



WATERBERG
FET COLLEGE

Together ensuring success



Annual Report
Together ensuring success

2010

VISION

The leader in the provision of quality learning and marketable skills.

MISSION

- To ensure quality Human Resources development through sound policies.
- To provide adequate, relevant and accreditable infrastructure
- To provide quality and effective management
- To ensure accessibility and affordability of programs
- To provide programs that meets the needs of the place of work
- To ensure sustainable partnerships

VALUES

The College lives the slogan: 'Together ensuring success'.

We recognize that our success in Further Education and Training requires:

- Honest dealings
- Excellent services
- Upholding integrity to build confidence
- Being accountable for own actions
- Accepting ownership of one's actions
- Unity in our work
- Recognition of richness in diversity
- Respect for differences of opinions

MOTTO

Together ensuring success.



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Councils' Report



FET Colleges are well placed to raise the literacy levels, develop skills at local level, to build a pool of expertise to respond to the local demands of the economy thereby combating unemployment and poverty, to ensure that the goal of a better life for all is realized and to sustain the local economy.

New administration:

The Department of Higher Education and Training assumed responsibility for the skills development and training sector in government from 2010. It was an exciting development in the post-election restructuring of government to be more responsive to the developmental, social and economic needs of our country."

The creation of the Ministry and Department of Higher Education and Training provided an opportunity, at a critical moment in our history, for the creation of a coherent and single post-school education and training system that is structured, both to meet the aspirations of youth and adults and to ensure that education, training and skills development initiatives respond to the requirements of the economy, our rural development challenges, and the need to develop an informed and critical citizenry.

Composition of Council:

External Council Members:

	Black	Coloured	Indian	White
Male	9	0	0	2
Female	3	0	0	0

- 13 External Council Members served on Council in 2010 (included Audit Committee)
- One member resigned due to work commitments on 10 March 2010.

Internal Council Members:

	Black	Coloured	Indian	White
Male	3	0	0	0
Female	5	0	0	3

Committees and Meetings 2010:

Academic Board	Finance	Human Resource	EXCO	Council	Audit Committee
27/01	17/02	01/02	24/02	10/03	29/03
14/04	05/05	28/04	19/05	09/06	28/06
07/07	04/08	21/07	18/08	01/09	06/09
15/09	27/10	13/10	03/11	17/11	15/11

The Year 2010 was a challenging one both globally and locally. The economic climate impacted negatively on all of us, and highlighted the critical importance of literacy and Skills Training in South Africa.

Policy Approvals:

Council approved the following **revised policies**:

- Asset Management Policy
- Supply Chain Management Policy
- Finance Policy
- Disciplinary Assistance Policy

Council approved the following **newly developed policies**:

- Occupational Health and Safety Policy
- RPL Policy
- Utilization of Foreign Nationals Policy

External Auditing:

The Auditing firm Diemont, Zimmerman and Bolink was appointed as External Auditors for the 2010 financial year. The College received an unqualified audit opinion. The audited Financial Statements appear on page 28 of this report.

Conclusion:

We are fortunate to have visionary Council members who show commitment to the long term success of the College. The quality of their contribution has been excellent. Management and staff have shown determination and perseverance under challenging

times. Without their contribution we would not have delivered on our mandate.

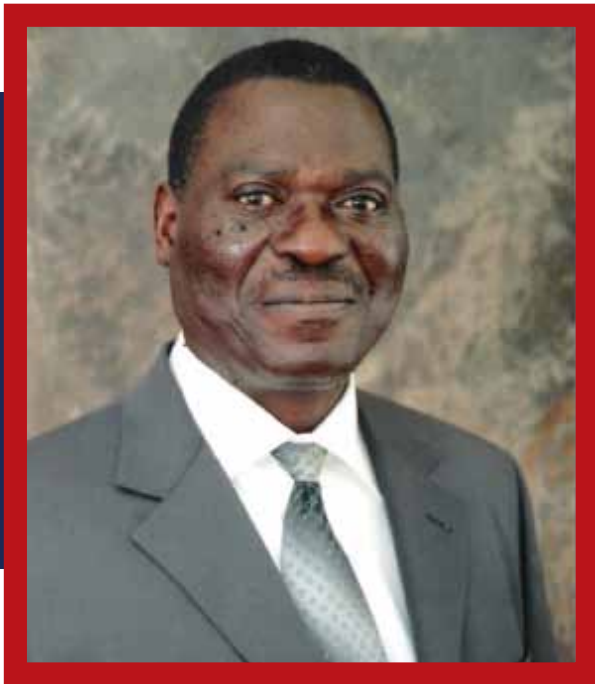
We thank our students and parents, guardians and remain committed to meet their needs.

The financial support from both the Departments of Education in Limpopo and the Department of Higher Education and Training at National Level is appreciated.



IW MODISHA
CHAIRPERSON OF COUNCIL

Principal's Report



The Waterberg FET College took cognizant of the President's speech that said that the FET sector, with its 50 colleges and 236 campuses nationally, would be the primary site for skills development and training.

The College also noted the DHET Minister Budget speech that government had invested R600-million in bursaries for financially needy FET college students. The aim: to develop the sector into an effective part of the government's skills development programme. Dr. Nzimande further said he would talk to government departments, major employers, employer organizations and trade unions to ensure more workplace placements for FET college students.

In the execution of the above referred mandates the Waterberg FET College has for the year 2010 achieved the following:

Target Enrolments:

- The College reached 94% of the projected target enrolments for 2010. The 2010 NCV enrolment increased with 25% from 2009.
- The College reached 83% of the planned technical intake for 2010.
- 32% of the students enrolled in technical fields were female.

Teaching and Learning:

- The Throughput Rate (Certification Rate) for 2010 was 42%. This was 2% higher than the College projection of 40% and 5% more than in 2009. This was achieved through additional Academic Support given to students through a Tutor System, Afternoon Classes and Academic Support software (Reading Excellence).
- The College Promotion rate for NCV Programmes in the November 2010 Examination was 68%. The promotion rate is lower than that of 2009. The reason for this is that in 2009, students were promoted to the next level after passing only 3 subjects. From 2010, students were promoted to the next level only if they passed 5 subjects. As students could not pass the required 7 subjects, the 2009 promotion concession of students made it difficult for students to pass and to be certificated (pass all 7 subjects per level).
- The 2010 Retention Rate is 92%, an improvement of 10% from for 2009. Reasons for this are the additional Academic Support given to students as specified above, Financial Assistance through DHET, College, Private Bursaries and Emotional Support through the appointment of an External Service Provider (Social Worker, Nurse and Psychologist).

Student Support:

- The College was able to claim 100% of the DHET (NSFAS) allocated bursary amount of R6,170,000.00, with 1122 students benefited from the Bursary Scheme. 30 Students also received College bursaries amounting to R140,000.00 and MQA awarded 4 students with bursaries while another 2 students received Private bursaries.
- Waterberg FET College is one of the 12 FET Colleges in South Africa who are on a bilateral international partnership (US-SA PARTNERSHIP FOR SKILLS DEVELOPMENT) between the government of South Africa, the Department of Higher Education and Training and the United States Agency for International Development (USAID). The programme is aimed at strengthening Academic Programmes, Skills Development Training and Student Support Services at Colleges.

Improved Infrastructure:

- 4 New Classrooms were constructed at the Business Studies Centre to accommodate more students as

- the Centre is currently running on full capacity. Flexi-hours are implemented at this stage to accommodate the intake.
- The Hotel School complex was completed at the end of 2010 to accommodate student intake from January 2011.

Staff Training:

- 75 Lecturers were capacitated to improve the offering of NCV Programme

Finances:

- The College ensured in 2010 that:
- The financial and procurement requirements as prescribed in the PFMA and the Treasury Regulations were complied with e.g. monthly and quarterly reports, etc.
- All expenditure was incurred to support the implementation of the NCV Levels 2-4 programmes chosen by the college.
- All expenditure was consistent with the approved activities as planned for in the 2010 operational plan.

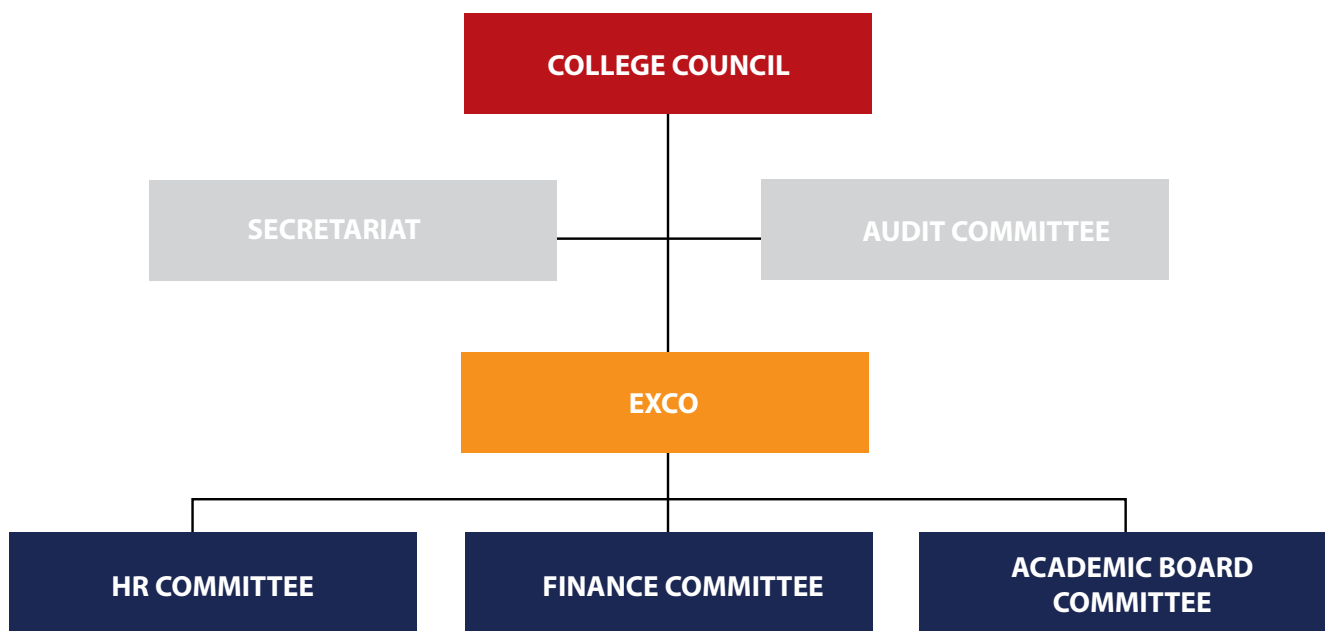
Meetings:

