



P O Box 26024, Arcadia, 0007
529 Belvedere Street, Arcadia, 0084
Tel: (012) 325 1655
Fax: (012) 325 1677
Website: www.agriseta.co.za

9 May 2007

Dear SSC members

ADVANCE NOTICE OF SSC MEETING FOR ALL SSC'S TO BE HELD:

Date: 28 June 2007
Venue: Birchwood Hotel & Conference Centre
Time: 10h00 – 16h00

As discussed at the last round of SSC Meetings in Feb 2007, the AgriSETA would like to proceed with the arrangement for a combined SSC Meeting to be held in June 2007.

Previously given dates in June for individual SSC meetings are hereby set aside and are replaced with the meeting of 28 June 2007 for all SSC members to attend. Cost to the meeting would be paid by AgriSETA for elected SSC members only. Although all alternates and guests are welcome, they would however be liable for their own costs and arrangements to the meeting. We will commence at 10h00 in order to reduce costs for accommodation and flight arrangements that would have been made for the morning of the meeting.

The formal notice with relevant documentation would follow in June.

Below, a summarized version of all SSC meeting discussions held on the matter, in Feb 2007.

1 CONSTITUTIONAL ISSUES

An extract of the Constitution was attached to the meeting bundle for SSC Meetings in February 2007. The wording was discussed and all SSC's were in agreement that it is not ideal and does not clearly describe the functions of SSC's. This may have to be revisited. The AgriSETA is however aware of the processes involved in changing the Constitution. In the interim, it is suggested that SSC's, in conjunction with the constitution, develop their own task and delivery set of performance indicators. (Also refer to paragraph 3 below).

2 ROLE OF SSC CHAIRPERSONS

pdfMachine
Is a pdf writer that produces quality PDF files with ease!
Produce quality PDF files in seconds and preserve the integrity of your original documents. Compatible across nearly all Windows platforms, if you can print from a windows application you can use pdfMachine.
Get yours now!

One of the discussion points were that SSC's have over the years become reactive towards the inputs received from the SETA (the typical SETA feedback). It was recorded that stakeholders should be the driving force behind SSC's and not the SETA.

It is believed that SSC's should play a pivotal role in the SETA as guiding/advising/strategic structures and collectively can contribute largely to accurate and value-adding Skills Planning.

In order to achieve this, the SETA would have to "stand back" and allow SSCs to discuss, analyse and interpret sub-sectoral issues and ensure that the SETA takes such issues on-board. This will break the tradition of the SETA "reporting" and SSC's "reacting". If this could be achieved, the SETA will become more and more a structure which is driven by its stakeholders.

One possible starting point is to clarify the role and function of SSC Chairpersons and Vice Chairpersons. It was decided that a Terms of Reference should be developed for SSCs within which Chair and Vice Chairs can operate more clearly.

3 COMBINED/PLENARY SSC MEETINGS

Currently, 10 SSC meetings are held every quarter. During these meetings, most of the discussions are repetitive in that the SETA provides detailed feedback on activities for each function (learnerships, skills programmes, ETQA, etc). This is very time consuming and un-productive.

The SSC's could benefit from meeting with each other as there are common issues which could be discussed amongst SSC's – in meeting together, this interaction will be facilitated.

Currently SSC's are meeting on a quarterly basis whereas the Constitution prescribes a minimum of two meetings per annum.

It is suggested that the next SSC meeting be a combined meeting of all SSCs whereby the SETA provides its normal feedback in a plenary format and questions, queries, discussion is raised during this plenary. It is also foreseen that operational issues related to SSCs could be discussed in the plenary.

SSC meetings (non-plenary, individual SSC meetings) can be held in between the two (formalized) annual plenary meetings, but are internal to the SSC and the SETA is not necessarily involved. It could take the format of a workshop and will discuss issues which were raised during plenary meetings and/or to prepare inputs towards the next plenary meeting.

4 CLOSURE

The shift for SSC Meetings should be towards a more productive SSC meeting structure with two annual plenary meetings and two SSC internal (not attended by the SETA) meetings per annum which should over time become much more useful not only to AgriSETA, but also to sub-sectors itself.

AgriSETA is open towards both process and format and of the opinion that within the constitutional framework, SSC's must to a large extent define their own roles and functions in order for it to address sub-sectoral strategic HRD issues. These issues can then be fed into the SETA system in order for us (the SETA) to become more geared towards the needs of each of the sub-sectors.

pdfMachine

Is a pdf writer that produces quality PDF files with ease!

Produce quality PDF files in seconds and preserve the integrity of your original documents. Compatible across nearly all Windows platforms, if you can print from a windows application you can use pdfMachine.

Get yours now!

Yours faithfully



JOHANN ENGELBRECHT

pdfMachine

Is a pdf writer that produces quality PDF files with ease!

Produce quality PDF files in seconds and preserve the integrity of your original documents. Compatible across nearly all Windows platforms, if you can print from a windows application you can use pdfMachine.

Get yours now!