



MINUTES OF THE ANNUAL GENERAL MEETING (“AGM”) OF THE EWSETA
THEME: CULTIVATING PARTNERSHIPS

Venue:	Randpark Club, Johannesburg
Date:	18 November 2016
Time:	08:30 – 13:00

Attendance

Chairperson of the Accounting Authority of the EWSETA (“the Board”); Members of the Board; Members of the Subcommittees of the Board; CEO and Management of the EWSETA; Representatives from the Department of Higher Education and Training (“DHET”); Auditor General of South Africa; Representatives from the Energy and Water Services Sectors; Water Institute of Southern Africa; South African Local Government Association (“SALGA”); South African National Apex Cooperative (“SANACO”); Representatives from the Foundations, Training Organisations, Centres for Leadership and other Institutes of Higher Learning (University of Johannesburg and Tshwane University of Technology); Organised Labour; Civil Society; Home-schooling Families; Alumni of the EWSETA Learning Programmes; Representative from the World Water Academy (Netherlands); His Excellency The Ambassador of Haiti

AGENDA	PERSON RESPONSIBLE	
Opening	Ms Candice Moodley Corporate Services Executive (“CSE”)	Reflecting more on the theme ‘ <i>Cultivating Partnerships</i> ’: The skills development and training is not solely a responsibility of the national government through the DHET, but of every organisation in order to empower the youth and make them valuable contributors to the economy of the country. It is therefore necessary for the skills development and training to take centre stage in the agenda of various sectors including private sector. The CSE then handed over to the Programme Director, Mr Frans Baleni who commenced in his role as the Chairperson of the Board in February 2016.
Official Welcome and Programme Facilitation	Mr Frans Baleni Chairperson of the Board	“ <i>The only thing worse than training your employees and having them leave is not training them and having them stay.</i> ” – Henry Ford The Chairperson welcomed all attendees; and in a special way, he acknowledged the late Board member, Mr Stephen Nhlapo who served the Board of the EWSETA diligently while he lived.



		<p>The EWSETA takes cultivation of partnerships seriously because it is required to change the lives of the ordinary citizens for the better. This is why deliberate endeavours for strategic partnerships are at the heart of the business and operations of the EWSETA.</p> <p>The success in the area of Green Skills development could not have been possible without the collaboration and partnership of key stakeholders such as the Department of Water and Sanitation (“DWS”) and Rand Water – in the implementation of the War on Leaks programme. The FP&M SETA and the Department of Environmental Affairs in the hosting of the Green Youth Indaba. And the partnership with the South African Independent Power Producers Association where the focus is to promote and empower women in the energy sector.</p> <p>EWSETA’s contribution to improving the lives of the people is informed by empathy, with the hope that it will have a positive and enormous ripple effect on the wider community.</p>
Adoption of the Agenda and Minutes of the previous meeting 2015	ALL	<p>With the proviso that His Excellency Ambassador Jacques Baril of the Republic of Haiti would be allowed 5 minutes to address the AGM, the Agenda was adopted.</p> <p>The Minutes of the previous meeting held on 30 November 2015 were adopted.</p>
Presentation of the 2015/16 Annual Performance Report	Mr Errol Gradwell Chief Executive Officer	<p>The Minister of Higher Education and Training, Dr Blade Nzimande (“the Minister) made a call to the SETAs to report annually on the alignment of their work with the imperatives of the State of the Nation Address as delivered by President Jacob Zuma to the National Assembly.</p> <p>The EWSETA responded to the call by aligning its own strategies with those of the government by implementing the projects as follows:</p> <ul style="list-style-type: none"> • In support of the state owned entities; funding of the learning programmes to develop the Eskom workforce skills was effected. • To empower the SMMEs, cooperatives, renewable energy as well as township and rural enterprises funds and investments were put in towards the Fasego Envirotech Engineering; Solar Water Heating System Enterprise Development; Desmond Tutu Centre for Leadership and SANACO. • To enhance development in water related skills and promote growth of public TVET College systems funding was made to Mahube Training and Development and Stellenbosch University Water Institute. • Lephale TVET College in partnership with Medupi Leadership Innovation received funding towards their electrical engineering skills programme. • The EWSETA partnered with the DWS and Rand Water to train 15 000 water agents, artisans and



