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DEPARTMENT OF HIGHER EDUCATION AND TRAINING

NO. 7034 **28 January 2026**

TERMS OF REFERENCE OF THE STABILISATION AND GOVERNANCE SUPPORT TEAM (SGST) IN TERMS OF SECTION 46(1) OF THE CONTINUING EDUCATION AND TRAINING ACT, NO. 16 OF 2006 INTO THE AFFAIRS OF THE COLLEGE OF CAPE TOWN

I, **KGWARIDI BUTI MANAMELA, MP**, Minister of Higher Education and Training, with the power and authority vested in me, in terms of section 46(1) of the Continuing Education and Training Act, No 16 of 2006, ("CET Act") appoint, persons, in the form of the Stabilisation and Governance Support Team (SGST), to conduct a fact-finding inquiry (investigations) into the affairs of the College of Cape Town, a technical and vocational education and training college, established under section 3 of the CET Act.

I specify and publish the terms of reference in terms of section 46(3) of the CET Act.

This terms of reference is deemed to have come into effect from 20 October 2025. The official Departmental close of business days, during December 2025, are excluded under section 46(2)(a) and (b) of the CET Act for purposes of legislative time frames.

KGWARIDI BUTI MANAMELA, MP
MINISTER OF HIGHER EDUCATION AND TRAINING
DATE: 23 / 01 / 2026

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TERMS OF REFERENCE
COLLEGE OF CAPE TOWN
STABILISATION AND GOVERNANCE SUPPORT TEAM

1. PREAMBLE

The College of Cape Town has, in recent months, faced serious governance and management challenges involving disputes among senior management and stakeholders. These conflicts have disrupted institutional stability, affected staff morale, and posed risks to student welfare and the College's reputation. These have spilled over to the public domain and were ventilated at the Portfolio Committee on Higher Education and Training.

In accordance with *Sections 46(1) and (2) of the Continuing Education and Training Act, 2016 (Act No. 16 of 2016) (CET Act)*, the Minister of Higher Education and Training is empowered to intervene where a public college is mismanaged or unable to perform its functions effectively and has the authority to specify the terms of reference.

The Minister, **THEREFORE**,

In terms of section 46(1)(a) (b) and 46(2) of the CET Act, appoints Advocate Jacob Buti Skosana, assisted by Professor Busani Ngcaweni and Ms Joyce Nkopane, who shall constitute a Stabilisation and Governance Support Team (SGST). The object of the SGST is to restore stability, mediate disputes, and recommend corrective measures.

2. MANDATE

The SGST is mandated to:

a) conduct a fact-finding inquiry into governance, leadership, and management disputes at the College.

b) mediate conflicts between the Principal, Council, and senior managers to restore functionality, institutional leadership and cooperation.

c) investigate allegations of misconduct, irregularities, or mismanagement raised against College officials and Council members, harassment (the standard as set out in the Code of Good Practice on the Prevention and Elimination of Harassment in the workplace), sabotage and abuse of power, abuse of colleges' funds for personal advantage (i.e. instituting proceedings for personal gain or advantage), failure to comply with court's judgement(s), corrupt activities relating to contracts, procuring and withdrawal of tenders, including acting in illegal, dishonest, unauthorised, incomplete or biased, manner that amounts to the abuse of a position of authority, a breach of trust or violation of a legal duty or a violation of any applicable set of rules..

d) review governance practices, compliance with the CET Act, College of Cape Town Statute, and any other applicable legislation and prescripts.

e) Recommend corrective steps to the Minister, including appropriate remedial steps, redeployments, or reforms to strengthen governance and accountability.

f) Safeguard continuity of teaching and learning by reducing the negative impact of governance instability on students and staff.

3. LEGAL AUTHORITY

The Minister's intervention derives from:

a) Sections 46(1) and (2) of the CET Act – intervention where a public college is mismanaged or unable to perform effectively.
b) Section 9(4) CET Act – clarifying council membership terms.
c) Section 18 CET Act – empowering colleges to adopt their own statutes, or where absent, apply the Standard College Statute.