INTERNAL		EXTERNAL	
MANAGEMENT	SUPPLY CHAIN (ADJUDICATION)	MEETING WITH DOE	INTER-PROVINCE PRINCIPAL MEETING
18/01/2011	27/01/2011	DHET Minister's Meeting 15/01/2011	SACPO OB Meeting 20/01/2011
24/02/2011	10/02/2011	Performance Review Session 24-26/01/2011	SACPO OB Meeting 1/03/2011
29/03/2011	24/02/2011	Education Summit 9/02/2011	SACPO OB Meeting 22/06/2011
5/05/2011	10/03/2011	LDoE Basic Education meeting on Skills Dev 11/02/2011 SETA Forum Meeting	SACPO NGC & NSDS Workshop 23/06/2011
31/05/2011	24/03/2011	Risk Management Meeting 14/02/2011	SACPO NGC & NSDS Workshop
4/07/2011	14/04/2011	LDoE Workshop on develop- ment of job description 16-17/02/2011	SACPO NEC Meeting 12/07/2011
28/07/2011	28/04/2011	HR Meeting 23/02/2011	SACPO Curriculum Reference Group 19-20/09/2011
30/08/2011	12/05/2011	M&E Workshop 28-29/06/2011	
27/09/2011	26/05/2011		
27/10/2011	09/06/2011		
29/11/2011	14/07/2011		
4-6/09/2011	28/07/2011		
	10/08/2011		
	25/08/2011		
	08/09/2011		
	22/09/2011		
	06/10/2011		
	20/10/2011		
	03/11/2011		
	17/11/2011		



SP MAILULA
PRINCIPAL

Governance Structure



Profiles: College Council



CHAIRPERSON:

Mr. Isaiah Wilskut "Willie" Modisha

Mr. Modisha holds the following qualifications: Certificate in Accounting and Finance, Management Development Programme, Corporate Governance Certificate Programme, Certificate in Management of Minerals and Mining
His community involvement(s) includes: Chairperson of Limpopo Operating Licensing board, Chairperson of South African Red Cross Society

He is a member of the following professional bodies: Institute of People Management, Institute of Directors



DEPUTY CHAIRPERSON AND CHAIRPERSON: HUMAN RESOURCE COMMITTEE:

Mr. Sehlophe Emmanuel Maredi

Mr. Maredi holds the following qualifications: 1977- BA, 1981- BA Hons, 1969- PTC Hebron College of Education, 1993 -Management: Human Resources Manchester UK, Qualified Assessor, Qualified Moderator

His community involvement(s) includes: Chairperson: Mohlaletse Business Forum, Research Education Marula Platinum Mine



PRINCIPAL AND CHAIRPERSON: ACADEMIC BOARD

Mr. Selaelo Patrick Mailula

Mr. Mailula holds the following qualifications: B Com. *Short courses attended:* Project Management, Financial Management, Strategic Planning, Organisational Development, Change Management, Leadership

His community involvement(s) includes: Treasurer: SACPO

He is currently employed as: Principal of the Waterberg FET College (2003 – Date)



CHAIRPERSON: FINANCE COMMITTEE

Ms. Yvonne Stephina Mmadikgomo Mathabatha

Ms. Mathabatha holds the following qualifications: 1968 - B.Com Accounting, 1994 - B.Com Accounting Hons, 2006 - M.Com, 2003 - Diploma in Taxation, 2001 - Course in Taxation, 2004 - Diploma in Municipal Governance

She is currently employed as: Chief Financial Officer: Limpopo Gambling Board



MEMBER: ACADEMIC BOARD

Mr. Cornélius Jacobus du Toit

Mr. du Toit holds the following qualifications: 1973 - B Mil, 1991 – MBL, 1994 - Certificate in Defense Management, 1989 - Project Management, 1995 - Executive Course in Peace Operations, 2001 - Certificate in Estate Agency
His community involvement(s) includes: Limpopo Department of Agriculture and the Nguni Cattle Breeders Association, Vice President Mokopane Business Chamber, 2007
He is currently employed at: OLD Mutual since August 2002 to rebuild the company office in the Limpopo Province.



MEMBER: ACADEMIC BOARD

Prof. Lesiba Joseph Teffo

Prof. Teffo holds the following qualifications: 1978 - BA UNIN, 1983 - BA Hons, 1990 - B. Juris, 1993 – LLB, 1990 - PhD Philosophy, 1976 - Primary Teachers Certificate

He is currently employed as: Research Director of the Human Sciences Research Council (HSRC)



MEMBER: ACADEMIC BOARD

Mr. Niel Thomas Edward Burnett

Mr. Burnett holds the following qualifications: Higher National Diploma in Hotel and Catering Administration from the UK

He is currently employed as: Sales and Marketing Director of Protea Hotels the Ranch in Polokwane and The Park in Mokopane.



MEMBER: ACADEMIC BOARD AND HUMAN RESOURCE COMMITTEE

Ms. Makano Muriel Maja

Ms. Maja holds the following qualifications: 1980 – BA, 1981 – UED, 1987 - BA Hons, 1991 - MA

She was employed as: 2001-2007 – Facilitator: Various Projects like Vhutsila Skills Development Project, 1992-2000 – Principal: Boikhutjong High School



MEMBER: HUMAN RESOURCE COMMITTEE:

Dr. William Montgomery Bernard Mohapi

Dr. Mohapi holds the following qualifications: 1978 – BA, 1985 - B.Ed, 1968 - M.Sc Ed 1991 - D.Ed, 2000 - Master Diploma Human Resources Management

He is currently employed as: Director: Marketing and New Business: Thuthukani Consulting Engineers and Project Managers (2008 to Date)



MEMBER: FINANCE COMMITTEE

Mr. Matome Calvin Masoga

He is currently : The Major of Lepelle Nkumpi Municipality



MEMBER: AUDIT COMMITTEE

Mr. Sentle Lavius Emmanuel Fenyane

Mr. Fenyane holds the following qualifications: 1983 – BA, 1984 (H.Ed), 1986 – B.Ed, 1997 – BBA, 1999 – MBA.
His community involvement(s) includes: Member of Parliament in 1994 and he served in the following committees: ADHOC Committee who drafted the PFMA, a member of the ICT Charter Working Group and a member of the CA Team that drafted the Constitution of South Africa. He is the founder member of SADTU.
As part of his community involvement he also: delivers Motivational Talks to pupils, students and professionals.
He is currently employed as: Client Executive: Public Sector at IBM South Africa

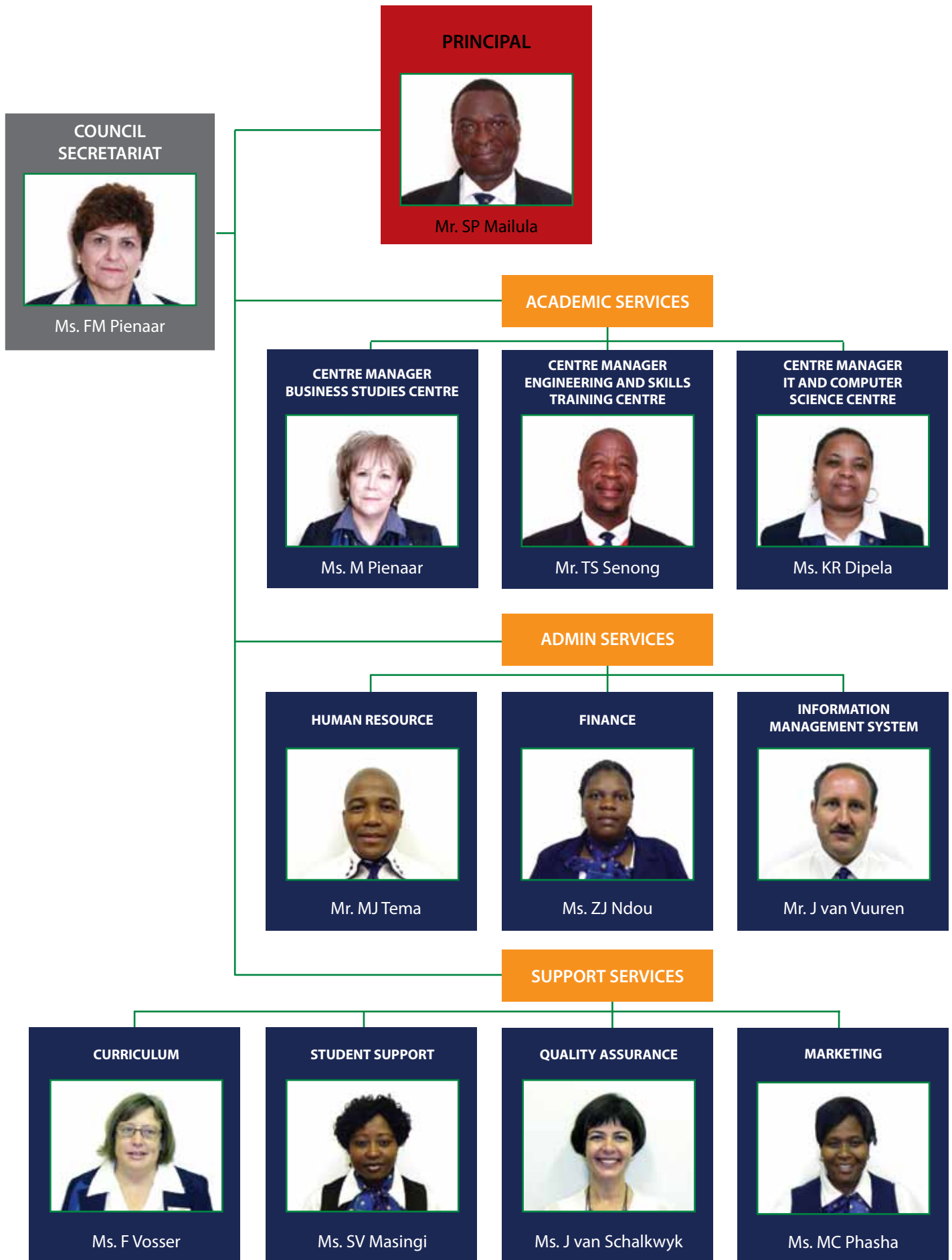


MEMBER: AUDIT COMMITTEE

Mr. Masoga Daniel Poopedi

Mr. Poopedi holds the following qualifications: B.Com (Accounting) Degree, Honours B.Compt.
His community involvement(s) includes: Member of the South African Institute of Professional Accountants and EXCO Member of the Institute's Limpopo Region. Member of the Limpopo Provincial Government Audit Committee as well as a member on three local Government Municipalities and a District Municipality. He also serves as Governing Body - Treasurer of Capricorn High School.
He is currently employed as: Auditing Lecturer at the School of Accounting and Auditing

