

2012 Annual Report



higher education
& training
Department:
higher Education and Training
REPUBLIC OF SOUTH AFRICA

Culture
Arts
Tourism
Hospitality
Sport

Sector Education and Training Authority



VISION

Sustainable people development for prosperity.

MISSION

To facilitate skills development of our people through creating strategic partnerships to ensure a meaningful contribution to economic growth within our sector.

OBJECTIVES

CATHSSETA's strategic objectives are directly aligned to those of the NSDS III 2011 -2016 which are to:

- Establish a credible institutional mechanism for skills planning
- Increase access to occupationally-directed programmes intermediate level;
- Promote the growth of a public FET college system that is responsive to sector, local, regional and national skills needs and priorities;
- Address the low level of youth and adult language and numeracy skill to enable additional training;
- Encourage better use of workplace-based skills development;
- Encourage and support cooperatives, small enterprises, Worker-initiated NGO and community training initiatives;
- Increase public sector capacity for improved service delivery and supporting the building of a developmental state;
- Build career and vocational guidance.

VALUES

Service Excellence
Commitment to Transformation
People Development
Accessibility
Integrity
Strengthening Partnerships



higher education & training

Department:
Higher Education and Training
REPUBLIC OF SOUTH AFRICA

Submission of Annual Report to the Executive Authority

To the Minister of Higher Education and Training, Dr Bonginkosi “Blade” Nzimande I have the honour of submitting to you in accordance with the Public Finance Management Act, 1999 (Act 1 of 1999), the Annual Report of Culture, Arts, Tourism, Hospitality and Sport Sector Education and Training Authority (CATHSSETA) for the period 01 April 2011 to 31 March 2012.

Mike Tsotetsi

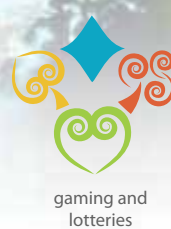
Chief Executive Officer



**The Minister of Higher
Education and Training,
Dr Bonginkosi “Blade”
Nzimande**

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CHAIRMAN'S FOREWORD



CHAIRMAN'S FOREWORD



Adv Brenda Madumise
Chairman

The Minister of Higher Education Dr. Bonginkosi "Blade" Nzimande, members of the CATHSSETA accounting authority and all the stakeholders in the Culture, Arts, Tourism, Hospitality, Sport, Conservation and Gaming and Lotteries sectors; it is my pleasure to present the CATHSSETA's Annual Report for the year ending 31 March 2012.

The year under review marks the first anniversary for the CATHSSETA and its accounting authority; following the implementation of the changes that were announced by the Minister of Higher Education some 18 months ago in relation to the SETA's landscaping. Part of the year was dedicated to acquainting the new board with the state of affairs within the CATHSSETA and this included unpacking previous strategies, reviewing the vision, mission, objectives and financial standing for both the erstwhile THETA as well as the implications resulting from the taking over of some sectors from the now defunct MAPPPSETA and the associated impact to satisfying the skills development and training needs, which exist for the sector.

Moreover, the accounting authority then had to provide strategic guidance in ensuring that the SETA re-invents

itself well enough to adopt an identity that appropriately represented the amalgamation. Equally of importance was to ensure that this board vigorously engages with the stakeholders in its sector to ensure healthy relations, get buy-in and commitments to the strategy, create a common understanding of the CATHSSETA's mandate under NSDS III and outline each party's roles and responsibilities.

As a result, the board embarked on a series of round table discussions that will conclude in the upcoming financial year. The aim of these discussions was to engage each of the CATHSSETA's sectors on the afore mentioned issues and get commitments from employers to ensure that the SETA not only achieves its targets but also provides services that are relevant and required by the various industries. During the 2011/12 financial year we were able to place unemployed youths on a CATHSSETA fully funded Learnership programme totaling an investment value of R10, 184 million of which 23 of the beneficiaries were learners with disabilities.

Whilst these learners are still undergoing the programme which will only conclude in the third quarter of the next financial year; one of our biggest challenges has been the inability to assess our return on investment and the impact these interventions are having on the employability of these young people at the conclusion of the Learnership Programme. However, a research project to assess our impact and the value of our investment will be rolled out in the next financial year so as to afford both the CATHSSETA and the employers the opportunity to scrutinize the findings and commit to do more where it is required based on "live" needs that exist in the sectors. It is further anticipated that the findings by the Auditor General on page 93 of this report pertaining to the consistency

and usefulness of the report will be expatriated in all future reports by means of introducing more synchronised reporting templates.

Corporate Governance

The board retained proper control of the CATHSSETA's strategic direction and operational guidance. I am heading the 15 member board following the SETA's landscaping as announced by Dr. Nzimande on 01 April 2011 and have taken over the chairmanship until 2016 from Mr. Caleb Mabaso who was previously elected during the Annual General Meeting on 26 October 2010 in line with the old THETA constitution. Under my leadership the board has since held its first Annual General Meeting which was on 26 October 2011 at the Glenhove Conference centre where the 2010/2011 Annual Report was presented.

Chamber committees were also formed; whilst these committees had started functioning after their setting up, they will be inducted in the next financial year to capacitate them to have meaningful and valuable input to the overall growth of the CATHSSETA in their respective roles. A detailed report on these committees and what is expected from them is contained in the Accounting Authority Section and the Skills Development and Research segment of this report. *(continued...)*



CHAIRMAN'S FOREWORD



CHAIRMAN'S FOREWORD



arts and culture



hospitality



conservation and
tourist guiding



sport, recreation
and fitness



gaming and
lotteries



tourism and
travel services

(continued...)

Financial Performance

The financial results for CATHSSETA during this financial year speak for themselves, in spite of the economic downturn and the international financial crisis Levy income increased by 20% from R 165 million to R198 million.

Administration expenses increased from R 19.9 million to R 25.5 million. This was mainly due to an increase in communication expenses and cost of employment in part due to the takeover of several staff members from MAPPPSETA and the name change. The balance of administration expenses declined demonstrating the efforts of cost saving by both management and the Board. The CATHSSETA's administration expenses stands at R 571 000 under the 10% regulated administration expense threshold. Whilst the employer grant, discretionary grant and discretionary project disbursements increased from R 122.4 million to R 133.5 million mainly due to an increase in employer participation in the mandatory grant process.

Stakeholder participation

The board has engaged with the arts, culture and heritage as well as the sport, recreation and fitness sectors through a round table discussion which was held in Newtown, Johannesburg on 14 March 2012. The intention was to facilitate a discussion around the state of affairs in each of these sectors, their contributions to skills levies, the scarce and critical skills in the sector and urgently required interventions to ensure that resources are pulled together to create an enabling environment to employment opportunities.

This platform unravelled a great deal of challenges that exist in the sectors,

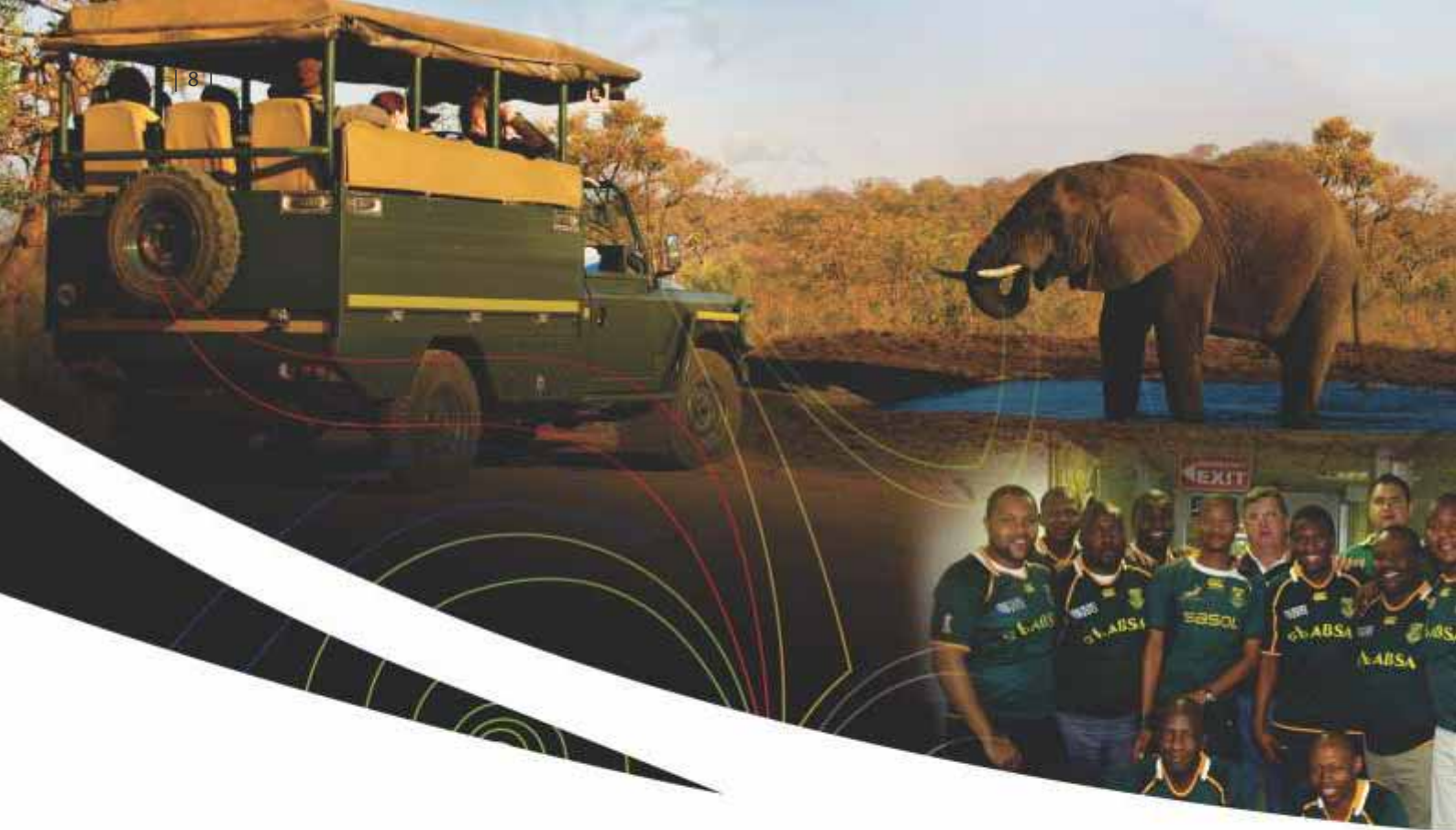
particularly the arts and culture sector, leading to a conclusion to further engage with the sector through a series of workshops in the new financial year. The round table discussions with the rest of the CATHSSETA sectors will also be held around May in the new financial year.

Acknowledgments

In the first of five years in which I have served as the chairman of the CATHSSETA board, I have learnt a lot in as much as I have also shared my experiences and expertise to ensure that this SETA lays a solid foundation that will allow the board to build brick by brick a legacy that will dispel the negative controversies surrounding the SETAs. I wish to take this opportunity to thank my fellow board members for their commitment and continued diligence in rendering strategic direction geared towards assisting the CATHSSETA fulfil its mandate under NSDS III.

Lastly I wish to thank the previous chairman Mr. Caleb Mabaso and his former board for their strict governance which has made my job and that of my board manageable.

Adv Brenda Madumise
Chairperson



CHIEF EXECUTIVE OFFICER'S OVERVIEW



CHIEF EXECUTIVE OFFICER'S OVERVIEW



Mike Tsotetsi
Chief Executive Officer

It is an honour to present the first CATHSSETA Annual Report in 2011/2012 which also marks the first year of the National Skills Development Strategy (NSDS) III.

The SETA's primary responsibility is to conduct research and identify skills needs and shortages that exist within the Culture, Arts, Tourism, Hospitality, Sport, Conservation and Gaming and Lotteries sectors of the South African economy. The required skills are identified by the SETA in consultation with our industries and categorized into two groupings namely the scarce and the critical skills.

The end of the financial year 2011/2012 marks the beginning of a challenging but exciting four years to implement the SETA's mandate as outlined by the Department of Higher Education and Training in the NSDS III, which places great emphasis on research and the seven (7) key developmental and transformation imperatives namely race, gender, disability, HIV and AIDS, class, youth and geographical setting.

In response to these requirements the CATHSSETA has in its 2011-2016 Strategy set the targets outlined below in all its interventions. We have a duty to ensure that we reach 85% black people who form the majority of the previously disadvantaged communities. Of that number our projects are prioritizing women with the intention of reaching close to 54% female beneficiaries. I am pleased to announce that whilst we have set a 60% target in terms of the youth beneficiaries by 2016, we have managed already in this financial year to direct a majority of our learnership and internship programmes to young people under the age of 35 years.

We have further planned that 60% of our interventions are geared towards benefitting people in the rural areas and that is coupled with focusing on

previously disadvantaged communities. The area of skills development for people with disabilities is one that we have battled with in the past as a SETA mainly due to the requirements to participate within the workspace for the economic sectors we operate within. However; we have set ourselves an objective to ensure that we improve our involvement with the disabled communities by at least 5%. I am pleased to further announce that of the unemployed CATHSSETA funded learnerships entered into during 2011/2012 financial year 10% of the beneficiaries were people with disabilities.

Through our ETQA and Skills Development and Research Departments we have managed to embark on national roadshows where we engaged with the various stakeholders particularly those in the creative industries to discuss the changes that have since happened within the SETA landscape and how those impacted upon their manner of operations. This initiative was greatly received by the parties concerned and has enabled smoother and more efficient communication channels between CATHSSETA and its newer stakeholders.

The changes that came with the landscaping of the SETAs' translated into not only a new name but a new identity for our SETA. We were honoured to have the Deputy Minister of Higher Education and Training Professor Hlengiwe Mkhize as our guest speaker when we launched our new logo on 24 September 2011.

The above event was running parallel to one of our most successful projects for the year; the National Tourism Careers Expo, which was held at the Moses Mabhida Stadium from 23-25 September 2011. The NTCE as it is popularly known was hosted in

partnership with the National Tourism Department and the Kwa Zulu Natal Department of Economic Development and Tourism. I am proud to announce that amongst our honoured guests were the Deputy Minister of Tourism Miss Tokozile Xasa and the KZN MEC for Economic Development and Tourism Mr. Mike Mabuyakhulu. The NTCE which was themed "Make it happen" was intended to showcase the various tourism careers to high school learners in grade 10-12 as well as afford university students and unemployed youth the opportunity to interact with the various employers in the tourism and associated industries. More on the record breaking attendance and further details about this event is contained in the Projects and Communications segments of this report.

Plans to transcend from the ETQA and incorporate the QCTO process are still unfolding and the SETA is at the forefront to ensure that it keeps all its stakeholders up to date on developments and also complies with the legislative requirements that arise as a result thereof. Whilst speaking on Quality Assurance issues, I wish to congratulate our ETQA for achieving the green status yet again, which is issued by the National Learner Records Database for correctly uploading data on training providers and learners enrolling for and achieving qualifications registered on the National Qualifications Framework. The NLRD operates on the basis that ETQA'S upload learner information on a bi-annual basis. Uploads are done in January and August every year. Two results are measured with the first being the ability to upload correctly and this is referred to as the Compliance League Table and if all is in order the ETQA is awarded Green. Green is the highest measure and there are four possible rankings. (continued...)

CHIEF EXECUTIVE OFFICER'S OVERVIEW

(continued...)

The CATHSSETA has also been actively involved in the duties of the Zone 6 Sport Education and Accreditation System (SEAS), which is a structure whereby countries in the Southern African region gather to interact in respect of common issues pertaining to the zone. The structure is strongest on the sphere of sport and to some extent tourism.

The Sport and Recreation South Africa (SRSA) have been active members of the Zone 6 and every two years the zone hosts school and university games for the 10 nations region. Currently, the zone is looking to streamline the movement of sports officials across the area and have embarked on a sport education and accreditation system, which seeks to have a framework for sport coaching, officiating and administration. This is done to ensure that there is a consistent standard for these disciplines and also to ensure that it facilitates the movement of the officials across the region and ensure that there is ultimately a register for coaches, technical officials and administrators.

In order to implement the register, a framework must be put in place that will allow measuring people's qualifications and experience against the requirements of the framework. For this reason, SRSA has requested the CATHSSETA to be involved in the process and I have assigned the executive ETQA manager to see the process to the end.

Other key areas of focus for 2011/12 for the SETA pertain to the Workplace Skills Plan (WSP) and Annual Training Report (ATR) submissions. Out of 28 586 companies registered with the CATHSSETA, only 1 292 companies submitted their WSP and the SETA in return issued payments to 1 117, rejecting the remainder of the submissions. From the number of companies to which WSPs were

received the breakdown according to size is as follows; 238 comprised of large firms with 335 and 719 forming medium and small firms respectively. A detailed breakdown of the disbursements is contained in the financial statement.

To ensure that the SETA continues to concretize relations with its sector for continual workplace training for learners and employed staff, the CATHSSETA has signed MOUs with a number of employers including the Rezidor Hotel Group where at a partnership MOU signing and launch in March it was announced that the hotel group will take in close to 300 learners for an internship programme for a period of 12 months, whereby these learners will be placed at the various Radisson Blu and Park Inn hotels around the country with the intention that upon completion those who have successfully undergone the programme can be employed by the group in areas where the learners acquired skills are needed. This project will conclude in the next financial year 2012/2013. Various other MOUs will be entered into with the various provinces and national government structures responsible for the sectors we operate within.

The SETA has also rolled out the Training Lay-off Scheme project specifically in the Western Cape. This initiative mainly focuses on enforcing temporary suspension of workers to undergo their work related training for a period agreed upon with the SETA, employers and employees. This is done in order to avert retrenchment of workers during bad business periods that would ordinarily force employers to retrench staff. During 2011/12 82 learners from the Cape Town Metro Municipality and three other employers were enrolled on the programme and are undergoing a skills programme which will conclude in October of the next financial year.

In as much as the CATHSSETA executive

management and staff have succeeded in ensuring that the performance level of the organization speak to the strategies that were presented at the beginning of the year there remains a lot to still be overcome for the organization to have a visible enough dent on the numbers of the unemployed youth.

Disappointingly, whilst there are a lot of companies who comply with the regulations and are involved in the submission of their WSPs and ATRs and are further opening up their places of work as training centers. There remains more particularly in the tourism and hospitality sectors an even larger number of those who need to come to the party and ensure that we jointly fully utilize the employment opportunities that are offered by these sectors and drastically improve the employment rate and level of service.

This financial year also ended on a very sad note, with the passing of Mandla Mabila who was the Coordinator for the Arts and Culture Chamber in March 2012.

Ladies and gentleman as I invite you to go through a detailed account of our operations for the year under review, let me take this opportunity to thank the CATHSSETA board under the leadership of our chairperson Advocate Brenda Madumise for their support and rendering strategic direction to ensure that my team and I succeed in fulfilling our mandate. I also wish to thank all my staff at CATHSSETA for their diligence and I hope we will have even greater achievements in the new financial year.



Mike Tsotetsi
Mike Tsotetsi
Chief Executive Officer

Members of the Accounting Authority



From L to R:

Front Row (L-R): Kentse Magae, Brenda Madumise, Margarita Wilson, Caroline Rakgotsoka, Sheila Sekhitla

Back Row (L-R): Mike Tsotetsi (CEO), Joseph Maqhekeni, Bulelwa Seti, Ntombise Mene, Thabo Mahlangu and Brian Magqaza

Corporate Services Department



L to R: Lerato Molefe, Sizani Mbambo, Thando Hosha, Mike Tsotetsi (CEO), Elanor Rendall, Itumeleng Senatle



Palesa Mabetha



Jeanette Moloi



Veronica Rikhotso



Dorah Matsile



Bonisile Shandu



Tabisa Melamane

Corporate Governance and Accountability

The Accounting Authority, which is the board of the Culture, Arts, Tourism, Hospitality and Sport Sector Education and Training Authority (CATHSSETA) comprising of 15 members and one ex-officio member being the Chief Executive Officer, has a responsibility of overseeing the business of the entity.

The fiduciary duties carried out by the board are underpinned by the principles of good corporate governance, supported by structures and processes that are in compliance with legislation governing the mandate bestowed on the CATHSSETA. These are the Skills Development Act, (Act No.97 of 1998), the Skills Development Levies Act (Act No.9 of 1999), the Public Finance Management Act (Act No.1 of 1999) and the Treasury Regulations.

The CATHSSETA is committed to the objectives and principles of transparency, accountability, integrity, and subscribes to good Corporate Governance.

Accounting and Reporting

Since the CATHSSETA is designated as a Schedule 3A Public Entity according to the Public Finance Management Act (PFMA) (Act No.1 of 1999), the organisation is required to report to the relevant Executive Authority who, in this case, is the Ministry of Higher Education and Training.

Roles and Functions of the Board

The Accounting Authority is the highest decision-making structure of the CATHSSETA. The roles and functions of the Accounting Authority include the provision of strategic direction; ensuring effective, control proper governance; accountability; compliance with statutory requirements; management of institutional risk; liaise with stakeholders, participate in chamber committees with specific terms of reference and monitoring of the SETA's performance.

Stakeholder Representation

In compliance with the Skills Development Act (Act 97, of 1998), the CATHSSETA's business is largely driven by its stakeholders. To this end the organization is required to have representation from Organized Business and Organized Labour. In accordance to the constitution that was adopted following the landscaping of the SETAs in 2011; the CATHSSETA's 15 member board is constituted by a ministerial appointed chairperson, representatives from Organized business, representatives from Organized business including SMMEs, representatives from government and independent representatives.

Board Meeting Attendance 2011/12						16 May 2011	30 May 2011	16 Aug 2011	12 Sept 2011	02 Dec 2011	20 Mar 2012	Total No. Attended
No	First Name	Last Name	Organisation	Disability	Equity							
1	Adv Brenda	Madumise	Independent	None	B:F	Yes	Yes	Yes	Yes	Yes	Yes	6/6
2	Mr Joseph	Maqhekeni	NACTU	None	B:M	Yes	Yes	Yes	Yes	Yes	Yes	6/6
3	Ms Judy	Mulqueeney	Independent	None	C:F	Yes	Yes	Yes	Yes	No	No	4/6
4	Ms Margarita	Wilson	CATRA	None	W:F	Yes	Yes	Yes	Yes	Yes	Yes	6/6
5	Mrs Sheila	Sekhitla	Independent	None	B:F	Yes	Yes	Yes	Yes	Yes	Yes	6/6
6	Mrs Kentse	Makgae	NAFCOC	None	B:F	Yes	Yes	Yes	Yes	Yes	Yes	6/6
7	Mrs Caroline	Rakgotsoka	HOTELICCA	None	B:F	Yes	Yes	Yes	No	Yes	Yes	5/6
8	Ms Fihliwe	Nkomo	FEDHASA	None	B:F	Yes	Yes	Yes	Yes	Yes	Yes	6/6
9	Mrs Bulelwa	Seti	NDT	None	B:F	Yes	No	No	Yes	Yes	Yes	4/6
10	Ms Sibongile	Simelane-Quntana	DTI	None	B:F	N/A	N/A	No	Yes	No	Yes	2/4
11	Mr Glenn-Ujebe	Mosokoane	DAC	None	B:M	N/A	N/A	No	Yes	No	No	1/4
12	Mrs Ntombise	Mene	SRSA	None	B:F	N/A	Yes	Yes	No	N/A	N/A	2/3
13	Ms Sumayya	Khan	SRSA	None	I:F	N/A	N/A	N/A	N/A	N/A	No	0/1
14	Mr Thabo	Mahlangu	SACCAWU	None	B:M	Yes	Yes	Yes	Yes	Yes	Yes	6/6
15	Mr Brian	Magqaza	BCRCAT	None	B:M	Yes	Yes	Yes	Yes	Yes	Yes	6/6

N/A - Not Appointed

Corporate Governance and Accountability

Committees

Since the year was a precursor under the NSDS III era, new committees were formed to further ensure proper governance and provide ongoing stakeholder relations and management by the board. Below are the meeting schedules of each of the committees formed.

Executive Committee

Chaired By:

Advocate Brenda Madumise

The executive committee is chaired by the chairperson of the CATHSSETA board, Advocate Brenda Madumise and is responsible for the management and implementation of operational affairs of the CATHSSETA. The committee also ensure adherence to legislation, regulations and procedures. The specific functions of the Executive Committee are to present the annual budgets, business

plan and the Sector Skills Plan (SSP). These responsibilities also extend to the consideration and monitoring of financial operations as well as overseeing the legal affairs of the organization. This committee is further responsible for the management of other standing chamber committees within the CATHSSETA.

During the financial year under review; this committee met and held meetings 3 times. Below is a schedule of the Executive Committee's meetings.

Executive Committee meeting attendance for the financial year: 1 April 2011 - 31 March 2012						07 Oct 2011	07 Mar 2012	09 Mar 2012	Total No. Attended
No	First Name	Last Name	Organisation	Disability	Equity				
1	Adv Brenda	Madumise	Independent	None	B:F	Yes	Yes	Yes	3/3
2	Mrs Sheila	Sekhitla	Independent	None	B:F	Yes	Yes	Yes	3/3
3	Ms Fihliwe	Nkomo	FEDHASA	None	B:F	Yes	Yes	Yes	3/3
5	Mrs Bulelwa	Seti	NDT	None	B:F	Yes	Yes	Yes	3/3
4	Mr Thabo	Mahlangu	SACCAWU	None	B:M	Yes	Yes	Yes	3/3

N/A - Not Appointed

Audit Committee

Chaired By: John Davis

The Audit Committee acts as an advisory committee of the CATHSSETA Board and the Executive Committee on all matters relating to financial

performance as well as internal controls of the CATHSSETA. During the year under review, the Audit Committee met 6 times.

Below is a schedule of the Audit Committee's meetings.

Audit Committee meeting attendance for the financial year: 1 April 2011 - 31 March 2012						24 May 2011	27 Jul 2011	02 Nov 2011	21 Nov 2011	17 Jan 2012	28 Feb 2012	Total No. Attended
No	First Name	Last Name	Organisation	Disability	Equity							
1	Mr Joseph	Maqhekeni	NACTU	None	B:M	N/A	N/A	N/A	Yes	Yes	Yes	3/3
2	Ms Margarita	Wilson	CATRA	None	W:F	N/A	N/A	N/A	Yes	Yes	Yes	3/3
3	Mr Thabo	Mahlangu	SACCAWU	None	B:M	Yes	Yes	Yes	N/A	N/A	N/A	3/3
4	Mr John	Davis	Independent	None	W:M	Yes	Yes	Yes	Yes	Yes	Yes	6/6
5	Adv Fay	Mukaddam	Independent	None	W:F	Yes	Yes	Yes	Yes	Yes	Yes	6/6
6	Mr Themba	Zulu	HOTELICCA	None	B:M	Yes	Yes	N/A	N/A	N/A	N/A	2/2
7	Mr Churchil	Mrasi	NAFCOC	None	B:M	Yes	Yes	N/A	N/A	N/A	N/A	2/2
8	Mr Manfred	Schmidt	PCA	None	W:M	No	Yes	N/A	N/A	N/A	N/A	1/2

N/A - Not Appointed

Corporate Governance and Accountability

Finance Committee Chaired by: Caroline Rakgotsoka

The Finance Committee was established in accordance with the Public Finance Management Act (PFMA) and Treasury Regulations that relate to finance. This committee must evaluate and make recommendations to the Accounting Authority in respect

of financial matters such as the budget, cashflow and financial statements.

The Finance Committee must also advise the Accounting Authority on matters relating to remuneration of staff and the Chief Executive Officer of the CATHSSETA and must also ensure that the Board and committee members' remuneration is in

accordance with the requirements of the PFMA and the Treasury Regulations that relate to finance and the remuneration of the said members. The committee must present quarterly and annual financial statements to the Audit Committee.

Below is a schedule of the Finance Committee's meetings.

Finance Committee meeting attendance for the financial year: 1 April 2011 - 31 March 2012						02 Nov 2011	14 Nov 2011	Total No. Attended
No	First Name	Last Name	Organisation	Disability	Equity			
1	Mrs Kentse	Makgae	NAFCOC	None	B:F	Yes	Yes	2/2
2	Mrs Caroline	Rakgotsoka	HOTELICCA	None	B:F	Yes	No	1/2
3	Ms Sibongile	Simelane-Quntana	DTI	None	B:F	N/A	N/A	N/A
4	Ms Fihliwe	Nkomo	FEDHASA	None	B:F	Yes	Yes	2/2

N/A - Not Appointed

Governance and Strategy Committee Chaired by : Brian Magqaza

The Governance and Strategy Committee is established to provide

strategic direction in all skills development planning for the sector and to develop all policies, principles, criteria and guidelines that are necessary for the SETA's administration.

Below is a schedule of the Governance and Strategy Committee's meetings.

Governance and Strategy Committee meeting attendance for the financial year: 1 April 2011 - 31 March 2012						01 Nov 2011	14 Nov 2011	24 Feb 2012	Total No. Attended
No	First Name	Last Name	Organisation	Disability	Equity				
1	Mrs Kentse	Makgae	NAFCOC	None	B:F	Yes	Yes	Yes	3/3
2	Mrs Caroline	Rakgotsoka	HOTELICCA	None	B:F	Yes	No	Yes	2/3
3	Ms Sibongile	Simelane-Quntana	DTI	None	B:F	No	No	Yes	1/3
4	Mr Brian	Magqaza	BCRCAT	None	B:M	Yes	Yes	Yes	3/3

N/A - Not Appointed

Skills Planning Committee Chaired By: Joseph Maghekeni

This is the committee responsible for all chamber activities within the CATHSSETA. These include the identification of the education and

training needs of the sub sectors as outlined in the SSP, ratification of the business plan and its alignment to the budget, ensuring quality assurance of all activities and related programmes. During the year under review, the committee met twice.

Below is a schedule of the Skills Planning Committee's meetings.

Skills Planning Committee meeting attendance for the financial year: 1 April 2011 - 31 March 2012						17 Nov 2011	24 Jan 2012	Total No. Attended
No	First Name	Last Name	Organisation	Disability	Equity			
1	Mr Joseph	Maqhekeni	NACTU	None	B:M	Yes	Yes	2/2
2	Ms Judy	Mulqueeney	Independent	None	C:F	Yes	Yes	2/2
3	Ms Margarita	Wilson	CATRA	None	W:F	Yes	Yes	2/2
4	Mrs Ntombise	Mene	SRSA	None	B:F	Yes	N/A	1/1
5	Ms Sumayya	Khan	SRSA	None	I:F	N/A	No	0/1

N/A - Not Appointed

Corporate Governance and Accountability

Learnership Committee Chaired by: Fihliwe Nkomo

The functions of the Learnership Committee are to monitor the implementation of learnership plans and to review outcomes and expenditure under Learnership plans. This committee must advise the

CATHSSETA on the implementation of Learnerships to enable reporting to the Department of Higher Education and Training. This is in relation to the CATHSSETA's role in the establishment, registration and providing support for learnership implementation as a Sector Education and Training Authority as provided in

the Skills Development Act. The Committee also approves establishments and registration of SAQA registered qualifications as Learnership programmes with the Department of Higher Education and Training. Below is a schedule of meetings held by the Learnership Committee.

Learnership Committee meeting attendance for the financial year: 1 April 2011 - 31 March 2012						29 Sept 2011	10 Feb 2012	Total No. Attended
No	First Name	Last Name	Organisation	Disability	Equity			
1	Mrs Caroline	Rakgotsoka	HOTELICCA	None	B:F	Yes	Yes	2/2
2	Ms Fihliwe	Nkomo	FEDHASA	None	B:F	Yes	Yes	2/2
3	Mrs Ntombise	Mene	SRSA	None	B:F	Yes	N/A	1/1
4	Ms Sumayya	Khan	SRSA	None	B:F	N/A	Yes	1/1

N/A - Not Appointed

Quality Assurance Committee Chaired by: Rita Wilson

The Quality Assurance Committee is responsible for the management, on behalf of the CATHSSETA, of the quality assurance functions and obligations of the SETA in its role as an Education and Training Quality Assurance (ETQA)

Body, as provided by the South African Qualification Authority Act 58 of 1995 and the Education and Training Quality Assurance Regulations of 1998. The main duties of this committee are to evaluate, approve and oversee the implementation of the CATHSSETA's Quality Management System, business plan and legislative functions, as well as

perform any other quality related function as delegated to the Quality Committee. The ETQA Manager reports to the Quality Committee on a quarterly basis on the progress and implementation of the ETQA business plan, budget and related projects. Below is a schedule of meetings held by the Quality Assurance Committee.

Quality Assurance Committee meeting attendance for the financial year: 1 April 2011 - 31 March 2012						12 Sept 2011	01 Dec 2011	28 Feb 2012	Total No. Attended
No	First Name	Last Name	Organisation	Disability	Equity				
1	Adv Brenda	Madumise	Independent	None	B:F	Yes	Yes	Yes	3/3
2	Mr Joseph	Maqhekeni	NACTU	None	B:M	Yes	Yes	Yes	3/3
3	Ms Margarita	Wilson	CATRA	None	W:F	N/A	Yes	Yes	2/2
4	Mr Brian	Magqaza	BCRCAT	None	B:M	N/A	Yes	Yes	2/2

N/A - Not Appointed

Bid Adjudication Committee Chaired by: Mike Tsotetsi

The Bid Adjudication Committee considers the recommendations of the Evaluation Committee and makes the final award. Members of this

committee ensure that a transparent review of the evaluation is undertaken. This committee consists of the CATHSSETA Board members and managerial staff. The specification, evaluation and adjudication processes must be

within the ambit of section 217 of the Constitution as well as the prescripts contained in the PPPFA and the associated regulations. Below is a schedule of the meetings held by the Bid Adjudication Committee.

Bid Adjudication Committee meeting attendance for the financial year: 1 April 2011 - 31 March 2012						10 Oct 2011	17 Nov 2011	Total No. Attended
No	First Name	Last Name	Organisation	Disability	Equity			
1	Mr Joseph	Maqhekeni	NACTU	None	B:M	Yes	N/A	1/1
2	Ms Margarita	Wilson	CATRA	None	W:F	Yes	N/A	1/1
3	Mrs Sheila	Sekhitla	Independent	None	B:F	N/A	Yes	1/1
4	Mrs Kentse	Makgae	NAFCOC	None	B:F	N/A	Yes	1/1
5	Mr Brian	Magqaza	BCRCAT	None	B:M	N/A	Yes	1/1
6	Mr John	Davis	Independent	None	W:M	Yes	N/A	1/1
7	Adv Fay	Mukaddam	Independent	None	W:F	Yes	N/A	1/1

N/A - Not Appointed

Report on Key Performance Indicators

Report on Performance Information

The Department of Higher Education and Training has developed the NSDS III that places great emphasis on relevance, quality and sustainability of skills training programmes to ensure that they impact positively on the 7 key developmental and transformation imperatives. NSDS III focuses on 8 Goals, each of which have outcomes and outputs that form the basis for monitoring and evaluation of NSDS III implementation and impact assessment. The CATHSSETA set annual targets in various projects to ensure that programmes and activities addressing NSDS III Goals 1-8, are relevant to the sector.

Background to the Report

It is crucial that the following Performance Information Report is read in the context provided in this section. The SETAs were required to formulate their own Strategic Plans as well as set their own targets within the NSDS III Framework. The NSDS III includes catalytic grants funding through the NSF. When the CATHSSETA prepared the Strategic Plan, the Catalytic Grants was taken into consideration. As a result 2 targets for each goal were set. The first one was on the basis of funding made available to the CATHSSETA through the Catalytic Grants. The second target was based on the CATHSSETA available Discretionary Grant. The CATHSSETA's Strategic Plan was subsequently approved by DHET giving the impression and the expectation that the NSF funds will be made available. This never happened. the CATHSSETA therefore in the first

year of implementing NSDS III scoped all projects as pilots using its limited discretionary grant funds with the understanding that full projects with larger targets will be rolled out in the second year of NSDS III with support from NSF funding. Performance information reported herein is based on the second target covered by the SETA's Discretionary Grants.

Another factor to be considered is the format of the Quarterly Monitoring Reporting Template (QMR) that did not take into consideration the format of Annual Performance Plan and the manner in which targets were set. The different formats created difficulty in aligning achievements to targets as they were reported differently. However, attempts have been made to mitigate the negative impacts of this incongruence by giving a detailed explanation for each NSDS goal.



Report on Key Performance Indicators

National Skills Development Strategy (NSDS III) - GOAL 1

DHET held a Research Strategy Workshop in August 2011, which was attended by all role players, which included the HRSC, HEIs and the SETAs. The aim was to formulate the research strategy required by these role players to contribute to the achievement of Goal 1 of NSDS III. A follow up workshop was scheduled to take place early in the 2012/13 financial year however SETAs were identified as being responsible for becoming experts on their sectors and as such lead labour market research and analysis in their sectors. The research unit's activities focused on the alignment of the CATHSSETA's research agenda with the priorities of the

Research Strategy Workshop by identifying the labour market research requirements that need to be conducted so that an improved labour market analysis of the sector maybe undertaken. Once DHET's Research Framework has been finalised this will need to be reported on by the SETAs in their Quarterly Monitoring Reports (QMR). So it is likely that this will become a QMR reporting requirement in the 2012/13 financial year.

The Sector Skills Plan (SSP) is a document that is reported independently of the QMR as it is the key document all SETAs must have to operate. The SSP has now become an

integral component of the Strategic Plan and Annual Performance Plan. As such all 3 documents 1st drafts are submitted on 31 August and the final drafts on 15 December annually.

The Research Portal is work in progress and has been scoped and a specification submitted to the developers. The costing of the research portal is pending and once received from the developers, it is estimated that the research portal will be fully operational in the next financial year.

GOAL No: 1				
Establishing a credible institutional mechanism for skills planning				
NSDS Goal	PERFORMANCE INDICATOR	TARGET	PERFORMANCE RESULTS	COMMENTS
Goal 1	1.1.1			
Establishing a credible institutional mechanism for skills planning	Capacity is established within the Department of Higher Education and Training to coordinate research and skills planning.	100% Percent functional and productive Research unit capable of producing credible research findings Research specialists MoUs with Academic or Research Institutions	A research unit was established with 4 staff members led by a unit manager. Currently, linkages and partnerships are being formed with universities and other research institutions in order to establish a strong network and base for skills planning.	Research capacity is gradually but aggressively being developed at CATHSSETA. A fully-fledged research unit has been established and staffed accordingly. Development of the Sector Skills Plan has always been an internal process. Partnerships being forged with both National and Provincial line function government departments form part of the skills planning network.
	1.1.2			
	Sector skills plans are professionally researched provide a sound analysis of the sector and articulate an agreed sector strategy to address skills needs.	Annual update of sector skills plan	Sector Skills Plan updated and submitted by 16 February 2012	Some of the research projects currently underway include the Sectors Skills Audit, SMME Skills Audit, Sectors Skills Plan Research, FET College Capacity and Curriculum Review Research, Impact Assessment Research and Provincial Sectors Skills Project
	1.1.3			
	Sector and nationally commissioned research and data is analysed, validated and captured in an integrated database that is accessible to stakeholders.	Research portal developed for stakeholders	Ongoing	The Research Portal is work in progress and has been scoped and a specification submitted to the developers. The costing of the research portal is pending and once received from the developers, it is estimated that the research portal will be fully operational in the next financial year.

