxton Roodepoort	1	1	
	Soweto Prime Time	1	1	
Magazines	Commuter Magazine	1	1	

Fourth Quarter (October – December) 2025 Applications				
Platform	Specific Name	Number of Inserts	Frequency of advertisement	
Radio				
Local Radio Stations	Eldos FM	3	21	84
	Alex FM			
	Cosmo FM	3		
	Rainbow FM	3		
Print Media				
Platform	Specific Name	Number of Inserts	Frequency of advertisement	
Newspapers	Caxton Soweto	4	4	
	Caxton Roodepoort	4	4	
	Soweto Prime Time	3	3	
Magazines	Kasi Media Hub (Commuter Magazine)	1		
	Stokvel Talk	1		

Designing & printing promotional material in accordance with the Marketing Strategy:

During 2024, South West Gauteng TVET College placed significant emphasis on the design and printing of promotional materials as a key component of its marketing strategy. This initiative was crucial in enhancing the college's visibility, attracting prospective students, and reinforcing its brand identity. The following details outline the impact and execution of this strategy:

High-Quality Design

Investing in high-quality design was a priority. Professional designers both internal and external were engaged to create visually appealing and informative materials that captured the essence of the college. This included brochures, flyers, posters, banners, and digital graphics. The use of vibrant colours, engaging visuals, and clear messaging helped attract and retain the attention of the target audience.

Comprehensive Coverage

Promotional materials were designed to cover a wide range of information about the college, including programme offerings, campus facilities, student support services, and success stories. This comprehensive approach ensured that prospective students and stakeholders received a well-rounded understanding of what the college had to offer.

Targeted Distribution

The distribution of promotional materials was strategically planned to reach the intended audience effectively. Materials were disseminated at key events such as open days, career fairs, community outreach programmes, exhibitions, and schools. Additionally, digital versions were shared through the college's website and social media platforms, expanding the reach to a broader audience.

Customer Relations Management

Improving the College's Customer Relations Management (CRM) of internal and external customers: The unit made significant strides in enhancing our Customer Relations Management (CRM) for both internal and external customers. Our efforts were aimed at fostering stronger relationships, improving communication, and ensuring a high level of satisfaction among all stakeholders.

Customer Service Evaluation Forms

Successfully collected and analyzed evaluation forms from all college sites. This comprehensive feedback has provided valuable insights into areas of improvement and strengths, guiding our future strategies and initiatives.

Customer Service Training:

Through the Human Resource Development (HRD) department, a comprehensive Customer Service Training was held in 2024. This training equipped our staff with the necessary skills to provide exceptional service and address customer needs effectively.

Internal Customer Engagement:

The unit has fostered a culture of continuous improvement and feedback, ensuring that information is disseminated to staff members timeously through different forms of communication platforms, such as "All Staff" emails, Website, and social media.

External Customer Relations:

We strengthened partnerships with industry stakeholders, alumni, and community organizations through targeted outreach and engagement activities. As we advance new initiatives to enhance the college's visibility and reputation, including community events and digital marketing campaigns will be launched.

Updating the College's Digital Communication regularly to keep up with current trends and changes in technology

Website Redesign and Optimization

The college undertook a comprehensive redesign of its website in 2023 to improve user experience, accessibility, and functionality. The new website featured a modern design, intuitive navigation, and mobile responsiveness, ensuring that users could easily access information from any device. Regular updates were made to keep content current and relevant, including news,

events, programme information, and student resources.

Enhanced Social Media Engagement

To keep pace with the dynamic nature of social media, the college implemented a robust social media strategy. This included regular posting of engaging content, such as student success stories, event highlights, and educational resources. The college also leveraged YouTube channel analytics to track engagement and adjust strategies accordingly. This proactive approach resulted in increased follower growth, higher engagement rates, and greater visibility.

Email Marketing Campaigns

Email marketing remained a key component of the college's digital communication strategy. Regular newsletters and targeted email campaigns were used to keep students, parents, and alumni informed about important updates, events, and opportunities.

Adoption of New Digital Tools

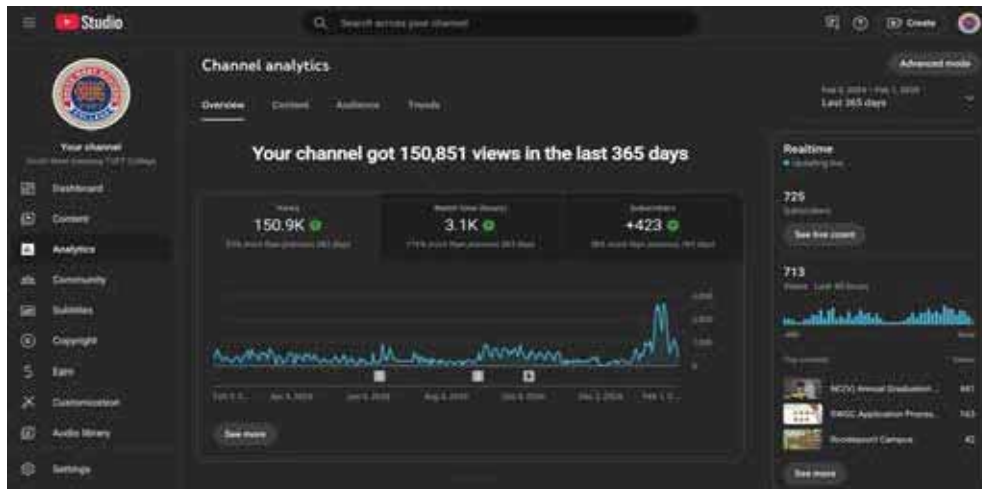
Staying abreast of technological advancements, the college adopted new digital tools to enhance communication and engagement. This included the use of live streaming for events, webinars for virtual events, and interactive platforms for student feedback and support. These tools enabled the college to reach a wider audience and provide real-time interaction with stakeholders.

Digital Marketing Analysis:

Currently, we are focusing solely on YouTube channel analytics. Our aim is to incorporate additional metrics in the future.

The overview below depicts analysed YouTube channel data, including views, watch time, subscriber growth, and engagement metrics.

These analytics emanated from all the college events that were streamed live.



College Publications

Coordinating and managing the development of all College publications:

The Marketing Unit successfully coordinated and managed the development of all college publications. We focused on enhancing the quality, consistency, and reach of our communication to better engage with our diverse audience.

Annual Report 2023

We successfully prepared and published the Annual Report for 2023, highlighting the college's milestones and achievements.

Newsletters

The Unit produced two newsletters, providing valuable updates and insights to our community. Although we fell short of our goal of presenting newsletters four times a year, we are committed to improving our frequency

and consistency in the future.

Prospectus and Brochures

Prospectus

25,000 prospectuses were printed. The prospectus provided a comprehensive overview of the college, including detailed information about admission requirements, course structures, qualifications, and support services. It served as a valuable resource for students and parents to make informed decisions about their educational journey.

Brochures

Our brochures are tailored to specific programmes, i.e., Business Studies, Engineering Studies, Utility Studies, etc., offering a snapshot of what students can expect. They are visually engaging and include vibrant images of campus life. These brochures are distributed during open days, college fairs, and other outreach events to attract and inform potential students. 10,000 of each was printed in 2024.

Broadened Reach

The unit expanded its distribution channels, including digital platforms and social media, to increase the visibility and impact of our publications.

Brand Consistency

We maintained a consistent brand voice and visual identity across all publications, reinforcing the college's image and reputation.

College Events during 2024

Organising, coordinating, and quality-ensuring all events of the college:

Our dedicated team has meticulously planned and executed numerous events, including ICT Hub Launch, Alumni Launch, Graduation Ceremonies, Career Guidance and Entrepreneurship Awareness Campaign, and

community outreach programmes. Each event was designed to foster student engagement, promote cultural diversity, and enhance the overall educational experience. The coordination efforts involved detailed logistical planning, effective communication with stakeholders, and seamless execution to ensure each event ran smoothly.

Information and Communication Technology [ICT] Hub Launch

The college hosted the launch of the Information and Communication Technology (ICT) Hub on March 15, 2024, at our Dobsonville Campus. This significant event was made possible through generous funding from the Technical and Vocational Education Training Colleges Governors' Council (TVETCGC), in partnership with the Financial and Accounting Service Sector Education and Training Authority (FASSET).

Graduation Ceremonies

June 2024 was a significant month for South West Gauteng TVET College, as it hosted two memorable graduation ceremonies on the 7th and 14th. The events celebrated the achievements of 948 graduates, including 554 NC(V) and 395 Report 191 (Nated) programme students.

NARYSEC Graduation Event

On September 12, 2024, South West Gauteng TVET College hosted a significant graduation ceremony at the George Tabor Campus. This event celebrated the achievements of 108 NARYSEC participants who successfully completed skills development programmes in various fields, including Accommodation Services, Information Technology: Systems Development, Poultry Production, Film and Television Production Operations, and Security Services.

The graduation ceremony welcomed a total of 300 guests. Including the principals from the Department of Land Reform and Rural Development the Minister, and the Director-General, The Regional Manager for Gauteng Free State, Mr. Pule Mashele and the College Principal, Mr. Joey Monyamane,

attended as functionaries.

Welcoming Ceremony to acknowledge a sterling performance by the competitors at the WSZA National Competitions.

The Gauteng Provincial Artisan Development Steering Committee (PADSC), through the World Skills South Africa (WSZA) Sub Committee, organised an event to welcome back 32 students who took part in the WSZA National Competitions held in Durban on February 1-3. This event was held at the Roodepoort Campus on the 29th of February 2024.

Career Guidance and Entrepreneurship Awareness Campaign

On the 29th of August, South West Gauteng TVET College, Dobsonville Campus hosted a highly successful Career Guidance and Entrepreneurship Awareness Campaign. The event saw participation from a diverse group of attendees, including learners and Teachers - a total of 980 learners from seven surrounding schools, and 500 guests, bringing the total number of attendees to 1,500. The event featured a total of 32 exhibitors, including college Artisans - Invited to showcase their skills and projects; SETAs, and Sister TVET Colleges in the Gauteng region. Organizations and Agencies such as KHETHA, NSFAS, Higher Health, NYDA, SEDA, and various banks were among the exhibitors.

Alumni Launch Event

On the 7th of September, the college proudly organized the Alumni Launch at Silver Star Hotel, aimed at creating a platform for alumni to reunite, interact, network, and foster a sense of unity within the alumni community. Elections were conducted for the new Alumni Executive Committee, ensuring effective representation and leadership within the alumni community.

South West Gauteng TVET College and Emgababa Siyazenzela Collaborate for a Successful Open Day at Molapo Campus

On the 16th of October, the College, in partnership with Emgababa Siyazenzela, a community development organization, hosted a highly

successful and impactful open day at the Molapo Campus. This event aimed to engage with the local community and schools, highlight the college's diverse programmes and services and offer valuable information to prospective students. The event saw enthusiastic participation from three local schools: Seanamarena High School, Mafori Mphahlele High School, and Reutlwile Junior Secondary School. Each school contributed 140 learners, bringing the total number of student attendees to 420. Additionally, several community members joined the event, further enriching the experience and fostering a strong sense of community engagement.

Key Achievements

Stakeholder Management Review Success

In 2024, the Marketing Unit conducted a comprehensive Stakeholder Management Review, done by the college's Internal Auditors from Rain, which was a resounding success. The review aimed to assess and enhance our engagement with key stakeholders, including students, parents, staff, and community partners.

Outstanding Results

The review process culminated in an impressive overall score of 98%, reflecting the Unit's exceptional performance in stakeholder management. This high score is a testament to our commitment to building and maintaining strong, positive relationships with all our stakeholders.

6. INFORMATION AND COMMUNICATIONS TECHNOLOGY (ICT)

The ICT unit is led by **Mr Bernard Sepato**, who is also an Assistant Director of the College.

As we are all aware, the ICT infrastructure and connectivity issues form the backbone of all companies and institutions in this age of the 4th Industrial Revolution.

South West Gauteng TVET College is no exception to the rule in this regard and needs to strive for innovation and innovative ideas in its strive to keep up with technology, and the challenges that it poses to the post-school education environment.

In its strive to address the above, the College's ICT unit can report as follows on its achievements during the 2024 academic year:

- ICT Policy Development

The following ICT policies were approved by the College Council during the 2024 academic year:

- Incident Management Policy
- User Access Management Policy
- Data Backup & Recovery policy
- Network Access Control Policy
- ICT Change Management Policy

- ICT Teaching and Learning Resources

The College continues to provide computers with the latest technology to Students by ensuring that all the Labs are resourced with new All-in-One machines and Laptops. This is done to improve Students' experience while learning in this epoch of machine learning.

This has seen the College in the 2024 financial year putting down the investment of R 15 000 000.00 to purchase new computers and deploy them across all Campuses. All computer laboratories now have new teaching and learning devices, which serves the purpose.

- Deployment of Invertors at the College

The installation of Inverters in all College server rooms was completed at 10 of the 11 sites of the College in 2024, and the indication of such rollout is as follows:

Specification

ITEM	DESCRIPTION	QUANTITY
1.	SUN-8.0 Sunsynk Hybrid 8kVA Inverter, Single Phase	1
2.	AC Box NUR Surge Arrestors	1
3.	DC Battery Box & Fuses - 200A	1
4.	SS-BAT-10K-10.65 Sunsynk 10.65kWh Wall-Mount LiFePO4 Battery	1
5.	Sunsynk Battery Cable Set Type 1 for 10.24kW + 10.65kW Battery (Long)	1

Implementation Status

- f. Head Office – Installation completed in 2024
- g. Technisa Campus – Installation completed during 2024
- h. George Tabor Campus – Installation completed during 2024
- i. Dobsonville Campus – Installation completed during 2024
- j. Contact Centre – Installation completed during 2024
- k. Roodepoort Campus – Installation completed during 2024
- l. Roodepoort West Campus – Installation completed during 2024
- m. Molapo Campus – Installation completed during 2024
- n. Land is Wealth Farm – Installation completed during 2024
- o. New Business Development Ontdekkers Road Campus – Installation completed during 2024
- p. School of Technology and Distance Learning Florida Campus – Installation is pending and will be completed in March 2025

The sourcing and installation of these inverters have assisted quite a lot in mitigating ICT equipment from damage which was caused by unplanned shutdowns, power outages, electricity load reduction, and so forth. Furthermore, the risk of losing equipment in such occurrences has been dealt with successfully.

- College WIFI Infrastructure

The WIFI deployment project was completed in 2024 and handed over to the College. All Campuses have benefitted from the WIFI infrastructure and coverage. The College has partnered with SABEN and Liquid Telcom for support and maintenance for business continuity.

The student body is reaping most of the benefits of this WIFI accessibility within various campuses, as they can do assignments, study, work, and research from any location or venue.

As the Country embraces the Fourth Industrial Revolution (4IR), for the WIFI to remain serving the purpose it is intended for, there will be a continuous review and capacity increment of the bandwidth to accommodate more devices on the transmission channels.

- Installation of a Dedicated link for Molapo Campus

Phase One of the project, which was the fibre uplinks, was completed towards the end of the 2024 academic year. All the required activities or such a migration had been completed as well, which included the preparation of the new Molapo server room by purchasing a server to do assigning of IP addresses for the Campus and Administration.

The College ISP (SABEN) has been informed to start preparing the installation and link migration, envisaged to be commissioned in April 2025.

- College Contact Centre facility

The project to restore the Contact Centre to its full operation with all call monitoring and management modules was achieved in November 2024 and

handed over to the Contact Centre Manager. It is now fully functional with the College hotline back in operation, and is located at the Dobsonville Campus in Soweto.

- Learner Profiler Management and Student Placement and Continuous Assessment CLOUD System

The system is effective since it was successfully used for the first time in January 2024 and there has not been any negative experience thus far. This is one of the examples of good investments that the College is making around ICT systems.

- COLLEGE Infrastructure Expansion and ICT Deployment

Through the College growth and expansion strategy to open more access to potential Students. The acquisition of two buildings was done and the ICT Unit has started with the installation of ICT infrastructure, such as LAN, servers, and VOIP/Telephony system.

- Identified ICT-related Services and Products to be Tendered for post-2024

The following ICT-related tenders were launched during the latter part of 2024, for adjudication and appointment in 2025. It is foreseen that, with the appointment of the providers and services in these respective fields, the ICT landscape of the College will be much more effective, agile, and enhanced:

- q. Cloud Data Back-Up Solution for the College infrastructure back-up system.
- r. MIMECAST for email security to protect against infiltration and other vulnerabilities.
- s. Cyber Security system
- t. Patch Management
- u. Service Desk Application/System

7. FACILITIES- and RECORDS MANAGEMENT

In the Introductory section of this report, it has been indicated that this Unit is the one unit at the College whose existence has been put on hold.

In terms of the approved PPN structure for this College, Quality Management (and Assurance) is located under the auspices of Internal Audit (Quality Assurance), while Occupational Health and Safety falls squarely under the control of the Facilities Manager of the College.

However, since the time memorial, the College has always had a Quality Management (and Assurance) and Health and Safety Unit, and for this reason, we may safely report on its operations during the 2024 academic year.

The report will thus be given in two parts, being

- Quality Management and Assurance
- Occupational Health and Safety [OHS]

Both units operated as one and were managed by **Mr. Wandi Magagula**, who is currently appointed in a Post Level 3 (educator) position, and not in an Assistant Director (Public Servant) position.

A: Quality Management and Assurance

Introduction

The Quality Management (Assurance) Unit reflects on 2024 as a year of outstanding achievements, dedication to continuous improvement, and a steadfast commitment to quality standards.

During 2024, we retained our SABS (South African Bureau of Standards) ISO9001:2015 certification, further reinforcing our reputation for excellence in educational service delivery and operational effectiveness.

Key Achievements

1. Retention of SABS Certification

Successfully maintaining our SABS certification is a testament to our unwavering adherence to quality management principles. This achievement underscores our consistent compliance with established standards and our commitment to providing exceptional educational experiences.

2. Exceptional Performance in Internal and External Audits

During this year's audits, we received commendations for our systematic processes, strong leadership engagement, and comprehensive quality assurance mechanisms.

3. Minimal Non-Conformances

Only three non-conformances were identified during audits, demonstrating the effectiveness of our robust Quality Management System (QMS). All three were minor, promptly addressed, and successfully resolved. Corrective actions have been implemented to prevent recurrence and to further enhance process efficiency.

4. Stakeholder Engagement and Satisfaction

Our student satisfaction survey revealed a satisfaction rate, with significant positive feedback on the responsiveness of both teaching and administrative services.

Continuous Improvement Initiatives

Digital Transformation: Software solutions, such as SurveyMonkey and SharePoint, are used to streamline record-keeping, document management, and feedback collection, thereby improving overall operational efficiency.

Looking Ahead

Building on this year's successes, our focus for the coming year includes:

- Further reducing non-conformances through preventive strategies.

- Increasing student and stakeholder satisfaction by enhancing services and communication.
- Investment in staff training to maintain and exceed quality standards.
- Expanding the scope of internal audits to uncover further opportunities for process optimization.

Conclusion

The successful retention of SABS certification and the minimal non-conformances achieved this year demonstrate the effectiveness of our quality management systems and the commitment of our entire team. As we move forward, we will continue to uphold the principles of quality, innovation, and excellence, ensuring sustained growth and success in the years ahead.

B: Occupational Health and Safety [OHS]

Introduction

The 2024 Occupational Health and Safety Annual Report provides a comprehensive overview of the achievements and progress made in ensuring a safe and compliant working environment across all campuses.

A key highlight for 2024 was the successful completion of our Occupational Health and Safety (OHS) Management System project. This project was crucial in improving and streamlining our health and safety practices, and we are pleased to report that all outlined objectives and deliverables were achieved with the highest quality standards.

OHS Management System Project

The OHS Management System project which commenced in 2023 was completed in July 2024.

Its primary objective was to implement a robust framework that ensures the safety, health, and well-being of all staff, students, and visitors. The project was designed to address both proactive and reactive aspects of health

and safety, with a focus on creating sustainable practices and improving compliance across all our campuses.

Key Objectives & Deliverables

The project included the following objectives and deliverables, all of which were successfully met:

1. Development of Health and Safety File
2. Policy Implementation
3. Legal Appointment Structure
4. Risk Assessment Implementation
5. Incident and Accident Management Procedures
6. Hazardous Chemical Management
7. Quarterly Committee Meetings
8. Emergency Preparedness and Response Procedures
9. Implementation of Inspections and Legal Compliance Audits

Legal Compliance Outcomes

Our legal compliance audits across the various campuses showed strong adherence to occupational health and safety regulations. The outcomes were as follows:

Sites	Compliance Score	Rating
Head Office	87%	Silver
Molapo Campus	90%	Good
George Tabor Campus	86%	Silver
Dobsonville Campus	94%	Gold
Roodepoort Campus	97%	Gold
Roodepoort West Campus	90%	Gold
Technisa Campus	90%	Gold
"Land is Wealth" Farm	86%	Silver

These results reflect our ongoing commitment to maintaining a high standard of health and safety management. While the overall compliance levels are impressive, we acknowledge that there are areas for improvement, and we will continue to work towards achieving 100% compliance across all campuses in the coming year.

Conclusion

The successful completion of the OHS Management System project in 2024 represents a significant milestone in our commitment to providing a safe and healthy environment for all stakeholders. By achieving the outlined goals and meeting the highest quality standards, we have set a solid foundation for continuous improvement in health and safety practices.

As we move into 2025, we remain dedicated to ensuring that our campuses meet the highest safety standards, and we will continue to monitor, review, and improve our health and safety systems to ensure compliance, mitigate risks, and protect the well-being of our staff and students.

Acknowledgments

We would like to express our gratitude to all employees, campus managers, and the health and safety committee members who have contributed to the successful completion of this project. Their commitment and collaboration have been instrumental in achieving these remarkable results.

We look forward to continuing this important work and further enhancing the health and safety culture across all campuses in the year ahead.

CONCLUSION TO THE DIRECTORATE FOR CORPORATE SERVICES 2024 ANNUAL REPORT

As we look back on the 2024 academic year, the College, and its directorates and units, have undergone a year of major change, with a new Administration taking over the reigns of the country, in a new format as the Government of National Unity, as well as a brand-new College Council, with all the many challenges that this has brought about.

However, this being said, the work delivered by this Directorate and its respective units, as well as the positive results that have flown from its operations, clearly indicate the commitment and pride that this Directorate and its respective units have in being associated with this College, and we will be continuing with it in our work and commitments into the 2025 academic year, and beyond.

Andre Schlemmer

Deputy Principal: Corporate Services

HUMAN RESOURCE

POSTS ADVERTISED IN 2024

NO.	CAMPUS	POST DESCRIPTION	RANK	POST LEVEL/ SL	PPN/REPLACEMENT	PROGRESS	COMMENT
1.	Technisa	Campus Manager	Chief Education Specialist	5	Replacement	Interview conducted	File with the department
2.	Dobsonville	Head of Department	Senior Education Specialist	3	Replacement	Interview conducted	Post filled
3.	Roodepoort	Head of Department –Utility Studies	Senior Education Specialist	3	PPN	Shortlist conducted	The post was not filled due to a dispute
4.	Roodepoort Campus	Head of Department –Part-time Manager	Senior Education Specialist	3	PPN	Shortlist conducted	The post was not filled due to a dispute
5.	Dobsonville	Senior Lecturer –NCV/Report 191 Special Need in Education	Education Specialist	2	PPN	Interview conducted	Post frozen
6.	Dobsonville	Senior Lecturer –NCV Vocational Studies Practicum Rooms	Education Specialist	2	PPN	Interview conducted	Post frozen
7.	Dobsonville	Senior Lecturer –Human Resources Report 191	Education Specialist	2	PPN	Interview conducted	Post filled
8.	George Tabor	Senior Lecturer –NCV/Report 191 time studies coordinator	Education Specialist	2	PPN	Interview conducted	Post frozen
9.	George Tabor	Senior Lecturer - NCV Vocational Studies Practicum Rooms	Education Specialist	2	PPN	Interview conducted	Post frozen
10.	George Tabor	Senior Lecturer - NCV Vocational Studies Practicum Rooms	Education Specialist	2	PPN	Interview conducted	Post frozen
11.	George Tabor	Senior Lecturer – Tourism Report 191	Education Specialist	2	PPN	Interview conducted	Post frozen
12.	George Tabor	Senior Lecturer - NCV Travel and Tourism	Education Specialist	2	Replacement	Interview conducted	Post filled
13.	George Tabor	Senior Lecturer - NCV Transport & Logistics	Education Specialist	2	Replacement	Interview conducted	The post was not filled because there was no suitable candidate
14.	Molapo	Senior Lecturer – NCV/Report 191 Part-time coordinator.	Education Specialist	2	PPN	Interview conducted	Post frozen

NO.	CAMPUS	POST DESCRIPTION	RANK	POST LEVEL/ SL	PPN/REPLACEMENT	PROGRESS	COMMENT
15.	Molapo	Senior Lecturer - NCV Vocational Studies Civil and Mechanical Workshop	Education Specialist	2	PPN	Was still to be shortlisted	Post frozen
16.	Roodepoort	Senior Lecturer –NCV/Report 191 Special Need in Education	Education Specialist	2	PPN	Interview conducted	Post frozen
17.	Roodepoort	Senior Lecturer –NCV Vocational Studies Practicum Rooms	Education Specialist	2	PPN	Interview conducted	Post frozen
18.	Roodepoort	Senior Lecturer –NCV Vocational Studies Education and Development	Education Specialist	2	Replacement	Interview conducted	Post filled
19.	Roodepoort	Senior Lecturer –NCV Fundamental Studies English First Additional Language	Education Specialist	2	Replacement	Interview conducted	The post was not filled due to a dispute.
20.	Roodepoort	Senior Lecturer –Report 191 Business Management	Education Specialist	2	Replacement	Interview conducted	Post filled
21.	Roodepoort	Senior Lecturer – NCV/Report 191 Part-time coordinator.	Education Specialist	2	PPN	Interview conducted	Post frozen
22.	Roodepoort West	Senior Lecturer – NCV/Report 191 Part-time coordinator.	Education Specialist	2	PPN	Interview conducted	Post frozen
23.	Roodepoort West	Senior Lecturer – NCV Vocational Studies Electrical Workshops	Education Specialist	2	PPN	Interview conducted	Post frozen
24.	Technisa	Senior Lecturer –NCV Vocational Studies Practicum Rooms	Education Specialist	2	PPN	Interview conducted	Post frozen
25.	Technisa	Senior Lecturer – Tourism Report 191	Education Specialist	2	PPN	Interview conducted	Post frozen
26.	Technisa	Senior Lecturer – Report 191 Engineering Studies (Distance Education)	Education Specialist	2	PPN		Post mistakenly advertised; it was filled in 2023
27.	Technisa	Senior Lecturer – Report 191 Business and Utility Studies (Distance Education)	Education Specialist	2	PPN		Post mistakenly advertised; it was filled in 2023

NO.	CAMPUS	POST DESCRIPTION	RANK	POST LEVEL/ SL	PPN/REPLACEMENT	PROGRESS	COMMENT
28.	Molapo	Engineering and Related Design PL1: Engineering Graphics and Design L3 & Material Technology	Lecturer	1			Post withdrawn
29.	Molapo	Engineering and Related Design PL1: Engineering Technology L2 & Engineering System L2	Lecturer	1			Post withdrawn
30.	Molapo	Mathematics: Mathematics L2-L4	Lecturer	1			Post withdrawn
31.	Molapo	Civil Engineering & Building Construction: Plant & Equipment L2 -L3 & Material L2	Lecturer	1			Post withdrawn
32.	Head Office	Partnership and Linkage	Assistant Director	10	PPN		Post Frozen
33.	Head Office	Farm Manager	Assistant Director	10	Replacement		Post Frozen
34.	Head Office	Management Accounting	Assistant Director	9	PPN		Post Frozen
35.	Head Office	Senior State Accountant: Financial Manager	Senior Administration Officer	8	PPN		Post Frozen
36.	Head Office	WBE/WIL Project Administration Officers: Project Coordinator	Senior Administration Officer	8	College Council Post	Interview conducted	Post Frozen
37.	Head Office	WBE/WIL Project Administration Officers: Administration -ETQA	Senior Administration Clerk	5	College Council Post	Interview conducted	Post Frozen
38.	Head Office	WBE/WIL Project Administration Officers SL5 Finance Clerk	Senior Administration Clerk	5	College Council Post	Interview conducted	Post Frozen
39.	Head Office	WBE/WIL Project Administration Officers SL5 4 th Industrial Revolution	Senior Administration Clerk	5	College Council Post	Interview conducted	Post Frozen
40.	Head Office	Office Administrator – Assessment and Curriculum SL5	Senior Administration Clerk	5	College Council Post	Interview conducted	Post Frozen
41.	Head Office	Management Information Systems– Assessment and Curriculum SL5	Senior Administration Clerk	5	College Council Post	Interview conducted	Post Filled



Trainings 2024

TYPE OF TRAINING	Management	Support staff	Educators	Cost	Value	No. trained	Provider	JAN TO MARCH
Lecturer Support Training			42	R0,00		42	Industry guests	
Design and create toolpaths		2		R10 350		2	Mecad Manufacturing	
Case Law		2		R5 900		2	Labournet	
Mentoring and Coaching		15		R29 550,00		15	Academy Training Group	
Leadership Skills		15		R82 500,00		15	Tipping Gate	
Report writing		24		R123 600		24	Tipping Gate	
Leadership Skills for Senior Lecturers			20	R96 000,00		20	Khumalo Royal Zeal	
Presentation Skills		8	13	R96 000,00		21	Khumalo Royal Zeal	
CCMA proceedings		3		R9 315,00		3	Labournet	
COIDA				R25 300,00		35	SHERMED	
First Aid Level 2				R25 300,00		35	SHERMED	
HIRA				R25 300,00		35	SHERMED	
Incident and Accident Investigation				R36 023,75		35	Labournet	
OHS Act				R26 379,85		35	Altra Medicals	
POPI Act for BMT members				R51 990,00		30	The National School of Government	
Classroom Management			40	R34 800,00		40	Macmillan Education	

Trainings 2024

TYPE OF TRAINING	Management	Support staff	Educators	Cost	Value	No. trained	Provider	APRIL TO JUNE
Customer Care		24		R114 000		24	Reubtrix training and consulting	
Apply sound communication skills		2	8	R43 800,00		10	Integrated Corporate skills solutions	
Interpret and manage conflicts within the workplace			12	R66 700,00		12	Acorser	
Emotional Intelligence		26		R79 350,00		26	E-Login Business Institute	
Time Management			11	R64 200,00		11	Reubtrix training and consulting	
Records Keeping		4	14	R45 000,00		18	Integrated corporate skills solutions	

Mental Health in the Workplace		1		R2 999,95		1	Knowledge for Africa International	
TYPE OF TRAINING	Management	Support staff	Educators	Cost	Value	No. trained	Provider	
Labour Court Proceedings		3		R6 870,00		3	Labour Guide	
Fraud Prevention, detection and investigation		3		R33 461,55		3	Prospen Africa	
Digital Systems			12	R0,00		12	Mufuka Business and Technical College	
Management and Administration of libraries		8		R72 000,00		8	Shilomahla Business Enterprise	
								JULY SEP
Mental Health in the Workplace				R0,00		431	SWGC	
Pastel Training			15	R158 355,00		15	Sage	
Project Management		20		R128 800,00		16	Vumilia African Group	
Tax Administration		2		R19 547,70		2	Trainers without borders	
CCMA Proceedings		3		R9 315,00		3	Labournet	

Trainings 2024

TYPE OF TRAINING	Management	Support staff	Educators	Cost	Value	No. trained	Provider	OCT TO DEC
ITS Timetables	20	1		R0		21	In-house	
Basic Fire fighting		6	29	R15 072,50		35	AFFSAF	
First Aid L3		6	29	R39 375,00		35	Aquatech Consulting	
Hazardous Chemical Handling				R17 333,38		35	AFFSAF	
Monitoring and Evaluation		1	15	R33 000,00		16	Resonnance	
Project Management			20	R128 800,00		20	Vumilia African Group	
Mechanical Fitter			1	R49 553,99		1	Artisan Training Institute	
Facilitation of Learning			20	R46 000,00			Resonnance (commitment)	
Leadership			20	R113,800,00			Tipping Gate (commitment)	
Robotics (funded)			15	R0			Fordge Academy (commitment)	
Project Management (funded)			20	R0			MICT SETA funded (in progress)	
Customer Service		46 (interns)		R139 998,00		46	Sparkle Human Capital	

Personnel Termination of Service Of 2024

POST OR SALARY LEVELS	CAMPUS NAME	DATE OF TERMINATION	REASON FOR TERMINATION
Lecturer PL1	Technisa	28 Feb 2024	Resignation (termination forms & gepf submitted)
Education specialist PL2	Roodepoort	29 Feb 2024	Resignation (termination forms & gepf submitted)
Lecturer PL1	Roodepoort West	07 March 2024	Death (Termination forms & gepf submitted)
Lecturer PL1	Roodepoort West	31 March 2024	Resignation (termination forms & gepf submitted)
Salary level 3	Roodepoort	30 April 2024	Retirement (termination forms & gepf submitted)
Salary level 4 Driver	Roodepoort West	16 May 2024	Death (Termination forms & gepf submitted)
Salary level 7	Molapo	31 July 2024	Retirement (termination forms & gepf submitted)
Lecturer PL1	Dobsonville	30 August 2024	Resignation (termination forms & gepf submitted)
Lecturer PL1	George Tabor	30 August 2024	Resignation (termination forms & gepf submitted)
Lecturer PL1	Roodepoort West	30 August 2024	Cross-transfer with mukuru from capricorn tvet college (transfer was done and submitted)
Salary level 5	Roodepoort West	31 October 2024	Resignation (termination forms & gepf submitted)
Lecturer PL1	Roodepoort West	30 November 2024	Misconduct (termination form & gepf not yet submitted)
Lecturer PL1	Dobsonville	31 December 2024	Resignation (termination forms & gepf submitted)
Lecturer PL1	Dobsonville	31 December 2024	Resignation (termination forms & gepf submitted)

LONG SERVICE RECOGNITION AWARDS RECEIPTS IN THE 2024

The South West Gauteng TVET College would like to take this opportunity to congratulate the 40 individuals who have served for 10 years, the 6 who have served for 20 years, and the 3 who have dedicated 30 years of service.

An employee who qualifies for 10 years long service recognition must have been appointed in **2014 ONLY**

20 YEARS LONG SERVICE RECOGNITION

An employee who qualifies for 20 years long service recognition must have been appointed in **2004 ONLY**

30-YEAR-Long SERVICE RECOGNITION (senior employees/the elders / the legends)

An employee who qualifies for 30 years long service recognition must have been appointed in **1994 ONLY**

LONG SERVICE RECOGNITION AWARD

The following must be noted:

- 1.1 An employee who has rendered **10 years** is eligible to a
 - **framed certificate only (compulsory to all – CS & PS)**
 - **days of annual leave is extended from 27 to 30 (applicable to Public Servants only)**
- 1.2 An employee who has rendered more than **20 years** is eligible to a
 - **framed certificate (compulsory to all – CS & PS)**
 - **a cash award (compulsory to all – CS & PS)**
- 1.3 An employee who has rendered more than **30 years** is eligible to a
 - **framed certificate**
 - **a cash award (compulsory to all – CS & PS)**
- 1.4 An employee who has rendered more than **40 years** is eligible to a
 - **framed certificate**
 - **a cash award (compulsory to all – CS & PS)**

Wellness Unit

- Sexual Harassment in a workplace roadshow - All campuses were visited, and the workshop was a success.
- Health and wellness medical screening roadshow - All the campuses were visited for medical screening, which was done by Oral Hygiene Healthcare Centre.
- Mental Health Awareness Campaign (Hiking) – All the campuses had an opportunity to visit Klipreviersberg Nature Reserve for a mental health awareness campaign. The aim was to promote mental health

and capacitate employees of SWGC on the importance of taking care of their mental health as much as they do their physical health.

- Substance abuse in a Workplace – One campus (Roodepoort West) was visited for a presentation on substance abuse in a workplace, The workshop was a success conducted by the Ithemba Substance Abuse and Gender-Based Violence Unit from the City of Joburg.
- Financial Wellness – Two campuses (Roodepoort and Molapo campus) were visited by Liberty and Metropolitan for financial wellness; unfortunately, the turnout was not good due to exams that were ongoing at the time.

Counselling Cases

- Total of 27 Cases
- *The number includes referrals and voluntary cases.*
- *Common Themes*
- Financial Problems and Substance Abuse
- Postnatal Depression

MARKETING AND COMMUNICATIONS

1. Executive Summary

Overview:

This report presents a detailed evaluation of the marketing and communications initiatives executed by the College during the year 2024.

It underscores significant accomplishments, challenges encountered, and strategic initiatives that have influenced our efforts to bolster the College's visibility and engagement with key stakeholders.

Objectives:

The primary aim of the Unit include attaining student enrolment targets, enhancing brand awareness, and improving stakeholder engagement through targeted marketing and communication strategies.

These objectives are in alignment with the Department of Higher Education and Training (DHET) Outcome No. 1: **"Expand access to TVET college opportunities."**

Below is the main objective for the year and initiatives undertaken:

1.1. Maintaining and Promoting the College's Image and Brand:

In 2024, South West Gauteng TVET College continued to prioritise the maintenance and promotion of its image and brand. This strategic focus was essential in reinforcing the College's reputation as a leading institution in technical and vocational education and training. The following initiatives and achievements highlight our efforts in this area:

1.1.1. Community Engagement

Engaging with the local community remained a cornerstone of our branding strategy. Events such as the Career Guidance

and Entrepreneurship Awareness Campaign held at Dobsonville Campus and the Open Day at Molapo Campus, community collaborations in the form of church visits, exhibitions, school visits, etc. provided platforms to showcase our programmes and connect with potential students. These events also fostered strong relationships with local schools and community organisations.

1.1.2. Public Relations and Media Coverage

Our public relations efforts were instrumental in maintaining a positive image. Press releases, media coverage of key events, and participation in community activities helped to enhance the College's visibility and reputation. The achievement of 895 graduates was celebrated at the successful graduation ceremonies in June. The graduation ceremonies received extensive media publicity, further promoting the College's commitment to education excellence.

1.1.3. Brand Consistency

Ensuring brand consistency across all communications and marketing materials was a priority.

This included the use of the college's logo, colours, and messaging in all promotional materials, both online and offline. Consistent branding helped to create a cohesive and recognisable image for the College.

1.1.4. Stakeholder Engagement

We actively engaged with various stakeholders, including students, parents, alumni, employers, and government officials. Regular communication through newsletters, social media updates, and community meetings ensured that stakeholders were informed and involved in the College's activities and developments.

1.1.5. **Enhancing Online Presence**

The College's online presence was significantly enhanced through the redesign of our website in 2023 and was maintained throughout 2024 and increased activity on social media platforms.

These efforts not only improve accessibility and user experience but also provided a dynamic platform for showcasing student achievements, programmes information, and upcoming events.

1.1.6. **Addressing Fake News**

To protect our students and uphold the College's reputation, we proactively addressed instances of fake news.

There were reports of scammers extorting money from students under the pretence of securing their registration at the College. We promptly wrote to the media, to dispel these false claims and warned the community against such fraudulent activities. This action helped to maintain trust and transparency between the College and its stakeholders.

1.2. **Ensuring easy access and exponential growth of enrolments in all the College programmes:**

In 2024, the Marketing Department at SWGC focused on ensuring easy access to our programmes and driving exponential growth in enrolments.

Despite our efforts, we faced challenges due to market saturation, and not all targets were met, particularly in the National Certificate Vocational [NC(V)] programmes.

1.2.1. **Targeted Marketing Campaigns:**

We launched comprehensive marketing campaigns

across various platforms, including social media, digital advertising, and community outreach, to raise awareness of our programmes, highlighting the unique benefits and opportunities offered by the college, attracting a broader audience.

1.2.2. **Partnerships and Collaborations:**

We established partnerships with local schools, community organisations, and industry stakeholders to create pathways for students who join our programmes. The Unit also hosted an open day at Molapo Campus to engage with potential students, providing them with detailed insights into our offerings.

1.2.3. **Community and School Engagements for Promoting TVET Education and the College Programmes:**

Information sessions and career guidance resulted in a rise in applications and enrolments at the college and enhanced awareness of SWGC's programmes, aiding learners and the community members in understanding TVET education and career opportunities.

- **School Visits Summary**

We visited a total of 22 schools within our vicinity, reaching out to 10,300 learners.

These visits were strategically planned to cover a wide range of schools in our local area, ensuring that we could effectively communicate the benefits and opportunities available through SWGC.

- **Community Engagements Summary**

We participated in a total of 20 community engagements.

These events were crucial for promoting our programmes and providing valuable information to the public. The total number of people addressed was 5,400.