		<p>plumbers who will attend to water conservation and demand management in their local communities across the country.</p> <ul style="list-style-type: none"> • On the Operation Phakisa and Ocean Economy; in partnership with the Department of Trade and Industry (“DTI”), Saldanha Bay Industrial Development Zone (“SBIDZ”), training was initiated in advanced and specialised skills programmes for the community of Saldanha Bay and West Coast. Likewise, in the Coega IDZ, a number of projects were planned to respond to the skills requirements of ocean economy. This culminating from the Youth in Energy Indaba held with the key partners in energy there. EWSETA was also leading a steering committee of the key partners that was to host a skills development summit in the Richards Bay IDZ. • To enrich skilling in Renewable Energy, funds were given to the False Bay TVET College for training programmes in solar heating installation and maintenance. Similarly at the Nelson Mandela Bay Metro, the Community-based Solar Heating Installation and Advanced Entrepreneurship Training was initiated by the EWSETA. • A collaboration agreement with the 12EN International Institute of Nuclear Energy was signed; and discussion with regards to studying and agreeing on the Nuclear Energy and Education Programme were entered into. The areas of focus were Engineering, Procurement and Construction as well as Operations and Management. • The EWSETA, Tshwane University of Technology, Department of Science and Technology as well as Stellenbosch University were components of the South African consortium involved in the research and development in autonomous and decentralised water development systems for rural and peri-urban areas. • The EWSETA was responding to 6 out of 18 strategic integrated projects that cover social and economic infrastructure across all nine provinces with particular emphasis on lagging regions. <p>Maximising Personal Performance to Company Performance</p> <ul style="list-style-type: none"> • The performance management system was introduced and rolled out to the entire organisation thus the goals and objectives of teams and individuals were intricately linked with the EWSETA mandate. In addition, there was optimisation of internal staff complement through promotions of individuals whose capabilities to perform higher job functions were apparent which boosted the staff morale. <p>Continuous Improvement of Business Processes and Systems</p> <ul style="list-style-type: none"> • To improve service delivery and efficiency across all departments, a thorough use of the management information system to classify and analyse demand and supply of skills within energy and water sectors; as well as going live on the online system for discretionary grants disbursements has afforded
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		<p>the entity with significant impact on the collecting, managing and processing of project funding.</p> <ul style="list-style-type: none"> • The Sectoral Collaboration and Stakeholder Engagement branch was capacitated which improved the monitoring and evaluation of projects and stakeholders. • The standard operating procedures were implemented which helped clarify the roles and responsibilities of staff and timely completion of tasks. • The implementation of a comprehensive operational plan and annual performance plan has helped to streamline EWSETA's operations <p>Rigorous Penetration of Nuclear and Oil & Gas Sub-Sectors</p> <ul style="list-style-type: none"> • A number of stakeholders were involved in developing a roadmap with each one drawing close attention to its respective expertise. The EWSETA was in the process of exploring co-funding mechanisms which would be shared by the SETAs that were involved in the project. <p>Broadening the Provincial and Regional Footprint</p> <ul style="list-style-type: none"> • Collaborative agreements were signed with a number of provincial governments. Also there was partnership with 40 TVET Colleges around the country. <p>CEO's Commitments for 2016/17</p> <ul style="list-style-type: none"> • Alignment of strategies to government priorities • Driving of priorities of the Minister of Higher Education and Training (artisan development, TVET graduate placement and UoT work integrated learning placement, learnerships and internships, centres of specialization, support to new college campuses, revitalisation of township and rural economies). • Robust pursuance of employers (both levy-paying and non-levy paying) in the energy and water sector to increase EWSETA levy income. • Continuous penetration of nuclear and oil & gas sub-sectors • Increase the number of EWSETA provincial offices.
<p>Presentation of the 2015/16 Annual Financial Statements</p>	<p>Ms Cathrine Kobyana Finance Manager</p>	<p>The statements of financial position; financial performance as well as budget versus actual and key trends and commitments were presented. Emphasis was placed on the key challenges in respect of the administration budget constraints due to limited levy income. Out of the 1 802 EWSETA relevant levy paying employers, only 853 contributed to the EWSETA. Of this, only 152 had submitted their workplace skills plans and annual training reports. This meant that there were over 900 sector relevant employers that were misplaced. Management was putting together a plan of correction in this regard.</p>