Report on Key Performance Indicators

National Skills Development Strategy (NSDS III) - GOAL 2

The number of MoUs signed is not a reporting requirement of the QMR 2011/12, however the learners reported are and have been reported accordingly. The courses offered at FET Colleges and Universities of Technology are all middle level skills, as per the NSDS III, hence management has adopted that definition and no further differentiation is required. MoUs with FETs and UoTs have been negotiated and drawn up and will be concluded in the next financial year.

The CATHSSETA was to establish Artisan need in the sector for the financial year under review and substantial work has been conducted. The CATHSSETA has had numerous engagements with the National Artisan Moderating Body in terms of establishing which occupations are

trades and how these will be implemented and achieved by the CATHSSETA. The most prominent CATHSSETA trade occupation is a Chef. However as there is no trade test for a Chef in South Africa the recognised qualification for achieving this is the Professional Cookery Learnership and hence out of this research the CATHSSETA has set targets for the 2012/13 financial year to train artisan via the professional cookery Learnership programme. Other occupations that are trades such as Farriers have no qualification and once the QCTO process has been finalised occupationally directed qualifications and trades test will be developed. This information is highly qualitative and therefore is unable to be reported in the QMR.

The post-graduate qualifications offered at Universities and Universities of Technology are all high level skills, as per the NSDS III outlines, hence management has adopted that definition and no further differentiation is required. MoUs with Universities and UoTs have been negotiated and will be concluded in the next financial year.



Report on Key Performance Indicators

GOAL No: 2																												
Increasing access to occupationally-directed programmes																												
Intermediate level																												
NSDS Goal	PERFORMANCE INDICATOR	TARGET	PERFORMANCE RESULTS	COMMENTS																								
Goal 2	2.1.1																											
Increasing access to occupationally-directed programmes	SETAs research and identify middle level skills needs in their sectors and put in place strategies to address them, particularly through the use of the public FET colleges and universities of technology working in partnership with employers providing workplace-based training.	MoUs signed with relevant provider institutions	Provider contracts are in place with all institutions providing training in partnership with CATHSSETA.	The MoU signing is ongoing.																								
Intermediate level																												
	2.1.2																											
	Projects are established to address middle level skills in each sector.	Middle level skills identified in all sub-sectors Target for the sector is 400 workers to enter learning programmes. <table><tr><th colspan="2">Target</th></tr><tr><td>Learnership</td><td>200</td></tr><tr><td>Internship</td><td>0</td></tr><tr><td>Bursaries</td><td>100</td></tr><tr><td>Skills Programmes</td><td>100</td></tr><tr><td>Total</td><td>400</td></tr></table>	Target		Learnership	200	Internship	0	Bursaries	100	Skills Programmes	100	Total	400	Workers entering learning programmes. <table><tr><th colspan="2">Entered</th></tr><tr><td>Learnership</td><td>755</td></tr><tr><td>Internship</td><td>47</td></tr><tr><td>Bursaries</td><td>131</td></tr><tr><td>Skills Programmes</td><td>910</td></tr><tr><td>Total</td><td>1 843</td></tr></table>	Entered		Learnership	755	Internship	47	Bursaries	131	Skills Programmes	910	Total	1 843	CATHSSETA had no target for employed internships; however a total of 47 was achieved due to industry demand. A total of 131 employed learners were placed on bursaries and this target was achieved at 131 percent. A significant number of bursaries was allocated to FET Colleges for tourism and hospitality studies as well as for arts and culture. Events management bursaries were also allocated.
Target																												
Learnership	200																											
Internship	0																											
Bursaries	100																											
Skills Programmes	100																											
Total	400																											
Entered																												
Learnership	755																											
Internship	47																											
Bursaries	131																											
Skills Programmes	910																											
Total	1 843																											
	Sector and nationally commissioned research and data is analysed, validated and captured in an integrated database that is accessible to stakeholders.	Target for the sector is 650 workers to obtain certificates in learning programmes. <table><tr><th colspan="2">Target</th></tr><tr><td>Learnership</td><td>100</td></tr><tr><td>Internship</td><td>0</td></tr><tr><td>Bursaries</td><td>50</td></tr><tr><td>Skills Programmes</td><td>500</td></tr><tr><td>Total</td><td>650</td></tr></table>	Target		Learnership	100	Internship	0	Bursaries	50	Skills Programmes	500	Total	650	Workers successfully obtained certificates learning programmes. <table><tr><th colspan="2">Certified</th></tr><tr><td>Learnership</td><td>352</td></tr><tr><td>Internship</td><td>7</td></tr><tr><td>Bursaries</td><td>12</td></tr><tr><td>Skills Programmes</td><td>1832</td></tr><tr><td>Total</td><td>2 203</td></tr></table>	Certified		Learnership	352	Internship	7	Bursaries	12	Skills Programmes	1832	Total	2 203	1 843 employed learners entered various skills programmes and the target was successfully achieved. Skills programmes covered all CATHSSETA chambers mainly addressing critical skills in the sector such as customer care and management. The total overall of employed workers entering various occupationally directed learning programmes at intermediate level was achieved at 460 percent.
Target																												
Learnership	100																											
Internship	0																											
Bursaries	50																											
Skills Programmes	500																											
Total	650																											
Certified																												
Learnership	352																											
Internship	7																											
Bursaries	12																											
Skills Programmes	1832																											
Total	2 203																											
	2.2.1																											
	SETAs establish projects and partnerships to enable the relevant number of artisans for their sector to be trained, to qualify and become work ready.	Sector currently does not contain artisans. However research will be conducted to establish need in Creative & Heritage sub-sector.		Goal 2 further had targets for workers successfully completing learning programmes and in respect of Learnerships certificated the target was achieved at 352 percent. Bursary programmes are usually longer than a financial year and completions do not always coincide with the reporting period. The number of completions therefore depended on the previous financial year's intake.																								
	2.2.2																											
	The national Artisan Development Project developed by JIPSA and now located in the DHET and M&E framework, is planned, managed and reported on, with interventions made where blockages occur.	Sector currently does not contain artisans. However research will be conducted to establish need in Creative & Heritage sub-sector.		No current artisans registered																								

Increasing access to occupationally-directed programmes Intermediate level

NSDS Goal	PERFORMANCE INDICATOR	TARGET	PERFORMANCE RESULTS	COMMENTS																								
Goal 2	2.3.1																											
Increasing access to occupationally -directed programmes Intermediate level	Sector skills plans identify the supply challenges in relation to high level scarce skills gaps and set out strategies for addressing them.	High level skills identified in all sub-sectors Target for the sector is 600 Unemployed learners to enter learning programmes. <table><tr><th colspan="2">Target</th></tr><tr><td>Learnership</td><td>200</td></tr><tr><td>Internship</td><td>100</td></tr><tr><td>Bursaries</td><td>100</td></tr><tr><td>Skills Programmes</td><td>200</td></tr><tr><td>Total</td><td>600</td></tr></table>	Target		Learnership	200	Internship	100	Bursaries	100	Skills Programmes	200	Total	600	Unemployed learners entering learning programmes. <table><tr><th colspan="2">Entered</th></tr><tr><td>Learnership</td><td>819</td></tr><tr><td>Internship</td><td>277</td></tr><tr><td>Bursaries</td><td>128</td></tr><tr><td>Skills Programmes</td><td>656</td></tr><tr><td>Total</td><td>1 880</td></tr></table>	Entered		Learnership	819	Internship	277	Bursaries	128	Skills Programmes	656	Total	1 880	Target for unemployed Learnerships to enter occupationally-directed programmes Intermediate level was achieved at 408 percent as 819 learners entered various Learnership programmes. A total of 307 learners were partially funded by the industry whereas 294 were fully funded by CATHSSETA. Learnerships were allocated across chambers and offered by both public and private training providers. CATHSSETA had a target of 100 for unemployed internships, however a total of 277 was achieved due to unemployment demands and need for job creation. This target was achieved at 277 percent.
	Target																											
	Learnership	200																										
Internship	100																											
Bursaries	100																											
Skills Programmes	200																											
Total	600																											
Entered																												
Learnership	819																											
Internship	277																											
Bursaries	128																											
Skills Programmes	656																											
Total	1 880																											
	2.3.2																											
	Agreements are entered into between SETAs, university faculties and other stakeholders on appropriate interventions to support improved entry to priority programmes, increased work experience and experiential learning for students and access to post-graduate work.	High level skills identified in all sub-sectors Target for the sector is 100 unemployed learners to enter learning programmes, as per above table Target for the sector is 270 Unemployed learners to obtain certificates in learning programmes. <table><tr><th colspan="2">Target</th></tr><tr><td>Learnership</td><td>100</td></tr><tr><td>Internship</td><td>0</td></tr><tr><td>Bursaries</td><td>20</td></tr><tr><td>Skills Programmes</td><td>150</td></tr><tr><td>Total</td><td>270</td></tr></table>	Target		Learnership	100	Internship	0	Bursaries	20	Skills Programmes	150	Total	270	Unemployed learners entering learning programmes. as per above table Unemployed learners successfully obtained certificates learning programmes. <table><tr><th colspan="2">Certified</th></tr><tr><td>Learnership</td><td>334</td></tr><tr><td>Internship</td><td>0</td></tr><tr><td>Bursaries</td><td>49</td></tr><tr><td>Skills Programmes</td><td>705</td></tr><tr><td>Total</td><td>1 088</td></tr></table>	Certified		Learnership	334	Internship	0	Bursaries	49	Skills Programmes	705	Total	1 088	A total of 128 unemployed learners were placed on bursaries and this target was achieved at 128 percent. Over 656 unemployed learners entered various skills programmes and the target was successfully achieved. The total overall of unemployed learners entering various occupationally-directed programmes at Intermediate level was achieved at 313 percent.
Target																												
Learnership	100																											
Internship	0																											
Bursaries	20																											
Skills Programmes	150																											
Total	270																											
Certified																												
Learnership	334																											
Internship	0																											
Bursaries	49																											
Skills Programmes	705																											
Total	1 088																											
	2.4.1																											
	Sector skills plans identify the focal areas for research, innovation and development.	Increased research capacity in the sector	Ongoing																									
	2.4.2																											
	Agreements are entered into between SETAs, university faculties and other stakeholders on flagship research projects linked to sector development in a knowledge economy.	MoU with university faculties	Partnerships established and MoU signing in the next financial year	This target is ongoing and so far 13 MOUs with university institutions and FETs were concluded in 2011/12. The target is mainly dependent on the responsiveness and cooperation of the FET institutions and their willingness to participate in the CATHSSETA programmes. Discussions are therefore ongoing to ensure that this long term target is achieved within the current NSDS III. Full implementation in the next financial year.																								
	2.4.3																											
	Programmes are put in place that focus on the skills needed to produce research that will be relevant and have an impact on the achievement of economic and skills development goals.	Bursaries provided to Honours, Masters and PHD students	Grant Criteria developed	Full implementation in the next financial year																								

Report on Key Performance Indicators

National Skills Development Strategy (NSDS III) - GOAL 3

The review of both the NCV Qualifications and the N-Courses is a Umalusi Quality Council led process. The CATHSSETA has partnered with Umalusi in the process and has set aside funds for research and brought industry stakeholders into the process to ensure alignment to industry requirements. However as it is a Umlusi led process the CATHSSETA has no control over any time delays that have been incurred.

The CATHSSETA has no jurisdiction or influence in the articulation between FET and University qualifications and programmes. However it must be noted that this outcome can only be achieved after the NCV and N-course review process and will be handled by the two respective Quality Councils namely Umalusi and CHE and if required then the CATHSSETA will assist or make necessary contributions. When this strategic plan was compiled it was a DHET requirement that all

NSDS Goals outputs and Outcomes must be included hence this has been included but has been left blank as the CATHSSETA's role has not been defined by either Quality Council.

The CATHSSETA has been working towards achieving this target and MoUs were signed with significant Levy Payers from each sub-sector to facilitate the workplace experience requirement. The MoUs signed with the Radison Blu (Rezidor Hotel Group) and Ezemvelo KZN Wildlife are examples of such MoUs. The Workplace Experience forms part of the National Skills Accord commitments and as such have also been an integral component of the CATHSSETA Chairperson's Roundtable discussions with the Captains of Industry to encourage them to make sure these commitments are met.

Relevant FET College staff were identified and industry partners were

committed to this process of improving the skills of college educators by exposing them to the latest industry trends, innovations and training methods. However the delay has come in terms of releasing the college educators during working hours to attend these interventions and the remuneration of these educators if they attend outside college hours. The CATHSSETA is waiting for the various provincial education departments and authorities to finalize the release and remuneration issues so that the project may be implemented.



Report on Key Performance Indicators

GOAL No: 3																
Promoting the growth of a public FET college system that is responsive to sector, local, regional and national skills needs and priorities																
NSDS Goal	PERFORMANCE INDICATOR	TARGET	PERFORMANCE RESULTS	COMMENTS												
Goal 3	3.1.1															
Promoting the growth of a public FET college system that is responsive to sector, local, regional and national skills needs and priorities	The NCV is reviewed with inputs from stakeholders and the curriculum is revised to ensure that it provides a sound foundational basis for building labour market relevant skills.	Sector relevant NCV qualifications reviewed by stakeholders by 31st March 2012 <table><tr><th colspan="2">Target entered</th></tr><tr><td>NCV</td><td>5</td></tr><tr><td>Total</td><td>5</td></tr></table>	Target entered		NCV	5	Total	5	<table><tr><th colspan="2">Achieved Entered</th></tr><tr><td>NCV</td><td>4</td></tr><tr><td>Total</td><td>4</td></tr></table>	Achieved Entered		NCV	4	Total	4	In partnership with the Umalusi led process, 2 Tourism and Travel and 2 Hospitality qualifications are under review.
	Target entered															
	NCV	5														
	Total	5														
	Achieved Entered															
NCV	4															
Total	4															
3.1.2																
The programmes offered to meet industry needs, including those supporting apprenticeships and N-courses, are reviewed, updated and made available to and accessed by employers.	Sector relevant N-courses qualifications reviewed by stakeholders by 31st March 2012.															
3.2.1																
The capacity of FET colleges to provide quality vocational training is reviewed. Each college has a strategic plan in place to build capacity and engage in skills development programmes, including programmes offered in partnership with employers.	Public FET Outcomes															
3.2.2				Over 40 FET colleges participated and the MoU process is ongoing.												
SETAs identify FET colleges with relevant programmes and put in place partnerships to offer vocational courses and work experience for college learners.	A number of FET colleges per year per province offering relevant qualifications and partnerships formed to offer vocational courses. Employers in the vicinity identified 4 FET colleges identified to partner with to provide workplace experience	5 FET colleges identified														
3.3.1																
The capacity of college educators to deliver programmes is reviewed. Skills development programmes, including work placement opportunities, are devised to meet the needs of the college educators.	120 FET colleges staff requiring capacity building identified CATHSSETA facilitates industry exposure for identified staff College staff completed workplace experience. <table><tr><th colspan="2">Target Completed</th></tr><tr><td>Workplace Experience</td><td>120</td></tr><tr><td>Total</td><td>120</td></tr></table>	Target Completed			Workplace Experience	120	Total	120	44 college staff completed workplace experience <table><tr><th colspan="2">Achieved Completed</th></tr><tr><td>Workplace Experience</td><td>44</td></tr><tr><td>Total</td><td>44</td></tr></table>	Achieved Completed		Workplace Experience	44	Total	44	
Target Completed																
Workplace Experience	120															
Total	120															
Achieved Completed																
Workplace Experience	44															
Total	44															

Report on Key Performance Indicators

National Skills Development Strategy (NSDS III) - GOAL 4

DHET is still finalising its strategy and recently released the Green Paper for Post School Education and Training. As soon as DHET's strategy is released, the CATHSSETA will develop and align its strategy accordingly and present it through the relevant structures for approval. It must be noted the CATHSSETA's strategy is not reported in the QMR.

As the DHET strategy has not been

finalised, the CATHSSETA's strategy has also not yet been approved and therefore the database is also not completed. The CATHSSETA realised the importance of having such a database and that its development should not be delayed while strategy and policy are still being debated. Therefore has finalised the specifications for such a database and will develop it in the 2012/13 financial year.

The absence of a DHET and CATHSSETA Strategy as well as the database has delayed the establishment and implementation of these learning programmes. As soon as the Strategy is approved management will put in place clear parameters to differentiate these programmes for others and hopefully the QMR reporting template will also be adjusted to accommodate the reporting of these parameters as well.

GOAL No: 4																			
Addressing the low level of youth and adult language and numeracy skills to enable additional training																			
NSDS Goal	PERFORMANCE INDICATOR	TARGET	PERFORMANCE RESULTS	COMMENTS															
Goal 4	4.1.1																		
Addressing the low level of youth and adult language and numeracy skills to enable additional training.	A DHET-led process, including stakeholders, develops a strategy supported by all stakeholders.	CATHSSETA aligns it strategy to DHETs	Dependent on DHET finalizing the strategy	Skills interventions planned for this target were converted into Learnership programme in order to take advantage of workplaces available in the rural areas as opportunities for creating new ventures in these areas were limited. The bulk of the achievements were therefore reported under unemployed Learnerships.															
	4.1.2																		
	A national database tracks training and work opportunities, and reports on implementation of the strategy.	CATHSSETA database to feed into the national database of school leavers, unemployed youth, annually.	Specification developed and will be completed in the next financial year.																
	4.1.3																		
	The DHET partners with stakeholders in the youth sector to put in place training and work experience projects for young people.	Social partners such as NGOs, Cooperatives identified and partnered with to identify potential youth in rural areas for SMME development. 400 youth from rural areas enter and complete a New Venture Creation skills programme And/or	0 Youth entered NVC and Mentorship programme																
	<table><tr><th colspan="2">Target Entered</th></tr><tr><td>New Venture Creation</td><td>200</td></tr><tr><td>Mentorship Programme</td><td>200</td></tr><tr><td>Total</td><td>400</td></tr></table>	Target Entered		New Venture Creation	200	Mentorship Programme	200	Total	400	<table><tr><th colspan="2">Achievement</th></tr><tr><td>New Venture Creation</td><td>0</td></tr><tr><td>Mentorship Programme</td><td>21</td></tr><tr><td>Total</td><td>21</td></tr></table>	Achievement		New Venture Creation	0	Mentorship Programme	21	Total	21	
Target Entered																			
New Venture Creation	200																		
Mentorship Programme	200																		
Total	400																		
Achievement																			
New Venture Creation	0																		
Mentorship Programme	21																		
Total	21																		
	Mentorship programme and other related training programmes 400	87 Youth entered NVC and Mentorship programme																	
	<table><tr><th colspan="2">Target Complete</th></tr><tr><td>NVC enter 12 months Mentorship Programme</td><td>400</td></tr><tr><td>Total</td><td>400</td></tr></table>	Target Complete		NVC enter 12 months Mentorship Programme	400	Total	400	<table><tr><th colspan="2">Achievement</th></tr><tr><td>NVC Sustained for 12 months</td><td>0</td></tr><tr><td>Total</td><td>0</td></tr></table>	Achievement		NVC Sustained for 12 months	0	Total	0					
Target Complete																			
NVC enter 12 months Mentorship Programme	400																		
Total	400																		
Achievement																			
NVC Sustained for 12 months	0																		
Total	0																		

Report on Key Performance Indicators

National Skills Development Strategy (NSDS III) - GOAL 5

The alignment of the Decent Work Country Programme to our Sector is led by the National Department of Tourism and is supported by the CATHSSETA and the IOL. There were various workshops held with all role-players and we eagerly await the finalisation of this process. As soon as this process has been finalized CATHSSETA will report on the number of workers in decent jobs. It must be noted that CATHSSETA has already captured the urgent need for this alignment to be finalised in its SSP.

In terms of the QMR reporting requirements only the specific WSP and ATR requirements are reported.

However numerous projects have been implemented with various levy payer companies through Discretionary Grant Funding. The Southern Sun Leadership Development Programme, Sports Science Institute Graduate Development Programme, Virgin Active ABET Programme and Tsogo Sun Graduate Development Programme are all examples of Sector projects that address the sector specific skills gaps identified through the WSP and ATR process. Unfortunately the structure of the QMR reporting template results in these projects being reported in other goals.

While the National Skills Accord has been signed and committed to, the Draft Funding Regulations have not yet been signed off by the Minister. Therefore, it was not possible for CATHSSETA to implement PIVOTAL Grants. It must be noted the CATHSSETA has been proactive in this regard and has already aligned its WSP and ATR requirements to the Draft Funding Regulations to prepare its levy payers for PIVOTAL Grants. As soon as the regulations are signed off, the CATHSSETA will implement and pay PIVOTAL Grants. Indications from DHET are that this will only be implemented in the 2013/14 financial year.



Report on Key Performance Indicators

GOAL No: 5																							
Encouraging better use of workplace-based skills development																							
NSDS Goal	PERFORMANCE INDICATOR	TARGET	PERFORMANCE RESULTS		COMMENTS																		
Goal 5	5.1.1																						
Encouraging better use of workplace-based skills development	SETA stakeholders agree on the provision of substantial quality programmes for employed workers and report on the impact of the training.	Employed workers in the sector improve their qualifications and skills to support local economic development.																					
	5.1.2																						
	Sector projects are put in place to address specific sector skills gaps.	10 000 sector employed workers supported through mandatory grants Small, Medium and Large Levy payers submitting WSPs/ATRs implement Learning Programmes to train employees 1 000 WSP/ATRs Submitted WSPs/ATRs reflect 10 000 learners and workers trained Approved WSPs/ATRs	1 293 WSPs & ATRs submitted. Learners reflecting on WSPs/ATRs		The number of levy payers who submitted WSP/ATR exceeded the target of 1000 to 1293. In respect of accredited training, whilst the target was exceeded the percentage of in-house / non accredited training far exceeded accredited training. This indicates that the industry focused mostly on in-house training in form of shorter, one-day courses. Effectively, the industry trained only 4 percent of its workforce on accredited courses. The 2012/13 plans are to drastically change this practice by encouraging employers to use the skills levy income on accredited training. The long term plan is to see at least 50 percent of the workforce engaged in credit bearing courses. One of the enforcement method currently adopted is to withhold mandatory grants to employers not achieving at least the 50 percent minimum in both the ATR and the WSP.																		
		<table><tr><th colspan="2">Target (WSP 2009/10)</th></tr><tr><td>Accredited</td><td>6 000</td></tr><tr><td>In-house</td><td>4 000</td></tr><tr><td>Total</td><td>10 000</td></tr></table>	Target (WSP 2009/10)		Accredited	6 000	In-house	4 000	Total	10 000	<table><tr><th colspan="2">Achievement (ATR 2010/11)</th></tr><tr><td>Accredited</td><td>9 718</td></tr><tr><td>In-house</td><td>229 642</td></tr><tr><td>Total</td><td>239 360</td></tr></table>	Achievement (ATR 2010/11)		Accredited	9 718	In-house	229 642	Total	239 360				
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	<table><tr><th colspan="2">Target (WSP 2011/12) Firms supported</th></tr><tr><td>Large</td><td>150</td></tr><tr><td>Medium</td><td>200</td></tr><tr><td>Small</td><td>400</td></tr><tr><td>Total</td><td>750</td></tr></table>	Target (WSP 2011/12) Firms supported		Large	150	Medium	200	Small	400	Total	750	<table><tr><th colspan="2">Achievement (WSP 2011/12) Firms Supported</th></tr><tr><td>Large</td><td>206</td></tr><tr><td>Medium</td><td>246</td></tr><tr><td>Small</td><td>513</td></tr><tr><td>Total</td><td>965</td></tr></table>	Achievement (WSP 2011/12) Firms Supported		Large	206	Medium	246	Small	513	Total	965	Small size employers with an annual wage bill between R500k and R1m find it difficult to comply with the WSP/ATR requirements even when supported by CATHSSETA. This reluctance is attributed to the small amount receivable even if there are no compliance costs to the employer. Compliance process, even with a simplified WSP/ATR process provided by CATHSSETA, small employers are frustrated with time spent and opportunity costs associated with compliance. An SMME strategy has been developed to address this problem.
Target (WSP 2011/12) Firms supported																							
Large	150																						
Medium	200																						
Small	400																						
Total	750																						
Achievement (WSP 2011/12) Firms Supported																							
Large	206																						
Medium	246																						
Small	513																						
Total	965																						
5.1.3																							
	Cross-sectoral projects are established to address skills needs along local supply chains aimed at supporting local economic development.	Cross Seta Projects including PIVOTAL programmes.																					

Report on Key Performance Indicators

National Skills Development Strategy (NSDS III) - GOAL 6

The Scarce and Critical Skills List is a core component of the SSP and was submitted to DHET in August 2011 with positive feedback. The numbers reported here are a direct result of research conducted to compile and update the SSP and this was obtained through consultation with stakeholders which included Co-ops, SMMEs, Trade Unions, NGOs and CBOs. The QMR reporting template is biased towards quantitative data and therefore the data reported does not contain the qualitative information required to understand how these interventions were established.

The development of the database is ongoing and the Trade Union database has been completed and is available for review. The SMME database is already in its second draft and needs data verification before it can be finalised and will be done during the Provincial SSP development with each province to confirm if SMMEs have been omitted or have ceased operating in that province. The NGO and CBO database is more complex and will take longer to finalise due to data scarcity. However this has not prevented projects from being scoped and implemented. The Life Skills for Caddies, Entrepreneurial Training for Young People in Arts and Enterprise Development Programme are examples of such projects that have been scoped in consultation with

SMME in the sector. All the projects were scoped and formulated based on the Scarce and Critical Skills List that was submitted to DHET in August 2011. As mentioned previously the SSP is submitted independently of the QMR and as such is not reported in QMR. All the projects that have resulted in the figures reported on in this NSDS Goal are the result of Pilot Projects.

GOAL No: 6				
Encouraging and supporting cooperatives, small enterprises, worker initiated, NGO and community training initiatives				
NSDS Goal	PERFORMANCE INDICATOR	TARGET	PERFORMANCE RESULTS	COMMENTS
Goal 6	6.1.1			
Encouraging and supporting cooperatives, small enterprises, worker initiated, NGO and community training initiatives	SETAs identify in their skills planning research, established and emergent cooperatives and their skills needs.	Skills needs of sector cooperatives identified in all sub-sectors	Captured in the Sector Skills Plan, Chamber guides with the list of scarce and critical skills	Goal 6 required that skills needs of these entities are identified, database of the entities created and relevant skills interventions planned for implementation. CATHSSETA managed to achieve the milestone listed through pilot projects. Support for these entities is ongoing and would require additional funding.
	6.1.2			
	Sector projects are established by sector stakeholders, supported by the NSF.	Relevant interventions established	Ongoing to expand the scarce skills list in the Sector skills plan	This target can only be achieved once the projects have been completed and an appropriate NSF funding window has been opened. CATHSSETA will apply accordingly for such NSF funding and if granted will report on this project in next financial year.
	6.1.3			
	A national database of cooperatives supported with skills development is established and the impact of training reported on.	Database of cooperatives per sub-sector developed and a number of employees trained 150 Cooperatives to be supported	19 Cooperatives supported	
	6.2.1			
	SETAs, through their skills planning research, identify the skills needs of small and emerging businesses in their sector, and promote relevant programmes.	Skills needs of sector small and emergent businesses identified in all chambers	Ongoing to expand the scarce skills list in the Sector skills plan	

Report on Key Performance Indicators

GOAL No: 6				
Encouraging and supporting cooperatives, small enterprises, worker initiated, NGO and community training initiatives				
NSDS Goal	PERFORMANCE INDICATOR	TARGET	PERFORMANCE RESULTS	COMMENTS
Goal 6	6.2.2			
	Sector projects are developed that are piloted by SETAs and expanded through partnership funding.	Relevant interventions established	Ongoing to expand the scarce skills list in the Sector skills plan	
	6.2.3			
Encouraging and supporting cooperatives, small enterprises, worker initiated, NGO and community training initiatives	A national database of small businesses supported with skills development is established and the impact of training reported on.	Database of small and emergent businesses per sub-sector developed and a number of employees trained 500 SMMEs to be supported	227 SMMEs supported	The compilation of the database is underway. It is anticipated that such a database will be completed in the new financial year.
	6.3.1			
	SETAs engage with trade unions, NGOs and community-based organisations in their sector and identify skills needs and strategies to address needs.	Skills needs of sector unions, NGOs and CBOs identified in all chambers		
	6.3.2			
	SETAs establish quality pilot projects.	Relevant interventions established		
	6.3.3			
	Stakeholders expand successful projects with support from the NSF.	Database of unions, NGOs and CBOs per chamber developed and a number of employees trained 10 Trade unions 65 NGOs 25 CBOs	18 Trade unions 232 NGOs 6 CBOs	



Report on Key Performance Indicators

National Skills Development Strategy (NSDS III) - GOAL 7

Goal 7 of the NSDS III has undergone some radical changes in that originally it was envisioned the PSETA would cease to exist and that all Government Departments would submit their WSP & ATR and an administration fee to their line function SETAs. However the plan was changed and the PSETA is fully operational within its sector. The

Ministry was revising the administration fee paid to SETAs by Government Departments. This will require all SETAs to then address Goal 7 accordingly and report it in their QMRs.

GOAL No: 7				
Increasing public sector capacity for improved service delivery and supporting the building of a developmental state				
NSDS Goal	PERFORMANCE INDICATOR	TARGET	PERFORMANCE RESULTS	COMMENTS
Goal 7	7.1.1			
Increasing public sector capacity for improved service delivery and supporting the building of a developmental state	SETAs with responsibility for public sector training conduct analysis and reflection on achievements and challenges.	Partnerships with PSETA in developing programmes to capacitate those government departments relevant to CATHSSETA.	Target still to be determined after consultation with relevant Government Departments	CATHSSETA had no target for this goal for the year under review but plans to engage with the public sector within its cope in the coming financial years.
	7.1.2			
	DHET leads a discussion on factors impacting on provision and publishes proposals on improving the institutional framework for public sector education and training.	Partnerships with PSETA in developing programmes to capacitate those government departments relevant to CATHSSETA.	Explained in the introductory notes	
	7.2.1			
	Sector skills plans set out the capacity needs of relevant departments and entities.	Partnerships with PSETA in developing programmes to capacitate those government departments relevant to CATHSSETA.	Signed Partnership MoUs with a number of National and Provincial government departments	Ongoing partnership process
	7.2.2			
	Plans and funding arrangements are agreed between the relevant departments/entities and the SETAs, and are reported on.	Partnerships with PSETA in developing programmes to capacitate those government departments relevant to CATHSSETA.		

Report on Key Performance Indicators

National Skills Development Strategy (NSDS III) - GOAL 8

Chamber Guides were developed for all six sub-sectors that fall under CATHSSETA's scope. Each Chamber guide has a section on career and vocational guidance. These sections were developed out of the labour market analysis conducted to update the SSP. These chamber guides were widely distributed at all career

guidance events. It must be noted that the current QMR Template is exclusively biased towards quantitative data so it is impossible to report the content of these guides via this report. Currently the QMR Template does not require differentiation of the learners successfully engaged at career

guidance events and expos. However DHET is finalising a Career and Vocational Guidance Framework and going forward it is likely that this differentiation will be required to be reported on in the QMR and once required the CATHSSETA will comply accordingly.

GOAL No: 8				
Building career and vocational guidance				
NSDS Goal	PERFORMANCE INDICATOR	TARGET	PERFORMANCE RESULTS	COMMENTS
Goal 8	8.1.1			
Building career and vocational guidance	Career guides are developed with labour market information from SETAs, addressing sub-sectors within their sector.	The sector benefit from increased pool of relevant workforce.	Sector benefitted from career guidance information distributed.	Goal 8 had two targets; one capacitating of relevant stakeholders such as SDFs and Guidance councillors and secondly reaching out to youth in and out of schools for career advices and guidance.
	8.1.2			
	Sector stakeholders are engaged and programmes are adjusted to meet the skills and qualification needs to promote comprehensive career development.	Sector Specialists, such SDFs, Tourism Teachers, Career Guidance Councillors, Professional bodies and ETD Practitioners within the sector Trained in career guidance	Career guidance handbooks per chamber were developed and distributed at various career exhibitions across the country	
		Registration of Professional Bodies		
		Career guides made available to learners	17 373 learners successfully engaged	
		2500 Learners engaged in career guidance programmes		
		Relevant stakeholders engaged in career guidance programmes	3 162 stakeholders successfully engaged in career guidance.	
		500 stakeholders engaged in career guidance programmes.		



Report on Operations, IT and Human Resources

The Annual Report covers the financial year April 2011 to March 2012. The Human Resources Department consists of the Human Resource Officer and a Payroll Clerk. The Department is responsible for providing a fair, equitable and productive work environment for all the CATHSSETA's employees. Other responsibilities include, but not limited to, Recruitment, Employee Benefits, Employee Relations, Training and Development and Performance Management.

As of the 31st of March 2012, the number of employees employed at the CATHSSETA was 71, comprising of 21 employees appointed on a permanent basis, and 50 on fixed term contracts. Those employees on Fixed Term Contracts are renewable on an annual basis. The CATHSSETA is split into the following areas, Executive Management, Management and Administration. Further details with regard to gender, age and ethnic background of our staff are provided later on in this report. Other areas that are covered in the report are the status on new and terminated employees and performance management to mention a few.

Technology continues to play a daily role in the effectiveness of the Human Resources Department. The department continue to implement new methods for streamlining

processes, reducing paperwork and enhancing customer service for internal and external stakeholders. Currently a process of implementing a Human Resource Management System is underway. The Human Resources system has fully functional HR capabilities that stretch from job management to performance management, employment equity management, skills development, recruitment management, succession planning, document management and much more.

Some of the other areas that are currently being worked on for implementation in 2012/13 are revision of all Job Descriptions for the whole CATHSSETA. Of significance in the new financial year for 2012/2013 will be the implementation of the Human Resources Training Plan.

This financial year also ended on a very sad note, with the passing of Mandla Mabila who was the Coordinator for the Arts and Culture Chamber in March 2012.

Employee Relations

The CATHSSETA is continuously striving to maintain employer-employee relationships that contribute to satisfactory work output, motivation, and staff morale. In essence, employee relations are concerned with preventing and

resolving problems involving individuals which arise out of or affect work situations.

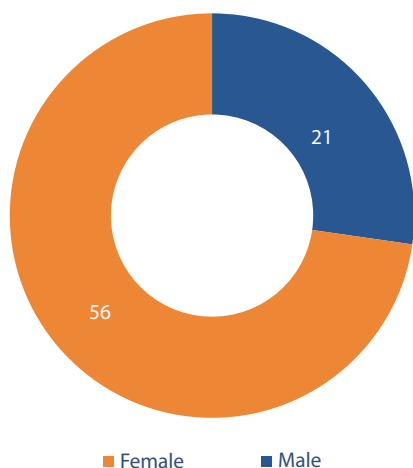
Advice is provided to Managers on how to correct poor performance and employee misconduct. In such instances, progressive discipline and regulatory and other requirements are considered in effecting disciplinary actions and in resolving employee grievances and appeals. Information is provided to employees to promote a better understanding of management's goals and policies. Information is also provided to employees to assist them in correcting poor performance or to address personal issues that affect them in the workplace. Employees are also advised about their grievance and appeal rights.

Disciplinary and Grievances

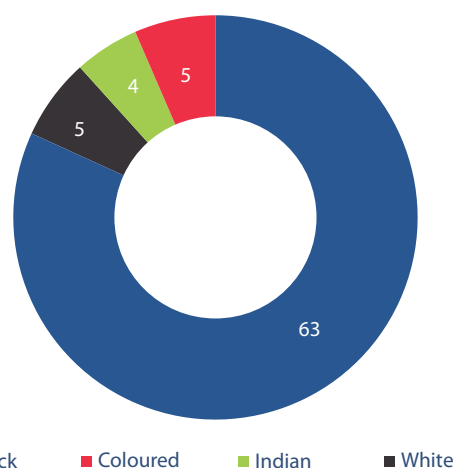
There were two individual formal grievances raised in the reporting period under review. They have been actioned in line with the Grievance Policy under the Human Resources Policy and Procedure Manual.

These grievances were laid against two Executive Managers. Both of the grievances was resolved and an amicable outcome was reached.

Breakdown by Gender



Breakdown by Race



Report on Operations, IT and Human Resources

Performance Management

The Performance Management System implemented at the CATHSSETA for the development of each employee, is an integral part of how the CATHSSETA does business. The goal is to focus on what's important to business, achieving results, growth and consistency. The following is an illustration of the Performance Bonus Weightings.

Individual performance ratings for each individual on a 1 – 6 scale. Individual performance has a 20% weighting. Ratings of 1-3 do not result in an individual bonus. Ratings of 4,5 and 6 contribute 60%, 80% and 100% respectively of the 20% available;

Departmental performance ratings for each department on 1 – 5 scale. Departmental performance has a 30% weighting. Individuals in departments that scored 1 or 2 do not receive the departmental bonus contribution. Ratings of 3,4 and 5 contribute 80%, 100% and 120% respectively of the 30% available;

Organisational performance rating on a 1 – 5 scale. Organisational performance has a 50% weighting. The organisational performance-payout relationship is the same as for the departments;

Performance reviews are done biannually, and bonuses, if approved by the board are paid in December each year.

Training and Development

The CATHSSETA uses the workplace as an active learning environment, employees are provided with the opportunities to acquire new skills and opportunities to new work entrants to gain work experience. The CATHSSETA has improved employment prospects of previously disadvantaged persons by unfair discrimination and have redressed those disadvantages through training and development.

The CATHSSETA uses not less than 2% of its annual remuneration for training and development directly relevant to the CATHSSETA environment. Budgets are proportionately allocated per department through the annual budget process of the CATHSSETA. The two budgets that the CATHSSETA draws up annually are a Training and Development budget and a Bursary Budget. The training that CATHSSETA does throughout the year fits into the Business plan of the CATHSSETA. Training encourages employees to develop further and also to put back their gained knowledge into the workplace.

Employee Assistance Programme

CATHSSETA has an Employee Wellness Programme running since 2008. It is a programme that focuses on a preventative health service that assists the businesses and individual workers attain one of the greatest gifts of all that of good health. Personal gains, such as improved self-esteem and self-motivation, combined with measurable benefits create tremendous advantages for both the CATHSSETA and the employee.

The focus is based on three simple facts:

- Healthy employees are more productive than chronically ill employees.
- It costs less to prevent injuries or illnesses than to treat them after they occur.
- Assisting the CATHSSETA staff to become more productive, while lowering the overall costs.

The CATHSSETA also had its Wellness Day in March 2011. Various providers were invited to pamper and spoil staff including shoulder massages to assist staff in releasing stress. Overall the staff experienced a most enjoyable day.



Elanor Rendall



Emelynne Olivier

Report on Operations, IT and Human Resources

Employment equity

The CATHSSETA views Employment Equity as a strategic priority, we regard the creation of an equitable working environment with the dignity of all employees respected and the diversity of its employees valued and properly managed as a concrete base for long term growth and competitive advantage.