COMMUNITY ENGAGEMENTS	NUMBER OF ENGAGEMENTS
Soweto	7
Roodepoort	4
Various Locations	4
Nasrec (Randshow)	1
Kagiso	1
Poortjie	1
Munsieville	1

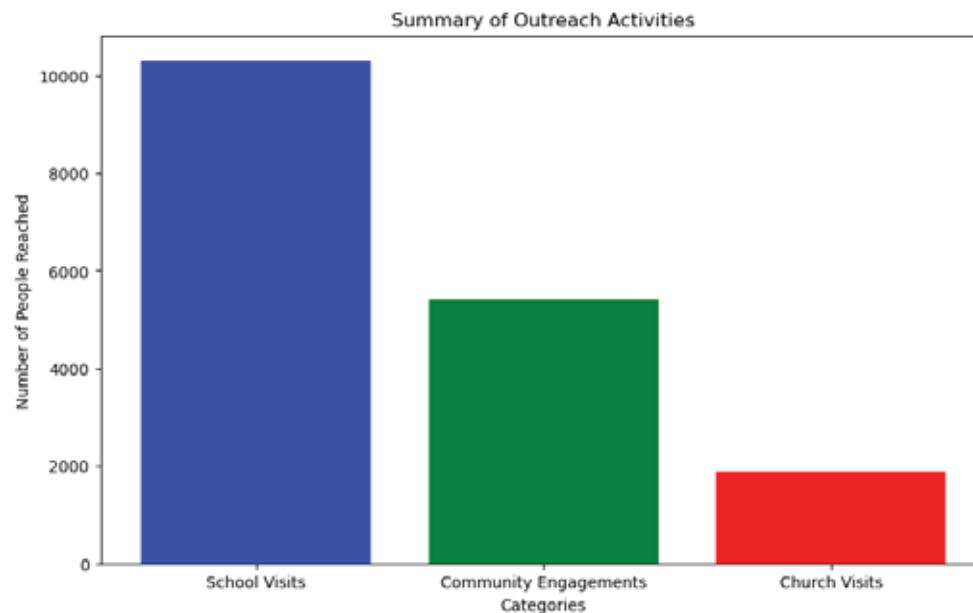
- **Church Visits**

Engaging with churches was a crucial part of our outreach strategy for several reasons and a total number 1,900 people were informed about the importance of the College and its opportunities.

Below are the names of the churches which were visited:

- o Methodist Church of Southern Africa Central District – Jabavu;
- o Grace Bible Church, Soweto;
- o Grace Bible Church, Soweto;
- o Society of St Vincent De Paul, Molapo, Soweto and
- o Uniting Presbyterian Church in Southern Africa.

Bar graph summarising the outreach activities



1.2.4. Challenges:

- **Market Saturation:** The educational market has become increasingly saturated, making it challenging to attract new enrolments, particularly in the NC (V) programmes.
- **Unmet Targets:** Despite our best efforts, we did not meet all our enrolment targets for 2024. This shortfall was most notable in the NC (V) programmes, where competition and market conditions impacted our recruitment efforts.
- **Stigma surrounding TVET Sector:** The stigma associated with the TVET (Technical and Vocational Education and Training) sector has been a significant

issue impacting enrolment numbers, including NC (V). This stigma stems from perceptions that TVET education is less prestigious compared to traditional academic paths.

1.2.5. Advertisement Summary

First Quarter (January – March 2024) Late Applications & Registration				
Platform	Specific Name	Number of Inserts	Frequency of advertisements per week	Monthly
Radio				
Local Radio Stations	Jozi FM	3	21	84
	Eldos FM	3		
	Alex FM	3		
	Cosmo FM	3		
	Rainbow FM	3		
Print Media				
Newspapers	Caxton Soweto	3		
	Caxton	3		
	Roodepoort	3		
	Soweto Prime	2		
	Time	2		
	Bantu World	1		
Magazines	Kasi Media Hub (Commuter Magazine)	1		
	Stokvel Talk	1		

Second Quarter (April – June 2024) Trimester & Semester Applications				
Platform	Specific Name	Number of Inserts	Frequency of advertisement	
Radio				
Local Radio Stations	Jozi FM	3	21	42
	Alex FM	3		
	Cosmo FM	3		
Print Media				
Newspapers	Caxton Soweto	2	2	
	Caxton	2	2	
	Roodepoort	2	2	
	Soweto Prime	1	1	
	Time	1	1	
Magazines				

Third Quarter (July – Sept 2024) Trimester applications				
Platform	Specific Name	Number of Inserts	Frequency of advertisement	
Radio				
Local Radio Stations	Jozi FM	3	21	42
	Alex FM	3		
	Cosmo FM	3		
Print Media				
Newspapers	Caxton Soweto	1	1	
	Caxton	1	1	
	Roodepoort	1	1	
	Soweto Prime	1	1	
	Time	1	1	
Magazines	Commuter Magazine	1	1	

Fourth Quarter (October – December) 2025 Applications				
Platform	Specific Name	Number of Inserts	Frequency of advertisement	
Radio				
Local Radio Stations	Eldos FM	3	21	84
	Alex FM	3		
	Cosmo FM Rainbow FM	3		
Print Media				
Newspapers	Caxton Soweto	4	4	
	Caxton Roodepoort	4	4	
	Soweto Prime Time	3	3	
Magazines	Kasi Media Hub (Commuter Magazine)	1		
	Stokvel Talk	1		

1.3. Designing & printing promotional material in accordance to the Marketing Strategy: In 2024, South West Gauteng TVET College placed significant emphasis on the design and printing of promotional materials as a key component of its marketing strategy. This initiative was crucial in enhancing the College's visibility, attracting prospective students, and reinforcing its brand identity. The following details outline the impact and execution of this strategy:

1.3.1. High-Quality Design

Investing in high-quality designs was a priority.

Professional designers both internal and external were

engaged to create visually appealing and informative materials that captured the essence of the College. This included brochures, flyers, posters, banners, and digital graphics. The use of vibrant colours, engaging visuals, and clear messaging helped to attract and retain the attention of the target audience.

1.3.2. Comprehensive Coverage

Promotional materials were designed to cover a wide range of information about the college, including programme offerings, campus facilities, student support services, and success stories. This comprehensive approach ensured that prospective students and stakeholders received a well-rounded understanding of what the College offers.

1.3.3. Targeted Distribution

The distribution of promotional materials was strategically planned to reach the intended audience effectively.

Materials were disseminated at key events such as open days, career fairs, community outreach programmes, exhibitions, and schools.

Additionally, digital versions were shared through the College's website and social media platforms, expanding the reach to a broader audience.

1.4. Improving the College's Customer Relations Management (CRM) of the internal and external customer:

The unit made significant strides in enhancing our Customer Relations Management (CRM) for both internal and external customers.

Our efforts were aimed at fostering stronger relationships, improving communication, and ensuring a high level of satisfaction among all stakeholders.

1.4.1. Evaluation Forms

We successfully collected and analysed evaluation forms from all College sites, which has been a crucial part of our ongoing commitment to enhancing both student and faculty experiences.

The comprehensive feedback gathered from these forms has provided valuable insights into various areas of improvement and highlighted our strengths.

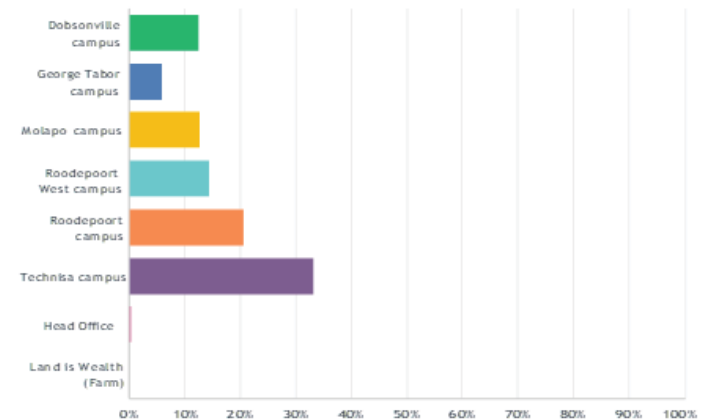
The data presented in the graph below, has enabled us to identify specific challenges faced by students and staff across different campuses, allowing us to tailor our strategies to address these concerns effectively.

Additionally, understanding our strengths helps us to build upon what is working well, ensuring that we continue to foster an environment where everyone can thrive.

The insights derived from this evaluation will be instrumental in guiding our future strategies and initiatives. We are now in a stronger position to implement targeted programmes, workshops, and resources aimed at enhancing our overall educational framework.

In future, we will prioritise community engagement and continuous feedback loops to ensure that we are responsive to the needs of our college community.

CUSTOMER CARE EVALUATION



ANSWER CHOICES	RESPONSES	
Dobsonville campus	12.55%	115
George Tabor campus	6.00%	55
Molapo campus	12.77%	117
Roodepoort West campus	14.41%	132
Roodepoort campus	20.74%	190
Technisa campus	33.19%	304
Head Office	0.33%	3
Land is Wealth (Farm)	0.00%	0
TOTAL		916

Inquiry on Units Utilized

ANSWER CHOICES	RESPONSES	
Reception	15.50%	142
Student Support Services	6.99%	64
Administration	12.01%	110
Finance	7.31%	67
Human Resource	22.05%	202
Distance Learning	22.16%	203
WBE/WRSETA	0.76%	7
Examination	3.82%	35
Registration	0.22%	2
Other (please specify)	9.17%	84
TOTAL		916

1.4.2. Customer Service Training:

Through the Human Resource Development (HRD) department, a comprehensive Customer Service Training was held in 2024.

The training equipped our staff with the necessary skills to provide exceptional service and address customer needs effectively.

1.4.3. Internal Customer Engagement:

The unit has fostered a culture of continuous improvement and feedback, ensuring that information is disseminated to staff members timeously through different forms of communication platforms, such as "All Staff" emails, the website, and social media.

1.4.4. External Customer Relations:

We strengthened partnerships with industry stakeholders, alumni, and community organisations through targeted outreach and engagement activities. As we advance, new initiatives to enhance the College's visibility and reputation, including community events and digital marketing campaigns, will be launched.

1.5. Updating the College's Digital Communication regularly to keep up with current trends and changes in technology

1.5.1. Website Redesign and Optimisation

The College undertook a comprehensive redesign of its website in 2023 to improve user experience, accessibility, and functionality.

The new website features a modern design, intuitive navigation, and mobile responsiveness, ensuring that end users can easily access information from any device.

Regular updates were made to keep content current and relevant, including news, events, programme information, and student resources.

1.5.2. Enhanced Social Media Engagement

In response to the ever-evolving landscape of social media, the college developed and implemented a comprehensive social media strategy.

This strategy encompassed the regular dissemination of engaging content, including success stories of students, highlights from various events, and pertinent educational

resources.

Additionally, the College used the YouTube channel analytics to monitor engagement metrics and refine its strategies accordingly.

This proactive methodology has led to a significant increase in follower growth, enhanced engagement rates, and improved visibility.

1.5.3. Email Marketing Campaigns

Email marketing remained a key component of the College's digital communication strategy. Regular newsletters and targeted email campaigns were used to keep students, parents, and alumni informed about important updates, events, and opportunities.

1.5.4. Adoption of New Digital Tools

Staying abreast of technological advancements, the College adopted new digital tools to enhance communication and engagement.

This included the use of live streaming for events, webinars for virtual events, and interactive platforms for student feedback and support. These tools enabled the college to reach a wider audience and provide real-time interaction with stakeholders.

1.5.5. Digital Marketing Analysis

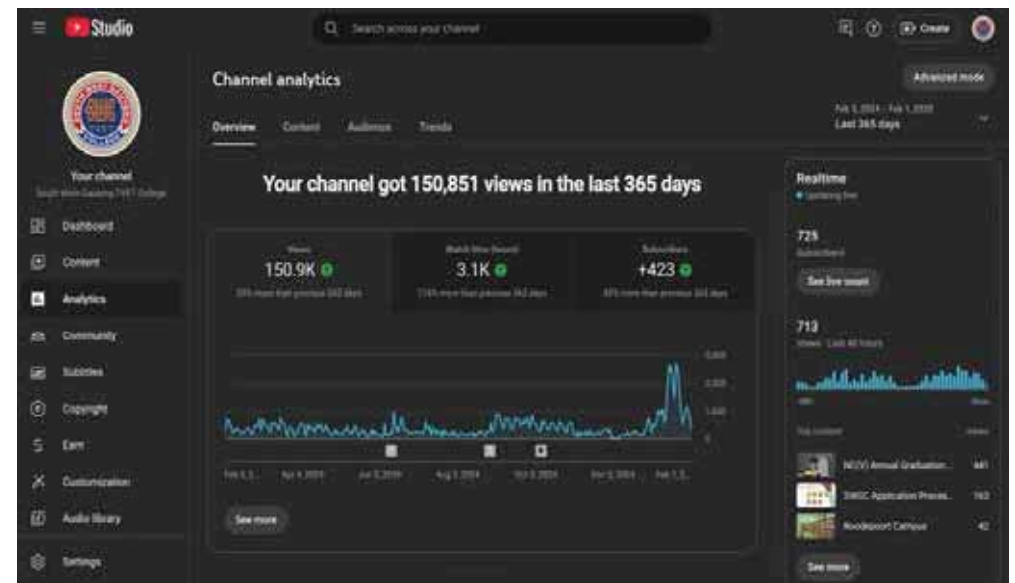
Currently, we are focusing solely on YouTube channel analytics.

However, we aim to incorporate additional metric systems in

the future.

The picture below depicts analysed YouTube channel data, including views, watch time, subscriber growth, and engagement metrics.

These analytics emanated from all the College events that were streamed live.



1.6. Coordinating and managing the development of all College publications

The Marketing Department successfully coordinated and managed the development of all College publications.

Our efforts were concentrated on enhancing the quality, consistency, and reach of our communications in order to better engage with our diverse audience.

1.6.1. Annual Report 2023

We successfully prepared and published the 2023 Annual Report, highlighting the College's milestones and achievements.

1.6.2. Newsletters

The Unit produced two newsletters, providing valuable updates and insights to our community.

Although we fell short of our goal to produce newsletters four times during the year, we are committed to improving our frequency and consistency in the future.

1.6.3. Prospectus and Brochures

Prospectus: A total of 25,000 prospectuses were printed. The prospectus provided a comprehensive overview of the College, including detailed information about admission requirements, course structures, qualifications, and support services. It served as a valuable resource for students and parents to make informed decisions about their educational journey.

Brochures: Our brochures are tailored to specific programmes, i.e., Business Studies, Engineering Studies, Utility Studies & etc., offering a snapshot of what students can expect.

They are visually engaging and include vibrant images of campus life. These brochures are distributed during open days, College fairs, and other outreach events to attract and inform potential students. A total of 10,000 brochures for each one of the offered courses were printed in 2024.

1.6.4. Broadened Reach

The unit expanded its distribution channels, including digital platforms and social media, to increase the visibility and impact of our publications.

1.6.5. Brand Consistency

We maintained a consistent brand voice and visual identity across all publications, reinforcing the College's image and reputation.

1.7. Organising, coordinating and quality assure all events of the College

Our dedicated team has meticulously planned and executed numerous events, including ICT Hub Launch, Alumni Launch, Graduation Ceremonies, Career Guidance and Entrepreneurship Awareness Campaign, and community outreach programmes.

Each event was designed to foster student engagement, promote cultural diversity, and enhance the overall educational experience. The coordination efforts involved detailed logistical planning, effective communication with stakeholders, and seamless execution to ensure each event was run smoothly.

1.7.1. Information and Communication Technology Hub Launch

The college hosted the launch of the Information and Communication Technology (ICT) Hub on March 15, 2024, at our Dobsonville Campus.

This significant event was made possible through the generous funding from the Technical and Vocational Education Training Colleges Governors' Council (TVETCGC),

in partnership with the Financial and Accounting Service Sector Education and Training Authority (FASSET).

1.7.2. Graduation Ceremonies

June 2024 was a significant month for South West Gauteng TVET College, as it hosted two memorable graduation ceremonies on the 7th and 14th.

The events celebrated the achievements of 948 graduates, including 554 NC(V) and 395 Report 191 (Nated) programme students.

1.7.3. NARYSEC Graduation Event

On the 12th of September 2024, South West Gauteng TVET College hosted a significant graduation ceremony at the George Tabor Campus.

The event celebrated the achievements of 108 NARYSEC participants who successfully completed skills development programmes in various fields, including Accommodation Services, Information Technology: Systems Development, Poultry Production, Film and Television Production Operations, and Security Services.

The graduation ceremony welcomed a total of 300 guests, including the principals from the Department of Land Reform and Rural Development, the Minister, and the Director-General.

The Regional Manager for Gauteng Free State, Mr. Pule Mashele, and the College Principal, Mr. Joey Monyamane, attended in their official capacity.

1.7.4. Welcoming Ceremony to acknowledge a sterling performance by the competitors at the WSZA National Competitions.

The Gauteng Provincial Artisan Development Steering Committee (PADSC), through the World Skills South Africa (WSZA) Sub Committee, organised an event to welcome back 32 students who took part in the WSZA National Competitions held in Durban from 1-3 February. The event was held at Roodpoort Campus.

1.7.5. Career Guidance and Entrepreneurship Awareness Campaign

On the 29th of August, South West Gauteng TVET College, Dobsonville Campus, hosted a highly successful Career Guidance and Entrepreneurship Awareness Campaign.

The event attracted participation from a diverse group of attendees, including learners and teachers - a total of 980 learners from several surrounding schools and 500 guests, bringing the total number of attendees to 1,500.

The event featured a total of 32 exhibitors, including College Artisans invited to showcase their skills and projects, SETAs, and Sister TVET colleges in the Gauteng region. Organisations and Agencies such as KHETHA, NSFAS, Higher Health, NYDA, SEDA, and various banks were among the exhibitors.

1.7.6. Alumni Launch Event

On the 7th of September, the College proudly organised the Alumni Launch at Silver Star Hotel, aimed at creating a platform for alumni to reunite, interact, network, and foster a sense of unity within the alumni community. Elections

were conducted for the new Alumni Executive Committee, ensuring effective representation and leadership within the alumni community.

1.7.7. South West Gauteng TVET College and Emgababa Siyazenzela Collaborate for a Successful Open Day at Molapo Campus

On the 16th of October, the College, in partnership with Emgababa Siyazenzela, a community development organisation, hosted a highly successful and impactful open day at the Molapo Campus.

The event was aimed at engaging with the local community and schools, highlighting the College's diverse programmes and services, and offer valuable information to prospective students.

The event attracted enthusiastic participation from three local schools: Seanamarena High School, Mafori Mphahlele High School, and Reutlwile Junior Secondary School.

Each school contributed 140 learners, bringing the total number of student attendees to 420.

Additionally, several community members joined the event, further enriching the experience and fostering a strong sense of community engagement.

assessing and enhancing our engagement with key stakeholders, including students, parents, staff, and community partners.

Outstanding Results: The review process culminated in an impressive overall score of 98%, reflecting the Unit's exceptional performance in stakeholder management. This high score is a testament to our commitment to building and maintaining strong, positive relationships with all our stakeholders.

2. Key Achievements

Stakeholder Management Review Success

In 2024, the Marketing Unit conducted a comprehensive Stakeholder Management Review, done by the college Internal Auditors from Rain, which was a resounding success. The review was aimed at



INFORMATION AND COMMUNICATIONS TECHNOLOGY (ICT)

1.1 Teaching and Learning Resources

The College continues to provide computers with the latest technology to Students by ensuring that all the Labs are resourced with new All-in-One machines and Laptops. This is done with a view to improve Students experience while learning in this epoch of machine learning.

This has seen the College in 2024 financial year putting down the investment of R 15 000 000.00 to purchase new computers and deploy them across all Campuses. All computer Labs now have new teaching and learning devices, which serves the purpose.

1.2 Deployment of Inverters in the College

The installation of Inverters in all College server rooms was completed and the indication of such rollout is as follows:

1.2.1 Specification

ITEM	DESCRIPTION	QUANTITY
1.	SUN-8.0 Sunsynk Hybrid 8kVA Inverter, Single Phase	1
2.	AC Box NUR Surge Arrestors	1
3.	DC Battery Box & Fuses - 200A	1
4.	SS-BAT-10K-10.65 Sunsynk 10.65kWh Wall-Mount LiFePO4 Battery	1
5.	Sunsynk Battery Cable Set Type 1 for 10.24kW + 10.65kW Battery (Long)	1

1.2.2 Implementation Status

1.2.2.1 Head Office – Installation done as per the above specification

- 1.2.2.2 Technisa Campus – Installation done as per the above specification
- 1.2.2.3 George Tabor Campus – Installation done as per the above specification
- 1.2.2.4 Dobsonville Campus – Installation done as per the above specification
- 1.2.2.5 Contact Centre – Installation done as per the above specification
- 1.2.2.6 Roodepoort Campus – Installation done as per the above specification
- 1.2.2.7 Roodepoort West Campus – Installation done as per the above specification
- 1.2.2.8 Molapo Campus – Installation done as per the above specification
- 1.2.2.9 Land is Wealth Farm – Installation done as per the above specification
- 1.2.2.10 New Business Development Florida Campus – Installation done as per the above specification
- 1.2.2.11 South West Gauteng TVET College School of Technology and Distance Learning Florida Campus – Installation is pending and will be completed in March 2025

The sourcing and installation of those inverters had assisted quite a lot to mitigate ICT equipment from damage, which are caused by unplanned shutdown, outages, electricity load-reduction and so forth. Furthermore, the risk of losing equipment on such occurrences have been dealt with.

1.2 Wi-fi Infrastructure

Wi-fi deployment project has been completed and handed over to the College. All Campus have benefitted from the WIFI infrastructure and coverage. The College has partnered with SABEN and Liquid Telcom for support and maintenance for business continuity. Largely,

Students are reaping all the benefits of this WIFI accessibility within various campuses, as they can do assignments, study work and research from any location or venue.

As the Country embraces Fourth Industrial Revolution (4IR), for the WIFI to remain serving the purpose the would be a continues review and capacity increment of the bandwidth to accommodate more devices on the transmission channels.

1.3 Installation of Dedicated Link for Molapo Campus

Phase one of the project, which is fibre uplinks was completed last year towards the end of 2024 financial year. The following activities were completed as well, preparing of the new Molapo server room by purchasing a server to do assigning of IP addresses for the Campus and administration. The College ISP (SABEN) has been informed to start preparing the installation and link migration, envisaged to be commissioned in April 2025.

1.4 Contact Centre Facility

The project to restore the Contact Centre to its full operation with all call monitoring and management modules were achieved in November 2024 and handed over to the Contact Centre Manager. It is now fully functional with the College hotline back in operation.

1.5 Learner Profiler Students' Placement and Continued Assessment Cloud System

The system is effective since it was first used for the first time in January 2024 and there has not been any negative experience thus far. This is one of the examples of good investments that the College is making around ICT systems.

1.6 College Infrastructure Expansion and ICT Deployment

Through the College growth and expansion strategy to open more

access to potential Students. The acquisition of two buildings were done and the ICT Unit has started with the installation of ICT infrastructure, such as LAN, servers and VOIP/Telephony system.

1.7 Identified Tenders

1.7.1 Cloud Data Back-Up Solution for the College infrastructure back-up system.

1.7.2 MIMECAST for email security to protect infiltration and other vulnerability.

1.7.3 Cyber Security system

1.7.4 Patch Management

1.7.5 Service Desk Application/System

1.8 Policy Development

College ICT Approved policies by the Council in 2024 financial year:

1.8.1 Incident Management Policy

1.8.2 User Access Management Policy

1.8.3 Data Backup & Recovery policy

1.8.4 Network Access Control Policy

1.8.5 ICT Change Management Policy

1.9 Conclusion

Projects that were on the pipeline which the implementation thereof would really improve the proactiveness in support, maintenance and agility of the College ICT systems are herein indicated.

Assistant Director: ICT

BM Sepato

QUALITY MANAGEMENT SYSTEM

Introduction

The Quality Assurance Department reflects on a year of outstanding achievements, dedication to continuous improvement, and a steadfast commitment to quality standards. This year, we retained our SABS (South African Bureau of Standards) certification, further reinforcing our reputation for excellence in educational service delivery and operational effectiveness.

Key Achievements

1. Retention of SABS Certification

Successfully maintaining our SABS certification is a testament to our unwavering adherence to quality management principles. This achievement underscores our consistent compliance with established standards and our commitment to providing exceptional educational experiences.

2. Exceptional Performance in Internal and External Audits

During this year's audits, we received commendations for our systematic processes, strong leadership engagement, and comprehensive quality assurance mechanisms.

3. Minimal Non-Conformances

Three non-conformances were identified during audits, demonstrating the effectiveness of our robust Quality Management System (QMS). All three were minor, promptly addressed, and successfully resolved. Corrective actions have been implemented to prevent recurrence and to further enhance process efficiency.

4. Stakeholder Engagement and Satisfaction

Our student satisfaction survey revealed a satisfaction rate, with significant positive feedback on the responsiveness of

both teaching and administrative services.

Continuous Improvement Initiatives

Digital Transformation: Software solutions, such as SurveyMonkey and SharePoint, are used to streamline record-keeping, document management, and feedback collection, thereby improving overall operational efficiency.

Looking Ahead

Building on this year's successes, our focus for the coming year includes:

- Further reducing non-conformances through preventive strategies.
- Increasing student and stakeholder satisfaction by enhancing services and communication.
- Investment in staff training to maintain and exceed quality standards.
- Expanding the scope of internal audits to uncover further opportunities for process optimization.

Conclusion

The successful retention of SABS certification and the minimal non-conformances achieved this year demonstrate the effectiveness of our quality management systems and the commitment of our entire team. As we move forward, we will continue to uphold the principles of quality, innovation, and excellence, ensuring sustained growth and success in the years ahead.

2024 HEALTH AND SAFETY ANNUAL REPORT

Introduction

The 2024 Health and Safety Annual Report offers a detailed account of the accomplishments and advancements achieved in promoting a safe and compliant working environment across all campuses. A significant highlight for this year is the successful completion of the Occupational Health and Safety (OHS) Management System project. This initiative was essential for enhancing and streamlining our health and safety practices, and we are pleased to report that all established objectives and deliverables were met with the utmost quality standards.

OHS Management System Project

The OHS Management System project, which commenced in 2023, was finalized in July 2024. Its primary goal was to establish a robust framework that ensures the safety, health, and well-being of all staff, students, and visitors. The project was designed to address both proactive and reactive dimensions of health and safety, with a particular emphasis on creating sustainable practices and enhancing compliance across all our campuses.

Key Objectives & Deliverables

The project encompassed several key objectives and deliverables, all of which were successfully achieved.

1. **Development of Health and Safety File**
2. **Policy Implementation**
3. **Legal Appointment Structure**
4. **Risk Assessment Implementation**
5. **Incident and Accident Management Procedures**
6. **Hazardous Chemical Management**

7. **Quarterly Committee Meetings**
8. **Emergency Preparedness and Response Procedures**
9. **Implementation of Inspections and Legal Compliance Audits**

Legal Compliance Outcomes

Our legal compliance audits across the various campuses showed strong adherence to occupational health and safety regulations. The outcomes were as follows:

Sites	Compliance Score	Rating
Head Office	87%	Silver
Molapo Campus	90%	Good
George Tabor Campus	86%	Silver
Dobsonville Campus	94.3%	Gold
Roodepoort Campus	97%	Gold
Roodepoort West Campus	90%	Gold
Technisa Campus	90%	Gold
Land is Wealth Farm	85.7%	Silver

These results reflect our ongoing commitment to maintaining a high standard of health and safety management. While the overall compliance levels are impressive, we acknowledge that there are areas for improvement, and we will continue to work towards achieving 100% compliance across all campuses in the coming year.

Conclusion

The successful completion of the OHS Management System project represents a significant milestone in our commitment to providing a safe and healthy environment for all stakeholders. By achieving the outlined

goals and meeting the highest quality standards, we have set a solid foundation for continuous improvement in health and safety practices.

As we move into 2025, we remain dedicated to ensuring that our campuses meet the highest safety standards, and we will continue to monitor, review, and improve our health and safety systems to ensure compliance, mitigate risks, and protect the well-being of our staff and students.

Acknowledgments

We would like to express our gratitude to all employees, campus managers, and the health and safety committee members who have contributed to the successful completion of this project. Their commitment and collaboration have been instrumental in achieving these remarkable results.

We look forward to continuing this important work and further enhancing the health and safety culture across all campuses in the year ahead.



ASSESSMENT AND CURRICULUM

Strategic Goal 1:

Increase the number of skilled economically active youth by expanding access to technical vocational education and training.

Strategic Objective:

To provide quality technical and vocational education and training services, academic achievement and viable economic success for students.

MEASURABLE ACTIVITIES

Measurable activities as per the College Implementation Plan:

1. Enrolment Preparation:

- Programme Selection (Programme & Qualification Mix: PQM) based on DHET Strategic Plan is taken into account to service the community, Regional, Provincial and National educational needs.
- The development, amendment and implementation of various policies for Teaching and Learning modalities, both full-time and part-time, including distance education, was prepared in 2024, as the enrolment preparation for 2025.
- Various plans for teaching and learning modalities in full time, part time and distance education were developed during 2024, for 2025 implementation.
- The plans include the teaching and learning plan, academic management plan, academic recovery plans and the methods of recording and standard operating procedures.

2. Classroom Teaching and Support

- Support structures for the realisation of attendance and retention, certification, progression and throughput were aligned with targets set by the College and DHET, respectively.
- Pacing Documents (year plans/work schedules) per subject were

developed systematically to ensure proper teaching and learning is implemented.

- The process to track and record students and lecturers' attendance was implemented.
 - Contingency plans were introduced, to ensure that learning continued in classes where lecturers were absent. The plans included the use of substitute lecturers, worksheets, assignments, videos and online interactions.
3. **Student Assessments: On-site and continuous assessments included the following:**
- Continuously assessed the assessment and moderation policies to comply with ICASS guidelines.
 - Facilitated the development of assessment plans and schedules, for all the subjects, indicating the learning outcomes and objectives to be covered by each assessment.
 - Facilitated and ensured that the training for lecturers on the application of ICASS Guidelines is conducted.
 - Monitored the Implementation of ICASS Guidelines at all the campuses.
 - Develop the ICASS timetables outlining the assessments for ICASS marks.
 - Quality assured the developed assessments, to ensure that they met the expectations of the ICASS Guidelines and related policy prescripts.
 - Ensured that the developed assessments were accompanied by quality compliance documents such as the pacing document, assessment plan, assessment schedule, analysis grid, and moderation reports.
 - Procured the QuickExams software to assist in assessments development.

2024 Academic Results:

National Certificate for Vocational (NC(V)) Results

Annexure A (A1) -Per Campus

NC (V) Nov 2023 (Overall Campus Performance: L2, L3 and L4.

NC(V) November 2024 performance data presented in Annexure A1 (Campus-based) and Annexure A2 (Level-based), brought about comparative insights to broader trends.

Annexure A2:

Performance by NC(V) Level

LEVEL	Enrolled	Written	Passed	Pass % (Enr)	Pass % (Writ)	Retention %	Certified	Cert. % (Enr)	Cert. % (Writ)	7 Subs	6 Subs	5 Subs	Distinctions
L2	2350	2216	1223	52.04	55.19	94.30	779	33.15	35.15	779	269	175	1155
L3	1647	1635	1063	64.54	65.02	99.27	605	36.73	37.00	605	253	205	522
L4	1104	1100	622	56.34	56.55	99.64	330	29.89	30.00	330	149	143	196
Total	5101	4951	2908	57.01	58.74	97.06	1714	33.60	34.62	1714	671	523	1873

Level-Based Insights

Level 3 (L3) shows the highest performance:

Highest pass rate (64.78% average)

- Highest certification rate (36.87%)
- Best retention (99.27%)
- **Level 2 (L2)** is underperforming:
 - Lowest pass rate (53.62% average)

- Though it has the most enrolments, only 33% are certified.
- This may indicate poor foundational preparation or teaching strategies for first-time entrants.

Distinctions are heavily concentrated in **L2**, which could be due to more subjects or learners, but also implies **potential among early entrants**, if properly supported.

Overall Observations & Recommendations

1. **Roodepoort and Technisa** stand out and can serve as models for performance improvement strategies.
2. **Molapo and Roodepoort West** require **targeted academic support** (e.g., tutoring, learning diagnostics, staff training etc).
3. **L2 needs special attention**: it's the gateway level, and strengthening it will improve progression and throughput.
4. Despite high retention, **the gap between "written" and "certified" is notable and significant** — focus should be placed on **quality of passes and curriculum mastery**.
5. The **high number of distinctions (1873)** is encouraging and suggests that **excellence is possible and present** — scaling up best of practices will be key for the implementation process.

Visualisations for the NC(V) November 2024 performance:

1. **Campus Pass & Certification Rates** – Shows how campuses compare in terms of student success and certification.
2. **Distinctions by Campus** – Highlights which campuses achieved the most distinctions.
3. **Level Pass & Certification Rates** – Compares performance across Levels 2, 3, and 4.
4. **Distinctions by Level** – Indicates the number of distinctions earned per level.

NC(V) November 2024 Examination Performance Report

1. Overall Summary

The total number of students enrolled across all campuses was **5,101**, with **4,951** having written the exams and **2,908** having passed. The average pass rate for the enrolled students was **57.01%**, and on those who wrote was **58.74%**, with a retention rate of **97.06%**. A total of **1,714** students were certified.

2. Campus-Level Performance (Annexure A1)

Top Performing Campuses (Pass Rate for the Enrolled):

- **Roodepoort**: 70.59% pass rate, 50.87% certification rate for the enrolled, with the highest number of distinctions (641).
- **Technisa**: 68.70% pass rate, 50.42% certification rate for the enrolled, and 345 distinctions.

Lowest Performing Campuses (Pass Rate on Enrolled):

- **Roodepoort West**: 38.17% pass rate, 21.77% certification rate for the enrolled.
- **Molapo**: 44.40% pass rate, 13.28% certification rate for the enrolled, with lowest pass and certification rates despite a high retention of 98.34%.

Highlights:

- **George Tabor** had the highest enrolment (1,542) and also produced 410 distinctions, with a pass rate of 54.22%.
- **Roodepoort** leads with the most distinctions (641), followed by **Technisa** (345) and **George Tabor**.

3. Level-Based Performance (Annexure A2)

Performance by Level:

- **Level 3 (L3)** performed the best with:
 - 64.54% pass rate on enrolled;
 - 99.27% retention;
 - 36.73% certification rate and

- 522 distinctions.
- **Level 2 (L2)** had the largest student enrolment (2,350), a 52.04% pass rate, and the highest number of distinctions (1,155), indicating a broader base of candidates but relatively lower pass rates.
- **Level 4 (L4)** maintained a moderate pass rate of 56.34% with fewer certifications (29.89%) and distinctions (196).

4. Certification and Subject Pass Analysis

- **Certified Students:** Only 1,714 students were certified, accounting for **33.60% of total enrolments**.
-
- **Subject Achievement:**
 - Students passing **all 7 subjects:** 1,714
 - Students passing **6 subjects:** 671
 - Students passing **5 subjects:** 523
- **Distinctions Awarded:** 1,873 across all campuses and levels.

5. Observations and Recommendations

Observations:

- **Retention** is strong across all campuses and levels (above 94%), suggesting students are staying through to final assessments.
- **Certification rates** lag behind pass rates, particularly in campuses like Molapo and Roodepoort West.
- **Distinction achievements** are concentrated in Roodepoort and Level 2, showing where academic excellence is most prominent.

Recommendations:

- **Focus on certification support:** Ensure students who pass are guided

through the certification process.

- **Targeted intervention in lower-performing campuses** like Molapo and Roodepoort West is needed, ensuring improved teaching resources and support mechanisms.
- **Share best practices** from Roodepoort and Technisa across the College, especially around curriculum delivery and student motivation strategies.
- **Strengthen academic support at Level 2**, where enrolment is highest, to improve pass and certification outcomes.

Report 190/1 Results

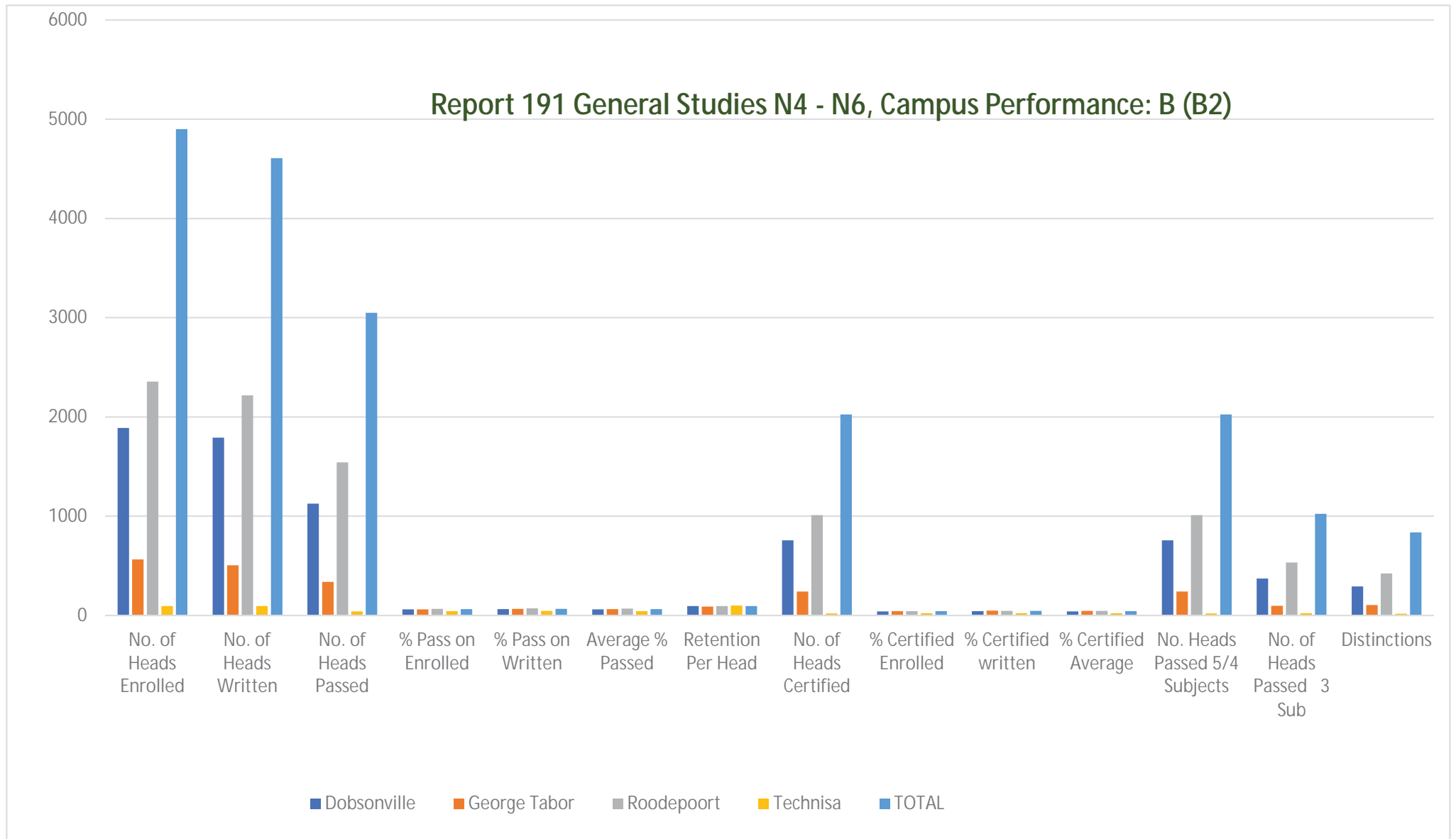
Comprehensive analysis of Annexure B for Report 191 Business Studies (N4–N6) across Semester 1 & 2 in 2024, covering performance by **campus, level, and overall trends**.



ANNEXURE B (B1) – PER CAMPUS

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

CAMPUS	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 Average	No. Heads Passed 5/4 Subjects	No. of Heads Passed 3 Subjects	Distinctions
Dobsonville	1888	1791	1127	59,69	62,93	61,31	94,86	755	39,99	42,16	41,07	755	372	292
George Tabor	563	505	337	59,86	66,73	63,30	89,70	240	42,63	47,52	45,08	240	97	105
Roodepoort	2355	2218	1543	65,52	69,57	67,54	94,18	1010	42,89	45,54	44,21	1010	533	422
Technisa	95	93	41	43,16	44,09	43,62	97,89	20	21,05	21,51	21,28	20	21	17
TOTAL	4901	4607	3048	62,19	66,16	64,18	94,00	2025	41,32	43,95	42,64	2025	1023	836



2. PERFORMANCE BY CAMPUS (Annexure B (B3))

CAMPUS	Avg % Passed	Avg % Certified	Retention	Distinctions
Roodepoort	67.54%	44.21%	94.18%	422
Dobsonville	61.31%	41.07%	94.86%	292
George Tabor	63.30%	45.08%	89.70%	105
Technisa	43.62%	21.28%	97.89%	17

Insight:

- **Roodepoort** leads in all key areas: pass rate, certification, and distinctions.
- **Technisa** shows the **lowest performance** despite **very high retention**, suggesting a possible issue with throughput or support.
- George Tabor performs well in certification relative to enrolment but has lower distinction counts.