Management



6.1 PROGRAMMES OFFERED IN 2010:

NCV Programmes:

Programme	Business Studies Centre	Engineering and Skills Training Centre	IT and Computer Science Centre
Marketing	x		
Finance, Economics and Accounting	x		
Office Administration	x		
Engineering and Related Design (Auto-Motive Repair/Welding)		x	
Civil Engineering and Construction		x	
Electrical Infrastructure Construction		x	
Hospitality			x
Tourism			x
Primary Agriculture			x
Information Technology			x

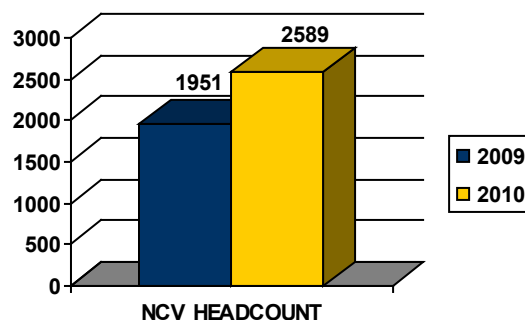
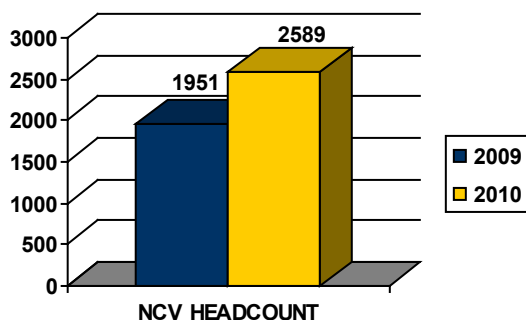
Occupational and Skills Programmes:

Programme	Business Studies Centre	Engineering and Skills Training Centre	IT and Computer Science Centre
ICDL Core	x	x	
Motor Mechanical Skills		x	
Electrical Skills		x	
Clothing Production Skills		x	

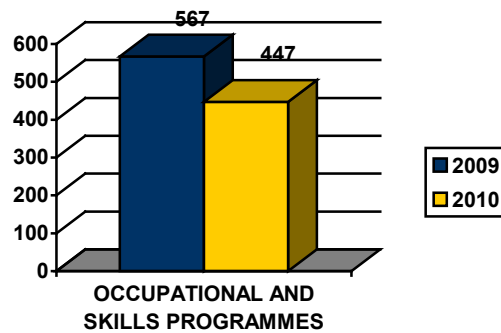
6.2 ENROLMENT

As a national mandate to expand FET College's to 1,000 000 students in 2014 the College was able to increase enrolments as shown below:

NCV	Year 2009	Year 2010	% Increase or % Decrease
Headcount	1951	2589	25% Increase
FTE Count	1887.06	2582.44	27% Increase



Occupational and Skills Programmes	Year 2009	Year 2010	% Increase or % Decrease
Headcount	567	447	-21% Decrease



Total College Enrolment	
Headcount	3036

6.2.1 NOTES ON ENROLMENT COMPARISON 2009-2010:

- Intake of students in NCV programmes increased with 25%.
- The total Headcount for the College improved from 3010 to 3036 although there was a decrease in Occupational Programmes as no new learnerships were implemented in 2010.

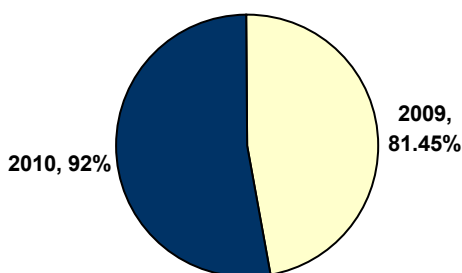
6.3 RESULTS (LEVEL2 - LEVEL4)

Enrolment	Wrote	7 of 7	6 of 7	5 of 7	4 of 7	3 of 7	2 or less	Promotions	Retention Rate %	Throughput Rate %
2589	2377	1009	368	234	152	163	451	1611	92%	42%

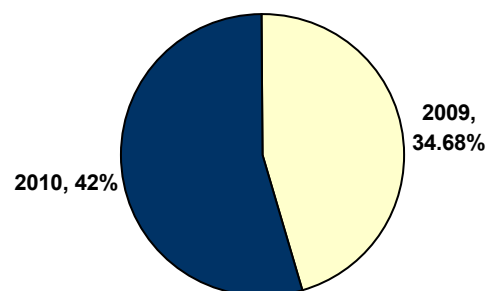
NCV Retention Rate: 93%

NCV Throughput Rate: 42% (passed all 7 NCV subjects)

RETENTION RATE



THROUGHPUT RATE



6.3.1. NOTES ON PROMOTION:

- In 2009, students were promoted to the next level after passing only 3 subjects.
- From 2010, students were promoted to the next level **only if they passed 5 subjects**. As students could not pass the required 7 subjects, the 2009 promotion concession of students made it almost impossible for students to pass and to be certificated (pass all 7 subjects per level). A proposal from the Academic Board was approved by College Council where only students that passed 5 subjects, will be promoted to the next level.

6.4 BURSARIES

	Students Received	Amount
DHET – NSFAS bursaries	1122	R6,170,000.00
College bursaries	30	R140,000.00
MQA bursaries	4	R41,574.00
Private bursaries	2	R16,000.00

- 100% of the allocated money from NSFAS was claimed by the College by the end of April 2010.
- **Challenge:** The amount allocated to the College is too low and 233 applications were rejected because the allocation was exhausted. The College applied for additional funds from DHET but unfortunately the response was not favourable.

7. ACCREDITATION AND PARTNERSHIPS

7.1 ACCREDITATION

The Waterberg FET College is fully accredited with:

ACCREDITATION BODY	PROGRAMME
UMALUSI	for offering NATED and NCV Programmes
W & R SETA	for offering Wholesale Distribution Level 2
AgriSETA	for offering Landcare Facilitation Level 5 and Horticulture Level 1
ICDL	for offering ICDL Core and e-Learner
ISO 9001:2008	Quality Management Systems
PASTEL	Pastel Accounting and Pastel Payroll
TETA	for offering Transport and Supervision – NQF Level 4

7.2 PARTNERSHIPS

The College was engaged in the following partnerships in 2010:

PARTNERSHIP	RELATIONSHIP
USAID	To strengthen the FET College Sector's institutional capacity in Student Support Services programmes and offer a wide range of professional development programmes for college lecturers.
Department of Roads and Transport	Learnership NQF Level 4 for 40 students
Department of Education	Learnership NQF Level 4 for 150 students
Department of Public Works	Learnership NQF Level 5 for 63 students
University of Limpopo	Student Practical Training – NCV Primary Agriculture
The Ranch Hotel	Student Practical Training and placement of students – NCV Hospitality, Assistant Chef Skills and Table Attendant Skills
Protea Park Hotel	Student Practical Training and placement of students – NCV Hospitality, Assistant Chef Skills and Table Attendant Skills
Limpopo Toyota - Polokwane	13 Students in Engineering and Related Design did practical training at Limpopo Toyota in Polokwane. D Phasha was absorbed for permanent employment and L Nkhumane has been employed in Johannesburg.
NTT Mokopane	3 students in ERD L3 did practical training in Automotive Repair and Maintenance at NTT (Toyota) in Mokopane.
Autec Services - Mokopane	2 students in ERD, FI Gwangwa and DH Banda, did practical training at Autec Services in Mokopane.
WBHO Polokwane	2 students in Civil Engineering, R Ledwaba and P Lekgau, who did practical training at WBHO in Polokwane were absorbed for permanent employment.

PARTNERSHIP	RELATIONSHIP
AGRI-SETA	Accreditation for offering Landcare Facilitation Level 5 and Horticulture Level 1
W & R SETA	Accreditation for offering Wholesale Distribution Level 2
TETA	Accreditation for offering Transport and Supervision – NQF Level 4
BankSETA Insight Strategies	New Venture Creation Project
Moorddrift Diary	Mentor Company for Simulation Centre
EDUTEL	Learning Material for Wholesale and Distribution Learnership
Red Cross Society	First Aid Certification
Torga Optical	Free eye tests for students and assistance with spectacles
Galileo	Training and Certification of Tourism Level 4 Students
Opera	Training and Certification of Hospitality Level 4 Students
THETA	Work placement for students in Hospitality and Tourism
ABC- Developers	Training provider with CETA to offer accredited civil training and providing learning material
Lelethu	Creating and facilitating an enabling environment, infrastructures and support structures for the benefit of industry groups and learners as identified

As part of the US-SA Partnership for Skills Development, the College CEO, Mr SP Mailula visited America from 18-30 September 2010 as part of a Study Tour. The Study Tour included a visit to Community Colleges in New York, New Jersey, Virginia, Maryland and Washington DC.

8. GOVERNANCE

8.1 COLLEGE COUNCIL

- 6 Educators (2 per centre) were elected to serve on the Academic Board to be representative of the educator component.
- 1 Educator and 1 Support Staff member were elected to serve on the College Council as Internal Members.

8.2 STUDENT REPRESENTATIVE COUNCIL

- 30 students were elected to serve on the Centre's SRC and all were trained in leadership development.
- 6 students were elected to serve on the Central Student Representative Council and the Chairperson of the Central SRC also served as a member of Council.

8.3 STAFF FORUM

- 2 Lecturers and 1 Support Staff member (per Centre) were elected to serve on the College Staff Forum.

