



MINUTES OF THE IGR FORUM MEETING

DATE: 27 SEPTEMBER 2018

TIME: 10H00

VENUE: BLUE LAGOON HOTEL

ITEMS	MATTERS DISCUSSED	ACTIONS TO BE TAKEN	DEADLINES
1. Welcoming & Introductions	The Chairperson Ms Darby Gounden opened the meeting and welcomed everyone in attendance.	None	
2. Apologies	The Chairperson announced that the City Manager who was the Chairperson of the IGR forum unfortunately was hosting a strategic session and therefore could not be in attendance. She also apologized for HOD Ms. N Sidukwana who is supposed to chair the meeting in the absence of the City Manager but unfortunately fell ill. Apologies were also tabled for Ms N Tutshana (Cogta), Ms B. Khumalo (IGR-OTP), Brigade Foster (EL Cluster), Mr A. Falati (H&PS), Mr J. Fine (KM), Mr Nodlabi (OTP).		

3. Outstanding Matters	The presentation on Level 2 Accreditation by the Department Human Settlements which was outstanding Item on the previous Agenda is a matter that both BCMM and Department of Human Settlements need discuss further.		
4. Update on Operation Masiphathisane Task Team (ISDM)	<p>Acting General Manager: Ms. Gounden presented on the progress and roll out of Operation Masiphathisane (ISDM) in BCMM. Ms Gounden advised that the Metro wanted to give an update on its implementation of ISDM which is led by the Mayor's Office and coordinated from the Speakers office.</p> <p>The Metro undertook a training workshop of the Metro Implementation Task Team from 11-13 September 2018. The team developed an action plan until March 2019 to propose activities to the various Council structures for activities to take place to implement OM and the ISD Model.</p> <p>The Metro will implement the (ISDM) due to the need to improve integration of government services at a ward level, improve data collection for better informed decision making and more credible IDP's, and improve the capacity ward councilors, CDW's, CHW's to better service communities.</p> <p>In response to the presentation Mr Owen Bekker from BCMM Disaster Department also encouraged that Sector departments must be on board during the start of these war rooms. It was also suggested that during the training youth coordinators from BCMM should form part of the people being trained in the wards.</p>	<ul style="list-style-type: none"> • A presentation to Mayoral Committee, Speaker, City Manager, HOD's and the Department of COGTA • Conduct the 2 days Councilors workshop by mid-October 2018 • Conduct costing of Operation Masiphathisane implementation in BCMM until June 2019 and apply for funding 	<ul style="list-style-type: none"> • October 2018 • Mid-October 2018 • 31st October • Early November 2018 • 30 November 2018 • February 2019 • March 2019
5. Presentation on Ward Based Social Labs by SPU	Mr. S. Khonzaphi a youth practitioner from Special Programs Unit gave a presentation on Functionality of Ward Based	<ul style="list-style-type: none"> • It was proposed that the Social Labs item to continue forming part of the 	

	<p>Social Labs in BCMM. This presentation was requested from the previous IGR Forum Meeting.</p> <p>The City has ward based social labs which were formed due to the Eastern Cape Aids Council and Metro Aids Council priorities. Issues that are being dealt with in the Social Labs are issues of health as they require a multi-sectoral approach at the ward level.</p> <p>BCMM has been mandated to enhance youth and community participation and beneficiation in the social labs by creating platforms of engagement and discussion that will better the life and wellbeing of their youth citizen irrespective of gender and disability. The purpose of these Social Labs is to serve the Elderly, the Sick, disabled people, women, the unskilled, the youth in the ward, the working poor, jobless and children in the wards.</p> <p>The cycle of these social labs consists of conducting household and community profiling, followed by identifying the needs of the community and list those needs according to order of priority. Progress in the social labs is tracked through submission of reports. T</p>	IGR Agenda going forward	
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	<p>Mr Konzaphi also advised on BCMM's Thetha Nathi Application for youth engagements in terms of bursary applications and employment searching, and interact with the department in terms of youth issues that are pressing in the communities. The app is found on google play for those using an Android phone. This App was initiated through the BCMM cooperation with the City of Gävle as part of the joint Youth Engagement project being implemented.</p> <p>In response to the presentation Mr Quinton Chetty from BCMM Traffic Services wanted clarity if elements of safety were located within the social labs. It was clarified that Safety was grouped together with South African Police Services who lead on matters of safety. It was agreed that there was a budget for community safety which could effectively be utilised if the Special Programmes Unit and BCMM Traffic and Law Enforcement Departments could plan together.</p>		
6. Presentation on Ward Based Budget by IDP Unit	Ms Mbali from the IDP unit presented on BCMM's Ward Based Budget which was introduced by BCMM. The BCMM council made a resolution on a ward allocation of (R 700 000 from 2018/2019 and R1 Million in 2019/2021 and 2020/2021)	<ul style="list-style-type: none"> To ask assistance from Sector departments to assist the Councilors 	

	<p>this resolution was backed up by the MFMA and SCM Policy taken from National Treasury.</p> <p>The initiative is for each ward Councilor with stakeholders in the ward to identify and prioritize quick wins identified by the ward members in ward meetings, roadshows and Mayoral Imbizos. The identified project must be accompanied by operational plan and implementation plan which include all cost of the project as well as estimated timeframes. The identified project must be categorized as per the expertise of the Directorate who then nominate a project coordinator.</p> <p>All the procurement of these project will be according to the procurement processes of supply chain. Local bidders will receive preference and suppliers will be preferred to be from the ward and be registered to CSD. BCMM will enter into MOU with the appointed service provider where process of monitoring and oversight will be stipulated in the agreement, payment is to be finalized at the end of the project with receipt of an invoice and certified progress report by the coordinator. Councilors and relevant stakeholders are to conduct oversight on each project. Proper documentation for all wards will be kept for any audit query.</p>	<p>through Integrated planning as well as resource sharing of mutual interest.</p>	
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	<p>A clarity was sought on the abuse and manipulation of selection process of a service provider in the ward and how is the program going to protect these project from these kinds of abuse and litigation.?</p> <p>It was responded that there were guidelines for the processes to take place in a ward ie ward councilors will have to work with stakeholders in the ward, minutes of meetings in the ward on resolutions taken, attendance registers and number of hours the meeting sat. The SCM Policy will also be utilized for all procurement in relation to this initiative.</p> <p>It was proposed that sector departments must be engaged at an early stage as some of the issues in the ward are not going to be accommodated in this R 700 000.</p>		
7. Presentation: Provincial IGR Strategy	<p>Ms Gounden advised that Mr Nodlabi from the Province had indicated that the Strategy was still in draft format therefore it could not be presented at this stage and therefore, there was no presentation from the Province.</p>	<ul style="list-style-type: none"> • The Province to present the Provincial IGR Strategy to an upcoming IGR Forum meeting. 	

8. Presentation: Anti-Poverty Strategy	Ms Gounden advised that Mrs Sogoni from Department of Social Development had tabled an apology and indicated that the Anti-Poverty Strategy will be presented to the next IGR Forum.	<ul style="list-style-type: none"> • The Department of Social Development to present the Anti-Poverty Strategy to the next IGR Forum Meeting. 	
9. Way Forward	The date for the next IGR Forum will be communicated to all stakeholders via email.	<ul style="list-style-type: none"> • None 	
10. Closure	The Chairperson thanked everyone in attendance and thanked them for the inputs and closed the meeting at 12h30.	<ul style="list-style-type: none"> • None 	