3. PERFORMANCE BY LEVEL (Annexure B (B4)).

LEVEL	Avg % Passed	Avg % Certified	Retention	Distinctions
N4	65.55%	48.33%	87.73%	338
N5	59.55%	37.65%	98.75%	221
N6	67.83%	39.64%	99.03%	277

Insight:

- **N6** has the **highest pass rate and retention**, but N4 leads in **certification and distinctions**.
- **N5** consistently underperforms across all metrics, indicating that it is a potential area for targeted intervention.

LEVEL	No. of Heads Enrolled	No. of Heads Written	No. of Heads Passed	% Passed on Enrolled	% Passed on Written	Average % Passed	Retention Per Head	No. of Heads Certified	% Certified on Enrolled	% Certified on Written	% Average Certified	No. of Heads Passed 4 Subjects	No. of Heads Passed 3 Subjects	Distinctions
N4	2143	1880	1313	61,27	69,84	65,55	87,73	968	45,17	51,49	48,33	968	345	338
N5	1521	1502	900	59,17	59,92	59,55	98,75	569	37,41	37,88	37,65	569	331	221
N6	1237	1225	835	67,50	68,16	67,83	99,03	488	39,45	39,84	39,64	488	347	277
TOTAL	4901	4607	3048	62,19	66,16	64,18	94,00	2025	41,32	43,95	42,64	2025	1023	836

Report 191 General Studies N4-N6:

Combined Semester 1 & 2 Level Performance - B (B5) Per Level

4. NOTABLE TRENDS & COMPARISONS

Improvements in Semester 2:

- Across all campuses except Technisa, Semester 2 showed marginal or significant gains in performance.
- Most consistent performers across both semesters: **Roodepoort** and **George Tabor**.

Areas of Concern:

- **Technisa**: Drastic underperformance despite high retention—possible teaching, curriculum, or student support challenges.
- **Certification rates** need attention across the board. Even with relatively strong pass rates, certification hovers around 42%.

Subject Mastery Breakdown

B (B6) Per Level

METRIC	Avg % Passed	Avg % Certified	Retention	Distinctions
N4	65.55%	48.33%	87.73%	338
N5	59.55%	37.65%	98.75%	221
N6	67.83%	39.64%	99.03%	277

B (B7) Combined S1 and S2

METRIC	Semester 1	Semester 2	Distinctions
Heads Passed 5/4 Subjects	1033	992	2025
Heads Passed 3 Subjects	521	502	1023
Distinctions	434	402	836

Insight:

- Almost 41% of students who passed did so with strong mastery (5/4 subjects).
- Distinction rates are healthy, especially at Roodepoort and N4 level, but can be improved through targeted academic excellence programs.

Recommendations

1. **Support for Technisa:** Urgent review needed—consider academic audits, student feedback, and improved teaching support.
2. **Focus on N5:** Mid-level consistently underperforms—interventions in curriculum pacing or assessment strategy may help.
3. **Improve Certification Rates:** Investigate administrative or academic barriers to certification.
4. **Leverage Roodepoort's Best Practices:** Their strategies could be replicated across underperforming campuses.
5. **Monitor Distinction Trends:** Support high achievers with enrichment programmes to increase distinction yields.

1. OVERALL PERFORMANCE (Annexure B (B8) – Consolidated Campuses S1 & S2)

METRIC	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	Average Certification Rate	Distinctions
S1	2524	2368	1554	61.57	65.63	63.60	93.82	1033	42.28	434
S2	2377	2239	1494	62.85	66.73	64.79	94.19	992	43.02	402
S1+S2	4901	4607	3048	62.19	66.16	64.18	94.00	2025	42.64	836
TOTAL										

Insight:

- Slight improvement in Semester 2 (64.79%) over Semester 1 (63.60%).
- High retention (94%) indicates consistent participation across the semesters.
- Certification remains relatively low at **42.64%**, suggesting a gap between course completion and certification.

Conclusions on Report 191

1. Overall Performance (Semester 1 & 2)

- **Pass Rate:** 62.19% overall (up from 61.57% in Semester 1 to 62.85% in Semester 2).
- **Certification Rate:** 42.64% certified across both semesters.
- **Retention Rate:** 94.00%, reflecting strong student persistence.

2. Performance by Campus

- **Roodepoort:** Best performance with a **67.54%** pass rate and **44.21%** certification.
- **Dobsonville:** Moderate pass rate (**61.31%**) but high retention (**94.86%**).
- **George Tabor:** Strong performance in certification (**45.08%**) with solid pass rate (**63.30%**).
- **Technisa:** The poorest performer with **43.62%** pass rate, though high retention (**97.89%**).

3. Performance by Level

- **N6:** Highest pass rate (**67.83%**) and retention (**99.03%**).
- **N4:** Leads in certification (**48.33%**) and distinctions.
- **N5:** The poorest performer in all metrics, showing room for improvement.

4. Subject Mastery & Distinctions

- **5/4 Subjects:** 41% of students who passed, excelled in 5/4 subjects.
- **Distinctions:** 836 distinctions overall, with Roodepoort and N4 showing the highest achievement.

Key Recommendations

1. **Support Technisa** with tailored academic interventions.
2. **Improve N5 performance** with curriculum adjustments.
3. **Increase certification rates** by addressing possible barriers.
4. **Replicate Roodepoort’s best practices** across other campuses.

Annexure C (C1)

Report 191 Natural Science N2-N6: Combined Trimester 1: Annexure C (C1)
CCampus Performance Trimester 1 (C1)

CAMPUS	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 Average	No. Heads Passed 5/4 Subjects	No. of Heads Passed 3 Sub	Distinctions
Molapo	610	581	218	35,74	37,52	36,63	95,25	112	18,36	19,28	18,82	112	106	69
RDPT West	693	664	267	38,53	40,21	39,37	95,82	134	19,34	20,18	19,76	134	133	75
TOTAL	1303	1245	485	37,22	38,96	38,09	95,55	246	18,88	19,76	19,32	246	239	144

Annexure C (C2) Per Level Trimester 1 Per Level T1

LEVEL	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 Average	No. Heads Passed 5/4 Subjects	No. of Heads Passed 3 Subjects	Distinctions
N2	527	478	164	31,12	34,31	32,71	90,70	89	16,89	18,62	17,75	89	75	52
N3	238	235	99	41,60	42,13	41,86	98,74	50	21,01	21,28	21,14	50	49	25
N4	224	219	109	48,66	49,77	49,22	97,77	53	23,66	24,20	23,93	53	56	36
N5	159	158	62	38,99	39,24	39,12	99,37	29	18,24	18,35	18,30	29	33	16
N6	155	155	51	32,90	32,90	32,90	100,0	25	16,13	16,13	16,13	25	26	14
TOTAL	1303	1245	485	37,22	38,96	38,09	95,55	246	18,88	19,76	19,32	246	239	144

Annexure D (D2) – Level Performance (N1–N6)

1. Pass Rates by Level:

- N1 has no data (**Discontinued**), but the rest of the levels show a consistent trend in pass rates. The pass rate is highest at N6 (57.88%) and lowest at N2 (31.55%).
- N4 and N5 show moderate pass rates of 57.52% and 54.38%, respectively.

2. Retention and Certification:

- Retention rates are generally high across all levels, with the highest at N6 (98.96%).
- N2 and N3 have the lowest certification rates on enrolled students at 17.48% and 17.90%, indicating that while students were enrolled and had written the examinations, fewer were certified at these two levels.

3. Performance Breakdown by Subject:

- There is a significant number of students passing 4/5 subjects at the higher levels (e.g., N4 and N5), with N5 showing 671 students, passing 4 subjects and N4 showing 1134 students passing.
- However, N2 and N3 show lower numbers of students passing 4 subjects, suggesting a need for improvement in student learning outcomes at these levels.

General Analysis:

- N6 has the highest pass rate and certification rate, suggesting that students in these levels are performing well, academically.
- N2 and N3 require attention as they have both the lowest pass and certification rates. Therefore, there may be a need to reassess these levels' curriculum, teaching methods, or student support systems.

Annexure C (C3) Campuses T2**Report 191 Engineering Studies July 2024 N2-N6, Campuses Trimester 2**

CAMPUS	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 Average	No. Heads Passed 5/4 Subjects	No. of Heads Passed 3 Subjects	Distinctions
Molapo	378	345	132	34,92	38,26	36,59	91,27	70	18,52	20,29	19,40	70	62	41
RDPT West	594	551	242	40,74	43,92	42,33	92,76	142	23,91	25,77	24,84	142	100	63
TOTAL	972	896	374	38,48	41,74	40,11	92,18	212	21,81	23,66	22,74	212	162	104

Annexure C (C4)

T2 Per Level

LEVEL	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 Average	No. Heads Passed 4 Subjects	No. of Heads Passed 3 Subjects	Distinctions
N1	N1 DISCONTINUED													
N2	1	1	0	0,00	0,00	0,00	100,0	0	0,00	0,00	0,00	0	0	0
N3	484	427	182	37,60	42,62	40,11	88,22	108	22,31	25,29	23,80	108	74	64
N4	179	169	84	46,93	49,70	48,32	94,41	50	27,93	29,59	28,76	50	34	16
N5	186	181	78	41,94	43,09	42,51	97,31	44	23,66	24,31	23,98	44	34	13
N6	122	118	30	24,59	25,42	25,01	96,72	10	8,20	8,47	8,34	10	20	11
TOTAL	972	896	374	38,48	41,74	40,11	92,18	212	21,81	23,66	22,74	212	162	104

Report 191 Engineering Studies November 2024 N2-N6
Annexure C (C5)

Campuses Trimester 3

CAMPUS	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 Average	No. Heads Passed 5/4 Subjects	No. of Heads Passed 3 Subjects	Distinctions
Molapo	388	351	127	32,73	36,18	34,46	90,46	69	17,78	19,66	18,72	69	58	36
RDPT West	516	513	163	31,59	31,77	31,68	99,42	76	14,73	14,81	14,77	76	87	31
TOTAL	904	864	290	32,08	33,56	32,82	95,58	145	16,04	16,78	16,41	145	145	67

Annexure C (C6)

T3 Per Level

LEVEL	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 Average	No. Heads Passed 4 Subjects	No. of Heads Passed 3 Subjects	Distinctions
N1	N1 DISCONTINUED													
N2	90	85	31	34,44	36,47	35,46	94,44	19	21,11	22,35	21,73	19	12	7
N3	278	254	61	21,94	24,02	22,98	91,37	21	7,55	8,27	7,91	21	40	21
N4	279	271	119	42,65	43,91	43,28	97,13	63	22,58	23,25	22,91	63	56	16
N5	133	131	47	35,34	35,88	35,61	98,50	29	21,80	22,14	21,97	29	18	15
N6	124	123	32	25,81	26,02	25,91	99,19	13	10,48	10,57	10,53	13	19	8
TOTAL	904	864	290	32,08	33,56	32,82	95,58	145	16,04	16,78	16,41	145	145	67

Annexure C (C7)

Report 191 Natural Science N2-N6: Combined Trimester 1, 2 & 3 Campus Performance

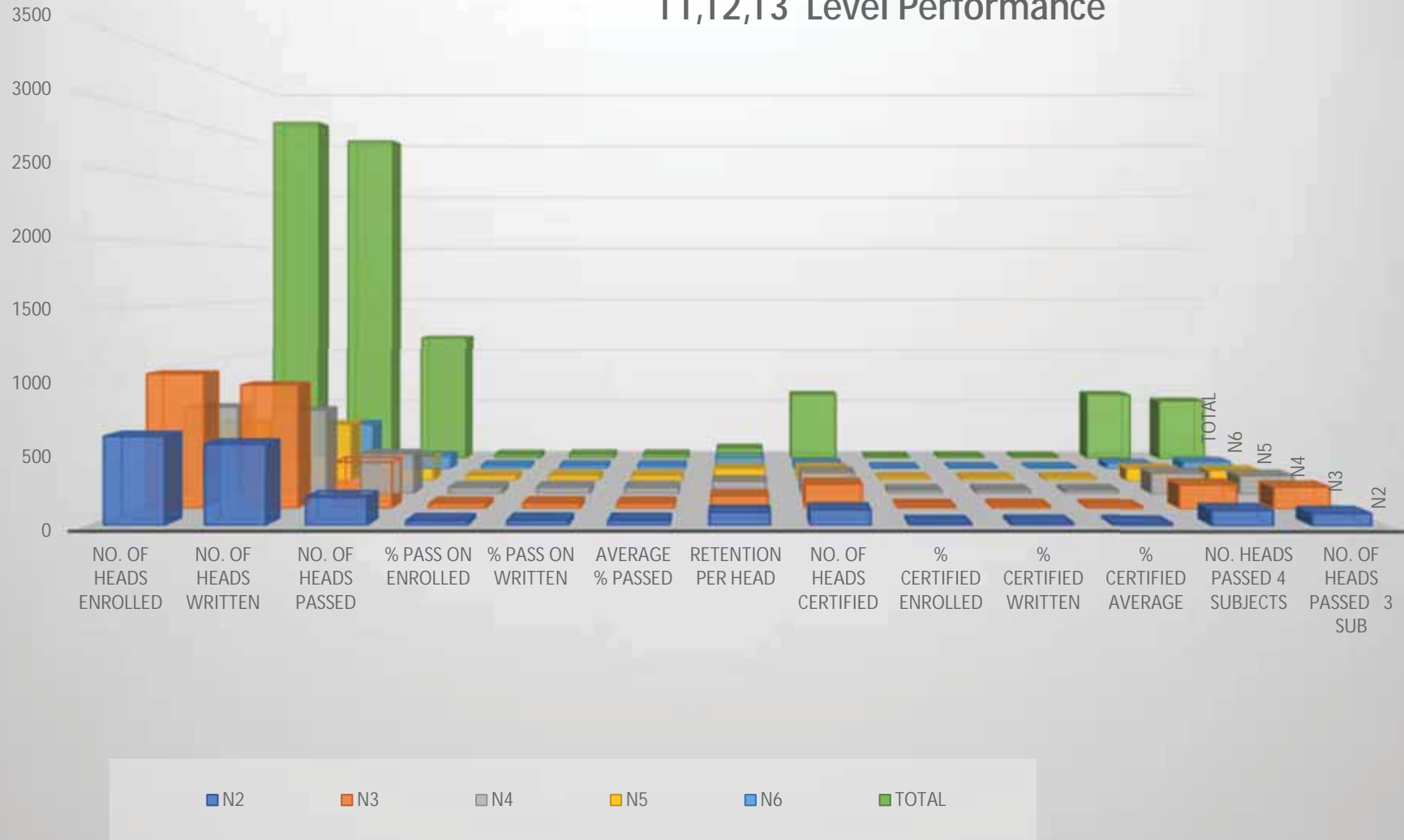
CAMPUS	No. of Heads Enrolled	No. of Heads Written	No. of Heads Passed	% Pass on Enrolled	% Pass on Written	Average % Passed	Retention Per Head	No. of Heads Certified	% Certified Enrolled	% Certified written	% Certified Average	No. Heads Passed 5/4 Subjects	No. of Heads Passed 3 Subjects	Distinctions
Molapo	1376	1277	477	34,67	37,35	36,01	92,81	112	8,14	8,77	8,46	251	226	146
RDPT West	1803	1728	672	37,27	38,89	38,08	95,84	134	7,43	7,75	7,59	352	320	169
TOTAL	3179	3005	1149	36,14	38,24	37,19	94,53	246	7,74	8,19	7,96	603	546	315

Annexure C (C8) per Level

Report 191 Natural Science Studies N2-N6: Combined Trimester 1; & 2 & 3 Level Performance

LEVEL	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 Average	No. Heads Passed 4 Subjects	No. of Heads Passed 3 Subjects	Distinctions
N1	N1 DISCONTINUED													
N2	618	564	195	31,55	34,57	33,06	91,26	108	17,48	19,15	18,31	108	87	59
N3	1000	916	342	34,20	37,34	35,77	91,60	179	17,90	19,54	18,72	179	163	110
N4	682	659	312	45,75	47,34	46,55	96,63	166	24,34	25,19	24,76	166	146	68
N5	478	470	187	39,12	39,79	39,45	98,33	102	21,34	21,70	21,52	102	85	44
N6	401	396	113	28,18	28,54	28,36	98,75	48	11,97	12,12	12,05	48	65	33
TOTAL	3179	3005	1149	36,14	38,24	37,19	94,53	603	18,97	20,07	19,52	603	546	315

T1,T2,T3 Level Performance



Annexure C (C9)

Report 191 Natural Science Studies N2-N6 - Campus Consolidated Trimester 1, 2 & 3.

CAMPUS	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 Average	No. Heads Passed 5/4 Subjects	No. of Heads Passed 3 Subjects	Distinctions
Trimester 1	1303	1245	485	37,22	38,96	38,09	95,55	246	18,88	19,76	19,32	246	239	144
Trimester 2	972	896	374	38,48	41,74	40,11	92,18	212	21,81	23,66	22,74	212	162	104
Trimester 3	904	864	290	32,08	33,56	32,82	95,58	145	16,04	16,78	16,41	145	145	67
TOTAL	3179	3005	1149	36,14	38,24	37,19	94,53	603	18,97	20,07	19,52	603	546	315

Data provided in Annexure C (C1, C2, C3, C4, C5, C6, C7, C8, and C9), analyses performance indicators and trends for each category, providing insights into the overall performance of the students across different campuses and levels.

Annexure D (D1) – Campus-Level Performance (All Programmes N2–N6)

Campus-Level Performance (Annexure D2):

- **Top Performers:** Dobsonville and Roodepoort show strong performance, with high pass rates, retention, and certification rates.
- **Underperformers:** Molapo and Roodepoort West have lower pass rates and certification, particularly Molapo with only 34.67% pass rate.
- **Distinctions:** Dobsonville and Roodepoort also lead in distinctions, indicating better academic success at these campuses.

Key Points:

1. Pass Rates and Performance by Campus:

- Dobsonville and Roodepoort have the highest pass rates at 59.69% and 65.52% respectively, with good performance in the percentage of students passing on enrolled and written exams.
- Molapo and Roodepoort West have the lowest pass rates, with Molapo at 34.67% and Roodepoort West at 37.27%. These campuses show a higher proportion of students not passing, especially on enrolled numbers.

2. Retention and Certification:

- Dobsonville and Roodepoort also lead in retention and certification rates. For example, Dobsonville's retention is 94.86%, and Roodepoort's is 94.18%.
- Molapo again has the lowest retention at 92.81% and the lowest certification rate at 18.24%.

3. Distinctions:

- Dobsonville leads in the number of distinctions with 372

distinctions, followed by **Roodepoort** with **533** distinctions. These campuses show strong academic performance.

General Analysis:

- **Dobsonville** and **Roodepoort** perform better than other campuses across the board in terms of pass rates, retention, and certifications.
- **Molapo** and **Roodepoort West** may need targeted interventions to improve their performance, especially in terms of retention and pass rates.

Campus-Level Performance (Annexure D1):

- **Top Performers:** **Dobsonville** and **Roodepoort** show strong performance, with high pass rates, retention, and certification rates.
- **Underperformers:** **Molapo** and **Roodepoort West** have lower pass rates and certification, particularly **Molapo** with only **34.67%** pass rate.
- **Distinctions:** **Dobsonville** and **Roodepoort** also lead in distinctions, indicating better academic success at these campuses.

Level Performance (Annexure D2):

- **Top Level:** **N6** has the highest pass and certification rates.
- **Struggling Levels:** **N2** and **N3** have the lowest pass rates and certification rates, with **N2** performing poorly at **31.55%** pass rate.
- **Need for Attention:** **N2** and **N3** levels require curriculum or support adjustments.

General vs. Natural Science (Annexure D3):

- **General Studies** outperforms **Natural Science** with higher pass rates (**62.19%** vs. **36.14%**) and better certification.
- **Natural Science** students need targeted support to improve performance.

Overall Insights:

- **Dobsonville** and **Roodepoort** perform best across various metrics.
- **Molapo** and **Roodepoort West** need specific interventions to improve

performance.

- **N2** and **N3** require focused attention to boost pass rates and certification.
- **Natural Science** may need curriculum adjustments or better support to match the performance of **General Studies**.

Recommendations:

- Target interventions for **N2** and **N3**.
- Support struggling campuses like **Molapo** and **Roodepoort West**.
- Review the **Natural Science** curriculum to improve outcomes.
- **Molapo** and **Roodepoort West** may need targeted interventions to improve their performance, especially in terms of their pass rate.

Annexure D (D1)

Report 191 (All Programs N2-N6) 2024 Consolidated S1 & S2; T1, T2 & T3

CAMPUS	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 Average	No. Heads Passed 5/4 Subjects	No. of Heads Passed 3 Subjects	Distinctions
Dobsonville	1888	1791	1127	59,69	62,93	61,31	94,86	755	39,99	42,16	41,07	755	372	292
George Tabor	563	505	337	59,86	66,73	63,30	89,70	240	42,63	47,52	45,08	240	97	105
Molapo	1376	1277	477	34,67	37,35	51,22	92,81	251	18,24	19,66	27,41	251	226	146
Roodepoort	2355	2218	1543	65,52	69,57	67,54	94,18	1010	42,89	45,54	44,21	1010	533	422
RDPT West	1803	1728	672	37,27	38,89	38,08	95,84	352	19,52	20,37	19,95	352	320	
Technisa	95	93	41	43,16	44,09	43,62	97,89	20	21,05	21,51	21,28	20	21	17
TOTAL	8080	7612	4197	51,94	55,14	53,54	94,21	2628	32,52	34,52	33,52	2628	1569	1569

Annexure D (D2)

Report 191 (All Programmes: N1-N6: Combined Semester 1 & 2 and Trimester 1, 2 & 3)

Level Performance

LEVEL	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 Average	No. Heads Passed 5/4 Subjects	No. of Heads Passed 3 Sub	Distinctions
N1	N1 DISCONTINUED													
N2	618	564	195	31,55	34,57	33,06	91,26	108	17,48	19,15	18,31	108	87	59
N3	1000	916	342	34,20	37,34	35,77	91,60	179	17,90	19,54	18,72	179	163	1110
N4	2825	2539	1625	57,52	64,00	60,76	89,88	1134	40,14	44,66	42,40	1134	491	406
N5	1999	1972	1087	54,38	55,12	54,75	98,65	671	33,57	34,03	33,80	671	416	265
N6	1638	1621	948	57,88	58,48	58,18	98,96	536	32,72	33,07	32,89	536	412	310
TOTAL	8080	7612	4197	51,94	55,14	53,54	94,21	2628	32,52	34,52	33,52	2628	1569	1151

Annexure D (D3)

Report 191 2024 Consolidated General & Natural Science Studies (N2-N6: Semester 1 & 2, and Trimester 1& 3)

CAMPUS	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 Average	No. Heads Passed 5/4 Subjects	No. of Heads Passed 3 Subjects	Distinctions
General Studies	4901	4607	3048	62,19	66,16	64,18	94,00	2025	41,32	43,95	42,64	2025	1023	836
Natural Sciences	3179	3005	1149	36,14	38,24	37,19	94,53	603	18,97	20,07	19,52	603	546	315
TOTAL	8080	7612	4197	51,94	55,14	53,54	94,21	2628	32,52	34,52	33,52	2628	1569	1151

Annexure D (D3) – General and Natural Science Studies Performance

1. General Studies vs. Natural Science:

- **General Studies** has a significantly higher pass rate of **62.19%** compared to **Natural Science** with **36.14%**. The difference in pass rates suggests that students in General Studies are more successful overall.
- The **Natural Science** programme has a lower pass rate, and this is consistent across multiple campuses (especially in campuses like **Molapo** and **Roodepoort West**).

2. Certification and Distinctions:

- **General Studies** leads in certification with **2025 certified students**, while **Natural Science** has only **603 certified students**, contributing to a disparity in overall programme success.

3. Retention Rates:

- Both programmes show strong retention rates (**94.00% for General Studies** and **94.53% for Natural Science**), suggesting that students are staying enrolled, but the performance gaps still exist in the exam results.

General Analysis:

- **General Studies** students perform better overall compared to **Natural**

Science students in terms of pass rates and certification. A closer look at the curriculum, teaching methods, and student support for Natural Science may be necessary to boost performance in this area.

Overall Insights:

- **Performance Gaps:** The data shows significant variation in performance across different campuses and levels, with Dobsonville and Roodepoort leading, while Molapo and Roodepoort West lag behind in key metrics.
- **Retention and Certification:** There is generally high retention across the campuses, but certification rates are lower at certain campuses and levels, especially for **N2** and **N3**.
- **Disciplinary Differences:** General Studies students perform significantly better than Natural Science students, suggesting potential curriculum and pedagogical challenges in the Natural Science discipline.

Recommendations:

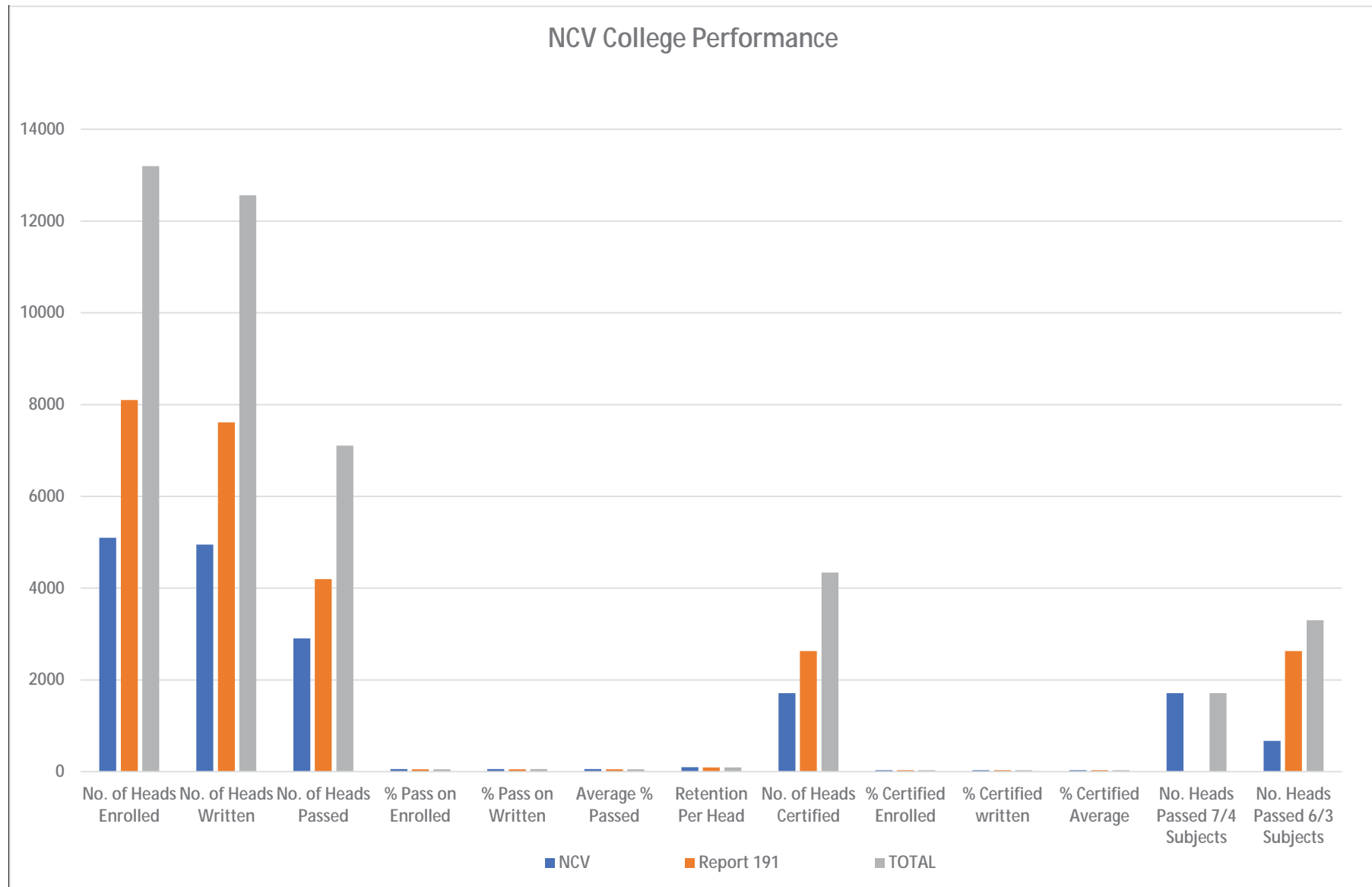
1. **Intervention at Lower-Level Programmes:** Special attention is needed for **N2** and **N3** levels to improve pass rates and certification outcomes. This could involve extra support, tutoring, or adjustments to teaching strategies.
2. **Targeted Support for Poor Performing Campuses:** **Molapo** and **Roodepoort West** campuses should receive focused interventions to improve retention, pass rates, and certification.
3. **Curriculum Review:** A review of the **Natural Science** curriculum and teaching methods could help close the performance gap with **General Studies**.

Annexure E

NC (V) & Report 191 2024 Consolidated College Performance

CAMPUS	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 Average	No. Heads Passed 7/4 Subjects	No. Heads Passed 6/3 Subjects	No. Heads Passed 5 Subjects	Distinctions
NCV	5101	4951	2908	57,01	58,74	57,87	97,06	1714	33,60	34,62	34,11	1714	671	523	1873
Report 191	8098	7612	4197	51,83	55,14	53,48	94,00	2628	32,45	34,52	33,49	0	2628	1569	1151
TOTAL	13199	12563	7105	53,83	56,55	55,19	95,18	4342	32,90	34,56	33,73	1714	3299	13199	12563

Annexure E



NC (V) & Report 191 2023 Consolidated College Performance (on 01 February 2024)

The analysis of the 2024 performance data across various campuses and programmes reveals several key insights:

1. **Top Performers: Roodepoort** stands out with strong pass rates (65.52% on enrolled, 69.57% on written), high certification rates (42.89%), and strong retention (94.18%). **Dobsonville** also performs well with a pass rate of 59.69% on enrolled students and a certification rate of 39.99%.
2. **Struggling Campuses: Molapo and Roodepoort West** show lower pass rates (34.67% and 37.27% on enrolled students, respectively), and lower certification rates (18.24% and 19.52%). These campuses may need additional support and resources.
3. **Programme Performance: General Studies** performs better than **Natural Science**, with higher pass rates (62.19% vs. 36.14%) and certification rates (41.32% vs. 18.97%).
4. **Retention:** Overall retention rates are strong, with **Roodepoort West** leading at 95.84%, suggesting students are generally staying enrolled and progressing through their studies.
5. **Distinctions: Dobsonville and George Tabor** have a significant number of distinctions, with **Dobsonville** having 372 distinctions, indicating strong academic performance among certain student groups.

Overall, the data highlights strong performance at some campuses, with room for improvement in others, particularly Molapo and Roodepoort West. Strategies focusing on teaching quality, resources, and support at these campuses could improve outcomes.

2024 results in comparison with the College 2023 academic performance and targets.

- The number of heads enrolled at the College increased from 9399 in 2023 to **13181** in 2024. The number of heads on enrolment increased by **3782** students. Roodepoort campus had the largest enrolment of **3511** with N4 having the largest enrolments of **2143**, 262 less than the previous 2023 year.
- The College Retention Rate decreased from **96.18%** in 2023 to **95.20%** in

2024. Technisa Campus had the highest Retention Rate of **98.63%** and the L4 had the highest Retention Rate of **99.64%** across the college.

- The College Progression Rate decreased from **58.61%** in 2023 to **33.88%** in 2024. Roodepoort had the highest Progression Rate of **46.88%** with N4 having the highest Progression Rate of **45.17%**.
- The College Certification Rate decreased from **38.60%** in 2023 to **37.70%** in 2024. Roodepoort had the highest Certification Rate of **37.24%** and the N4 had the highest overall Certification Rate of **55.14%**.
- The College distinctions increased from **1549** in 2023 to **3024** in 2024. There was an increase of **1475** distinctions. Roodepoort Campus had the highest distinctions of **1063** and **L2** had the highest overall distinctions of **1155**.

Compiled by: Kekana IM

Acting Academic Manager



CAMPUSES

DOBSONVILLE CAMPUS

1. Introduction

The campus is located in the central area of Soweto and serves as the sole site of South West Gauteng TVET College which offers Business Studies within the region. It provides both ministerial programmes, specifically the National Certificate for Vocational (NC(V)) and Report 191 programmes, available in full-time and part-time formats, alongside various non-ministerial programmes.

2. Programme Qualification Mix (PQM)

The National Certificate for Vocational ministerial programmes available at this campus include Finance, Economics and Accounting, Marketing, and Office Administration. Meanwhile, the Report 191 programmes encompass Business Management, Human Resource Management, Marketing Management, Public Management, and Music. For the academic year 2024, the campus also hosted several non-ministerial programmes, as outlined below:

Type of Programme	Qualification	Level	Number of Students
Learnership	Learnership Development L4	L4	20
Learnership	Labour Relations Practices L5	L5	20
Skills Programme	NQF	L3	100
NC(V) WBE Placements	Marketing	L4	48

3. Students with Disability (SwDs)

The campus is amongst the few in the country accredited by the DHET with the status of a Disability Unit. The Disability Unit has two (2) full-time offers in the name of Ms. Selebalo and Mr. Nzuza and Ms. Mereko (NC(V) HOD for fundamentals) oversees the curriculum side of the unit. The campus has experienced exponential growth in the admission of students with disabilities). Below is a summary of the SwDs enrolments for the academic year 2024.

Programme	Level	Types of Disability	Gender		Total Head Count	Age Group
			Male	Female		
Marketing	L2	Blind Partially Sighted Hard Hearing	02	01	03	19-29
Office Administration	L2	Intellectual Disability & Epilepsy Bipolar & Depression	00	02	02	22
Marketing	L3	Blind Physical Disability Short Stature Partially sighted	02	03	05	21-31
Office Administration	L3	Speech Disorder	00	01	01	20
Finance and Economic & Accounting	L3	Mental Disorder & Speech	01	00	01	31

Programme	Level	Types of Disability	Gender		Total Head Count	Age Group
			Male	Female		
Office Administration	L4	Cerebral Palsy Bipolar & Depression Blind Mental Disorder	01	03	04	23-29
TOTAL			06	10	16	
Human Resources Management	N4	Blind Albinism & Speech Disorder	01	01	02	24-36
Business Management	N4	Partially sighted	01	00	01	
Public Management	N4	Blind	03	01	04	27-37
Popular Music: Composition	N4	Blind Partially Blind	01	01	02	26-44
Marketing Management	N4	Blind	00	01	01	30
Marketing Management	N5	Partially Blind Dyslexia Mental Disorder	01	02	03	20-27
Music & Composition	N6	Blind Physical disabled	01	01	02	29-32
TOTAL			08	07	15	
GRAND TOTAL			14	17	31	

A total of thirteen (13) lecturers have been trained for inclusive education. In addition, the campus procures assistive devices for the students depending on their needs. The devices procured by the campus include laptops which are installed with JAWS Software for the visually impaired, Zoom Text

Magnifier for font size enlargement for the partially sighted, CLARO Reader Software for students with Dyslexia, Platon Talking Scientific Calculator, etc.

SwD celebrating winning Goalball Sport



Some of the Assistive Devices procured for SwD for Teaching and Learning 2024 Academic Year



4. Student Life

The 2024 campus SRC was elected to office through a democratic process, on the 13th of March 2024, conducted by the Independent Electoral Board (IEB) and they were inducted on the 17 -20 April 2024. The outcome of the SRC Elections was as follows:

Surname & Initial	Gender	Portfolio	Programme & Level
1. Mr. Ramothebe	Male	Chairperson	Marketing Management N4
2. Mr. Modukanele	Female	Secretary	Public Management N4
3. Mr. Seale	Male	Treasurer	Marketing L3
4. Ms. Shongwe	Female	Academic Affairs & Operations	Business Management N5
5. Ms. Makasela	Female	Health and Safety	Office Administration L3
6. Ms. Mavuso	Female	Sports, Art & Culture	Business Management N6
7. Ms. Soke	Female	Employability-	Office Administration L3
8. Ms. Phiri	Female	Gender, Disability & Transformation	Marketing L3

However, after the release of the Report 191 Semester 1 results, three (3) of the campus SRC members were removed due to poor academic performance per the SRC constitution and some exiting the system. The remaining members of the campus SRC were as follows:

Surname & Initial	Gender	Portfolio	Programme & Level
1. Ms. Modukanele	Female	Secretary	Public Management N4
2. Mr. Seale	Male	Treasurer	Marketing L3
3. Ms. Makasela	Female	Health and Safety	Office Administration L3
4. Ms. Soke	Female	Employability-	Office Administration L3
5. Ms. Phiri	Female	Gender, Disability & Transformation	Marketing L3

The Campus Student Representative Council (SRC) organized a series of student activities as outlined in their Programme of Action. Throughout these initiatives, the SRC received guidance from the Campus Student Support Services, led by the dedicated and effective Ms. Sekwae. Noteworthy events included the Mr. and Ms. Campus competition held on October 25, 2024. The title of Queen was awarded to Thato Ditabe (Business Management N5), with Tinash Lubisi (Marketing L2) and Angel Nyatlo (Public Management N5) receiving the titles of 1st Princess and 2nd Princess, respectively. The title of King was bestowed upon Dylan Mhlanga (Marketing L3), with Lesego Moephudi (Music N4) and Keabetswe Mokgosi (Finance, Economics & Accounting L4) serving as 1st Prince and 2nd Prince, respectively.

Additionally, the campus hosted a Fun Day on September 20, 2024, during which students participated in various enjoyable activities, including water slides and face painting. The SRC received training for registration on May 6, 2024, and they underwent training in self-defence on July 26, 2024.



2024/2025 Campus SRC members

5. Resources

5.1. Human Resources

In December 2023, the campus bid farewell to Ms. Mabunda. We extend our congratulations to Mr. Tlabakwe for his permanent appointment as the Head of Division (HOD) for Report 191 in Business Management, Marketing Management, and Public Management, effective October 2024. We express our gratitude to Ms. Sani for her unwavering commitment and dedication while serving as the acting HOD for Report 191 from January to December 2024, prior to Mr. Tlabakwe's permanent appointment. The campus also congratulates Ms. Qhinebe on her permanent appointment as the Senior Lecturer for the Report 191 Human Resource Programme.

Furthermore, we would like to thank Messrs. Makulana, Ms. Maleka, and Buthelezi for their dignified service to the campus during their acting tenures in various programmes. In July 2024, the campus welcomed Ms. Mehlomakhulu as the acting Head of Division for NC(V) Vocational, which facilitated the appointment of Ms. Raphela as the acting Senior Lecturer for NC(V) Office Administration. The campus also celebrated the conversion of Ms. Mohlasedi's employment status from temporary to permanent. Additionally, we bid farewell to Messrs. Rammutla, Ramuthevheli, and Booi, who resigned from the college to pursue other opportunities.

In the year 2024, the campus witnessed the launch of a new labour formation, the Public Service Association (PSA). The elected office bearers for this association are as follows:

- Chairperson: Mr. Rampora
- Deputy Chairperson: Mr. Mokhatla
- Secretary General: Ms. Mogane

3.2 Infrastructure

Following the aftermath of the December 2020 floods, the campus successfully managed recovery efforts and implemented structural adjustments. These changes have resulted in the renovation of the campus reception area, staff room, kitchen, and ablution facilities, alongside the relocation of the computer laboratories from the ground floor to the upper levels. Significant progress has been made in the installation and repair of air-conditioning units throughout the campus, although some venues remain pending completion.



Fountain at the Reception Area



Contact Centre

6. Academic Performance

6.1 National Certificate for Vocational (NC(V))

For the academic year 2024, the campus managed to achieved 94.86 % retention which is above the college target of 85%. The number of heads that progressed was 487, translating to 57.84%. Additionally, the number of heads certified was 285, translating to 33.85%. The campus registered a total of 238 distinctions.

6.2 Report 191

For the academic year 2024, the campus managed to achieved 94.86 % retention which is above the college target of 85%. The number of heads that progressed was 1127, translating to 62.92%. Additionally, the number of heads certified was 755, translating to 42.15%. The campus registered a total of 299 distinctions.

6.3 Excursions

The campus conducted several excursions, mainly in the Report 191 programme. The campus conducted the following excursions:

National Certificate for Vocational (NC(V))

- The campus hosted a virtual excursion in the ICT Hub for the Finance, Economics & Accounting L4, presented by the South African Reserve Bank on the 21 February 2024.

Report 191

Semester 1

- Public Management N6: The students visited Gauteng Provincial Legislature (Johannesburg) on the 10 May 2024.
- Human Resources N6: The students visited Defy (Midrand) on the 08 May 2024.

- Marketing Management N6: The N6 visited Defy (Midrand) on the 09 May 2024.

Semester 2

- Marketing Management N6: The students visited Defy on the 02 August 2024, virtual excursions were conducted on the 08 & 16 August 2024 in our ICT Hub and on the 23 October 2024 a marketing plan was presented by Defy to 3 selected groups.
- Public Management N5: The students visited the Gauteng Provincial Legislature on the 02 December 2024.
- Public Management N4: Guest Lecturer from Gauteng Provincial Legislature on the 27 August 2024 and on the 16 August 2024 from Department of Health, Department of Justice, City of Joburg and NYDA.
- Human resource Management: Guest Lecturer from Department of Health, Department of Justice, City of Joburg and NYDA on the 16 August 2024.
- Music Department: All the students from the music department (N4-N6) attended the workshop hosted by the T-Music Man company for the 25 Annual Joy of Jazz workshop at Joburg Theatre on the 18 September 2024.