9. CENTRE REPORTS

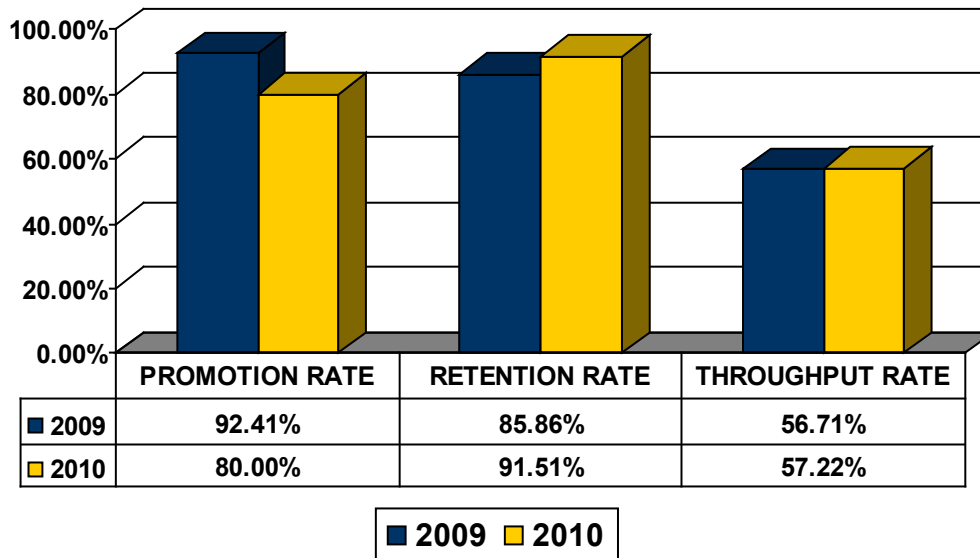
9.1 BUSINESS STUDIES CENTRE REPORT

9.1.1 CENTRE ENROLMENT AND RESULTS:

9.1.1.1 NCV Programmes

PROGRAMME	LEVEL	ENROLMENT	WROTE	7 OF 7	6 OF 7	5 OF 7	4 OF 7	3 OF 7	2 or less	PROMOTIONS	PROMOTION RATE %	RETENTION RATE %	THROUGHPUT RATE %
FEA	2	116	101	52	19	6	7	2	15	77	76.24%	87.07%	51.49%
	3	105	92	60	10	7	5	2	8	77	83.70%	87.62%	65.22%
	4	41	38	26	8	1	2	0	1	35	92.11%	92.58%	68.42%
MARK	2	84	74	35	12	8	3	2	14	55	74.32%	88.10%	47.30%
	3	53	47	27	10	5	0	2	3	42	89.36%	88.68%	57.45%
	4	23	23	15	2	1	2	0	3	18	78.26%	100%	65.22%

PROGRAMME	LEVEL	ENROLMENT	WROTE	7 OF 7	6 OF 7	5 OF 7	4 OF 7	3 OF 7	2 or less	PROMOTIONS	PROMOTION RATE %	RETENTION RATE %	THROUGHPUT RATE %
OA	2	298	265	159	28	31	12	14	21	218	82.26%	88.93%	60.00%
	3	205	197	93	24	24	13	14	29	141	71.57%	96.10%	47.21%
	4	135	133	88	18	7	11	2	7	113	84.96%	98.52%	66.17%
Total:		1060	970	555	131	90	55	28	101	776	80.00%	91.51%	57.22%



9.1.1.2 Student Mortality

- 1 Student enrolled at the Business Studies Centre passed away during the course of the year.

9.1.2 CENTRE FACILITIES:

The Centre has utilized and maintained to full capacity the following facilities:

TYPE OF FACILITY	QUANTITY 2009	QUANTITY 2010
Classrooms - Main Building and Simulation Centre	16	20
Classroom - Mobile	1	1
Classrooms - Temporary Asbestos	4	4
Simulation Room	1	1
Admin/Curriculum Offices	8	8
Student Support Centre Office - Simulation Centre	1	1
Student Support Centre - Simulation Centre	1	1
Staffroom	1	1
Ablution block Staff	1	2
Ablution block Students	8	11
Boardroom	1	1
Kitchen	2	2
Total Facilities	45	53

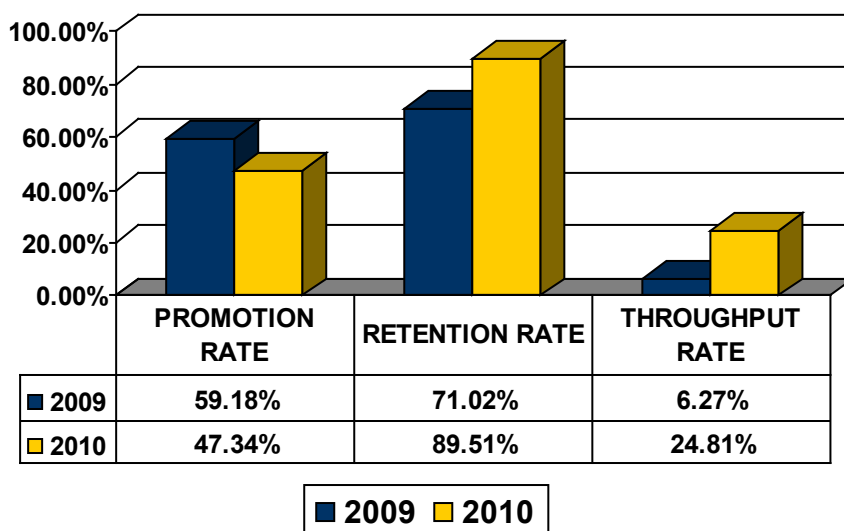
The Business Studies Centre built 4 additional 60-seater theory classrooms in 2010.

9.2 ENGINEERING AND SKILLS TRAINING CENTRE

9.2.1 CENTRE ENROLMENT AND RESULTS:

9.2.1.1 NCV Programmes

PROGRAMME	LEVEL	ENROLMENT	WROTE	7 OF 7	6 OF 7	5 OF 7	4 OF 7	3 OF 7	2 or less	PROMOTIONS	PROMOTION RATE %	RETENTION RATE %	THROUGHPUT RATE %
ERD	2	142	127	24	16	14	5	15	53	54	42.52%	89.44%	18.90%
	3	94	94	19	19	14	9	12	21	52	55.32%	100%	20.21%
	4	18	17	7	5	2	1	2	0	14	82.35%	94.44%	41.18%
EIC	2	238	203	38	10	13	21	29	92	61	30.05%	85.29%	18.72%
	3	51	49	21	7	4	5	5	7	32	65.31%	96.08%	42.86%
CIVIL	2	143	124	33	22	9	12	15	33	64	51.61%	86.71%	26.61%
	3	48	43	21	11	2	1	5	3	34	79.07%	89.58%	48.84%
Total:		734	657	163	90	58	54	83	209	311	47.34%	89.51%	24.81%



9.2.1.2 Occupational and Skills Programmes:

PROGRAMME	TOTAL
ICDL Core	60
Mechanical Skills	60
Electrical Skills	60
Clothing Manufacturing Processes	13
TOTAL ENROLMENT: ALL PROGRAMMES	927

9.2.1.3 Student Mortality

- 2 Student enrolled at Engineering and Skills Training Centre passed away during the course of the year

9.2.2 CENTRE FACILITIES:

The Centre has utilized and maintained to full capacity the following facilities:

TYPE OF FACILITY	QUANTITY 2009	QUANTITY 2010
Classrooms	17	17
Computer Labs	4	4
Hospitality Centre	1	1
Clothing Production Centre	1	1
Science Laboratory	1	1
Media Room	1	1
Workshop 1 : ERD workshop with 1 Office and 1 classroom and 2 storage rooms	1	1
Workshop 2: Electrical and Welding workshop with 1 classroom and 2 storage rooms	1	1
Workshop 3 : Skills workshop	1	1
Civil Engineering Skills Structure	1	1
Admin Offices	4	4
HOD Offices	4	4
Student Support Centre Offices	2	2
Photocopy room	1	1
Strong room	1	1
Kitchen	2	2
Boardroom	1	1
TOTAL FACILITIES	44	44

9.2.2.1 Hostel

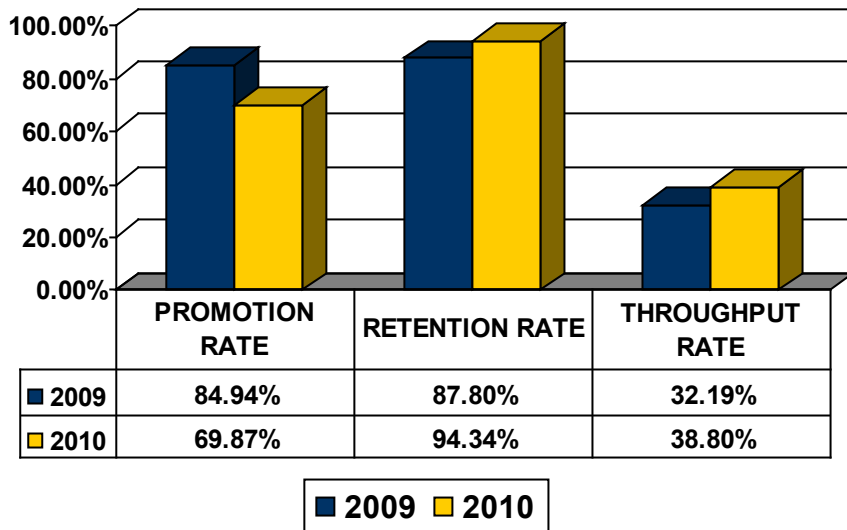
	CAPACITY	STUDENT ACCOMMODATED
2010	200	Male: 114 Female: 86

9.3 IT AND COMPUTER SCIENCE CENTRE:

9.3.1 CENTRE ENROLMENT AND RESULTS:

9.3.1.1 NVC Programmes

PROGRAMME	LEVEL	ENROLMENT	WROTE	7 OF 7	6 OF 7	5 OF 7	4 OF 7	3 OF 7	2 or less	PROMOTIONS	PROMOTION RATE %	RETENTION RATE %	THROUGHPUT RATE %
PA	2	92	92	49	9	7	3	3	21	65	70.65%	100%	53.26%
	3	62	59	7	13	17	1	3	18	37	62.71%	95.16%	11.86%
	4	17	17	2	11	2	1	1	0	15	88.24%	100%	11.76%
IT	2	131	122	23	21	18	16	12	32	62	50.82%	93.13%	18.85%
	3	84	68	4	19	14	10	9	12	37	54.41%	80.95%	5.88%
	4	15	15	2	6	4	2	1	0	12	80.00%	100%	13.33%
TOUR	2	151	140	84	19	7	4	3	23	110	78.57%	92.72%	60.00%
	3	90	89	58	15	5	1	2	8	78	87.64%	98.89%	65.17%
	4	36	33	18	8	4	1	0	2	30	90.91%	91.67%	54.55%
HOSP	2	56	56	17	12	4	0	4	19	33	58.93%	100%	30.36%
	3	43	41	16	13	3	3	3	3	32	78.05%	95.35%	39.02%
	4	18	18	11	1	1	1	1	3	13	72.22%	100%	61.11%
Total:		795	750	291	147	86	43	42	141	524	69.87%	89.51%	38.80%



9.3.1.2 Occupational and Skills Programmes:

PROGRAMME	TOTAL
W&R Learnership - Level 2	140

9.3.2 CENTRE FACILITIES:

The Centre has utilized and maintained to full capacity the following facilities:

TYPE OF FACILITY	QUANTITY 2009	QUANTITY 2010
Classrooms	22	22
Computer Labs	4	4
Practical Labs	5	5
Tourism Room	1	1
Admin Offices	4	4
Student Support Centre Offices	3	3
Photocopy room	1	1
Curriculum Offices	3	3
Ablution Blocks	6	6
Boardroom	1	1
Kitchen	1	1
Library	1	1
Media Room	1	1
Farm	1	1
TOTAL FACILITIES	55	55

9.3.2.1 Hostel

	CAPACITY	STUDENT ACCOMMODATED
2010	208 Male	Male: 168
	208 Female	Female: 190
TOTAL	416	358

9.3.2.2 Hotel School

The Hotel School Project with the state of the art industry related catering equipment was fully completed in 2010.