<p>Presentation of the Auditor-General of South Africa Report</p>	<p>Mr Errol Gradwell Chief Executive Officer</p>	<p>Auditor-General of South Africa Report on Strategy and Performance 2015/16</p> <p>On the predetermined objectives, the Auditor-General of South Africa selected skills planning, quality assurance and delivery for the audit. In particular, the usefulness and reliability of reported performance information.</p> <ul style="list-style-type: none"> Regarding the usefulness and / or measurability of indicators and targets, the framework for managing programme performance information requires that target should be specific in clearly identifying the nature and required level of performance. A total of 84% targets were not specific. Likewise, the performance indicators should be well defined so that data is to understand and collect for use. A total of 58% indicators were not well defined. On the reliability of performance information, the Auditor-General did not identify any material findings for the selected programme. <p>Auditor-General of South Africa Report on Financial Statements 2015/16</p> <ul style="list-style-type: none"> The reports on the financial statements and the Board’s responsibility for the financial statements was audited and the evidence that was obtained was sufficient and appropriate to provide a basis for the audit opinion that the financial statements represented fairly, in all material respects, the financial position of the EWSETA as at 31 March 2016 and its financial performance and cash flows for the year then ended, in accordance with SA Standards of Generally Recognised Accounting Practice and the requirements of the Public Finance Management Act and Skills Development Act.
<p>Presentation of the Draft Annual Performance Plan 2017/18</p>	<p>Mr Ineeleng Molete Chief Operations Officer</p>	<p>The entity’s strategic goals are to address the skills shortage within the energy and water sectors while strengthening the institutional capabilities to meet the sectors’ skills development needs. The change drivers in the two sectors were identified as renewable energy sources; the green agenda; nuclear build programme; operation phakisa; strategic integrated projects and sustainable resource development. The strategy to meet the annual performance targets included proper planning, increase in employer participation and partnerships.</p> <p>The programmes and sub-programme were articulated as below:</p> <ul style="list-style-type: none"> <i>Administration:</i> to provide strategic leadership, management and administrative support to the EWSETA (supply chain management and assets; governance; human resources, information technology; marketing and communications).