Annual Joy of Jazz Annual Workshop

7. Campus Highlight

The campus facilitated a diverse array of activities throughout the 2024 academic year. These activities significantly contributed to enhancing the campus's profile, as well as the overall image and reputation of the college. Below is a summary of the notable activities hosted by the campus.

7.1 ICT HUB Launch

The campus organized the ICT Hub Launch on March 15, 2024. This initiative was funded by the Financial and Accounting Service Sector Education and Training Authority (FASSET) in collaboration with the Technical and Vocational Education and Training Colleges Governor's Council (TVETCGC). The event included representation from the Department by Ms. Makola, and other distinguished attendees such as Mr. Khanyile, President of TVET CGC, Mr. Nengovhela, a Council member of SWGC, and representatives from College Partners including the South African Broadband Education



ICT HUB Virtual Excursion



DEFY Excursion

Network (SABEN), alongside the College Principal, Mr. Monyamane, and various external stakeholders.

Following its formal sign-off and handover to the campus on January 17, 2024, the ICT Hub is designed to provide students with an environment conducive to the development and exhibition of digital solutions that enhance service delivery and foster digital transformation. The contributions to this initiative included 30 chairs and tables, 30 Proline laptops, a charging trolley for the laptops, three printers, a smart board clever touch, a Hisense smart television, two air conditioning units, and a Wi-Fi access point.



ICT HUB Launch



7.2 Allan Gray Makers Fest

The campus was once again represented in the 2024 national entrepreneurship competition. During this event, the campus showcased its talents through the participation of the 2023 regional winner, Mr. Mhlanga, a Level 3 Marketing student, and Ms. Mashego, an N5 Marketing student. Although the students did not secure an award at the national level, their participation was indicative of their entrepreneurial abilities. The campus sincerely acknowledges and appreciates the dedication, commitment, and mentorship provided by Ms. Dlikilili in support of our students.



7.3 DHET Entrepreneurship and Career Awareness Campaign

The campus hosted the Department of Higher Education and Training (DHET) awareness campaign on 29 August 2024, coinciding with TVET month. This initiative aimed to illuminate the career opportunities and pathways available through programs within the Technical and Vocational Education and Training (TVET) sector. The event welcomed learners from various schools within the institution's catchment area. The attendees were addressed by the Regional Manager for Gauteng and Free State, along with the College Principal, Mr. Monyamane. Additionally, learners received guidance from career advisors and industry professionals, who assisted them in exploring diverse career paths and educational opportunities in the TVET field.

7.4 Disability Awareness Campaign

On 04 October 2024, the campus hosted a Disability Awareness Campaign. The DHET was represented by Ms. Makgopela from the Student Support Services Department, while the college delegation was led by Mr. Madubung, the Assistant Director for Student Support Services. The keynote address was delivered by the retired Campus Manager of Dobsonville, Ms. Stau, who provided an insightful historical overview leading to the establishment of the Disability Unit at the campus. Attendees included academic and support staff from across the college, students with disabilities (both current and former), campus students, and partners of the college, including representatives from Blind SA.



8. Conclusion

The campus management wishes to thank all the stakeholders, both internal and external, labour formations, and the campus SRC for their commitment, hard work, and unwavering support and dedication. The campus remains committed to achieving the set college targets in general in the quest for academic excellence and elevating Dobsonville to be a campus of choice. We also wish to extend our sincere gratitude and appreciation for the support by the College Senior Management and all functional units.

Compiled by Campus Management



GEORGE TABOR CAMPUS

OVERVIEW

This annual report reflects the performance of the different divisions at George Tabor in 2024. In the same breadth, it mainly embraces the campus's operational experiences through highlights and lowlights; Work-Integrated Learning (WIL), academic performance, Continued Professional Development (CPD), infrastructural facilities, educational tours, and sporting activities are all explored.

HIGHLIGHTS

The campus made great strides in pursuit of Work Integrated Learning (WIL), Workplace Based Exposure (WBE), and Work Integrated Learning for Lecturers (WILL). This was achieved through the Campus Work-Based Exposure office. Consequently, a total of 22 Memorandums (MOUs) were signed as tabulated below:

Memorandums of Understanding (MOUs) Signed

NO	NAME OF COMPANY/ORGANISATION	PUBLIC/PRIVATE	DATE SIGNED	FOCUS AREA	TIME FRAME
1	Siyanakekela We Care	Private	31/10/2024	Graduate Students	5 years
2	Nobstech Pty Ltd	Private	31/10/2024	Learnership placement	5 years
3	Flixotomy Pty Ltd	Public	21/10/2024	Graduate Placement	5 years
4	Dobsonville Human Rights Centre	Public	21/10/2024	Graduate Placement	5 years
5	Morgan Pillay Clothing & Manufacturing	Public	16/09/2024	Textile Learnership	18 months
6	West Rand Youth Development	Public	09/09/2024	WIL (Clothing)	5 years
7	Msuthu 16 Trading & Project Ltd	Private	09/09/2024	WIL Placement	5 years
8	Pebathetha Pty Ltd	Private	09/09/2024	WIL Placement	5 years
9	Chilidzi Dee Design	Private	09/09/2024	WIL Placement	5 years

NO	NAME OF COMPANY/ORGANISATION	PUBLIC/PRIVATE	DATE SIGNED	FOCUS AREA	TIME FRAME
10	De Makers Co-operative	Private	09/09/2024	WIL Placement	5 years
11	Organic Trading & Projects	Private	23/08/2024	WIL (Agric)	5 years
12	Thabithabonolo T/Enter	Private	12/08/2024	WIL Placement	5 years
13	Chemtech Institute	Private	0201/2024	Learnership	5 years
14	Gideon Inno Textiles	Private	05/08/2024	WIL (Clothing)	5 years
15	Fashion Institute of Advanced Learning	Private	05/05/2024	WIL Placement	5 years
16	Nexveg Farm Pty Ltd	Private	05/05/2024	WIL Placement	5 years
17	NTL Baraka Eco-Farm	Private	01/05/2024	WIL (P/Agric)	5 years
18	Win Tech	Private	26/01/2024	WIL Placement	5 years
19	Kwanjoli Farms	Private	28/01/2024	WIL (P/Agric)	5 years
20	Modern C. Holdings	Private	28/02/2024	WIL (Clothing)	5 years
21	Ndiza Craft Market	Private	28/01/2024	WIL (Clothing)	5 years
22	Mirifato Fashion House	Private	28/01/2024	WIL (Clothing)	5 years



CONTINUED PROFESSIONAL DEVELOPMENT PROGRAMMES FOR LECTURERS

Several lecturers from different divisions participated in continued professional development programmes. The following table indicates lecturers who were capacitated in their various professional needs.

LECTURER'S NAME	DIVISION	TRAINING ATTENDED	COURSE PROVIDER	DATES
1 Madiba CM	Safety in Society	Assessor	Assessment College	Sept 2024
2 Mabanda T	Safety in Society	"	"	"
3 Laka Y	Safety in Society	"	"	"
4 Malajtie DM	Safety in Society	"	"	"
5 Mothapo RM	Safety in Society	"	"	"
6 Mophaleng S	Safety in Society	"	"	"
7 Siqendu D	P/Agriculture	"	"	"
8 Nemudzivhati M	Maths	"	"	"
9 Dlamini MG	Maths	"	"	"
10 Shabalala N	Maths	"	"	"
11 Seboko S	Maths	"	"	"
12 Maswoba RP	Maths	"	"	"
13 Mangesana N	Maths	"	"	"
14 Mahasha MP	T/Logistic	"	"	"
15 Mogotshi O	ICT	Train the Trainer Course	Univ. of C/Town	March to Apr 2024
16 Mogatshane MS	ICT	Huawei HCI Data Course	Astute Training	Aug to Oct 2024
17 Diphare AS	ICT	Huawei HCI Data Course	Astute Training	Aug to Oct 2024
18 Mudau TG	English FAL	Assessor	Assessment College	Sept 2024

ACADEMIC PERFORMANCE

The academic performance of NC(V) programmes improved substantially in 2024. The campus obtained an overall enrolled pass rate of 46.8% and a retention percentage of 77.6%. The table below depicts the statistical academic performance of the NC(V) programmes at George Tabor.

Programme: NC(V)											
PROGRAMME	NO.	NO. WROTE	NO. NOT WRITTEN	NO.	NO.	% PASS	% FAILED	% PASS	% FAIL	% AVERAGE PASSED	RETENTION
	ENROLLED			PASSED	FAILED	ENROLLED	ENROLLED	WRITTEN	WRITTEN		
Travel & Tourism	409	296	223	201	93	49,1	31,4	90,1	41,7	40,3	72,4
Safety in Society	546	511	257	384	226	70,3	44,2	149,4	87,9	57,3	93,6
ITC	380	198	149	100	6	26,3	3,0	67,1	4,0	14,7	52,1
Transport & Logistics	671	516	282	373	210	55,6	40,7	132,3	74,5	48,1	76,9
Primary Agriculture	177	172	65	125	41	70,6	23,8	192,3	63,1	47,2	97,2
TOTAL	2183	1693	949	1022	576	46,8	34,0	107,7	60,7	40,4	77,6

SOURCE: SWGC MIS. 2024 GEORGE TABOR'S ACADEMIC PERFORMANCE.

Report 191 students' performance was satisfactory, with an average pass rate of 63.3%. This average percentage includes the results of both semesters 1 and 2.

Report 191 General Studies N4-N6: Combined 2024 Semester 1, & 2 Campus Performance)

Campus	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 Average	No. Heads Passed 5/4 Subjects	No. of Heads Passed 3 Sub	Distinctions
George Tabor	563	505	337	59,86	66,73	63,30	89,70	240	42,63	47,52	45,08	240	97	105
TOTAL	563	505	337	59,86	66,73	63,30	89,70	240	42,63	47,52	45,08	240	97	105

SOURCE: SWGC MIS.

ACADEMIC EXCURSIONS

- Educational tours are an essential aspect of teaching and learning as they benefit lecturers and students. In this context, the campus facilitated an educational tour of the Primary Agriculture students to Nampo-Grain South Africa at Bothaville on the 17th of May 2024.
- The students were exposed to the latest technology and innovations in the agricultural industry. On the 13th of August, Primary Agricultural students visited the Agricultural Research Council Centre in Irene. This excursion focused on plant production, animal production, and modern ways of farming.
- In August, Tourism students embarked on an educational tour to Emerald Resort, where they were exposed to a variety of accommodation types and the latest industry practices.

INFRASTRUCTURAL DEVELOPMENT

To promote effective teaching and learning, the campus improved its infrastructural facilities and further witnessed the installation of Free and accessible Wi-Fi around the campus.

- The campus facilitated the construction of a fitness trail (**Obstacle Course**) for Safety in Society (Policing) students to perform their outdoor practical assessments to fulfill their Integrated Summative Assessment Tasks needs.
- In addition, six mobile classrooms were acquired to accommodate the ever-growing Tourism Report 191/NATED programme, which was recently introduced at the George Tabor campus.
- The campus also facilitated the replacement and installation of Air Conditioners in 50 classrooms and 15 offices, respectively.

- The old staff room was also renovated and converted into a spacious, modern-looking boardroom facility.

SPORTING ACTIVITIES

- During the year under review, Raylton McKenzie, one of our students doing Safety in Society Level 2, was selected for the South African National Male Netball team.
- The inspirational achievement was further capped by the determination of one of our students who participated in the College's Spelling Bee competition and eventually came 3rd in the finals in October 2024.

LOWLIGHTS

Despite the campus's relentless efforts to improve the teaching and learning facilities, a computer laboratory and a guest house caught fire and burnt some laptops and other essential accessories at the Land is Wealth Farm in May 2024

A protest by Primary Agriculture students at the Land is Wealth Farm also disturbed the smooth running and administration of our Internal Examination for a few days in September. The students' concerns centered on issues related to their accommodation allowance.

The online registration of both conventional and part-time students took off slowly and affected the commencement of effective teaching and learning. This was mainly because some prospective NC(V) students applied with their Grade 12 certificates, while others couldn't complete their online application process.

CONCLUSION

The campus experienced notable successes in its various divisions, especially in the campus Work-based Exposure office, where several MOUs were signed to enhance students' learning experiences at the workplace. It is also encouraging to realise that students' learning experiences were further reinforced with educational tours undertaken by various divisions. In this context, not only did students benefit, but lecturers were also exposed to modern industry practices. It is also noteworthy that a concerted effort was undertaken to improve infrastructure at the campus. Such facilities are instrumental in setting a conducive teaching and learning context. The campus also experienced unlucky moments in some of its operational exploits; hence, strategies are being mooted to promote efficacy.

RECOMMENDATIONS

It is recommended that:

- The online registration system should be programmed to auto-sift and block undesirable applicants from proceeding with the application process when they indicate that they possess a qualification that is not encouraged to be used for admission at a particular level.
- ITC lecturers should receive More Continued Professional development support to grasp modern technology effectively. Their world of work changes more frequently than other areas of specialisation, hence the need to invest more resources and support in that regard.



MOLAPO CAMPUS

1.0 Introduction

At Molapo Campus, we experienced a highly engaging year characterized by several changes implemented to accommodate online applications and registrations. To ensure the successful completion of the curriculum for 2024, both staff and students at Molapo Campus maintained regular session schedules, engaging actively in teaching and learning activities on campus. At the end of the academic year, while the examination period was concluding, our campus welcomed visits from the Department of Higher Education and Training (DHET), Umalusi, and representatives from the district region.

2.0 Overview of Service Delivery in 2024

Each year, the administration of the campus is committed to delivering exemplary service. Core activities such as moderation, monitoring, assessment, teaching and learning, and meetings are consistently executed in alignment with the guidelines set forth by DHET and College management. The campus management remains resolute in its objective to provide exceptional service. Adhering to the protocols established by the DHET and College management is standard practice, ensuring that all vital activities, including moderation, monitoring, assessment, teaching and learning, and meetings, are performed invariably.

In an effort to support students in their academic progression and timely completion of coursework, there was a sustained effort to engage parents through regular communication, encouraging their active participation in their children's education.

2.1. Activities that took place in 2024

- QCTO Accreditation for Bricklayer (COS).
- QCTO Accreditation for Fitter and Turner (COS).

- QCTO Accreditation for Mechanical Fitter (COS).
- Take A Girl Child to a Workshop
- UMgababa Open Day
- Spelling BEE
- Language Festival

3.0 Reflection on successes and significant development

Over the course of one month, ten members of the academic staff were placed within industry settings. This initiative has significantly enhanced teaching and learning on campus by familiarizing educators with the latest tools and technologies employed in the business sector.

For the past five years, Mr. Mtshali and Mr. Mojela, both English instructors, have been diligently training students to participate in debate tournaments at both college and campus levels. The campus recently hosted eight Gauteng colleges as part of the National Language Festival. It is encouraging to note that, in 2024, college campuses throughout the nation have embraced and expanded their participation in debate activities, which were previously limited before the introduction of these competitions.

4.0 Challenges

The subpar performance in higher-level subjects, specifically N5 and N6 Mechanical, has led to a diminished certificate attainment rate in R191. Additionally, Mathematics Level 4 has emerged as a particularly difficult subject, contributing to the campus's inability to reach the targeted certification rate. In response to these challenges, the campus has implemented a comprehensive improvement plan.

Furthermore, the campus has encountered a lack of student commitment during their placements in industry; many students did not adhere to the arrangements established for their industrial placement, resulting in a number of students placed in companies falling short of established targets.

The retention rate at Level 2 has been alarmingly low, recorded at 67%, which has also hindered the campus from achieving the desired certification rate.

STRATEGIC OUTCOME	OUTPUTS	OUTPUT PERFORMANCE INDICATORS	TVET COLLEGE 2024 PLANNED TARGET	TVET CAMPUS 2024 ACHIEVEMENT	EXPLANATORY REMARKS
SO 1 Expanded access to TVET college opportunities	Students enrolled and managed as per the enrolment plan	Number of students enrolled in different programme types			
		*NCV		822	
		*Report 191		1256	
		*PLP		34	
		*Occupational qualifications		77	The apprenticeship programme for welding, students in the industry for practical exposure.
		*Trades (COS)		27	(15 Mechanical Fitters, 12 Welders)
		*Higher Certificates			
	*Shorter skills programmes (accredited and non-accredited)		77	Students enrolled in programmes relating to OIHD and priority skills	
College student accommodation is optimally utilized	Occupation rate (%) per enrolment cycle	N/A	N/A	N/A	



STRATEGIC OUTCOME	OUTPUTS	OUTPUT PERFORMANCE INDICATORS	TVET COLLEGE 2024 PLANNED TARGET	TVET CAMPUS 2024 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		30 15	Funded by AGRISETA (Welding) Funded by CHIETA (Welding)
	2.2 Students complete qualifications and programmes and exit the college	Number of students at exit levels exiting college programmes			
		*Number of students exiting N6		12	
	2.3 NCV students complete the qualification within 3 years	Number of students exiting NCV L4		15	
	2.4 PLP students are retained	Retention rate (%) in PLP		85%	
	2.5 PLP students progress into initial programmes of choice	Progression rate (%) of PLP students		70%	

STRATEGIC OUTCOME	OUTPUTS	OUTPUT PERFORMANCE INDICATORS	TVET COLLEGE 2024 PLANNED TARGET	TVET CAMPUS 2024 ACHIEVEMENT	EXPLANATORY REMARKS
SO3 Improved quality of TVET college provision	3.1 College councils are constituted and comply with standards	% Compliance with governance standards		N/A	
	3.2 Examinations are conducted with minimum irregularity reported	% Compliance with examination standards and policy	100%	100%	All irregularities identified by the campus are reported to DHET
	3.3 More students meet the requirements for writing examinations	% Of registered students (based on subject enrolment) qualifying for examinations		NCV = 90% R191 = 88%	
	3.4 TVET college lecturers are placed in industry for specified periods to gain relevant experience	% Of TVET college lecturers placed in the industry		25%	
	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		10	



STRATEGIC OUTCOME	OUTPUTS	OUTPUT PERFORMANCE INDICATORS	TVET COLLEGE 2024 PLANNED TARGET	TVET CAMPUS 2024 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	.		
	4.2 Entrepreneurship hubs are established and supported	Number of students engaged in entrepreneurship programmes and initiatives		50	Poor attendance by students due to subject not having exams
	4.3 Students are placed for WBPL at exit levels	Number of students placed for WBPL at exit levels			
		*Number of students placed for WBPL at NCV L4		22	
		*Number of students placed for WBPL at N6		106	

10.2 Strategy to deal with Underperformance

Provide a narrative on dealing with underperformance in terms of the strategic outcomes and outputs and annual performance targets. Explain how was monitored and interventions adopted to correct or rectify:

The outcomes of each assessment are meticulously analysed on a termly basis, allowing for the identification of subjects that pose difficulties or yield poor results. Performance management meetings are convened with the lecturers responsible for teaching these subjects. These meetings facilitate discussions regarding the challenges encountered and the corrective measures that can be implemented, in collaboration with the line managers of the affected staff members. Each lecturer impacted by underperformance is required to present a detailed corrective action plan, which is subsequently consolidated into a comprehensive Campus Improvement Plan.

Typical activities outlined in the lecturers' plans include the establishment of study groups, the provision of extra classes, and the facilitation of tutorials. The Campus Improvement Plan is subjected to rigorous monitoring by all line managers, including the Campus Manager, to ensure the successful execution of the proposed activities. This oversight entails direct observation of teaching practices and learning outcomes, as well as the thorough review and endorsement of students' activity books across all classes.

To assess progress and improvement, the performance of each lecturer is evaluated post-assessment against established targets. This evaluation determines whether performance aligns with the set objectives, thereby indicating whether additional support measures are warranted. In efforts to address underperformance effectively, the college/campus employs tutors, allowing students to engage in peer teaching.

Campus Improvement Plan 2024: Introduction

The improvement plan for Molapo Campus focuses on the implementation of innovative methodologies to enhance academic performance. A critical area of concern is the retention rate of students. In conjunction with class activities, we are installing Digital Visual Presenters (DVPs) in every classroom to facilitate improved teaching and learning experiences. Furthermore, we are exploring advancements related to the Fourth Industrial Revolution (4IR) to elevate the campus's status and contribute to its vision of becoming a campus of excellence.

Campus Management acknowledges its responsibility for the subpar results and has consequently developed the following improvement plan:



ITEM	AREAS OF CONCERN	ACTIVITIES	TIMEFRAME	RESPONSIBILITY	PROGRESS/ REMARKS
1.	TEACHING AND LEARNING				
1.1	Commencement of Teaching and Learning	<ul style="list-style-type: none"> • Ensure that students are enrolled within the period indicated on the DHET management plan for the programme NCV and Report 191. • Lecturing timetable readiness for NCV and Report 191. • Issuing of Textbooks and exercise books to all students before the commencement of classes. • Issuing of ITS class registers to Senior Lecturers for verification on registered class groups as per NCV programme. Registers are to be used as attendance registers after verification. • Induction of students and staff by HOD with the assistance of senior lecturers and handing in or checking if all staff members have relevant curriculum documents. E.g. <ul style="list-style-type: none"> ➤ Exam instruction ➤ 80% Attendance policy ➤ ICASS guidelines for all programs ➤ Assessment schedules ➤ Assessment plans ➤ Academic Management Plan ➤ Campus Management Plan ➤ Programs plans ➤ Pacing documents 	<p>Jan 2024(NCV) March 2024(T2) August 2024(T3)</p> <p>Jan 2024(NCV)(T1) March 2024(T2) August 2024(T3)</p> <p>Jan 2024(T1) March 2024(T2) August 2024(T3)</p> <p>Jan 2024(NCV) March 2024(T2) August 2024(T3)</p> <p>Jan 2024(NCV) March 2024(T2) August 2024(T3)</p>	<p>Campus Management Team All academic staff Administration staff</p> <p>HOD's</p> <p>Administration Unit (Bookshop)</p> <p>Administration staff Senior Lecturers</p> <p>HOD Senior Lecturers</p>	<ul style="list-style-type: none"> - Time table must be ready before the end of each term. - As soon as students get the proof of registration as per the registration plan - After all students are registered on ITS registers can be printed. - Students will be taken to the hall for induction. (Induction was done) - On the day of reopening ICASS Guideline meeting will be held to discuss the guidelines and make sure the required documents are availed if not available. (Done) <p>Done</p>

ITEM	AREAS OF CONCERN	ACTIVITIES	TIMEFRAME	RESPONSIBILITY	PROGRESS/ REMARKS
1.2	Delivery of the Lesson (Traditional vs. Technology)	<ul style="list-style-type: none"> Teaching or work allocation should be done in accordance to expertise. Training of Staff to be technologically inclined/equipped. Monitoring, Evaluation, and Support of the Lesson Delivery Process (Formal and Informal Visits and Evidence Presented). Using of standard reporting template for class visits which is developed to be used across the college. Buying more relevant devices 	<p>Jan 2024(NCV) March 2024(T2) August 2024(T3)</p> <p>On-going process Jan – March 2024 May – July 2024 August – Nov 2024</p> <p>Jan – March 2024 May – July 2024 August – Nov 2024</p> <p>Jan – March 2024 May – July 2024 August – Nov 2024</p>	<p>HOD Senior Lecturers</p> <p>HR / LSS Unit</p> <p>DCM, HOD Senior Lecturers</p> <p>DCM, DCM, HOD Senior Lecturers</p> <p>CM, DCM, HOD Senior Lecturers</p>	<ul style="list-style-type: none"> Senior lecturers and lecturers sit and discuss subject allocation according to their subject expectees. Though traditional method of teaching is still used, WhatsApp groups are formed where notes etc. are shared between lecturers and students. Senior lecturers submit the Class/ support visit plans to HOD and visits are conducted as per IQMS PGP

ITEM	AREAS OF CONCERN	ACTIVITIES	TIMEFRAME	RESPONSIBILITY	PROGRESS/ REMARKS
1.3	Pacing Documents	<ul style="list-style-type: none"> Monthly reports are submitted to Senior Lecturers on the progress achieved. To ensure that all subjects have updated Pacing Documents. 	Jan – March 2024 May – July 2024 August – Nov 2024 Jan-Feb 2024 March-April 2024 August-Sept 2024	Senior Lecturers Lecturers DCM and HOD	<ul style="list-style-type: none"> Senior Lecturers monitor Pacing documents against Lesson plans every week.
1.4	Developing Lesson Plans	<ul style="list-style-type: none"> Weekly Submission of Lesson Plans to Senior Lecturers for quality assurance. Feedback and support are given to Lecturers by the Senior Lecturers. Refer to the Subject Guidelines and Assessments to identify practical outcomes. 	Jan – March 2024 May – July 2024 August – Nov 2024 Jan – March 2024 May – July 2024 August – Nov 2024	Senior Lecturers Lecturers Senior Lecturers Lecturers	<ul style="list-style-type: none"> Senior lecturers monitor lesson plans weekly
1.5	Formative Tasks	<ul style="list-style-type: none"> Lecturers provide students with a variety of formative tasks in preparation for cycle tests were verified by senior lecturers. Where tests are used as formative tasks, they are recorded and verified. 	Jan – March 2024 May – July 2024 August – Nov 2024 Jan – March 2024 May – July 2024 August – Nov 2024	Senior Lecturers Lecturers Senior Lecturers Lecturers	<ul style="list-style-type: none"> Lecturers use previous question papers as formative tests. Monitored on weekly basis by senior lecturers

ITEM	AREAS OF CONCERN	ACTIVITIES	TIMEFRAME	RESPONSIBILITY	PROGRESS/ REMARKS
1.6	Feedback to Students	<ul style="list-style-type: none"> Continuous feedback is given during Teaching & Learning as a form of reinforcement. Marking is completed on time to provide immediate feedback. Corrections, as a form of feedback, are done by using either a pen or pencil, and the student tasks are kept in the relevant exercise book and kept for moderation purposes. Students must be given time to do corrections. Lecturers must ensure that students have access to their exercise books to be used for revision (devise a control mechanism). 	<p>Jan – March 2024 May – July 2024 August – Nov 2024</p> <p>Jan – March 2024 May – July 2024 August – Nov 2024</p> <p>Jan – March 2024 May – July 2024 August – Nov 2024</p> <p>Jan – March 2024 May – July 2024 August – Nov 2024</p>	<p>Senior Lecturers Lecturers</p> <p>Senior Lecturers Lecturers</p> <p>Senior Lecturers Lecturers Students</p> <p>Senior Lecturers Lecturers Students</p> <p>Senior Lecturers Lecturers Students</p>	<ul style="list-style-type: none"> Students do corrections on the scripts after tests are written. Seniors monitor marking as per the marking plan. Students do corrections on the scripts after tests are written.



ITEM	AREAS OF CONCERN	ACTIVITIES	TIMEFRAME	RESPONSIBILITY	PROGRESS/ REMARKS
1.7	Revision (Team Teaching/ Adjusting of Time Tables)	<ul style="list-style-type: none"> Encourage Team teaching when revising. Previous question papers (external) are used for revision. 	Jan – March 2024 May – July 2024 August – Nov 2024	Senior Lecturers Lecturers	Done
1.8	Completion of the Syllabus	<ul style="list-style-type: none"> Curriculum Coverage template is completed upon completion of the syllabus and submitted to HoD. 	Sept (NCV) 2024 May – July Sept – Nov 2024	DCM	- Done
1.9	Educational Excursions	<ul style="list-style-type: none"> A minimum of one (1) educational tour per programme. 	Jan – March 2024 May – July 2024 Sept – Nov 2024	Senior Lecturer Lecturer	Mechanical N6, Civil L3 and L4 were taken out for excursion.
2.	ACADEMIC SUPPORT				
2.1	Provide Enrichment Classes (Afternoon)	<ul style="list-style-type: none"> Analysis of results to determine the critical/killer subjects. The SRC should play an integral part in advocating and spearheading the implementation of enrichment classes, such as tutorials. 	Per cycle Per cycle	Deputy Campus Manager HOD SRC Best performing students Former students	Done Done

ITEM	AREAS OF CONCERN	ACTIVITIES	TIMEFRAME	RESPONSIBILITY	PROGRESS/ REMARKS
2.2	Introduce Tutorial Lessons (Role of Campus Top Achieving Students)	<ul style="list-style-type: none"> • Campus SRCs must actively participate and undertake advocacy campaigns • Campuses prepared timetables to kick-start the project • Setting a criterion for the selection of tutors • Training of tutors to understand the basic teaching techniques, such as praise and giving clear directions. 	<p>Jan 2024</p> <p>Jan 2024</p>	<p>SRC, DCM, HOD Senior Lecturers</p> <p>DCM, HOD Seniors Lecturers</p>	
2.3	Establish Student Study Groups (Per Motivation/ Study Methods)	<ul style="list-style-type: none"> • SSS Unit should facilitate the formation of study groups as these make students feel part of the institution more quickly, and feel listened to, an important aid for retention. 	Per cycle	Lecturers Senior lectures SSS Unit	



ITEM	AREAS OF CONCERN	ACTIVITIES	TIMEFRAME	RESPONSIBILITY	PROGRESS/ REMARKS
2.4	Lecturers' Work Placements	<ul style="list-style-type: none"> Each campus must develop an implementation plan and submit it to DPA. The campus responds to the targets given by the New Business Unit The Campus should ensure that at least each programme place lecturers in workplaces Monthly reports should be submitted to the campus Manager's office. 	<p>Feb to March 2024</p> <p>Jan-Nov 2024</p> <p>Jan-Nov 2024</p> <p>Jan-Nov 2024</p>	<p>Campus Manager DCM HOD Senior Lecturers</p> <p>Campus Manager DCM HOD Senior Lecturers</p> <p>WBE CM DCM</p> <p>WBE manager DCM</p>	<p>Done</p> <p>10 lecturers were placed.</p>
2.6	Students' Work Placements	<ul style="list-style-type: none"> Each programme must at least place students as per the targets set for the campus by the college. 	Per cycle	<p>Campus Manager HOD DCM Senior Lecturers Lecturers WBE</p>	

ITEM	AREAS OF CONCERN	ACTIVITIES	TIMEFRAME	RESPONSIBILITY	PROGRESS/REMARKS
2.7	Parental/ Guardianship Involvement in Teaching & Learning (To Combat Poor Attendance (80%) & Academic Exclusion: Sub-minimum)	<ul style="list-style-type: none"> Parents' meetings should be utilised as effective platforms for advocating attendance and academic excellence The Campuses must conduct parents' meetings to foster a good relationship with parents and remedy possible examination exclusions. E.g., Sub-minimum SMSs should also be forwarded to parents alerting them about non/poor attendance of students 	Per cycle Per cycle Per cycle	Campus Managers DCM HOD Senior Lecturers Lectures Campus Managers DCM HOD Senior Lecturers Lectures DCM HOD HOA SSS	Done
2.8	Payment of Transport Allowance	<ul style="list-style-type: none"> The SSS Unit should ensure quick disbursement of transport allowance as it affects attendance. 	Per cycle	SSS Officers HOA Finance Clerk CM DCM	Done
2.9	Academic Assistance for Boarder line Students to be excluded based on Sub-minimum	<ul style="list-style-type: none"> All students with borderline year marks are identified and given a second opportunity to improve their ICASS marks. 	Per cycle	HOD Senior Lecturers Lecturers DCM	Done



ITEM	AREAS OF CONCERN	ACTIVITIES	TIMEFRAME	RESPONSIBILITY	PROGRESS/ REMARKS
3.	MANAGEMENT AND CONTROL				
3.1	Class Attendance (Control of Class Registers)	<ul style="list-style-type: none"> Lecturers control Students' Attendance Registers daily for every period attended. Weekly attendance statistics should be submitted to the Senior Lecturers for analysis and corrective measures to be taken. Senior Lecturers liaise with the SSS Unit to ensure that parents/guardians of non-attending students are contacted. 	Daily	Lecturers	Done
			Weekly	Senior Lecturers HOD SSS Officers	- Attendance and punctuality policy is applied.
			Weekly	HOD Seniors Lecturers SSS officers	- Done

ITEM	AREAS OF CONCERN	ACTIVITIES	TIMEFRAME	RESPONSIBILITY	PROGRESS/ REMARKS
3.2	Lecturer Attendance	<ul style="list-style-type: none"> Senior Lecturers monitor the attendance of lecturers within their divisions. Individual sessions to be conducted with lecturers who are constantly absent from work (arrange/provide counselling and support where necessary) Individual sessions are conducted with lecturers who are constantly late from work. Campus must have a substitute timetable to be utilised in the event the lecturer is absent. The Senior Lecturer must ensure that students are given academic work in the event of an absent lecturer. The Senior Lecturer must ensure that the absent lecturer develops a catch-up plan for the day(s)/lesson(s) they have missed. 	<p>Daily</p> <p>Per lecturer absenteeism</p> <p>Per the lecturer that is late</p> <p>Per lecturer absent</p> <p>Per class where lecturer absent</p> <p>Per absent lecturer</p>	<p>Senior Lecturers</p> <p>HOD Senior Lecturers</p> <p>HOD Senior Lecturers</p> <p>HOD Senior Lecturers</p> <p>Senior Lecturers</p> <p>Senior Lecturers Lecturers</p>	<p>Done</p> <p>- An Informal session is held during random monitoring with the lecture in question by the HOD.</p> <p>- An Informal session is held during random monitoring with the lecture in question by the HOD.</p>



ITEM	AREAS OF CONCERN	ACTIVITIES	TIMEFRAME	RESPONSIBILITY	PROGRESS/ REMARKS
3.3	Class Visits	<ul style="list-style-type: none"> Formal monitoring class visit plans are developed and availed to all stakeholders Encourage the Implementation of informal class visits at campuses and usage of the template as evidence. 	Per cycle	HOD Senior Lecturers	- Done
			Per cycle	CM DCM HOD Senior Lecturers	- Done
3.4	Enhance Campus Reporting and Communication Strategies	<ul style="list-style-type: none"> Campus and Campus Management Teams to provide support, coaching, and mentoring to improve results Morning sessions, campus subject committee meetings, emails, and internal memorandums must be used as aids to timeously disseminate information. 	Per cycle	CM DCM HOD Senior Lecturers	
			Per morning session	CM DCM HOD Senior Lecturers Lecturers HOA	<ul style="list-style-type: none"> Morning sessions held from Tuesday to Thursday Dissemination of information done through the department WhatsApp group

ITEM	AREAS OF CONCERN	ACTIVITIES	TIMEFRAME	RESPONSIBILITY	PROGRESS/REMARKS
3.5	Campus Moderation	<ul style="list-style-type: none"> Campus moderation is conducted per the campus academic management plan to ensure compliance and adherence to standards set by DHET and other quality assurance bodies such as Umalusi /QTCO etc. Timeous Feedback and support should be given to lecturing staff to close the identified gaps. 	Per cycle Per moderation	DCM HOD Senior Lecturers HOD Senior Lecturers	- Done
3.6	Setting and Monitoring of Campus Targets concerning Certification, Retention, Attendance, and Throughput	<ul style="list-style-type: none"> Submission of campus targets in relation to the campus targets to be reduced into lecturer, senior lecturers, HODs of all programme, and HOA. 	01 March 2024	Campus Manager DCM	- Done
3.7	Campus Reviewing Meetings	<ul style="list-style-type: none"> Campus should conduct Quarterly reviews to measure progress towards achieving their set targets. The CMT should continue conducting quarterly reviews for all the campus units to measure progress and provide remedial action on time. 	Per cycle Per visit to the unit	CM DCM HOD's Senior Lecturers CM DCM HOD's HOA	- Done



ITEM	AREAS OF CONCERN	ACTIVITIES	TIMEFRAME	RESPONSIBILITY	PROGRESS/ REMARKS
3.8	Procurement of T & L Resources and Renewal of Software Licences	<ul style="list-style-type: none"> Campus submitted their requisitions on time. Renewal of software licenses was done a year prior to the commencement of the following academic year. 	Jan-Dec 2024	CM DCM HOD	Done
4.	SUPPORT FROM FUNCTIONAL UNITS				
4.1	Alignment of Attendance Registers to be in line with Attendance and Punctuality Policy Requirements	<ul style="list-style-type: none"> Registers should be aligned to the Attendance and Punctuality Policy. 	Weekly	HOA	Done
4.2	Analysis of Captured Student Attendance	<ul style="list-style-type: none"> Upload the teaching timetable on the Excel spreadsheet. Employ a simpler method of exporting data to an Excel spreadsheet. Upload the Excel spreadsheet teaching timetable on ITS and copy it every week. Train HOAs on the uploading of the timetable to enable them to indicate absenteeism. In the interim the reports will be generated from Head Office (MIS Supervisor). 	21 February 2024	HOA MIS MIS HOA MIS MIS MIS	Done Done

ITEM	AREAS OF CONCERN	ACTIVITIES	TIMEFRAME	RESPONSIBILITY	PROGRESS/ REMARKS
4.3	Develop a System to Alerting the Student About their Attendance	<ul style="list-style-type: none"> The MIS Unit must develop a proactive system to alert students on a weekly basis about their attendance. 	Weekly	HOA MIS HOD Senior Lecturers	Done
4.4	A maintenance plan for T & L Resources, e.g., computer labs, smart boards, etc.	<ul style="list-style-type: none"> The IT Unit should develop a maintenance plan for computer labs, resources, and study centres. 	17 March 2024	HOA IT Officer DCM HOD	Done
4.5	Motivation and Inspiring Alert Messages	<ul style="list-style-type: none"> Send inspiring and motivational messages to promote Attendance and Punctuality and Sub-minimum qualification for examinations. Distribution of student diaries to all students urgently. 	Per cycle 2024 28 February 2024	Marketing/ IT Units Marketing SRC SSS officers	Done
4.6	Access to Internet Connectivity	<ul style="list-style-type: none"> The campus should liaise with the IT Unit to ensure that WIFI is running effectively in all campus areas to ensure that lecturers and students can do research in classes for educational purposes. 	Ongoing	CM DCM HOA IT officer	Done
4.7	Procurement of Resources	<ul style="list-style-type: none"> Improve the turnaround time to supply/ deliver the requested resources/material (speed of execution). The Unit should speed up the procurement process. 	Nov 2024 – Jan 2024 (for Top Ups)	PrP Procurement Unit CM DCM HOD Senior Lecturers	Done



ITEM	AREAS OF CONCERN	ACTIVITIES	TIMEFRAME	RESPONSIBILITY	PROGRESS/REMARKS
4.8	Recruitment of Staff	<ul style="list-style-type: none"> Recruit Professionally qualified staff for all the subjects Induction of newly appointed staff should be conducted within a reasonable period after they have been appointed. Conduct training for all newly promoted managers, especially the Senior Lecturers and HODs. 	<p>Jan – Dec 2024</p> <p>Jan – Dec 2024</p> <p>Jan – Dec 2024</p>	<p>HRD CM DCM H R</p> <p>DC</p>	Done
4.9	Training and Development	<ul style="list-style-type: none"> IQMS training to be conducted annually. IQMS scores to be used as the basis for development. Revive Campus structures such as DSG to support development. 	<p>30 March 2024</p> <p>28 February 2024</p> <p>Jan-Dec 2024</p>	<p>LSS</p> <p>Development unit</p> <p>HRD/ LSS Unit</p>	<p>Done</p> <p>Done</p> <p>Done</p>
4.10	Motivation; Staff Wellness and Well-being Activities	<ul style="list-style-type: none"> The HRD should implement a variety of wellness and well-being activities throughout the year. A plan should be submitted to all campus sites and Units. 	<p>Jan -Dec 2024</p> <p>31 Jan 2024</p>	<p>DCM HRD/LSS</p> <p>HRD/LSS</p>	

ITEM	AREAS OF CONCERN	ACTIVITIES	TIMEFRAME	RESPONSIBILITY	PROGRESS/REMARKS
4.11	Monitor Compliance with Policies and Legislation	<ul style="list-style-type: none"> The Unit in collaboration with the Internal Auditor, quality assure teaching and learning processes and procedures to ensure compliance and enhance the quality of service delivery. 	Jan-Dec 2024	QMS / Internal Audit Units	
4.12	Resource Libraries/Study Centres	<ul style="list-style-type: none"> These centres must be utilised when lecturers are absent. Encourage students to research on campus Assist students with the writing of assignments/examinations and study skills. 	Per cycle 2024	Resource Centre Manager	Done
5.	MONITORING AND EVALUATION				
5.1	Establishment of a Campus M & E Task Team	<ul style="list-style-type: none"> The team developed a formal class visit plan. The team also undertook unplanned class visits. 	Per cycle 2024	Dty CM DCM HOD Snr Lecturers D Aca	Done
5.2	Role of the Campus SMT	<ul style="list-style-type: none"> Must verify the reports submitted by Senior Lecturers and HOA by requesting evidence. CMT must have support, monitoring, and mentoring plans for all divisions. 	Per cycle 2024	CM DCM HOD HOA	Done

The Campus management is dedicated to enhancing campus outcomes by executing the aforementioned plan. This initiative, developed collaboratively by all Campus academic leaders, has been communicated to all personnel, students, and parents to secure their support and foster a unified commitment to its objectives.