The Hotel School has the following facilities:

- Conference facilities (Auditorium and Boardrooms)
- Bed and breakfast facilities
- Take away/Fast Food cafeteria
- Fully licensed restaurant

9.3.2.3 Farm

Students do practical work on the College Farm, Rooywal, at Sterkrivier as part of the NCV Primary Agriculture Programme (Level 2 - Level4).

10. SECTION REPORTS: HIGHLIGHTS, ACHIEVEMENTS AND CHALLENGES

10.1 CURRICULUM

MANDATE:

To provide intermediate knowledge and skills for young people and adults so that they can participate actively in the economy and ensure the College have the necessary infrastructure, equipment and programmes relevant to the needs of the economy.

10.1.1 MOU's SIGNED/PARTNERSHIPS:

10.1.1.1 Lelethu

- An MOU with Lelethu was signed on 13 October 2010. Lelethu provides a bridge where public institutions, industry and government departments can collaborate on skills development initiatives. Lelethu facilitates the conclusion of these partnerships and manages the relationship between, and roles and responsibilities of the Partners.

10.1.1.2 ABC Developers

- A MOU with ABC Developers was signed on 17 September 2010. ABC Developers will assist the College in obtaining accreditation from CETA to offer Civil programmes and start with the process of establishing a "Civil Centre of Excellence" (CCOE).

10.1.2 LEARNERSHIPS

10.1.2.1 Wholesale and Retail NQF L2:

- The programme was completed with a total of 118 students. 69 Students received certificates for the full qualification and 49 students received unit standard certificates.

Hotel School



The Hotel School Project with the state of the art industry related catering equipment was fully completed in 2010.

Programmes



10.1.2.2 Roads Transport Supervision

- Training on the OHS unit standard was done from 3-7 May at the Oasis Lodge Polokwane. Only 31 traffic officers attended as others resigned and went on pension. 100% pass rate

10.1.2.3 MerSETA

- A site visit was done by Merseta on 27 September. All required documents submitted.

10.1.3 MONITORING AND MODERATION

10.1.3.1 IT and Computer Science Centre

- 1 x Teaching and Learning Monitoring done 3 March
- 2 x ISAT Readiness Monitoring done 8 April and 5 August
- 1x Pre Moderation Report 18 March
- 1x Post Moderation Report 13 March
- 1x Supplementary Exam Monitor Report 6 March
- 1x Internal Assessment Monitor Report 12 May
- 1x Internal Exam Monitor Report 21 September
- 1x Marking Centre Monitor Report 12 November

10.1.3.2 Business Studies Centre

- 1 x Teaching and Learning Monitoring done 15 March
- 2 x ISAT Readiness Monitoring done 8 April and 5 August
- 1x Pre Moderation Report 18 March
- 1x Post Moderation Report 13 March
- 1x Supplementary Exam Monitor Report 6 March
- 1x Internal Assessment Monitor Report 26 May
- 1x Internal Exam Monitor Report 21 September
- 1x Marking Centre Monitor Report 15 November

10.1.3.3 Engineering and Skills Training Centre

- 1 x Teaching and Learning Monitoring done 19 March
- 2 x ISAT Readiness Monitoring done 8 April and 4 August
- 1x Pre Moderation Report 18 March
- 1x Post Moderation Report 13 March
- 1x Supplementary Exam Monitor Report 10 March
- 1x Internal Assessment Monitor Report 19 April
- 1x Internal Exam Monitor Report 22 September
- 1x Marking Centre Monitor Report 13 November
- ICASS and ISAT marks were submitted to DHET on 20 October electronically.
- The external exams started on 11 November.
- Monitoring for the conduct of Exams and the marking of Level 2-3 scripts were conducted from 25 October and concluded on 26 November 2010.

10.1.4 NEW PROGRAMMES

- DHET approved an application from the College to offer Masonry from 2011 as an optional subject to the Civil Engineering and Construction programme.

10.2 HUMAN RESOURCE

MANDATE

To provide an efficient and effective Human Resource Management Service in order to support the achievements of the organizational objectives through a competent workforce in compliance with legislation

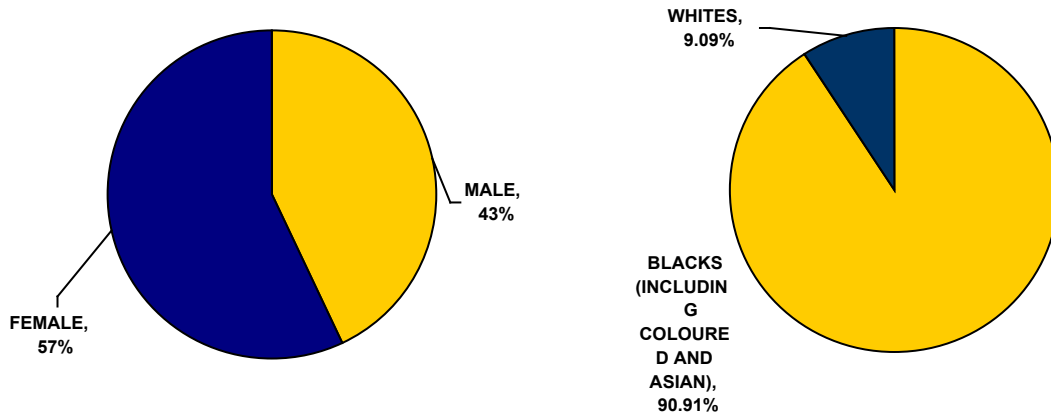
10.2.1 COLLEGE EQUITY

RANK	BLACK		ASIAN		WHITE		TOTAL		TOTAL STAFF (excluding Foreign Nationals)	FOREIGN NATIONALS	
	Male	Female	Male	Female	Male	Female	Male	Female		Male	Female
CEO	1	0	0	0	0	0	1	0	1		
Centre Managers	1	1	0	0	0	1	1	2	3		
Council Secretariat	0	0	0	0	0	1	0	1	1		
Unit Managers	1	3	0	0	1	2	2	5	7		
Support Staff (Administrative Staff and General Workers)	32	57	0	0	0	1	32	58	90		
Interns and Work placement Students	4	4	0	0	0	0	4	4	8		
Lecturers	46	39	0	1	3	10	49	50	99	6	3
SUB TOTAL	85	104	0	1	4	15	89	120	203		
PERCENTAGE	96%	87%	0%	1%	4%	13%	43%	57%	100%		

10.2.2 RACE AND DISABILITY:

BLACK		COLOURED		ASIAN		WHITE	
Male	Female	Male	Female	Male	Female	Male	Female
90.43%		0.00%		0.48%		9.09%	
90.91%							

DISABLED	
Male	Female
1	2
1.38%	



* Foreign Nationals are not included within race groups.

10.2.3 STAFFING

- TOTAL Staff members employed: 218 (including Foreign Nationals)
- 4 Educators relocated from Engineering and Skills Training Centre.
- The following posts were advertised and filled:
- 11 HOD posts
- Senior Personnel Officer
- Examination Officer
- 3 Receptionists
- 2 IT Specialist
- Senior Finance Officer
- Provisioning Admin Officer
- Internal Auditor
- 8 Interns were placed at the College through ETDP SETA.

10.2.4 COMMUNICATION

- 5 Contact session held with staff members to discuss the following:
- Negotiations on the condition of service of FET Lecturers
- General concerns from staff members on issues affecting their work.
- Notice boards are used at Centres to share information like:
- EAP Program
- Injury on Duty
- Batho Pele posters
- Legislative posters e.g. BCEA; EEA and SDA.

10.2.5 STAFF TURNOVER

	RESIGNATIONS	CONTRACTS EXPIRED	RETIRED	MORTALITY	TRANSFERS
Educators	2	2			3
Administrative Staff	1			1	
General Workers	1	1	1		
TOTAL	4	3	1	1	3

OVERALL percentage staff turnover: 9%

10.2.5.1 Staff Mortality

- 1 Support Staff Member (Administration) passed away during the course of the year

10.2.6 TRAINING AND DEVELOPMENT

10.2.6.1 College Budget:

- An amount of R500,000.00 for training and related expenses during 2010 was spent
- A total of 124 staff members were trained in the following areas:

AREA	TOTAL OF STAFF MEMBERS TRAINED
Skills Development Facilitator	4
Career Guidance	3
Leadership and Management	2
Assessors	15
Moderators	15
Reading Excellence	5
Asset Management	5
Auto CAD Essentials	2
Customer Care and Complaints Management	5
Supply Chain Management	4
Performance Audit	1
Occupational Health and Safety	18
DBX Supervisor (DB2000)	3
Pastel Accounting	1
Business and Report Writing Skills	16
Facilitation	15
Marketing Practices	1
VEOP and other different NCV programmes	9

10.2.6.2 Training FUNDED by Stakeholders:

AREA	TOTAL OF STAFF MEMBERS TRAINED	FUNDED BY
Skills Development Facilitator	1	ETDP SETA
Leadership and Management	2	ETDP SETA
Moderator	15	NOMASOJABULA

10.2.7 HEALTH AND WELLNESS

- A Health and Safety Committee was established with 16 representatives elected. The Committee held two meetings during the year.
- 20 First Aid Kits purchased for all sites.
- Wellness programmes organized :
- 30 April 2010 – Overall wellness awareness
- September 2010 – Breast Cancer awareness
- December 2010 – HIV/AIDS awareness

10.2.8 LABOUR RELATIONS

- 2 Disciplinary Hearings held during the year and 1 referral to the CCMA.
- The signing of Collective Agreement 1 of 2010 brought with parity payments to Lecturers and a 4% once off payment to make up the period 1 January 2008 to 31 March 2010.