4. SCOPE OF WORK

4.1 The SGST shall:

a) engage with Council, management, staff, unions, and students to gather perspectives.
b) engage with the students on issues directly or indirectly affecting the welfare of students in general, including learning and teaching, involvement in council, student support or any matter of interest to students.
c) assess governance compliance with the CET Act, DHET policies, and the College Statute; and consistency, and determine the extent of inconsistencies and effect.
d) review decision-making processes, practices and compliance in respect of procurement, human resources, and financial management and examine signs of irregularity or abuse, bias, dishonesty, illegality, un-authorisation, inducement or gratification.
e) identify risks to stability, underlying leadership and administrative functionality or dysfunctionality and recommend urgent corrective actions.
f) produce a final report with clear findings and recommendations to the Minister.

4.2 The scope of the SGST exclude any on-going and pending disciplinary proceedings and processes against any official or staff of the college.

5. COMPOSITION

The SGST will comprise:

a) Chairperson: A retired judge or senior advocate (to ensure impartiality and legal robustness).
b) Labour Relations Expert: with experience in higher education and collective bargaining.
c) Governance Specialist: with expertise in higher education councils and governance law.
d) Any competent official that may be delegated by the Minister in possession of the necessary financial expertise to assist the SGST, where necessary.
e) Secretariat Support: provided by the DHET.

6. DURATION, EXTENSION, REPORTING AND TERMINATION

a) The SGST shall commence operations within 7 days of appointment of the investigator (SGST team).
b) Its work shall conclude and terminate within 45 days, unless extended by the Minister in writing, upon a request by the Chairperson.
c) A once-off and final extension may only be granted at the discretion of the Minister upon consultation with the chairperson of the SGST for such period of extension determined and communicated in writing.
d) An interim progress update must be submitted after 21 days but before 35 days.

7. ACCOUNTABILITY, REPORTING AND COMMUNICATION

a) The SGST will report directly to the Minister of Higher Education and Training.
b) A final written report must be submitted within 45 days or such period of extension determined by the Minister after consultation with the chairperson but not later than 55 days to ensure that the Minster reports within 60 days as per paragraph (c) below.

c) The Minister will submit the report to Council and to the Portfolio Committee on Higher Education within 60 days of the SGST's commencement of work.

d) No other person other than the Minister may release, communicate, disseminate, divulge or share, any data in electronic representation or any form whatsoever, including data messages generated, sent, received, stored by electronic means including voice or stored record, emails, hyperlink or any information related to personal information protected in terms of the applicable laws to any person including all forms of media agents and corporation and podcasts or any third parties.

e) The Minister shall solely release any public updates on the SGST work.

8. GUIDING PRINCIPLES

The SGST shall be guided by the following principles:

a) ***Impartiality***: Avoiding bias in dealing with all parties.

b) ***Confidentiality***: Protecting sensitive institutional information.

c) ***Due Process:*** Ensuring adherence to legal frameworks and the CET Act.

d) ***Stability and Trust***: Prioritising restoration of confidence in governance and leadership.

e) ***Student-Centredness***: Ensuring the welfare and learning of students is safeguarded at all times.

9. DELIVERABLES

a) **Inception Report** – within 5 days of commencement, outlining methodology and engagement plan.

b) **Interim Report** – within 21 days, highlighting urgent risks and preliminary recommendations.

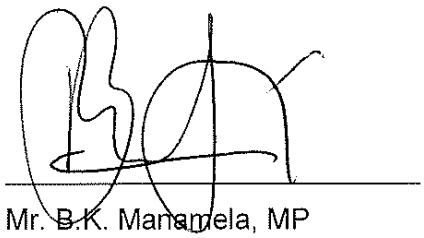
c) **Final Report** – within 45 days or such extended period, with findings, recommendations, and corrective actions for the Minister.

10. **NAME OF THE TEAM**

The intervention shall be formally known as the:

College of Cape Town Stabilisation and Governance Support Team (SGST)

Yours sincerely,



Mr. B.K. Manamela, MP

Minister of Higher Education and Training

21/10/2025

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