Conclusion

In conclusion, we wish to emphasize that despite the challenges faced throughout the year, we successfully completed our academic curriculum. As staff members of the campus, we consistently motivate one another to strive for excellence and persist in our efforts. Although we encountered various difficulties, we persevered and ultimately recognized a pathway to success for our staff, students, and their families.

MOLAPO CAMPUS MANAGEMENT

TAKE A GIRL CHILD TO A WORKSHOP



FITTING & TURNING AND MECHANICAL FITTING WORKSHOPS



ROODEPOORT WEST CAMPUS

1. Introduction

We are pleased to present our annual report for 2024. The previous year was marked by numerous significant achievements and dedicated efforts to enhance our campus.

The Roodepoort West Campus, recognised as a centre for electrical engineering, is committed to addressing the skills gap within the country and mitigating unemployment rates by equipping students with skills that make them employable.

2. Teaching and Learning

The academic year commenced in accordance with the Department of Higher Education and Training's academic calendar, and students expressed enthusiasm in attending their inaugural lessons.

All necessary resources were acquired and delivered promptly, enabling efficient teaching and learning processes.



3. Excursions

The NC(V) level 4 students took an excursion to the Lethabo Power Station. The tour was as per their syllabus concerning how electricity is generated using fossil fuels such as coal and water, expanding their worldview and critical thinking.



Ready to explore

The NC(V) level 4 also took an excursion to LH Marthinusen Electrical Company to learn electrical machines such as alternators, transformers, and motors. What an exciting discovery.



4. Students' Workplace Exposure

NC(V) level 2 visited Modern Skills in Durban Deep for workplace exposure for 3 weeks during June recess. They engaged in electrical projects that were relevant to their practical training. They will never forget the experience.





5. Occupational Programmes And Their Impact On Establishing Close Working Relationship With Setas

These programmes offer hands-on training, equipping students with the practical skills needed for various trades and professions. Students become job-ready or employable. It also encourages entrepreneurship skills, enabling graduates to start their businesses and contribute to economic growth.

Learnership Programmes

The SETAs are responsible for skills development within the specific economic sectors of South Africa.

LG SETA sponsored 25 students to learn more about water and waste-water reticulation services. Below they are seen at a workplace in Alexandra, Gauteng after completing their three months of in-house training.



Electrical Skills Programme

The campus hosted community members who participated in the Expanded Public Work Programme (EPWP) as part of the handy person skills programme.

A total of 19 of them completed the project successfully. The purpose was to provide unemployed South Africans with temporary work opportunities and income relief. We are thrilled to have been part of the Programme and contributed positively by giving valuable skills needed by the country.



Electrical Artisan Training Programme

An electrical artisan programme prepares students to become electricians.

The programme includes theoretical modules, practical skills training, and on-the-job experience.

Three groups of 30 students each, started their electrical apprenticeship programmes in 2024. They completed their in-house training and they are now with different host employers. They will complete their trade testing in 2026.



Inhouse practical training



Completed in-house project



Workplace-based training

Thirty-seven students were sponsored by Foodbev SETA.

They underwent the trade test and were all declared competent in 2024. They were issued with electrician trade certificates.



6. China Renewable Energy Project

Nine (9) electrical students, 5 males and 4 females sponsored by EW SETA, flew to China for a year-long internship programme. After completing training, they are expected to come and train other students.



Bidding students farewell



Arriving in China



Students during training at the EQUIPPED Workshop

7. Students' Entertainment

The campus not only concentrates on the academic side but also on the mental and physical health of the students by engaging in different sporting codes.

Mr. and Miss campus beauty pageant took place on 26 October 2024 and the winners were Mr. SN Khumalo and Ms. AN Hadebe.



2024 MR and MISS CAMPUS

A healthy body is a healthy mind leading to a strong connection between physical and mental health. The campus's energetic female students participated in ladies' soccer competitions and made wonders.



LADIES SOCCER TEAM

TECHNISA CAMPUS

Academic Year: 2024

1. Introduction

This annual report highlights key developments and achievements at Technisa Campus over the past academic cycle. Foremost among these are:

- **Launch of the NATED Tourism (Face-to-Face) Programme**
- **NC(V) Academic Results**
- **Distance Learning Innovations via EON Reality Integration**

2. NATED Tourism (Face-to-Face) Programme

2.1 Launch and Momentum

- **Inaugural Implementation:** The NATED Tourism programme continued this year, targeting industry relevance through alignment with emerging travel and hospitality trends.
- **Industry Engagement:** Collaborative efforts with local tourism stakeholders ensure the curriculum remains current and skills-oriented.

The Tourism programme's final results were the second-best in SWGC in 2024

3. NC(V) Results

3.1 Overall Performance *(these are provisional results)*

The **3,141 enrolments** across the NC(V) portfolio reflect strong student interest, supported by robust teaching methodologies and strategic student support services.

Total Enrolled	Total Wrote Exams	Pass (Enrolled)	Pass (Wrote)	Average Pass
3,141	2,634	76%	91%	83.41%

3.2 Additional Indicators

- **Distinctions:** 271
- **Fails:** 241
- **Absent:** 183

These figures underscore both the dedication of teaching staff and the efficacy of our learner support interventions. Targeted tutoring, extended library hours, and improved student counselling contributed significantly to these strong outcomes.

4. Distance Learning and EON Reality Integration

4.1 Technisa's Role in SWGC

As a campus within **South West Gauteng College (SWGC)**, Technisa has taken a leadership position in transforming distance education. With **EON Reality** integrations, we are forging new pathways in immersive learning.

4.2 VR/AR Orientation Programme

- **Immersive Campus Experience:** Students can now explore simulated labs, libraries, and study areas in the near future via Virtual Reality (VR) headsets or Augmented Reality (AR)-enabled devices.
- **Pedagogical Advantages:** Interactive, hands-on learning environments frequently boost retention, student satisfaction, and practical skill development.



Envision a groundbreaking “Talking LMS” that converses directly with students, illuminating complex concepts in real-time. Through its seamless integration with EON Reality’s immersive technology, this system delivers interactive, voice-guided explanations and personalized feedback. The result is a transformative learning experience that heightens student engagement, deepens comprehension; and harnesses the power of advanced educational innovation. See above.

4.3 Alignment with 4IR and ODeL

Embracing VR/AR technologies aligns with **Fourth Industrial Revolution (4IR)** imperatives and enhances **Open Distance e-Learning (ODeL)**. By offering experiential simulations, Technisa ensures that distance learners gain practical exposure previously limited to in-person modes.

5. Strategic Outlook

1. **Curriculum Expansion:** Future offerings will include advanced VR/AR modules across other NATED and NC(V) programmes.
2. **Lecturer Capacity Building:** Ongoing professional development ensures faculty stay equipped to optimize immersive technologies.
3. **Stakeholder Collaboration:** Partnerships with local tourism boards, industry experts, and edtech innovators will remain central to curriculum relevance and continuous improvement.

6. Conclusion

The academic year 2024 marked Technisa’s significant achievements under the SWGC banner. From pioneering the NATED Tourism programme to securing impressive NC(V) outcomes and adopting VR/AR solutions in distance learning, our campus continues to exemplify innovation in Technical and Vocational Education and Training.

Report Compiled by:

Dr VJ Maseko

NEW BUSINESS DEVELOPMENT UNIT

1. Introduction

The New Business Development Unit intends to present the report on Innovation, Partnership, Placement, and Development, along with any additional documentation as specified in the Annual Performance Plan submitted to the Department of Higher Education and Training (DHET). This report should be reviewed in conjunction with the Strategic Objectives of the College. At South West Gauteng TVET College, maintaining alignment with the demands of the real world is deemed essential. To this end, robust relationships with both industry and the community are pivotal, enabling the institution to provide training that remains relevant and effective for both students and prospective employers..

Mandate

APP - Outcome Indicator No.4 "Improved responsiveness of TVET colleges to the world of work"

- Number of students enrolled in programmes relating to OIHD and priority skills
- Percentage of TVET college lecturers placed in industry
- Number of partnerships signed for exchange and placement of students and lecturers
- Number of students engaged in entrepreneurship programmes and projects
- Occupational qualifications
- Develop and Design the Skills Programmes for NEET (Not In Education, Employment, or Training).
- Trades (COS)
- Shorter skills programmes (accredited and non-accredited)
- L5 and L6 Qualifications

- Public-Private Partnerships
- Work based Exposure and Work Integrated Learning placement
- Accreditation, Innovation, and Creativity (Introduction of 4IR-related programmes, renewable energy, and Green Economy)

2. Partnership and MOU

Partnering with TVET colleges provides a strategic advantage for industries by ensuring a steady supply of skilled workers, reducing training costs, enhancing productivity, and fostering innovation. These collaborations also contribute to the broader goals of economic development, community well-being, and workforce diversity.

Therefore, industries have much to gain by actively engaging with and supporting TVET institutions. This collaborative approach benefits not only the industries and educational institutions involved but also the economy and society at large by fostering a skilled, adaptable, and diverse workforce.

The partnership will assist the partners in:

- Training or up-skilling of your staff
- Accessing a pipeline of skilled graduates for employment or Internship opportunities
- Assistance with your Enterprise Supplier and Development spend
- Supporting unemployed youth through the availability of bursaries
- Approval to host engineering students for workplace training and experience

The College signed 172 Memorandum of Understanding/ Agreement, hereunder are highlights:

Forging the Local and International Partnership

The college thus far signed 172 MOU/SLA/MOA for various interventions.

International Partners

BRICS Academy of Skills Development and Technology Innovation
Shenzhen Polytechnic University
Hangzhou Polythetic College
Namibian Training Authority
Guangzhou Information Technology Vocational School
SAP

Local Partners – Major Partners

Gauteng Community Education and Training College
Johannesburg Road Agency
Defy
Limpopo Community Education and Training College
Tshwane North TVET College
Vhembe TVET College
Elangeni TVET College
Northlink TVET College
Department of Justice and Correctional Development
Wholesale and Retail Sector Education and Training Authority
Financial and Accounting Sector Education and Training Authority
Transport Education and Training Authority
City of Johannesburg
City Power
University of Johannesburg
Media, Information and Communication Technologies Sector Education and Training Authority

3. Workplace-based Experience

Workplace-based Experience is a structured learning programme that provides students with practical work experience in a workplace setting. The goal of these programs is to help students gain the skills and knowledge they need to pursue careers in their chosen fields.

For the academic year 2024, **1624 Students** were exposed between the period of 5 to 15 Days with the assistance of a stipend of R100 Per day.

4. Accreditations

Accreditation is the process of a quality council for trade and occupation evaluating and verifying that the college meets certain standards or requirements to offer occupational programmes.

The 2024 Accreditation is as follows per campus for the Occupational Certificate.

- Dobsonville Campus
OC: Marketing Coordinator
OC: Bookkeeper
- Technisa Campus
OC: Office Administrator
OC: Tourist Information Officer
OC: Project Manager
OC: Project Manager – also the Assessment Centre
- Molapo Campus
OC: Welder and TTC – **Centre of Specialisation** - Funded through the Grid
OC: Fitter and Turner and TTC - Funded through the Grid

OC: Mechanical Fitter and TTC - Funded through the Grid

OC: Bricklayer - Funded through the Grid

OSP: Coded Welding

OSP: Shield Metal Arc Welder

OSP: Workshop Tool Assistant

OSP: General Residential Repairer

OSP: Assistant Handyman

OSP: Plumbing Hand

OSP: Domestic Water and Drainage Pipe Repairer

- **George Tabor Campus**

OC: Computer Technician – Funded through the Grid

OC: Tourist Information Officer

OC: Poultry Farmer

- **Roodepoort Campus**

OC: Chef - Funded through the Grid

OC: Child and Youth Care Worker

OC: Management Assistant

OC: Early Childhood Development Practitioner - Funded through the Grid

OC: Training and Development Practitioner - Only Assessment Centre – 1st Exam 2024

OC: Cook

OC: Food Handler

OC: Community Development Worker – Only Assessment Centre

OC: Community Development Practitioner – Only Assessment Centre

OC: Adult Literacy Teacher – Only Assessment Centre

OC: School Principal (School Manager) – Only Assessment Centre

OC: Trade Unionist – Only Assessment Centre

OC: Learning and Development Advisor – Only Assessment Centre

OC: Library Assistant – Only Assessment Centre

OC: Career Development Information Officer - Only Assessment Centre

OC: Community Development Practitioner

OC: Community Development Worker

- **Roodepoort West Campus**

OC: Electrician – TTC – Centre of Specialisation - Funded through the Grid

5. Occupational Programmes

Occupational programs, also known as occupational learning programs, are designed to prepare students for specific skills and trades in a work environment. They are based on legally binding agreements between the student, employer, and training provider

Placements of Both Students and Lecturers.

Occupational Learning Programmes include Apprenticeships, Learnerships, and Skills Programmes. The focus of these programmes is geared toward preparing students for specific skills within a specific working environment related to a specific trade.

Occupational programmes are based on legally binding agreements between an employer, a student, and a training provider. It is designed to ensure the quality of the training and to protect the interests of each individual party.

Occupational Learning Programmes are offered at South West Gauteng TVET College as either Full Qualifications or accredited Skills Programmes.

Learnerships that are offered by the College combine theory at the College or Training Centre with relevant on-the-job practice.

Skills Programmes are unit-standard-based programmes that are demand-driven as determined by community needs. Such skills programmes offered by South West Gauteng TVET College are unit standards extracted from formal full qualifications registered with SAQA for which the College obtained approval from the relevant SETA or Accredited Body to offer the programme.

Learnerships

- 14 Learners on Electronics and Robotics Level 5
- 51 Learners on System Development Level 5
- 10 Learners on System Development Level 4
- 20 Learners on Clothing Production Level 2
- 20 Learners on Tourist Guiding Level 4
- 47 Learners in Building and Civil Constructions Level 3
- 14 Learners on Plant Production Level 5
- 43 Learners on Poultry Production Level 3
- 47 Learners on Mixed Farming Level 2
- 100 Early Childhood Development Level 4
- 33 Learners on Plant Production Level 3
- 200 Learners on New Venture Creation
- 30 Learners on End User Computing
- 30 Learners on Water and Wastewater Reticulation Services Level 3
- 30 Learners on Water and Wastewater Reticulation Services Level 2
- 30 Learners on Environmental Practice Level 3
- 30 Learners on Environmental Practice Level 4
- 20 Learners on Bookkeeper Level 4
- 20 Learners on Commercial Property Level 4

- 30 Learners on Water and Wastewater Reticulation Services Level 4
- 50 Learners on Building and Civil Construction Level 3 from CETA
- 30 Learners on Generic Management Level 5 funded by HWSETA

Recognition of Prior Learning

- 80 – Learners enrolled for Recognition of Prior Learning on Early Childhood Development Level 4
- 150 - Learners enrolled for Recognition of Prior Building and Civil Construction Level 3

Skills Programmes

- 150 Learners for ODETDP Funded by LGSETA Partnership
- 20 Learners for **Occupational Skills Programme:** Assistant Handyperson.
- 20 Learners for General Orchard Management
- 26 Learners for Spray and Facilitation
- 29 Learners for Scouting of Pest and Diseases
- 150 Learners for Compliance and Risk
- 60 Limpopo CET Lecturers on ODETDP
- 70 Gauteng CET Lecturers on Facilitation
- 22 Learners in Horticulture
- 19 Learners for Hydroponics
- 30 Learners for Limpopo CET on ODETDP
- 80 Learners in Business Analysis Programme
- 80 Learners on New Venture Creation
- 19 Learners on Poultry Packaging
- 368 Learners on Construction Roadworks funded by the City of Johannesburg

Apprenticeships

This is the system for training a new generation of practitioners of a trade or profession with on-the-job training and often some accompanying study. Apprenticeships can also enable practitioners to gain a license to practice in a regulated occupation.

- Welders 192 apprentices
- Electricians 222 apprentices
- Mechanical Fitter 45 apprentices
- Fitter and Turner 32 apprentices
- Boilermaker 10 apprentices

Artisan Recognition of Prior Learning

- 80 Welders are funded by Agriseta and Foodbev SETA.
- 80 Electricians are funded by Agriseta and Foodbev SETA.
- 25 Electricians are funded by Merseta
- 15 Welders are funded by Merseta
- 50 Welders are funded by FP & M Seta
- 50 Electricians are funded by FP & M Seta

6. Student Placements

Work-integrated learning provides students with the opportunity to apply their learning from academic studies to relevant experiences and reciprocate learning back to their studies. Depending on the area of specialization of the student, although both tracks provide exposure to the same subjects, they focus on certain areas related to their discipline of specialization.

As for the 2024 academic year, we have placed **3 458** in the various programmes of their learning intervention in the workplace. This will qualify them to apply for their National N Diploma.

7. Lecturer Placements

This includes an activity undertaken by South West Gauteng TVET College in conjunction with industry to develop the lecturer's knowledge and skills in the field of expertise. Through these placements lecturers can receive on-the-job training and enhance their teaching approach in terms of practical and workshop-based components of the programmes. These engagements may include field trips, workplaces, construction worksites, engineering workshops, offices, factories, meetings, and orientation programmes.

The duration of the training sessions is 30 days.

47 Lecturers have been placed within the various Host Employers.

8. Bursaries

The Following SETA's Funded the Student bursaries – Missing Middle.

- Mining Qualification Authority – 10 Learners
- WRSETA – 174 Students
- Inseta – 182 Students
- EWSETA – 70 Students
- Services SETA – 10 Students

The Following SETA's Funded the Staff bursaries

- Mining Qualification Authority – 10 Lecturers
- Insurance SETA – 30 Lecturers
- MICTSETA – 90 Lecturers
- HWSETA – 10 Lecturers

9. Innovation and Creativity – 4th Industrial Revolution

The Fourth Industrial Revolution (4IR) is a period of technological disruption that's changing how people live, work, and relate to each other. It's characterized by:

- **Data**

The 4IR is driven by data, including “big data” and the ability of devices to communicate with each other in real-time.

- **Automation**

Increased automation and robotics are transforming the global economy.

- **Artificial intelligence (AI)**

AI is a key part of the 4IR, along with other technologies like the Internet of Things (IoT), 3D printing, and quantum computing.

- **Connectivity**

The 4IR is a time of increased connectivity, with faster wireless internet.

- **Human-machine interaction**

The 4IR is characterized by human-machine interaction, such as voice-activated virtual assistants.

Advantages of the 4IR include:

- Increased productivity, efficiency, and quality
- Greater safety for workers
- Enhanced decision making
- Improved competitiveness

In order to realize the above the New Business Development Unit has procured the following items for George Tabor Campus.

03	55" Smart LED TV - ECCO LH55S
40	Programmable Robot Kits for Education
40	Purchase of Open Manipulator
15	Purchase of robotic arm
15	Purchase of robotic hand
15	Programming laptops
03	Flash Forge Creator 3 IDEX 3D Printer
15	Oculus Quest Pro – VR Headset – 256GB
100	Digital circuits
03	Red Lion Graphite Series HMI Touch Screen HMI - 15 in, TFT Display
05	Industrial programmable logic controllers - B&R x20cp3684
05	Bwine F7 GPS Drones with Camera for Adults 4K, 3-Aix Gimbal, 2Mile Long Range. (DJI mini se 2/ mini3)
01	Wireless Projector Wi-Fi Bluetooth 4400 Lumens 2019 And Adeo Plano projector screen - fixed frame home cinema screen

This report serves as the **Annual Report for 2024 Academic Year** and it is prepared by Mr Aubrey Sebe on behalf of the New Business Development Unit.

I trust you will find this in order

I thank you

Mr. Aubrey Sebe
New Business Development Unit Manager

STUDENT SUPPORT SERVICES ANNUAL REPORT 2024

The purpose of Student Support Services is to systematize the planning and delivery of Student Support Services by ensuring that all areas in the student's life in the college, receive equal attention at Pre-entry, On-course, and Exit support levels. Student Support Officials coordinate these functions by facilitating all student-related activities, both academic and social.

1. National Student Financial Aid Scheme

The provision of student Financial Aid is critical for enabling access to TVET Colleges. The role of TVET Colleges as the nucleus of skills development in South Africa is explicitly contained in the National Skills Development Strategy (NSDS) III published in January 2011. The challenge of access to post-school education and training opportunities for academically deserving students but financially needy students is addressed by the bursary scheme. During the 2024 academic year, NSFAS devised a payment mechanism to address allowances payment challenges through its internal banker where its beneficiaries were able to provide their personal banking details to receive allowances directly into their bank accounts with a bank of their choice with effect from May 2024, this is a milestone in addressing allowance payment challenges!

2. Resource Centres

Our Campus Resource Centres have limited capacity to accommodate all students, however, we have made available previous question papers, Newspapers, and reference study materials available to support students, even an online platform available where students have access to soft copies of support reference materials. Resource Centre Team held various awareness campaigns in February to ensure that students are well informed of services offered in Resource Centres. South African Library Week was on the 15th-24th of March 2024, themed: Libraries Foster Social Cohesion and lastly held Library week during August month. As part of encouraging

students to take part in such organized awareness campaigns, college-branded prizes are organized and won. Operating hours for all Resource Centres are 07h30 to 16h00 (Mon-Thurs) and Fridays 07h30 to 13h30



Resource Centre Manager, with students after Resource Centre Awareness Session

Academic Support

All College Campuses have Remedial Lectures where students are either referred by a lecturer or self-referral. Students are gradually taking advantage of the below services offered, which seem to improve their studies and ultimately excel in their academic journey:

- Basic Language Skills (reading and spelling)
- Basic Numeracy
- Study Skills and Metacognition
- Conceptual Support
- Disability-related issues
- Remedial Support

Psycho-Social Support

The objective of the Student Health and Well-being initiative is to promote the independence of students, both academically and personally. The College employs two Student Counsellors and a Graduate, who rotate across all college sites to ensure that the health and well-being of students are adequately addressed. These professionals work diligently to establish partnerships with various health organizations, thereby facilitating access to specialized care for additional health-related concerns.

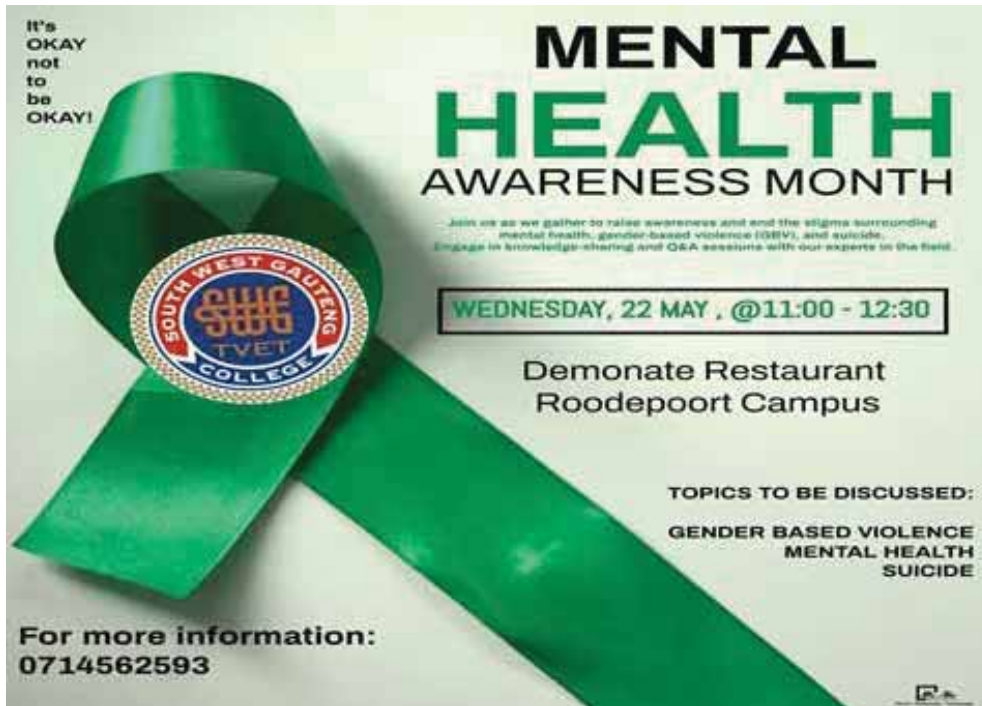
In collaboration with Higher Health, the College has engaged 60 students as volunteer Peer Educators, along with 6 staff members serving in the capacity of Peer Educators. This initiative is part of the broader strategy to uphold the mandates set forth by Higher Health and the Department of Higher Education and Training. Through these collaborative efforts, a range of services is provided to students via Health Partners.:

- HIV and AIDS Tests
- Blood Pressure

- Blood Donor
- Pap Smear
- Health Talks (Dialogues and Activations)
- Counselling and referrals



Roodepoort Campus Health Awareness Blitz 13 August 2024



Dialogue at Roodepoort Campus: Topics covered: Mental health, suicide, and GBV

3. Student Representative Council

Pursuant to Section 14 of the Continuing Education and Training (CET) Act No. 16 of 2006, every educational institution is mandated to establish a Student Representative Council (SRC) to serve as the intermediary between the student body, College Management, and faculty members. This recognition is rooted in the establishment of the SRC as a fundamental governance structure in colleges, as delineated in the CET Act of 2006. Additionally, the SRC provides students with opportunities to develop essential skills and gain exposure to leadership roles. All campuses successfully conducted SRC elections on 13 March, followed by college-wide elections on 15 March. Subsequently, all elected SRC members participated in a comprehensive

College Induction program, culminating in the inauguration of Executive Committee Members on the final day. Throughout their term, various capacity-building training sessions were organized, including First Aid Training. The SRC's program of action was initiated by the elected members, with guidance from Student Support Services officials, and was disseminated to the respective college stakeholders.

2024 SRC EXCO Members:

NAME	SURNAME	PORTFOLIO	GENDER	CAMPUS
Tebogo	Maphosa	President	Female	George Tabor
Jabulile	Mthimunye	Academic Affairs & Operations	Female	Roodepoort
Sifiso	Khumalo	Secretary General	Male	Molapo
Mduduzi	Mhlongo	Treasurer General	Male	George Tabor
Mapula	Mabela	Sports, Arts And Culture Co-Ordinator	Female	Technisa
Tumi	Kubheka	Gender, Disability And Transformation Coordinator	Female	Molapo
Alucia	Nkosi	Health And Safety Coordinator	Female	Roodepoort
Tshegofatso	Kekana	Employability Coordinator	Female	Dobsonville



Inauguration in progress – SRC Exco Members



SMT, Campus Managers, and Unit Managers in attendance-SRC Induction



Fun Day+ LGBTQI+ at George Tabor, 11th Oct 24



26th August 24, Men's Conference at Roodepoort Campus (College Students), this is a milestone by SRC!!

The SRC is an integral part of student life and a critical cooperative governance partner in the College.

4. College Alumni Launch

Historic Milestone Achieved, South West Gauteng TVET College is counted as one of the Public TVET Colleges in South Africa to have launched an Alumni Association and elected its Executive Committee. One of its objectives is to enable Alumni to engage actively in the college's development and

community outreach programmes with goals that include, organizing regular alumni events, establishing mentorship programmes for current students, and supporting college initiatives.

The Alumni Association Executives:



Left Mr. Hulisani Mani Chairperson of the Alumni Association

The Alumni Association Executive:

NAME	SURNAME	PORTFOLIO
Hulisani	Mani	Chairperson
Thembeke Sizakele	Zulu	Vice Chairperson
Mosa Johannes	Nape	Secretary
Nombulelo Busi	Khumalo	Deputy Secretary
Samkelo	Mokoena	Treasurer
Sithembiso Martin	Phiri	Public Relations Officer
Dineo Luciah	Kwenanyane	Educational and Transformation Officer
Tshepo	Madubung	Student Support Services (Ex Officio)
Patience	Makhaphela	Marketing and Communication (Ex Officio)
Robert Nsizwenhle	Nyamane	Additional Member
Tshireletso	Mafora	Additional Member
Lutendo	Ndlovu	Additional Member

Sports Arts and Culture

The college allocated time for students to participate in co-curricular activities during or after formal teaching and learning hours. The college has structured programmes for co-curricular student activities, and mass participation is always promoted, and that includes students with disabilities. Competitions for co-curricular activities are available as Intercampus leagues games, Provincial and National tournaments. It is with great pride that the college achieved a commendable second place at the COSACSA Gauteng Annual Sports Awards, held on the 26th of August 2024 at Ekurhuleni West TVET College, Kathorus Campus Hall.

MEDALS STANDINGS FOR COSACSA GAUTENG LEAGUES:

SWGC:3 Gold,3 Silver, 1 Bronze (Total:7)

MEDALS STANDINGS FOR COSACSA GAUTENG TVET CUP:

SWGC:2 Gold,3 Silver,3 Bronze (Total:8)

Mr. T Madubung
Student Support Services Unit

STRATEGIC OBJECTIVES	PERFORMANCE INDICATORS	TVET COLLEGE 2024 PLANNED TARGET	TVET COLLEGE 2024 ACHIEVEMENT	EXPLANATORY REMARKS
SO 1 To provide quality technical and vocational education and training services and increase the academic achievement and success of students	appropriate teaching and learning support plan developed and implemented (n)	February 2024	The Teaching and Learning Plan was completed as per the target and duly submitted to DHET and all campuses for implementation.	The Academic Affairs & Operations Directorate conducted monitoring and support visits to campuses.
	Appropriate student support plan developed and implemented (n)	Finalised in November – December of the previous year.	Measured targets against actual enrollments and T&L activities from January to December 2024	The Academic Affairs directorate (Curriculum/ Assessment) monitors examinations, Teaching and Learning and all related implementations of academic operations.
	Improved certification rates in: NC(V) L4 N3 & N6 (%)	65% as per DHET	(2024) L4: 29.95% N3: 18.72% N6: 12.05% NSS N6: 39.64% BS (N6: 25.85% Average BS+NSS) (2023) L4: 23.95% N3: 32.94% N6: 16.72% NSS N6: 42.42% BS (N6: 29.57% Average BS+NSS)	The college developed an improvement plan which was supplemented by respective campus improvement plans addressing specific campus poor-performing subjects and academic activities.

STRATEGIC OBJECTIVES	PERFORMANCE INDICATORS	TVET COLLEGE 2024 PLANNED TARGET	TVET COLLEGE 2024 ACHIEVEMENT	EXPLANATORY REMARKS
	Throughput rate (%)	30%	(2024) L4: 12,54% N3: N6: 5,80% N6: 47,47% (NB+NSAVERAGE) =26.64% (2023) L4: 09.38% N3: 17.95% N6: 12.72% N6: 55.54% (NB+NSAVERAGE) =34.13%	The College improvement plan developed strategies to improve the college retention rate, drop-out rates, attendance rates & improvement in the number of students qualifying to write final examinations.
	Funded NC(V) L4 students obtaining qualification within stipulated time (%)	50%	25%	
	TVET students enrolled in the foundation or bridging programmes (n)	PLP = 120	62 (HEADCOUNTS) 78,00 (FTE)	PLP depends on referrals from NC (V) applicants that do not meet requirements as per admission policy.
	Students completing artisan-related programmes (n)	550	763	More funding was received from the Sectors Education and Training Authority for training the artisan learners as part of the National Development Plan 2030.
	Established centre/s of specialisation (COS) (n)	2	2	The college is currently accredited as the Centre of Specialization for Welder at Molapo Campus and Electrician at Roodepoort West Campus.



STRATEGIC OBJECTIVES	PERFORMANCE INDICATORS	TVET COLLEGE 2024 PLANNED TARGET	TVET COLLEGE 2024 ACHIEVEMENT	EXPLANATORY REMARKS
SO2 To have adequate infrastructure and systems in place to increase access and provide effective services to students	Headcount enrolment (n)	NC(V) = 5909 REPORT 191 = 11998	7219 14817	2024 Targets were in FTEs', which the College did not meet. The Headcounts enrolled are accommodated in both Infrastructure and Human Resources at Campuses.
	Students accommodated in college accommodation (n)	124 enrolled	140	$124 \div 140 * 100 = 88.57$
	Qualifying students obtaining financial assistance (n)			
SO3 To develop partnerships and maintain good stakeholder relations to increase the number of students who are adequately prepared to enter the labour market or further and higher learning opportunities	Beneficial and functional college partnerships (n)	166	172	Amongst the signed protocols are the following major partnerships which are: <ul style="list-style-type: none"> • Johannesburg Road Agency • Defy • Limpopo CET College • Department of Justice and Correctional Development • Hangzhou Polythetic
	TVET lecturers placed in workplaces for specified periods (n)	60	77	The College has surpassed the target of 17% of the Lectures cohort as allocated by the Department of Higher Education and Training.
	TVET students placed in workplaces/industry for specified periods for work exposure, experiential learning and/or certification purposes (n)	1900	3 222	The College placed more learners at the workplace and we are highly funded by the external partners such as National Skills Fund. This assists the college with more learners having to receive the National N Diploma in huge numbers.

STRATEGIC OBJECTIVES	PERFORMANCE INDICATORS	TVET COLLEGE 2024 PLANNED TARGET	TVET COLLEGE 2024 ACHIEVEMENT	EXPLANATORY REMARKS
SO4 To ensure continuous business excellence in terms of good corporate governance and effectual management of all college resources as well as information and data reporting	Compliance to governance standards (%)	100%	99%	Council is in compliance with governance standards that are applicable for the college, college council have been established, with four additional members being recruited, awaiting concurrence from the Minister.
	Compliance to policies and regulations applicable to the TVET College sector (%)	100%	98%	All applicable governance policies are in place, the council is currently finalising the remaining ICT polices
	Obtaining unqualified audits or assessments (n)	100%	100%	The college received an unqualified audit opinion with no findings (Clean Audit)
	Compliance with national policy of college examination centres conducting examinations and assessments (%)	100%	97%	The College's ability to comply 100% with the examination policy is hindered by the non-availability of the Occupational Safety & Health Certificate as well as Fire Certificate. The College had contracted an external service provider to assist in the acquisition of these certificates.
SO5 To monitor and evaluate all college processes in terms of the framework for TVET college performance and report quarterly in this regard	Accurate M&E quarterly reports submitted (n)			



2.3. College Achievement in terms of Expected Outcomes

No	Outcome Indicator	203/24 Planned National Target	TVET College 2024 Planned Target	TVET College 2024 Achievement	Explanatory Remarks
1.	Headcount enrolments (n)		NC(V) = 5909 REPORT 191 = 11998	7219 14817	2024 Targets were in FTEs', which the College did not meet. The Headcounts enrolled are accommodated in both Infrastructure and Human Resources at Campuses.
2.	Certification rates in TVET qualifications (%)	65%	65% as per DHET targets	(2024) L4: 29.95% N3: 18.72% N6: 12.05% NSS N6: 39.64% BS (N6: 25.85% Average BS+NSS) (2023) L4: 23.95% N3: 32.94% N6: 16.72% NSS N6: 42.42% BS (N6: 29.57% Average BS+NSS)	The college developed an improvement plan which was supplemented by respective campus improvement plans addressing specific campus poor-performing. subjects and academic activities.
3.	Compliance with national policy of college examination centre/s conducting national examinations and assessments (%)	100%	100%	97%	The College's ability to comply 100% with the examination policy is hindered by the non-availability of the Occupational Safety & Health Certificate as well as Fire Certificate. The College had contracted an external service provider to assist in the acquisition of these certificates.

No	Outcome Indicator	203/24 Planned National Target	TVET College 2024 Planned Target	TVET College 2024 Achievement	Explanatory Remarks
4.	Throughput rate (%)		30%	(2024) L4: 12,54% N3: N6: 5,80% N6: 47,47% (NB+NSAVERAGE) = 26.64% (2023) L4: 09.38% N3: 17.95% N6: 12.72% N6: 55.54% (NB+NSAVERAGE) = 34.13%	The College improvement plan developed strategies to improve the college retention rate, drop-out rates, attendance rates & improvement in the number of students qualifying to write final examinations.
5.	Students accommodated in public TVET college accommodation (n)		124 enrolled	140	$124 \div 140 * 100 = 88.57$
6.	Qualifying TVET students obtaining financial assistance (n)				
7.	Funded NC(V) L4 students obtaining qualification within stipulated time (%)		50%	25%	



No	Outcome Indicator	203/24 Planned National Target	TVET College 2024 Planned Target	TVET College 2024 Achievement	Explanatory Remarks
8.	Compliance with governance standards (%)	100%	100%	99%	The council complies with governance standards applicable to the college. A college council has been established, with four additional members recruited, awaiting concurrence from the Minister.
9.	TVET lecturers placed in workplaces for specified periods (n)	128%	60	77	The College has surpassed the target of 17% of the Lectures cohort as allocated by the Department of Higher Education and Training
10.	TVET students placed in workplaces/ industry for specified periods for work exposure, experiential learning and/or certification purposes (n)	169%	1900	3 222	The College placed more learners at the workplace and we are highly funded by the external partners such as National Skills Fund. This assists the college with more learners having to receive the National N Diploma in huge numbers.
11.	Students completing artisan-related programmes (n)	138%	550	763	More funding was received from the Sector Education and Training Authority for training the artisan learners as part of the National Development Plan 2030

Procurement and Finance Unit (PROFIN) Unit

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 Office of the Deputy Principal Finance is responsible for supporting the College Principal (Accounting Officer) and other Deputy Principals in the execution of their functions in terms of above-mentioned acts and regulations.

The goal of the PROFIN Unit is to ensure good corporate governance, including effective resource management.

The 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;
- Financial Management Unit and
- Management Accounting Unit.

The office of the Deputy Principal Finance provides strategic guidance and direction to the Unit as a whole and includes managing the central budget. This office is mandated 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. Units

2.1 Supply Chain Management Unit

With the introduction of Post Provisioning (PPN) the Supply Chain Management Unit now has two distinct units as follows:

- Procurement and Provisioning Unit and
- Asset Management Unit.

2.1.1. Procurement and Provisioning Unit

The objective of the Procurement and Provisioning Unit is to promote efficient and effective procurement and provisioning systems and practices that will enable the College to deliver the required quality and quantity of services to its students and staff. The establishment of uniformity in procedures, policies, documentation and contract options, and the implementation of sound systems of control and accountability, should form the cornerstone of college supply chain practices.

The Procurement and Provisioning Unit is responsible for designing, planning, executing, controlling and monitoring of supply chain activities in the delivery of goods and services, with the objective of creating net value and providing oversight and coordination of information and finances within the supply chain environment. It also includes acquiring and disposing of all goods, services, construction work, vehicles and movable property. It involves the management of working capital invested in goods, stores and services, with the objective of optimising the economic return on such investment with the proper planning of the budget phase, careful product/ service/supplier selection and management. Furthermore, it is an integral part of prudent financial management. It introduces best practice principles, while addressing Government's preferential procurement policies and objectives.

The College is continuously utilising National Treasury's Central Supplier Database (CSD) to source prospective suppliers, whenever a need arises,

to procure goods or services on a price quotation basis. Bid Committees are in place and meet, when required and they are from cross-functional units. Bid Committee members are aware of their ethical obligations, as they are expected to sign a declaration of confidentiality and also declare any conflict of interest.

The College's Ethics and Integrity Plan comprises obligatory financial disclosures for various categories of employees. The following categories of College employees are designated to disclose their interest in terms of the regulation:

- Employees appointed at salary level 9 and above and those employees earning an equivalent of salary level 9 in terms of Occupation Specific Dispensation and
- Employees who are responsible for supply chain management and financial accounting, including employees who participate in supply chain management.

At the end of the financial year under review, the College had not received and considered any unsolicited bid proposals. Supply Chain Management has policies in place to prevent any possible irregular and wasteful expenditure. It also complies and implements instruction notes that are issued by National Treasury from time to time. Transactions for the procurement of goods and services are processed through Supply Chain Management. In the event of any non-compliance with Supply Chain Management prescripts the College implements consequence management.

2.1.2. Asset Management Unit

The asset management unit is responsible for management of the life cycle for the period that the college foresee itself utilising an asset on an economically effective and efficient basis, for the furtherance of the college service delivery mandate. This period covers all the phases in the life of an asset from planning, acquisition, operation and maintenance to the eventual disposal of the asset when it can no longer contribute to the

service delivery of the College.

These includes the following activities amongst others:

- Develop and maintain the strategic and annual asset management plans aligned with the College strategy and budget;
- Develop asset needs assessment, acquisition management, operational and disposal plans;
- Develop and maintain asset and lease registers, including; acquisitions, maintenance management, transfers and valuations;
- Execute and monitor the implementation of the asset acquisition, maintenance and disposal plans;
- Plan and execute the asset verification, investigate and report on variances, make necessary recommendations to resolve discrepancies, and update the asset register
- Develop, implement and manage mechanisms to safeguard assets including insurance of assets;
- Prepare a monthly reconciliation with supporting schedules of the asset registers to the relevant accounting records, and resolve uncleared items;
- Manage valuations for immovable assets and update the asset register;
- Establish and execute a performance measurement system to evaluate the effective utilisation of assets;
- Develop and oversee the implementation of the asset management system, including: the establishment of the departmental policies and procedures and
- Report on asset management.

The College Council approved the disposal of obsolete and unserviceable assets, i.e., computer equipment, furniture, office equipment and vehicles,

through auctioning or recycling, and the proceeds were deposited into the College account.