		<ul style="list-style-type: none"> • <i>Skills Planning:</i> to ensure that human resource development information was available and contributed to skills development planning (establishment of research chairs; increase in WSP/ATR/PIVOTAL reports training; update in the sector skills plan; learner tracking and tracing). • <i>Learning Programmes and Projects:</i> to maximise productivity in the energy and water sectors through skills development (implementation of learning programmes as per the NSDS III goals; monitoring and evaluation; career and vocational guidance). • <i>Quality Assurance:</i> to enable the EWSETA to execute the delegated functions of the Quality Council for Trades and Occupations (provider accreditation; certifications; learning programmes; qualifications development).
<p>Question and Answer Session</p>	<p>ALL</p>	<ol style="list-style-type: none"> 1. Blessing Ncube guided that in future the EWSETA should provide clarity with regard to targets and goals in order to justify the ratio of learners who sit for matric examinations versus those who enter the institutions of higher learning. Furthermore, the skills audit at municipality level should be considered so as to focus attention on their requirements. Trainers should be adequately capacitated in order to ensure sound programmes outcomes and sufficiently skilled graduates. RESPONSE: The CEO explained that the work of the EWSETA is informed by the National Development Plan (“NDP”) which clearly articulates the targets and responsibilities of the entities. A performance agreement with specific targets that is signed by the Minister of Higher Education and Training flows from the NDP, which is then cascaded to the SETAs through the Service Level Agreements (“SLA”). Based on the SLA with the DHET, the EWSETA researches the sector to determine priority skills in order to address those. Even though the AGM by its nature does not get into such detailed information and numbers; the information is available on the EWSETA website for perusal. 2. Dimakatso Morotsi urged the EWSETA to strengthen relations with the Water Boards in all provinces in order to increase participation. Likewise, municipalities are major players in terms of sanitation therefore it is equally crucial to enhance partnership at that level. RESPONSE: The CEO welcomed the comment. He stated that the EWSETA was doing a lot of work in terms of engagements with the Water Boards and would continue make it a priority, while working closely with the municipalities. 3. Chuck Stephens, Desmond Tutu Centre for Leadership advocated for focus and strengthening of solar training. RESPONSE: The EWSETA Quality Assurance and Compliance Manager, Shannon Davids indicated that the EWSETA had developed qualifications for concentrated solar power which was reported on page



		<p>35 of the Annual Report. This was not reflected in the career guidance yet due to the lengthy process of registration.</p> <p>4. Rudi Peterson, University of Johannesburg (“UJ”) requested the CEO to include in his commitments an element of global competitiveness so as to reflect on the EWSETA contribution to the global prestige. Furthermore, with regard to making careers guidance appealing, the UJ would like to partner with the EWSETA. Seminars were in place in this regard to help the learners make the right subject choices and provide career guidance.</p> <p>RESPONSE: The CEO welcomed Mr Peterson’s comment on partnership with the UJ and would follow up in this regard. He then stated that the EWSETA had, in the previous 3 years, engaged extensively globally. As a result, there was need to consolidate the work from those engagements to demonstrate the global competitiveness of the entity.</p> <p>5. Vincent Vena, African Century Training Institute expressed a view that preference in respect of training provider services was given only to the TVETs and Universities without consideration of the private training provider services. Also, the EWSETA did not seem fully present on the renewable energy. Where there was any activity at all, it was concentrated in the industrial development zones without much regard for rural areas, especially in the Eastern Cape and Limpopo where there was too much heat. Lastly there was need for an active project management department within the EWSETA in order to ensure monitoring and evaluation of projects and mobilisation of relevant levy paying companies in order to boost the levy income of the EWSETA.</p> <p>RESPONSE: The CEO clarified that the projects funded by the EWSETA were not limited to the TVETs and Universities. Although the Minister required prioritisation of the public institutions, yet there was no intention to sideline the private training providers. Proper supply chain management processes are to be strictly adhered to when appointing private providers. On the renewable energy, indeed reporting was light in order to focus more on the other activities that the EWSETA was involved in, given that the energy renewable was reported on adequately in prior years.</p> <p>6. Lester Goldman, Water Institute of Southern Africa commended the EWSETA for its dedication and commitment to the water sector, and requested further cooperation for the benefit of the country.</p> <p>RESPONSE: The CEO thanked Dr Goldman for his comment. He committed to continue to work with the Institute for the benefit of the country.</p>
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Adoption of the Annual Report 2015/16	ALL	The Annual Report 201/16 was adopted.
Address by the Embassy of the Republic of Haiti in South Africa	His Excellency Ambassador J Baril	His Excellency gave a brief history about the Republic of Haiti and then extended an invitation to the EWSETA and all the stakeholders to attend the Fundraising Gala Dinner to be held on Thursday, 08 December 2016 in honour of the “Africa for Haiti in Solidarity”.
Closing Remarks	Mr Frans Baleni Chairperson of the Board	<p>The Chairperson thanked everyone for their time and participation. Special thanks went to those who worked tirelessly to ensure that the event was a success.</p> <p>The meeting adjourned at 13:00.</p>