CATHSSETA recognises discriminatory practices of the past and commits itself to the redressing of those. CATHSSETA will continue to champion the elimination of barriers to equity and development, and will purposefully

strive towards a value system that is built on respect for human dignity of all its employees.

Our employment equity figures show that CATHSSETA is committed to ensuring that people from historically disadvantaged groups are provided with equal opportunities for advancement within the SETA.

Job Evaluations and Salary Benchmarking

Job evaluation is done at least every two years at the CATHSSETA. Salary Benchmarking on the other hand is done as a means of ensuring that work

of equal value is remunerated accordingly.

An objective and independent remuneration review was conducted for 71 positions within the CATHSSETA as at February 2012. The Salary Benchmarking is based on consideration of the level and complexity of the role.

The following table summarizes the number of Appointments, Promotions, Transfers and Terminations in the year under review.

APPOINTMENTS			
Department	Position	Race	Gender
Corporate Services	Assistant to Board Secretary	B	F
Skills Development Planning and Research	Coordinator for the Sports Recreation and Fitness Chamber	B	M
	Coordinator for the Arts and Culture Chamber	B	M
	Administrator for the Arts and Culture Chamber	B	F
Education Training and Quality Assurance	2 X Learnership Administrators	B	F
	ETQA Administrator	B	F
Project Management Department	Project Manager	B	F
	2 X Project Administrator	B	F

PROMOTIONS			
Position from	Position to	Race	Gender
Research Analyst	Research and SSP Manager	W	M
Chamber Coordinator Sports, Recreation and Fitness	Chamber Manager Sports Recreation and Fitness	B	F
Learnership Administrator	Research and SSP Coordinator	I	F
Junior Project Accounts Clerk	Research and SSP Administrator	B	F

TRANSFERS			
From Department	To Department	Race	Gender
Chamber Coordinator Gaming	Chamber Coordinator Conservation	B	F
Chamber Coordinator Hospitality	Chamber Coordinator Gaming	B	F

TERMINATIONS				
Department	Position	Reason	Race	Gender
Corporate Services	Business Analyst	Resignation: Career Growth	B	M
	Assistant to Board Secretary	Resignation: Family Business	B	F
Skills Development Planning and Research	Chamber Administrator	Resignation: Career Growth	B	F
	Skills Administrator	Desertion	B	F
Skills Development Planning Research	Chamber Coordinator Arts Culture	Death	B	M

Report on Operations, IT and Human Resources

Summary of the tables

Appointments:

In the reporting period under review the CATHSSETA appointed ten employees. Of the ten employees six employees were transferred from the now defunct MAPPPSETA.

Promotions:

The CATHSSETA promoted four of its employees in the reporting period under review. The CATHSSETA follows a strict recruitment process in

identifying and hiring the best-qualified candidates from within the organisation in a timely and cost effective manner. Knowledge, skills, ability and competencies are considered in evaluating current employees for promotions and transfers.

Transfers:

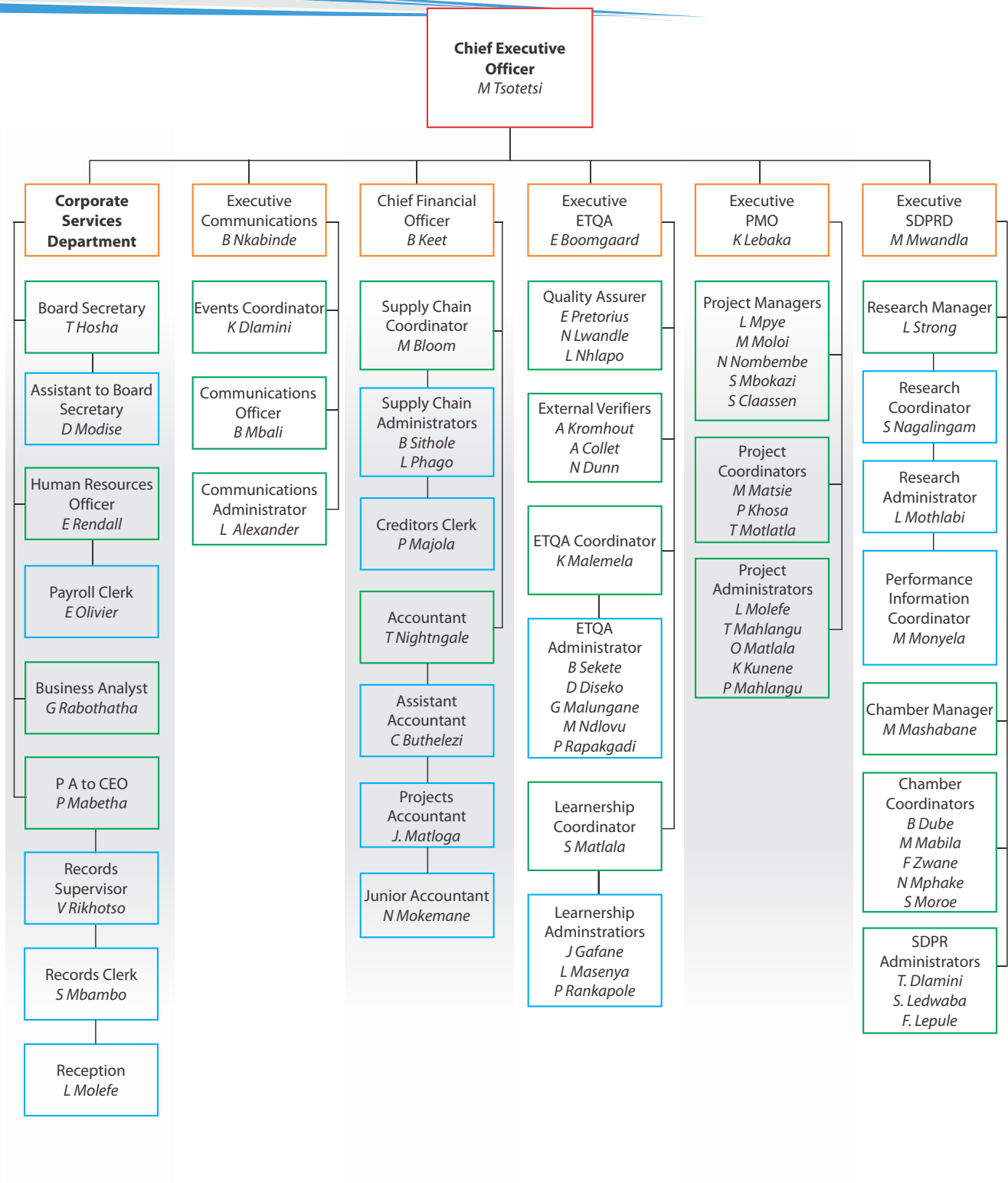
Two position transfers took place in the Skills Development Planning and Research Department.

Terminations:

In the reporting period under review CATHSSETA had five terminations, 2 in the Corporate Services Department and two from the Skills Development Planning and Research Department. One Employee passed away.



The CATHSSETA Organogram



Report on Skills Development, Planning and Research



LtoR:

Back Row: Felicia Lepule, Shivanthini Nagalingam, Maureen Mashabane, Buyisiwe Dube, Nomhle Shabangu

Front Row: Muzi Mwandla (Executive SDPR Manager), Moore Monyela, Sylvia Ledwaba, Leonard Strong



Zolelwa Mflatelwa



Thabi Dlamini



Mandla Mabila



Lesedi Motlhabi



Norman Mphake

The financial year 2011/2012 marked the first of five years of CATHSSETA under the National Skills Development Strategy III. The NSDS III required a new approach to skills development, with an emphasis on research and the seven key transformation and developmental imperatives. Whilst the fundamentals of the SETA mandate remain unchanged, the overall outlook needed a major overhaul. This approach was confirmed by the signing of the Skills Accord in July 2011, which placed emphasis on targeted intake of unemployed people by the industry so as to generate employment. The Skills Accord further highlighted the significance of mandatory grants disbursement by SETAs and elevated the important role to be played by labour unions in signing off the Workplace Skills Plan (WSP) and Annual Training Reports (ATRs).

In responding to these challenges and new requirements, the CATHSSETA developed a 5-year Strategy Plan which is in line with the NSDS III goals and further developed an Annual Performance Plan (APP) which is in line with the Department of Higher

Education and Training (DHET) requirements.

The CATHSSETA Strategic Plan centres on:

- Research
- Partnerships
- FET Colleges
- Transformation
- Training for decent work and
- Training for employment

The incorporation of the Arts, Culture and Heritage subsectors required that the CATHSSETA establishes some integration between sectors, particularly tourism, culture and heritage, as well as sports and culture to ensure that some value chain is maintained and the objectives of the Industrial Policy Action Plan 2011/12 – 2013/14 of 2011 are realised.

The changes also altered expectations and that meant increased financial and human resources were required, which the CATHSSETA could not afford due to the low levy base. The SETA thrives on limited financial resources to meet the training requirements of its sector. The limited funds available are derived

from only about 1000 levy payers who in turn claim back their levies through the mandatory grant scheme as stipulated in the Skills Development Act. The only finances available to fund all the remaining training interventions are sourced from the 20 percent discretionary grant and any other levies not claimed back by the levy payers.

Over 400 000 employees in the sector are expected to benefit from this small fraction of levy income. The situation is made worse by the fact that not only employees expect benefits, but also the unemployed people in millions who aspire to enter the industries expect to be trained, and the CATHSSETA to cover their training costs. The non-levy payers within each of the sectors further expect that the CATHSSETA fund their training costs, which places extreme difficulty the SETA under the current skills levy system as the money first belongs to the contributors through the legislated mandatory grants. *(continued...)*

“over 400 000 employees expected to benefit from levy income”

Report on Skills Development, Planning and Research

(continued...)

The tourism, arts, culture and sport sectors are currently the key sectors in unlocking the economic growth and stimulating employment to reduce poverty in the country. Failing to acknowledge the significance of these sectors in the broad economy and the importance of the role that could be played by the CATHSSETA in contributing to the economy through skills development will be failing the industry in its entirety.

Projected CATHSSETA income over the next 5 years indicates that only a third of the sector skills development needs will be met. In order to address this challenge; the CATHSSETA conducted pilot projects during the financial year under review whilst waiting for the National Skills Fund's (NSF) support through the Catalytic Grants proposed in the NSDS III. Applications for funding in this respect were submitted to the NSF in 2011. Strategic partnerships with the national and provincial government departments were established through MoU processes and were seen as key delivery mechanisms. This approach has strengthened both sectoral and provincial delivery of skills development interventions across the country.

In spite of all the challenges presented we are happy to report that we achieved most of the successes covering research activities, sector participation in skills development and other events organised by the CATHSSETA in the year 2011/12.

"In spite of all the challenges presented we are happy to report that we achieved most of the successes covering research activities"

Core Function of the Department

The core function of the Skills Development, Planning and Research Department (SDPR) is to facilitate and conduct research, planning and skills development within the sector.

The SDPR Department has the following objectives:

- Develop and review Sector Skills Plans within the framework of the National Skills Development Strategy (NSDS)
- Implement the Sector Skills Plan by:
 - facilitating the establishment of learning programmes;
 - approving workplace skills plans and annual training reports;
 - allocating grants in the prescribed manner and in accordance with any prescribed standards and criteria to employers, skills development providers and workers, and
 - monitoring the quality of occupation-based learning in the Culture, Arts, Tourism, Hospitality, Sport and Conservation Sectors;
- Facilitating research, monitoring and impact studies
- Promoting the benefits of workplace education and training in the sector
- Assisting large and medium companies through mandatory grant criteria to align development to employment equity
- Increasing the participation of small businesses through the CATHSSETA driven skills development initiatives
- Advocating to companies for the benefits of acquiring skills and qualifications through structured learning
- Ascertaining and addressing the skills development needs of the CATHSSETA's six sub-sectors.
- Facilitating the acquisition of high-quality and relevant professional, technical and production-related required skills
- Collecting and disbursing the skills development levies allocated to the SETA in terms of sections 8 and

9 of the Skills Development Levies Act, falling within its Sector;

- Liaising with the provincial offices, labour centres, the provincial skills development forums and any relevant education bodies established under any law regulating education and training in the Republic to improve information about placement opportunities and between skills development providers and the labour market;

Priorities and Targets for the Period April 2011 – March 2012

The following priorities and targets have been set to achieve the department's objectives:

- Review and annually update the Sector Skills Planning;
- Review and annually update the scarce and critical skills lists, including the sector Organising Framework for Occupations (OFOs);
- Provide career guidance to counsellors and sector specialist;
- Support Large and medium firms' employment equity targets through skills development;
- Ensure ongoing capacity building for Skills Development Facilitators;
- Enhance the National Skills Development Strategy (NSDS) objectives through advocacy of discretionary grants available for high, middle and low level skills accessible by means of bursaries, Learnerships, Internships and Experiential Learning and Non-Profit Organization and SMMEs support;
- Enhance the development of partnerships to address strategic issues within regions/provinces in order to increase the number of companies participating in skills development;
- Accelerate the development and implementation of an integrated advocacy strategy in conjunction with communications to promote the benefits of workplace education and training
- Manage the quarterly grant payments
- Conduct ongoing research.

The Skills Development, Planning and Research Department

The SDPR department has the following integrated divisions that drive the implementation of the National Skills Development Strategy and form the basis of the execution of the Departmental business plan.

1. Research and Sector Skills planning division
2. Levies and Grants division
3. Chambers division

The CATHSSETA employees driving these divisions multitask across various positions as demonstrated in the following portfolios allocation and shared responsibilities.

1. Research and Sector Skills planning division

This division is led by the SDPR executive manager supported by the research and SSP manager, research coordinator and an administrator.

2. Levies and Grants division

Levies and grants division is led by the SDPR executive manager, supported by of one coordinator and one administrator

3. Chambers division

The chambers are led by the SDPR executive manager and consists of one chamber manager, 6 chamber coordinators and 2 administrators

The Research Division

Background

To address **Goal 1 of the NSDS III - "Establishing a credible institution mechanism for skills planning"** the CATHSSETA established a research unit as a division of the Skills Development, Planning and Research Department. The core function of the unit is to uplift the research and skills planning activities of the CATHSSETA so that they may directly contribute to the establishment of a credible institution mechanism for skills planning for both our sector and the country. The unit was established with four positions, namely the Research and SSP Manager; Research Analyst, Research coordinator and Research Administrator.

Core Functions of the Research and Sector Skills Planning Division

The core function is to conduct research and develop a sector skills plan that covers all sub-sectors of the CATHSSETA, highlight the priorities and outline the targets for the period April 2011 – March 2012. To achieve this purpose, the following priorities and targets have been identified:

Priorities and Targets for the period April 2011 – March 2012

- Review and update the sector skills plan
- Develop and update the scarce and critical skills list for the sector
- Review and update the Organising Framework for occupations
- Ensure submission of the Sector Skills Plan, Scarce Skills list and Organising Framework for Occupations (OFO) to the Department of Higher Education and Training (DHET)
- Prepare the WSP and ATR templates, processes and systems to support the facilitation of mandatory grants
- Develop the organizational Strategic and Annual Performance Plan
- Develop and monitor the Quarterly Monitoring Report (QMR) systems and processes

- Compile and disseminate the research reports to stakeholders

These objectives were achieved by the SDPR Executive Manager supported by the Research and SSP Manager, Research coordinator and an administrator in line with the National Skills Development Strategy.

Strategic Plan and Annual Performance Plan

All National and Provincial Government Departments and their public entities had to realign both their Strategic Plan (SP) and Annual Performance Plan (APP) to National Treasury's new format. The research unit with consultation and guidance from both DHET and National Treasury realigned the CATHSSETA's SP and APP to the new format and in doing so ensured that the SETA's Performance Indicators were specific, measurable, achievable, relevant and time-bound (SMART) as well as structured to achieve maximum impact in the sector. The CATHSSETA's SP and APP have accordingly been approved and tabled in Parliament. *(continued...)*

The Skills Development, Planning and Research Department



(continued...)

Sector Skills Plan

The Sector Skills Plan's (SSP) format, structure and purpose have remained unchanged, however its importance and significance has been elevated by National Treasury's new SP and APP format. Previously the SP and APP were submitted separately from the SSP and thus the plans often were developed independently of each other, resulting in some misalignment. The SSP now forms the basis from which the SP and APP are developed and all goals, outcomes, performance indicators and targets are in synergy. The SSP was also submitted and evaluated with the SP and APP by the DHET and National Treasury. The CATHSSETA's SSP has been updated, evaluated and signed off accordingly.

Research Strategy

The DHET held a Research Strategy Workshop in August 2011, which was attended by all role players including the HRSC (Human Research Science Council), HEIs (Higher Education Institutions) and the SETAs. The aim was to formulate the research strategy required by these role players to contribute to the achievement of Goal 1 of the NSDS III. A follow up workshop is scheduled to take place early in the 2012/13 financial year; however the SETAs were identified as being responsible for becoming experts in their specific sectors and as such lead

labour market research and analysis accordingly. The research unit's activities focused on the alignment of CATHSSETA's research agenda with the priorities of the Research Strategy Workshop by identifying the labour market research requirements that needed to be conducted so that an improved labour market analysis of the sector may be undertaken.

Research Partnerships

To address priorities identified for the SETAs in terms of the DHET Research Strategy and the CATHSSETA's Research Agenda, the CATHSSETA has embarked on establishing research partnerships with HEIs to conduct labour market research and analysis within specific sub-sectors including Arts, Culture and Heritage; Hospitality; Sport, Recreation and Fitness and Travel and Tourism. Once concluded through MoUs these partnerships will yield significant research outcomes in the new financial year.

Organised Labour Skills Planning Conferences

The CATHSSETA in partnership with NACTU and SACCAWU held two skills planning conferences in July and October. The main aim of these conferences was to discuss and debate skills development issues in the workplace and the role of organised labour in addressing these.

The topics that were debated and discussed in both the plenary and commissions' sessions were Decent Work, Impact of Labour Broking, Identification of Scarce and Critical Skills Needs and the Implementation of the National Skills Accord. Both conferences yielded significant findings and resolutions which were tabled in conference reports which were included in the update SSP.

Skills Development Facilitator Workshops

The Workplace Skills Plans and Annual Training Reports that SDFs submit annually, are one of the primary data sources for skills planning in the sector. The unit played an active role in facilitating these workshops ensuring that SDFs were aware of the CATHSSETA's expectations in terms of the data they submitted. The presentations and SDF Guide included information regarding NSDS III (particularly on Goal I), National Skills Accord and Revised SETA Grant Funding Regulations.

The Skills Development, Planning and Research Department

The Levies and Grants Division

The core function of this division is the facilitation of the levies and grants implementation in all sub-sectors of the CATHSSETA.

Priorities and Targets for the period April 2011 - March 2012

To achieve this purpose, the following priorities and targets have been highlighted:

- Review and update the Workplace Skills Plan (WSP) and the Annual Training Report (ATR)
- Update and maintain the WSP/ATR forms on the Seta Management System (SMS);
- Support Skills Development Facilitators (SDF) in the process of completing the WSP/ATR forms;

- Review and update the SDFs guideline document and provide capacity building;
- Maintain communication with SDFs and the sector at large on the submission requirements of the Mandatory Grants;
- Facilitate change of Seta jurisdiction and registration of new levy payers and SDFs;
- Maintain a database of levy payers, non-levy payers, government departments paying and not paying 10% administration fee;
- Encourage line function government departments to pay the 10% administration to the CATHSSETA

These objectives were achieved by the SDPR Executive Manager supported by the -coordinators in line with the National Skills Development Strategy III.

The number of Organization registered with the CATHSSETA and participating in mandatory grants is 1292. A total of 238 large firms, 335 medium firms and 719 small firms were supported through mandatory grants. Total amount disbursed as mandatory grants 2010/11 is stated in the financial statement.

Firm Size	Registered Companies	Submitted WSP	Accepted for Payment	Rejected
Large	383	238	219	82
Medium	756	335	276	12
Small	27 447	719	622	47
Total	28 586	1 292	1 117	141



The Chamber Divisions

The core function is to manage stakeholder dynamics within each chamber

Priorities and Targets for the Period April 2011 – March 2012

To achieve this purpose, the following priorities and targets have been highlighted:

- Raise awareness on skills development interventions;
- Develop and implement learning interventions within the CATHSSETA sector;
- Increase employer and learner uptake of the CATHSSETA learning interventions;
- Support training interventions within the CATHSSETA sector;
- Monitor, evaluate and report on learning interventions;

- Effective ongoing management of chamber processes and Provincial linkages;
- Coordinate and manage quarterly chamber meetings;
- Maintain Provincial linkages via provincial Skills Development Forums and Regional Committees;
- Identify critical and scarce skills in subsectors;
- Develop Learnerships and skills programmes where required;
- Identify areas for new learnerships and Skills Programmes;
- Set up working groups and prepare work schedules to drive development of learnerships;
- Liaise with ETQA/QCTO on issues of accreditation of sites and assessor training;
- Monitor the implementation process of programmes;
- Ensure that companies are

- capacitated for implementing programmes as well as sustaining learners on learning programmes;
- Liaise with relevant government departments;
- Convene provincial SSP workshops so that the CATHSSETA SSP strategy is cascaded to provinces as per their needs.

These objectives were achieved by SDPR Executive Manager, Chamber managers and the Chamber Co-ordinators in line with CATHSSETA's strategic objectives as described in the CATHSSETA constitution and the Strategic Plan.

The Skills Development, Planning and Research Department

Hospitality Chamber

Radisson Blu MOU's Launch

The Hospitality Chamber took a lead and signed the first National MoU and entered into a partnership with the Razidor Hotel Group. The event took place on the 26th of January 2012 at the Radisson Blu Gautrain Hotel in Gauteng. The significance of this partnership is that it gives life to the National Skills Accord and its commitments. Various stakeholders from various subsectors attended to witness this momentous event. The chairperson of the CATHSSETA Board Advocate Brenda Madumise, in her address highlighted the importance of the partnership in implementing the Skills Accord signed by government, the private sector and the labour movement in July 2011. She further indicated that the CATHSSETA board was here to ensure implementation and compliance of the NSDS III goals.

Fairmont Zimbali Resort Learnership

Among many other employers, Fairmont Zimbali Resort, dedicated its time and resources in assisting the 2011 National Tourism Careers Expo (NTCE) partnership; stage one of the largest career expos in the tourism sector. Their commitment amongst others was instrumental in staging a successful event. A total of 35 students were recruited from the expo and placed at Fairmont Zimbali Resort for training in Food and Beverage and Housekeeping. The CATHSSETA's invested a sum of R 480 000 into this initiative.

Western Cape Economic Development and Tourism and CATHSSETA Bursaries

The CATHSSETA and the Western Cape Department of Economic Development and Tourism embarked on a bursary fund programme for 20 Hospitality students in the Western Cape. The programme

provided co-funded bursaries to full-time students for registration and tuition fees and was awarded for one year with students re-applying each year. The objective of the programme was to provide financial access for learners studying hospitality. Most of the beneficiaries in this programme come from previously disadvantaged backgrounds.

Curriculum analyses and review

The CATHSSETA, National Department of Tourism (NDT), and Umalusi entered into a working partnership to review current hospitality programmes offered at school and at FET college level. The objective of this exercise was to come up with recommendations that will assist in aligning and bringing relevance to qualifications to address the needs of industry in a rapidly progressive tourism sector. The project is expected to be concluded in 2013.

Student leadership Programme

Student leadership programme was the first of its kind to be organized by Meetings Africa; which is an annual business tourism event spearheaded by SAT (South African Tourism). The event took place from the 28th February to 1st March 2012 whereby 23 students from various Universities were selected to attend Meetings Africa which was held at the Sandton Convention Centre in Gauteng. The selected learners were in their 3rd and 4th year of study in the Hospitality and Tourism field. Apart from attending this prestigious event the students underwent an educational programme which ranged from talks and mini workshops by tourism stakeholders and visited a number of tourism sites. The programme began at the University of Johannesburg where students were welcome by various stakeholders who helped make the students programme possible.



Razidor Hotel Group & CATHSSETA signing ceremony

FET College Internship programme

A total of 209 students studying hospitality at FET Colleges were placed in internship programmes in Gauteng, KwaZulu Natal, Eastern Cape, Mpumalanga and Western Cape. Internships were for a period of 3 months, which was a requirement for students to complete their qualifications. The project was successfully completed in 31 August 2011 with a 100% success rate.

National Tourism Career Expo (NTCE)

The National Tourism Career Expo took place on the 23rd – 25th September 2011 at the Moses Mabhida Stadium in Durban. This event was attended by over 15 000 learners amongst them educators and tourism students employed and unemployed youth. The expo was the highlight of the year for the tourism learners and some students as they were successfully recruited by some of the industry for employment.

The Skills Development, Planning and Research Department

Gaming & Lotteries and Conservation Chambers

Gaming and Lotteries Chamber

CATHSSETA Race Day

Once again the Turffontein Horse Racing grounds hosted the annual CATHSSETA Race day in partnership with the 2nd Thoroughbred Racing Trust on weekend of the Workers day, 01 May 2011. This annual event helps to cement ties between the CATHSSETA and various key stakeholders in the horse racing industry and forms a foundation for skills planning in the sector. The Race was a great success and the chamber is looking forward to bigger and better events in future.

Western Cape Horse Racing Cooperatives Training

The CATHSSETA supported a training initiative to have members of 25 registered cooperatives in the gaming sector. This was a partnership pilot project through an MoU with the Department of Trade and Industry and the cooperatives (members) were the primary beneficiaries. Racing South Africa provided mentorship in this programme.

Conservation Chamber

HR Managers Workshops

The Organization and Human Resource Development Network was launched in May 2010, following the recognition that the environment, biodiversity and natural resource management institutions are all confronted with the same challenges in attracting, retaining and nurturing the development of professionals for the environment. The Network attempts to strategically address these challenges as a collective of organizations rather than individually.

The workshops held quarterly addressed skills development issues in the conservation sector, and this workshop covered WSP/ATRs, OFOs and the SETA engagements from a strategic, sector and organizational level. The CATHSSETA's conservation chamber attended these workshops as and when there are topics that relate to CATHSSETA's mandate.

OFO Mapping Workshop

The Conservation chamber hosted a workshop on the 16th & 17th of August 2011 for a review of occupations as defined in the OFO. Information is currently being consolidated and will be given to the research department for further analysis.

Industry Partnership

The NSDS III emphasises partnerships between SETAs, employers and the public sector. In line with this requirement, the following MoUs were signed:

- Northern Cape Department of Environment and Nature Conservation
- Mpumalanga Department of Environment, Economic Affairs and Tourism
- Ezemvelo KZN Wildlife

Chamber Committee

The CATHSSETA Constitution makes provision for the establishment of Chamber Committees of which some of the duties and functions include among others to provide expert advice and strategic information to the CATHSSETA through the Skills Planning Committee. The Chamber committee is equitably made up of professionals, practitioners and labour movement in the area of conservation. Furthermore, it is through the Chamber that skills development issues and proposals for projects in Conservation can be solicited and channeled to the CATHSSETA board for possible funding.

Chamber Members							
Name	Surname	Equity	Disability	Organisation	Designation	Province	Representation
Judy	Mulqueeny	C:F	None	CATHSSETA Board Member	Chairperson (Conservation Chamber Committee)	KZN	CATHSSETA Board Member
Solomon	Mosidi	B:M	None	Department of Environmental Affairs	Environmental Skills Planning Forum Member	GP	National Government
Thabang	Selemela	B:M	None	Dept of Economic Development, Tourism & Environmental Affairs	Director	FS	Provincial Government
Joshua	Zwane	B:M	None	National Education and Allied Health Workers Union (NEHAWU)	NEHAWU Provincial Co-ordinator	MP	Employee Organisation
Agatha	Khunwane	B:F	None	South Africa National Parks	Learning and Development Manager	GP	Relevant Expertise (Large employer)
Ngcali	Nomtshogwana	B:F	None	Resource Africa	Programme Manager	GP	NGO

The Skills Development, Planning and Research Department

Tourism and Travel Chamber



Rural Development Learnership beneficiaries with some employers

Tourism Learnerships

The chamber made significant in-routes into the rural areas of Dambuza and Manyeseni in KZN, Vhembe in Limpopo and Lusikisiki in the Eastern Cape in order to recruit 29 youth for a Learnership Programme. The learners are studying towards the National Certificate in General Travel L5 and were relocated from their respective provinces to Gauteng in Johannesburg for the duration of the Learnership programme. The learners are currently placed with BCD Travel, Tourvest Travel Services, Tourvest inbound operations and Rennies Travel who are the key host employers. The total CATHSSETA investment towards this learnership project was R2,138,251.

Tourism Bursaries

- For the unemployed

The Western Cape Department of Economic Development and Tourism partnered with the CATHSSETA and embarked on a bursary fund programme for 20 Tourism students in the Western Cape. The programme provided co-funded bursaries to full-time students for registration and tuition fees and is awarded for one year with students re-applying each year.

The objective of the programme was to provide financial access for learners studying tourism. Most of the beneficiaries in this programme come from previously disadvantaged backgrounds.

Events Management Bursaries

- For the employed

The CATHSSETA in partnership, Tourism and Hospitality levy paying organizations in the Western Cape and the UCT Graduate School of Business (GSB) administered a Bursary programme for workers. These Bursaries are aimed at enhancing skills levels in the Events Industry and addressing high level scarce skills. A total of 49 employed learners registered in the Post Graduate Diploma in Management with a focus on Events Management course NQF Level 7. A total of R 3,283,000 was invested into this programme.

Curriculum Review:

The CATHSSETA, NDT, and Umalusi entered into a working partnership to review current tourism and travel programmes offered at school and at FET college level. The objective of this exercise was to come up with

recommendations that will assist align and bring relevance to qualifications to address the needs of industry in a rapidly progressive tourism sector. The project is expected to be concluded in the next financial year.

FET College Internship Programme

A total of 224 learners studying towards a tourism qualification at FET Colleges throughout South Africa underwent a internship programme for a period of 3 months. The project was successfully completed in October 2011.

Tourism Educators of South Africa Conference:

Postgraduate students presented research papers at a Mini Student Conference organized by TESA with assistance from the tourism chamber. The CATHSSETA annual event took place on the 13 – 14 September 2011. The learners came from various higher education institutions throughout South Africa. *(continued...)*

The Skills Development, Planning and Research Department

Tourism and Travel Chamber

(continued...)

Student Leadership Programme:

Student leadership programme was the first of its kind to be organized by Meetings Africa; which is an annual business tourism event spearheaded by SAT (South African Tourism). The event took place from the 28th February to 1st March 2012 whereby 23 students from various Universities were selected to attend Meetings Africa which was held at the Sandton Convention Centre in Gauteng. The selected learners were in their 3rd and 4th year of study in the Hospitality and

Tourism field. Apart from attending this prestigious event the students underwent an educational programme which ranged from talks and mini workshops by tourism stakeholders and visited to a number of tourism sites. The programme began at the University of Johannesburg where students were welcome by various stakeholders who helped make the students programme possible.

Chamber committees:

The CATHSSETA Constitution makes provision for the establishment of Chamber Committees of which some

of the duties and functions include among others to provide expert advice and strategic information to the CATHSSETA through the Skills Planning Committee. The Chamber committee is equitably made up of professionals, practitioners and labour movement in the area of travel and tourism services. Furthermore, it is through the Chamber that skills development issues and proposals for projects in Tourism can be solicited and channeled to CATHSSETA for possible funding.

Name	Surname	Equity	Disability	Organisation	Designation	Province	Representation
Sheila	Sekhitla	B:F	None	CATHSSETA	Chairperson	GP	CATHSSETA Board Member
Nozuko	Ngozi	B:F	None	NDT	Director Human Capital Development and Governance	GP	National Government
Melissa	Wicomb	W:F	None	Department of Economic Development Western Cape	Deputy Director	WC	Provincial Government
Alan	Moore	W:M	None	BARSA	CEO	GP	Employer Organisation
Jenny	Briscoe	W:F	None	SATSA	Board Member	GP	Employer Organisation
Robyn	Christie	W:F	None	ASATA	CEO	GP	Employer Organisation
Nomvula	Mthombeni	B:F	None	Duma Travel	Managing Director	GP	Relevant expertise (Small Employer)
Lynn	Phipps	W:F	None	Thompsons	General Manager-Human Resources and Training	GP	Relevant expertise (Large Employer)
Donna	McCartney	W:F	None	Khulisa	HR Manager	GP	NGO



Sport, Recreation and Fitness Chamber

Experiential Learning Programme

Five final year sports management students were placed at the Comrades Marathon Association to work under the supervision of senior staff and were part of the team that organized the Greatest Ultra Marathon in the World. Of the five interns, two were appointed by Comrades Marathon Association one as an Assistance Race director and the other one responsible for the registration process. Athletics South Africa appointed 2 of the interns after they were afforded an opportunity to gain work experience.

Events Management Bursary Programme

The CATHSSETA through its Bursary Grant Programme in 2011 afforded 3 employees from Sport Science Institute of South Africa (SSISA) to participate in fully funded Bursary Grant that commenced on the 23 August 2011 with 2 participants on the Associate in Management Practice and 1 on the Postgraduate Diploma in Management Practice. The objective of the funding was to capacitate participants on the concepts of organizational, strategic and people management. It also aimed at enhancing their skills and afforded

them the opportunity to progress into more senior management roles within their respective organizations.

Rugby Academy

The Eye of the Tiger Rugby Academy (EOTT) which is registered as a Non Profit Organization partnered with the CATHSSETA with the aim of developing skills that will lead to high performance and excellence to black rugby players between the ages 14 -21 years. On the 9th August 2011 the EOTT held its first training camp at Queens High School. The event was financially supported by the CATHSSETA to the value of R70 000 for the 100 participants from 5 provinces. The intention of the Chamber for supporting this initiative is to try to correct the previous imbalances where the sport was concentrated in certain (mostly affluent) provinces. It is anticipated that players who participated in this initiative would be selected by the Rugby Unions to join their squads.

HPC cricket Academy

The CATHSSETA committed R89 657 in support of a talented student towards his fees for the academic year 2012. The student, Mojalefa Abiot Bodiba, was accepted at the High Performance

Centre Cricket Academy (Tuks Sport High School) for 2012. From a broader transformation perspective this support provides the CATHSSETA with an opportunity to increase the number of previously excluded groups in cricket.

Stakeholder Events

The Sport, Recreation and Fitness sector has had a challenging but successful year in hosting a number of stakeholder events in which the chamber participated. Highlights include the following:

The 7th Annual Discovery Vitality Wellness and Fitness Convention

Once again the Chamber participated in the Fitness Convention which was held on the 3rd to the 7th May 2011 at the Sandton Convention Centre. Besides participating in the main convention, the CATHSSETA had its own day – pre-convention where 140 learners and 40 employers in the sector were engaged in career guidance. (continued...)

The Skills Development, Planning and Research Department

Sport, Recreation and Fitness Chamber

(continued...)

Sport Indaba

The Sport and Recreation South Africa (SRSA) and its stakeholders resolved at the strategic planning workshop held in January 2011 to hold a National Sport and Recreation Indaba in September 2011 which was then preceded by Provincial Indaba (hosted simultaneously in all 9 provinces). The Chamber engaged the sector specialists during the Indaba in only 4 provinces namely:

- Gauteng
- Western Cape
- Mpumalanga
- KwaZulu-Natal

The focus of the Sport Indaba was on transformation and sport development, funding, institutional mechanisms, school sport and Recreation or mass participation. The inputs from these gatherings fed into the National Sports and Recreation Plan which was adopted at the National Sports Indaba in November 2011.

SASCOC National Coaching Conference

The CATHSSETA partnered with SASCOC in the hosting of the National Coaching Conference which took place from the 18th – 20th November 2011. The conference gave the CATHSSETA an opportunity to engage with the representatives of National Federations to determine skills and training needs of coaches in relation to

the Coaching Framework. The partnership also meant that the CATHSSETA is one of the organization who are a part of the Implementation and the Coaching Standard Groups for the SA Coaching Framework.

LARASA Congress

The CATHSSETA partnered with LARASA to support the hosting of the Leisure and Recreation congress which took place from 11th - 14th March 2012 at the ICC in Durban, under the theme: **“Building Liveable Communities through the collaboration of Recreation, Leisure and Tourism Initiatives”** The theme highlighted the issues and challenges the country face in delivering sustainable recreation and leisure programmes to communities, building sustainable and responsible tourism, improving the health and wellbeing of citizens and building environmental stewardship in South Africa. The Congress provided a platform for academics, researchers, scholars, professionals in leisure, recreation, tourism, outdoor recreation, employee assistance programs, the arts, entertainment and culture to come together to share their research, knowledge and expertise.

Part of the funding committed to LARASA was to support the hosting of the World Leisure Bid assessment team that visited South Africa in 2011 and subsequently it was announced by the Secretary General of the World Leisure Organization that LARASA and South Africa had won the bid to host the

World Leisure Congress in 2016 in Durban.

HIV/AIDS Intervention

The issue of HIV and AIDS remains central to the skills development initiatives of the SRF chamber, steps have been taken in partnership with LoveLife (South Africa's largest national HIV prevention non-profit organization with initiatives targeting young people) to address issues pertaining to HIV and AIDS. The first intervention took place on the 28th March 2012, addressing the delegates attending the Advanced Customer Service workshop in Gauteng. Among the key issues discussed were?

Chamber Committee

The CATHSSETA Constitution makes provision for the establishment of Chamber Committees of which some of the duties and functions include among others to provide expert advice and strategic information to the CATHSSETA through the Skills Planning Committee. The Chamber committee is equitably made up of professionals, practitioners and labour movement in the area of sport, recreation and fitness. Furthermore, it is through the Chamber that skills development issues and proposals for projects in SRF can be solicited and channelled to CATHSSETA for possible funding.

The table below represents members of the SRF Chamber Committee:

Name	Surname	Equity	Disability	Organisation	Representation
Thabo	Mahlangu	B:M	None	Chairperson	CATHSSETA Board Member
Makoto	Matlala	B:M	None	SRSA	National Government
Mpume	Shongwe	B:F	None	KZN Dept pf Sport	Provincial Government
Edwin	Bennett	C:M	None	SASCOC	Employer Organisation
Beryl	Acres	W:F	None	CMASA	Employer Organisation
Morio	Sanyane	B:M	None	SAFA	Employer
Lefaso	Matutoane	B:M	None	SAFPU	Employee Organisation
Sam	Nyaniso	B:M	None	SARPA	Employee Organisation
Theresa	Kearley	W:F	None	Virgin Active	Relevant Expertise (Large Employer)
Louis	Fourie	W:M	None	SAGF	Relevant Expertise (Small Employer)
Maliga	Naidoo	I:F	None	LARASA	NPO

The Skills Development, Planning and Research Department

Arts and Culture Chamber

Arts and Culture SDF capacity building

A Skills Development Facilitators (SDF) workshop for the former MAPPPSETA organizations was organized and the purpose was to capacitate the Arts and Culture SDFs on the use of CATHSSETA's SMS, in order for them to be able to register and submit their WSPs. A transfer of the database of organisations from the MAPPPSSETA system to the CATHSSETA system was done to ensure these organisations are registered with the Department of Higher Education and Training.