2.2 Financial Management Unit

The Financial Management Unit is broken down into the following smaller related units:

- Finance Unit and
- Payroll Management Unit.

2.2.1. Finance Unit

The Financial Management Unit ensures effective, efficient and economic utilisation of financial resources in line with financial prescripts through the development and effective implementation of financial systems, policies, frameworks and procedures.

This includes budget planning and expenditure monitoring; and the management of procurement, acquisition, logistics, assets, and financial transactions. The unit provides for the establishment and implementation of sound financial management, expenditure and budgetary management, accounting services, cash-flow management, financial reporting and related internal control systems in compliance with the relevant legislative requirements.

Financial Management provides for planning, organising, controlling and monitoring financial resources with a view to achieving organisational goals and objectives. The subprogramme achieved phenomenal outcomes during the 2024 financial year. Our work is cyclical with tight deadlines. We are happy to report that the majority of internal and external targets were achieved and all statutory reporting requirements were met.

During the period under review, the College compiled and submitted annual Financial Statements to the office of the AGSA within the prescribed time period. The 2024 unaudited AFS were also submitted to the Audit

Committee for review as well as Council for approval and office of the AGSA by the 31st of March 2025 as legislated.

2.2.2. Payroll Management Unit

This is the largest spending item in the budget of the College.

There are two main groups within compensation of employees. Namely, Salaries and Social Contributions (also referred to as employee benefits). Salary comprises of amounts paid to the employees of the College, including all payments made on their behalf such as PAYE/UIF/SDL and the employee's contributions to pension and / or medical schemes. The Social Contributions category includes the employers' contribution to the social insurance schemes to which the employee belongs.

The College has two main payroll centres which is the Department of Higher Education and Training on the Persal system and the College Council on the ITS system at the College Head Office.

For the 2024 financial year, the College Council payroll constituted 17% of total College payroll while the remaining 83% is on Persal and was paid by the Department of Higher Education and Training (DHET) on behalf of the College.

2.3. Management Accounting

The management accounting Unit is a new unit that is still being established and had two staff members at year end. The purpose of the Unit is to provide management accounting services as broken down as follows:

- Develop financial management policies, processes and procedures;
- Conduct financial planning;
- Advise managers with regard to allocation, approval of budget and other budgetary matters and
- Monitor and report on expenditure trends and compile financial statements.



The establishment of the Unit meant that the confirmation of budget was done, before any spending moved from Finance to the Unit.

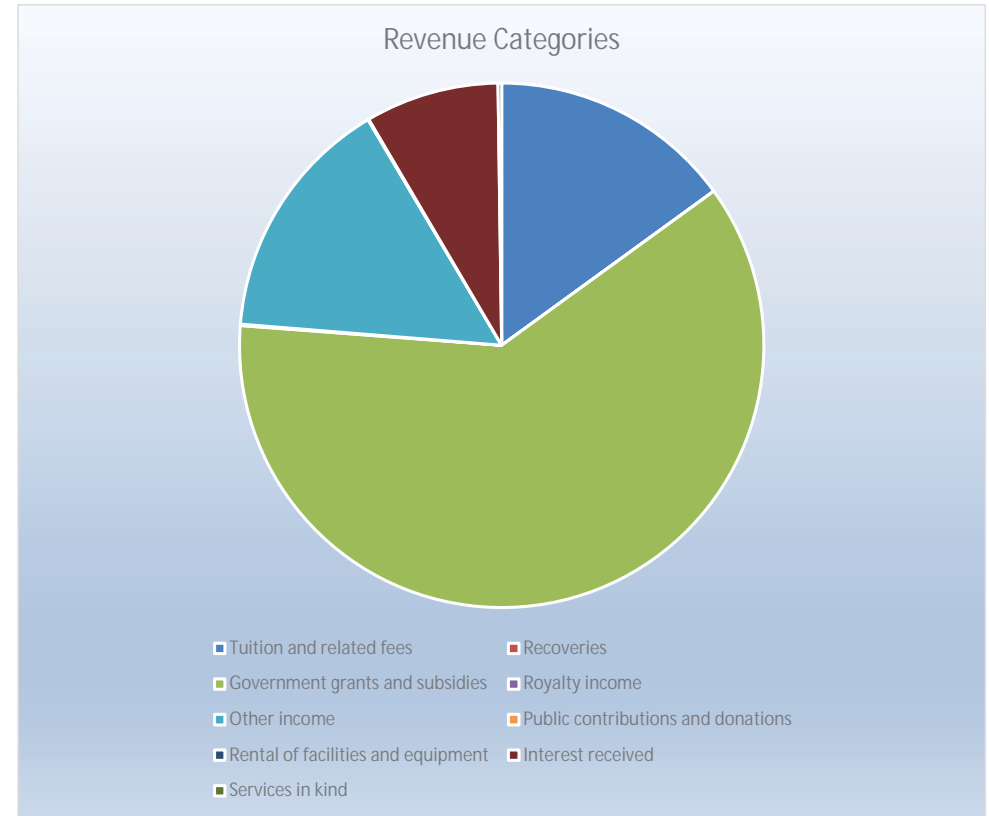
3. Financial summary

3.1 Financial Ratios

The College achieved the below financial indicators:

Ratio Type	Target	2024	2023
Repairs and Maintenance as a % of PPE	10%	4%	4.78%
Current ratio	2:1	19:1	17:1
Quick Ratio	2:1	19:1	16:1
Cash ratio	3:1	15:1	14:1
Debt ratio	5:1	0.028:1	0.04:1
Net Operating Surplus Margin	>0%	0.096%	4.44%
Revenue Growth (%)	CPI	1.8%	-1.8%
Remuneration as a % of Expenditure	63%	39%	38.77%

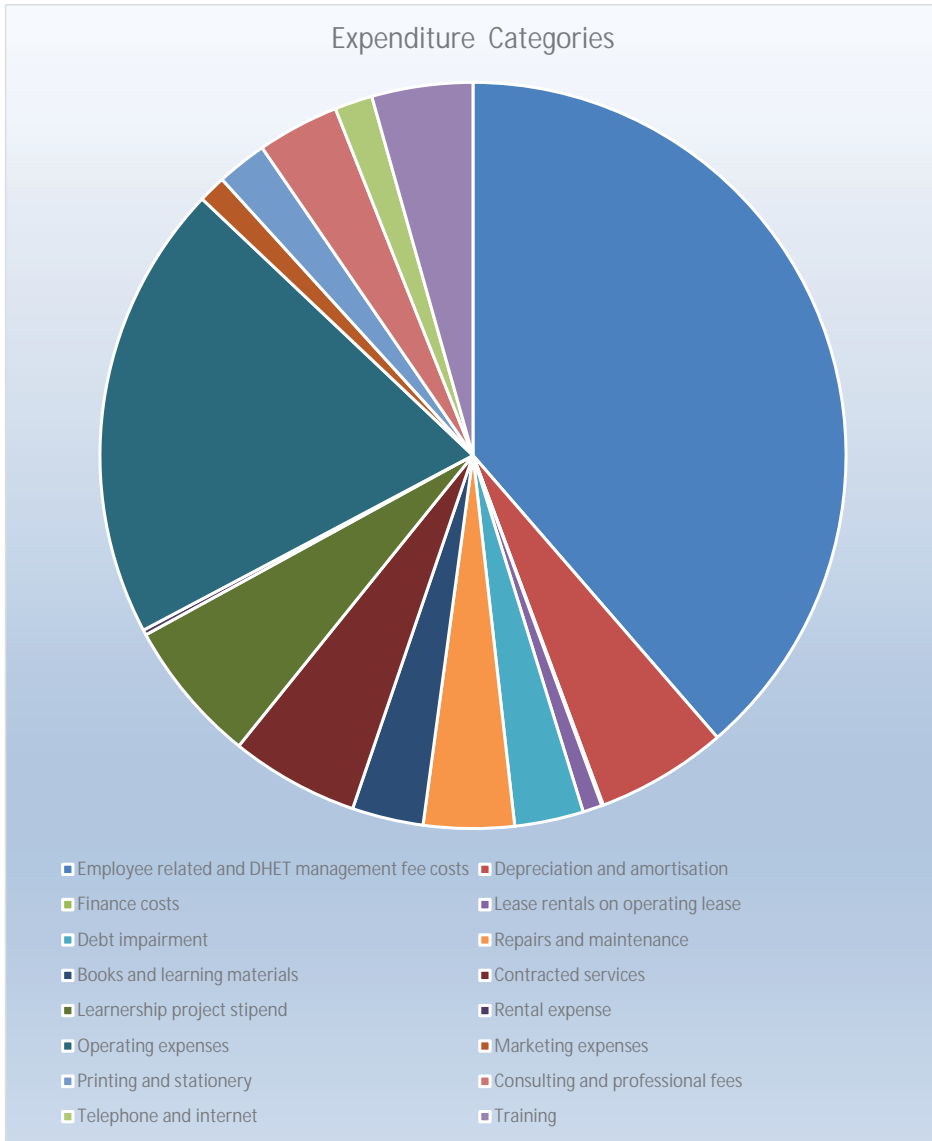
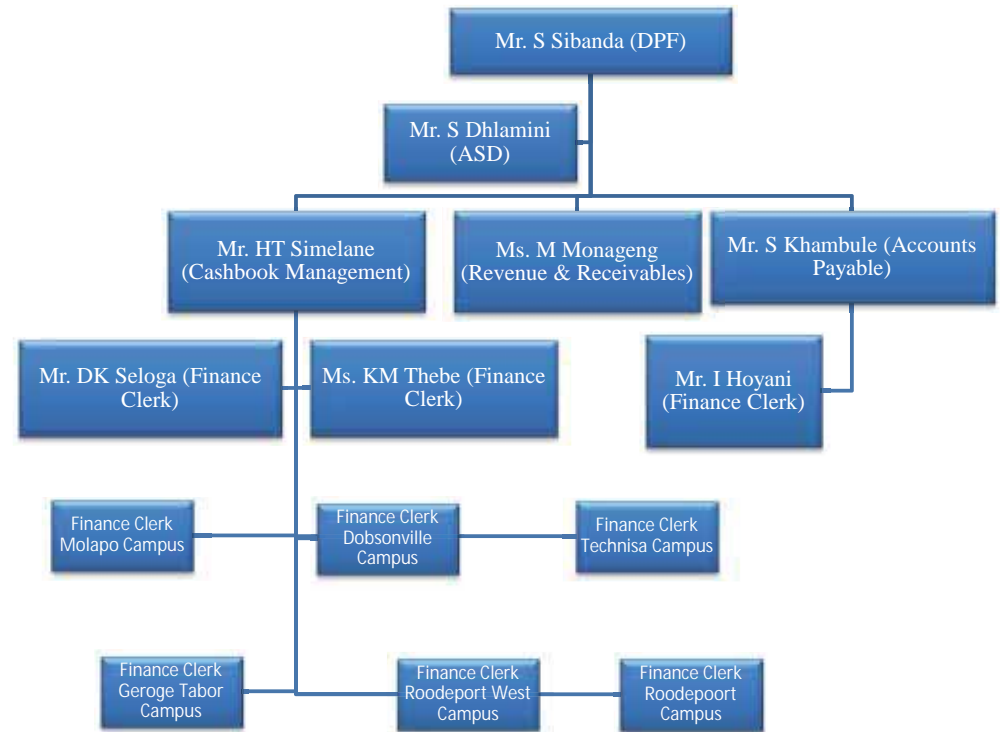
3.2.1 Income



3.2 Income and Expenditure Summary Report

3.2.2 Expenditure

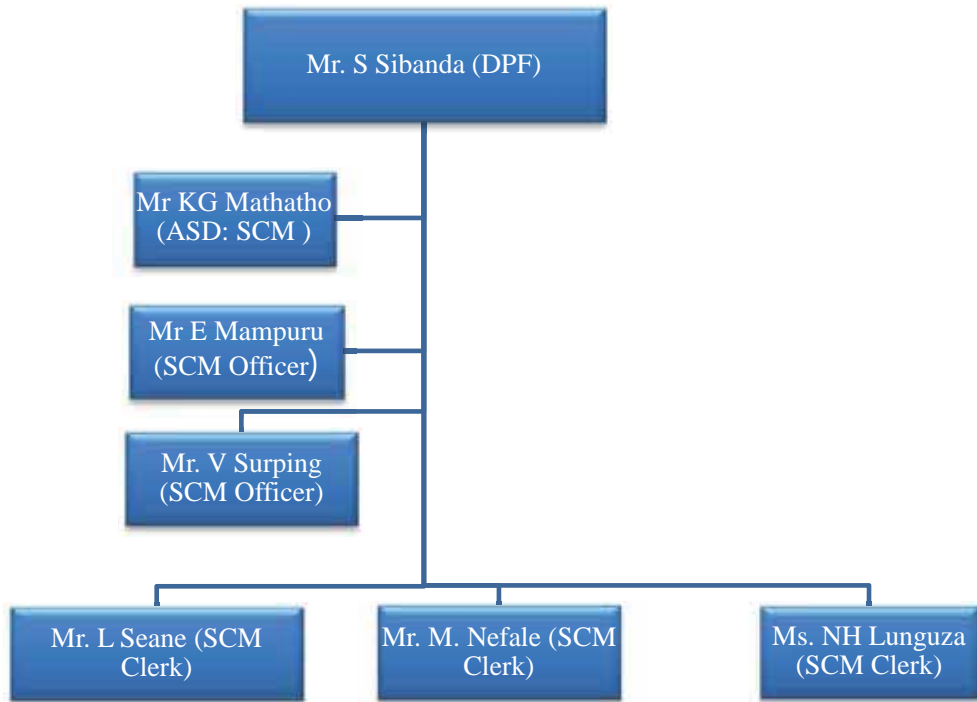
4.1 Finance Unit



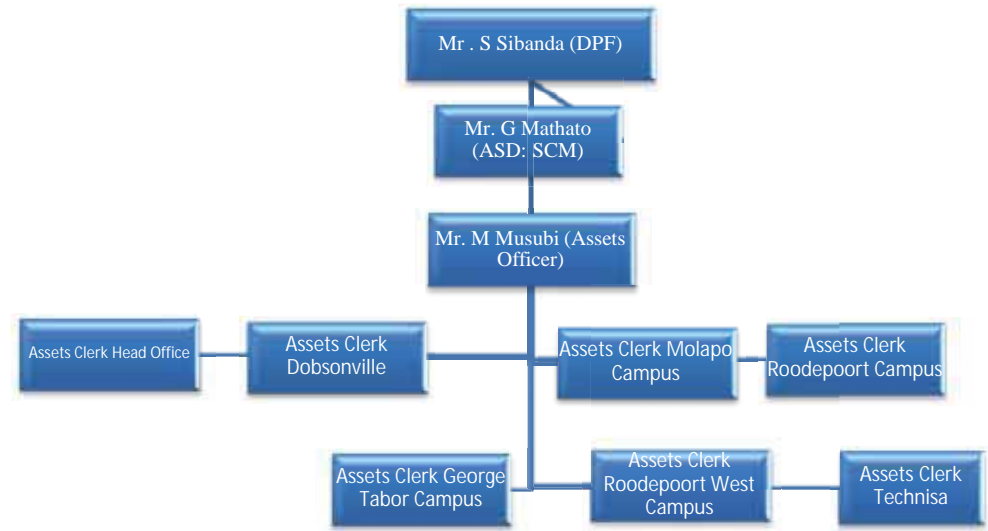
4. The Unit Overview

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

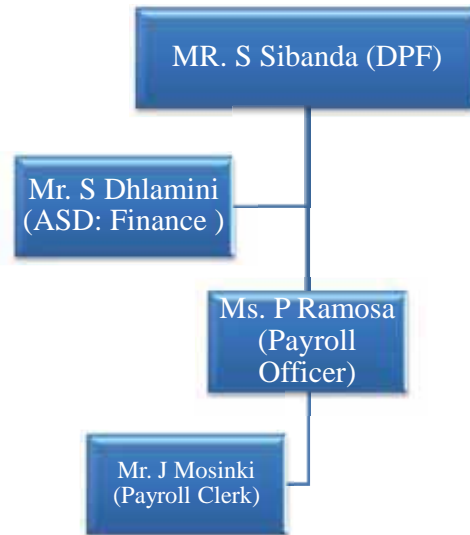
4.2 Supply Chain Management Unit (Provisioning and Procurement).



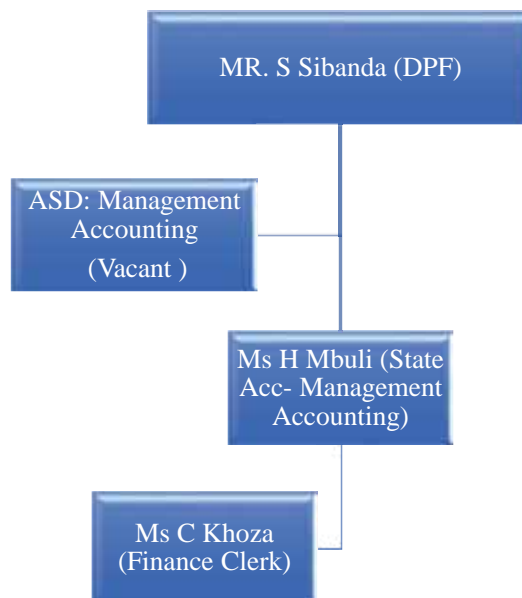
4.3 Supply Chain Management Unit (Assets)



4.4 Payroll Unit



4.5 Management Accounting Unit



5. Conclusion

As PROFIN we continue to strive towards offering excellent service to all our stakeholders.

We further commit to ensure that goods and services are procured and delivered within 10 days, creditors are paid within 30 days and the funds of the College are utilised effectively and efficiently.

We note and welcome the audit opinion for the 2024 financial year, which is **a clean audit opinion**. It has taken commitment and a lot of hard work to finally attain this particular opinion.

We have also noted an overall improvement in the internal control environment and we continue monitoring the controls to ensure that they are effectively implemented.

Mr S Sibanda

Deputy Principal Finance





PART D

FINANCIAL INFORMATION

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SOUTH WEST GAUTENG TVET COLLEGE
Annual Financial Statements
for the year ended 31 December 2024

SOUTH WEST GAUTENG TVET COLLEGE

Annual Financial Statements for the year ended 31 December 2024

General Information

Country of incorporation and domicile	South Africa
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 2 to 4 of the National Qualifications Framework.
College Council	<p>Mr. Z. Dlamini (Outgoing Chairperson) (Term ended on 31 March 2024)</p> <p>Ms. F. Mazibuko (Term ended on 31 March 2024)</p> <p>Ms. M. Liuu (Term ended on 31 March 2024)</p> <p>Mr. S. Manthata (Term ended on 31 March 2024)</p> <p>Mr. AG. Netshimbuple (Term ended on 31 March 2024)</p> <p>Mr. L. A. Nengovhela (Term ended on 31 March 2024)</p> <p>Mr. MM. Magoele (Term ended on 31 March 2024)</p> <p>Mr. M. Vatsha (Term ended on 31 March 2024)</p> <p>Mr. M.J. Monyamane - Principal (Ex-officio)</p> <p>Mr. R. T. Mosiane (Academic Board Representative) (Resigned on 31 March 2024)</p> <p>Mr. L. Tshoko (Lecturer Representative) (Resigned on 31 March 2024)</p> <p>Mr. M. Moja (Support Staff Representative) (Resigned on 31 March 2024)</p> <p>Ms. T. Mafora (SRC President) (Resigned on 31 March 2024)</p> <p>Mr. K. Ramonyane (SRC Secretary General) (Resigned on 31 March 2024)</p> <p>Ms. N. Lamula (Appointed 22 May 2024) (New) (Chairperson)</p> <p>Mr. T. Buthelezi (Appointed 22 May 2024) (New) (Deputy Chairperson)</p> <p>Ms. A. Ngqalakwezi (Appointed 22 May 2024) (New)</p> <p>Mr. T. Yako (Appointed 22 May 2024) (New)</p> <p>Dr. O. Leki (Appointed 22 May 2024) (New)</p> <p>Mr. S. Manthata (Appointed 6 September 2024) (New)</p> <p>Mr. T. Sekobane (Appointed 23 July 2024) (New)</p> <p>Ms. N. Nqwaba (Appointed 23 July 2024) (New)</p> <p>Ms. M. Qhinebe (Appointed 23 July 2024) (New)</p> <p>Mr. Z. Dlamini (Reappointed on 12 February 2025)</p> <p>Mr. L. A. Nengovhela (Reappointed on 12 February 2025)</p> <p>Ms. T. Mathabatha (Appointed on 12 February 2025)</p> <p>Mr. R. J. Mollogelwa (Appointed on 12 February 2025)</p> <p>Ms. T. Maphosa (SRC president)</p> <p>Mr. S. Khumalo (SRC Secretary General)</p>
Principal	Mr. M. J. Monyamane
Chief Financial Officer	Mr. S. Sibanda CA(SA)
Registered office	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 2024

General Information

Business address	1822 A Molele Street C/o Koma Road and Molele Street Molapo Soweto 1818
Postal address	Private Bag X 33 Tshiwelo 1817
Controlling entity	Department of Higher Education and Training (DHET)
Bankers	ABSA Bank Limited Standard Bank Limited Investec Private Bank Limited
Auditors	Auditor-General South Africa

SOUTH WEST GAUTENG TVET COLLEGE

Annual Financial Statements for the year ended 31 December 2024

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SOUTH WEST GAUTENG TVET COLLEGE

Annual Financial Statements for the year ended 31 December 2024

Abbreviations used

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
ETDP SETA	Education, Training and Development Practices Sector Education and Training Authority
EWSETA	Energy & Water Sector Education Training Authority
FoodBev SETA	Food & Beverage Manufacturing Sector Education and Training Authority
FTE	Full Time Equivalent
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
PERVAL	Personal and Salary System
PFMA	Public Finance Management Act (Act 1 of 1999), as amended
PSET	Post-school Education and Training in South Africa
PSETA	Public Service Education and Training Authority
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
AGRISSETA	Agricultural Sector Education Training Authority
FASSET	Finance and Accounting Services Sector Education and Training Authority
SAQA	South African Qualifications Authority
CHE	Council on Higher Education
CHIETA	Chemical Industries Education & Training Authority
MICT SETA	Media, Information and Communication Technologies Sector Education and Training Authority
FP & MSETA	Fibre Processing and Manufacturing Sector Education and Training Authority
HW SETA	Health and Welfare Sector Education and Training Authority
MQA	Mining Qualifications Authority
W & R SETA	Wholesale and Retail Sector Education and Training Authority
SASSETA	Safety and Security Sector Education and Training Authority
QCTO	Quality Council for Trades and Occupations
CoS	Centre of Specialisation
SETAs	All Sector Education and Training Authorities

SOUTH WEST GAUTENG TVET COLLEGE

Annual Financial Statements for the year ended 31 December 2024

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 acknowledges 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, that 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 has reviewed the College's cash flow forecast for the year to 31 December 2025 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 DHET 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 62, which have been prepared on the going concern basis, were approved by the council on 31 March 2025 and were signed on its behalf by:



Ms. N. Lamula (Chairperson)



Mr. M.J. Monyamane - Principal

SOUTH WEST GAUTENG TVET COLLEGE

Annual Financial Statements for the year ended 31 December 2024

Audit Committee Report

We are pleased to present our report for the financial year ended 31 December 2024.

Audit committee members and attendance

The Audit and Risk committee consists of the members listed hereunder and should meet 4 times per annum as per its approved terms of reference. During the current year only 3 meetings were held due to delays by the Minister appointing the new council after the General Elections held during the 2024 Financial year.

Name of member	Number of meetings attended
Dr O. Leki (Chairperson - Up to 08 March 2025) (Appointed 22 May 2024)	2
Mr T. Buthelezi (External member) (Appointed 22 May 2024)	2
Ms N. Lamula (External member) (Appointed 22 May 2024)	2
Ms N. Nkambule (Internal member)	3
Ms M. Liou (External member) (Term ended on 31 March 2024)	1
Mr M. Magoele (External member) (Term ended on 31 March 2024)	1
Mr M. Vatsha (External member) (Term ended on 31 March 2024)	1
Mr. R. J. Motlogelwa (New Chairperson) (Appointed on 08 March 2025)	0
Ms. T. Mathabatha (Appointed on 08 March 2025)	0

Audit committee responsibility

The Committee regulated its affairs in compliance with the Audit and Risk Committee Charter, in line with the requirements of section 25(1) of the CET Act of 2006 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;
- 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 focus on risk culture in the College. Although we note improvements, there is still work being done to 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.

Evaluation of annual financial statements

The Audit and Risk Committee has:

- reviewed and discussed the annual financial statements and recommended to the College Council that they be submitted to the AGSA for audit; and
- reviewed the College's compliance with legal and regulatory provisions.

SOUTH WEST GAUTENG TVET COLLEGE

Annual Financial Statements for the year ended 31 December 2024

Audit Committee Report**Internal Audit and Risk Management**

The College has an outsourced Internal Audit function to Rain Chartered Accountants. The Audit and Risk Committee considered and approved the Internal Audit Charter as well as the annual audit plan for the 2024 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 and ad hoc requests from management whilst considering budget constraints.

A risk assessment was finalised in the current financial year 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 and monitoring has been a key priority 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.

Signed by: Ralethisa Johannes Motlogelwa

Signed at: 2025-03-29 11:05:37 +02:00

Reason: Witnessing Ralethisa Johannes



Chairperson of the Audit Committee

Date: 29/03/25

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

Report on the audit of the financial statements

Opinion

1. I have audited the financial statements of the South West Gauteng Technical Vocational Education and Training (TVET) College set out on pages 212 to 253, which comprise the statement of financial position as of 31 December 2024, 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, the financial statements present fairly, in all material respects, the financial position of the college as at 31 December 2024 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 opinion

3. I conducted my audit in accordance with the International Standards on Auditing (ISAs). My responsibilities under those standards are further described in the responsibilities of the auditor-general for the audit of the financial statements section of my report.
4. 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.
5. I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my opinion.

Emphasis of matters

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

Material impairments – receivables from exchange transactions

7. As disclosed in note 5 to the financial statements, the college incurred material impairments of R95 785 346 as a result of the impairment of receivables from exchange transactions.

Responsibilities of the council for the financial statements

8. The council is responsible for the preparation and fair presentation of the financial statements in accordance with 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.
9. 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.

Responsibilities of the auditor-general for the audit of the financial statements

10. My objectives are to obtain reasonable assurance about whether the financial statements 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 the aggregate, they could reasonably be expected to influence the economic decisions of users taken based on these financial statements.
11. A further description of my responsibilities for the audit of the financial statements is included in the annexure to this auditor's report. This description, which is located at page xx, forms part of my auditor's report.

Report on the annual performance report

12. In terms of the CETA, the college is not required to prepare the annual performance report.

Report on compliance with legislation

13. In accordance with the Public Audit Act 25 of 2004 (PAA) and the general notice issued in terms thereof, I must audit and report on compliance with applicable legislation relating to financial matters, financial management and other related matters. The council is responsible for the college's compliance with legislation.
14. I performed procedures to test compliance with selected requirements in key legislation in accordance with the findings engagement methodology of the Auditor-General of South Africa (AGSA). This engagement is not an assurance engagement. Accordingly, I do not express an assurance opinion or conclusion.
15. Through an established AGSA process, I selected requirements in key legislation for compliance testing that are relevant to the financial and performance management of the college, clear to allow consistent measurement and evaluation, while also sufficiently detailed

and readily available to report in an understandable manner. The selected legislative requirements are included in the annexure to this auditor's report.

16. I did not identify any material non-compliance with the selected legislative requirements.

Other information in the annual report

17. The council is responsible for the other information included in the annual report which includes the council. The other information referred to does not include the financial statements or the auditor's report.

18. My opinion on the financial statements and compliance with legislation do not cover the other information included in the annual report and I do not express an audit opinion or any form of assurance conclusion on it.

19. My responsibility is to read this other information and, in doing so, consider whether it is materially inconsistent with the financial statements or my knowledge obtained in the audit, or otherwise appears to be materially misstated.

20. I did not receive the other information prior to the date of this auditor's report. When I do receive and read the 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 information be corrected. If the other information is not corrected, I may retract the auditor's opinion and re-issue an amended report as appropriate. However, if it is corrected this will not be necessary.

Internal control deficiencies

21. I considered internal control relevant to my audit of the financial statements, annual performance report and compliance with applicable legislation; however, my objective was not to express any form of assurance on it.

22. There were no significant internal control deficiencies identified in the current year.

Johannesburg

28 May 2025



AUDITOR-GENERAL
SOUTH AFRICA

Auditing to build public confidence

Annexure to the auditor's report

The annexure includes the following:

- The auditor-general's responsibility for the audit
- The selected legislative requirements for compliance testing

Auditor-general's responsibility for the audit

Professional judgement and professional scepticism

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 on the college's compliance with selected requirements in key legislation.

Financial statements

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
- conclude on the appropriateness of the 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 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

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.

I also provide the council with a statement that I have complied with relevant ethical requirements regarding independence and 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.

Compliance with legislation – selected legislative requirements

The selected legislative requirements are as follows:

Legislation	Sections or regulations
Continuing Education and Training Act 16 of 2006 (CETA)	CET Act 3(3) CET Act s10(9) (c) CET Act s10(9)(e) (iii) CET Act s10(9B) CET Act s20(7)(b) CET Act s20(8)(a)-(c) CET Act 25(1)(b) CET Act 25(3) CET Act 44(1) CET Act 46(1)(a)(i) CET Act 46(1)(a)(ii)
Prevention and Combating of Corrupt Activities Act 12 of 2014 (Precca)	PRECCA 34(1)



SOUTH WEST GAUTENG TVET COLLEGE

Annual Financial Statements for the year ended 31 December 2024

Statement of Financial Position as at 31 December 2024

	Notes	2024 R	2023 Restated* R
Assets			
Current Assets			
Inventories	3	29 113 643	31 342 084
Receivables from non-exchange transactions	4	38 288 453	32 321 853
Receivables from exchange transactions	5	105 173 654	110 931 408
Cash and cash equivalents	6	664 496 092	844 945 210
		837 071 842	1 019 540 655
Non-Current Assets			
Living resources	7	770 663	615 247
Investment property	8	57 262 021	-
Property, plant and equipment	9	634 009 124	528 344 565
Intangible assets	10	149 066	316 187
		692 191 774	529 275 999
Total Assets		1 529 263 616	1 548 816 654
Liabilities			
Current Liabilities			
Other financial liabilities	11	11 295 328	8 463 739
Finance lease obligation	12	1 505 275	2 081 013
Payables from exchange transactions	13	30 327 171	51 315 787
		43 127 774	61 860 539
Non-Current Liabilities			
Finance lease obligation	12	901 551	2 408 000
Total Liabilities		44 029 325	64 328 545
Net Assets		1 485 234 291	1 484 488 109
Revaluation reserve	14	52 107 699	52 107 699
Accumulated surplus		1 433 126 592	1 432 380 410
Total Net Assets		1 485 234 291	1 484 488 109

* See Note 46

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SOUTH WEST GAUTENG TVET COLLEGE

Annual Financial Statements for the year ended 31 December 2024

Statement of Financial Performance

	Notes	2024 R	2023 Restated* R
Revenue			
Revenue from exchange transactions			
Tuition and related fees	15	117 194 594	117 745 435
Royalty income	16	669 355	587 511
Rental of facilities and equipment	17	210 832	296 971
Recoveries		8 463	18 146
Other income	18	118 715 280	98 715 053
Interest revenue	19	84 369 224	71 257 852
Total revenue from exchange transactions		301 167 728	288 620 968
Revenue from non-exchange transactions			
Transfer revenue			
Government grants & subsidies	20	478 116 678	477 473 673
Public contributions and donations	21	212 215	-
Services in kind revenue	22	1 747 643	1 669 097
Total revenue from non-exchange transactions		480 076 536	479 142 770
Total revenue		781 244 264	767 763 738
Expenditure			
Employee related and DHET management fee costs	23	(300 932 910)	(283 662 290)
Depreciation and amortisation	24	(44 296 928)	(32 555 737)
Finance costs	25	(557 734)	(732 537)
Lease rentals on operating lease	26	(8 480 141)	(5 819 022)
Debt impairment	27	(23 282 366)	(25 739 280)
Repairs and maintenance	28	(30 581 272)	(25 209 799)
Books and learning material	29	(24 073 242)	(26 517 245)
Contracted services	30	(43 393 311)	(33 167 915)
Learnership project stipend	31	(48 448 021)	(54 578 937)
Rental expense	22	(1 747 643)	(1 689 097)
Operating Expenses	32	(154 361 110)	(145 123 806)
Marketing expenses	33	(9 276 118)	(10 442 867)
Printing and stationery	34	(16 994 217)	(16 986 075)
Consulting and professional fees	35	(27 639 034)	(16 651 923)
Telephone and internet	36	(12 778 086)	(9 630 459)
Training	37	(34 061 670)	(48 608 991)
Total expenditure		(778 934 103)	(739 096 000)
Operating surplus		2 310 461	28 667 738
Loss on disposal of assets and liabilities		(1 475 785)	(1 002 484)
Gain on foreign exchange		392	(26 748)
Fair value adjustments	7&38	182 741	148 880
Impairment of assets	39	(200 741)	(940 264)
Inventories losses	3	(70 888)	(128 240)
		(1 564 279)	(2 006 856)
Surplus for the year		746 182	26 660 882

* See Note 46

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SOUTH WEST GAUTENG TVET COLLEGE

Annual Financial Statements for the year ended 31 December 2024

Statement of Changes in Net Assets

	Revaluation reserve	Accumulated surplus / deficit	Total net assets
	R	R	R
Opening balance as previously reported	47 110 868	1 390 635 283	1 437 746 151
Adjustments			
Prior-year adjustments [Note 46]	-	15 084 245	15 084 245
Balance at 01 January 2023 as restated*	47 110 868	1 405 719 528	1 452 830 396
Changes in net assets			
Revaluation of land and buildings	4 996 832	-	4 996 832
Net income recognised directly in net assets	4 996 832	-	4 996 832
Surplus for the year	-	26 600 882	26 600 882
Total changes	4 996 832	26 600 882	31 657 714
2023 Surplus as previously reported	4 996 832	34 123 581	39 120 413
Adjustments			
Prior-year adjustments [Note 46]	-	(7 462 700)	(7 462 700)
Restated* Balance at 01 January 2024 as restated*	52 107 699	1 432 380 410	1 484 488 109
Changes in net assets			
Surplus for the year	-	746 182	746 182
Total changes	-	746 182	746 182
Balance at 31 December 2024	52 107 699	1 433 126 592	1 485 234 291
Note	14		

* See Note 46

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SOUTH WEST GAUTENG TVET COLLEGE

Annual Financial Statements for the year ended 31 December 2024

Cash Flow Statement

	Note(s)	2024 R	2023 Restated* R
Cash flows from operating activities			
Receipts			
Tuition and related fees		100 514 428	87 353 941
Grants		217 425 619	299 855 507
Interest		89 621 290	53 083 750
Rental of facilities and equipment		210 832	296 971
Other receipts		111 368 837	88 145 213
		519 141 006	528 735 382
Payments			
Employee costs		(46 393 649)	(40 435 449)
Suppliers		(442 002 278)	(381 276 812)
Finance costs		(37 790)	(2 498)
		(488 433 717)	(421 714 759)
Net cash flows from operating activities	40	30 707 289	107 020 623
Cash flows from investing activities			
Purchase of property, plant and equipment		(151 134 836)	(109 271 351)
Purchase of investment property	8	(57 318 268)	-
Proceeds from sale of living resources		-	202 768
Net cash flows from investing activities		(208 453 104)	(109 068 583)
Cash flows from financing activities			
Finance lease payments		(2 703 303)	(2 521 295)
Net increase(decrease) in cash and cash equivalents		(180 449 118)	(4 569 256)
Cash and cash equivalents at the beginning of the year		844 945 210	849 514 466
Cash and cash equivalents at the end of the year	6	664 496 092	844 945 210

* See Note 46

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SOUTH WEST GAUTENG TVET COLLEGE

Annual Financial Statements for the year ended 31 December 2024

Significant Accounting Policies

	Note(s)	2024 R	2023 R
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 2008).			
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 living resources (carried at fair value) as detailed in accounting policy note 1.5 and land and buildings which are carried at revalued amount being the fair value at the date of revaluation less any subsequent accumulated depreciation and subsequent accumulated impairment losses (accounting policy note 1.7).			
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 rounded to the nearest 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			
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:			

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SOUTH WEST GAUTENG TVET COLLEGE

Annual Financial Statements for the year ended 31 December 2024

Significant Accounting Policies

1.4 Significant judgements and sources of estimation uncertainty (continued)
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 2023 for land and buildings. The key assumptions used to determine the fair value of the land and buildings are provided in note 9.
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 specialists to assess fair values of living resources as at 31 December 2024 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 availability of information.
In making the above-mentioned estimates and judgements, 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 costs 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, 9 and 10 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 provisions.
Leave accrual
The provision for staff leave is based on accrued leave at year-end. The uncertainty is when the leave will be taken or if employment will be terminated.

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SOUTH WEST GAUTENG TVET COLLEGE

Annual Financial Statements for the year ended 31 December 2024

Significant Accounting Policies**1.4 Significant judgements and sources of estimation uncertainty (continued)****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 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 Colleges' 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 assets' 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 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 estimated future cash flows from a financial asset.

The impairment for trade receivables is considered first for individually significant receivables and then calculated on a portfolio basis, for the remaining balance, including those individually significant receivables for which no indicators of impairment were found. For amounts due to the College, significant financial difficulties of the receivable, probability that the receivable will enter bankruptcy and default of payments are all considered indicators of impairment.

These amounts are transferred to a provision for impairment loss account which is adjusted annually. This practise is 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 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 are 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 the Government. It is not the intention of the College to generate positive cash flows from its operations.

SOUTH WEST GAUTENG TVET COLLEGE

Annual Financial Statements for the year ended 31 December 2024

Significant Accounting Policies**1.4 Significant judgements and sources of estimation uncertainty (continued)****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, 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 franchises to the College, and partly through the PERSAL system of 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 not influence the recognition of revenue.

In terms of CET Act and DHET Circular 1 of 2015, with effect from 1 April 2015, all non-managerial personnel of the College, appointed and remunerated through the Department of Higher Education and Training (PERSAL) and the allocation of programme funding, have migrated to DHET and are DHET employees. Non-managerial 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.

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 human resources related functions, for example, 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 the 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 expenses 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 employees cost liability towards the college employees. This is inclusive of all short-term and long-term employee benefits, for example leave and bonus accruals, capped leave and long service awards.

Offsetting

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

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.

SOUTH WEST GAUTENG TVET COLLEGE

Annual Financial Statements for the year ended 31 December 2024

Significant Accounting Policies**1.5 Living resources (continued)**

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 the 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.

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, living resources are measured at cost less any accumulated depreciation and any accumulated impairment losses.

1.6 Investment property

Investment property is property (land or a building - or part of a building - or both) held to earn rentals or for capital appreciation or both, rather than for:

- use in the production or supply of goods or services or for
- administrative purposes, or
- sale in the ordinary course of operations.

Owner-occupied property is property held for use in the production or supply of goods or services or for administrative purposes.

Investment property is recognised as an asset when, it is probable that the future economic benefits or service potential that are associated with the investment property will flow to the College, and the cost or fair value of the investment property can be measured reliably.

Investment property is initially recognised at cost. Transaction costs are included in the initial measurement.

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

Costs include costs incurred initially and costs incurred subsequently to add to, or to replace a part of, or service a property. If a replacement part is recognised in the carrying amount of the investment property, the carrying amount of the replaced part is derecognised.

Cost model

Investment property is subsequently carried at cost less accumulated depreciation and any accumulated impairment losses.

Depreciation is provided to write down the cost, less estimated residual value by equal instalments over the useful life of the property, which is as follows:

Item	Useful life
Property - land	indefinite
Property - buildings	50 years

Compensation from third parties for investment property that was impaired, lost or given up is recognised in surplus or deficit when the compensation becomes receivable.

Management applies the category below to distinguish Investment Property from Property Plant and Equipment:

- All properties held to earn market-related rentals or for capital appreciation or both and that are not used for administrative purposes and that will not be sold within the next 12 months are classified as investment properties;
- Land held for a currently undetermined future use;
- A building owned (or held by under a finance lease) and leased out under one or more operating lease;
- Leased properties that are held to provide social (community) service or that are necessary for employees to perform their job functions, but which also generates rental revenue are not seen as investment properties. The rental revenue generated is incidental to the purposes for which the property is held;
- A building that is vacant but is held to be leased out under one or more operating lease; and

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SOUTH WEST GAUTENG TVET COLLEGE

Annual Financial Statements for the year ended 31 December 2024

Significant Accounting Policies**1.6 Investment property (continued)**

- Property that is being constructed or developed for future use as investment property.

The College separately discloses expenditure to repair and maintain investment property in the notes to the annual financial statements (see note 9).

The College discloses relevant information relating to assets under construction or development, in the notes to the annual financial statements (see note 9).

Derecognition

Investment properties are derecognised on disposal or when the investment property is permanently withdrawn from use and no future economic benefits or service potential are expected from its disposal. The gain or loss arising on the disposal of an investment property is determined as the difference between the sales proceeds and the carrying value and is recognised in the Statement of financial performance.