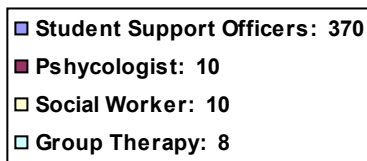
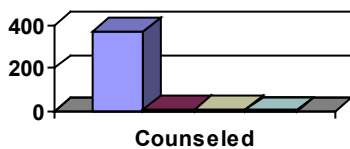
10.3 STUDENT SUPPORT

MANDATE

The Student Support Service sees itself as facilitating an educational situation that will enable the students of the college to function at optimum levels, so that they can receive the maximum benefit from the education environment. The assistance is therefore focused on meeting the needs of the student both as an individual and as part of the student community and member of the community.

10.3.1 EMOTIONAL SUPPORT

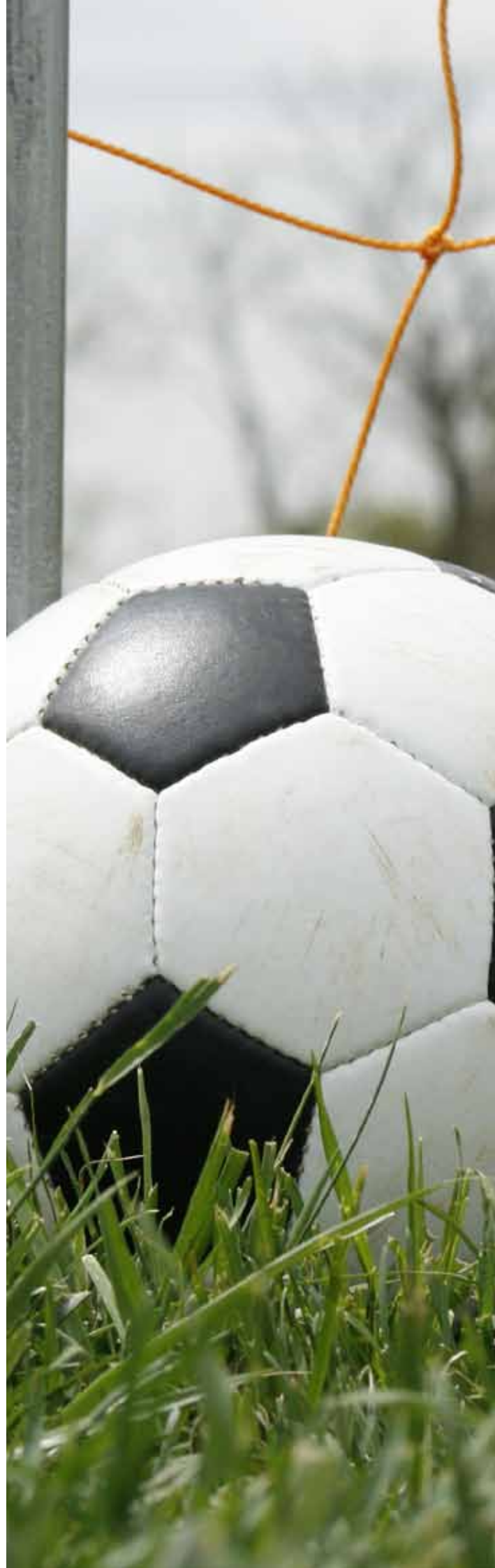
- 370 students were counselled at the Student Support Centres by Student Support Officers
- 10 Students counselled by a social worker
- 10 students referred and attended to by a Psychologist
- 1 Group therapy done for 8 students



10.3.2 SPORT, ARTS, CULTURE AND HEALTH SUPPORT:

10.3.2.1 Sport:

- Students participated in the following sporting codes during Inter-College matches and Provincial Tournaments:
 - Soccer
 - Volleyball
 - Netball
 - Chess
 - Softball
 - Ladies soccer
 - Male netball
 - Pool
- Sporting equipment for volleyball, netball and soccer were purchased with funds received from the National Lottery







Culture Day

10.3.2.2 Arts and Culture:

- The 3 Centres of the College hosted individual Centre Cultural Days respectively on 3 June and 16 July where students competed in:
 - Drama
 - Story Telling
 - Debate
 - Poetry
 - Gumboot Dance
 - Traditional Dance
- A College Cultural Day took place at the Lebowakgomo Civic Centre Hall on 29 July.
- Students competed in a Provincial Cultural Date in Lephalale on 21 August.

10.3.2.3 Health:

- Student Support organised a Fun Run/Walk as part of a Wellness Campaign and 300 students participated on 30 April.
- 11 Disabled students registered with the College during the year and were assisted where possible.

10.3.3 FINANCIAL SUPPORT:

The following financial support was given to students:

- 1122 DHET bursaries
- 30 College bursaries
- 4 MQA bursaries
- 2 Private bursaries

10.3.4 ACADEMIC ASSISTANCE:

- An Orientation Programme for newly enrolled students at all the Centres took place from 14-16 January.
- 42 Students participated in the first round of the Maths Olympiad held on 13 March.
- 30 Students were trained as Peer-Educators on 15 April
- 42 Tutors were also trained on 15 April
- 5 IT Level 3 students attended an ICT Summit from 26-29 September and 3 of the students qualified to make a presentation to a panel of judges for a bursary to further their studies in the ICT sector.

10.3.5 LEADERSHIP DEVELOPMENT:

- 52 Class Representatives were internally trained on 29 February.
- 30 SRC members were trained from 5-7 March.

10.3.6 WORK PLACEMENT SUPPORT:

- 23 Tourism and Hospitality students were placed by THETA SETA

- 2 Students placed by the Premier's office at Polokwane
- 1 Student placed at CHEM training company
- 2 Students placed at SELAKI sports and Leisure

10.3.7 STUDENT SUPPORT PARTNERSHIP:

10.3.7.1 US-SA Partnership for Skills Development:

- A Student Support Partnership between the Government of South Africa, the Department of Higher Education and Training and the United States Agency for International Development (USAID), was launched on 20 October.
- This partnership will operate over a three year period at 12 FET Colleges in Limpopo, Mpumalanga and the Northern Cape, and will be implemented by the American Council on Education and American Association of Community Colleges. The Waterberg FET College is one of the 12 Colleges in South Africa that benefits from this programme.
- The programme works to strengthen the FET College Sector's institutional capacity in Student Support Services programmes, and offer a wide range of professional development programmes for college lecturers.

10.3.7.2 Youth Build Pilot Programme:

- The Waterberg FET YouthBuild Project was implemented by NYDA in partnership with YouthBuild International with the aim of testing a YouthBuild model in an FET institution.
- The goal of the Waterberg FET YouthBuild project with the College was to increase the technical, economic, and emotional capacity of young people in FET institutions, to take responsibility for their wellbeing, their families, and their communities, while engaging in tangible community services, such as working on the construction of the local dam project. The programme will assist students to acquire the necessary skill which will enable them to secure a formal employment or to open self employment opportunities.
- 16 Civil Engineering Students from the Engineering and Skills Training Centre had the opportunity to do practical work at the dam in Chuenespoort to increase their capacity in the areas of their NCV training with the College in both the 1st and the 2nd phase of the practical exposure.
- The students had an opportunity to do community service in partnership with the local municipality and a group of young volunteers (Local Primary School). The activity conducted was a community clean-up campaign.
- Student Support staff were orientated on a Job Preparedness Programme.

- Waterberg FET College together with NYDA (National Youth Development Agency), Lepelle-Nkumpi Municipality and Lebowakogmo Zone B Youth embarked on a cleaning campaign in and around Lebowakgomo CBD on 9 July. 40 Students from the Engineering and Skills Training Centre was part of the Civil Engineering Outreach Programme, took part in this joint venture



Marketing



10.4 MARKETING

MANDATE

To provide effective and efficient marketing for the college by establishing information needs through internal and external consultation of stakeholders and the process of organising and directing all college activities which relate to determining the market demand and converting the students to choose Waterberg FET College as their College of Choice.

10.4.1 BRANDING

To ensure maintenance and improvement of branding of the College, Staff members continued to put on corporate wear when attending college events and selected weekdays. This showcases a strong corporate image.

10.4.2 MARKETING ACTIVITIES

- 60 radio and newspapers advertisements done as indicated below:

TYPE OF MEDIUM	TARGET DATES	CAUSE OF ACTION
Capricorn FM	5 Adverts (1-12 January)	Courses Offered
Thobela FM	10 Adverts (28-10 January)	Registration Campaign
Sowetan Newspaper	1 Advert (7 January)	Staff Recruitment
Review	1 Advert (7 January)	Registration Campaign
Capricorn Voice	1 Advert (7 January)	Registration Campaign
Phalaphala FM	9 Adverts (1-12 January)	Registration Campaign
GLFM	10 Adverts (21-30 April)	Open Day Awareness
Bosvelder	1 Advert	Registration Campaign
ML FM	12 Advert	Registration Campaign
Mokopane FM	7 Advert	Open Day Awareness
City Press	1 Advert	Staff Recruitment

- 18 exhibitions attended at Waterberg District 8-12 March, Capricorn District 15-19 March 2010, SABC Education 1-5 March, Roedtan Exhibition May, 15 July 2010 Tourism career guidance day, 9 November 2010 and Mandela Day Exhibition 18 July reaching 22,000 prospective students as opposed to 16 career exhibitions attended in 2009
- 400 Registration posters put up at strategic areas around Modimolle, Bela-Bela, Mookgopong, Mokopane, Mphahlele
- 2348 Students wrote Placement Tests

- 10 000 SMS messages were sent to prospective and existing students as a tool to increase communication and awareness.
- Back-To-School posters were put up during the December holidays at strategic areas such as Bela-Bela, Modimolle, Mookgopong, Mmapela, Mosesetjane, Mahwelereng, Mokopane, Jane Furse, Moletlane, Lebowakgomo and Apel (to name but a few)

10.4.3 EVENTS CONDUCTED:

10.4.3.1 Open Days

Business Studies Centre:

- The Open Days held at the Business Studies Centre on 22 April attracted prospective students. The students who attended the day were from Fred Ledwaba, DG Tsebe, Ebenazar and Maleya High School.
- Prospective students gains more information about FNB products and some even opened accounts on that day.

Engineering and Skills Training Centre:

- Students were exposed to the daily operations of the College and career paths of their choice.
- Student from: Matladi,- Sebotse -, Kopano-, Kgaghatlou- and Jubana High School attended the open day.
- The FNB Group was also part of the Open Day.

10.4.3.2 Woman's Day Celebration

- The College's annual Women's Day celebration took place on 20 August at Meropa Casino. The occasion was intended to celebrate women's achievements in South Africa and advance women's struggles for empowerment, their right to equality and their contribution to society.