Sponsorship for Women Art

A sponsorship was made for the publishing of a book 'Celebrate Woman's Art'. The book is a collection of Art and biographies of South African women artists. This was in celebration of women's month in August 2011.

Stakeholder engagement

Various stakeholders were engaged in order to identify possible areas of collaboration. Below are some of the stakeholders the chamber engaged with:

Visual Arts Network of South Africa (VANSA)

VANSA is an important stakeholder in the Visual Arts sector. It represents Visual Arts organisations and artists. The mandate of the organisation is to conduct research and capacity building for the sector. The objective of the engagement was to establish a possible partnership that could identify and implement training programmes that could address some of the NSDS III goals.

South African Music Rights Organisation (SAMRO)

SAMRO registers musicians and their work (their intellectual property). Its responsibility is to ensure that musicians are able to make a living from their music by registering their intellectual property. This is achieved by collecting fees and royalties from those organisations, individuals who owe musicians for performances rendered. The meeting held in July 2011 was to discuss possible projects around the music business and Intellectual Property. This intervention would be in line with Mzansi Golden Economy and the New Growth Path articulated in the IPAP

South African Business Women in the Arts (SABWA)

SABWA has been established by women in the Arts to develop the business skills of women in the arts. The meeting was held between CATHSSETA and SABWA in August 2011, to discuss areas of collaboration. A project proposal has been submitted the focus of which would be on the training of South African women artists as part of the Business Incubator that SABWA has initiated with the assistance of Gauteng Enterprise Propeller.

The Department of Arts and Culture (DAC)

The chamber was invited to the Heritage Strategy review conference on the 22nd of June 2011 at the Birchwood Hotel in Boksburg. Flowing out of the strategy review workshop, an invitation was extended to the CATHSSETA to attend a meeting with the Department. The aim of the second meeting was to explore the possibility of a partnership with DAC. It was agreed in the meeting that an MOU would be signed with DAC. One of the critical issues on the planned MOU is the National Arts Institute of South Africa (NACISA) that the DAC is currently establishing. (continued...)



The Skills Development, Planning and Research Department

Arts and Culture Chamber

(continued...)

KZN Music Imbizo

The chamber attended the annual KZN Music Imbizo in Durban on the 25 to 27 of August 2011. Presentations were heard from experts and artists in the industry such as Ladysmith Black Mambazo, Zuluboy Jonny Dimba and many others. A presentation on the CATHSSETA and what it has to offer to the industry in relation to skills development was made. The conference was invaluable in two ways:

- Firstly, it assisted the chamber to understand some of the pertinent issues of the music sector
- Secondly, it will enable the chamber to scope projects that will address training and development needs of the music industry

“A Memorandum of Understanding was crafted and will be concluded in the next financial year.”

- CATHSSETA collaboration with NAC

South African Heritage Research Agency (SAHRA)

A meeting between the chamber and SAHRA was held at Grahamstown, Rhodes University. The chamber presented on the Heritage programmes SAHRA wishes to implement together with the CATHSSETA. An MOU that will enable a partnership has been prepared to be co-signed by SAHRA and the CATHSSETA.

National Arts Council (NAC)

The NAC is an entity attached to the Department of Arts and Culture. On the 27 March 2012 CATHSSETA met with the NAC in order to identify possible areas of collaboration and provisions for a long term partnership, so as to address the skills needs of the Arts sector. A Memorandum of Understanding was crafted and will be concluded in the next financial year.

Chamber Committee

The CATHSSETA Constitution makes provision for the establishment of Chamber Committees of which some of the duties and functions include among others to provide expert advice and strategic information to the CATHSSETA through the Skills Planning Committee. The Chamber committee is equitably made up of professionals, practitioners and labour movement in the area of Arts, Culture and Heritage. Furthermore, it is through the Chamber that skills development issues and proposals for projects in Arts, Culture and Heritage can be solicited and channeled to CATHSSETA for possible funding.

Name	Surname	Equity	Disability	Organisation	Designation	Province	Representation
Glenn	Masoka	B:M	None	DAC	Chairperson	GP	CATHSSETA Board Member
Sipho	Mdanda	B:M	None	Freedom Park	Museum Curator	GP	Employer Organisation
Angela	Muspratt	W:F	None	Performing Arts Network of South Africa	Regional Coordinator	WC	Employer Organisation
Evelynn	Senna	B:F	None	City Of Joburg, Arts, Culture and Heritage	Curator	GP	Employer Organisation
Kgatlhe Israel	Lebogo	B:M	None	Creative Workers Union of South Africa	General Secretary	GP	Employee Organisation
Phyllis	Klotz	W:F	None	SIBIKWA	Director	GP	Relevant expertise (Small Employer)
Fanikie Peter	Mlombo	B:M	None	Siyalapha Art and Craft	Chairperson	MP	Relevant expertise (Large Employer)
Jerry	Mabuza	B:M	None	GOMACC Gauteng Organisation of Arts and Culture Centres	Operation / Festival Manager	GP	NGO

Report on Projects

Role of Project Management Office

The Projects Management Office is central in supporting the Skills Development unit by implementing projects aligned to the Sector Skills Plan, chamber strategies and the NSDS III. Some of the more important goals include establishing credible institutional mechanisms for skills planning and promoting growth of the FET college system.

The primary goal of the Project Management Office (PMO) is to achieve deliverables through standardizing and pursuing project management policies, processes, and methods. The PMO is also involved in the follow-up process of activities from

the planning, implementation and finally to the completion phase.

The current structure consists of the Programme Manager whose responsibility is to oversee tasks and activities within the Project Management Office. Five (5) Project Managers are responsible for managing the implementation of plans and each is supported by Projects Coordinator as well as a Projects Administrator.

Projects Implementation

The CATHSSETA has adopted a provincial approach in implementation of all projects. Each province was allocated projects in line

with the CATHSSETA Chamber Strategies. The projects report is based on the provincial framework.



L to R:

Front Row: Priscilla Mahlangu, Mphoko Matsie, Karabo Kunene, Thembi Mahlangu, Ryan William, Nzuki Nombembe

Back Row: Lorna Molefe, Sibongile Mbokazi, Otilia Matlala, Thabang Motlatla, Lebohang Mpye



Keitumetse Lebaka
Executive Programme
Manager



Sipho Claassen



Mmaabo Moloi



Pamela Khosa

Report on Projects

Achievements for the 2011/2012 financial year GAUTENG PROVINCE

During the year under review eighteen (18) projects comprising of workplace experiential learning, skills programmes, learnerships and skills development initiatives were allocated to the Gauteng Province.

Workplace Experiential Learning Projects

Graduate Development Programme

The Graduate Development project aims to afford both learners seeking experiential learning and unemployed youth who have graduated finding it difficult to obtain a job in the industry into practical application with the supervision mentors.

36 unemployed Graduates are placed in Tsogo Sun, Tourvest Travel St Georges Hotel and Athletics South Africa within Gauteng for a period of eight months to acquire the necessary experience. This project will conclude in August of the following financial year 2012/2013.

FET Capacity Building

This projects aims at equipping the current FET Hospitality and Tourism College Educators with necessary experience in the industry. The objective, ultimately, is to ensure that the student / graduate is better prepared for the world of work as a result of educators being familiar with the current contexts and practices in that world of work

A total of 30 educators will participate in this project. 15 Hospitality educators will be placed in various organizations from the month of September 2012 while the 15 tourism educators will undergo Galileo training for a period of two weeks. This project will conclude in January 2013.

Skills Programmes

Kara Heritage

The objectives of the project was to empower the learners to attract investors to the diverse arts and culture through administration, to assist the youth to be able to compete with national arts business people, and create sustainable employment and to assist arts activist acquire skills that will help them realize the economic contribution. 15 unemployed learners from the Ekurhuleni Municipality were enrolled on Arts and Culture Administration level 4 programme. In the year under review, learners were placed in various projects for work practicals. This provided learners opportunity to gain take part in Soweto Carnival event. As a result of this intervention 10 learners have found employment at the Soweto Carnival and some museums in the Johannesburg Metro.

Music Academy of Gauteng

The project aimed to offer music tuition and the necessary support for Brass band instrumental techniques. There are 15 Learners from Ekurhuleni Municipality were enrolled in Music Practice Level 4. Learners completed their music practical by performing at Standard Bank Joy of Jazz and Jo'burg Arts Alive. The 15 learners also participated in Delphic Games competition between Germany and Norway. This project has been completed in the year under review.

Capacitation of Technical and Officiating Officials

The project commenced in August 2009 as the second leg of the project with a target 52 Sports Administrators and Technical Officials within SAFA (South African Football Association) structures throughout the country needing to be capacitated and trained

on FETC: Sports Administration Level 4 qualification. The aim of the project was to capacitate 52 officials and administrators on a full qualification. Learners submitted their portfolios of evidence as part of their learning process. ETQA site verification was conducted in the August 2010 and in October 2010. The verification report identified training gaps and issues of non compliance as the training provider did not adhere to the required quality standards that will enable the learner certification to take place.

As a remedial action SAFA has appointed a as the training provider to close the identified gaps. RPL inductions are in process which will lead to certification of 52 learners' commenced in March 2012 and are scheduled to be completed in August 2012. Graduation will be held in the following financial year 2012/2013.

National Accommodation Association of South Africa

This project aims at capacitating 10 employed learners on Leadership Development Programme NQF level 4. The outcomes of the programme enable SMME's to run viable and sustainable businesses and benefit from the skills development available for them. 10 learners from the Johannesburg Metro have been enrolled on this programme. Training of the 10 learners will commence in May of the following financial year 2012/2013. (continued...)



(continued...)

Southern Sun Leadership Development Project

Southern Sun applied to implement a customized (credit bearing) Leadership program with Gordon Institute of Business Studies (GIBS) for identified supervisors and managers earmarked to be promoted to the next level of management in the organization. Outcomes of this project are to improve leadership effectiveness and sharpen business acumen and enhance strategic thinking skills as well as to provide high level exposure to business strategy. During the year under review 30 learners from Southern Sun have been enrolled on this programme. This project will conclude in the new financial year on 31st August 2012.

Ubomi Ngumzamo

Ubomi Ngumzamo Sewing and Craft project was given funding to train 15 Unemployed learners have been enrolled in Craft production L2 Skills Programme. The objectives of the project was to address shortage of skills and demand in craft industry ,to improve the standard of living of participating family members, to make themselves more marketable for employment opportunities. This project will conclude in the new financial year on 31st July 2012.

Customer Service Development Project

The aim of this project is to equip and capacitate novice to middle level managers and frontline personnel to better respond to customers. 65 learners from Gauteng have been enrolled on the Advanced Customer Service programme. Training commenced in March 2012. This project will conclude in the new financial year on 31st August 2012.

Learnerships Programmes

Funded Learnerships

The 2011-2012 Learnership Project is supporting the training of 96 unemployed and 44 employed people on Learnerships, 23 of which are people with disability. The learners are enrolled in NC Fast Food Services; FETC Live Event Technical Production and NC Food & Beverage, SMME Craft Operation Management Learnership programme and Chef Learnership programme. Training is in progress and will conclude in December of the following financial year 2012/2013.

Self funded Learnerships by Industry

CATHSSETA has encouraged industry to implement self funded learnership in this sector. CATHSSETA is pleased to announce that 364 employed learners were entered in 2011/2012 learnership programmes such as Gaming Operations, Generic Management, General Travel, Fast Food Services,

Professional Cookery, Fitness Level 5, Food & Beverage, Business Administration tourism Guiding Level 2, NC Conservation Level 2, NC Accommodation, Live Event Technical and Production Sport Admin. From the 364 only 242 are currently on the programme, 122 learners have successfully completed the programme, in the year under review.

Bursary Projects

Bursary Grant Project 2011/2012

The Bursary grant project is an instrument to channel learners to scarce skills in the CATHSSETA sectors and therefore enhancing employment opportunities of successful graduates. 18 learners from Tswane University of Technology, University of Pretoria and University of Johannesburg respectively were afforded bursaries to study sector related qualifications. This project is in progress will conclude in March of the 2012/2013 financial year. (continued...)

Report on Projects

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ABET Projects

The objective of this project is to recognize and acknowledging a need for their employed people to acquire the necessary skills to better them and become functionally numerate and literate through ABET. 98 learners from Peermont, Riviera on the Vaal and Radison Blu Hotels have been enrolled on this programme

Training of 98 ABET learners is currently in progress and will conclude in November of the following financial year 2012/2013.

Skills Development Support Initiatives

Career expo

CATHSSETA will participate widely in the career expos hosted in the provinces. This project is aligned to Programme 16 of the CATHSSETA strategy and is responsive to the NSDS III-Goal 4.8 that requires us to build career guidance initiatives for the youth to make informed decisions on career choices within the CATHSSETA scope. Our participation in these career expos, in principle, is guided by their relevance and effectiveness taking into account the relative importance of budget whilst recognizing the sector, size of the expo judging from the number of learners to attend and the visitor profile to some extent. A total of 381 learners and 40 sector specialists have been capacitated in the 2011/2012-2012-2013 fiscal year.

New Venture Creation programme

The Mogale Solution Providers were funded to undertake training on New Venture skills programme NQF level 4. This project capacitated 12 learners from the Metsimaholo Municipality have been enrolled on this

programme. All 12 learners have successfully completed the New Venture Creation Skills Programme and the award ceremony for the learners will take place in June of the following financial year 2012/2013

Comrades Marathon Project

CATHSSETA has identified the Comrades Marathon as truly international sporting event on the South African calendar. It was therefore a natural decision for CATHSSETA to participate in this worthwhile international event. CATHSSETA's involvement stretched further than just partnering with the Comrades Marathon Association but it included supporting 40 black male runners who came from underprivileged communities and rural settlements in Johannesburg during the year under review.

Cooperative Support Programme

The objective of this project is to ensure that efficient establishment of an institutional framework in order to support co-operatives with skills to enhance the way they run their business is in place. To ensure that adequate and tailor made cooperative training support programmes are in place to ensure sustainability and growth of cooperatives. This project is implemented in two phases: the first phase focused at identifying and conducting skills analysis, the second phase is aimed at conducting training to cooperatives. Workshops to identify skills needs of cooperatives was held in Johannesburg. 44 members of cooperatives from Gauteng attended these workshops. Phase two of the project which will be training of cooperatives is scheduled to take place in August of the following financial year 2012/2013.

Design and Development

This project aimed at developing six full programmes based on CATHSSETA qualifications. A training provider is appointed by CATHSSETA to develop the programme. The development is still in progress. This would assist in fast tracking accreditation process for training provider by applying for programmes from CATHSSETA-ETQA.

FET NCV and N Course Review

The objective of this programme is to review FET NCV and N course qualification to ensure that qualifications are competitive and relevant to the industry. This is a partnership between the Department of Higher Education, SETA's, FET Colleges and Employers. The project is targeting FET hospitality and tourism, NC (V) level 2-4 and N-Course 5&6. CATHSSETA is targeting 5 qualifications to be reviewed for financial year 2010/2011 and will be able to achieve six as per the curriculum structure on the current review conducted by UMALUSI. Tourism and Hospitality NCV level two qualifications are currently under review.



Report on Projects

Achievements for the 2011/2012 financial year WESTERN CAPE PROVINCE

During the year under review sixteen (16) projects comprising of skills development programmes, bursaries. Workplace experiential learning and skills development support initiatives were allocated to the Western Cape Province.

Workplace Experiential Learning Programmes

Graduate Development Programme

The Graduate Development project aims to afford both learners seeking experiential learning and unemployed youth who have graduated finding it difficult to obtain a job in the industry into practical application with the supervision mentors.

26 Graduates are placed in Sports Science Institute of South Africa, Cape Nature, South African Biodiversity and Western Cape rugby union within the Western Cape for a period of eight months to acquire the necessary experience. This project will conclude in August of the following financial year.

FET Capacity Building

This projects aims at equipping the current FET Hospitality and Tourism College Educators with necessary experience in the industry. The ultimate objective is to ensure that the FET educators are familiar with the

current contexts and practices in that world of work

The project is targeting 12 Hospitality educators placed for experiential learning and 12 tourism educators to be trained on Galileo course. Hospitality educators will be placed in various establishments for a period of three weeks for workplace experiential learning, while Tourism educators are trained on the Galileo system.

Both placement and training will commence in September 2012. A total of 24 educators in the Western Cape will participate in the programme which will commence in the new financial year of 2012/2013.

Skills Programmes

Integrated Business Solutions

The objectives of the project are to provide necessary management skills in order to improve the general operation of the Annual Carnival and subsequent activities, to incorporate persons between ages of 25-35 whom have some work experience; and have the dedication; maturity and drive to become an entrepreneur. Learners participated in three programmes, namely Craft Production Level 2 and Craft Operational Management Level 5 and a learnership for Craft Production Level 2. 160 learners from the Cape Town Metro were enrolled on the

various programmes. All 160 successfully completed the programmes in the year under review.

Training Lay Off Scheme

A Training Lay-off is a temporary suspension of a worker or group of workers that is used for training purposes. It depends on an agreement between an employer and a trade union on behalf of workers, or, in the absence of a trade union, between an employer and individual employees, who may otherwise be subject to dismissal for operational requirements. A training layoff scheme is based on the principle that it will be available to vulnerable workers and employers who are affected by the economic recession; thus to be utilized by employers that are in financial distress due to the economic situation and where workers are at risk of retrenchment. The project is targeting 82 workers from 3 employers within the Cape Town Metro Municipality. 82 learners have been enrolled on the following skills programmes for a period of six months: Assistant Chef, Bar Attendant, Table Attendant, Kitchen Cleaner, and Culture Site Guide, ABET Level 1 (Numeracy and Literacy) and Management Course. This project will conclude in October of the following financial year 2012/2013.

(continued...)



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Genadendal Weaving Project

This is a project that was established by the Kraal Gallery in Genadendal in the Western Cape to develop Skills and develop jobs for the unemployed community. The objectives of the project are to enroll and train 72 unemployed women from the Genadendal Municipality on a 150 consecutive days training sessions on 14 Unit standards from the Craft Operations Level 2 qualifications. This project was rolled out in two phases; 18 learners from the first phase have successfully completed the programme in the year under review, and have been employed by Kraal Gallery. The remaining 54 learners from phase 2 are scheduled to complete training by May 2012. This project is in progress and will conclude in June of the following financial year 2012/2013.

Horse Health Maintenance Programme

This project aims at supporting and encouraging cooperatives in the Gaming and Lottery sector through skills programme and development initiatives. In this project 20 cooperatives will be capacitated and mentored on fundamentals of Horse Health Maintenance. 20 learners from Somerset West Municipality have been enrolled on this programme. Training will commence in April of the following financial year 2012/2013.

Customer Service Development Project

The aim of this project is to equip and capacitate novice to middle level managers and frontline personnel to better respond to customers. 117 learners from the Western Cape Province have been enrolled on the Introduction to Customer Service programme. Training commenced in March 2012. This project will conclude in August of the following financial year 2012/2013.

Bursary Programmes

MOTSA

The MOTSA conducted research which shows that more than 50% of learners do not complete their studies are seriously at risk of substance abuse; suicidal behavior and violence. The objectives of the project are to develop the learners into individuals who make their own choices and are sufficiently

confident to stick to these choices. 148 learners from the Cape Town Metro have been enrolled on the Life skills training. This project is in progress and will conclude in October of the following financial year 2012/2013.

FET Bursaries Project

This project was conceptualized due to the industry need of bursaries for the unemployed learners. CATHSSETA has partnered with 4 colleges in response to this need to develop learners on sector relevant qualification. 105 learners from Cape Town Metro and George were granted with bursaries. From the 105 learners: 78 learners on the programme have been certified as competent, 13 learners have been deemed incompetent, 7 learners have withdrawn from the project and the 7 learners will complete programme in May 2012. This project will conclude in July of the following financial year 2012/2013.

Bursary Grant Project 2011/2012

The Bursary grant project is an instrument to channel learners to scarce skills in the CATHSSETA sectors and therefore enhancing employment opportunities of successful graduates. 12 learners from Cape Peninsula University of Technology were afforded bursaries to study sector related qualifications. This project is in progress will conclude in March of the 2012/2013 financial year.

Events Management Project

Events management Project is a successful partnership between CATHSSETA and the Cape Town International Convention Centre to deliver a fully funded Bursary Grant. The grant was initiated to serve as an incentive to employers to develop its employees, through study at accredited tertiary educational institutions, in areas of scarce skills in the tourism, hospitality, sport, and gaming and conservation industry. 75 beneficiaries were registered on the Postgraduate Diploma in Management (with a special focus on Events Management)

On the 15 December 2011, 15 of 26 learners from the first intake graduated at a ceremony at the University of Cape Town. CATHSSETA has engaged the respective employers and Universities regarding the withdrawal of the 11 learners from the first phase who have

not completed the programme within the specified period.

The second phase of this project commenced on 23 August 2011. 49 learners were placed on two different learning interventions as offered at the university level, 15 employees for the Post Graduate Diploma in Management at NQF Level 8 and 34 employees for the Associate in Management Practice certificate (AIM) at NQF Level 6, respectively. This project will conclude on the 28 February 2013.

Learnerships Programmes

Funded Learnerships

The 2011-2012 Learnership Project is supporting the training of 29 unemployed people on learnerships. The learners are enrolled in national Certificate in Fitness Level 5 and NC Fast Food Services, NC Food and Beverage, Training is in progress and will conclude in December of following financial year 2012/2013.

Self funded Learnerships by Industry

CATHSSETA was encouraged to implement self funded Learnership in this sector. CATHSSETA is pleased to announce that 62 employed learners were entered in 2011/2012 learnership programmes such as Gaming Operations, Generic Management, General Travel, Fast Food Services, Professional Cookery, Fitness Level 5, Food and Beverage, Business Administration tourism Guiding Level 2, NC Conservation Level 2, NC Accommodation, Live Event Technical and Production Sport Admin. From the 62 only 46 are currently on the programme, 16 learners have successfully completed the programme in the year under review.

(continued...)

Report on Projects

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Skills development Support Initiatives

National Tourism Career Expo

The main objective of the NTCE is to create an interactive platform for the public, high school learners, students at tertiary institutions, unemployed graduates, parents and education and training providers and / or organisations, employer organisations and government in the tourism sector. This platform aims to facilitate interaction between the above groups of stakeholders such that knowledge is shared on the available education and training opportunities as well as to highlight the available professional opportunities in these sectors and their role in the South African and global economy

The National Tourism Career Expo took place on the 23 – 25 September 2011 at the Moses Mabida Stadium in Durban. The expo was the highlight of the year for the tourism learners which came from nine provinces and others as far as Nigeria and Lesotho.

Thirty (30) learners and two (2) educators from the Western Cape participated in this event in the year under review.

Provincial Career Expo

CATHSSETA will participate widely in the career expos hosted in the provinces. This project is aligned to Programme 16 of the CATHSSETA strategy and is responsive to the NSDS III-Goal 4.8 that requires us to build career guidance initiatives for the youth to make informed decisions on career choices within the CATHSSETA scope. Our participation in these career expos, in principle, is guided by their relevance and effectiveness taking into account the relative importance of budget whilst recognizing the sector, size of the expo judging from the number of learners to attend and the visitor profile to some extent. A total of 2597 learners and 137 sector specialists have been capacitated in the 2011/2012 fiscal year.

Cape Music Industry Commission (MIC)

The purpose of the Cape Music Industry Commission is to establish a locally and internationally networked Institute of Sectoral Excellence in the Music Sector which demonstrates the Music value chain through the Music sector at individual, organizational and sector levels. This hub is based at the City hall in Cape Town. MIC has appointed 3 interns from the Cape Town Metro to assist with the project. This project was completed successfully.

Cape Craft Design Institute (CCDI)

The CCDI is an Institute of Sectoral Occupational and Occupational Excellence was established for the Design sector. This project was established to create an optimally resourced and well functioning training unit in the Western Cape. The objectives of the projects are to establish an optimally resourced and well functioning training unit, develop holistic and aligned material for the sector and equip the training unit with a wide range of digital and print information resources. Aligned and non-aligned training materials have been completed. The training material has been developed and submitted to CATHSSETA for programme approval. The project was completed successfully in the year under review.

Achievements for the 2011/2012 financial year

NORTHERN CAPE PROVINCE

During the year under review five (5) projects comprising of skills programmes, learnerships and skills development support initiatives were allocated to the Northern Cape Province.

Skills Programmes

Customer Service Development Project

The aim of this project is to equip and capacitate novice to middle level managers and frontline personnel to better respond to customers. The programme has been scoped to capacitate 60 managers on the Advance Customer Service programme, NQF Level 5 and 62 SMME owners and managers on the Introduction to Customer Service NQF Level 4 programme from all 6 chambers in all 9 provinces. A total of 122 learners from the Northern Cape have been enrolled on the programmes. Training commenced in March 2012. This project will conclude in August of the following financial year.

Griekwastad Civil Society Project

This aim of the project is to build capacity and equip 30 Griekwastad Civil Society Organisation employees on National Diploma in Service Management. 30 learners from the Griekwastad Municipality have been enrolled on this programme. Training for the 30 learners will commence in April of the following financial year 2012/2013.

Learnership Programmes

Funded Learnerships

The 2011-2012 Learnership Project is supporting the training of 30 unemployed people on Learnership. The learners are enrolled on National Certificate in Conservation Level 2 Training is in progress and will conclude in December of the following financial year 2012/2013.

Self funded Learnerships by Industry

CATHSSETA was encouraged to implement self funded learnership in this sector. CATHSSETA is pleased to announce that 11 employed learners were entered in 2011/2012 learnership programmes such as Gaming Operations, Generic Management, General Travel Fast Food Services, Professional Cookery, Fitness Level 5, Food and Beverage, Business Administration Tourism guiding Level 2, NC Conservation Level 2, NC Accommodation, Live Event Technical and Production Sport Admin. 11 learners have successfully completed the programme in the year under review.

Bursary Projects

Bursary Grant Project 2011/2012

The Bursary grant project is an instrument to channel learners to scarce skills in the CATHSSETA sectors and therefore enhancing employment opportunities of successful graduates. 10 learners from Northern

Cape Rural FET College, were afforded bursaries to study sector related qualifications. This project is in progress will conclude in March of the 2012/2013 financial year.

Skills development support Initiatives

National Tourism Career Expo

The main objective of the NTCE is to create an interactive platform for the public, high school learners, students at tertiary institutions, unemployed graduates, parents and education and training providers and / or organisations, employer organisations and government in the tourism sector. This platform aims to facilitate interaction between the above groups of stakeholders such that knowledge is shared on the available education and training opportunities as well as to highlight the available professional opportunities in these sectors and their role in the South African and global economy

The National Tourism Career Expo took place on the 23 – 25 September 2011 at the Moses Mabida Stadium in Durban. The expo was the highlight of the year for the tourism learners which came from nine provinces and others as far as Nigeria and Lesotho.

The project target was to capacitate 30 learners and 2 educators. 60 Learners and 8 educators from the Northern Cape participated in the event in the year under review.

Report on Projects

Achievements for the 2011/2012 financial year NORTH WEST PROVINCE

During the year under review six (6) projects comprising of skills programmes, learnerships, Abet project and skills development support initiatives were allocated to the North West Province.

Skills Programmes

Panther Edge Coaching SA

The Panther Edge Coaching was funded to play a major role in capacitating Artists and Crafters to be able to grow and sustain their business. The objectives of the project are to show growth in the Craft sector, develop capacity of craft entrepreneurs and support them to access national and international markets. 15 learners from the Bojanala municipality were enrolled on the Arts and Culture development Support NQF level 4. 3 learners withdrew from the programme. 12 learners completed successfully completed the programme in the year under review.

East Coast Media

The East Coast Media was funded for the Performing Arts Learnership FETC: Performing Arts Level 4. The objectives of the project was mentor for learners who wanted to start up their own production, empower learners with the industry of digital filmmaking, broadcasting television and screen performance and to support them on role players to ensure effective workplace experience is implemented. 17 learners from the Bojanala Municipality were enrolled on this programme. 17 learners have completed the programme in the year under review.

Learnership Programmes

Funded Learnerships

The 2011-2012 Learnership Project is supporting the training of 88 employed people on Learnerships. The learners are enrolled on SMME

Professional cookery and SMME Business Management Learnership programme. Training is in progress and will conclude in April of the following financial year 2012/2013.

Self funded Learnerships by Industry

CATHSSETA was encouraged to implement self funded Learnership in this sector. CATHSSETA is pleased to announce that 29 employed learners were entered in 2011/2012 learnership programmes such as Gaming Operations, Generic Management, General Travel, Fast Food Services, Professional Cookery, Fitness Level 5, Food and Beverage, Business Administration Tourism Guiding Level 2, NC Conservation Level 2, NC Accommodation, Live Event Technical and Production Sport Admin. From the 29 only 16 are currently on the programme, 13 learners have successfully completed the programme in the year under review.

ABET Projects

Abet Grant

The CATHSSETA has implemented ABET Grant project since 2009 and the project is at its final stage. The aim of the project was to capacitate parks' workers on Literacy and Numeracy as a contribution towards 700 000 workers as a National Skills Development Strategy II target. In the 2011/2012 fiscal year 102 learners were deemed competent of which seventeen (17) learners who completed their level 4 were from the North West Province.

Bursary Projects

Bursary Grant Project 2011/2012

The Bursary grant project is an instrument to channel learners to scarce skills in the CATHSSETA sectors and therefore enhancing employment opportunities of successful graduates. 13 learners from North West

University were afforded bursaries to study sector related qualifications. This project is in progress will conclude in March of the 2012/2013 financial year.

Skills Development Support Initiatives

National Tourism Career Expo

The main objective of the NTCE is to create an interactive platform for the public, high school learners, students at tertiary institutions, unemployed graduates, parents and education and training providers and / or organisations, employer organisations and government in the tourism sector. This platform aims to facilitate interaction between the above groups of stakeholders such that knowledge is shared on the available education and training opportunities as well as to highlight the available professional opportunities in these sectors and their role in the South African and global economy

The National Tourism Career Expo took place on the 23 – 25 September 2011 at the Moses Mabida Stadium in Durban. The expo was the highlight of the year for the tourism learners which came from nine provinces and others as far as Nigeria and Lesotho.

12 learners and 2 educators from North West participated in the event in the year under review



Report on Projects

Achievements for the 2011/2012 financial year

FREE STATE PROVINCE

During the year under review eight (8) projects comprising of Skills Programmes, Skills Development Support Initiatives and ABET projects were allocated to the Free State Province.

Workplace Experiential Learning Projects

FET Internship Programme 2011/2012

The FET Internship programme objective is to increase the employability prospects of candidates placed for experiential learning by placing NC (V) L4 in hospitality and tourism with various hospitality and tourism establishments for a period of 3 months for workplace experience.

12 learners have been placed in President Hotel in the Free State. This project will conclude in June of the following financial year 2012/2013.

FET Capacity Building

The FET Internship programme objective is to increase the employability prospects of candidates placed for experiential learning by placing NC (V) L4 in hospitality and tourism with various hospitality and tourism establishments for a period of 3 months for workplace experience.

The project is targeting 11 Hospitality educators placed for experiential learning and tourism educators to be trained on Galileo course. 6 Hospitality educators will be placed in various establishments for a period of three weeks for workplace experiential learning, while 5 Tourism educators are trained on the Galileo system.

Both placement and training will commence in September of the following financial year 2012/2013. A total of 11 educators in the Western Cape will participate in the programme.

Skills Development Programmes

New Venture Creation programme

The Mogale Solution Providers were funded to undertake training on New Venture skills programme NQF level 4. This project capacitated 18 learners from the Metsimaholo Municipality have been enrolled on this programme. All 18 learners have successfully completed the New Venture Creation Skills Programme and the award ceremony for the learners will take place in June of the following financial year 2012/2013.

Customer Service Development Project

The aim of this project is to equip and capacitate novice to middle level managers and frontline personnel to better respond to customers. The programme has been scoped to capacitate 50 learners from the Free State have been enrolled on the Introduction to Customer Service programme. Training commenced in March 2012. This project will conclude in August of the following financial year 2012/2013.

Bursary Projects

Bursary Grant Project 2011/2012

The Bursary grant project is an instrument to channel learners to scarce skills in the CATHSSETA sectors and therefore enhancing employment opportunities of successful graduates. 11 learners from Central University of Technology were afforded bursaries to study sector related qualifications. This project is in progress will conclude in March of the 2012/2013 financial year.

Skills Development Support Initiatives

National Tourism Career Expo

The main objective of the NTCE is to create an interactive platform for the public, high school learners, students at tertiary institutions, unemployed graduates, parents and education and training providers and / or organisations, employer organisations and government in the tourism sector. This platform aims to facilitate interaction between the above groups of stakeholders such that knowledge is shared on the available education and training opportunities as well as to highlight the available professional opportunities in these sectors and their role in the South African and global economy.

The National Tourism Career Expo took place on the 23 – 25 September 2011 at the Moses Mabida Stadium in Durban. The expo was the highlight of the year for the tourism learners which came from nine provinces and others as far as Nigeria and Lesotho.

Thirty 30 learners and two (2) educators from the Free State Province participated in this event in the year under review. (continued...)



(continued...)

Provincial Career Expo

CATHSSETA will participate widely in the career expos hosted in the provinces. This project is aligned to Programme 16 of the CATHSSETA strategy and is responsive to the NSDS III-Goal 4.8 that requires us to build career guidance initiatives for the youth to make informed decisions on career choices within the CATHSSETA scope. Our participation in these career expos, in principle, is guided by their relevance and effectiveness taking into account the relative importance of budget whilst recognizing the sector, size of the expo judging from the number of learners to attend and the visitor profile to some extent. A total of 555 learners have been capacitated in the 2011/2012 fiscal year.

Comrades Marathon Project

CATHSSETA has identified the Comrades Marathon as truly international sporting event on the South African calendar. It was therefore a natural decision for CATHSSETA to participate in this worthwhile international event. CATHSSETA's involvement stretched further than just partnering with the Comrades Marathon Association but it included supporting 15 runners who came from underprivileged communities and rural settlements in Free State.

Report on Projects

Achievements for the 2011/2012 financial year

MPUMALANGA PROVINCE

During the year under review nine (9) projects comprising of skills development programmes, learnerships and workplace experiential learning programmes were allocated to the Mpumalanga Province.

Workplace Experiential Learning Programmes

Graduate Development Programme

The Graduate Development project aims to afford both learners seeking experiential learning and unemployed youth who have graduated finding it difficult to obtain a job in the industry into practical application with the supervision mentors.

17 Graduates are placed in Mpumalanga Tourism Parks Association for a period of eight months to acquire the necessary experience. This project will conclude in August of the following financial year 2012/2013.

FET Internship Programme 2011/2012

The FET Internship programme objective is to increase the employability prospects of candidates placed for experiential learning by placing NC (V) L4 in hospitality and

tourism with various hospitality and tourism establishments for a period of 3 months for workplace experience.

15 learners have been placed in Mpumalanga Tourism Parks Association in Mpumalanga Province. This project will conclude in September of the following financial year 2012/2013.

FET Capacity Building

This projects aims at equipping the current FET Hospitality and Tourism College Educators with necessary experience in the industry. The ultimate objective is to ensure that the FET educators are familiar with the current contexts and practices in that world of work

The project is targeting 6 Hospitality educators placed for experiential learning and tourism educators to be trained on Galileo course. 3 Hospitality educators will be placed in various establishments for a period of three weeks for workplace experiential learning, while 3 Tourism educators are trained on the Galileo system.

Both placement and training will commence in September of the following financial year 2012/2013. A total of 6 educators in the Mpumalanga

will participate in the programme.

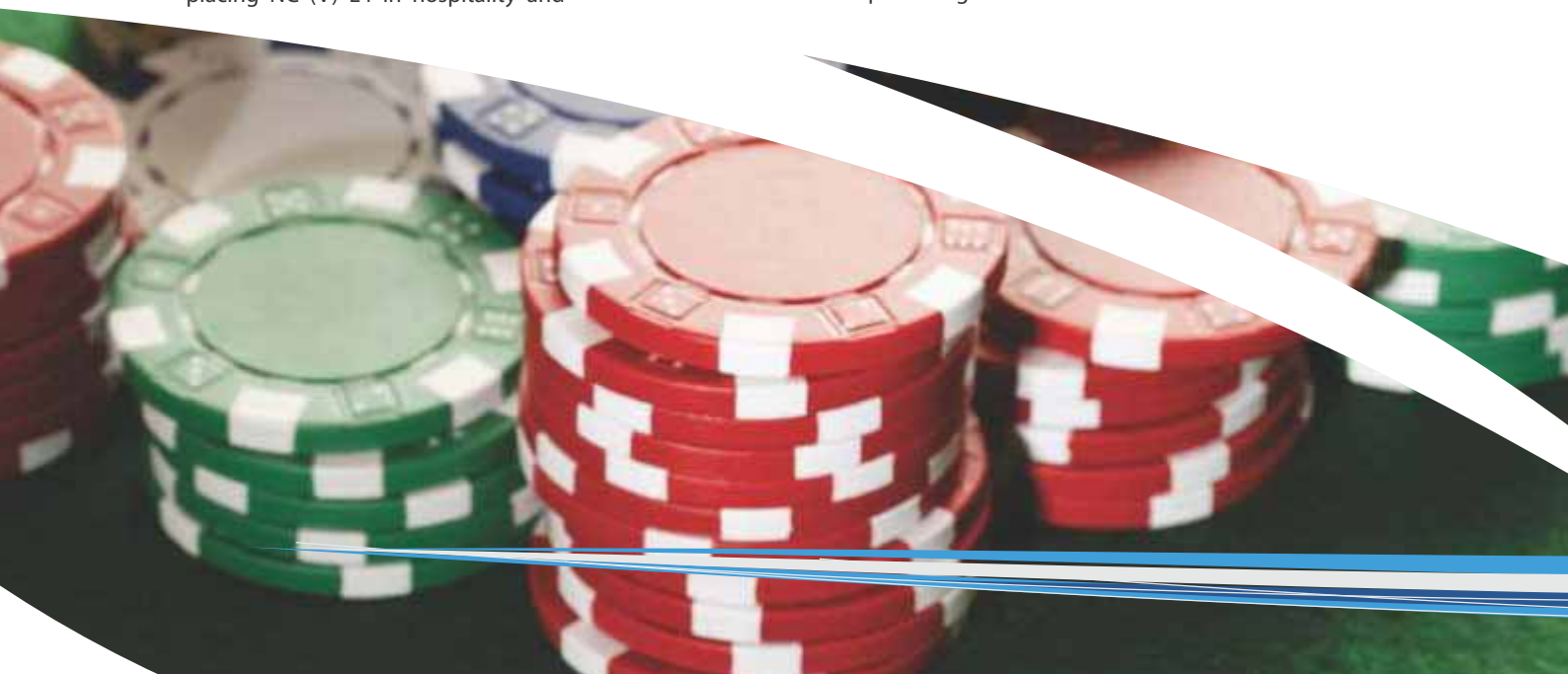
Skills Development Programmes

Customer Service Development Project

The aim of this project is to equip and capacitate novice to middle level managers and frontline personnel to better respond to customers. 63 learners are from Mpumalanga have been enrolled on the Introduction to Customer Service programme. Training commenced in March 2012. This project will conclude in August of the following financial year 2012/2013.