Transfers are made to or from investment property only when there is a change in use. For a transfer from investment property to owner occupied property (property, plant and equipment), the deemed cost for subsequent accounting is carrying amount at the date of change in use. If owner-occupied property becomes an investment property, the College accounts for such property in accordance with the policy stated under property, plant and equipment up to the date of change in use.

Compensation from third parties for investment property that was impaired, lost or given up is recognised in surplus or deficit when the compensation becomes receivable.

1.7 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, it's 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.

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Significant Accounting Policies**1.7 Property, plant and equipment (continued)**

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.

When an item of property, plant and equipment is revalued, any accumulated depreciation at the date of the revaluation is eliminated against the gross carrying amount of the asset and the net amount restated to the revalued amount of the asset.

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.

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 - 15 years
Furniture and fixtures	Straight-line	5 - 15 years
Motor vehicles	Straight-line	5 - 15 years
Computer equipment	Straight-line	5 - 15 years
Leased assets	Straight-line	3 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 unless it is included in the carrying amount of another asset.

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Annual Financial Statements for the year ended 31 December 2024

Significant Accounting Policies**1.7 Property, plant and equipment (continued)**

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 9).

The College discloses relevant information relating to assets under construction or development, in the notes to the financial statements (see note 9).

1.8 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 - 12 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.

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Annual Financial Statements for the year ended 31 December 2024

Significant Accounting Policies**1.9 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.

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 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.

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

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
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
Finance lease 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 the trade date accounting.

Initial measurement of financial assets and financial liabilities.

The College measures a financial asset and financial liability initially at its fair value plus transaction costs that are directly attributable to the acquisition or issue of the financial asset or financial liability.

Subsequent measurement of financial assets and financial liabilities

The College measures all financial assets and financial liabilities after initial recognition using the "Financial Instrument at amortised cost" category.

Gains and losses

For financial assets and financial liabilities measured at amortised cost, a gain or loss is recognised in the Statement of Financial Performance when the financial asset or financial liability is derecognised or impaired, or through the amortisation process.

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Annual Financial Statements for the year ended 31 December 2024

Significant Accounting Policies**1.9 Financial Instruments (continued)****Impairment and uncollectability of financial assets**

The College assesses at the end of each reporting period whether there is any objective evidence that a financial asset or group of financial assets is impaired.

Financial assets measured at amortised cost:

An allowance for impairment of receivables is established when there is objective evidence that the College will not be able to collect all amounts due according to the original terms of receivables. The impairment is measured as the difference between the receivable's carrying amount and the present value of estimated future cash flows discounted at the effective interest rate, computed at initial recognition (if practically determinable). Where the effective interest rate at initial recognition is not practically determinable the government bond rate is used as the risk-free rate and adjusted for any risks specific to the receivables. Changes in the carrying amount of the impairment allowance is recognised in the Statement of Financial Performance. When a receivable is considered uncollectible, it is written off against the impairment allowance.

The carrying amount of the financial assets is reduced by the impairment loss through the use of an allowance account. When a receivable is considered uncollectible, it is written off against the allowance account. Subsequent recoveries of amounts previously written off are credited in the Statement of Financial Performance through the bad debt recovered account.

If in a subsequent period, the amount of the impairment loss decreases and the decrease can be related objectively to an event occurring after the impairment was recognised, the previously recognised impairment loss is reversed through the Statement of Financial Performance to the extent that the carrying amount of the receivable at the date the impairment is reversed does not exceed what the amortised cost would have been had the impairment not been recognised.

Derecognition**Financial assets**

The College derecognises financial assets only when the contractual rights to the cash flows from the asset expires or it transfers the financial assets and substantially all the risks and rewards of ownership of the asset to another entity, except when College Council approves the write-off of financial assets due to non-recoverability.

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 the Statement of Financial Performance.

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 the Statement of Financial Performance.

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 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 derecognises financial liabilities when, and only when, the College's obligations are discharged, cancelled or they expire.

The difference between the carrying amount of a financial liability (or a part of a financial liability) extinguished or transferred to another party and the consideration paid, including any non-cash assets transferred or liability assumed, is recognised in the Statement of Financial Performance. 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 or GRAP on Revenue from Non-exchange Transactions (Taxes and Transfers).

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Annual Financial Statements for the year ended 31 December 2024

Significant Accounting Policies**1.9 Financial instruments (continued)****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.

Losses and gains relating to a financial instrument or a component that is a financial liability are 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.

1.10 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 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 arises 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

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Annual Financial Statements for the year ended 31 December 2024

Significant Accounting Policies**1.10 Statutory receivables (continued)**

- amounts derecognised.

Accrued interest

The College does not charge any interest on statutory receivables.

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, the 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 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.



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Significant Accounting Policies**1.11 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 College assesses the classification of each element separately.

College as lessee - Finance leases**Initial recognition and measurement**

Finance leases are recognised as assets and liabilities in the Statement of Financial Position at amounts equal to the fair value of the leased property or, if lower, the present value of the minimum lease payments. Any initial direct costs of the lessee added are added to the amount recognised as an asset. The corresponding liability to the lessor is included in the Statement of Financial Position as a finance lease obligation.

The discount rate used in calculating the present value of the minimum lease payments is the interest rate implicit in the lease.

Any contingent rents are expensed in the period in which they are incurred.

Subsequent measurement

Subsequent to the initial recognition, the leased assets are accounted for in accordance with the stated accounting policies applicable to property, plant and equipment. The lease liability is reduced by the lease payments, which are allocated between the finance cost and the capital repayment using the interest rate implicit in the lease. Finance costs are expensed when incurred. The accounting policies relating to derecognition of financial instruments are applied to finance lease obligations. The leased asset is depreciated as per stated accounting policy applicable to property, plant and equipment on note 9.

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 the 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.

1.12 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.

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.

SOUTH WEST GAUTENG TVET COLLEGE

Annual Financial Statements for the year ended 31 December 2024

Significant Accounting Policies**1.12 Inventories (continued)**

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 issued to students, the carrying amounts of those inventories are recognised as an expense in the period in which the related revenue is recognised. If there is no related revenue, the expenses are recognised when the goods are distributed, or related services are rendered. The amount of any write-down of inventories to net realisable value or 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 current replacement cost, is recognised as a reduction in the amount of inventories recognised as an expense in the period in which the reversal occurs.

1.13 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.

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.

1.14 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.

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Significant Accounting Policies**1.14 Impairment of non-cash-generating assets (continued)**

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.

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:

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Significant Accounting Policies**1.14 Impairment of non-cash-generating assets (continued)****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.

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.



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Significant Accounting Policies**1.14 Impairment of non-cash-generating assets (continued)****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.

1.15 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;
- 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 entity 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.

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 college 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.

SOUTH WEST GAUTENG TVET COLLEGE

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Significant Accounting Policies**1.15 Employee benefits (continued)****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 the college 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 the 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 entity during a reporting period, the entity 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 entity 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.

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.

Post-employment benefits: Defined contribution plans

The College's contributions to the defined contribution funds are established in terms of the rules governing those plans. Contributions are recognised in the Statement of Financial Performance in the period in which the service is rendered by the relevant employees. The College has no further payment obligations once the contribution has been paid. The contributions are recognised as employee benefit expense when they are due.

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Annual Financial Statements for the year ended 31 December 2024

Significant Accounting Policies**1.15 Employee benefits (continued)****Leave pay**

Liabilities for annual leave are recognised as they accrue to employees. The liability is based on the total accrued leave days at year end and is shown as an accrual in the Statement of Financial Position.

Bonus provision

The College recognises the expected cost of bonuses as a provision only when it has a present legal or constructive obligation to make such payment, and a reliable estimate can be made at reporting date.

DHET management fee

The remuneration of management and other personnel appointed by DHET on PERSAL and paid through PERSAL 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 Provisions

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 a College has a contract that is onerous, the present obligation (net of recoveries) under the contract is recognised and measured as a provision.

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Annual Financial Statements for the year ended 31 December 2024

Significant Accounting Policies**1.16 Provisions (continued)**

A constructive obligation to restructure arises only when the college:

- 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.

1.17 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 are disclosed in a note to the annual 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.

1.18 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 from 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.

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Annual Financial Statements for the year ended 31 December 2024

Significant Accounting Policies**1.18 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 act, 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/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 lease agreement.

1.19 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, the College either receives value from another entity without directly giving approximately equal value in exchange or gives value to another entity without directly receiving approximately equal value in exchange.

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Annual Financial Statements for the year ended 31 December 2024

Significant Accounting Policies**1.19 Revenue from non-exchange transactions (continued)**

When the College receives an asset or service as part of 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.

When there are conditions on transferred assets or services received by the college which result therein that the College present obligation on initial recognition, which meets the definition and recognition criteria of a liability, the College recognises 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 the taxable event occurs or 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.

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Annual Financial Statements for the year ended 31 December 2024

Significant Accounting Policies**1.19 Revenue from non-exchange transactions (continued)****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.

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 assessment 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.

Services in-kind

Services in kind are recognised at its fair value when it is significant to the operations and/or service delivery objectives and when it is probable that the future economic benefits or service potential will flow to the College and the fair value of the assets can be measured reliably. If the services in-kind are not significant to the operations and/or service delivery objectives and/or do not satisfy the criteria for recognition, only the nature and type of services in-kind received during the reporting period is disclosed.

1.20 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.

1.21 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.

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Annual Financial Statements for the year ended 31 December 2024

Significant Accounting Policies**1.22 Budget information**

The College does not fall within the scope of the Standard of GRAP on Presentation of budget information in financial statements, as its budget is not made publicly available as per the Standard. Therefore, the College does not have to comply with the requirements of the Standard of GRAP 24 Presentation of Budget Information in Financial Statements.

1.23 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).

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 entity 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.

1.24 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 adjusts the amount recognised in the financial statements to reflect adjusting events after the reporting date once the event occurred.

The College discloses 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.



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Annual Financial Statements for the year ended 31 December 2024

Significant Accounting Policies**1.25 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.

1.26 Prior period errors and comparatives

When the presentation or classification of items in the annual financial statements is amended, prior period comparative amounts are also reclassified and restated, unless such comparative reclassification or restatement is not required by a Standard of GRAP. The nature and reason for such reclassifications and restatements are also disclosed.

In accordance with GRAP 3, the College corrects material prior period errors retrospectively in the first set of financial statements authorised for issue after their discovery by:

- restating the comparative amounts for the prior period(s) presented in which the error occurred; or
- if the error occurred before the earliest prior period presented, restating the opening balances of assets, liabilities and net assets for the earliest prior period presented.

A prior period error is corrected by retrospective restatement except to the extent that it is impracticable to determine either the period-specific effects or the cumulative effect of the error or when the effect of errors are immaterial. When it is impracticable to determine the period-specific effects of an error on comparative information for one or more prior periods presented, the College restates the opening balances of assets, liabilities and net assets for the earliest period for which retrospective restatement is practicable (which may be the current period).

When it is impracticable to determine the cumulative effect, at the beginning of the current period, of an error on all prior periods, the College restates the comparative information to correct the error prospectively from the earliest date practicable.

The presentation and classification of items in the current year is consistent with prior periods, except where otherwise indicated.

1.27 Irregular expenditure

Irregular expenditure is expenditure that is in contravention of the College's supply chain management policy.

Irregular expenditure is accounted for in line with all the relevant requirements, including, but not limited to, ruling Legislation, Regulations, Frameworks, Circulars, Instruction Notes, Practice Notes, Guidelines etc. (as applicable).

1.28 Fruitless and wasteful expenditure

Fruitless expenditure means expenditure which was made in vain and would have been avoided had reasonable care been exercised.

Fruitless and wasteful expenditure is accounted for in line with all relevant requirements, including, but not limited to, ruling Legislation, Regulations, Frameworks, Circulars, Instruction Notes, Practice Notes, Guidelines etc (as applicable).

1.29 Contingent assets and contingent liabilities

A contingent liability is a possible obligation that arises from past events and whose existence will be confirmed only by the occurrence or non-occurrence of one or more uncertain future events not wholly within the control of the College.

Contingent liabilities represent a possible obligation that arises from past events and whose existence will be confirmed only by an occurrence or non-occurrence of one or more uncertain future events not wholly within the control of the College.

A contingent liability can also arise as a result of a present obligation that arises from past events but which is not recognised as a liability either because it is not probable that an outflow of resources embodying economic benefits will be required to settle the obligation or the amount of the obligation cannot be measured with sufficient reliability.

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Significant Accounting Policies

A contingent asset is a possible asset that arises from past events, and whose existence will be confirmed only by the occurrence or non-occurrence of one or more uncertain future events not wholly within the control of the College.

Contingent assets represent possible assets that arise from past events and whose existence will be confirmed only by an occurrence or non-occurrence of one or more uncertain future events not wholly within the control of the College.

Contingent assets and contingent liabilities are not recognised. Contingencies are disclosed in the notes to the annual financial statements (Refer note 43).

SOUTH WEST GAUTENG TVET COLLEGE

Annual Financial Statements for the year ended 31 December 2024

Notes to the Annual Financial Statements

	2024 R	2023 R
2. New standards and interpretations		
2.1 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 2025 or later periods.		
GRAP 2023 Improvements to the Standards of GRAP 2023		
The Board undertakes periodic revisions of the Standards of GRAP in line with best practice internationally among standard setters. The Improvements to the Standards of GRAP include changes resulting from amendments to the International Public Sector Accounting Standards and the International Financial Reporting Standards, as well as general improvements identified through consultation with stakeholders. The Improvements to the Standards of GRAP (2023) was approved by the Board and issued in November 2023.		
GRAP1 - Presentation of Financial Statements		
Narrow scope amendments to the IAS Standard on Presentation of Financial Statements (IAS 1) Feb 2021		
Disclosure of Accounting Policies: Changes from "significant accounting policies" to "material accounting policies" because the Standards of GRAP do not define the term "significant".		
General Improvements		
- Provide clarity to the terms "publicly available" and "publicly accountable".		
- Remove encouraged disclosures with limited information value.		
GRAP2 - Cash Flow Statements		
General Improvements		
Amend disclosures to read as "useful additional information that may be disclosed" as opposed to "encouraged disclosures".		
GRAP3 - Accounting Policies, Changes in Accounting Estimates and Errors		
Narrow scope amendments to IAS 8 Feb 2021		
Change in the definition of an accounting estimate because the previous definition was not sufficiently clear.		
General Improvements		
Clarify that the requirements only apply to Standards of GRAP that are not yet effective for which the Minister of Finance has already determined an effective date.		
GRAP13 - Leases		
General Improvements		
Remove encouraged disclosures with limited information value.		
GRAP17 - Property, Plant and Equipment		
Improvements to IPSAS 2021		
Amendments are made to prohibit proceeds from selling items produced before that asset is available, to be deducted from the cost of property, plant and equipment.		

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Annual Financial Statements for the year ended 31 December 2024

Notes to the Annual Financial Statements

	2024 R	2023 Restated* R
2. New standards and interpretations (continued)		
GRAP19 - Provisions, Contingent Liabilities and Contingent Assets		
General Improvements		
Remove encouraged disclosures with limited information value.		
GRAP20 - Related Party Disclosures		
General Improvements		
Update the definition of "significant influence" to align with the Standard of GRAP on Investments in Associates and Joint Ventures (GRAP 36).		
GRAP23 - Revenue from Non-exchange Transactions (Taxes and Transfers)		
General Improvements		
Remove encouraged disclosures with limited information value.		
GRAP31 - Intangible Assets		
General Improvements		
- Clarify when the Standard of GRAP on Service Concession Arrangements: Grantor (GRAP 32) is applicable.		
- Remove reference to fully depreciated assets.		
- Remove encouraged disclosures with limited information value.		
GRAP104 - Financial Instruments		
Improvements to IPSAS 2021		
- Interest Rate Benchmark Reform - Amendments to provide a practical expedient not to treat changes in contractual cash flows as a modification.		
- Amendments to clarify the fees that an entity includes when it applies the "10 percent" test to derecognise a financial liability.		
Narrow scope amendments to the IAS Standard on Presentation of Financial Statements (IAS 1) Feb 2021		
Disclosure of Accounting Policies: Changes from "significant accounting policies" to "material accounting policies" because the Standards of GRAP do not define the term "significant".		
General Improvements		
Remove encouraged disclosures with limited information value.		
IGRAP20 - Accounting for Adjustments to Revenue		
Narrow scope amendments to IAS 8 Feb 2021		
Change in the definition of an accounting estimate because the previous definition was not sufficiently clear.		

* See Note 46

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	2024	2023 Restated*
	R	R

2. New standards and interpretations (continued)**Directive 12 - The Selection of an Appropriate Reporting Framework by Public Entities****Narrow scope amendments to the IAS Standard on Presentation of Financial Statements (IAS 1) Feb 2021**

Disclosure of Accounting Policies: Changes from "significant accounting policies" to "material accounting policies" because the Standards of GRAP do not define the term "significant".

Guideline on The Application of Materiality to Financial Statements**Narrow scope amendments to the IAS Standard on Presentation of Financial Statements (IAS 1) Feb 2021**

Disclosure of Accounting Policies: Changes from "significant accounting policies" to "material accounting policies" because the Standards of GRAP do not define the term "significant".

General Improvements

Amendments resulting from the review of the Standard of GRAP on Cash Flow Statements (GRAP 2) and the Standard of GRAP on Presentation of Budget Information in Financial Statements (GRAP 24).

The effective date of these improvements have not yet been set.

The College expects to adopt the improvements for the first time when they become effective.

It is unlikely that the standard will have a material impact on the College's annual financial statements.

GRAP 1 (amended): Presentation of Financial Statements (Going Concern)

The Board undertook a project in 2021 to consider the guidance and disclosure requirements on going concern in the relevant Standards of GRAP. As an outcome of this project, the Board agreed to include additional guidance and disclosures on going concern in this Standard. Consequential amendments are also made to the Standard of GRAP on Events After the Reporting Date.

Applicability of going concern in the public sector

An entity prepares its financial statements on a going concern basis unless there is an intention to liquidate the entity, to cease operating, or if there is no realistic alternative but to do so. A liquidation or cessation of an entity's operations will result in the termination of all its functions.

In South Africa, specific legislative requirements need to be followed before a decision is taken to liquidate a public sector entity, to cease or scale back its operations, to transfer some or all of its functions to another entity, or to merge one or more entities. The "intention" to liquidate an entity, to cease or scale back its operations, to transfer some or all of its functions to another entity, or to merge one or more entities needs to be established. This intention can be reflected in a number of ways and may encompass legislation passed in Parliament or a provincial legislature, cabinet decision, ministerial order, a decision made by a municipal council, board, council or equivalent, a regulation or a notice, or other official means.

The liquidation or cessation of a public sector entity's operations is rare, and only in the case of dissolution without any continuation of the entity's operations will the going concern basis cease to apply. When all, or some of the functions of an entity are transferred to another entity, or when a decision is taken to merge one or more entities, the application of the going concern basis remains appropriate. This is because the entity's functions will continue to be provided in a modified form, even though they are executed by another entity.

The Board agreed to include explanatory guidance in this Standard on the application of the going concern assumption by public sector entities.

* See Note 46

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	2024	2023 Restated*
	R	R

2. New standards and interpretations (continued)

Where some of an entity's functions are transferred in a transfer of functions, and the remaining functions are discontinued, there are two separate transactions. The Board concluded that management should assess these transactions separately based on the functions transferred, those to be discontinued (if any), and those that may be retained and continued (if any), to determine if preparing the entity's financial statements on a going concern basis remains appropriate.

Disclosure on going concern

The Board's project highlighted a need for specific disclosures on going concern, material uncertainties relating to going concern, and actions taken by management to mitigate these uncertainties. Consideration was also given to the practices, guidance and requirements in other countries and/or from other standard-setting bodies on these matters.

To address the diversity in the information disclosed on going concern, the Board agreed to expand the disclosure requirements in this Standard to ensure that consistent disclosures are provided.

The effective date of these revisions have not yet been set.

The College expects to adopt the standard for the first time when it becomes effective.

It is unlikely that the standard will have a material impact on the College's annual financial statements.

* See Note 46

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	2024	2023
	R	Restated* R

2. New standards and interpretations (continued)**GRAP 104 (as revised): 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 revisions is for years beginning on or after 01 April 2025.

The College expects to adopt the revisions for the first time in the 2026 annual financial statements.

The impact of this standard is currently being assessed.

* See Note 46

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	2024	2023
	R	Restated* R

3. Inventories

Textbooks	29 113 643	31 342 064
Inventories recognised as an expense during the year [Note 29]	19 674 111	22 945 747
Inventory write downs/(gains)		
Stock count net variances [1]	73 862	50 261
Adjustments to changes in average cost [2]	(1 638 205)	(793 059)
Amount of write downs to net replacement cost [3]	1 635 229	869 038
Closing balance	70 886	126 240

Inventory write downs/(gains)

[1] Stock count variances are due to losses or excess of books in the records when compared to physical books in the bookshops. Stock losses are due to lost books while gains result from previously unrecorded books found in the bookshops.

[2] The changes are average cost of books due to books purchased at different prices result in changes in average cost which is used to measure textbook issued as well as closing inventory. The effect of such changes are reflected as variances.

[3] This is due to the write-down of textbooks to the lower of average cost and their net replacement costs as required by GRAP 12.

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. Textbooks 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.

* See Note 46

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	2024	2023
	R	Restated* R
4. Receivables from non-exchange transactions		
Government grants and subsidies	38 288 453	32 321 953
Statutory receivables included in receivables from non-exchange transactions above are as follows:		
DHET Grant Receivable	38 288 453	32 321 953
Financial asset receivables included in receivables from non-exchange transactions above	-	-
Total receivables from non-exchange transactions	38 288 453	32 321 953

Statutory receivables general information**Transactions 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 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.

* See Note 46

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Notes to the Annual Financial Statements

	2024	2023
	R	Restated* R
5. Receivables from exchange transactions		
Gross balances		
Student Debtors	177 238 042	152 490 368
Gauteng City Region Academy Control Account	3 605 975	3 605 975
Staff advances	-	1 934 328
Prepayments and advances [5.1]	18 249 604	310 554
Other Receivables [5.2]	1 857 269	27 027 491
Creditors with debit balances	8 110	-
	200 959 000	185 368 716

Less : Allowance for impairment

Student debtors	(92 179 371)	(68 697 005)
Gauteng City Region Academy Control Account	(3 605 975)	(3 605 975)
Staff advances	-	(1 934 328)
	(95 785 346)	(74 437 308)

Net balance

Student debtors	85 058 671	83 593 363
Gauteng City Region Academy Control Account	-	-
Staff advances	-	-
Prepayments and advances	18 249 604	310 554
Other receivables	1 857 269	27 027 491
Creditors with debit balances	8 110	-
	105 173 654	110 931 408

Student debtors - Ageing

Current (0 - 30 days)	157 769	1 848 136
31 - 60 days	1 218 803	45 083 428
60 -120 days	429 466	57 929
> 120 days	179 113 408	108 939 885
Unallocated deposits	(3 681 494)	(3 439 010)
	177 238 042	152 490 368

Gauteng City Region Academy Control Account - Ageing

> 120 days	3 605 975	3 605 975
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Staff advances - Ageing

> 120 days	-	1 934 328
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Reconciliation of provision for impairment

Opening balance	(74 437 308)	(48 698 028)
Contribution to allowance	(23 282 366)	(25 739 280)
Amounts written off as uncollectible	1 930 328	-
Amount recovered	4 000	-
	(95 785 346)	(74 437 308)

Receivables from exchange transactions pledged as security

The College did not pledge any of its receivables as security for borrowing purposes.

* See Note 46

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SOUTH WEST GAUTENG TVET COLLEGE

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Notes to the Annual Financial Statements

	2024	2023
	R	Restated* R
5. Receivables from exchange transactions (continued)		
Credit quality of receivables from exchange transactions is determined and monitored with reference to historical payment trends. Accordingly, the credit quality of student debtors included in the balance of receivables from exchange transactions is determined internally through the application of the College's own credit policy. Based on the evaluation of the historical payment trends, student debts included in the balance are categorised into the following:		
• High credit quality: Students included in this category have evidenced no defaults or breaches in the repayments. Students funded by the NSFAS with active registrations in the past three(3) years and those that are self-funded but with history of paying up their accounts on time are included in this category.		
• Medium credit quality: Students included in this category are prone to late payments, but seldomly default on the entire balance owing. Students who made some payments in the current year are included in this category.		
• Low credit quality: Students included in this balance includes students that frequently default on their outstanding balances. Students who never made a payment in the whole year, those who have left the College without settling their accounts, those with disputed accounts and those who have been formally presented to Council for write off are included in this category. Further, students funded by NSFAS who have left the College with no active registrations in the past three (3) years are also included in this category since NSFAS is not settling this debt.		
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.		
The ageing of amounts past due but not impaired is as follows:		
Category		
Current (0 - 30 days)	127 926	1 126 256
31 - 60 days	1 206 910	32 092 979
91 - 120 days	181 181	49 007
> 120 days	83 542 654	50 325 121
	85 058 671	83 593 363

* See Note 45

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SOUTH WEST GAUTENG TVET COLLEGE

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	2024	2023
	R	Restated* R
5. Receivables from exchange transactions (continued)		
Receivables impaired		
As of 31 December 2024, receivables of R95 785 346 (2023 :R74 437 308) were impaired and provided for.		
The ageing of these receivables is as follows:		
Category		
Current (0 - 30 days)	29 843	721 880
31 - 60 days	11 980	12 990 449
91 - 120 days	248 285	8 923
> 120 days	95 495 238	60 716 056
	95 785 346	74 437 308
Other non-financial asset receivables included in receivables from exchange transactions above are as follows:		
Prepayments	(18 249 604)	(310 554)
	(18 249 604)	(310 554)
Financial asset receivables included in receivables from exchange transactions above	85 924 050	110 620 854
The creation and release of provision for impaired receivables have been included in the Statement of Financial Performance. 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 security.		
[5.1] Prepayments and advances		
Expenditure prepayments [1]	11 284 004	310 554
Building deposit [2]	6 965 600	-
	18 249 604	310 554
[1] Expenditure prepayments - This is made up of assets bought from China and delivered after year end and subscription fees for EBSO that were paid in advance.		
[2] Building deposit - This refers to transfer duty on property purchased incorrectly paid which is recoverable since the College is exempt.		
[5.2] Other Receivables		
Accrued Income from Standard Bank Fixed Deposit [1]	752 192	25 301 260
Royalty Fees Income [2]	660 355	587 512
Accrued Interest [3]	435 722	1 138 719
	1 857 269	27 027 491
[1] Accrued Income from Standard Bank Fixed Deposit - The College deposited R200 000 000 in Standard Bank fixed deposit account on 6 September 2022 which matured on 22 September 2024. In the current year, this investment matured and was re-investment on 17 December 2024 maturing on 17 March 2025.		
[2] Royalty Fee Income - This is royalty money from Mcmillan Publishers for the current financial year which was received after year end.		
[3] Accrued Interest - This is interest from Standard Bank accounts relates to interest amount accrued to the College at the end of the current financial year but only received after year end.		

* See Note 46

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SOUTH WEST GAUTENG TVET COLLEGE

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	2024	2023
	R	Restated* R

B. Investment property

	2024		2023			
	Cost / Valuation	Accumulated depreciation and accumulated impairment	Carrying value	Cost / Valuation	Accumulated depreciation and accumulated impairment	Carrying value
Investment property	57 318 268	(55 347)	57 262 921	-	-	-

Reconciliation of investment property - 2024

	Opening balance	Additions	Depreciation	Total
Investment property	-	57 318 268	(55 347)	57 262 921

Pledged as security

No investment property had been pledged as security for any liabilities of the College.

Investment property in the process of being constructed or developed

No investment property is in the process of being constructed or developed.

Other information

During the year, the College purchased land and buildings in Crown Mines Johannesburg for the purpose of providing student accommodation. The improvements to the land consist of 3 buildings. The first building is 3 storey with 8 (eight) 2 (two) bedroomed units to each floor (24 units). Buildings 2 and 3 are 2 storey with 4 (four) 1 (one) bedroom-roomed units to each floor (16 units) making a total of 40 units. Accommodation to each unit include bedrooms, bathroom, lounge and kitchen.

The College intends to rent out the investment property to its students at market-related rentals soon. As the property has been recently purchased, its purchase price of R57 318 268 approximates its fair value at year end. No rentals, compensation from insurers were received in the current year. Also, no direct expenditure has been incurred on the investment property since it has been recently purchased and not yet rented out or improved.

* See Note 46

SOUTH WEST GAUTENG TVET COLLEGE

Annual Financial Statements for the year ended 31 December 2024

Notes to the Annual Financial Statements

Figures in Rand

9. Property, plant and equipment

	2024		2023				
	Cost / Valuation	Accumulated depreciation and accumulated impairment	Carrying value	Cost / Valuation	Accumulated depreciation and accumulated impairment	Carrying value	
Buildings	889 629 350	(519 822 158)	369 807 192	823 051 511	(503 548 302)	319 543 209	
Computer equipment	113 608 491	(38 855 716)	76 901 773	93 764 051	(28 850 356)	64 913 693	
Furniture and fixtures	38 999 951	(18 820 486)	21 179 463	33 533 909	(16 143 160)	17 390 749	
Land	48 776 631	-	48 776 631	25 780 199	-	25 780 199	
Machinery and Equipment	125 496 948	(35 308 823)	90 187 325	107 695 947	(24 530 118)	83 166 728	
Motor vehicles	28 420 649	(4 205 744)	25 214 105	17 429 512	(3 335 162)	14 094 330	
Leased Assets	6 638 747	(4 699 102)	1 942 645	6 872 254	(2 816 599)	4 055 656	
Total	1 263 799 957	(619 790 843)	634 009 124	1 107 958 283	(679 223 718)	528 344 965	
Reconciliation of property, plant and equipment - 2024							
	Opening balance	Additions	Disposals	Transfers	Depreciation	Impairment loss	Total
Buildings	319 543 209	66 537 539	-	-	(19 273 856)	-	369 807 192
Computer equipment	64 913 693	23 482 270	(1 094 913)	-	(10 257 546)	(*21 629)	76 901 773
Furniture and fixtures	17 390 749	6 975 530	(99 854)	-	(3 037 329)	(49 643)	21 179 463
Land	25 780 199	23 596 432	-	-	-	-	48 776 631
Machinery and equipment	83 166 728	16 782 723	(108 783)	-	(11 623 876)	(29 498)	90 187 325
Motor vehicles	14 054 330	11 992 256	(809)	-	(871 872)	-	25 214 105
Leased Assets	4 055 656	-	(103 132)	-	(2 009 879)	-	1 942 645
Total	528 344 965	151 347 050	(1 407 291)	-	(44 074 460)	(200 749)	634 009 124

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Annual Financial Statements for the year ended 31 December 2024
Notes to the Annual Financial Statements

Figures in Rand

9. Property, plant and equipment (continued)
Reconciliation of property, plant and equipment - 2023

	Opening balance	Additions	Disposals	Transfers	Revaluations	Depreciation	Impairment (loss)	Total
Buildings	302 696 404	29 710 455	(671 410)	(3 037 687)	2 822 872	(12 650 835)	-	319 643 209
Computer equipment	47 616 640	25 823 486	(53 811)	-	-	(7 320 877)	(634 349)	64 813 653
Furniture and fixtures	14 094 202	5 770 483	(53 811)	-	-	(2 365 211)	(104 914)	17 350 749
Land	23 006 239	-	-	-	2 173 960	-	-	25 180 199
Machinery and equipment	44 235 668	43 666 041	(266 066)	3 037 687	-	(7 315 570)	(201 001)	83 166 729
Motor vehicles	10 698 272	4 170 878	-	-	-	(774 820)	-	14 094 330
Leased Assets	4 403 574	1 673 585	-	-	-	(2 021 503)	-	4 055 656
	446 752 959	110 944 931	(1 021 317)	-	4 996 832	(32 388 616)	(940 264)	528 344 665

Pledged as security

The College did not pledge any property, plant and equipment as security.

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	2024	2023
	R	Restated* R

9. Property, plant and equipment (continued)

Revaluations

The effective date of the revaluations was 31 December 2023. Revaluations were performed by independent valuer, Bennie Marais, a professional 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 value of land was established by comparing the College land with similar vacant zoned land sales, called comparable sales adjusting for size, locality, exposure, and zoning.

The method of valuation used for determining the market value of buildings was the Depreciated Replacement Cost Approach and the values were also tested with an alternative use value by incorporating the Income Approach. This resulted in net gain from revaluation of R4 996 832 which was recognised in the Statement of Changes in Net Assets.

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 judgement 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 regarded to have a 50-year remaining lifespan.

Assets measured at fair value:	Date of valuation	Total	Significant unobservable inputs (Lev at 3)
Land	31 December 2023	48 776 631	48 776 631
Buildings	31 December 2023	303 594 361	303 594 361
		352 370 992	352 370 992

Significant unobservable valuation inputs

Description	Value
Average Cost per square meter ranges	R7 824 - R6 665
Average cost of land per hectare	R55 000 - R2 200 000

Other information

Had land and buildings been carried at their historical cost, their carrying amounts would have been:

Category		
Land	38 820 649	22 163 980
Buildings	321 151 046	224 602 676
	359 971 695	246 766 656

* See Note 46

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Notes to the Annual Financial Statements

	2024	2023
	R	Restated* R
9. Property, plant and equipment (continued)		
Reconciliation of Work-in-Progress 2024		
		Included within buildings
Opening balance		27 252 103
Additions/capital expenditure		38 960 728
		66 212 831
Reconciliation of Work-in-Progress 2023		
		Included within buildings
Opening balance		28 425 511
Additions/capital expenditure		25 579 511
Transferred to completed items		(26 752 919)
		27 252 103
Expenditure incurred to repair and maintain property, plant and equipment included in Statement of Financial Performance		
Buildings	28 778 725	21 479 779
Machinery and equipment	1 073 087	2 002 182
Motor vehicles	460 554	1 078 878
Furniture and fittings	8 970	3 15 760
Computer equipment	259 936	333 220
	30 581 272	25 209 799

Deemed cost

Aggregate of items valued using deemed cost	49 409 107	52 088 103
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Deemed cost was determined using fair value and depreciated replacement cost.

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, 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.

* See Note 46

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	2024	2023
	R	Restated* R
10. Intangible assets		
	2024	
	Cost / Valuation	Accumulated Carrying value amortisation and accumulated impairment
	2023	
	Cost / Valuation	Accumulated Carrying value amortisation and accumulated impairment
Computer software	3 475 623	(3 326 557) 149 066
	3 475 623	(3 159 438) 316 187

Reconciliation of intangible assets - 2024

	Opening balance	Amortisation	Total
Computer software	316 187	(167 121)	149 066

Reconciliation of intangible assets - 2023

	Opening balance	Amortisation	Total
Computer software	483 308	(167 121)	316 187

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, average useful lives and residual values of intangible assets 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 2024.

11. Other financial liabilities**At amortised cost**

NSFAS	(11 296 328)	(8 463 739)
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The College receives upfront payments from the 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 receivable from NSFAS	(4 942 002)	(4 812 456)
Amounts payable to NSFAS	998 230	998 233
NSFAS funded students with tuition credit balances	18 296 288	15 287 618
Amounts receivable from NSFAS in respect of tuition short payments	(3 057 188)	(3 009 656)
	11 296 328	8 463 739

* See Note 46

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Notes to the Annual Financial Statements

	2024	2023
	R	Restated* R
12. Finance lease obligation		
Minimum lease payments due		
- within one year	1 747 101	2 604 878
- in second to fifth year inclusive	1 086 530	2 698 272
	2 833 631	5 503 148
less: future finance charges	(426 805)	(954 129)
Present value of minimum lease payments	2 406 826	4 549 019
Present value of minimum lease payments due		
- within one year	1 505 275	2 081 013
- in second to fifth year inclusive	901 551	2 468 006
	2 406 826	4 549 019
Non-current liabilities	901 551	2 468 006
Current liabilities	1 505 275	2 081 013
	2 406 826	4 549 019

It is College policy to lease certain office equipment under finance leases.

The average lease term was 3 to 5 years and the average effective borrowing rate was 11.41% (2023: 11.41%).

Interest rates are determined at the contract date. All leases have fixed repayments and no arrangements have been entered into for contingent rent.

The College's obligations under finance leases are secured by the lessor's charge over the leased assets. Refer note 9 on Property, plant and equipment.

13. Payables from exchange transactions

Accruals	268 062	1 131 653
Accrued leave pay	391 875	338 383
Debtors with credit balances	13 559 773	16 268 250
Housing allowance deposits	642 318	654 432
Other payables	-	85 398
Other advance deposits	39 542	-
Payroll creditors	126 895	353 893
Retentions	5 151 792	5 158 353
Trade payables	10 146 914	27 327 447
	30 327 171	51 315 787

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	10 146 914	27 327 447
Other payables	20 180 257	23 988 340
	30 327 171	51 315 787

Trade and other payables reflect their approximate fair values.

* See Note 46

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SOUTH WEST GAUTENG TVET COLLEGE

Annual Financial Statements for the year ended 31 December 2024

Notes to the Annual Financial Statements

	2024	2023
	R	Restated* R
13. Payables from exchange transactions (continued)		
Financial liabilities included in payables from exchange transactions		
Payables from exchange transactions	30 327 171	51 315 787
Less payroll creditors	(126 805)	(353 893)
Less accrued leave pay	(391 875)	(338 383)
Housing allowance deposits	(642 318)	(654 432)
Financial liabilities	29 166 083	49 969 099

14. Revaluation reserve

Opening balance	52 107 699	47 110 867
Change during the year	-	4 996 832
	52 107 699	52 107 699

The Revaluation Reserve arises on the revaluation of land and buildings. When 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.

15. Tuition and related fees

Class fees	115 840 994	116 108 280
Examination fees	1 353 600	1 637 175
	117 194 594	117 745 435

Breakdown of class fees

Class Fee: NCV	79 256 218	77 965 657
Class Fee: Report 191	33 664 054	33 794 646
Class Fee: Distance Education	2 920 724	4 347 957
	115 840 994	116 108 260

16. Royalty income

Royalty received	669 355	587 511
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Royalties represent income accrued to the College on the sales of books written by College lecturers.

17. Rental of facilities and equipment

Premises		
Hire of Venue	74 617	121 208
Sport Field Rentals	128 215	171 763
Hire of Classrooms	8 000	4 000
	210 832	296 971

* See Note 46

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SOUTH WEST GAUTENG TVET COLLEGE

Annual Financial Statements for the year ended 31 December 2024

Notes to the Annual Financial Statements

	2024	2023
	R	Restated* R
18. Other income		
Insurance claim income	951 379	1 957 148
Prescribed credit balances written off [2]	309 641	2 714 246
Photocopies	1 405	8 380
Projects Income [1]	108 852 391	84 587 245
Student residence	7 632 756	8 648 800
Sundry Income	967 688	799 234
	118 715 260	98 715 053

[1] Projects income increased due to increases in the number of projects agreements and funding amounts agreed between the College and relevant SETAs.

[2] This relates to student credit balances that had been long outstanding and have now been prescribed and written off to other income in the current year.

19. Interest revenue

Investments	56 831 585	56 555 321
Bank accounts	7 537 639	14 702 531
	64 369 224	71 257 852

20. Government grants & subsidies**Operating grants**

National: DHET - Programme Funding [1]	222 125 000	231 387 000
National: DHET - PERSAL Funding [1]	254 724 859	244 162 013
National: DHET - Skills Levy Grant [2]	1 287 119	1 924 680
	478 116 978	477 473 673

Conditional and Unconditional

Included in above are the following grants and subsidies received:

Unconditional grants received	478 116 978	477 473 673
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[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 - Skills Levy Grant

The College received this grant from the National Department of Higher Education and Training (DHET) to fund training and skills development of College employees.

21. Public contributions and donations

Assets received as donations	212 215	-
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* See Note 46

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SOUTH WEST GAUTENG TVET COLLEGE

Annual Financial Statements for the year ended 31 December 2024

Notes to the Annual Financial Statements

	2024	2023
	R	Restated* R
22. Services in kind revenue		
Free use of the land belonging to other organs of state	1 747 643	1 669 097
Services in kind		
Notional rental expense		
Notional rent on land	1 747 643	1 669 097

The College recognised notional rental for the current and the prior year for the rental benefit which the College is deemed to have paid on the campuses that they do not have title deeds on the land. The College does not have title deeds on Molapo (Erf 1874 Molapo), George Tabor (Erf 1440, Dube) and Dobsonville (Erf 14762, Dobsonville) campuses. The land has been valued at R 34 363 770 at 31 December 2023 by an independent valuer.

The deemed right of use of the land is significant to its operations and/or service delivery objectives as the land is used for learning purposes which generates economic benefits for the College. A professional valuer calculated the notional rental benefit for these campuses for both the current and prior year. The College submitted offers to purchase these properties from the City of Johannesburg in the previous year and is awaiting their responses.

