

Buffalo City Metropolitan Municipality
East London | Bhisho | King William's Town
Province of the Eastern Cape
South Africa

Website: www.buffalocity.gov.za



**BUFFALO CITY
METROPOLITAN MUNICIPALITY**

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MEMORANDUM

TO: HEAD OF DEPARTMENTS
HEAD OF DIRECTORATES
CHIEF FINANCIAL OFFICER

FROM: CITY MANAGER

DATE: 21ST FEBRUARY 2018

ATTENDANCE AT THE BEPP TASK TEAM MEETINGS

In preparation for the submission of the 2018-2019 Built Environment Performance Plan (BEPP) of the Buffalo City Metropolitan Municipality, the following representatives are requested to avail themselves for the meetings of the BEPP Task Team.

Kindly peruse the list of representatives identified, where there may be new members shortlisted, kindly confirm names of representatives and attendance at Task Team meetings.

This is critical in order to motivate for projects aligned to the objectives of the BEPP.

The list of representatives is attached in following page:



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LIST OF REPRESENTATIVES:

Directorate	Department	Representative	Head of Department
City Manager	EPMO	Mrs. Sopna Kumar-Nair (Coordinator) Ms. Thozama Dyonase (Support & GIS) Ms. Ziyanda Nelani (Admin)	Mr. S. Bakumeni (Lead)
City Manager	Knowledge Management	Mr. Jack Fine	Dr. T. Nokushe
Spatial Planning and Development	Forward Planning	Mr. Raymond Foster / Mr. Hans Schluter	Ms. N. Mbali-Majeng
	Settlement Planning	Mr. Justine Mudimbu / Mr. Albie Meiring	
	Transport Planning	Mr. Ayanda Skwebu	
Human Settlements	Human Settlements	Ms. Thomakazi Magaqa	Mr. L. Mbula
Municipal Services	Solid Waste Management	Ms. Nomphele Daniel	Ms. N. Daniel
	Community Amenities	Mr. Keshav Panday	
Economic Development and Agencies	Economic Development	Mr. Xolelwa Majiza	Ms. N. Ncokazi
Infrastructure Services	Water and Sanitation	Mr. Mark Westerberg	Mr. N. Ncunyana
	Electricity	Mr. Rob Ferrier	
	Roads and Storm water	Mr. Pumla Madlingozi	
Finance	Finance	Mr. Shaun Moore and Mr. N. Sigcau	Mr. V. Pillay
Executive Support Services	IDP	Ms. Nozuko Franz	Ms. N. Sidukwana


A. SIHLANHLA
CITY MANAGER



BEPP TASK TEAM MEETING

23 FEBRUARY 2018

VENUE: EPMO BOARDROOM, 5 TH FLOOR, ABSA

TIME: 09:00 AM

NAME	DEPARTMENT	CONTACT DETAILS	E-MAIL	SIGNATURE
Siyabonga Bakumeni	EPMO - Acting Head	043 - 722 0260	siyabonga.k@buffalocty.gov.za	<i>[Signature]</i>
Sopra Kumar-Nair	EPMC - Strategic Urban Designer	0824794949	SopraK@buffalocity.gov.za	<i>[Signature]</i>
MARK WESNER	WATER SUBMITTALS	043 - 7052084	mark.w@buffalocity.gov.za	<i>[Signature]</i>
THABAZI NENONENI	Human Resources	043 705 1150	thabazi.n@buffalocity.gov.za	<i>[Signature]</i>
JUSTINE MUDIMBU	CITY PLANNING	043 705 2022	justine@buffalocity.gov.za	<i>[Signature]</i>
GCINUXOLO YAMATHE	BCMDA	0826574357	gcinoxob@bcmda.org.za	<i>[Signature]</i>
RAYMOND FOSTER	CITY PLANNING	043 705 2269	raymond.f@buffalocity.gov.za	<i>[Signature]</i>
Rob Ferner	Electricity + Energy & TRANSPORT PLANNING	9602	rob.f@buffalocity.gov.za	<i>[Signature]</i>
ATANDA SKWEBU	CIAC	043 705 2834	atandas.k@buffalocity.gov.za	<i>[Signature]</i>
Andra Murr	INFRASTRUCTURE	0828716532	andra.m@buffalocity.gov.za	<i>[Signature]</i>
UMFA MADIKOZI	EPMO	043 705 2165	umfame@buffalocity.gov.za	<i>[Signature]</i>
THOCAMA DJONDE	EPMO	043 722 0250	thocamas.d@buffalocity.gov.za	<i>[Signature]</i>
Ziyanda Nengani	EPMO	043 722 0464	ziyandan@buffalocity.gov.za	<i>[Signature]</i>