National Accommodation Association of South Africa

This project aims at capacitating 7 employed learners on Leadership Development Programme NQF level 4. The outcomes of the programme enable SMME's to run viable and sustainable businesses and benefit from the skills development available for them. 7 learners from the Mpumalanga have been enrolled on this programme. Training of the 7 learners will commence in April of the following financial year 2012/2013. (continued...)



Report on Projects

(continued...)

Learnerships Programme

Funded Learnerships

The 2011-2012 Learnership Project is supporting the training of 40 unemployed and 44 employed people on Learnerships, the learners are enrolled in areas of Conservation and Tourism Guiding and Business Administration level 3 learnership programmes. Training is still in progress. This project will conclude in December of the following financial year 2012/2013.

Self-funded Learnership by Industry

CATHSSETA was encouraged to implement self-funded Learnership in this sector. CATHSSETA is pleased to announce that 62 employed learners were entered in 2011/2012 learnership programmes such as Gaming Operations, Generic Management, General Travel, Fast Food Services, Professional Cookery, Fitness Level 5, Food and Beverage, Business Administration tourism Guiding Level 2, NC Conservation Level 2, NC Accommodation, Live Event Technical and Production Sport Admin. From the 62 only 60 are currently on the programme, 2 learners have successfully completed the programme in the year under review.

Skills Development Support Initiatives

National Tourism Career Expo

The main objective of the NTCE is to create an interactive platform for the public, high school learners, students at tertiary institutions, unemployed graduates, parents and education and training providers and / or organisations, employer organisations and government in the tourism sector. This platform aims to facilitate interaction between the above groups of stakeholders such that knowledge is shared on the available education and training opportunities as well as to highlight the available professional opportunities in these sectors and their role in the South African and global economy.

The National Tourism Career Expo took place on the 23 – 25 September 2011 at the Moses Mabida Stadium in Durban. The expo was the highlight of the year for the tourism learners which came from nine provinces and others as far as Nigeria and Lesotho.

The project target was to capacitate 30 learners and 2 educators. forty eight (48) learners and two (2) educators from Mpumalanga participated in this event in the year under review.

Provincial Career Expo

CATHSSETA will participate widely in the career expos hosted in the provinces. This project is aligned to Programme 16 of the CATHSSETA strategy and is responsive to the NSDS III-Goal 4.8 that requires us to build career guidance initiatives for the youth to make informed decisions on career choices within the CATHSSETA scope. Our participation in these career expos, in principle, is guided by their relevance and effectiveness taking into account the relative importance of budget whilst recognizing the sector, size of the expo judging from the number of learners to attend and the visitor profile to some extent. A total of 2597 learners and 32 sector specialists have been capacitated in the 2011/2012 fiscal year.

Comrades Marathon Project

CATHSSETA has identified the Comrades Marathon as truly international sporting event on the South African calendar. It was therefore a natural decision for CATHSSETA to participate in this worthwhile international event. CATHSSETA's involvement stretched further than just partnering with the Comrades Marathon Association but it included supporting 60 runners who came from underprivileged communities and rural settlements in Mpumalanga.

Report on Projects

Achievements for the 2011/2012 financial year EASTERN CAPE PROVINCE

During the year under review twelve (12) projects which comprised of skills programmes, Abet projects, Skills Programme and Skills development support initiatives were allocated to the Eastern Cape Province.

Workplace Experiential Learning Projects

FET Internship Program

The FET Internship programme objective is to increase the employability prospects of candidates placed for experiential learning by placing NC (V) L4 in hospitality and tourism with various hospitality and tourism establishments for a period of 3 months for workplace experience.

20 learners have been placed in One Time Port Elizabeth in the Eastern Cape during the year under review.

FET Capacity Building

This project aims at equipping the current FET Hospitality and Tourism College Educators with necessary experience in the industry. The ultimate objective is to ensure that the FET educators are familiar with the current contexts and practices in that world of work.

The project is targeting 16 Hospitality educators placed for experiential learning and 17 tourism educators to be trained on Galileo course. Hospitality educators will be placed in various establishments for a period of three weeks for workplace experiential learning, while Tourism educators are trained on the Galileo system.

Both placement and training will commence in September of the following financial year 2012/2013. A total of 33 educators in the Eastern Cape will participate in the programme.

Skills Programmes

Horse Health Maintenance Programme

This project aims at supporting and encouraging cooperatives in the Gaming and Lottery sector through skills programme and development initiatives. In this project 6 cooperatives will be capacitated and mentored on fundamentals of Horse Health Maintenance. 6 learners from the Cacadu District have been enrolled on this programme. Training will commence in April of the following financial year 2012/2013.

Customer Service Development Project

The aim of this project is to equip and capacitate novice to middle level managers and frontline personnel to better respond to customers. 64 learners from Eastern Cape have been enrolled on the Introduction to Customer Service programme. Training commenced in March 2012. This project will conclude in August of the following financial year 2012/2013.

Academic College South Africa

This project is aimed at improving customer service in the identified municipalities and bridges that gap by training unemployed young people with tourism and hospitality qualifications. A number of 30 unemployed youth, tourism and hospitality graduates and from the Amathole District and Cacadu District have been enrolled on Introduction to Customer Service level 4. These learners will, upon completion of training, be placed in the local B & B establishments for experience. The training for the 30 learners is currently in progress. This project will conclude in June of the following financial year 2012/2013.

African Global Skills Academy

The African Global Skills was funded for unemployed learners from the Nelson Mandela Bay Municipality in order to properly participate in craft enterprise in the area. 15 Learners will be trained in Craft Enterprise Level 4. The objectives of the project are to provide training of the people who are involved in the craft enterprises and production, and all giving the advice for the beneficiary on how to go about expanding their business or starting their business or even improve their current business, and making sure that each learner has suitable workplace placement. 15 learners from the Nelson Mandela Bay Municipality have been enrolled on this programme. This project will conclude in April of the following financial year 2012/2013.

Arts and Teaching Initiatives

The Arts and Teaching Initiative was funded for an Art and Culture Development support skills programme level 5. 30 learners from the Nelson Mandela Bay Municipality were enrolled in this programme. 6 learners withdrew from the programme, 24 learners successfully completed this project in the year under review.

Learnership Programmes

Funded learnership

The 2011-2012 Learnership Project is supporting the training of 55 unemployed people on Learnerships; the learners are enrolled in areas of General Travel, horse health maintenance programme and customer development programmes. Training is still in progress. This project will conclude in February of the following financial year 2012/2013.

(continued...)

Report on Projects

(continued...)

Self funded Learnerships by Industry

CATHSSETA was encouraged to implement self funded Learnership in this sector. CATHSSETA is pleased to announce that 14 employed learners were entered in 2011/2012 learnership programmes such as Gaming Operations, Generic Management, General Travel, Fast Food Services, Professional Cookery, Fitness Level 5, Food and Beverage, Business Administration Tourism Guiding Level 2, NC Conversations Level 2, NC Accommodation, Live Event Technical and Production Sport Admin. From the 14 only 13 are currently on the programme. 1 learner has successfully completed the programme in the year under review.

ABET Projects

Abet Grant

The CATHSSETA has implemented ABET Grant project since 2009 and the project is at its final stage. The aim of the project was to capacitate parks' workers on Literacy and Numeracy as a contribution towards 700 000 workers as a National Skills Development Strategy II target. Forty three (43) learners completed their level 4. This project has been completed in the year under review.

Bursary Projects

Bursary Grant Project 2011/2012

The Bursary grant project is an instrument to channel learners to scarce skills in the CATHSSETA sectors and therefore enhancing employment opportunities of successful graduates. 15 learners from University of Fort Hare and King Hintsa FET College respectively were afforded bursaries to study sector related qualifications. This project is in progress will conclude in March of the 2012/2013 financial year.

Skills Development Support Initiatives

National Tourism Career Expo

The main objective of the NTCE is to create an interactive platform for the public, high school learners, students at tertiary institutions, unemployed graduates, parents and education and training providers and / or organisations, employer organisations and government in the tourism sector. This platform aims to facilitate interaction between the above groups of stakeholders such that knowledge is shared on the available education and training opportunities as well as to highlight the available professional opportunities in these sectors and their role in the South African and global economy

The National Tourism Career Expo took place on the 23 – 25 September 2011 at the Moses Mabida Stadium in Durban. The expo was the highlight of the year for the tourism learners which came from nine provinces and others as far as Nigeria and Lesotho.

The project target was to capacitate 30 learners and 2 educators. 40 learners and 20 educators from the Eastern Cape Province participated in the event in the year under review.

Comrades Marathon Project

CATHSSETA has identified the Comrades Marathon as truly international sporting event on the South African calendar. It was therefore a natural decision for CATHSSETA to participate in this worthwhile international event. CATHSSETA's involvement stretched further than just partnering with the Comrades Marathon Association but it included supporting 20 runners who came from underprivileged communities and rural settlements in Eastern Cape Province.

Report on Projects

Achievements for the 2011/2012 financial year KWAZULU NATAL PROVINCE

During the year under review eighteen (18) projects which comprised of skills programmes, Abet and skills development support initiatives were allocated to the Kwa Zulu Natal Province.

Workplace Experiential Learning Projects

FET Capacity Building

This projects aims at equipping the current FET Hospitality and Tourism College Educators with necessary experience in the industry. The ultimate objective is to ensure that the FET educators are familiar with the current contexts and practices in that world of work

The project is targeting 20 Hospitality and tourism educators placed for experiential learning and tourism educators to be trained on Galileo course. 10 Hospitality educators will be placed in various establishments for a period of three weeks for workplace experiential learning, while 10 Tourism educators are trained on the Galileo system.

Both placement and training will commence in September of the following financial year 2012/2013. A total of 20 educators in the KZN will participate in the programme.

FET Internship Programme 2011/2012

The FET Internship programme objective is to increase the employability prospects of candidates placed for experiential learning by placing NC (V) L4 in hospitality and tourism with various hospitality and tourism establishments for a period of 3 months for workplace experience.

52 learners have been placed in Isakabuli B&B, Shaka Marine Hotel and Ezemvelo in KZN. This project will conclude in June of the following financial year 2012/2013.

Skills Programmes

Straight Success

The internship programme served to enhance the skills and knowledge of graduates in their respective fields through participation in a structured six months workplace experiential learning in the Arts and Culture Sector. 5 learners from the Ethekwini Municipality were enrolled on this programme. Four of the five learners have successfully completed the programme. One learner withdrawal has been recorded. This project has been concluded in the year under review.

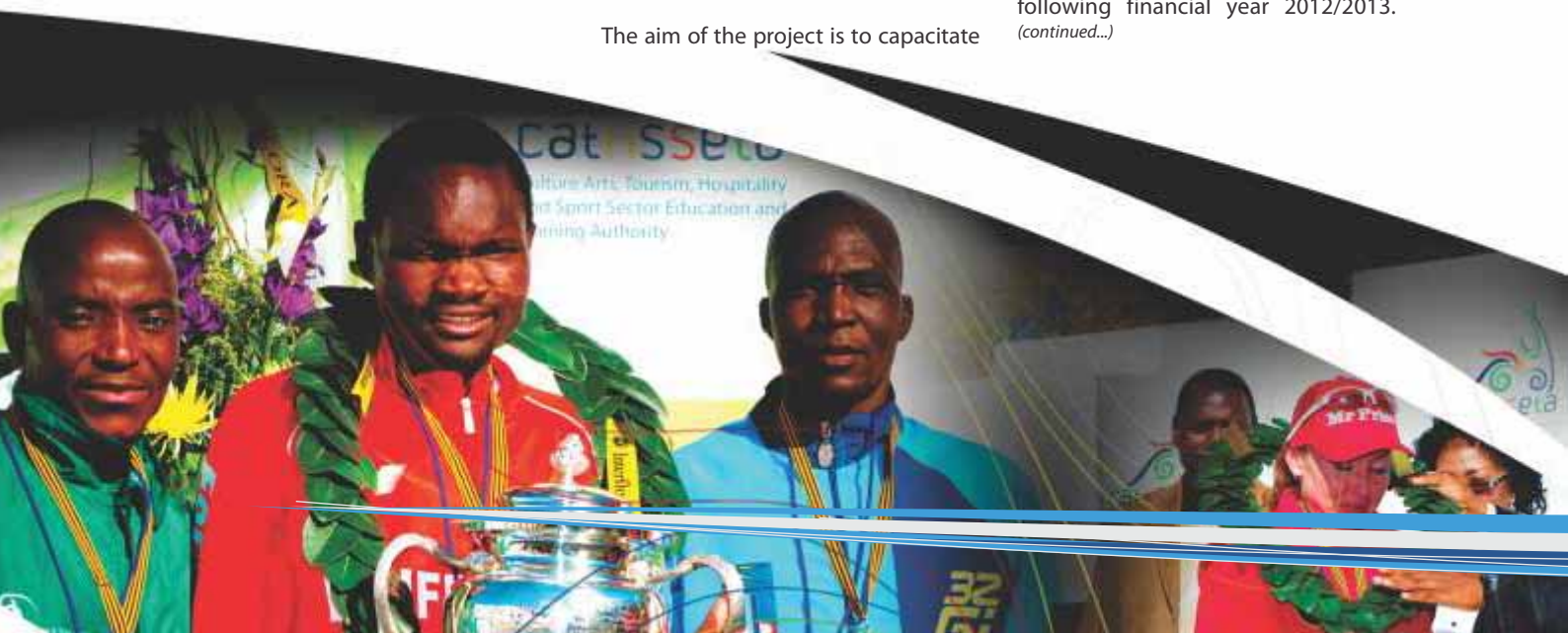
Lincolnwood Nkandla Project

The aim of the project is to capacitate

learners in Arts and Culture Development Support Skills Programme L5 .The Skills Programme will open opportunities for individual learners to effectively participate in the economy in support of Arts and Culture Development. This intervention will look at the following sectors i.e. Music groups, drama groups, story tellers, crafters, indigenous cuisine, graphic designers and entertainers. This project hopes to be a catalyst in job creation, enhancements of already existing skills and social upliftment of communities around which the training would be happening. 15 learners from the Inkandla Municipality were enrolled on this programme. All 15 Learners have completed the programme in the year under review.

Izobuya Development Projects

The Izobuya Development Projects was awarded funding for skills program arts and Craft Production NQF level 4. There are 30 learners from the Hibiscus Municipality have been enrolled on this project. The objectives of the project were to enable them to sustain the projects and to expose them to knowledge and experience deeper entrepreneurial knowledge as well as on how to operate a craft enterprise. This project is currently in progress and will be completed in June of the following financial year 2012/2013. (continued...)





(continued...)

Nkungumathe Youth Forum

The Nkungumathe project was established to develop the community in Inkandla and granted two learnership one for arts and culture administration Level 4 and Film and Television Level 5; and 10 bursaries for television broadcasting and radio broadcast. 50 learners from the Inkandla Municipality are enrolled on this programme. The Arts and Culture Administration training has been completed, assessment of learners is currently in progress. The training provider responsible for Film and Television and Radio broadcasting has withdrawn from the project, as a result this project has been put on hold until a new provider is appointed. Learners who were awarded with bursary for the television and radio broadcasting have completed the programme and were all deemed competent. This project will conclude in June of the following financial year 2012/2013.

Communal Foundation Project

The aim of the project is to capacitate 30 learners who are interested in Leadership Development Programme NQF level 4 enabling them to enhance their leadership abilities. The project further aims at fast-tracking

transformation and improving the skills profile and accelerating the employability of black beneficiaries in the gaming and leisure industry. 30 learners from the Msunduzi Municipality were enrolled on this programme. Training of the 30 learners will commence in April of the following financial year 2012/2013.

National Accommodation Association of South Africa

This project aims at capacitating 5 employed learners on Leadership Development Programme NQF level 4. The outcomes of the programme enable SMME's to run viable and sustainable businesses and benefit from the skills development available for them. 5 learners from the Ethekwini Municipality are enrolled on this programme. Training of the 5 learners will commence in April of the following financial year.

Customer Service Development Project

The aim of this project is to equip and capacitate novice to middle level managers and frontline personnel to better respond to customers. 67 learners from KZN have been enrolled on the Introduction to Customer Service programme. Training commenced in March 2012. This project will conclude in August of the

following financial year 2012/2013.

KZN Ezemvelo Wild Life Project

This is a biodiversity conservation collaborative initiative between Ezemvelo and AmaNgwane Community to train unemployed youth of AmaNgwane Traditional Authority. The purpose of training the community field rangers is to curb illegal activities that are taking place on a communal land, particularly illegal harvesting of natural and cultural assets as well as stock theft. 15 Unemployed learners from the Okhahlamba Municipality were enrolled and are trained on the skills programme of Field Ranger-Law Enforcement Level 2. This project will conclude in June of the following financial year 2012/2013. (continued...)

Report on Projects

(continued...)

KZN Olympic Style Boxing Organization

The aim of this project is to address and close a skills gap within the amateur group, the young prospering boxers based in various stables with the local communities of the KZN province. 60 Learners from various municipalities the eThekweni Municipality - 21, Umngungundlovu - 5, Uthungulu - 2, Amajuba - 10, Ugu - 2, Sisonke - 3, Ilembe - 4, Zululand - 2, Uthukela - 5, Umzinyathi - 3 and Umkhanyakude - 3 have been enrolled in Coaching Skills Programme level 4. On achievement and training completion of qualification the 60 learners will be placed in various units in different municipalities. This programme will conclude in August of the following financial year 2012/2013.

Horse Health Maintenance Programme

This project aims at supporting and encouraging cooperatives in the Gaming and Lottery sector through skills programme and development initiatives. In this project 12 cooperatives will be capacitated and mentored on fundamentals of Horse Health Maintenance. 12 learners from Ethekeeni Municipality have been enrolled on this programme. Training will commence in April of the following financial year 2012/2013.

Learnership Programme

Funded Learnership

The 2011-2012 Learnership Project is supporting the training of 29 unemployed people on Learnerships, the learners are enrolled in areas of General Travel and Housekeepers Learnership programme. Training is still in progress. This project will conclude in December of the following financial year 2012/2013.

Self funded Learnerships by Industry

CATHSSETA was encouraged to implement self funded Learnership in this sector. CATHSSETA is pleased to announce that 30 employed learners were entered in 2011/2012 learnership programmes such as Gaming operations, Generic Management, General Travel, Fast Food Services, Professional Cookery, Fitness Level 5, Food and Beverage, Business Administration Tourism Guiding Level 2, NC Conservation Level 2, NC Accommodation, Live Event Technical and Production Sport Admin. From the 30 only 17 are currently on the programme, 13 learners have successfully completed the programme in the year under review.

ABET Projects

Abet Grant

The CATHSSETA has implemented ABET Grant project since 2009 and the project is at its final stage. The aim of the project was to capacitate parks' workers on Literacy and Numeracy as a contribution towards 700 000 workers as a National Skills Development Strategy II target. Twenty Five (25) learners who completed their level 4 were from KwaZulu Natal Province. This project has concluded in the year under review.

Bursary Programmes

Centre of Fine Arts Animation and Design Bursaries

The Centre of Fine Art Animation and Design was funded for unemployed bursary to afford 19 learners an opportunity to complete the second year level of the three year diploma which incorporates animation and TV production. This is the only graphic design and multimedia diploma that has an integrated approach giving

graduates flexibility to work in variety of areas within the industry. The students are exposed to a variety of programmes and integrated projects. Animation learners participated in the used to reel animation production show. The learners were involved in project called Durban Botanical Design. Learners were offered practical's to design adverts for a company called Tag Boot Camp. The learners participated in ongoing projects with high school to teach them how to paint murals and animation. An exhibition was held on the 3 December 2011, to showcase the learner's portfolio of evidence. Nineteen (19) learners were enrolled on the programme and 18 learners have completed the programme in the year under review.

Bursary Grant Project 2011/2012

The Bursary grant project is an instrument to channel learners to scarce skills in the Cathsseta sectors and therefore enhancing employment opportunities of successful graduates. 35 learners from University of Kwa Zulu Natal, University of Zululand, Mangosuthu University of Technology and Durban University of Technology respectively were afforded bursaries to study sector related qualifications. This project is in progress will conclude in March of the 2012/2013 financial year. (continued...)

Report on Projects

(continued...)

Skills Development Support Initiatives

National Tourism Career Expo

The National Tourism Career Expo project is a project that aims at engaging the industry and school learners of career guidance. This project is a partnership between Cathsseta, National Department of Tourism and the Kwa Zulu Natal Department of Economic Development and Tourism.

The main objective of the NTCE is to create an interactive platform for the public, high school learners, students at tertiary institutions, unemployed graduates, parents and education and training providers and / or organisations, employer organisations and government in the tourism sector. This platform aims to facilitate interaction between the above groups of stakeholders such that knowledge is shared on the available education and training opportunities as well as to highlight the available professional opportunities in these sectors and their

role in the South African and global economy.

The National Tourism Career Expo took place on the 23 – 25 September 2011 at the Moses Mabhida Stadium in Durban. The expo was the highlight of the year for the tourism learners which came from nine provinces and others as far as Nigeria and Lesotho.

14602 learners and 834 educators from the Kwa Zulu Natal Province participated in the event in the year under review.

Provincial Career Expo

CATHSSETA will participate widely in the career expos hosted in the provinces. This project is aligned to Programme 16 of the CATHSSETA strategy and is responsive to the NSDS III-Goal 4.8 that requires us to build career guidance initiatives for the youth to make informed decisions on career choices within the CATHSSETA scope. Our participation in these career expos, in principle, is guided by their relevance and effectiveness taking into account the relative importance of

budget whilst recognizing the sector, size of the expo judging from the number of learners to attend and the visitor profile to some extent. A total of 774 learners and 25 sector specialists have been capacitated in the 2011/2012-2012-2013 fiscal years from the Kwa-Zulu Natal Province.

Comrades Marathon Project

CATHSSETA has identified the Comrades Marathon as truly international sporting event on the South African calendar. It was therefore a natural decision for CATHSSETA to participate in this worthwhile international event. CATHSSETA's involvement stretched further than just partnering with the Comrades Marathon Association but it included supporting 95 runners who came from underprivileged communities and rural settlements in Kwa Zulu Natal.

Report on Projects

Achievements for the 2011/2012 financial year

LIMPOPO PROVINCE

During the year under review seven projects comprised of skills development initiatives, Abet and Workplace experiential learning projects were allocated to the Limpopo Province.

Workplace Experiential Learning Project

FET Internship 2011

The FET Internship programme objective is to increase the employability prospects of candidates placed for experiential learning by placing NC (V) L4 in hospitality and tourism with various hospitality and tourism establishments for a period of 3 months for workplace experience.

A total number of 30 learners were recruited and enrolled to participate in this programme. 30 learners from the Limpopo province completed this programme in the 2010/2011 fiscal year. This project has been completed in the year under review.

Skills Programmes

Customer Service Development Project

The aim of this project is to equip and capacitate novice to middle level managers and frontline personnel to better respond to customers. 78 learners from Limpopo have been enrolled on the Introduction to Customer Service programme. Training commenced in March 2012. This project will conclude in August of the following financial year 2012/2013.

Learnership Programmes

Funded Learnership

The 2011-2012 Learnership Project is supporting the training of 20 unemployed and 44 employed people on Learnerships, the learners are

enrolled in areas of SMME Professional Cookery Learnership programme and General Travel. Training is still in progress. This project will conclude in December of the following financial year 2012/2013.

Self funded Learnerships by Industry

CATHSSETA was encouraged to implement self funded Learnership in this sector. CATHSSETA is pleased to announce that 25 employed learners were entered in 2011/2012 learnership programmes such as Gaming Operations, Generic Management, General Travel, Fast Food Services, Professional Cookery, Fitness Level 5, Food and Beverage, Business Administration Tourism Guiding Level 2, NC Conservation Level 2, NC Accommodation, Live Event Technical and Production Sport Admin. From the 25 only 15 are currently on the programme, 10 learners have successfully completed the programme in the year under review.

ABET Projects

Abet Grant

The CATHSSETA has implemented ABET Grant project since 2009 and the project is at its final stage. The aim of the project was to capacitate parks' workers on Literacy and Numeracy as a contribution towards 700 000 workers as a National Skills Development Strategy II target. Forty seven (47) learners who completed their level 4. This project has been completed in the year under review.

ABET Projects

The objective of this project is to recognize and acknowledging a need for employed people in Khoroni hotel & Casino to acquire the necessary skills to better themselves and become functionally numerate and literate

through ABET.

Training of 59 ABET learners is currently in progress.

Skills Development Support Initiatives

National Tourism Career Expo

The main objective of the NTCE is to create an interactive platform for the public, high school learners, students at tertiary institutions, unemployed graduates, parents and education and training providers and / or organisations, employer organisations and government in the tourism sector. This platform aims to facilitate interaction between the above groups of stakeholders such that knowledge is shared on the available education and training opportunities as well as to highlight the available professional opportunities in these sectors and their role in the South African and global economy

The National Tourism Career Expo took place on the 23 – 25 September 2011 at the Moses Mabida Stadium in Durban. The expo was the highlight of the year for the tourism learners which came from nine provinces and others as far as Nigeria and Lesotho.

32 learners and two educators from Limpopo Province participated in this programme in the year under review. (continued...)

Report on Projects

(continued...)

Provincial Career Expo

CATHSSETA will participate widely in the career expos hosted in the provinces. This project is aligned to Programme 16 of the CATHSSETA strategy and is responsive to the NSDS III-Goal 4.8 that requires us to build

career guidance initiatives for the youth to make informed decisions on career choices within the CATHSSETA scope. Our participation in these career expos, in principle, is guided by their relevance and effectiveness taking into account the relative importance of budget whilst recognizing the sector, size of the expo judging from the

number of learners to attend and the visitor profile to some extent. A total of 99 learners and 71 sector specialists have been capacitated in the 2011/2012-2012-2013 fiscal years from the Limpopo Province.



Report on ETQA



LtoR:

Back Row: Patricia Matlala, Ntokozo Lwandle, Griselda Malungane, Lesley Nhlapo, Nolien Dunn, Lesheshe Masenya, Martha Collett, Elize Pretorius, Kenneth Manamela

Front Row: Dikeledi Diseko, Boitumelo Sekete, Ebrahim Boomgaard (Executive ETQA Manager), Maleshwane Ndlovu.



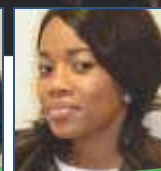
Minah Matlala



Nolien Dunn



Judith Gafane



Phuti Ramkopole

Whereas in the previous financial year we reported on what South Africa and the CATHSSETA had achieved in THAT year, 2011/12 was a year of consolidation and adjustment. The SETA landscape had been announced and the process of integration in the case of the CATHSSETA and restructure. The Arts, Culture and Heritage sectors transferred to the CATHSSETA formed the departure point for the ETQA department scheduled, interaction with these sectors and developing an understanding of the sectors and its requirements particularly in view of the fact that there are now even more SMME based than the sectors we worked with previously was central.

The Quality Council for Trades and Occupations (QCTO) which was promulgated as an entity on 1 April 2010 by the Minister of Higher Education continued to struggle to implement itself and faced serious challenges in terms of capacity to develop systems and procedures and also to have its business case accepted by its Board. Towards the latter part of the year, QCTO submitted a proposal on how it felt it could implement its mandate with the help of the SETA ETQA's, resulting in the accreditation extension of the SETA ETQA's to September 2012. Four years after the

process started the challenges are still being experienced. We thus remind readers again of the role and mandate of an ETQA department.

In terms of the Skills Development Act, every SETA must be accredited as an ETQA (Education Training Quality Assurance body).

The main function of the SETA as an ETQA is to ensure quality of provision through compliance to the ETQA Regulatory provisions 1127. To ensure that this function is carried out effectively, CATHSSETA is required to:

- accredit providers,
- register assessors and moderators,
- evaluate programmes aligned to the National Qualifications Framework (NQF) registered qualifications
- monitor and audit providers
- certificate learners
- maintain a database
- facilitate standard setting and qualification scoping

The financial year 2011/12 was again a successful year for the CATHSSETA's ETQA's with further improvements and developments ensuring that the ETQA was better able to serve its clients, the training providers in our sector thus ensuring that our main focus namely

learners wanting to complete qualifications, skills programmes and unit standards registered with SAQA (South African Qualifications Authority) by CATHSSETA were able to do so. The learners were able to learn at institutions where the focus on quality provision is a priority as they have met the standard to not only be awarded accreditation but also continue to maintain the required standards as expected of them by the system. The CATHSSETA ETQA continued to challenge training providers to not only comply by meeting the minimum standards as required but to conform by looking to follow good practice and exceed the minimum standards. One of the challenges the ETQA has faced over the years is trying to demonstrate to the sector that the requirements for accreditation are MINIMUM standards and that those operating or wanting to operate in the sector meet minimum standards by attaining accreditation. When one looks at the criticism directed at SETA and the system in general, it is of concern that some complain about meeting the minimum standard but often are the ones who criticize the lack of ability of people seeking employment in the sector.

Report on ETQA

Major Highlight

The major highlight of the year for the ETQA is the fact that the CATHSSETA continued to be rated GREEN by the National Learner Records Database (NLRD) for uploading data on training providers and learners enrolling for and achieving qualifications registered on the National Qualifications Framework (NQF). The NLRD operates on the basis that ETQA'S upload learner information on a bi-annual basis. Uploads are done in January and August every year. Two results are measured with the first being the ability to upload correctly and this is referred to as the Compliance League Table and if all is in order the ETQA is

awarded Green. Green is the highest measure and there are four possible rankings. The second measure is for actual performance and is a measure of the qualification uptake by learners against the number of qualifications registered on the NQF for that ETQA. Again there are four rankings and Green is the highest. This ranking also takes into account the accuracy of the learner data and in 2011/12 the requirements increased and data had to include more learner details than was previously the case, eg it had to show the learner's municipality at the time of enrolment. This is to ensure that data is more complete as well as

accurate. We are also proud to report that the CATHSSETA attained a percentage of 85.5 which was the fourth highest percentage attained by any of the 28 ETQA'S who load data onto the NLRD.

We further developed our MIS to send alerts to training providers and assessors and moderators of the expiry of their accreditation or registration dates six months prior to expiry. This allowed us to plan better and also alerted providers to ensure they kept up to date with their legal requirements.

The year presented with numerous challenges which necessitated that the ETQA rise to these challenges to ensure that the system continued to work for the sector. The increased number of training providers meant working that much harder with the same resources. In order to ensure that training providers were verified as is required, often two providers had to be visited in a day which really stretched the capacity of the Verification team.

To ensure that the ETQA functions are carried out in accordance with legal requirements, but still add value to the tourism sector and related sub-sectors at large, the ETQA sought ways to best perform these various functions required of it over the past year whilst adding value to its clients and stakeholders. We ensured that we apply the requirements but tried to do this whilst still serving our clients to the best of our ability and also trying to add value to what we were doing.

The rest of this report looks at the various functions which the ETQA must perform and gives updates on the achievements for the year 2011/12.

Capacity Building & Accreditation workshops

In order to assist emerging training providers to meet the requirements of accreditation as legislated, the CATHSSETA continued to implement provider capacity building. However the Quality Assurors and other ETQA staff spent a considerable amount of time during this financial year capacitating aspirant and established training providers on the requirements for accreditation, learning programme development and on the quality assurance requirements of the system. As indicated earlier time was also spent with providers looking to have them move from compliance to conformance or good practice. Each of the Quality Assurors and the External Verifiers do capacity building on a monthly basis and the number differs monthly on average 8 providers each every month.

The ETQA does internal capacity building as required by training providers. The following initiatives were however completed:

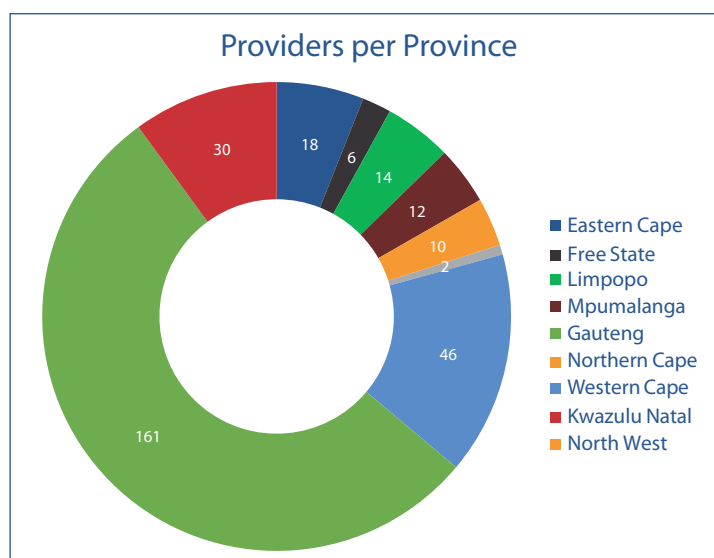
The CATHSSETA Customer Care training programme was launched.

The CATHSSETA developed pre-approved customer care learning programmes which are available to qualifying training providers as research indicated that customer care in this sector was a critical skill which is in short supply.

Comrades Marathon Expo

ETQA took part in the manning of the exhibition stand during the Comrades Marathon on the 27th and 28th May 2011. During these two days various attendees enquired about accreditation. The Exhibition concluded positively with having explained and capacitated prospective training providers on the CATHSSETA accreditation processes.

Report on ETQA



Accreditation of Providers

During this financial year, we received 133 Phase A applications for accreditation and these were all processed and loaded onto our database and acknowledgments sent within the 60 day turnaround time. In most cases feedback was sent within thirty days.

47 Phase B applications were received and reviewed. Feedback to the applicants was sent within the 90 day turnaround time and in most cases feedback was sent within 60 days. 17 Additional information submissions were received from providers who already submitted their Phase B applications and received feedback.

The practice of scope transfer where a potential training provider purchases a learning programme from a provider who already has approval for it under a licence agreement which clearly states roles and responsibilities and the conditions of the sale continued in the 2011/12 year but the ETQA ensured that this practice was regulated to ensure that the quality issues were strictly adhered to. It must be noted that whilst this has become an option to become accredited, the CATHSSETA does not in any way become involved in the negotiations between the buyer and seller other than ensuring that the contract is clear and includes what it

should. This trend of transferring scope has not taken off and remains limited. This is more than likely due to the cost factor of purchasing the scope. Many providers would rather develop their own learning programmes as they then have better control over the end product.

The challenge for the CATHSSETA in terms of Quality Assurance will be to ensure that those given the scope meet all the other requirements such as physical resources, staff resources, etc. We will also have to closely monitor actual implementation to ensure success at the end.

This year saw an increase of 19 accredited training providers which is an increase from the amount of 14 accredited providers for the previous year. This is largely due to the Arts, Culture and Heritage providers transferred from MAPPPSETA. A total of 17 training providers whose initial accreditation expired, were also re-accredited. In 2012 this number might go down mainly due to the fact that 2006 saw a large number of providers receiving accreditation. The number of CATHSSETA accredited providers currently stands at 299 and the graph below illustrates the provincial spread of training provision in our sector within South Africa. The reason for the big increase from last year is due to incorporation of the Arts, culture and

Heritage providers. It also shows that the big three provinces still have the most providers as this is where the majority of business opportunities are. It should be noted that some of the providers whilst having a head office in a particular province operate nationally either through established campuses or on a project basis. We are however doing our best to ensure that we have providers in all areas where learners may require training. It should also be noted that we also have had during this financial year applications from 39 training providers who offer the CATHSSETA qualifications or unit standards but are accredited with other ETQA's. Furthermore the CATHSSETA will shortly also accredit training providers who are registered with City and Guilds as we have concluded a Quality Assurance Partner or MoU with this awarding Body and all providers here will be required to accredit with the CATHSSETA.

Assessor Registration

The graphs and narrative below shows the details for Assessor and Moderator registration for the year under review.

Assessors April 2011 - March 2012

Gender		
Male	199	48%
Female	213	52%

Age		
20 - 30	84	20%
30 - 40	175	42%
40 - 50	88	21%
50 +	65	16%

Race		
Black	126	31%
White	240	58%
Indian	9	2%
Coloured	37	9%

Region		
Gauteng	223	54%
North West	5	1%
Free State	0	0%
Limpopo	24	6%
Mpumalanga	13	3%
KwaZulu Natal	50	12%
Western Cape	80	19%
Eastern Cape	16	4%
Northern Cape	1	0.2%
	412	

Sector		
Guiding	68	17%
Hospitality	206	50%
Tourism	15	4%
Sport	49	12%
Gaming	10	2%
Conservation	25	6%
Fitness	4	1%
Travel	6	1%
Arts & Culture	21	5%
Generic	8	2%
	412	

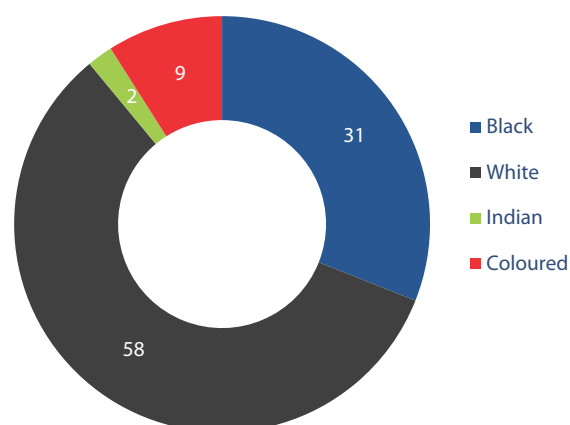
To date the CATHSSETA has 199 male and 213 female assessors registered in total. Percentage breakdown 58% are white, 31% are Black African with Coloured and Indian making up the rest (11%). The overall statistics follow a similar trend as for the Annual statistics indicated above.

There are more registered assessors and moderators in Gauteng than any other province.

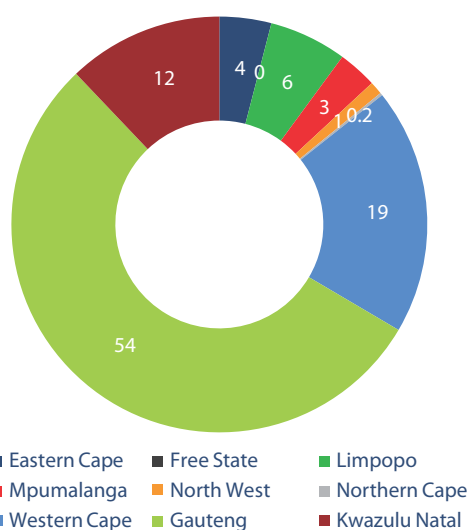
Most registered assessors are in the Hospitality and Guiding sector, with the least in Fitness and Travel.

Whilst the Northern Cape show at least 1 assessor registered for the period of the report. Assessors in the Arts & Culture sector are recorded for the first time.