23. Employee related costs

Basic	29 278 135	23 877 672
DHET Management fee cost - Salaries and wages	254 724 859	244 162 013
Bonus	699 884	2 314 310
SDL	292 991	233 355
Leave pay provision charge	53 512	(4 489)
Contributions for UIF, pensions and medical aids	1 239 413	760 771
Travel, motor car, accommodation, subsistence and other allowances	6 053 510	4 108 445
Overtime payments	653 780	55 621
Council attendance fees	425 773	702 616
Part time claims	7 511 063	7 451 978
	300 932 910	283 662 290

In terms of the CET Act, employees employed by DHET have dual accountability towards the Council and DHET. The College has a formal process of approving new posts based on operational needs and availability of funds before recruitment.

Remuneration of the Principal

Annual Remuneration	842 218	803 597
Airtime Allowance	24 000	10 000
Bonuses	70 981	69 128
Contributions to UIF, Medical and Pension Funds	121 656	116 635
Other allowances	169 994	178 899
	1 228 849	1 176 259

* See Note 46

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SOUTH WEST GAUTENG TVET COLLEGE

Annual Financial Statements for the year ended 31 December 2024

Notes to the Annual Financial Statements

	2024	2023
	R	Restated* R
23. Employee related costs (continued)		
Remuneration of the Deputy Principal: Corporate Affairs and Planning		
Annual Remuneration	888 198	838 044
Airtime Allowance	18 000	9 000
Bonuses	74 894	71 801
Contributions to UIF, Medical and Pension Funds	131 513	125 143
Other allowances	97 425	75 839
	1 208 030	1 120 527
Remuneration of Chief Financial Officer (1 January 2024 to 31 December 2024) (Appointed on 1 October 2023)		
Annual Remuneration	694 836	167 794
Airtime Allowance	18 000	-
Contributions to UIF, Medical and Pension Funds	90 329	21 873
Other allowances	207 886	56 088
	1 011 051	245 755
Remuneration of the Acting Chief Financial Officer (1 June 2023 to 30 September 2023)		
Annual Remuneration	-	143 399
Airtime Allowance	-	1 500
Bonuses	-	35 850
Contributions to UIF, Medical and Pension Funds	-	36 692
Other allowance	-	38 285
	-	255 726
Remuneration of the Acting Chief Financial Officer (1 January 2023 to 31 May 2023)		
Annual Remuneration	-	462 610
Airtime Allowance	-	4 500
Bonuses	-	90 513
Contributions to UIF, Medical and Pension Funds	-	1 379
Other allowances	-	176 553
	-	735 555
Remuneration of the Deputy Principal:Registry		
Annual Remuneration	694 836	692 782
Airtime allowance Allowance	18 000	10 500
Bonuses	55 931	56 327
Contributions to UIF, Medical and Pension Funds	90 329	110 473
Other Allowances	149 679	175 457
	1 008 775	1 045 539

* See Note 46

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SOUTH WEST GAUTENG TVET COLLEGE

Annual Financial Statements for the year ended 31 December 2024

Notes to the Annual Financial Statements

	2024	2023
	R	Restated* R
23. Employee related costs (continued)		
Remuneration of the Acting Deputy Principal : Academic Affairs and Operations		
Annual Remuneration	823 967	298 803
Airtime Allowance	19 000	11 500
Bonuses	56 236	49 801
Contributions to UIF, Medical and Pension Funds	124 461	59 256
Other Allowance	29 115	18 039
	852 779	435 399
24. Depreciation and amortisation		
Property, plant and equipment	44 074 460	32 388 616
Investment property	55 347	-
Intangible assets	167 121	167 121
	44 296 928	32 555 737
25. Finance costs		
Finance leases	519 944	730 039
Bank	4 628	-
Late payment of suppliers	33 162	2 498
	557 734	732 537
26. Lease rentals on operating lease		
Premises		
Contractual amounts	6 025 220	5 344 834
Equipment		
Contractual amounts	454 021	474 168
	6 480 141	5 819 022
27. Debt impairment		
Debt impairment	23 282 366	25 739 280
28. Repairs and Maintenance		
Buildings	28 778 725	21 479 779
Machinery and equipment	1 073 087	2 002 162
Motor vehicles	460 554	1 078 878
Furniture and fittings	8 870	315 760
Computer equipment	259 936	333 220
	30 581 272	25 209 799
29. Books and learning material		
Textbooks	19 874 111	22 945 747
Other learner materials	4 399 131	5 571 498
	24 073 242	28 517 245

* See Note 46

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SOUTH WEST GAUTENG TVET COLLEGE

Annual Financial Statements for the year ended 31 December 2024

Notes to the Annual Financial Statements

	2024	2023
	R	Restated* R
30. Contracted services		
Gardening Services	2 475 448	1 787 344
Cleaning Services	8 816 812	7 313 850
Security Services	30 096 549	21 897 764
Internal audit services	2 004 502	2 168 957
	43 393 311	33 187 915
31. Learnership project stipend		
Student support - Stipends	48 446 021	54 578 937

* See Note 46

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SOUTH WEST GAUTENG TVET COLLEGE

Annual Financial Statements for the year ended 31 December 2024

Notes to the Annual Financial Statements

	2024	2023
	R	Restated* R
32. Operating expenses		
Advertising tenders	376 284	42 030
Assets expensed	418 106	198 092
Auditors remuneration	3 238 058	3 783 570
Bank charges	920 392	1 001 900
COIDA expenses	59 429	50 937
Catering	9 677 761	6 778 566
Cleaning	61 342	810 499
Consumables	16 184 545	11 735 970
Credit card expenses	-	642
Fines and penalties	3 151	22 782
Fuel and oil [30.1]	2 565 355	8 220 680
Groceries	3 858 760	3 247 053
Insurance	9 297 766	6 536 382
Invigilators' and examiners' fees	2 859 897	2 239 728
License fees	4 908 242	4 741 470
Livestock feed	6 913 824	6 719 009
Moderators' fees	141 634	104 788
Motor vehicle expenses	362 010	339 103
Other expenses	417 755	432 469
Placement fees	315 411	3 848
Postage and courier	8 791	8 802
Program costs	49 323 621	50 749 762
Rates and taxes	61 482	2 288
Refuse and sanitation services	8 942 318	4 886 644
Rental of equipment	845 934	1 130 228
Staff welfare	324 391	3 892
Student support services	3 655 944	3 405 906
Subscriptions and membership fees	1 097 782	1 842 338
Travel - local	7 214 005	9 249 452
Tuition subsidy	1 120 771	1 508 800
Uniform and protective clothing	12 281 075	9 282 043
Water and electricity	6 925 274	6 064 125
	154 391 110	145 123 806

[30.1] Fuel and oil

Fuel and oil is made up of fuel is used for College motor vehicles and by generators during load shedding as shown below:

Motor vehicles	973 375	1 099 768
Generators	1 591 980	7 120 912
	2 565 355	8 220 680

* See Note 46

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SOUTH WEST GAUTENG TVET COLLEGE

Annual Financial Statements for the year ended 31 December 2024

Notes to the Annual Financial Statements

	2024	2023
	R	Restated* R
33. Marketing expenses		
Advertising	1 955 270	1 921 147
Branding	1 642 843	1 421 493
Brochures and prospectus	1 325 939	1 012 547
Campaigns and promotions	58 947	267 147
College events	1 991 477	2 311 245
Corporate clothing	158 434	480 124
Corporate gifts	1 031 999	2 241 169
Diploma ceremony	568 900	65 776
E-Media (Websites)	83 160	215 175
Media printing publications	398 815	497 024
School visits / career exhibition	-	10 010
Open days	62 734	-
	9 278 118	10 442 887
34. Printing and stationery		
Printing and stationery	16 994 217	16 986 075
35. Consulting and Professional fees		
Consulting services	27 448 708	15 958 823
Legal fees	192 326	693 000
	27 639 034	16 651 823
36. Telephone and internet		
Telephone	6 394 504	6 250 906
Data costs	6 383 582	3 379 553
	12 778 086	9 630 459
37. Training		
Training and staff development	34 061 970	48 608 991
38. Fair value adjustments		
Living resources	182 741	148 880
39. Impairment of assets		
Impairments		
Property, plant and equipment	200 741	940 264

* See Note 46

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SOUTH WEST GAUTENG TVET COLLEGE

Annual Financial Statements for the year ended 31 December 2024

Notes to the Annual Financial Statements

	2024	2023
	R	Restated* R
40. Cash generated from operations		
Surplus	748 182	26 660 882
Adjustments for:		
Depreciation and amortisation	44 296 928	32 555 737
Loss on disposal of assets and liabilities	1 475 765	1 062 484
Fair value adjustments	(182 741)	(148 880)
Finance costs - Finance leases	519 944	730 039
loss on foreign exchange	(392)	26 748
Impairment loss	200 741	940 264
Debt impairment	23 282 366	25 739 280
Inventory losses or write-downs	70 888	126 240
Debtors with credit balances written off	(309 641)	(2 714 248)
Public contributions and donations	(212 215)	-
Services in kind revenue	(1 747 643)	(1 669 097)
Notional rental expense	1 747 643	1 669 097
DHET - PERSAL Funding recognised	(254 724 859)	(244 162 013)
DHET Management fee cost recognised	254 724 859	244 162 013
Changes in working capital:		
Inventories	2 157 556	(784 793)
Receivables from exchange transactions	(17 524 613)	(57 804 043)
Receivables from non-exchange transactions	(5 966 500)	88 543 847
Other Financial Liabilities	2 831 569	1 319 099
Payables from exchange transactions	(20 678 586)	12 767 965
	30 707 289	107 020 623
41. Financial instruments disclosure		
Fair value of financial instruments		
The management of the College is of the opinion that the carrying value of financial assets and financial liabilities recorded at amortised cost in the annual financial statements approximate their fair values. In accordance with GRAP 104 the fair values of financial assets and financial liabilities, together with their carrying amounts shown in the Statement of financial position, are as follows:		
Categories of financial instruments		
2024		
Financial assets		
	At amortised cost	Total
Receivables from exchange transactions	86 924 050	86 924 050
Cash and cash equivalents	664 496 092	604 496 092
	751 420 142	751 420 142
Financial liabilities		
	At amortised cost	Total
Payables from exchange transactions	29 166 083	29 166 083
Other financial liabilities	11 295 328	11 295 328
Finance lease liabilities	2 406 826	2 406 826
	42 868 237	42 868 237

* See Note 46

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SOUTH WEST GAUTENG TVET COLLEGE

Annual Financial Statements for the year ended 31 December 2024

Notes to the Annual Financial Statements

	2024	2023
	R	Restated* R
41. Financial instruments disclosure (continued)		
2023		
Financial assets		
	At amortised cost	Total
Receivables from exchange transactions	110 620 854	110 620 854
Cash and cash equivalents	844 945 210	844 945 210
	955 566 064	955 566 064
Financial liabilities		
	At amortised cost	Total
Payables from exchange transactions	49 969 099	49 969 099
Other financial liabilities	8 483 738	8 483 738
Finance lease liabilities	4 549 019	4 549 019
	62 981 857	62 981 857
Financial instruments in Statement of financial performance		
2024		
	At amortised cost	Total
Interest income (calculated using effective interest method) for financial instruments at amortised cost	64 369 224	64 369 224
Interest expense (calculated using effective interest method) for financial instruments at amortised cost	(557 734)	(557 734)
Impairment loss	(23 282 366)	(23 282 366)
	40 529 124	40 529 124
2023		
	At amortised cost	Total
Interest income (calculated using effective interest method) for financial instruments at amortised cost	71 257 852	71 257 852
Interest expense (calculated using effective interest method) for financial instruments at amortised cost	(732 537)	(732 537)
Impairment loss	(25 739 280)	(25 739 280)
	44 786 035	44 786 035

* See Note 46

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SOUTH WEST GAUTENG TVET COLLEGE

Annual Financial Statements for the year ended 31 December 2024

Notes to the Annual Financial Statements

	2024	2023
	R	Restated* R
42. Commitments		
Authorised capital expenditure		
Already contracted for but not provided for		
• Property, plant and equipment - Buildings	50 456 576	10 730 545
Total capital commitments		
Already contracted for but not provided for - Property, plant and equipment - Buildings	50 456 576	10 730 545
Authorised operational expenditure		
Total commitments		
Total commitments		
Authorised capital expenditure	50 456 576	10 730 545

This committed expenditure relates to capital expenditure and will be financed by retained surpluses, existing cash resources, future tuition fees and government funding.

* See Note 46

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SOUTH WEST GAUTENG TVET COLLEGE

Annual Financial Statements for the year ended 31 December 2024

Notes to the Annual Financial Statements

	2024	2023
	R	Restated* R
43. Contingencies		
Contingent liabilities		
NEHAWU obo Mahlasela [1]	-	1 584 000
Mahlale Trading [2]	223 901	223 901
Khayaletu Stephen Makhapela [3]	-	1 656 000
Zamokuhle Magasesela & Mxolisi Mhlongo [4]	30 000	30 000
Moloi Projects [5]	4 545 686	4 545 686
Rodney Phakula [6]	-	-
	4 799 587	8 039 587
Contingent assets		
Mankebe Group [7]	685 448	685 448
Katlego Projects & Developments [8]	-	229 810
NHBRC [9]	-	881 800
	685 448	1 796 058

[1] **NEHAWU obo Mahlasela case JR1274/19** - A former employee was seeking reinstatement. At a disciplinary hearing the employee was found guilty and CCMA award confirmed the DC findings. The college's lawyers and management estimated the amount payable to be R1 584 000 and legal costs to be R100 000. The matter was finalised and removed from our litigation register as per the College's lawyers' recommendation.

[2] **Mahlale 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.

[3] **Khayaletu Stephen Makhapela case JR540/19** - Review application. The legal costs were estimated at R200 000 and an amount of R1 656 000 was the attorney's estimate of amount payable if the College lost the case. The case was closed and archived as per correspondence with the College's lawyers.

[4] **Zamokuhle Magasesela and Mxolisi Mhlongo** - Employees' investigated for improperly transferring college money into unknown account numbers. Matter pending finalisation of investigation. The amount claimed from the college is R30 000 and the legal costs are estimated at R100 000.

[5] **Moloi projects case 071914/2023** - Moloi was a contractor of the College building some structures at Roodeport West and they forgot to claim a retention amount of R 120 000 in 2012 and is now claiming R4 545 686 with interest from the College. The lawyers are of the opinion that the case will be dismissed in favour of the College.

[6] **Rodney Phakula Case** - A former employee was dismissed from the College after arbitration. The former employee took the College to court in a bid to be reinstated. The lawyers estimate the probability of success of his application to be very low.

[7] **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 is estimated to be R300 000.

[8] **Katlego Projects & Developments case 311/1/2022** - Fraudulent invoice received and paid by the College, as appeared to be from the service provider. Matter reported to the police. Arrests were made. The College made a claim of R229 810 and the legal costs are estimated to be R80 000. The matter has been finalised as per our lawyers and has been removed from the litigation register.

* See Note 46

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SOUTH WEST GAUTENG TVET COLLEGE

Annual Financial Statements for the year ended 31 December 2024

Notes to the Annual Financial Statements

	2024	2023
	R	Restated* R
43. Contingencies (continued)		
[9] NHBRC case - The College was suing a service provider for an amount of R881 600 following disputes on a contract wherein the College incurred some costs which were supposed to be recovered from the service provider. The latter repudiated the last claim, and the College took this matter to court. The matter was settled between NHBRC and the college and the case was closed.		

* See Note 46

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SOUTH WEST GAUTENG TVET COLLEGE

Annual Financial Statements for the year ended 31 December 2024

Notes to the Annual Financial Statements

	2024	2023
	R	Restated* R
44. Related parties		
Relationships		
College Council		
	Mr. Z. Dlamini (Chairperson) (Term ended on 31 March 2024)	
	Ms. N. Lamula (Deputy Chairperson) (Term ended on 31 March 2024)	
	Ms. F. Mazibuko (Term ended on 31 March 2024)	
	Ms. M. Liau (Term ended on 31 March 2024)	
	Mr. A.G. Netshimupfe (Term ended on 31 March 2024)	
	Mr. L.A. Nengovhela (Term ended on 31 March 2024)	
	Mr. M.M. Magoele (Term ended on 31 March 2024)	
	Mr. M. Vatsha (Term ended on 31 March 2024)	
	Mr. S. Manthata (Term ended on 31 March 2024)	
	Mr. R.T. Mosiane - Academic Board Representative (Resigned on 31 March 2024)	
	Mr. L. Tshoko - Lecturer Representative (Resigned on 31 March 2024)	
	Mr. M. Moja - Support Staff Representative (Resigned on 31 March 2024)	
	Ms. T. Mafora - SRC President (Resigned on 31 March 2024)	
	Mr. K. Ramonyane - SRC Secretary General (Resigned on 31 March 2024)	
	Ms. N. Lamula (Appointed on 22 May 2024)	
	Mr. T. Bulhelezi (Appointed on 22 May 2024)	
	Ms. A. Ngqalakezi (Appointed on 22 May 2024)	
	Mr. T. Yako (Appointed on 22 May 2024)	
	Dr. O. Leki (Appointed on 22 May 2024)	
	Mr. S. Manthata (Appointed on 6 September 2024)	
	Mr. J. Monyamane (The Principal)	
	Mr. T. Sekobane (Appointed on 23 July 2024)	
	Ms. N. Ngwaba (Appointed on 23 July 2024)	
	Ms. M. Qhinebe (Appointed on 23 July 2024)	
	Mr. Z. Dlamini (Reappointed on 12 February 2025)	
	Mr. L.A. Nengovhela (Reappointed on 12 February 2025)	
	Ms. T. Mathabatha (Appointed on 12 February 2025)	
	Mr. R. J. Mlotgelwa (Appointed on 12 February 2025)	
	Ms. T. Maphosa (SRC president)	
	Mr. S. Khumalo (SRC Secretary General)	
Minister of Higher Education and Training	Dr. N. Nkabane (From 30 June 2024)	
	Dr. BE. Nzimande (Up to 29 May 2024)	
Controlling entity	Department of Higher Education and Training (DHET)	
Members of the management of DHET	No transactions were entered in to with such individuals.	
Under common control of DHET	Other TVET Colleges All Sector Education and Training Authorities (SETAs) National Skills Fund (NSF)	

* See Note 46

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SOUTH WEST GAUTENG TVET COLLEGE

Annual Financial Statements for the year ended 31 December 2024

Notes to the Annual Financial Statements

	2024	2023
	R	Restated* R
44. Related parties (continued)		
National Student Financial Aid Scheme (NSFAS) Community Colleges Centre of Specialisation (CoS) South African Qualifications Authority (SAQA) Council on Higher Education (CHE) Quality Council for Trades and Occupations (QCTO) Gauteng City Region Academy (GCRA)		
Company owned by council member	Boz Signage and Branding (Pty) Ltd (Up to 31 March 2024)	
Members of key management	Mr. M. J. Monyamane (Principal) Mr. S. Sibanda (Chief Financial Officer) Mr. M. J. Makola (Deputy Principal : Registry) Mr. A. Schlemmer (Deputy Principal : Corporate Affairs and Planning) Ms. K.S. Mashale Deputy Principal : Academic Affairs and Operations)	
Close family members of key management	No transactions were entered in to with such individuals.	
Related party balances		
Balances are unsecured and based on the normal trade policy of the College.		
Amounts included in receivables (Payables) regarding related parties:		
National Department of Higher Education and Training		
DHET: Program funding (Refer Note 4)	38 288 453	32 321 953
Student assistance schemes		
NSFAS bursaries (Refer Note 11)	(11 295 328)	(8 483 739)
GCRA bursaries (Refer Note 5)	3 605 975	3 605 975
	(7 689 353)	(4 857 764)
SETA's		
FoodBev SETA (Refer Note 13)	-	(85 396)
Balances are unsecured and based on the normal trade policy. An impairment was recognised on the GCRA receivable amounting to R 3 605 975 (2023: R 3 605 975). No other related party receivable was impaired.		
The following is a short description of the nature of each class of outstanding balance:		
National Department of Higher Education and Training		
The College receives funding from this department for projects as well as payment of employee remuneration. The projects consist of a combination of upfront funding as well as the College incurring expenditure and claiming from the funder.		
Student assistance schemes		

* See Note 46

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SOUTH WEST GAUTENG TVET COLLEGE

Annual Financial Statements for the year ended 31 December 2024

Notes to the Annual Financial Statements

	2024	2023
	R	Restated* R
44. Related parties (continued)		
The College receives student funding from these entities relating to student fees, student allowances as well as other expenditure incurred as per the agreements entered.		
SETA's		
The College receives funding from these entities in relation to training programmes provided or administered by the College. Some entities pay the funding upfront while funding from other entities is received as goals/milestones are reached.		
Related party transactions		
DHET Management fee cost		
Programme funding: Grants paid via PERSAL (Refer Note 23)	254 724 859	244 162 013
Grants and funds received		
DHET - PERSAL Funding - Service in kind (Refer Note 20)	254 724 859	244 162 013
DHET - Other income (Included in sundry income Refer Note 18)	175 155	-
DHET - Operational grant (Refer Note 20)	222 125 000	231 387 000
DHET - Skills Development Funding (Refer Note 20)	1 267 119	1 924 660
LGSETA [1]	2 919 194	4 201 675
INSETA [1]	6 113 189	3 103 933
FoodBv SETA [1]	16 888 990	19 609 259
CATHSSETA [1]	457 100	664 200
PSETA [1]	530 170	4 165 165
National Skills Fund [1]	11 821 446	7 789 192
CHIETA [1]	3 355 200	4 229 805
TETA [1]	11 173 138	6 058 557
MICT SETA [1]	705 646	2 712 500
FP & MSETA [1]	2 239 280	1 229 200
HW SETA [1]	21 875	360 000
MQA SETA [1]	1 671 790	2 115 000
W & R SETA [1]	2 579 850	979 695
SASSETA [1]	4 830 016	3 404 000
EWSETA (Bursary) [1]	-	271 785
AgriSETA [1]	2 831 450	4 002 745
ETDPSETA Grant [1]	2 283 847	1 472 735
EWSETA [1]	-	771 940
INSETA Bursary [1]	482 843	3 021 368
W & R SETA Bursary [1]	402 285	-
Construction SETA Grant [1]	643 274	1 650 798
FASSET Grant [1]	1 412 350	608 188
MICTSETA TVET Bursary [1]	449 927	682 604
Tshwane North College [1]	-	200 000
CHIETA Bursary [1]	-	295 500
GOLDFIELDS TVET College [1]	-	16 600
Western TVET College [1]	18 850	56 550
SETA SKILLS INCOME [1]	-	25 607
Tswane South College [1]	-	47 300
MerSETA [1]	19 482 331	-
National Student Financial Aid Scheme (Receipts for the year)	94 148 831	79 588 950
	665 754 975	630 911 714

[1] These are reported in projects revenue under other income on note 18. The transactions above were concluded at arm's length.

* See Note 46

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SOUTH WEST GAUTENG TVET COLLEGE

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Notes to the Annual Financial Statements

	2024	2023
	R	Restated* R
44. Related parties (continued)		
Key management information		
College Council's emoluments		
Council		
2024		
	Council fees	Total
Name		
Ms N. Lamula (Chairperson) (Term on 31 March 2024 and Re-appointed on 22 May 2024)	98 249	98 249
Mr Z.Dlamini (Ex-Chairperson) (Term on 31 March 2024 and Re-appointed on 22 May 2024)	38 452	38 452
Mr. S. Manthata (Term ended on 31 March 2024)	30 216	30 216
Mr. A G. Netshimbupfe (Term ended on 31 March 2024)	22 231	22 231
Ms. M. Liu (Term ended on 31 March 2024)	6 892	6 892
Ms. FM Mazibuko (Term ended on 31 March 2024)	19 169	19 169
Mr. MM Magoele (Resigned on 31 March 2024)	17 675	17 675
Mr. L.A. Nengovhela (Term ended on 31 March 2024)	21 920	21 920
Mr. M. Vatsha (Term ended on 31 March 2024)	23 137	23 137
Mr. T Yako (Appointed 22 May 2024) (New)	46 449	46 449
Dr. O Loko (Appointed 22 May 2024) (New)	51 191	51 191
Ms. A Ngqalakwezi (Appointed 22 May 2024) (New)	50 192	50 192
	425 773	425 773
2023		
	Council fees	Total
Name		
Mr Z Dlamini (Chairperson)	83 770	83 770
Ms.F Mazibuko	84 909	84 909
Ms N Lamula	107 085	107 085
Ms M Liu	58 220	58 220
Mr AG Netshimbupfe	59 213	59 213
Mr MM Magoele	97 462	97 462
Mr S Manthata	71 322	71 322
Mr LA Nengovhela	67 213	67 213
Mr M Vatsha	73 422	73 422
	702 616	702 616
Key management personnel		
Key management personnel's detailed emoluments have been disclosed on note 23 - Employee related and DHET management fee costs.		

* See Note 46

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SOUTH WEST GAUTENG TVET COLLEGE

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Notes to the Annual Financial Statements

	2024	2023
	R	R

45. 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 provide written principles for overall risk management, as well as written policies covering specific areas, such as foreign exchange risk, 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 monitored.

The table below analyses the College's financial assets and liabilities into relevant maturity groupings based on the remaining period at the statement of financial position to the contractual maturity date. The amounts disclosed in the table are the contractual undiscounted cash flows. Balances due within 12 months equal their carrying balances as the impact of discounting is not significant.

31 December 2024	Within 1 year	2 to 5 years	5 years+	Total
Receivables from exchange transactions	88 924 050	-	-	88 924 050
Cash and cash equivalents	664 496 092	-	-	664 496 092
Payables from exchange transactions	(29 186 083)	-	-	(29 186 083)
Other financial liabilities	(11 295 328)	-	-	(11 295 328)
Finance Lease Liabilities	(1 505 275)	(901 551)	-	(2 406 826)
	709 453 456	(901 551)	-	708 551 905

31 December 2023	Within 1 year	2 to 5 years	5 years+	Total
Receivables from exchange transactions	110 620 854	-	-	110 620 854
Cash and cash equivalents	844 945 210	-	-	844 945 210
Payables from exchange transactions	(49 969 099)	-	-	(49 969 099)
Other financial liabilities	(8 463 739)	-	-	(8 463 739)
Finance Lease Liabilities	(2 081 013)	(2 468 006)	-	(4 549 019)
	895 052 213	(2 468 006)	-	892 584 207

The College expects to meet its obligations from operating cash flows and proceeds of maturing financial assets as well as future funding from the DHET.

* See Note 46

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SOUTH WEST GAUTENG TVET COLLEGE

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Notes to the Annual Financial Statements

	2024	2023
	R	R

45. Risk management (continued)**Credit risk**

Credit risk refers to the risk that a counterparty will default on its contractual obligations resulting in financial loss to the College.

Credit risk consists mainly of cash deposits, cash equivalents and receivables from exchange transactions. The College only deposits cash with major banks with high-quality credit standing and limits exposure to any one counterparty.

Receivables from exchange transactions comprise a widespread customer base, comprising mainly of students of the College. Students who apply for grant funding are, generally, a lower risk. Other students are not evaluated in terms of credit risk.

Financial assets exposed to credit risk at year end were as follows:

Financial instrument	2024	2023
Receivables from exchange transactions	86 924 050	110 620 854
Cash and cash equivalents	664 496 092	844 941 753
	751 420 142	955 562 607

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 the amount as a result of market interest rate changes.

As the College has no significant interest-bearing assets, the College'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	16.00 %	56 785 479	-	-	-	-
Short-term deposits	12.00 %	607 710 813	-	-	-	-

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 the price risk.

* See Note 46

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SOUTH WEST GAUTENG TVET COLLEGE

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Notes to the Annual Financial Statements

	2024 R	2023 R	
46. Prior-year adjustments			
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.			
NSFAS payments to students duplicated			
During the finalisation of financial statements for the current year, the College identified and corrected retrospectively an error where an NSFAS transport allowance payment batch amounting to a total of R325 875 was duplicated on 124 students in 2020. The Correction has been made in the current financial year, where the student debtors accounts 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 details	Receivables from exchange transactions	Payables from exchange transactions	Accumulated Surplus
NSFAS Transport allowances duplicated in 2020	(299 475)	(26 400)	325 875

Student debtors' impairment

The College identified and corrected errors affecting prior periods student debtors' impairment. These were caused by the College's impairment methodology not being fully compliant with GRAP 104 – Financial Instruments requirements. The methodology did not define significant accounts which require individual impairment assessments, student debtors were not clearly categorised into clear risk categories and discount rate used to calculate impairment was not the original effective interest rates or its alternatives as required by GRAP 104.01 and GRAP 104 Financial Instruments Application Guidance par AG85. This resulted in an overstatement of impairment at 31 December 2023 by R12 733 836 and an understatement of receivable from exchange transactions by same amount. 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 details	Receivables from exchange transactions	Debt impairment	Accumulated Surplus
Impairment of student debtors overstated	5 872 551	6 861 285	(12 733 836)

Accounts payable and expenditure

During the finalisation of the current year annual financial statements, the College identified some errors relating to accounts payable reported in the prior year. There were instances where trade creditors and accruals' invoices were omitted from the general ledger, while some invoices were duplicated, and some credit notes were raised in error. Also, some errors relating to misstatements of creditors with debit balances as well as misallocations to unallocated deposits and student accommodation deposits. 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:

* See Note 46

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SOUTH WEST GAUTENG TVET COLLEGE

Annual Financial Statements for the year ended 31 December 2024

Notes to the Annual Financial Statements

	2024 R	2023 R		
46. Prior-year adjustments (continued)				
Error details	Payables from exchange transactions	Expenses	Receivables from exchange transactions	Accumulated Surplus
Recognition of an accrual	(32 200)	32 200	-	-
Recognition of invoices that were not captured	(2 133 595)	2 029 316	-	104 279
Reversal of a credit note	(6 880)	6 880	-	-
Reversal of invoice captured twice	38 028	(38 028)	-	-
Creditors with debit balances overstated	-	-	(178 454)	178 454
Student deposit expenditure overstated	43 800	(43 800)	-	-
Amount incorrectly posted to unallocated deposits	2 500	-	-	(2 500)
Amount incorrectly posted to student accommodation deposits	2 500	-	-	(2 500)
	(2 085 847)	1 986 568	(178 454)	277 733

Completed work in progress projects not capitalised

The College identified and corrected errors relating to completed capital work in progress projects not transferred to Buildings. This resulted in overstatement of work in progress and understatement of buildings as well as misstatements relating to depreciation of the same assets. 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:

Details	Property, plant and equipment	Depreciation and amortisation	Accumulated Surplus
Completed WIP projects not capitalised	(10 170)	8 094	2 076

Finance Leased assets

The College accounted for some of its finance leased assets if the lease term was 3 (three) years when it was supposed to be 5 (five) years. This resulted in misstatement of amounts capitalised, depreciation recognised, finance lease liability as finance charges incurred on these assets. This was identified during the finalisation of current year annual financial statements and 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 shown below:

Error details	Property, plant and equipment	Finance lease obligation	Depreciation and amortisation	Finance costs	Accumulated Surplus
Finance leased assets recognised at incorrect amount	392 499	(392 499)	-	-	-
Depreciation errors on finance leased assets	79 597	-	(79 597)	-	-
Finance cost on finance leased assets misstated	-	(125 961)	-	125 961	-
	472 096	(518 460)	(79 597)	125 961	-

* See Note 46

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Notes to the Annual Financial Statements

	2024	2023
	R	R

46. Prior-year adjustments (continued)**Property, plant and equipment**

The College did not review useful lives of some of its property, plant and equipment correctly in the previous years. This resulted in some of the assets being fully depreciated when they are still in use. This was identified during the finalisation of current year annual financial statements and 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 shown below.

Error details	Property, plant and equipment	Impairment of assets	Depreciation and amortisation	Accumulated Surplus
Useful lives of assets not reassessed correctly	4 427 444	-	(1 471 352)	(2 956 091)
Impairment of assets understated	(31 742)	31 742	-	-
	4 395 702	31 742	(1 471 352)	(2 956 091)

Corrections relating to commitments disclosures

In the current year, the College identified and corrected prior period errors relating to disclosures on commitments has been corrected to account for errors made in connection with last year's commitment register. The causes of the error were incorrect contract amounts used, matching contracts to incorrect invoices and not including all the invoices incurred against the contracts. The financial effect of these corrections is detailed below.

Commitments	As previously reported	Correction of error	Restated
Property, plant and equipment - Buildings	23 724 726	(12 994 181)	10 730 545

Accounting policies

The College amended some of its previously disclosed accounting policies. Omitted accounting policies were added while redundant ones have been removed. Some accounting policies, while they were included in the previous year's annual financial statements, they, had some important information missing. This has now been added. Further, the College corrected some clerical mistakes and also made some changes to the wording of some accounting policies. The accounting policies affected by these changes include Significant judgements and sources of estimation uncertainty [Policy note 1.4], Financial instruments [Policy note 1.9], Leases [Policy note 1.11], Employee benefits [Policy note 1.15], Prior period errors and comparatives [Policy note 1.26], and Contingent assets and contingent liabilities [Policy note 1.29]. These errors do not constitute changes in accounting policies but rather clarifications to better reflect the existing policies of the College in the annual financial statements.

Presented below are those items contained in the statement of financial position, statement of financial performance and cash flow statement that have been affected by prior-year adjustments.

* See Note 46

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Notes to the Annual Financial Statements

	2024	2023
	R	R

46. Prior-year adjustments (continued)**Statement of financial position****2023**

	Note	As previously reported	Correction of error	Restated
Inventories	3	31 342 084	-	31 342 084
Receivables from exchange transactions	5	105 538 785	5 394 823	110 931 408
Receivables from non-exchange transactions	4	32 321 953	-	32 321 953
Cash and cash equivalents	6	844 945 210	-	844 945 210
Living resources	7	615 247	-	615 247
Property, plant and equipment	9	523 486 039	4 857 626	528 344 565
Intangible assets	10	316 187	-	316 187
Other financial liabilities	11	(8 463 739)	-	(8 463 739)
Finance lease obligation (Current and Non-current)	12	(4 030 580)	(518 459)	(4 549 019)
Payables from exchange transactions	13	(49 203 542)	(2 112 245)	(51 315 787)
Revaluation reserve	14	(52 107 699)	-	(52 107 699)
Accumulated surplus		1 424 758 865	(7 621 545)	1 432 380 410
		-	-	-

Statement of financial performance**2023**

	Note	As previously reported	Correction of error	Restated
Tuition and related fees	15	(117 745 435)	-	(117 745 435)
Royalty income	16	(587 511)	-	(587 511)
Rental of facilities and equipment	17	(296 971)	-	(296 971)
Recoveries		(18 146)	-	(18 146)
Other income	18	(98 715 053)	-	(98 715 053)
Interest received	19	(71 257 852)	-	(71 257 852)
Government grants and subsidies	20	(477 473 673)	-	(477 473 673)
Services in kind revenue	22	(1 669 097)	-	(1 669 097)
Employee related and DHET management fee costs	23	283 662 290	-	283 662 290
Depreciation and amortisation	24	34 098 593	(1 542 856)	32 555 737
Finance costs	25	606 577	125 960	732 537
Lease rentals on operating lease	26	5 819 022	-	5 819 022
Debt impairment	27	18 877 995	6 061 285	25 739 280
Repairs and maintenance	28	25 042 752	167 047	25 209 799
Books and learning material	29	28 517 245	-	28 517 245
Contracted services	30	32 617 998	549 917	33 167 915
Leadership project stipend	31	54 578 937	-	54 578 937
Notional rental expense	22	1 669 097	-	1 669 097
Operating Expenses	32	144 781 776	382 030	145 123 806
Marketing expenses	33	10 382 057	60 830	10 442 887
Printing and stationery	34	16 171 638	814 437	16 986 075
Consulting and professional fees	35	16 651 923	-	16 651 923
Telephone and internet		9 630 459	-	9 630 459
Training and staff development		48 576 683	32 308	48 608 991
Loss on disposal of assets		1 062 484	-	1 062 484
Fair value adjustments	38	(148 880)	-	(148 880)
Loss on foreign exchange		26 748	-	26 748
Impairment of assets	39	808 522	31 742	840 264
Inventories losses/write-downs	3	126 240	-	126 240
Surplus for the year		(34 123 582)	7 462 700	(26 660 882)

* See Note 46

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Notes to the Annual Financial Statements

	2024 R	2023 R	
46. Prior-year adjustments (continued)			
Cash flow statement			
Cash generated from operations (Note 40)			
	As previously reported	Correction of error	Restated
Surplus	34 123 582	(7 462 700)	26 660 882
Depreciation and amortisation	34 098 593	(1 542 856)	32 555 737
Loss on disposal of assets	1 062 484	-	1 062 484
Fair value adjustments	(148 890)	-	(148 890)
Finance costs - Finance leases	804 079	125 860	929 939
Impairment of assets	908 522	31 742	940 264
Loss on foreign exchange	26 748	-	26 748
Debt impairment	19 877 995	6 861 285	25 739 280
Inventories losses/write-downs	126 240	-	126 240
Services in kind revenue	-	(1 669 097)	(1 669 097)
Notional rental expense	-	1 669 097	1 669 097
DHET - PERSAL Funding recognised	-	(244 162 013)	(244 162 013)
DHET Management fee cost recognised	-	244 162 013	244 162 013
Debtors with credit balances written off	(2 714 246)	-	(2 714 246)
Inventories	(784 793)	-	(784 793)
Receivables from exchange transactions	(57 777 641)	(26 402)	(57 804 043)
Receivables from non-exchange transactions	86 543 847	-	86 543 847
Other financial liabilities	328 145	990 954	1 319 099
Payables from exchange transactions	11 745 948	1 022 017	12 767 965
	107 020 623	-	107 020 623

The impact of these errors for the opening accumulated surplus at 01 January 2023 is reconciled as tabulated below:

Details	Amount
Total cumulative effect of error corrections on surplus	(15 084 245)
Total effect of error corrections on surplus of 2023 financial year	7 462 700
	(7 621 545)

47. Irregular expenditure

Irregular Expenditure - current	-	63 000
Closing balance	-	63 000

Incidents/cases identified/reported in the current year include those listed below:

Non-compliance with supply chain policies [1]	-	63 000
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Disciplinary steps taken/criminal proceedings

[1] The College undertook various disciplinary steps on the affected staff and some were issued with final written warnings while others were dismissed for all cases reported previously.

* See Note 46

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SOUTH WEST GAUTENG TVET COLLEGE

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Notes to the Annual Financial Statements

	2024 R	2023 R
48. Fruitless and wasteful expenditure		
Fruitless and wasteful expenditure identified - current year	4 778 723	25 280
Details of fruitless and wasteful expenditure		
	Disciplinary proceedings	steps taken/criminal
SARS penalties and interest	None	1 389
City of Johannesburg interest	None	16 548
City of Johannesburg Licencing Department	None	-
Ekom Interest	None	14 272
Mogale City Interest	None	22
Payment to an incorrect account	None	64 200
Travel claims [1]	None	4 680 312
	4 778 723	25 280

[1] This relates to a former student who fraudulently used the Principal's signature and submitted fictitious travel claims from May 2023 to December 2024. These were submitted in small amounts of less than R10 000 to avoid further approvals. Investigations are underway after which appropriate action will be taken in terms of the College's policies.

49. Going concern

We draw attention to the fact that at 31 December 2024, the entity had an accumulated surplus of R1 433 126 592 and that the College's total assets exceed its liabilities by R1 485 234 291.

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 list SWGC and Section 53(1) of the CET Act deems FET's listed in schedule 2 to be public college as per Section 4.

It is also important to note that DHET management fee expense makes-up on average of the past three years 35% 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 2024 to 31 March 2025 for these costs subjects to confirmation on 1 April 2024 when the appropriation is approved by parliament as per Section 22 of the CET Act. There has never been an instance where the appropriation was not in line with the commitment.

50. Events after the reporting date

The Minister has post year-end concurred or ratified to the appointment of the 4(four) Section 10(6) members of the Council appointed by the College namely Mr. Z. Dlamini, Mr. L.A. Nengovhela, Ms. T Mathabatha and Mr. RJ. Motlogelwa on the 12th of March 2025. The College Council is not aware of any other events besides this.

51. 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.

52. Tax exemption

The College is exempt from normal taxation in terms of Section 10(1)(cN) of the Income Tax Act, 1962 (Act No.58 of 1962).

* See Note 46

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SOUTH WEST GAUTENG TVET COLLEGE

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	2024	2023
	R	R

53. Accounting by principals and agents

The college is not a party to any principal-agent arrangement(s).

54. Segment information

SWGC offers NCV, Nated (Report 101) and distance education learning services to students in and around SOWETO. This is offered in all its six (6) campuses and the farm. Internal reporting to SMT (Senior Management Team) and Council is through quarterly management accounts which do not show any results/performance per campus or per service but rather for the SWGC as a whole. Further, the management reports do not distinguish between core departments (campuses) and non-core (administration and support) in terms of reporting and performance assessment. An annual budget is prepared, and this is further split into campuses (core educational departments) and non-core (Administration and support). For GRAP18 reporting purposes, the whole College is therefore regarded as one segment, and this information is already disclosed on the face on the Statement of Financial Position and the Statement of Financial Performance.

The College's financial system does not permit production of reliable geographical areas' financial information. The cost required to upgrade the financial system to produce this information would be excessive. Therefore, the College is unable to report on geographical areas' financial information as required by GRAP18.31-32.

* See Note 45