MINUTES OF BEPP TASK TEAM MEETING

<p>Meeting: BEPP Task Team Meeting Agenda: Attached Date: 23 February 2018 Time: 09h00 – 15h45 Venue: EPMO Boardroom</p>		
ITEM	MINUTES	ACTION
1	ATTENDANCE	Departments
SB SK RF JM AS PM TM MW RFe GY AM TD ZN	Siyabonga Bakumeni Sopna Kumar-Nair Raymond Foster Justine Mudimbu Ayanda Skwebu Phumla Madlingozi Thomakazi Magaqa Mark Westerberg Rob Ferrier Gcina Yawathe Andrew Murray Thozama Dyonase Ziyanda Nelani	EPMO EPMO SPATIAL PLANNING SETTLEMENT PLANNING TRANSPORT PLANNING ROADS AND STORMWATER HUMAN SETTLEMENTS WATER AND SANITATION ELECTRICITY BCMDA GTAC EPMO EPMO
	APOLOGIES	
	Xolelwa Majiza Shaun Moore Nozuko Frans Nomphele Daniels	ED&A FINANCE IDP COMMUNITY SERVICES
	APPROVAL OF PREVIOUS MINUTES	
	None	
	MATTERS ARISING	
	None	
2	PURPOSE OF THE MEETING	
	The purpose of the meeting is to reflect on the previous BEPP (2017/18), identify gaps and the necessary actions required to improve on the current BEPP (2018/19).	Mr S. Bakumeni
	DISCUSSION	

Reflection on Previous BEPP And Planning for The Current BEPP Through Progression Model

SECTION A

Introduction was satisfactory, however strengthening of the Intergovernmental Project Pipeline needed for stronger IGR: Initiate meetings with SOE's and IGR departments

BEPP Task team to hold meeting

SECTION B – Spatial Planning and Project Prioritization

Township population needs to be clearly stipulated:
Update maps and provide township populations

SK to discuss with RF and JM from Planning regarding updated maps, and **TD** to assist with updated maps

Strengthen alignment between Human Settlements and Transport Planning:

SK to schedule meeting between **JM, AS** and **TM** to discuss narrative

Provide HS demand projections per area per typology

Evidence of Consultation with relevant IGR partners

ZN to collect and collate evidence for IG engagements from BEPP task team members from all sections

Informal Settlement upgrading strategy as well as budget for settlement planning regarding projects over the MTREF, information for prioritised marginalised areas

RF and **JM** to assist

A table indicating 3 nodal categories to be provided

SK to circulate table to Spatial Planning and ED&A to assist in completing the table

High level intervention strategy for the 3 types of Spatially targeted areas

ED&A to assist as some of the information would be available in the Economic Development strategy

SECTION C – Intergovernmental Project Pipeline

Intergovernmental Project Pipeline needs to be improved to reflect investment from other stakeholders (SOE's, Provincial government etc.)

BEPP task team to hold information sharing session with the relevant stakeholders

An Investment Strategy specific to IG pipeline needs to be provided, not just for existing infrastructure