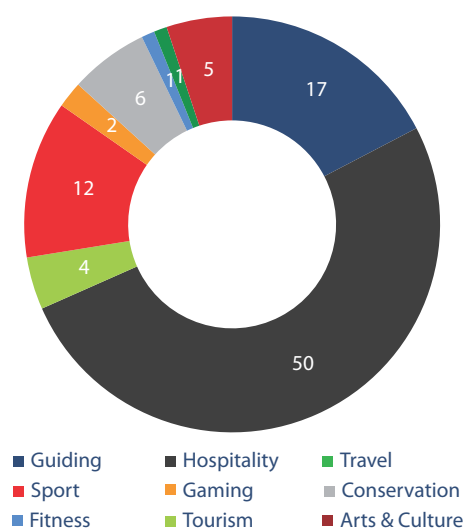
Assessor Race Breakdown



Assessor per Region



Assessor per Sector



Report on ETQA

Moderators April 2011 - March 2012

The Eastern Cape, Free State and North West did not have any Moderators registered during the period covered in this report.

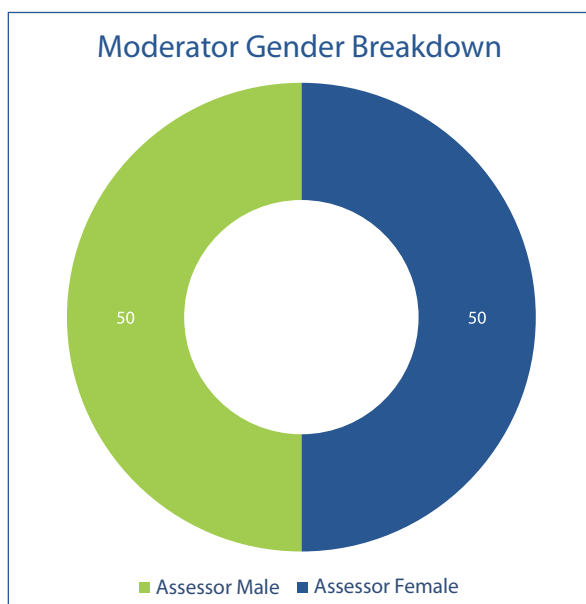
Total Moderators registered to date are 128 with 64 being female.

Gender		
Male	64	50%
Female	64	50%

Age		
20 - 30	18	14%
30 - 40	32	25%
40 - 50	42	33%
50 +	36	28%

Race		
Black	37	29%
White	77	60%
Indian	5	4%
Coloured	9	7%

Region		
Gauteng	83	65%
North West	-	-
Free State	-	-
Limpopo	3	2%
Mpumalanga	8	6%
KwaZulu Natal	13	10%
Western Cape	20	16%
Eastern Cape	-	-
Northern Cape	1	1%
	128	



Report on ETQA

Programme Evaluation

A total of 300 learning programmes were received and evaluated in this financial year. Of these submissions we were able to award 66 full approvals meaning that the applicants are able to offer these learning programmes to learners and if the requirements are adhered to certification will be issued.

This remains the most difficult area of accreditation and the CATHSSETA is constantly seeking ways to assist training providers in this area. The statistics below clearly indicate the difficulty being experienced here. It may be in the best interest of the training providers to submit one programme at a time until they get full approval. This will ensure that their templates work thereby making it

easier to develop new programmes for submission and quicker programme approval.

The ETQA has internally reduced the turnaround time to 60 days for all evaluations due to its ability to evaluate programmes and accreditation applications.

LEARNING PROGRAMMES RECEIVED April 2011 – JANUARY 2012

Qualification	99	33%
Skills Programme	102	34%
Unit Standard	99	33%

Region		
Gauteng	154	51%
North West	1	0.3%
Free State	0	0%
Limpopo	15	5%
Mpumalanga	25	8%
KwaZulu Natal	32	11%
Western Cape	54	18%
Eastern Cape	13	4%
Northern Cape	6	2%
	300	

Sector		
Guiding	59	20%
Hospitality	127	42%
Tourism	38	13%
Sport	26	9%
Gaming	9	3%
Conservation	23	8%
Generic	18	6%
	300	

The Gauteng province records the highest rate of programme submissions with the Northern Cape and the North West reflecting the lowest.

The Hospitality sector is the most popular sector within the CATHSSETA with 42% of all submissions.

No providers situated in the Free State submitted any programmes for approval during this period.

Most submissions for approval were skills programmes.

Report on ETQA

FULL APPROVAL April 2011 – JAN 2012

Qualification	13	20%
Skills Programme	28	42%
Unit Standard	25	38%

Region		
Gauteng	22	33%
North West	6	9%
Free State	0	0%
Limpopo	0	0%
Mpumalanga	6	9%
KwaZulu Natal	11	17%
Western Cape	21	32%
Eastern Cape	0	0%
Northern Cape	0	0%
	66	

Sector		
Guiding	11	17%
Hospitality	20	30%
Tourism	4	6%
Sport	9	14%
Gaming	2	3%
Conservation	12	18%
Generic	8	12%
Arts & Culture	0	0%
	66	

22 % of all submissions were granted full approval. This percentage has doubled since the last report. It can be attributed to more intense capacity building sessions of the training providers in terms of curriculum development. A self evaluation checklist has been designed by the external verifiers (EV's) to assist training providers ensure that all relevant areas are sufficiently covered in their programmes submission.

The Hospitality Skills Programmes appear to be more manageable for

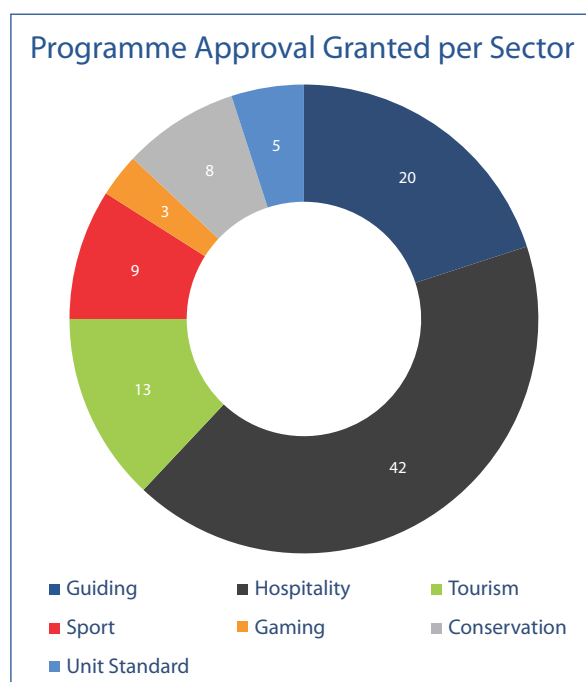
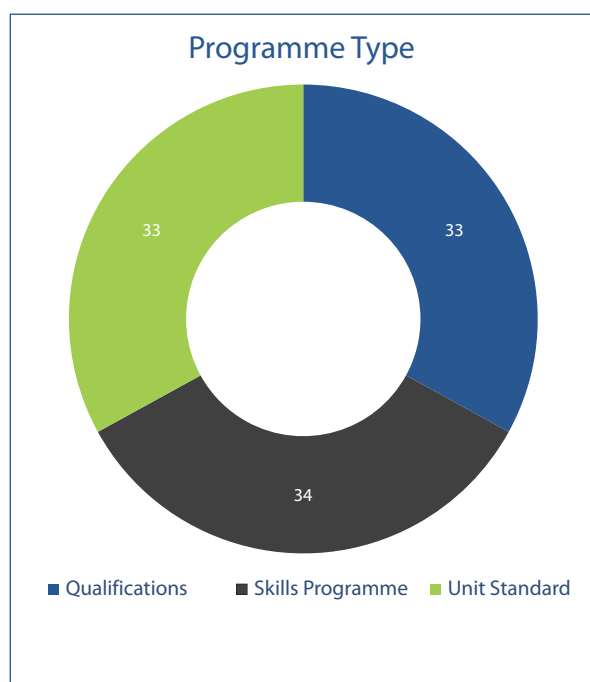
Providers in terms of curriculum development with 30% of all approvals.

Gauteng achieved 33% of all full approvals – a lower percentage than that reflected in the previous year's report.

The Arts and Culture providers have not yet received full approval for any of their programmes submitted. Capacity building of these training providers is necessary to ensure that they understand the CATHSSETA's

programme evaluation submission requirements.

More than 100 capacity building sessions have been held with training providers, either face to face, via email or telephonically. This number will increase as the Arts & Culture providers are now also requesting capacity building sessions.

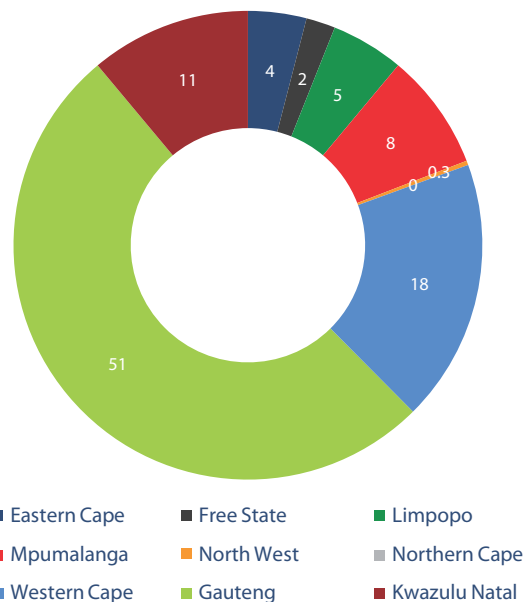


Report on ETQA

Provider Monitoring and Auditing

For the year under review, a total of 126 visits were conducted for auditing, accreditation and learnership monitoring. This continues to be the most important tool to ensure Quality Assurance in the sector and the CATHSSETA ensures it conducts visits to perform the tasks associated here. A key point to note is that the ETQA does not necessarily check quality during a site visit but rather it seeks to establish whether the training provider is measuring and monitoring its own quality whilst offering training to registered learners. The practice of auditing training providers is costly but very necessary as we implement the systems designed to ensure we carry out our mandate in terms of quality assurance.

Programme Approval Granted per Region



Report on ETQA

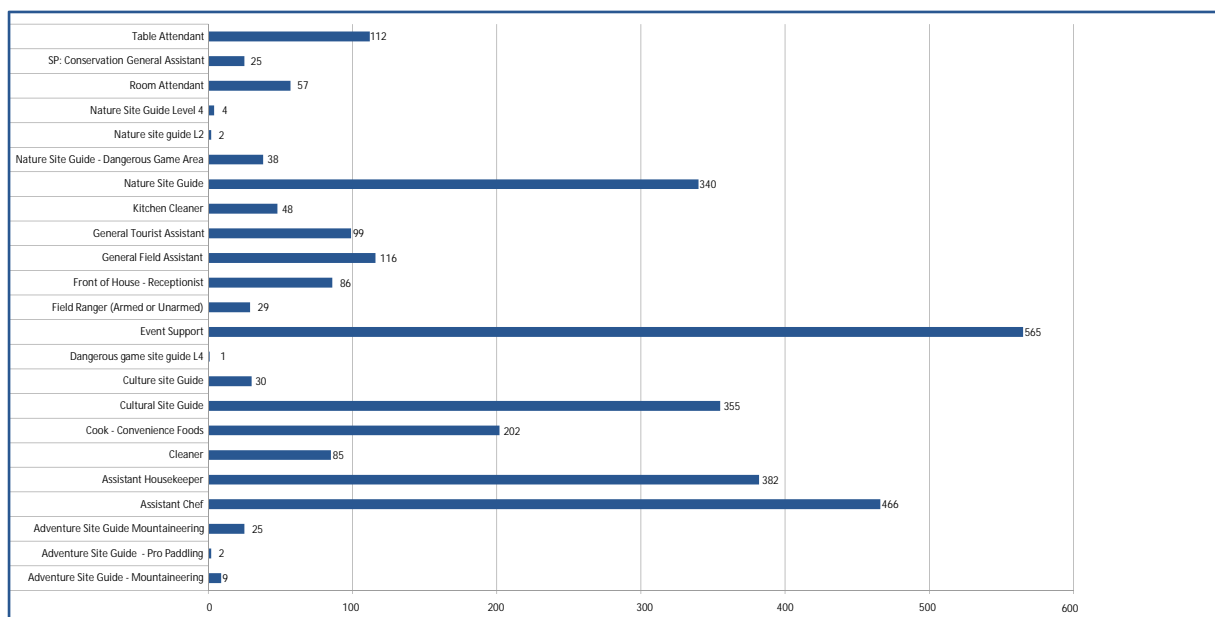
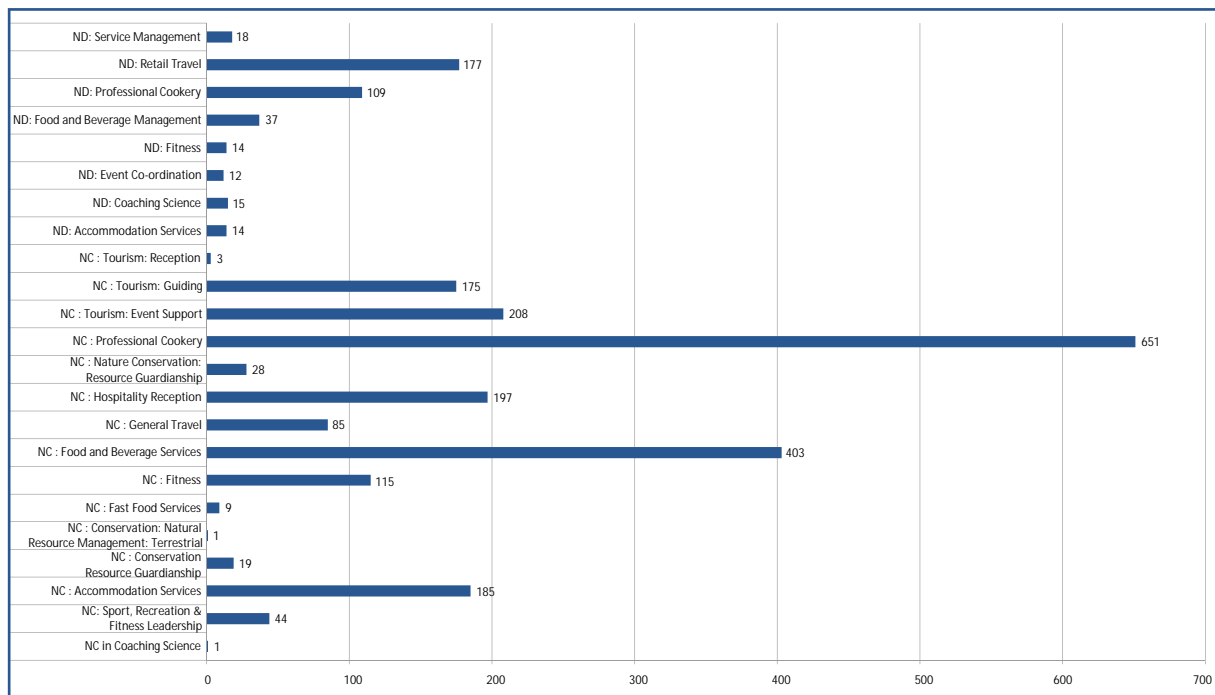
Learners' Certificates

The CATHSSETA total to date stands at an impressive (47 865) certificates issued to learners in our sector.

The majority of these certificates are for skills programmes. The statistics point to just under two thirds of the printed certificates being for completed skills programmes. There are various reasons

for this with the primary ones being the issues of time taken to complete a skills programme versus a qualification and also the cost differential. We also find that companies in our sector send staff members for skills programmes since these are aimed at addressing a specific need or skill requirement without the underlying essential knowledge. Companies are urged to consider sending staff to complete the full

qualification as this ultimately results in the staff member being better equipped to perform the task/s assigned to them since they acquire not only the skill/s but also the underpinning knowledge, attitudinal learning and soft skills. We recently had new certificate templates which are now on CATHSSETA templates as per the change to the organisation's identity.



Database Maintenance

The CATHSSETA database continues to be fully operational and providers are actively using the system and provide constant feedback to the CATHSSETA on the system. Updates and changes to enhance the efficiency of the database are constantly sought and the contracted service provider is constantly challenged to deliver a better service to the end user, our clients. As indicated earlier, we have enhanced the system to alert providers and Education, Training Development (ETD) practitioners as to their accreditation and registration and expiry. These practitioners are also busy developing an enhancement

which will ensure that when a learner is registered on a qualification or skills programme, unit standards already completed will automatically be indicated as achieved. This will assist in minimising the number of errors having to be fixed when learners are loaded onto the NLRD the learner has completed a unit standard in one qualification and is then listed as registered when they enroll for another qualification.

The CATHSSETA database provides uploads to the National Learner Registration Database (NLRD) and the CATHSSETA has maintained the Green

Status in this regard which is the highest status possible. As indicated earlier the CATHSSETA maintained its Green status for uploads to the NLRD. It should be noted that staff turnover at companies happens and new people need to be properly trained to ensure the task are performed to satisfaction. In this regard, the CATHSSETA will host MIS training sessions across the country in April and May 2012 to ensure proper understanding of the process.



Highlights and notable Achievements in 2011/12

FET Workshops

During June and July we participated in an ETQA roadshow which covered Cape Town, Port Elizabeth, Durban and Gauteng where capacity building was done in order to inform FET Colleges of the CATHSSETA's intention of facilitating the formation of partnerships between FET colleges and private providers. Providers were given an opportunity to engage with ETQA staff on the accreditation, monitoring and verification processes to ensure that they fully understand how things are done at CATHSSETA ETQA. A brief overview on projects was also presented, which laid out the plans for future projects. A number of enquiries and queries were also handled with the way forward and mapped. Most queries were around programme approval, extension of scope as well as how FET Colleges should go about forming partnerships with private providers.

Arts, Culture and Heritage Workshops

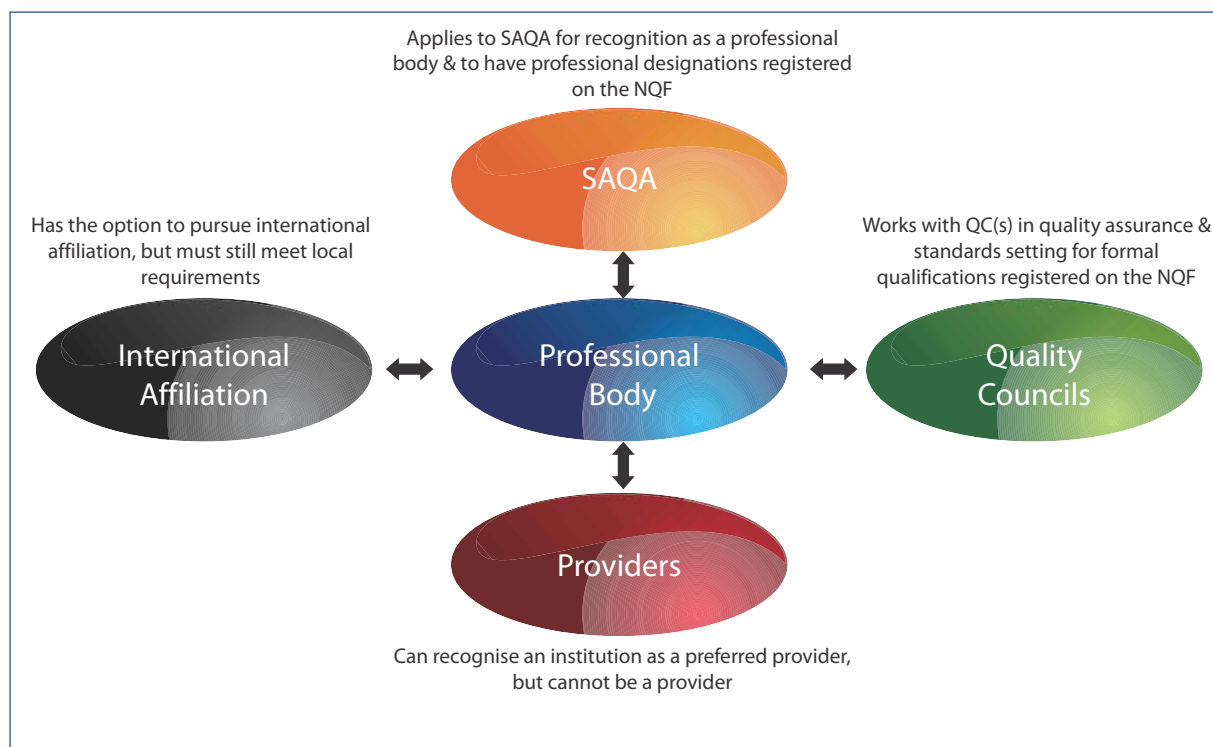
In order to ensure smooth transition from one SETA to another the ETQA

hosted road shows in Cape Town, Port Elizabeth, Durban and Gauteng in order to assist the Arts, Culture and Heritage providers with the integration process. These training providers were taken through a step by step accreditation overview. This was to give them insight into the steps that a training provider applying for the first time at CATHSSETA goes through. Secondly, they were taken through the evaluation process for accreditation, the types of site visits that are done by the ETQA department. Providers were also taken through the database management and certification procedure. This was to capacitate them on how to report on their learners' achievements and given the guidelines on how to complete and submit a learning programme which complies with ETQA requirements. All the workshops concluded positively with the training providers having a better understanding of the CATHSSETA processes. The uncertainties they had with the closing down of MAPPPSETA were dispelled and the information given at the workshops was invaluable for them to continue providing accredited training.

Professional Body Workshop

In May 2011 the CATHSSETA hosted a workshop in order to inform all associations and/or professional bodies of the intention of SAQA to establish Professional Bodies and register designations on the NQF. Mr Eddie Brown from SAQA served as guest speaker and explained in detail the policy and criteria for recognizing a professional body and registering a professional designation for the purposes of the National Qualifications Framework Act of 2008. The talk was attended by over 40 delegates, representing 16 associations and professional bodies within the CATHSSETA's sectors. It was extremely informative and has definitely raised some interesting questions and thoughts. Currently, SAQA is busy with their pilot project and the registration of Professional Bodies should commence during April 2012.

(continued...)





(continued...)

The process for registration has been indicated as follows:

- Proliferation of professional bodies within the same sector will be discouraged
- Professional bodies affiliated with international awarding bodies must meet South African standards
- Professional bodies will be recognized for an initial period of 5 years and renewable for subsequent 5 year periods
- May not be accredited as a provider
- Need to be able to provide validated data to the NLRD
- SAQA may remove the recognition status from a professional body

The policy for the Registration of Professional Designations states the following:

- Retention of designation is dependent on compliance with professional body
- Designation is registered separate from a qualification
- It is conferred by a professional body as a title, status and/or registration number
- Same designations cannot be registered by more than one Professional Body in South Africa
- Designations awarded by international awarding bodies

must meet South African Standards

- Verifications are the exclusive responsibility of the professional body
- SAQA may deregister a professional designation

CATHSSETA SIGNS A MEMORANDUM OF AGREEMENT WITH CITY & GUILDS

Further to the process the South African Qualifications Authority (SAQA) embarked on in late 2009 whereby they required that City & Guilds become a part of the South African Education & Training system, rather than work outside the system. SAQA signed an Agreement with City & Guilds and followed a process of registering the qualifications of C&G on the National Qualifications Framework and then requested the relevant ETQA's to take on the mandate to quality assure these from a South African perspective. The affected ETQA's then had to individually conclude Agreements with C&G. It was only in 2011 that the agreement between the CATHSSETA and City & Guilds was signed.

City & Guilds is an awarding body for vocational education and training which has its roots in the UK. It is recognized by various education authorities worldwide. C&G develops

qualifications and approves qualifying centres to train on them. C&G have developed 300 qualifications in 21 industries including Hospitality and Tourism sectors and have been operating in South Africa for the past two decades with more than 183 centres all over South Africa and a majority of them are in Hospitality, Tourism and related sectors.

Even though C&G qualifications and centres were recognized by the industry in the country, the qualifications were as indicated earlier, not registered on the National Qualifications Framework of South Africa. Many organizations within the Hospitality & tourism sectors are utilizing the C&G qualifications, with the qualifications not registered on the NQF, it however meant learners did not receive National recognition for these qualifications and local employers often struggled to compare learners who have completed City and Guilds qualifications with those who have completed the qualifications registered on the NQF (National Qualifications Framework).

Highlights and notable Achievements in 2011/12

Culture
Arts
Tourism
Hospitality
Sport
Sector Education and Training Authority



An agreement was reached that C&G qualifications must be registered under the South African Qualifications Authority. Further decision was taken that CATHSSETA ETQA should take full quality assurance responsibility on qualifications under hospitality and tourism sectors.

It is against this backdrop that the CATHSSETA ETQA signed a MoU with C&G clearly spelling out the responsibilities of each of the partners. At the outset of the agreement process, it was acknowledged that the CATHSSETA Quality Assurance requirements were more stringent than those of City & Guilds.

C&G classified centres into categories (category A for centres who had the best chance of meeting the ETQA requirements for accreditation according to City & Guilds evaluation of our requirements, B for centres who would require some work to meet the requirements and C for centres that will require special assistance to meet the requirements of the ETQA.

The ETQA has audited category A providers to establish if they meet ETQA accreditation requirements on first audit or there is a need for some compliance plan. Centres that meet the ETQA accreditation requirements are awarded accreditation and a compliance plan is drafted for those that do not meet ETQA accreditation criterion. Our findings are being analysed but we have found some common areas of non-adherence in the Centres and have held discussion with City and Guilds process of remediation rather than each centre doing the same thing. The matter is still being discussed.

World Skills – London 2011

The 2011 World Skills Conference held in London took place from 5 – 8 October 2011 where the CATHSSETA was represented by Ebrahim Boomgaard, the Executive Manager for the ETQA Department. The World Skills conference is the largest of its kind in the world and is often referred to as the 'Skills Olympics' arena, within the international skills community. Some of the speakers and participants came from as far and wide as Hong Kong, Canada, USA, Brazil, China, European Union Countries, Australia, New Zealand and India.

The conference aims to celebrate the exceptional talents and the ambitions of young people within a variety of skills-based sectors and demonstrates the importance of vocational skills in shaping the workforce of tomorrow. The CATHSSETA attended the event on an invitation from City & Guilds who are the premier sponsor of the event. Over 1000 competitors from over 50 countries competed in 45 subjects. As the competition took place, the event also addressed some of the more pertinent issues as part of the Global Skill Marketplace (GSM) programme. The main topic of discussion was: "How to ensure employer engagement in skills development – successes and lessons learnt with setting up sector bodies around the world"

During the Conference, Ebrahim Boomgaard spoke on the role of the employer in addressing the skills gap as this is the main issue that South Africa is facing when it comes to skills development. He also spoke about the importance of proper workplace mentorship and the value of a properly run internship or learnership

intervention as these two work hand-in-hand in ensuring that the youth that go through these programmes are able to add value into the various work areas.

The CATHSSETA is proud to have been part of such a great occasion as it afforded us an opportunity to participate in Skills Development discussions on a world stage. It showed that the challenges faced in Skills Development are not too dissimilar across the globe. The presentation of Mr. Boomgaard was well received and elicited huge discussion during and after the session. The opportunity also allowed those present to develop a better understanding of what South Africa does in relation to Skills Development. It also showed that South Africa is one of the most passionate exponents when it comes to Skills Development initiatives and practices.

SAQA, CATHSSETA & THE QCTO

As previously indicated, the QCTO continued to face serious challenges as it sought to develop its systems and implement the system contemplated in the consultative documents which have been drafted in the last five years. The 6 SAQA staff members who were seconded to the QCTO for 6 months in October 2010 in an attempt to get things moving faster, continued to work for the organization throughout 2011 and into 2012. The Accreditation of SETA ETQA's was extended to 30 September 2012 as the QCTO processes were not developed and the entity was not ready to take over on 30 September 2011 as was the original agreement which is when the three year accreditation period of ETQA's by SAQA ended.

In July 2011, QCTO Acting CEO, Ms. Adrienne Bird, presented a proposal to some SETA ETQA managers which sought to have SETA's cluster according to the National Occupation Pathway Framework clusters of occupations. ETQA's would then be delegated to do quality assurance functions under the auspices of these clusters. The proposal was discussed and various issues were raised by the Managers not least of which was the fact that some SETAs fall into more than one Cluster and in the case of the CATHSSETA into five. Meaning the SETA would have to operate in numerous structures or run the risk of sectors falling into some clusters being neglected. Very little progress was made in the latter stages of 2011 and in January and February 2012, there have been various meetings and interactions between

QCTO and the SETAs on the issue of Clusters, the Green Paper and the Three Qualification sub frameworks paper published by DHET late 2011.

It seems the QCTO has realized that the SETAs are well placed to perform various functions as proposed in the QCTO system. The proposal is that SETAs with Industry Associations and Professional Bodies play the role of Qualification Development Partners (QDP) but they are still not keen on SETAs being involved in the Assessment Quality Partner (AQP) side of the system. The QCTO proposes to have Quality Development Partners (QDP) who will be responsible for the Development and Registration of Sector qualifications which whilst not dissimilar to the old SGB system will require that the QDP sign agreements with QCTO and assume responsibility for not only the qualification and its associated curriculum but also certain aspects of Quality Assurance. The other system will see Quality Assessment Partners (QAP) being established who will assume responsibility for assessment of the qualification/s in its sphere of operations. Here too quality assurance requirements will be included on the Partner.

The proposal was to have learners assessed at assessment centres and not necessarily at the training provider, though training providers can apply to be assessment centres should they qualify. All learners will be subjected to a final integrated summative assessment. Some of providers and stakeholders may remember that the

CATHSSETA have for a few years been requesting that a summative integrated assessment happen when a learner completes a qualification.

The QCTO has sent to SETAs a suggested MoA which commits us to working with QCTO to develop the system by making available our policies and procedures and seconding senior ETQA staff to work on QCTO process development at least one day a week. The SETA ETQA's are supportive of the request but have asked various logistical questions and have assisted QCTO in drafting a project plan. The plan is that the entire process will be completed by 30 September 2012 when the current SETA accreditation expires. Whether this is achievable is debatable as the timeframes are short, but there is commitment to make it happen.

CATHSSETA's take is that we support the establishment of the QCTO and will work to ensure it is implemented and operational as it seeks to improve what learners receive, but we are concerned as to the ability of the system to operate as it is being envisaged in all economic sectors of South Africa. We see some of the requirements as being onerous on even established Professional Bodies already performing some of the functions and wonder how it will be established in the CATHSSETA sector which is characterized by SMME entities and little to no bodies with such capacity.



Culture
Arts
Tourism
Hospitality
Sport
Sector Education and Training Authority



Report on Communications and Marketing

I am pleased to present the communication and marketing report for the financial year ended 31 March 2012. The Communications and Marketing Department comprises of the Departmental Manager who is responsible for drafting departmental strategies and communication policies and procedures, ensuring that there is adherence to the organization's brand identity, coming up with key communication messages for each marketing campaign all of which are implemented upon approval by the CEO and the board. The Communications Officer, who is responsible for circulating internal and external communication about the organization and the collaborations it has with its stakeholder. This she does by means of collecting information and packaging it into website information updates, the newsletter, mailers, mainstream newspaper articles and adverts etc. There is also the Events Coordinator who is responsible for coordinating and managing all internal and external events including the compilation of a quarterly CATHSSETA event calendar which is updated on a monthly basis. The two officials and the Communications and Marketing Executive Manager are supported by the departmental administrator who is responsible for all administrative support and related functions.

The year was filled with excitement and a bit of fear. Excited to be launching a new brand and incorporating all the elements that came with the SETA landscape changes into one but a bit jittery about how the new CATHSSETA would be received.

Twelve months later it is quiet fulfilling to look back and be proud of what the department has been able to achieve. Starting with the creation and launch of a new brand, to launching Synergy, our in-house publication to activating a water table and spectator spot at Ashburton during the 2011 Comrades Marathon; with every stride the department has strived to ensure that brand CATHSSETA is seen at all the relevant spots and positively participated to uplift the skills and better the lives of the many South Africans, especially the youth who

would otherwise not have such an opportunity.

Corporate Communication and Stakeholder Relations

Annual General Meeting

The CATHSSETA 2011 Annual General meeting was held on 26 October 2011 at the Glenhove Conference Centre. The invitation extended to the CATHSSETA stakeholders through mainstream media, was received with positive response as the event boasted a 100% attendance from all its sectors. The AGM afforded the new CATHSSETA board the opportunity to meet the main role players in the industry as well interact with the stakeholders on a number of industry related issues. The AGM was chaired by Advocate Brenda Madumise who is at the helm of the SETA as chairperson for the duration of the NSDS III.

CATHSSETA Round Tables

The CATHSSETA board hosted the first of three round table sessions on 14 March 2012 for the Arts, Culture, Heritage and Sport sectors. The event held in Johannesburg was aimed at creating an enabling environment for interactions between the various captains of afore mentioned industries and the CATHSSETA board.

The talks were also aimed at providing a platform where both the CATHSSETA and its stakeholders have a shared vision of the NSDS III outcomes as well as to ensure the successful implementation of the SETA's five year strategy plan.

This event held at the arts and culture precinct in Newtown Johannesburg, also attracted the likes of South Africa's first lady of song Sibongile Khumalo and renowned actor Mabuto "Kid" Sithole who both made invaluable contributions to the discussions around the formalization of the Arts and Culture Industry and the challenges currently faced.

The Tourism, Hospitality, Conservation and Gaming and Lotteries sectors' round table discussions will be held in the new financial year during the 2012 Tourism Indaba in Durban. *(continued...)*



L to R: Bulelwa Mbali, Kholiwe Dlamini, Leela Alexander

Leko Nkabinde
Executive
Communications &
Marketing Manager

Report on Communications and Marketing

(continued...)

Brand Establishment

CATHSSETA Logo Launch

Following the amalgamation of the erstwhile THETA and now defunct MAPPPSETA to form the Culture, Arts, Tourism, Hospitality and Sport Sector Education and Training Authority (CATHSSETA); a befitting launch for the SETA under its new guise was held at the Moses Mabhida Stadium on 24 September 2011. The event was graced by the presence of the Deputy Higher Education Minister Prof. Hlengiwe Mkhize who also gave the key note address, as well as the Deputy Tourism Minister Tokozile Xasa, who was also the host of the National Tourism Careers Expo held at the same venue over that period.

Renowned poet Napo Mashiane was the programme director for the evening and also wrote and recited a poem on the beauty of colour which was inspired by the colours of the CATHSSETA logo.

publications of the newsletter produced in 2011-2012. The stories covered range from industry issues, D H E T p r o g r a m m e s a n d announcements, the CATHSSETA and stakeholders' events as well as a profile of our staff members.

Comrades Marathon

The CATHSSETA activated the Ashburton water station and spectator spot situated close to Pietermaritzburg during the Comrades Marathon Race on 29 May 2011. Over 5000 die hard spectators of the ultra marathon braved the cold weather to cheer the runners as they took on the almost 90km gruelling up run.

The water spot in Ashburton also presented an opportunity to about 150 youths from the Nondlini community situated in Inchanga, participation as water table staff who distributed water, energy drinks and light snacks to the thousands of runners who made their way past the CATHSSETA water and spectator spot towards the finish line.

relationship established, the SETA has assisted close to 1000 under privileged runner with transportation, meals and accommodation during the weekend of the race.

In addition, about 5 learners were placed on internship programmes with CMA and from these, Leslie Moeti a former fitness student for Durban University of Technology is now employed by the CMA as an assistant Race Director.

National Tourism Careers Expo

On 23 and 24 September 2011 the CATHSSETA in partnership with the National Department of Tourism and the KZN Department of Tourism and Economic Development hosted the third National Tourism Careers Expo popularly known as the NTCE at the renowned Moses Mabhida Stadium.

This year's event boasted a record breaking 15 000+ attendance over the two days. Delegates came from several provinces and comprised of grade 10-12 learners who were studying tourism as a subject in school, tertiary Tourism students as well as unemployed graduates.


The event was officially opened by the Deputy Tourism Minister Tokozile Xasa and attended by the KZN MEC for Tourism and Economic Development Mike Mabuyakhulu who also addressed both exhibitors and learners as well as the CATHSSETA CEO and board members.

Close to 50 exhibitors in the tourism and related sectors as well as FET colleges and Universities including the South Coast FET College and the University of Pretoria came to showcase the various products, programmes and services on offer from their institutions and establishments.

This year's NTCE ambassador was renowned celebrity chef Citrum Khumalo, who together with his protégé also ran a series of cooking sessions. The event will in the following financial year be hosted by the Eastern Cape Province for a three year period.

So what does our logo actually mean?

Culture
Arts
Tourism
Hospitality
Sport
Sector Education and Training Authority



The Human Figure is in active motion of celebration and is a representation of excitement associated with the sectors the SETA represents

The logotype is a typeface that is used to represent a brand name. In this instance the acronym represents most of the sectors the SETA is involved with. The acronym is written in lower case but bolded to highlight that as an organization the know how in terms of skills development, possesses the ability to meet each stakeholder at their level and are accessible to all the various continuum within which we operate.

The coiling elements represent the deep rootedness of the SETA as a knowledgeable source within its Sectors. The coils feed into the human figure which symbolizes the relationship that CATHSSETA is building with its stakeholder as a skills development and training key source

Marketing and PR

Unveiling Synergy

The year also saw the introduction of an in-house newsletter called Synergy. The name was selected to represent the incorporation of the various sectors within the CATHSSETA's scope under one banner. There were four

Prior to the race, the CATHSSETA also participated in a 3 day Comrades build up exhibition which took place on 26-28 May 2011.

The CATHSSETA's participation in the race is as a result of a 4 year partnership entered into with the Comrades Marathon Association to promote sporting excellence. As part of the



Finance Department



L to R: Bernita Sithole, Marcelle Bloom, Lesego Phago, Ben Keet, Philliper Majola



James Matloga



*Thobela
Nightingale*



Charles Buthelezi



*Nthabiseng
Mokemane*



Culture, Arts, Tourism, Hospitality and Sport
Sector Education and Training Authority (CATHSSETA)

Audited Financial Statements

2011/2012



higher education
& training
Department:
Higher Education and Training
REPUBLIC OF SOUTH AFRICA

Culture
Arts
Tourism
Hospitality
Sport

Sector Education and Training Authority





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**Culture, Arts, Tourism, Hospitality and Sport
Sector Education and Training Authority (CATHSSETA)**
Audited Financial Statements
For the year ended 31 March 2012

The Annual Financial Statements for the year ended 31 March 2012 set out on pages 91 to 124 have been approved by the Accounting Authority in terms of section 51(1) (f) of the Public Finance Management Act (PFMA), No. 1 of 1999 on 30 May 2012, and is reviewed and signed on their behalf by:



M. Tsotetsi
Chief Executive Officer



Adv. B. Madumise
Chairperson

Report of the Audit Committee

We are pleased to present our report for the financial year ended 31 March 2012.

Audit Committee Members and Attendance

The audit 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 6 meetings were held.