10.4.3.3 Graduation Ceremony

- 81 Diplomas were conferred during the annual Graduation Ceremony held on 9 October.
- 24 Students received their NCV Level 4 Qualification.
- 14 Students received CEO awards for obtaining an average of 75% during the November 2009 Examination.

10.5 INFORMATION MANAGEMENT

MANDATE

To implement and maintain quality information management systems and give support to staff, lecturers and students by maintaining and improving the information technology systems to high standards.

INFORMATION MANAGEMENT SYSTEMS

- Deep Freeze Software was purchased and installed on all student workstations as a means of proper management of the student workstations.
- Microsoft Office 2007 was installed on administration workstations as an upgrade to the Office 2003 software.
- The VPN was changed and upgraded to allow each Centre to have its own VPN line, as well as a separate Internet line.

10.6 QUALITY ASSURANCE

MANDATE

To establish, document, implement and maintain a quality management system and continually improve its effectiveness in accordance with set standards.

QUALITY MANAGEMENT SYSTEMS

- The College again received a three year certification from Alpha Certification for the ISO 9001:2008 standard done on 13 - 16 October.
- QMS in terms of monitoring of Examinations- Exams - were conducted according to policies and no irregularities occurred.
- QMS in terms of Registration – The enrolment process was performed according to Policy.
- Quality assurance conducted 27 monitoring sessions and corrective actions were implemented when identified.

10.7. FINANCE

MANDATE

To provide an effective and efficient Financial Management System.

10.7.1 ASSET MANAGEMENT

- Asset Audit - The College appointed an asset company to verify all College Assets
- Inventory - All assets were captured on an inventory list
- Bar-coding - All College Assets were bar-coded in 2010
- Disposal of assets - Computers were disposed of by method of donation to schools in the area
- Replacement - 107 Computers , 7 Laptops and 7 Data Projectors replaced

10.7.2 TRANSPORT MANAGEMENT

- Disposal of vehicles - 2 Vehicles disposed of in September 2010, Toyota Tazz and Mercedes Benz by method of trade-ins
- Purchases - 3 Vehicles purchased, Toyota Corolla purchased in January 2010 and 1 Toyota Yaris and 1 Toyota Corolla purchased in September 2010



WATERBERG
FET COLLEGE

Together ensuring success



2010

Financial Statements

General Information

Country of Incorporation and domicile	South Africa
Type of organisation	Educational Institution
Council Members	Y.S.M. Mathabatha S.P. Mailula N.T.E. Burnett I.W Modisha E.S. Maredi C.J. du Toit J.L Teffo T.S. Senong F.M. Pienaar M.C. Masoga M. Pienaar M.M. Maja K.R. Dipela S. Ledwaba W.M.B Mohapi
Business Address	36 Hooge Street Mokopane 0600
Postal Address	Postnet Suite #59 Private Bag X2449 Mokopane 0600
Bankers	First National Bank
Auditors	Diemont Zimmerman & Bolink Chartered Accountants (S.A.) Registered Auditor

The reports and statements set out below comprise the financial statements presented to the council members:

Independent Auditors' Report	30
Councils' Responsibilities and Approval	31
Councils' Report	32
Statement of Financial Position	33
Statement of Comprehensive Income	34
Statement of Changes in Equity	34
Statement of Cash Flows	35
Accounting Policies	36
Notes to the Financial Statements	39
Statement of Financial Performance	42

Independent Auditors' Report

To the council members of Waterberg FET College

We have audited the accompanying financial statements of Waterberg FET College, which comprise the council members' report statement of financial position as at 31 December 2010, the statement of comprehensive income, the statement of changes in equity and statement of cash flows for the year then ended, a summary of significant accounting policies and other explanatory notes, as set out on pages 32 to 41.

Councils' Responsibility for the Financial Statements

The college's council members are responsible for the preparation and fair presentation of these financial statements in accordance with South African Statement of Generally Accepted Accounting Practice for Small and Medium-sized Entities, and in the manner required by the Further Education and Training Colleges Act (Act no 16 of 2006). This responsibility includes: designing, implementing and maintaining internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error; selecting and applying appropriate accounting policies; and making accounting estimates that are reasonable in the circumstances.

Auditors' Responsibility

Our responsibility is to express an opinion on these financial statements based on our audit. We conducted our audit in accordance with International Standards on Auditing. Those standards require that we comply with ethical requirements and plan and perform the audit to obtain reasonable assurance whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditors' judgement, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements 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 entity's internal control. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by the council members, as well as evaluating the overall presentation of the financial statements.

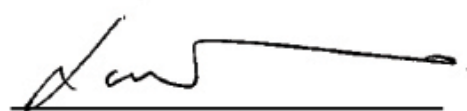
We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Opinion

In our opinion, the financial statements present fairly, in all material respects, the financial position of the college as of 31 December 2010, and of its financial performance and its cash flows for the year then ended in accordance with South African Generally Accepted Accounting Practice for Small and Medium-sized Entities, and in the manner required by the Further Education and Training Colleges Act (Act no 16 of 2006).

Supplementary Information

We draw your attention to the fact that the supplementary information set out on page 42 does not form part of the financial statements and is presented as additional information. We have not audited this information and accordingly do not express an opinion thereon.



Diemont Zimmerman & Bolink
Registered Auditor

30 August 2011
25 Watermelon Street
Platinum Park
Bendor
Polokwane
0699

Councils' Responsibilities and Approval

The council are required to maintain adequate accounting records and are responsible for the content and integrity of the financial statements and related financial information included in this report. It is their responsibility to ensure that the 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, in conformity with South African Statement of Generally Accepted Accounting Practice for Small and Medium-sized Entities. The external auditors are engaged to express an independent opinion on the financial statements.

The financial statements are prepared in accordance with South African Statement of Generally Accepted Accounting Practice for Small and Medium-sized Entities and are based upon appropriate accounting policies consistently applied and supported by reasonable and prudent judgments and estimates.

The council acknowledge that they are 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 council to meet these responsibilities, the college sets standards for internal control aimed at reducing the risk of error or loss 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 trust. 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 council are 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 financial statements. However, any system of internal financial control can provide only reasonable, and not absolute, assurance against material misstatement or loss.

The external auditors are responsible for independently reviewing and reporting on the college's financial statements. The financial statements have been examined by the college's external auditors and their report is presented on page 30.

The financial statements set out on pages 32 to 42, which have been prepared on the going concern basis, were approved by the council on 30 August 2011 and were signed on its behalf by:



S.P. Mailula



Y.S.M. Mathabatha

Council Members' Report

The council members submit their report for the year ended 31 December 2010.

1. Review of activities

Main business and operations

The college is engaged in educational institution and operates principally in South Africa and [state other countries].

The operating results and state of affairs of the college are fully set out in the attached financial statements and do not in our opinion require any further comment.

2. Going concern

The 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.

3. Events after the reporting period

The council members are not aware of any matter or circumstance arising since the end of the financial year that will influence the financial position of the company.

4. Council Members

The council members during the year and to the date of this report are as follows:

Y.S.M. Mathabatha
S.P. Mailula
N.T.E. Burnett
I.W. Modisha
E.S. Maredi
C.J. du Toit
J.L. Teffo
T.S. Senong
F.M. Pienaar
M.C. Masoga
M. Pienaar
M.M. Maja
K.R. Dipela
S. Ledwaba
W.M.B. Mohapi

5. Auditors

Diemont Zimmerman & Bolink CA (SA) will continue in office for the next financial period.



Statement of Financial Position

	Note(s)	2010 R	2009 R
Assets			
Non-Current Assets			
Property, plant and equipment	2	52 674 648	36 011 822
Current Assets			
Trade and other receivables	3	6 264 937	3 265 750
Cash and cash equivalents	4	11 908 818	17 357 368
		18 173 755	20 623 118
Total Assets		70 848 403	56 634 940
Equity and Liabilities			
Equity			
Reserves		3,596,564	3 596 564
Accumulated surplus		65 417 390	50 633 280
		69 013 954	54 229 844
Liabilities			
Non-Current Liabilities			
Finance lease obligation	5	70 584	118 066
Current Liabilities			
Finance lease obligation	5	47 492	40 704
Trade and other payables	6	1 716 373	2 246 326
		1 763 865	2 287 030
Total Liabilities		1 834 449	2 405 096
Total Equity and Liabilities		70 848 403	56 634 940

Council Members' Report

Statement of Comprehensive Income

	Note(s)	2010 R	2009 R
Continuing operations			
Revenue		22 126 456	13 706 977
Other income	7	18 837 492	23 318 291
Operating expenses		(26 387 270)	(23 841 272)
Operating surplus	8	14 576 678	13 183 996
Investment revenue	9	228 413	467 068
Finance costs	10	(20 981)	(28 004)
Surplus for the year from continuing operations		14 784 110	13 623 060
Discontinued operations			
Surplus from recapitalization fund		-	9 292 285
Surplus for the year		14 784 110	22 915 345
Other comprehensive income		-	-
Total comprehensive income for the year		14 784 110	22 915 345

Statement of Changes in Equity

	Capital replacement reserve R	Accumulated surplus R	Total equity R
Balance at 01 January 2009	3 596 564	27 717 935	31 314 499
Changes in equity			
Total comprehensive income for the year	-	22 915 345	22 915 345
Total changes	-	22 915 345	22 915 345
Balance at 01 January 2010	3 596 564	50 633 280	54 229 844
Changes in equity			
Total comprehensive income for the year	-	14 784 110	14 784 110
Total changes	-	14 784 110	14 784 110
Balance at 31 December 2010	3 596 564	65 417 390	69 013 954

Statement of Cash Flows

	Note(s)	2010 R	2009 R
Cash flows from operating activities			
Cash receipts from customers		36 957 671	19 603 588
Cash paid to suppliers and employees		(22 898 820)	8 031 737
Cash generated from operations	12	14 058 851	27 635 325
Interest income		228 413	467 068
Finance costs		(20 981)	(28 004)
Net cash from operating activities		14 266 283	28 074 389
Cash flows from investing activities			
Purchase of property, plant and equipment	2	(19 893 839)	(13 370 557)
Sale of property, plant and equipment	2	219 700	65 591
Net cash from investing activities		(19 674 139)	(13 304 966)
Cash flows from financing activities			
Finance lease payments		(40 694)	(48 418)
Net cash flows of discontinued operations		-	(2 813 254)
Net cash from financing activities		(40 694)	(12 478 290)
Total cash movement for the year		(5 448 550)	2 291 133
Cash at the beginning of the year		17 357 368	15 066 235
Total cash at end of the year	4	11 908 818	17 357 368

Accounting Policies

1. Presentation of Financial Statements

The financial statements have been prepared in accordance with South African Statement of Generally Accepted Accountanting Practice for Small and Medium-sized Entities. The financial statements have been prepared on the historical cost basis, and incorporate the principal accounting policies set out below. They are presented in South African Rands.

These accounting policies are consistent with the previous period.

1.1 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.

Property, plant and equipment is carried at cost less accumulated depreciation and any impairment losses.

Depreciation is provided using the straight-line method to write down the cost, less estimated residual value over the useful life of the property, plant and equipment, which is as follows:

Item	Average useful life
Improvement on properties	20%
Furniture and fixtures	20%
Motor vehicles	25%
Computer equipment	33.33%
Computer software	100%
Leasehold improvements	20%
Operational equipment	16.67%
Audio visual equipment	16.67%

The residual value, depreciation method and the useful life of each asset are reviewed at each annual reporting period if there are indicators present that there is a change from the previous estimate.

1.2 Financial Instruments

Financial instruments at amortised cost

Financial instruments may be designated to be measured at amortised cost less any impairment using the effective interest method. These include trade and other receivables, loans and trade and other payables. At the end of each reporting period date, the carrying amounts of assets held in this category are reviewed to determine whether there is any objective evidence of impairment. If so, an impairment loss is recognised.

Financial instruments at fair value

All other financial instruments are measured at fair value through profit and loss.

1.3 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.

Finance leases - lessee

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. The corresponding liability to the lessor is included in the statement of financial position as a finance lease obligation.

The lease payments are apportioned between the finance charge and reduction of the outstanding liability. The finance charge is allocated to each period during the lease term so as to produce a constant periodic rate of on the remaining balance of the liability.

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. This liability is not discounted.

Any contingent rents are expensed in the period they are incurred.

1.4 Employee benefits

Short-term employee benefits

The cost of short-term employee benefits, (those payable within 12 months after the service is rendered, such as paid vacation leave and sick leave, bonuses, and non-monetary benefits such as medical care), are recognised in the period in which the service is rendered and are not discounted.

1.5 Provisions and contingencies

Provisions are recognised when:

- the college has a present obligation as a result of a past event;
- it is probable that the college will be required to transfer economic benefits in settlement; and
- a reliable estimate can be made of the obligation.

Contingent assets and contingent liabilities are not recognised.

1.6 Government grants

Government grants are recognised when there is reasonable assurance that:

- the college will comply with the conditions attaching to them; and
- the grants will be received.

Government grants are recognised as income over the periods necessary to match them with the related costs that they are intended to compensate.

A government grant that becomes receivable as compensation for expenses or losses already incurred or for the purpose of giving immediate financial support to the entity with no future related costs is recognised as income of the period in which it becomes receivable.

Grants related to income are presented as a credit in the income statement.

1.7 Revenue

Revenue is recognised to the extent that it is probable that economic benefits will flow to the organization and the revenue can be reliably measured. The following specific recognition criteria must be met before revenue is recognised.

Subsidies are recorded in the financial statements at the date the subsidy amount is transferred in the bank account.

Revenue is measured at the fair value of the consideration received or receivable and represents the amounts receivable for goods and services provided in the normal course of business, net of trade discounts and volume rebates, and value added tax.

Interest is recognised, in surplus or deficit, using the effective interest rate method.
Revenue from boarding and tuition fees are recognised over the period of instruction.

1.8 Borrowing costs

Borrowing costs are recognised as an expense in the period in which they are incurred.

2010
R

2009
R

2. Property, plant and equipment

	2010			2009		
	<i>Cost</i>	<i>Accumulated depreciation</i>	<i>Carrying value</i>	<i>Cost</i>	<i>Accumulated depreciation</i>	<i>Carrying value</i>
Land & Buildings	44 159 383	(616 799)	43 542 584	30 248 545	(1 560 076)	28 688 469
Audiovisual equipment	344 009	(186 456)	157 553	32,920	(32,877)	43
Motor vehicles	1 862 875	(1 058 904)	803 971	1 374 959	(1 076 021)	298 938
Furniture & Fittings	2 477 015	(1 983 155)	493 860	2 718 531	(2 277 232)	441 299
IT equipment	7 428 382	(4 482 965)	2 945 417	6 827 721	(5 552 458)	1 275 263
Computer software	-	-	-	53 431	(53 413)	18
Skills training and kitchen equipment	-	-	-	1 251 392	(652 070)	599 322
Equipment & operational equipment	7 702 576	(2 971 313)	4 731 263	6 653 376	(1 944 906)	4 708 470
Total	63 974 240	(11 299 592)	52 674 648	49 160 875	(13 149 053)	36 011 822

Reconciliation of property, plant and equipment - 2010

	<i>Opening balance</i>	<i>Additions</i>	<i>Disposals</i>	<i>Depreciation</i>	<i>Impairment loss</i>	<i>Total</i>
Land & Buildings	28 688 469	13 910 838	-	(44 160)	987 437	43 542 584
Audiovisual equipment	43	109 500	-	(50 040)	98 050	157 553
Motor vehicles	298 938	487 915	(14 904)	(319 781)	351 803	803 971
Furniture & Fittings	441 299	498 683	-	(412 873)	(33 249)	493 860
IT equipment	1 275 263	2 367 530	-	(1 085 346)	387 970	2 945 417
Computer software	18	-	-	-	(18)	-
Skills training and kitchen equipment	599 322	-	-	-	(599 322)	-
Equipment & operational equipment	4 708 470	2 519 373	-	(1 082 042)	(1 414 538)	4 731 263
	36 011 822	19 893 839	(14 904)	(2 994 242)	(221 867)	52 674 648

Reconciliation of property, plant and equipment - 2009

	<i>Opening balance</i>	<i>Additions</i>	<i>Disposals</i>	<i>Depreciation</i>	<i>Total</i>
Land & Buildings	20 180 979	8 816 372	-	(308 882)	28 688 469
Audiovisual equipment	43	-	-	-	43
Motor vehicles	542 593	-	(2)	(243 653)	298 938
Furniture & Fittings	548 733	84 407	-	(191 841)	441 299
IT equipment	2 096 423	270 082	-	(1 091 242)	1 275 263
Computer software	18	-	-	-	18
Skills training and kitchen equipment	331 060	425 900	-	(157 638)	599 322
Equipment and operational equipment	1 878 756	3 773 796	-	(944 082)	4 708 470
	25 578 605	13 370 557	(2)	(2 937 338)	36 011 822

Notes

	2010 R	2009 R
3. Trade and other receivables		
Trade receivables	6 105 265	3 173 422
Deposits	67 928	67 928
Sundry debtors	87 700	-
Other receivable	4 044	24 400
	6 264 937	3 265 750
4. Cash and cash equivalents		
Cash and cash equivalents consist of:		
Cash on hand	4 000	3 255
Bank balances	11 904 818	17 354 113
	11 908 818	17 357 368
5. Finance lease obligation		
Minimum lease payments due		
- within one year	47 492	40 704
- in second to fifth year inclusive	70 584	118 066
Present value of minimum lease payments	118 076	158 770
Non-current liabilities	70 584	118 066
Current liabilities	47 492	40 704
	118 076	158 770
6. Trade and other payables		
Trade payables	394 856	617 714
Student creditors	1 321 517	1 628 612
	1 716 373	2 246 326
7. Revenue		
Tuition and boarding fees	21 953 453	13 671 494
Other income	173 003	35 483
	22 126 456	13 706 977

	2010 R	2009 R
8. Operating profit		
Operating surplus for the year is stated after accounting for the following:		
Operating lease charges Equipment		
• Contractual amounts	801 800	736 752
Surplus on sale of property, plant and equipment	204 796	65 589
Impairment on property, plant and equipment	(913 041)	-
Depreciation on property, plant and equipment	2 994 242	2 937 341
Employee costs	1 812 125	2 095 239
9. Investment revenue		
Interest revenue		
Bank	228 413	467 068
10. Finance costs		
Interest paid	20 981	28 004
11. Auditor's remuneration		
Fees	117 066	106 311
Accounting fees	132 362	123 886
	249 428	230 197
12. Cash generated from operations		
Surplus before taxation	14 784 110	13 623 060
Adjustments for:		
Depreciation and amortisation	2 994 242	2 937 341
Surplus on sale of assets	(204 796)	(65 589)
Interest received	(228 413)	(467 068)
Finance costs	20 981	28 004
Impairment reversals	(913 041)	-
Income on recapitalization	-	12 105 537
Other non-cash items PPE	1 134 906	-
Changes in working capital:		
Trade and other receivables	(2 999 185)	(1 055 807)
Trade and other payables	(529 953)	529 847
	14 058 851	27 635 325

Notes

	Note(s)	2010 R	2009 R
Revenue			
Tuition and boarding fees		21 953 453	13 671 494
Farming income		173 003	35 483
	7	22 126 456	13 706 977
Other income			
Subsidy tuition fees		15 528 840	5 379 000
Subsidy on recapitalization		41 166	15 541 000
Other income		3 062 690	2 332 702
Interest received	9	228 413	467 068
Gains on disposal of assets		204 796	65 589
		19 065 905	23 785 359
Operating expenses			
Advertising		(1 060 961)	(566 870)
Auditors' remuneration	11	(249 428)	(230 197)
Bad debts		(802 297)	(1 152 181)
Bank charges		(179 506)	(141 813)
Cleaning		(313 000)	(153 603)
Consumables & Learning material		(4 156 234)	(3 085 718)
Depreciation, amortisation and impairments		(2 081 201)	(2 937 341)
Employee costs		(1 812 125)	(2 095 239)
Personnel expenses		(1 023 814)	(851 133)
Licences		(201 575)	(199 599)
Student expenses		(4 930 992)	(4 135 391)
Council expenses		(236 336)	(190 626)
Insurance		(296 941)	(240 051)
Lease rentals on operating lease		(801 800)	(736 752)
Legal expenses		(191 025)	(336 235)
Printing and stationery		(1 008 422)	(708 543)
Promotions		(2 673 746)	(2 728 433)
Repairs and maintenance		(883 848)	(423 195)
Security		(1 041 901)	(945 379)
Subscriptions		(111 736)	(82 456)
Telephone and fax		(893 485)	(810 505)
Travel - local		(450 013)	(356 861)
Utilities		(986 884)	(733 151)
		(26 387 270)	(23 841 272)
	8	14 805 091	13 651 064
	10	(20 981)	(28 004)
		-	9 292 285
		14 784 110	22 915 345



Together ensuring success