Audit Committee meeting attendance for the financial year: 1 April 2011 - 31 March 2012						24 May 2011	27 Jul 2011	02 Nov 2011	21 Nov 2011	17 Jan 2012	28 Feb 2012	Total No. Attended
No	First Name	Last Name	Organisation	Disability	Equity							
1	Mr Joseph	Maqhekeni	NACTU	None	B:M	No	No	No	Yes	Yes	Yes	3/6
2	Ms Margarita	Wilson	CATRA	None	W:F	No	No	No	Yes	Yes	Yes	3/6
3	Mr Thabo	Mahlangu	SACCAWU	None	B:M	Yes	Yes	Yes	N/A	N/A	N/A	3/3
4	Mr John	Davis	Independent	None	W:M	Yes	Yes	Yes	Yes	Yes	Yes	6/6
5	Adv Fay	Mukaddam	Independent	None	W:F	Yes	Yes	Yes	Yes	Yes	Yes	6/6
6	Mr Themba	Zulu	HOTELICCA	None	B:M	Yes	Yes	N/A	N/A	N/A	N/A	2/2
7	Mr Churchil	Mrasi	NAFCOC	None	B:M	Yes	Yes	N/A	N/A	N/A	N/A	2/2
8	Mr Manfred	Schmidt	PCA	None	W:M	No	Yes	N/A	N/A	N/A	N/A	1/2

N/A - Not Appointed

Audit Committee Responsibility

We report that we have adopted appropriate formal terms of reference in our charter in line with the requirements of Section 51(1) of the Public Finance Management Act, No. 1 of 1999 and Treasury Regulation 27. We further report that we conducted our affairs in compliance with this charter.

are being achieved. There are areas that have been highlighted in the reports of the Internal Auditors and the Auditor General where the internal control systems require corrective action. The Audit Committee will monitor management's progress in resolving these matters on a regular basis, in terms of the Audit Committee Charter.

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

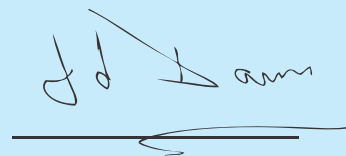
The effectiveness of internal control

In line with the PFMA and the King III Report on Corporate Governance requirements, Internal Audit provides the Audit Committee and management with assurance that the internal controls are appropriate and effective. This is achieved by means of the risk management process, as well as the identification of corrective actions and suggested enhancements to the controls and processes. From the various reports of the Internal Auditors, the Audit Report on the Annual Financial Statements and the management report of the Auditor-General South Africa, we can conclude that the existing control environment requires improvement in order to provide a reasonable assurance that the organization's goals and objectives

Evaluation of Financial Statements

We have:

- Reviewed and discussed the audited annual financial statements to be included in the annual report, with the Auditor-General South Africa and the Accounting Officer.
- Reviewed the Auditor-General South Africa's management report and management's response thereto;
- Reviewed changes in accounting policies and practices
- Reviewed the department's compliance with legal and regulatory provisions
- Reviewed significant adjustments resulting from the audit.



John Davis

*Chairperson of the Audit Committee
Date: 27 July 2012*

Report of the Auditor General

Introduction

1. I have audited the financial statements of the Culture, Arts, Tourism, Hospitality and Sports Sector Education and Training Authority (CATHSSETA), set out on pages 99 to 124, which comprise the statement of financial position as of 31 March 2012, the statement of financial performance, statement of changes in net assets and the cash flow statement for the year then ended, the notes, comprising a summary of significant accounting policies and other explanatory information.

Accounting Authority's Responsibility for the Financial Statements

2. The board of directors which constitutes the accounting authority is responsible for the preparation and fair presentation of these financial statements in accordance with the South African Standards of Generally Accepted Accounting Practice (GRAP) and the requirements of the Public Finance Management Act of South Africa, 199 (Act No. 1 of 1999) (PFMA), and for such internal control as the accounting authority determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditor General's Responsibility

3. My responsibility is to express an opinion on these financial statements based on my audit. I conducted my audit in accordance with the Public Audit Act of South Africa, 2004 (Act No. 25 of 2004) (PAA), the *General Notice* issued in terms thereof and International Standards on Auditing. Those standards require that I comply with ethical requirements and plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

4. An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgement, including the

assessment of the risk 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 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 management, as well as evaluating the overall presentation of the financial statements.

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

Opinion

6. In my opinion, the financial statements present fairly, in all material respects, the financial position of the CATHSSETA as at 31 March 2012, and its financial performance and cash flows for the year then ended in accordance with the SA Standards of GRAP and the requirements of the PFMA.

Report on Other Legal and Regulatory Requirements

7. In accordance with the PAA and in terms of *General Notice* issued in terms thereof, I report the following findings relevant to performance against predetermined objectives, compliance with laws and regulations and internal control, but not for the purposes of expressing an opinion.

Predetermined Objectives

8. I performed procedures to obtain evidence about the usefulness and reliability of the information in the annual performance report as set out on page 16 to 29 of the annual report.

9. The report performance against predetermined objectives was

evaluated against the overall criteria of usefulness and reliability. The usefulness of information in the annual performance report to whether it is presented in accordance with the National treasury annual reporting principles and whether the reported performance is consistent with the planned objectives. The usefulness of information further relates to whether indicators and targets are measurable (i.e. well defined, verifiable, specific, measurable and time bound) and relevant as required by the *National Treasury Framework for managing programme performance information*.

10. The reliability of the information in respect of the selected objectives is assessed to determine whether it adequately reflects the facts (i.e. whether it is valid, accurate and complete).

11. The material findings are as follows:

Usefulness of Information

Consistency

Changes to targets not approved

12. Treasury Regulation 30.1.1 require that the strategic plan must be approved by the executive authority. Therefore, if the strategic plan is changed in-year, the updated plan has to be approved by the executive authority. A total of 50% of targets reported in the annual performance report were inconsistent with the targets as per the approved strategic plan. This was due to significant changes made to targets that were not submitted to the executive authority for approval.

Report of the Auditor General

Reported targets not consistent with planned targets

13. Furthermore, Treasury Regulation 30.1.3(g) requires that the strategic plans should form the basis for the annual report, therefore requiring the consistency of objectives, indicators and targets between planning and reporting documents. A total of 50% of the reported targets are not consistent with the targets as per the approved annual strategic plan. This was due to the accounting authority revising targets during the year but not the strategic plan.

Reliability of information

14. There were no material findings on the annual performance report concerning the reliability of the information.

Compliance with laws and regulations

15. I performed procedures to obtain evidence that the entity has complied with applicable laws and regulations regarding financial matters, financial management and other related matters. I did not identify any instances of material non-compliance with specific matters in the key applicable laws and regulations as set out in the *General notice issues* in terms of the PAA.

Internal Control

16. I considered internal control relevant to my audit of the financial statements, annual performance report and compliance with laws and regulations. The matters reported below under the fundamentals of internal control are limited to the significant deficiencies that resulted in the findings on the annual performance report included in this report.

Leadership

17. The accounting authority did not implement adequate controls to ensure that changes made to the strategic plan are submitted to the executive authority for approval.

Auditor - General.

Pretoria

31 July 2012



AUDITOR - GENERAL
SOUTH AFRICA

Auditing to build public confidence

Report of the Accounting Authority

The Accounting Authority of CATHSSETA hereby presents its report for the year ended 31 March 2012

Introduction

CATHSSETA is a schedule 3A listed public entity established in terms of an act of Parliament that receives funds through national legislation. CATHSSETA is the SETA established under the Skills Development Act, 1998 (Act No. 97 of 1998) for the Culture, Arts, Tourism, Hospitality, Gaming, Conservation and Sport Economic Sector.

The main function of a SETA is to contribute to the raising of skills levels and to bring skills to the employed, or those wanting to be employed. It does this by ensuring that people learn skills that are needed by employers and communities. There is no value in training people if they cannot use the skills they have learnt. Training and skills development is important for people of all ages, especially those starting their first jobs. The skills of employed people must also be enhanced.

Training must, wherever possible, meet agreed standards with a national framework. It must be ensured that the qualifications awarded are acceptable across the country. It is not ideal for one employer to increase the skills levels of his/her staff if another employer does not recognise them. All training should be subject to quality control and in line with the best international standards.

To achieve these objectives a SETA must:

- Develop a sector skills plan;
- Implement the sector skills plan;
- Develop and administer Learnerships;
- Support the implementation of the National Qualifications Framework;
- Undertake quality assurance;
- Disburse levies collected from employers in their sector;
- Report to the Minister and to the SAQA..

Scope

CATHSSETA conducts its activities within the tourism, hospitality and sport economic sector, which comprises the following subsections

- Tourism and Travel Services
- Hospitality
- Gambling and Lotteries
- Conservation and Guiding
- Sport, Recreation and Fitness
- Arts & Culture

Objectives

In terms of its constitution, CATHSSETA aims to:

Encourage employers in the sector to train their employees and provide opportunities for work.

- Encourage workers to participate in Learnership and other training programmes
- Improve the employment prospects of disadvantaged people
- Ensure the quality of education and training in and for the sector workplaces
- Assist work seekers to find work and employers to find qualified employees
- Encourage providers to deliver education and training in and for the sector workplaces
- Cooperate with the SAQA
- Cooperate with QCTO

Functions and duties

To achieve its objectives, CATHSSETA must carry out a range of functions and duties. Its operations will be focused on:

- Performing its statutory obligations
- Providing excellent, responsive skills development services to the industry sector in general and its constituent employers and employees in particular

To do this CATHSSETA will

- Develop sector skills plans in the framework of the National Skills Development Strategy
- Develop annual business plans and

budgets to regulate its operations

- Implement its sector skills plans by establishing learnerships, approving workplace skills plans, allocating grants to employers, providers and workers
- Monitor education and training provision
- Promote learnerships and register learnership agreements
- Perform the functions of an ETQA body
- Receive or collect skills development levies and disburse them in terms of the Skills Development Levy Act
- Report to the Director-General of the Department of Labour on its operations and achievements
- Cooperate with the National Skills Authority and other SETA's on skills development policy and strategy, and on inter-sectoral education and training provision
- Cooperate with employment services and education bodies to improve information about employment opportunities
- Appoint staff necessary for the performance of its functions
- Promote and facilitate education and training provision for small, micro and medium enterprises and their employees in the sector.

Authority as legal entity

The Minister has in November 2009, in terms of section 9 of the Act, established a Culture, Arts, Tourism, Hospitality, and Sport Education and Training Authority and; in terms of section 13(1) approved its Constitution CATHSSETA is in terms of section 48 read with section 1 of the PFMA, regarded as

A national public entity being an entity which –

- is established in terms of national legislation (Act no. 97 of 1998);
- operates a system of financial administration separate from national government;
- is substantially funded from levies imposed in terms of national legislation; and
- Is accountable to Parliament.

Accounting Authority

The Board is in terms of section 49(2) (a) of the PFMA the accounting authority for CATHSSETA and is accountable for the purposes of that Act. The accounting authority shall, in terms of section 50 of the PFMA, have the following fiduciary duties to ensure reasonable protection of the assets and records of CATHSSETA; act with fidelity, honesty, integrity and in the best interest of CATHSSETA in managing its financial affairs; on request, disclose to the Minister all material facts, including those reasonably discoverable, which in any way may influence the decisions or actions of the Minister; and prevent any prejudice to the financial interests of the State.

Applicable Prescripts

- Constitution of the Republic of South Africa, 1996 (Act No. 108 of 1996)
- Skills Development Act, 1998 (Act No.97 of 1998) as amended
- Skills Development Levies Act, 1999 (Act No.9 of 1999) as amended
- South African Qualifications Authority Act, 1995 (Act No. 58 of 1995)
- Education and Training Quality Assurance Bodies Regulations, 1998 (GNR. 1127 of 8 September 1998)
- Labour Relations Act, 1995 (Act No. 66 of 1995) as amended
- Employment Equity Act, 1998 (Act. No 55 of 1998)
- Occupational Health and Safety, 1993 (Act. No 85)
- The Public Finance Management Act, 1999 (Act No. 1 of 1999 & National Treasury Regulations as amended)
- Preferential Procurement Policy Framework Act, 2000 (Act No. 5 of 2000) as amended
- The SAQA Act, 2011 (Act no 19 of 2012)
- The NQF Act, 2010 (Act 14 of 2010)

General review of the state of financial affairs

The financial results for CATHSSETA during this financial year speak for itself, in spite of the economic downturn and the international

financial crisis Levy income increased by 20% from R 165 million to R198 million.

Administration expenses increased from R 19.9 million to R 25.5 million. This was mainly due to an increase in communication expenses, and cost of employment in part due to the takeover of several staff members from MAPPP seta and the name change. The balance of admin expenses declined demonstrating the efforts of cost saving by both management and the Board. CATHSSETA's administration expenses are R 571 000 under the 10% regulated administration expense threshold.

Employer grant, discretionary grant and discretionary project disbursements increased from R 122.4 million to R 133.5 million mainly due to an increase in employer participation in the mandatory grant process.

The outstanding amount of R 12.728 million from NSF has been remitted during this financial year as stated in the previous year.

Continuous control and well developed policies and procedures, especially regarding strategic planning and cash flow control, ensured that the organisation is no longer over committed or over spent regarding Discretionary funds and is positioned to make a significant contribution to the skills shortage in South Africa.

Findings by the Auditor General on Usefulness of Performance Information

The findings of the Auditor General regarding the Usefulness of Performance information and its significant inconsistency with the Annual Strategic Plan as well as the non approval of changes to the strategic plan was as a result of The Quarterly Management Report Template that were designed by the Executive Authority without taking into consideration the uniqueness of the SETAs' Annual Performance Plan. This necessitated that all the targets were revised to align to the reporting template hence the adjustments.

These adjustments were communicated to DHET without response to all our communication. Furthermore the Strategic Plan and Annual Performance Plan were only finally approved by DHET in May 2012 two months after the end of the financial year.

The Accounting Authority was at all times, through its sub committees, aware of these changes and the unique set of circumstances created by the change from NSDS II to NSDS III and the new National Treasury templates regarding Strategic Plans.

As the initial changes were as a result of a directive by the Executive Authority it was assumed that these changes would be automatically approved.

Takeover of Arts & Culture Employers

As from 1 April 2011 Cathsseta now includes the Arts and Culture Industry in our scope. Several staff members from the old MAPPP Seta were incorporated into Cathsseta and all the current projects and grants were continued without interruption.

Objectives achievements against targets

A detailed schedule of CATHSSETA's performance against NSDS targets is discussed in the Annual Report under the heading CEO's Report.

Corporate Governance arrangements

CATHSSETA is committed to the objectives and principles of transparency, accountability and integrity explained in the King Code of Corporate Governance. Detailed discussion of the application and results of Corporate Governance in the organisation is discussed in the CEO's report in the Annual Report.

Full disclosure of risk items and policies are disclosed under note 21 in the Annual Financial Statements, disclosure of all conflict of interest and transactions with related parties are disclosed under note 22 in the Annual Financial Statements.

Audit Committee

The Audit Committee meets on a regular basis and ensures that management adheres to internal control and accounting policies and procedures. The Audit Committee has adopted an Audit Charter and the Committee is satisfied that its responsibilities for the year are in compliance with its term of reference.

(Refer to Report of the Audit Committee in the Annual Report).

Discretionary activities

On-going Discretionary projects are discussed and disclosed in Note 18.1 to the Annual Financial Statements. The on-going projects are financed out of surplus funds and income received during the financial period ending March 2012.

13. Events after the reporting date

The Accounting Authority is not aware of any events after the reporting date that could have a material effect on these Financial Statements.

Quarterly Reporting

The PFMA requires that within thirty days of the end of each quarter, CATHSSETA submit the following information to the Executive Authority:

- Actual revenue and expenditure;
- Extent of compliance with to the PFMA and Regulations;
- Performance reports against preset targets.

The Accounting Authority can report that all the above-mentioned quarterly reports were submitted to the Executive Authority within the deadline set by the PFMA.

Investments

The current policy is to invest short term funds in three of the big five banks in South Africa namely NEDBANK; FNB; and Investec, with an equal split between the three, the investment vehicle is 50% call accounts and the balance at best interest rate for not longer than a three month period. The Accounting Authority assesses the credit and risk rating of these banks from three different international rating agencies. Note 21 in the financial statements disclose detailed information regarding CATHSSETA's risk exposure, management and mitigation thereof.

Disclosure of Remuneration to:

Executive Managers:

Names	Basic Salary	Allowances	Performance Bonus	Pension Fund	2012 Total	2011 Total
M Tsotetsi - CEO	1 035 024	72 000	209 906	9 497	1 326 427	1 158 252
BJ Keet - CFO	835 142	156 000	148 671	1 497	1 141 310	1 000 420
B Nkabinde - Communications Manager	421 817	72 000	38 326	30 814	562 957	85 105
E Boomgaard - ETQA Manager	617 443	12 000	52 605	56 718	738 766	661 841
M Mwandla - SDD Manager	550 153	84 000	57 180	52 007	743 340	651 133
K Pebane - Projects Manager	507 147	84 000	-	48 691	639 838	104 832
Total	3 966 726	480 000	560 688	199 224	5 152 638	3 661 583

Members of the Accounting Authority and Sub Committees

Board Members		2012 Total	2011 Total
Brenda Madumise	Chairperson Board	207 310	0
Sheila Sekhitla	Board	109 404	0
Judy Malqueen	Board	112 809	0
Margarita Wilson	Board	126 201	0
Joseph Maqhekeni	Board	164 800	217 911
Dorcus Nkomo	Board	108 482	5 333
Helen Makgae	Board	152 029	0
Caroline Rakgotsoka	Board	94 458	0
Thabo Mahlangu	Board	132 440	84 914
Brain Magqaza	Board	110 676	17 086
Kathy Berge	Board	5 383	0
Sipho Ngxe	Board	9 099	0
JL Davis	Chair Audit Committee	99 711	62 917
Fay-Mukaddam Maasdorp	Audit Committee	45 117	30 912
Johan Themba Mfundiseni Zulu	Board	21 535	99 040
Churchill Mrasi	Board	6 342	53 213
Manfred Schmidt	Board	14 502	59 652
Total		1 520 297	630 978

Statement of responsibility

The financial statements have been prepared in accordance with the South African Statements of Generally Recognised Accounting Practices (GRAP) including any interpretations of such Statements issued by the Accounting Practices Board, and the requirements of the Department of

Higher Education and Training, where practical, and include amounts based on judgments and estimates made by management. The board also prepared the other information included in the annual report and is responsible for both its accuracy and consistency with the financial statements. The going concern basis was adopted when preparing the financial statements. The

board has no reason to believe that CATHSSETA will not be a going concern in the foreseeable future based on forecasts and available cash resources as well as the renewal of the license of the CATHSSETA as discussed above. The financial statements support the viability of CATHSSETA.



Culture, Arts, Tourism, Hospitality and Sport
Sector Education and Training Authority (CATHSSETA)

Financial Statements

2011/2012



higher education
& training
Department:
Higher Education and Training
REPUBLIC OF SOUTH AFRICA

Culture
Arts
Tourism
Hospitality
Sport

Sector Education and Training Authority





Culture, Arts, Tourism, Hospitality, Sport Sector Education and Training Authority (CATHSSETA)

ANNUAL FINANCIAL STATEMENTS STATEMENT OF FINANCIAL PERFORMANCE FOR THE YEAR ENDED 31 MARCH 2012

		2012	2011
	NOTE	R'000	R'000
REVENUE			
Non-Exchange Revenue		207 753	167 937
Skills Development Levy: Income Transfer	4.1	197 702	165 018
Skills Development Levy: Penalties and Interest	4.2	2 484	1 907
Donor Funding Income	4.3	7 567	1 012
Exchange Revenue		3 454	1 255
Investment Income	5	3 454	1 244
Other Income	6.1	-	12
Total Revenue		211 207	169 192
EXPENSES			
Other Expenses	6.2	(81)	(28)
Employer Grant and Project Expenses	7	(133 493)	(122 402)
- Employer Grants	7	(78 959)	(67 375)
- Discretionary Grants	7	(263)	181
- Discretionary Project Expenses	7	(54 270)	(55 207)
Administration Expenses	8	(25 481)	(19 953)
Donor Funding Expenses	15.1	(7 567)	(1 012)
Total Expenses		(166 622)	(143 395)
NET INCOME (DEFICIT) FOR THE YEAR		44 584	25 797

Culture, Arts, Tourism, Hospitality, Sport Sector Education and Training Authority (CATHSSETA)

ANNUAL FINANCIAL STATEMENTS STATEMENT OF FINANCIAL POSITION AS AT 31 MARCH 2012

		2012	2011
	NOTE	R'000	R'000
ASSETS			
Non-Current Assets			
Property, Plant and Equipment	9	1 285	1 341
		119 031	78 170
Current Assets			
Inventory		285	198
Trade and other receivables		9 845	5 350
- From Non-Exchange transactions	10.1	9 466	5 186
- From Exchange transactions	10.2	379	163
National Skills Funds Receivable	11	-	12 728
Cash and cash equivalents	12	108 902	59 895
Total Assets		120 316	79 511
NET ASSETS AND LIABILITIES			
Current Liabilities			
Trade and other payables from exchange transactions	14.1	7 699	7 454
Grants and transfers payable from non-exchange transactions	14.2	18 738	39 837
Donor funding received in advance	15	626	654
Provisions	16	677	634
Total Current Liabilities		27 740	48 580
NET ASSETS		92 574	30 930
Net Assets			
Administration Reserve		1 285	1 341
Employer grant Reserve		614	1 162
Discretionary Reserve		90 675	28 427
TOTAL NET ASSETS		92 574	30 930

Culture, Arts, Tourism, Hospitality, Sport Sector Education and Training Authority (CATHSSETA)

ANNUAL FINANCIAL STATEMENTS STATEMENT OF CHANGES IN NET ASSETS FOR THE YEAR ENDED 31 MARCH 2012

	Administration Reserve	Employer Grant Reserve	Discretionary Reserve	Accumulated Deficit	Total
	R'000	R'000	R'000	R'000	R'000
Restated Balance at 31 March 2009	940	1 297	7 573		9 810
Net (deficit) for the year				(17 482)	(17 482)
Allocation of Accumulated deficit	3 195	28 828	(49 505)	17 842	-
Excess Reserves transferred to/(from) Discretionary	(3 301)	(29 422)	32 723	-	-
Balance at 31 March 2010	834	703	(9 209)	-	(7 672)
Prior Year Errors					-
Audit Fees over stated (decrease deficit)				77	77
Discretionary Project Expenses overstated (decrease deficit)				12 728	12 728
Transfer of change in accumulated deficit			12 805	(12 805)	-
Restated balance at 31 March 2010	834	703	3 596	-	5 133
Net Income for the year				25 797	25 797
Allocation of Accumulated Income	1 026	35 432	(10 661)	(25 797)	-
Excess reserves transferred to/(from) Discretionary	(519)	(34 972)	35 492		-
Balance at 31 March 2011	1 341	1 162	28 427	-	30 930
Net Income for the year				44 584	44 584
Funds Received Transfer from MAPPP Seta			19 285		19 285
Transfer of Funds to Donor Funding: National Tourism Career Fair			(2 225)		(2 225)
Allocation of Accumulated Income	571	44 589	(576)	(44 584)	-
Excess reserves transferred to/(from) Discretionary	(627)	(45 137)	45 764		-
Balance at 31 March 2012	1 285	614	90 675	-	92 574

Culture, Arts, Tourism, Hospitality, Sport Sector Education and Training Authority (CATHSSETA)

ANNUAL FINANCIAL STATEMENTS CASH FLOW STATEMENT FOR THE YEAR ENDED 31 MARCH 2012

		2012	2011
	NOTE	R'000	R'000
CASH FLOW FROM OPERATING ACTIVITIES			
Operating Activities			
Cash Receipts from Stakeholders		200 227	166 890
Levies Received		197 743	164 970
Interest and Penalties		2 484	1 908
Other Income		-	12
Cash Paid to Stakeholders, Suppliers and Employees		(173 087)	(121 270)
Grants and Project Payments		(99 181)	(50 758)
Discretionary Grants and Project Expenses		(41 013)	(55 027)
Special Project Expenses		(7 567)	(792)
Compensation of Employees		(13 877)	(9 374)
Payments to Suppliers		(11 449)	(5 319)
Cash Generated By (utilised in) Operations	17	27 140	45 620
Interest Received		3 454	1 244
Net cash inflow from Operating Activities		30 593	46 864
CASH FLOW FROM INVESTING ACTIVITIES			
Purchase of Property, Plant and Equipment and Investment Properties	9	(195)	(723)
Net cash outflow from investing activities		(195)	(723)
CASH FLOW FROM FINANCING ACTIVITIES			
Grants, Transfers and Funds Received		18 608	-
Net cash inflow from financing Activities		18 608	-
Net increase (decrease) in cash and cash equivalents		49 006	46 141
Cash and cash equivalents at beginning of year	12	59 895	13 753
Cash and cash equivalents at end of year	12	108 901	59 895

Culture, Arts, Tourism, Hospitality, Sport Sector Education and Training Authority (CATHSSETA)

ANNUAL FINANCIAL STATEMENTS NOTES TO THE ANNUAL FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2012

1. ACCOUNTING POLICIES

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

1.1 Basis of preparation

The financial statements have been prepared on the historical cost basis. To comply with the accounting standards as set out in note 1 the use of certain critical accounting estimates is necessary. It also requires management to exercise its judgment in the process of applying the SETA's accounting policies. Although these estimates are based on management's best knowledge of current events and actions they may undertake in the future, actual results may ultimately differ from those estimates.

1.1.1 Key sources of estimation uncertainty

Useful economic lives of property, plant and equipment

Depreciation of plant and other assets is charged so to write down the value of these assets to their residual value over their respective estimated useful life. The Accounting Authority is required to assess useful life and residual values of assets so that the depreciation is charged on a systematic basis to the current carrying amount. It is the policy to write off the assets over their useful life estimated to be the same as the licensing period of Cathsseta, this may be much shorter than actual useful life during the second half of the licensing period. To compensate for this estimation uncertainty, the residual value of the assets is re-assessed on a yearly basis and adjusted to cater for the increase in useful life in the latter part of the licensing period. Useful life and depreciation is disclosed in note 1.6 and note 9 of the financial statements.

1.1.2 Fair values of financial instruments

Accounts payable and receivable

Cathsseta has presented their financial statements in accordance with the presentation requirements of IAS 32 (Financial Instruments: Recognition and Measurement) In accordance Cathsseta records its financial instruments on its Statement of Financial Position at Fair value. Accounts payable and receivable are discounted at 7% over the full year period recalculated at the assumed outstanding period of 30 days these assumptions are based on current market trends.

Cash and Cash Equivalents

Cash and Cash equivalents are stated at cost which approximates fair value. (refer to note 1.10 for further disclosure)

1.2 Foreign Currency

These financial statements are presented in South African Rand since that is the currency in which the majority of the entity's transactions are denominated. At each Statement of Financial Position date, monetary items denominated in foreign currency are retranslated at the rates prevailing at that date. Exchange differences are recognised as profit or loss in the period in which they arise.

1.3 Revenue Recognition

Skills Development Levy (SDL) transfers are recognised when it is probable that future economic benefit will flow to the SETA, and these benefits can be measured reliably. This occurs when the Department of Higher Education (DHET) makes an allocation or payment to the SETA, as required by Section 8 of the Skills development Levies Act, 1999, Act 9 of 2001.

Revenue is measured at the fair value of the consideration received and is based on the information as provided by DHET.

1.3.1 Levy income transfer

In terms of section 3(1) and 3(4) of the Skills Development Levies Act, 1999 (Act No. 9 of 1999), registered member companies of the SETA with a annual payroll of more than R500 000 pay a skills development levy of 1% of the total payroll cost to the South African Revenue Services (SARS).

The SETA refunds amounts to employers in the form of grants, based on information from SARS. Where SARS retrospectively amends the information on levies collected, it may result in grants that have been paid to some employers that are in excess of the amount the SETA is permitted to have refunded the particular employer. A receivable relating to the overpayment to an employer in earlier periods is raised at the amount of such grant over payment, net of bad debts and provision for irrecoverable amounts.

In the event that the above-mentioned employers deregister or subsequently do not contribute Skills Development Levies for a continuous period of six months, the amount is written off as bad debt.

From 1 August 2005 employers with a wage/salary bill of less than R500 000 per annum were exempted from the payment of the 1% skills levy. Some employers continued contributing the levy payments, as the Skills Levy Act makes provision for the repayment of levies not due, the entity provides for these levies received as a creditor. This estimate is calculated using a yearly average to ascertain employers who should be exempted from paying levies.

Revenue is adjusted for Inter-SETA transfers due to employers changing SETAs. Such adjustments are separately disclosed as Inter-SETA transfers. The amount of the inter-SETA adjustment is calculated according to the standard operating procedure issued by the Department of Labour in 2007.

Culture, Arts, Tourism, Hospitality, Sport Sector Education and Training Authority (CATHSSETA)

ANNUAL FINANCIAL STATEMENTS

NOTES TO THE ANNUAL FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2012

Voluntary contributions received from public service employers in the national and provincial spheres of government may be used to fund the SETA administration costs. These contributions are recognised as revenue when received.

When a new employer is transferred to the SETA, the levies transferred by the former SETA are recognised as revenue and allocated to the respective category to maintain its original identity.

1.3.2 Interest and penalties

Interest and penalties on the skills development levy are recognised on the same bases as levy income, on receipt thereof in the SETA's bank account.

1.3.3 Funds allocated by the National Skills Fund for Special Projects

Funds transferred by the National Skills Fund (NSF) are accounted for in the financial statements of the SETA as a liability until the related eligible special project expenses are incurred, then the liability is extinguished and revenue recognised.

Property, plant and equipment acquired for NSF Special Projects are capitalised in the financial statements of the SETA, as the SETA controls such assets for the duration of the project. Such assets can however be disposed of only by agreement and specific written instructions from the NSF.

Whenever a joint training venture is undertaken by the SETA and the NSF all funds contributed by Cathsseta is transferred from the Discretionary reserve to NSF funding and accounted for as a liability until the related eligible special project expenses are incurred. This is done to ensure that the SETA does not over commit surplus funds.

Receivables are recognised when a binding transfer agreement is in place but the cash or other assets have not been received.

1.3.4 Government grants and other donor income

Conditional government grants and other conditional donor funding received are recorded as deferred income when they become receivable and are then recognised as income on a systematic basis over the period necessary to match the grants with the related costs which they are intended to compensate. Unconditional grants received are recognised when the amounts have been received.

Receivables are recognised when a binding transfer agreement is in place but the cash or other assets have not been received.

1.3.5 Investment income

Interest income is accrued on a time proportion basis, taking into account the principal outstanding and the effective interest rate over the period to maturity.

1.4 Grants and project expenditure

1.4.1 Mandatory grants

The grant payable and the related expenditure are recognised when the employer has submitted an application for a grant in the prescribed form, within the agreed upon cut-off period, and the application has been approved as the payment then becomes probable. The grant is equivalent to 50% (2011: 50%) of the total levies paid by the employer during the corresponding financial period for the skills planning grant.

1.4.2 Discretionary grants

A SETA may out of any surplus monies determine and allocate discretionary grants to employers, education and training providers and workers of the employers who have submitted an application for a discretionary grant, in the prescribed form, within the agreed upon cut-off period. The grant payable and the related expenditure are recognised when the application has been approved and the conditions are

complied with.

1.4.3 Discretionary grant project expenditure

Project expenditure comprises:

- costs that relate directly to the specific contract;
- costs that are attributable to contract activity in general and can be allocated to the project;
- general costs for the use of facilities and other services rendered to or on behalf of the project; and
- such other costs as are specifically chargeable to the SETA under the terms of the contract.
- salary costs directly related to projects

Such costs are allocated using methods that are systematic and rational and are applied consistently to all costs having similar characteristics.

Project costs are recognised as expenses in the period in which they are incurred.

1.5 Irregular and fruitless and wasteful expenditure

Irregular expenditure means expenditure incurred in contravention of, or not in accordance with, a requirement of any applicable legislation, including:

- The PFMA,
- The Skills Development Act,
- The Skills Development Levies Act

Fruitless and wasteful expenditure means expenditure that was made in vain and would have been avoided had reasonable care been exercised.

All irregular and fruitless and wasteful expenditure is charged against the respective expenditure class in the reporting period in which they are incurred and disclosed in the notes to the financial statements of the reporting period that it has been identified.

1.6 Property, plant and equipment

Property, Plant and Equipment (owned and leased) are stated at cost less any subsequent depreciation and adjusted for impairments. Depreciation is calculated on the straight line method to write off the cost of each asset to estimated residual value over its estimated useful life. The following rates are used:

Computer Equipment	3 years
Office Furniture & Equipment	5 years
Motor Vehicles	3 years

The estimated useful life of the assets is limited to the remaining period of the license issued to the SETA by the Minister of Higher Education and Training. For the current year the remaining period is 4 years (2011: 5 years).

Where the carrying amount of an asset is greater than its estimated recoverable amount, it is written down immediately to its recoverable amount (i.e. impairment losses are recognised.)

Gains and losses on disposal of property, plant and equipment are determined by reference to their carrying amount and are taken into account in determining operating profit.

The assets residual value and useful lives are reviewed, and adjusted if appropriate, at each statement of position date. The gain or loss arising on the disposal or retirement of an asset is determined as the difference between the sales proceeds and the carrying amount of the asset and is recognised in the statement of financial performance. All other repairs and maintenance are charged to the statement of financial performance during the financial period in which they are incurred.

1.6.1 Impairment

At each year end, the entity reviews the carrying amounts of its tangible assets to determine whether there is any indication that those assets have

suffered impairment. If any such indications exist, the recoverable amount of the asset is estimated in order to determine the extent of the impairment. If the recoverable amount of the asset is estimated to be less than its carrying amount, the carrying amount is reduced to the recoverable amount. Impairment losses are recognised as an expense immediately. Management is of the opinion that there were no indication of impairment of assets for the year under review.

1.7 Leasing

Assets held under finance leases are initially recognised as assets of the organisation at their fair value at the inception of the lease or, if lower, at the present value of the minimum lease payments. The corresponding liability to the lesser is included in the Statement of Financial Position as a finance lease obligation.

1.8 Retirement benefit costs

The entity operates defined contribution benefit plans, the assets of which are generally held in separate trustee-administered funds. The plan is generally funded by payments from the entity and employees, taking account of the recommendations of independent qualified actuaries.

1.9 Provisions

Provisions are recognised when the SETA has a present obligation as a result of a past event and it is probable that this will result in an outflow of economic benefits that can be estimated reliably.

1.9.1 Provision for employee entitlements

The cost of other employee benefits (not recognised as retirement benefits - see note 1.8 above) is recognised during the period in which the employee renders the related service. Employee entitlements are recognised when they accrue to employees. A provision is made for the estimated

liability as a result of services rendered by employees up to the Statement of Financial Position date. Provisions included in the Statement of Financial Position are provisions for bonuses and termination benefits. Leave (based on the current salary rates) are accrued at year end.

Termination benefits are recognised and expensed only when the payment is made.

1.9.2 Provisions for grants

Grant payments

A provision is recognised for grant payments once the specific criteria set out in the regulations to the Skills Development Act, 97 of 1998 has been complied with by member companies and it is probable that the SETA will approve the payment. The measurement of the obligation involves a calculation of the actual levy payments by a members company and only paid after confirmed receipt of the original Skills Development Levies in the bank account of the SETA.

Projects

No provision is made for projects approved at year-end, unless the service in terms of the contract has been delivered or the contract is of an onerous nature. Where a project has been approved, but has not been accrued for or provided for, it is disclosed as commitments in the notes to the financial statements.

Culture, Arts, Tourism, Hospitality, Sport Sector Education and Training Authority (CATHSSETA)

ANNUAL FINANCIAL STATEMENTS NOTES TO THE ANNUAL FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2012

1.10 Financial instruments

Recognition and de-recognition

A financial asset or liability is recognised when, and only when, Cathsseta becomes a party to the contractual provisions of the financial instrument.

Cathsseta derecognises a financial asset when, and only when:

- The contractual rights to the cash flows arising from the financial assets have expired or been forfeited by Cathsseta; or
- It transfers the financial asset including substantially all the risks and rewards of ownership of the asset; or

It transfers the financial asset, neither retaining nor transferring substantially all the risks and rewards of ownership of the asset, but no longer retains control of the asset.

A financial liability is derecognised when and only when the liability is extinguished, that is, when the obligation specified in the contract is discharged, cancelled or has expired.

The difference between the carrying amount of a financial liability (or part thereof) extinguished or transferred to another party and consideration received, including any non-cash assets transferred or liabilities assumed, is recognised in the income statement.

Recognised Financial Instruments

Financial instruments recognised in the Cathsseta balance sheet include cash and cash equivalents, trade and other receivables, trade and other payables. The particular recognition methods adopted are disclosed in the individual policy statements associated with each item.

Cash and cash equivalents

Cash and cash equivalents comprise cash on hand, demand deposits and investments in money market instruments with an original maturity

of less than three months.

The carrying amount of cash and cash equivalents is stated at cost, which approximates fair value.

Trade and other receivables

Trade receivables, loans and other receivables that have fixed or determinable payments that are not quoted in an active market are classified as loans and receivables. Loans and receivables are measured at amortised cost using the effective interest rate method, less any impairment. Interest income is recognised by applying the effective interest rate.

Impairment of financial assets

At each balance sheet date an assessment is made of whether there is any objective evidence of impairment of financial assets. If there is evidence then the recoverable amount is estimated and an impairment loss is recognised in accordance with IAS 39. For certain categories of financial asset, such as trade receivables, are assessed for impairment on a collective basis. Objective evidence of impairment for a portfolio of receivables could include Cathsseta's past experience of collecting payments an increase in the number of delayed payments past the average period of sixty days as well as observable changes in national or local economic conditions that correlate with default on receivables.

Financial liabilities

Trade and other payables

Trade and other payables are initially measured at fair value net of transaction costs. Subsequently they are measured at amortised cost using the effective interest rate method, with interest expense recognised on an effective yield basis. The effective interest method is a method of calculating the amortised cost and of allocating interest expense over the relevant period. The effective interest rate is the rate that exactly discounts estimated future cash payments

through the expected life of the financial liability or where appropriate a shorter period. The average credit period is 30 days from date of invoice. Cathsseta has financial risk management policies in place to ensure that all payables are paid within the credit time frame and in compliance with the Public Finance Management Act (1999), Act 1 of 1999.

Derecognition

A financial asset or a portion thereof is derecognised when the SETA realises the contractual rights to the benefits specified in the contract, the rights expire, the SETA surrenders those rights or otherwise loses control of the contractual rights that comprise the financial asset. On derecognition, the difference between the carrying amount of the financial asset and the sum of the proceeds receivable and any prior adjustment to reflect the fair value of the asset that had been reported in equity is included in net surplus or deficit for the period.

A financial liability or a part thereof is derecognised when the obligation specified in the contract is discharged, cancelled, or expires. On derecognition, the difference between the carrying amount of the financial liability, including related unamortized costs, and the amount paid for it is included in surplus or deficit for the period.

Fair value considerations

The fair values at which financial instruments are carried at the Statement of financial position date have been determined using available market values. Where market values are not available, fair values have been calculated by discounting expected future cash flows at prevailing interest rates. The fair values have been estimated using available market information and appropriate valuation methodologies, but are not necessarily indicative of the amounts that the SETA could realise in the normal course of business.

1.11 Reserves

Equity is sub-classified in the Statement of financial position between the following funds and reserves:

- *Administration reserve* -The balance of this reserve is based on the net value of Property plant and equipment and Intangible assets. All net income is transferred to the Discretionary Reserve, net deficit is transferred from the Discretionary Reserve. These transfers are done in compliance with the Skills Development Act and Regulations.
- *Employer grant reserve* -This reserve is for the payment of newly registered levy payers whose registration date still allows the completion of a WSP. Submission of the WSP will result in Grant payments. All reserves of levy payers who did not complete and submit WSP's are transferred to the Discretionary Reserve.
- *Discretionary reserve* -This reserve is for the purpose of Discretionary Grants and Projects in compliance with the Skills Development Act and Regulations.

This sub-classification is made based on the restrictions placed on the distribution of monies received in accordance with the Regulations issued in terms of the Skills Development Act, 1998 (Act No. 97 of 1998).

Member employer company levy payments are set aside in terms of the Skills Development Act and the regulations issued in terms of the Act, for the purpose of:

	2011	2010
	%	%
Administration costs of the SETA	10	10
Mandatory Workplace Skills Planning / Implementation Grant	50	50
Discretionary grants and projects	20	20
	80	80

In addition, contributions received from public service employers in the national or provincial spheres of government may be used to pay for its administration costs.

Interest and penalties received from SARS as well as interest received on investments are utilised for discretionary grants and projects. Other income received are utilised for discretionary grants.

The net surplus/deficit is allocated to the administration reserve, the mandatory grant reserve and the discretionary fund reserve based on the above.

Surplus funds are moved to the discretionary fund reserve from the mandatory grant reserve of grant levies that has not been utilised by submission of a Workplace Skills Plan and Annual Training Report by the deadline set in accordance with the Regulations issued in terms of the Skills Development Act, 1998 (Act No. 97 of 1998) as amended 2012 = 30 June (2011 = 30 June) and the excess after the provision for mandatory grants for the current year has been made.

1.12 Comparative figures

Where necessary, comparative figures have been adjusted to conform to changes in presentation in the current year.

1.13 Taxation

No provision has been made for taxation, as the SETA is exempt from income tax in terms of Section 10 of the Income Tax Act, 1962 (Act 58 of 1962).

1.14 Value added taxation (VAT)

The Revenue Laws Amendment Act, 2003 (Act No. 45 of 2003) commenced on 22 December 2003. Previously, the definition of enterprise placed Cathsseta as listed in Schedule 3A within the scope of VAT. The Amendment Act, however, has amended this definition of enterprise and effectively places the public entity outside the scope of VAT. The amended

definition of enterprise came into operation with effect 1 April 2005.

1.15 Inventory

Inventory consists of stationery, promotional materials and other consumables and are stated at lowest of cost, determined on a first in first out basis, or estimated net realisable value. All items are kept in inventory and disclosed as an expense in the period of actual usage. Net realisable value represents the estimated selling price for inventories less all estimated cost of completion and costs necessary to make the sale.

1.16 Related Party Transactions

The entity operates in an economic sector currently dominated by entities directly or indirectly owned by the South African Government. As a consequence of the constitutional independence of the three spheres of government in South Africa, only entities within the national/ sphere of government are considered to be related parties. Management are those persons responsible for planning, directing and controlling the activities of the entity, including those charged with the governance of the entity in accordance with legislation, in instances where they are required to perform such functions.

Close members of the family of a person are considered to be those family members who may be expected to influence, or be influenced by, that management in their dealings with the entity. Only transactions with related parties not at arm's length or not in the ordinary course of business are disclosed.

1.17 Budget Information

Budgets are prepared on an annual basis and compared with actual results on a month to month basis. Cathsseta has presented in this annual financial statements this comparison and explanations and relevant reconciliation. (seen note 2 for full details)

Culture, Arts, Tourism, Hospitality, Sport Sector Education and Training Authority (CATHSSETA)

ANNUAL FINANCIAL STATEMENTS

NOTES TO THE ANNUAL FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2012

2. RECONCILIATION OF BUDGET SURPLUS/DEFICIT IN THE STATEMENT OF FINANCIAL PERFORMANCE

	2012 R'000			2011 R'000		
	Budget	Actual	Variance	Budget	Actual	Variance
Total Revenue	212 182	211 207		191 261	169 192	22 069
Admin Levy Income (10%)	25 025	26 052	(1 027)	22 146	20 996	1 150
Mandatory Grant Levy Income (50%)	122 725	123 548	(823)	108 606	102 807	5 799
Discretionary Grant Levy Income (20%)	48 998	48 102	896	43 361	41 215	2 146
Penalties and Interest	1 424	2 484	(1 060)	1 271	1 907	(636)
Donor Funding Income	10 228	7 567	2 661	-	1 012	(1 012)
Investment Income	3 782	3 454	328	3 377	1 244	2 133
Other Income	-	-	-	12 500	12	12 488
Total Expenses	(212 182)	(166 622)	(45 560)	(181 531)	(143 395)	(38 164)
Administration Expenses	(25 025)	(25 481)	456	(21 624)	(19 935)	(1 671)
Donor Funding Expenses	(10 228)	(7 567)	(2 661)	-	(1 012)	1 012
Employer Grant and Project Expenses	(176 929)	(133 493)	(43 436)	(159 907)	(122 402)	(37 505)
Other Expenses		(81)	81	-	(28)	28
Balance at 31 March 2012	-	44 584	(45 560)	9 730	25 797	(16 095)

Levy income in all instance exceeded expectation by between 1 and 4%, Administration expenses was only 1.8% over budget reflecting the cost saving processes instituted by the

Accounting Authority and executed by management. The 24.4% under spending of Discretionary funds was a result of the transfer from NSDS 11 to NSDS 111. This change created a

longer planning circle that should be alleviated in the next financial year. Administration Expenses R556 000 under the regulated 10% threshold.

Culture, Arts, Tourism, Hospitality, Sport Sector Education and Training Authority (CATHSSETA)

ANNUAL FINANCIAL STATEMENTS STATEMENT OF CHANGES IN NET ASSETS FOR THE YEAR ENDED 31 MARCH 2012

3. ALLOCATION FROM / TO RESERVES

	2012 R'000	2012 R'000	2012 R'000	2012 R'000	2012 R'000
	Total per Statement of Financial Performance	Administration Reserve	Employer Grants Reserve	Discretionary Reserve	Special Projects
Total Revenue	211 207	26 052	123 548	53 039	7 567
Skills Development Levy: Levy Income Transfer					
Admin Levy Income (10%)	26 052	26 052			
Mandatory Grant Levy Income (50%)	123 548		123 548		
Discretionary Grant Levy Income (20%)	48 102			48 102	
Skills Development Levy: Penalties and Interest	2 484			2 484	
Donor Funding Income	7 567				7 567
Investment Income	3 454			3 454	
Other Income	-			-	
Total Expenses	(166 622)	(25 481)	(78 959)	(54 614)	(7 567)
Administration Expenses	(25 481)	(25 481)			
Donor Funding Expenses	(7 567)				(7 567)
Employer Grants	(78 959)		(78 959)		
Discretionary Grants	(263)			(263)	
Discretionary Project Expenses	(54 270)			(54 270)	
Other Expenses	(81)			(81)	
Net income for the year	44 584	571	44 589	(576)	-

	2011 R'000	2011 R'000	2011 R'000	2011 R'000	2011 R'000
	Total per Statement of Financial Performance	Administration Reserve	Employer Grants Reserve	Discretionary Reserve	Special Projects
Total Revenue	169 192	21 088	102 807	44 366	1 012
Skills Development Levy: Levy Income Transfer					
Admin Levy Income (10%)	20 996	20 996			
Mandatory Grant Levy Income (50%)	102 807		102 807		
Discretionary Grant Levy Income (20%)	41 215			41 215	
Skills Development Levy: Penalties and Interest	1 907			1 907	
Donor Funding Income	1 012				1 012
Investment Income	1 244			1 244	
Other Income	12	12			
Total Expenses	(143 395)	(19 982)	(67 375)	(55 027)	(1 012)
Administration Expenses	(19 953)	(19 935)			
Donor Funding Expenses	(1 012)				(1 012)
Employer Grants and Project Expenses	(122 402)		(67 375)	(55 027)	
Other Expenses	(28)	(28)			
Net income for the year	25 797	1 026	35 432	(10 661)	-

Culture, Arts, Tourism, Hospitality, Sport Sector Education and Training Authority (CATHSSETA)

ANNUAL FINANCIAL STATEMENTS NOTES TO THE ANNUAL FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2012

4 LEVY INCOME

4.1 Skills Development Levy Income

	2011 R'000	2011 R'000	2011 R'000	2011 R'000
Levy Income	Administration	Employer Grants	Discretionary Grants	Total
Levy Income Transfers Received from SARS	23 788	118 863	47 520	190 172
Government Levies Received	757			757
SARS Reversals	1 599	5 145	675	7 419
SMME Overpayments	(91)	(453)	(91)	(635)
InterSETA Transfers In	4	19	8	31
InterSETA Transfers Out	5	(27)	(11)	(42)
Total Levy Income	26 052	123 548	48 102	197 702

	2011 R'000	2011 R'000	2011 R'000	2011 R'000
Levy Income	Administration	Employer Grants	Discretionary Grants	Total
Levy Income Transfers Received from SARS	20 639	103 197	41 276	165 112
Government Levies Received	426	-	-	426
SARS Reversals	(35)	(133)	7	(161)
SMME Overpayments	(58)	(291)	(166)	(465)
InterSETA Transfers In	28	54	56	138
InterSETA Transfers Out	(4)	(20)	(8)	(32)
Total Levy Income	20 996	102 807	41 215	165 018

4.2 Penalties and Interest

	2012 R'000	2011 R'000
Penalties	1 120	1 116
Interest	1 364	791
	2 484	1 907
	7 567	1 012

4.3 Donor Funding Income

Conditional donor funding received are recorded as deferred income when they become receivable and are then recognised as income on a systematic basis over the period necessary to match the grants with the related costs which they are intended to compensate. See Note 15 for full disclosure

Culture, Arts, Tourism, Hospitality, Sport Sector Education and Training Authority (CATHSSETA)

ANNUAL FINANCIAL STATEMENTS NOTES TO THE ANNUAL FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2012

5 INVESTMENT INCOME

Interest Received	3 454	1 244
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6 OTHER INCOME AND EXPENSES

6.1 Other Income

Proceeds of Insurance Claim	-	12
	-	12

6.2 Other Expenses

Profit (loss) on Disposal of Property, Plant and Equipment	(81)	(28)
	(81)	(28)

7. EMPLOYER GRANT AND PROJECT EXPENSES

Employer Grants	78 959	67 375
Disbursed	101 067	46 212
Movement in Provisions and Accruals	(22 108)	21 163
Discretionary Grants	263	(181)
Disbursed	691	73
Movement in Provisions and Accruals	(428)	(254)
Project Expenditures	54 270	55 207
	133 493	122 402

Culture, Arts, Tourism, Hospitality, Sport Sector Education and Training Authority (CATHSSETA)

ANNUAL FINANCIAL STATEMENTS NOTES TO THE ANNUAL FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2012

8. ADMINISTRATION EXPENSES

Depreciation		170	205
Depreciation for the Year		170	205
Operating Lease Rentals (Minimum Lease Payments)		1 488	1 205
Buildings		1 483	1 199
Operating Lease Payments		1 321	1 199
Change In Estimate: Straight Line Recalculation		162	-
Disclosed as Donor Funding			-
Plant, Machinery and Equipment		5	7
Maintenance, Repair and Running Costs		317	76
Buildings and Equipment		294	48
Fuel and Oil Motor Vehicles		23	28
Advertising, Marketing and Promotions, Communication		1 511	546
Entertainment Expenses		227	629
Consultancy and Service Provider Fees		481	429
Internal Audit Fees		320	406
Other		160	24
Legal Fees		112	856
Interest Paid		3	149
Interest Paid		3	0
Discounting Accounts Payable		1	148
Discounting Accounts Receivable		(1)	1
Cost of Employment	8.1	14 126	9 394
Travel and Subsistence		685	263
Staff Wiliness, Training and Development		769	169
Remuneration to Members of the Accounting Authority		1 879	1 160
Remuneration as Member of the Board & Committees		1 198	630
Travel Expenses, Accommodation and Refreshments		464	529
Board Members Indemnity Insurance		218	581
Remuneration to Members of the Audit Committee		90	241
External Auditor's Remuneration		1 716	2 307
Other Administration Expenses		1 908	2 324
System Costs		780	832
Printing, Stationery and Postage		419	346
Telephones		156	260
Skills Development Levies		150	115
Water and Lights		190	258
Recruitment Costs		(76)	274
Security Expenses		47	
Insurance		81	71
Bank Charges		65	64
Cleaning		81	67
Subscriptions		13	35
		25 481	19 953

Culture, Arts, Tourism, Hospitality, Sport Sector Education and Training Authority (CATHSSETA)

ANNUAL FINANCIAL STATEMENTS NOTES TO THE ANNUAL FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2012

8.1 Cost of Employment

Salaries And Wages

	13 032	8 657
Basic Salaries	10 789	6 048
Performance Awards	1 357	1 124
Other Non-Pensionable Allowance	583	480
Temporary Staff	66	839
Leave Payments	237	166

Social Contributions

	1 094	737
Medical Aid Contributions	220	169
Pension Contributions: Defined Contribution Plans	780	520
UIF & Compcom	94	49

	14 126	9 394
Average Number of Employees	72	60

Refer to the report by the Accounting Authority for disclosure concerning the emoluments of members of the Accounting Authority, the Chief Executive Officer, the Chief Financial Officer and Senior Managers.

Culture, Arts, Tourism, Hospitality, Sport Sector Education and Training Authority (CATHSSETA)

ANNUAL FINANCIAL STATEMENTS NOTES TO THE ANNUAL FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2012

9. PROPERTY, PLANT AND EQUIPMENT

Year Ending 31 March 2012

	Cost R'000	Accumulated Depreciation R'000	Closing Carrying Amount R'000
Computer Equipment	2 850	(1 640)	1 210
Office Furniture And Fittings	669	(596)	73
Motor Vehicles	66	(64)	2
Balance At End Of Period	3 585	(2 300)	1 285

Made Up as Follows:

- Owned Assets	3 585	(2 300)	1 285
- Leased Assets			-

Movement Summary 2012

	Carrying amount beginning of year R'000	Addition R'000	Disposals R'000	Depreciation R'000	Carrying Amount End of Year R'000
Computer Equipment	1 450	195	(275)	(159)	1 210
Office Furniture and Fittings	83	-	-	(10)	73
Motor Vehicles	3			(1)	2
Balance at End of Period	1 535	195	(275)	(170)	1 285

Year Ending 31 March 2011

	Cost R'000	Accumulated Depreciation R'000	Closing Carrying Amount R'000
Computer Equipment	2 929	(1 674)	1 256
Office Furniture and Fittings	669	(587)	83
Motor Vehicles	66	(63)	3
Balance at End of Period	3 664	(2 324)	1 342

Made Up as Follows:

- Owned Assets	3 664	(2 324)	1 342
- Leased Assets			

Movement Summary 2011

	Carrying amount beginning of year R'000	Addition R'000	Disposals R'000	Depreciation R'000	Carrying Amount End of Year R'000
Computer Equipment	749	723	(26)	(190)	1 256
Office Furniture and Fittings	96	-	3	(16)	83
Motor Vehicles	4	-	-	(1)	3
Balance at End of Period	849	723	(23)	(207)	1 342

Culture, Arts, Tourism, Hospitality, Sport Sector Education and Training Authority (CATHSSETA)

ANNUAL FINANCIAL STATEMENTS NOTES TO THE ANNUAL FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2012

10. TRADE AND OTHER RECEIVABLES

	2012	2011
	R'000	R'000
10.1 From Non-Exchange Transactions		
Mappp SETA Delineation Account	5 992	-
Employer Receivables	3 474	5 186
	9 466	5 186

During the year under review an amount of R3, 992 million was recognised as a receivable relating to overpayment of mandatory grants to employers in previous periods.

10.2 From Exchange Transactions

Sundry Debtors	379	163
	379	163

From 1 April 2012 Cathsseta became responsible for certain sic codes previously in the scope of MAPPP seta as part of this process certain discretionary and non committed funds were transferred to Cathsseta the outstanding amount of R 5.992 million is the balance still owing on this account.

11. NATIONAL SKILLS FUND (NSF) RECEIVABLES

2012	2011
R'000	R'000
-	12 728

12. CASH AND CASH EQUIVALENTS

Cash at Bank and in Hand	16 800	564
Cash at Bank	16 799	564
Cash on Hand	1	1
Short Term Investments/ Instruments	92 102	59 331
Cash and Carry Equivalents at End of Year	108 902	59 895

Included in Cash and Cash Equivalents is an amount of R 621 000 which represents Donor Funding received from DEAT and may only be utilised for this project.(See Note 15) As required in Treasury Regulation 31.2, National Treasury approved the banks where the funds may be held. The weighted average interest rate on short term bank deposits was 5.5 (2011: 7%).

13. OPERATING LEASE

Total of future minimum lease payments under non-cancellable leases	2012	2011
	R'000	R'000
No Later than 1 Year	2 798	-
Later Than 1 Year, No Later than 5 Years	18 154	-
	20 952	-

The operating lease relates to building premises used for office accommodation and equipment rental. The building lease agreement was entered into effective 1 January 2011 and will be operational for a period of four years years, expiring on 31 December 2016. No provision was made for an option to renew the lease on expiry. The rental escalates annually on 1 January with 8%.

14.2 Grants and Transfers Payable (From Non-Exchange Transactions)

14.2.1 Skills Development Grants Payable

14.2.2 SMME & SARS Reversal Grant Payable

15 NSF AND DONOR FUNDING RECEIVED IN ADVANCE

15.1 Donor Funding Received in Advance

During the year, R 7.793 million eligible project special expenses were incurred and a corresponding amount was recognised as revenue. At year end, R621 thousand continues to be accounted for as a liability until the remaining conditions attached have been met.

Culture, Arts, Tourism, Hospitality, Sport Sector Education and Training Authority (CATHSSETA)

ANNUAL FINANCIAL STATEMENTS NOTES TO THE ANNUAL FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2012

15.1.1 Donor Funding Received in Advance: Per Project

	NTCE	R'000 SA Host	R'000 Total	R'000 Total
Closing Balance 2009	-	1 000	1 464	2 464
Income Received		1 000		1 000
Utilised and Recognised as Income - Conditions Met		(762)	(1 036)	(1 798)
Closing Balance 2010	-	1 238	428	1 666
Interest Received			91	91
Utilised and Recognised as Income - Conditions Met		(616)	486	(1 102)
Closing Balance 2011	-	621	32	655
Interest Received			142	142
Income Received	7 540			7 540
Utilised and recognised as income-conditions met	(7 539)		(169)	(7 708)
Closing Balance 2012	-	621	5	626

16 PROVISIONS FROM EXCHANGE TRANSACTIONS

	2012 R'000	2011 R'000
Employee Bonus Provision		
Open Carrying Amount	634	468
Amounts Utilised	(634)	(468)
Change in Estimate	677	634
Closing Carrying Amount (Current)	677	634

Bonus provisions is calculated based on the conditions as stipulated in the contract of employment.

17. RECONCILIATION OF NET CASH FLOW FROM OPERATING ACTIVITIES TO NET INCOME (DEFICIT)

	2012 R'000	2011 R'000
Net income as per Statement of Financial Performance	44 584	25 797
Adjusted for Non-Cash Items:		
Depreciation	170	205
Surplus/Deficit on Disposal of Property, Plant and Equipment	81	28
Provisions	43	166
Grant Provisions	(21 099)	23 052
Lease Additions	-	(15)
Special Project Income Recognised	(7 567)	(1 012)
Adjusted for Items Separately Disclosed		-
Investment Income	(3 454)	(1 244)
Adjusted for Working Capital Changes:		-
Increase in Inventory	(88)	(90)
Decrease/(Increase) in Receivables	14 224	(1 430)
Increase in Payables	245	164
Cash Generated by (Utilised) in Operations	27 140	45 620

Culture, Arts, Tourism, Hospitality, Sport Sector Education and Training Authority (CATHSSETA)

ANNUAL FINANCIAL STATEMENTS

NOTES TO THE ANNUAL FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2012

18 CONTINGENCIES

In terms of the PFMA, all surplus funds as at year-end may be forfeited to National Treasury. Surplus funds are defined as cash reserves less short term liabilities plus short term assets less any actual contractual contingent liability at year end. Application for the roll forward of these funds was done to National Treasury at the time of publishing of these financial statements no answer has been received.

18.1.1 Legal Cases

There are no outstanding legal cases.

18.1.2 New Companies

All employers that register in the last six months of the year has the right to submit Work Place Skills Plans within that six month period and Cathsseta will on acceptance of the WSP be liable for the payment of Mandatory Grants . An amount of R 1.885 million was provided for in the Employer Grant Reserve for this purposes.

18.2 Commitments

18.2.2 Committed Funds: Contingent Contractual Commitments

Description	NSDS 111 Programme	Closing Balance Contingent Commitments 2011/03/31	Approved/Change d by the Accounting Authority	Actual Expenditure 2011/2012	Closing Balance Contingent Commitments 2012/03/31	Closing Balance Contingent Commitments (Contractual) 2012/03/31
NSDS 11 Projects		28 465	(28 465)	-	-	
NSDS 111 Projects						
Research	1		11 888	(3 894)	7 994	
Prov Career Expos	16		2 208	(967)	1 241	
Non Levy Payer Support	2 & 12		19 794	(11 933)	7 861	7 106
ABET Project 2.7	10		271	(271)	0	
Learnerships-Empl.	2		15 811	(9 536)	6 275	5 816
Small Business Support	13		7 542	(854)	6 688	3 960
Bursaries, GDP & Interns	5		26 903	(6 919)	19 984	19 635
New Venture Support	10		2 124	(638)	1 486	-
Capacitation of Officials	2		5 550	(1 906)	3 644	2 900
Accreditation, QCTO			4 665	(1 652)	3 013	-
Discretionary Grants Projects	2,5,10,13,14		7 520	(1 368)	6 152	5 065
Discretionary Ad Hoc Projects	2		2 989	(472)	2 517	8
Chef and New Manager Development	2		2 500	-	2 500	1 216
NCV Review	7 & 8		3 032	(614)	2 418	1 631
Customer Service	13		6 076	(1 825)	4 251	3 694
RPL	9		1 927	(157)	1 770	-
AET 2011/2012	10		2 414	(557)	1 857	807
National Data Base	10		1 207	(200)	1 007	-
Arts & Culture Projects	2 & 5		12 773	(9 718)	3 055	1 467
Stakeholder Capacity Building	16		1 712	(250)	1 462	-
Sector Specialists	16		1 103	(101)	1 002	-
Professional Bodies	16		1 103	(102)	1 001	-
NSF Layoff Scheme			3 606	(336)	3 270	3 155
		28 465	116 254	(54 271)	90 448	56 358

Of the balance of R90.675 million available in the Discretionary reserve at the end of March 2012, R90.448 million has been approved and allocated for future projects and skills priorities by the Accounting Authority as set out above. Amounts for expenses that have already been contracted or incurred, and therefore included in grant expenses in the Income Statement, are also indicated. A request for the accumulation of these funds has been submitted to National Treasury. At the time of compiling the financial statements, no reply had been received.

Culture, Arts, Tourism, Hospitality, Sport Sector Education and Training Authority (CATHSSETA)

ANNUAL FINANCIAL STATEMENTS NOTES TO THE ANNUAL FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2012

19. LOSSES THROUGH FRUITLESS AND WASTEFUL EXPENDITURE

The following Fruitless and Wasteful Expenditure was incurred during the year

	R'000
Interest on bank overdraft due to non sweeping	1
Interest on credit card due to over limit expenses	1
Cost for tender of internal audit, customer care and travel agency cancelled due to technical errors identified by the Adjudication Committee	36
	38

20. EVENTS AFTER STATEMENT OF FINANCIAL POSITION DATE

The accounting authority is not aware of any material events that could influence the annual financial statements that took place after the date of the Statement of Financial Position.

21. FINANCIAL INSTRUMENTS

In the course of the SETA operations it is exposed to interest rate, credit, liquidity and market risk. The SETA has developed a comprehensive risk strategy in terms of TR 28.1 in order to monitor and control these risks. The risk management process relating to each of these risks is discussed under the headings below.

21.1 Capital Risk Management

Cathsseta manages its capital to ensure that the projects of the organisation will be able to continue as a going concern while maximising the return on investments of surplus funds and ensuring continuous benefits for all stake holders. Cathsseta overall strategy remains unchanged from the previous financial year.

21.2 Categories of Financial Instruments

The SETA's exposure to interest rate risk and the effective interest rates on financial instruments at Statement of Financial Position date are as follows:

	2012			2011	
	Interest Bearing	Effective Interest Rate	Non-Interest Bearing	Total	Effective Interest rate
Year ended 31 March 2012					
Cash	108 902	5.5%		108 902	59 895
Accounts receivable			379	379	163
Total financial assets	108 902		379	109 280	60 059
Liabilities					
Accounts Payables			7 699	7 699	6 880
Finance lease liabilities	-				-
Total financial liabilities	-		7 699	7 699	6 880
Year ended 31 March 2012					
Total financial assets	108 902	5.5%	379	109 280	60 059
Total financial liabilities	-		7 699	7 699	6 880

Culture, Arts, Tourism, Hospitality, Sport Sector Education and Training Authority (CATHSSETA)

ANNUAL FINANCIAL STATEMENTS NOTES TO THE ANNUAL FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2012

21.3 Financial Risk Management

Cathsseta management monitors and manages the financial risk relating to operations of the organisation through internal risk reports which analyse exposure of risks. These risks include market risks including currency risk, fair value rate risk and price risk. Credit risk, liquidity risk and cash flow interest rate risk.

21.3.1 Foreign Currency Risk

Cathsseta has no exposure to foreign currency

21.3.2 Interest rate risk management

Cathsseta is exposed to interest rate risk as all surplus funds are invested in short term cash vehicles. Although changes in the current interest rate effect the income from these investments all income received from these investments is deemed to be income to the Discretionary Reserve and would not effect the productivity or existence of Cathsseta directly. Further the bulk of the surplus funds are invested in fixed term fixed rate investment vehicles and are therefore not sensitive to interest changes.

21.3.3 Price Risk

As Cathsseta has no investments in any form of equity there is no exposure to price risk

21.4 Credit risk

Financial assets, which potentially subject the SETA to the risk of non performance by counter parties and thereby subject to credit concentrations of credit risk, consist mainly of cash and cash equivalents, investments and accounts receivable.

The ageing of Trade and Other Receivables from exchange transactions:

	R'000		R'000	
	F2011/12		F 2010/11	
	Gross	Impairment	Gross	Impairment
Current	-	-	-	-
30 days	379	-	163	-
Cash and Cash Equivalents	Gross	Impairment	Gross	Impairment
Current	16 800	-	564	-
30 Days	92 102	-	59 331	-

21.4.1 Quality of Credit

All accounts receivable is with organisations well known to Cathsseta and in the same industry as Cathsseta. The Accounting authority has full trust in the quality of these accounts and did not deem it necessary to apply any further evaluation of credit quality.

No portion of the accounts receivable was pledged as security for any financial liabilities.

21.4.5 Maximum Exposure

The amount disclosed for Accounts Receivable represents the maximum exposure that credit risk pose to the entity.

Cathsseta's has developed a comprehensive Investment Policy in compliance with the PFMA which ensures that all the surplus fund investments are invested between at least three registered banks and that at each bank no more that 50% is invested in up to maximum three month fixed deposit with balance in money market or call accounts.

21.4.2 Fair Value Accounts receivable

The fair value of accounts receivables approximates the carrying amount due to the relative short term maturity of these assets. The effect of discounting was considered and found to be immaterial."

21.4.6 Cash and Cash Equivalents

The SETA management limits its treasury counter-party exposure by only dealing with well-established financial institutions approved by National Treasury through the approval of their investment policy in terms of Treasury Regulation. The Cathsseta's exposure is continuously monitored by the Accounting Authority. Further the organisation has adopted a policy of only dealing with creditworthy counterparts. Cathsseta only transact with Banks that are part of the "big five" registered banks in South Africa and which are approved by National Treasury as per the PFMA, the credit and investment ratings of the mentioned banks are monitored on a continues basis with international credit rating agencies to ensure the mitigation of any risks involved.

An interest change sensitivity analysis resulted in immaterial effect on the Cash and Cash equivalents of the entity.

The amount disclosed for Cash and Cash Equivalents represents the maximum exposure that credit risk pose to the entity.

21.4.3 Accounts receivable; Defaults; Security and Pledges

No accounts receivable has defaulted during the year and no alternative arrangements has been made with any accounts receivable during the year.

No security is held for any receivables.

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ANNUAL FINANCIAL STATEMENTS NOTES TO THE ANNUAL FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2012

21.5 Liquidity risk

Ultimate responsibility for the liquidity risk management rest with the board of Cathsseta, which has built an appropriate liquidity risk management framework for the management of Cathsseta's short, medium and long term funding and liquidity management requirements. Cathsseta manages liquidity risk by maintaining adequate reserves, continuously monitoring forecast and actual cash flows.

2011/2012	R'000					
	Carrying Amounts	Contractual cash Flows	6 months or less	6-12 months	1-2 years	More than 2 years
Trade and other payables from exchange transactions	7 699		7 699			
Finance lease obligations	-	-	-	-	-	-
2010/2011						
Trade and other payables from exchange transactions	7 454	-	7 454	-	-	-
Finance lease obligations	-	-	-	-	-	-

21.5.1 Default

The entity has never defaulted on any of the accounts payable nor were any of the terms attached to the accounts payable ever re-negotiated.

21.6 Fair values

Recognised Financial Instruments

Financial instruments recognised in the Cathsseta Statement of Financial Position includes cash and cash equivalents, trade and other receivables, trade and other payables. The particular recognition methods adopted are disclosed in Note 1 to the financial statements.

22. RELATED PARTY TRANSACTIONS

As all SETAs are under the common control of the Department of Higher Education all transactions between the SETAs are disclosed below.

22.1 Transactions with other SETAs

Interest transactions and balances arise due to the movement of employers from one SETA to another. No other transactions occurred during the year with other SETAs.

	2012	2011	2012	2011	2012	2011
	TRANSFER IN		TRANSFER OUT		(PAYABLES)/RECEIVABLES	
	R'000		R'000		R'000	
HWSETA						
INSETA						
MERSETA						
SERVICES SETA	29				16	
CONSTR SETA	35		32			(32)
ISETT			5	74		
FASSET	17					
TETA					54	
AGRI SETA	10		6	5		
MQA						
W&R	15	1			1	
FOODBEV	66			8		
CETA					-	-
	172	1	43	87	71	(32)

Culture, Arts, Tourism, Hospitality, Sport Sector Education and Training Authority (CATHSSETA)

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FOR THE YEAR ENDED 31 MARCH 2012

23. New Accounting Pronouncements

At the date of authorisation of these financial statements there were standards in issue but only effective from a later date. These include the following standards that should not have a material impact on future financial statements.

GRAP 18	Segment Reporting	Approved not required to apply
GRAP 21	Impairment of Non-cash-generating Assets	Approved Effective date 1 April 2012
GRAP 23	Revenue from Non-exchange Transactions (Taxes and Transfers)	Approved Effective date 1 April 2012
GRAP 24	Presentation of Budget Information	Approved Effective date 1 April 2012
GRAP 25	Employee Benefits	Approved effective date not determined
GRAP 26	Impairment of Cash-generating Assets	Approved Effective date 1 April 2012
GRAP 103	Heritage Assets	Approved Effective date 1 April 2012
GRAP 104	Financial Instruments	Approved Effective date 1 April 2012
GRAP 105	Transfers of functions between entities under common control	Approved effective date not determined
GRAP 106	Transfers of functions between entities not under common control	Approved effective date not determined
GRAP 107	Mergers	Approved effective date not determined



PART THREE: ACRONYMS AND ABBREVIATIONS



Acronyms and Abbreviations

PART THREE: ACRONYMS AND ABBREVIATIONS

ABET	Adult Basic Education and Training	NTCE	National Tourism Careers Expo
Accounting Authority	Refers to the CATHSSETA Board	NTTT	National Tourism Task Team
ASGISA	Accelerated and Shared Growth Initiative for South Africa	NVC	New Venture Creation
ATR	Annual Training Report	NZG	National Zoological Gardens
ASATA	Association of South African Travel Agents	OFO	Organising Framework of Occupation
B&B	Bed & Breakfast	PAS	Provincial Academies of Sport
BBBEE	Broad Based Black Economic Empowerment	PDI	Previously Disadvantaged Individuals
BEE	Black Economic Empowerment	QCTO	Quality Council for Trades and Occupations
CATHSSETA	Culture, Arts, Tourism, Hospitality & Sport SETA	RPL	Recognition of Prior Learning
CHE	Council for Higher Education	SAT	South African Tourism
DEAT	Department of Environmental Affairs and Tourism	SAACREG	South African Advisory Council on Responsible Gambling
DoE	Department of Education	SANBI	South African National Biodiversity Institute
DoL	Department of Labour	SANParks	South African National Parks
DTI	Department of Trade and Industry	SAQA	South African Qualifications Authority
EE	Employment Equity	SARS	South African Revenue Services
EEA	Employment Equity Act	SASC	South African Sports Commission
ETQA	Education and Training Quality Assuror	SASCOC	South African Sports Confederation and Olympic Committee
FEDHASA	Federated Hospitality Association of South Africa	SATI	South African Tourism Institute
FET	Further Education and Training	SATSA	South African Tourism Services Association
FICA	Financial Intelligence Centre Act	SAVRALA	South African Vehicle Rental & Leasing Association
FIFA	Fédération Internationale de Football Association	SDA	Skills Development Act
FIT	Foreign Independent Traveller	SDF	Skills Development Facilitator
GCP	Global Competitiveness Programme	SDL	Skill Development Levy
GDP	Gross Domestic Product	SETA	Sector Education and Training Authority
GEM	Global Entrepreneurship Monitor	SGB	Standards Generating Body
GGR	Gross Gambling Revenue	SIC	Standard Industrial Classification
HCTC	Hotel and Catering Industry Training Council	SISA	Sports Information and Science Agency
HET	Higher Education and Training	SME	Small, Micro Enterprise
HSRC	Human Sciences Research Council	SMME	Small, Medium and Micro Enterprise
IATA	International Air Transport Association	SRSA	Sport and Recreation South Africa
ICC	International Convention Centre	SSP	Sector Skills Plan
ISOE	Institute of Sectoral and Occupational Excellence	Stats SA	Statistics South Africa
IT	Information Technology	T&T	Travel and Tourism
JIPSA	Joint Initiative on Priority Skills Acquisition	TBCSA	Tourism Business Council of South Africa
LOC	Local Organising Committee	TEP	Tourism Enterprise Programme
LPM	Limited Payout Machine	TFCA	Transfrontier Conservation Area
MAPPPSETA	Media, Advertising, Public, Printing, Packaging Sector Education Training Authority	TGCSA	Tourism Grading Council of South Africa
MoU	Memorandum of Understanding	THETA	Tourism, Hospitality and Sport Education and Training Authority
NAA-SA	National Accommodation Association of South Africa	TQF	THETA Occupationally-Directed Qualifications Framework
NBI	National Business Initiative	UNWTO	United Nations World Tourism Organisation
NLRD	National Learner Registration Database	WSP	Workplace Skills Plan
NQF	National Qualifications Framework	WSSD	World Summit on Sustainable Development
NSA	National Skills Authority	WTTC	World Travel and Tourism Council
NSDS	National Skills Development Strategy		
NSF	National Skills Fund		

Faces at CATHSSETA

Corporate Services



Mike Tsotetsi
CEO



Palesa Mabetha
PA to CEO



Thando Hosha
Board Secretary



Dikeledi Modise
Assistant to Board Secretary



Bonisile Shandu
Company Hostess



Itumeleng Senatle
Driver



Veronica Rikhotso
Records Management Supervisor



Sizani Mbambo
Records Management Clerk



Dorah Matsile
Call Centre Agent



Janette Moloi
Receptionist



Tabisa Melamane
Assistant to Board Secretary

Corporate Services

Human Resources



Elanor Rendall
HR Officer



Emelynne Olivier
Payroll Clerk

Faces at CATHSSETA

Education and Training Quality Assurance



Ebrahim Boomgaard
ETQA Manager



Dikeledi Diseko
PA to ETQA Manager



Elize Pretorius
Quality Assuror



Kenneth Manamela
ETQA Coordinator



Griselda Malungane
ETQA Administrator



Martha Collett
External Verifier - Western Cape



Ntokozo Lwandle
Quality Assuror



Lesley Nhlapo
Quality Assuror



Patricia Matlala
ETQA Administrator



Tumi Sekete
ETQA Administrator



Nolien Dunn
External Verifier - Kwazulu Natal



Judith Gafane
Learnerships Administrator



Anria Kromhout
Programme Evaluator

Faces at CATHSSETA

Finance



Ben Keet
Chief Financial Officer



James Matloga
Projects Accountant



Thobela Nightingale
Accountant



Charles Buthelezi
Assistant Accountant



Nthabiseng Mokemane
Junior Accountant

Finance

Supply Chain Management



Marcelle Bloom
Supply Chain Coordinator



Lesego Phago
Supply chain Administrator



Bernita Sithole
Supply Chain Administrator



Philliper Majola
Creditors Clerk

Faces at CATHSSETA

Project Management Office



Keitumetse Lebaka
Programme Manager



Lebohang Mpye
Projects Manager



Mmaabo Moloi
Projects Manager



Sipho Claasen
Projects Manager



Nzuki Nombembe
Projects Manager



Phamela Khosa
Projects Coordinator



Thabang Motlatla
Projects Coordinator



Mphoko Matsie
Projects Coordinator



Otilia Matlala
Projects Administrator



Thembisile Mahlangu
Projects Administrator



Lorna Molefe
Projects Administrator



Karabo Kunene
Projects Administrator



Priscilla Mahlangu
Projects Administrator

Faces at CATHSSETA

Skills Development



Muzi Mwandla
Skills Development Manager



Nomhle Shabangu
Levies and Grants Coordinator



Norman Mphake
Sports Chamber Coordinator



Lesheshe Masenya
Learnership Administrator



Senzi Moroe
Chamber Coordinator - Gaming and Lotteries



Shivanthini Nagalingam
Learnership Administrator



Buyiswe Dube
Chamber Coordinator - Hospitality



Minah Matlala
Leadership Coordinator



Moore Monyela
Coordinator - Performance Information



Maureen Mashabane
Chamber Manager - Sports, Fitness & Recreation



Felicia Lepule
Chamber Administrator



Leonard Strong
Researcher



Zolelwa Mflatelwa
PA to Executive Manager - Skills Development Department

Faces at CATHSSETA

Communications



Leko Nkabinde
Communications Manager



Bulelwa Mbali
Communications Officer



Leela Alexander
Communications Administrator



Kholiwe Dlamini
Events Coordinator



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Culture
Arts
Tourism
Hospitality
Sport

Sector Education and Training Authority



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