Finance and ED&A to discuss

<p>SECTION D – Capital Funding</p>	<p>EPMO to set up meeting with Finance to discuss this section</p>
<p>SECTION E – Implementation</p> <p>Procurement approach for top priority projects needed</p>	<p>EPMO to meet with Finance to initiate a process plan for prioritising projects which fall within the Catalytic Urban development programmes</p>
<p>SECTION F – Urban Management</p> <p>Precinct Management approach needed for other nodes besides Mdantsane</p> <p>City economic data needs to be provided and mapped</p>	<p>EPMO to set up meeting with ED&A, Knowledge Management and BKCOB to assist</p> <p>EPMO to meet with ECSECC to assist with data</p>
<p>SECTION G – Institutional Arrangements and Operating Budget</p> <p>Issues of clarity needed from CSP</p>	<p>SK to follow up</p>
<p>SECTION H – Reporting and Evaluation</p> <p>Information required on baseline data, historical performance, targets set for city reported indicators, targets set for national reported indicators and the proposed approach and timelines for the same</p>	<p>EPMO to set up meetings with relevant departments to clarify requirements</p>

Way Forward

- (Draft required) It is imperative to move fast as the draft BEPP is required by CSP coordinator on the 2nd week of March.
- BEPP Indicators will be sent out to relevant departments and Baseline data is expected on the draft
- Communication requesting assistance from Task team members will be sent out from time to time until submission of final BEPP and members are urged to prioritise.

DATE OF NEXT MEETING

Intergovernmental Project Pipeline – 02 March 2018



BEPP INTERGOVERNMENTAL STAKEHOLDER MEETING

02 MARCH 2018

VENUE: CITY MANAGERS BOARDROOM, 10TH FLOOR, TRUST CENTRE

TIME: 09:00 AM

NAME	DEPARTMENT	CONTACT DETAILS	E-MAIL	SIGNATURE
Ruweida Nana	BCMDA	043 010 181	ruweida@bcmda.org.za	<i>[Signature]</i>
Gcinuxolo Yawathe	BCMDA	043 010 178	gcinuxolo@bcmda.org.za	<i>[Signature]</i>
Rowan Van Gend	PT	0825696339	rowan@udec.co.za	<i>[Signature]</i>
Zaheera Shaik	PT	0815037622	Zaheera.Shaik@treasury.gov.za	<i>[Signature]</i>
Mawo Magumani	PT	081 551 0213	mawo.magumani@treasury.gov.za	<i>[Signature]</i>
Nomasomi Mbeleli	TNPA	063 257 8208	nomasomi.mbeleli@kwaazulu.net	<i>[Signature]</i>
Sharon Sijako	TNPA	083 455 8112	sharon.sijako@transnet	<i>[Signature]</i>
Alvin Singama	TNPA	073 223 8114	alvin.singama@transnet	<i>[Signature]</i>
Siyabonga Bakumeni	BCMM: Acting Head EPMD	060 809 7263	siyabonga@byfflacity.gov.za	<i>[Signature]</i>
Thobakazi Nkomozi	Senior Project Manager H&E	043 705 1132	thobakazi@byfflacity.gov.za	<i>[Signature]</i>
Ayanda Skweby	TNPA/STON Planning & Liaison	043 705 2834	ayandaske@byfflacity.gov.za	<i>[Signature]</i>
P. Maphinkwazi	Roads & SWI	043 705 2401	pumle.maphinkwazi@byfflacity.gov.za	<i>[Signature]</i>
M. Neyerberg	Water/Waterworks	705 2084	marking@byfflacity.gov.za	<i>[Signature]</i>
Sharon Moolé	Finance - BCMM	705 3381	sharonmole@byfflacity.gov.za	<i>[Signature]</i>
Kreaseen Napoo	Invest Buffalo City	082 946 2502	kreaseen@stsheni.co.za	<i>[Signature]</i>
Justine C. Mndimbi	CITY PLANNING - BCMM	043 705 2022	justine@byfflacity.gov.za	<i>[Signature]</i>
Nomatsangana T. Sipuka	BCMM - EPMD (ICG)	043 705 0464	nomatsangana@byfflacity.gov.za	<i>[Signature]</i>



MINUTES OF BEPP IGR TASK TEAM MEETING

Meeting: BEPP IGR Meeting

Agenda: Attached

Date: 02 March 2018

Time: 09h00 – 14h30

Venue: City Manager's Boardroom

ITEM	MINUTES	ACTION
1	ATTENDANCE Attendance Register attached	
	APOLOGIES PRASA SANRAL	
	APPROVAL OF PREVIOUS MINUTES None	
	MATTERS ARISING None	
2	PURPOSE OF THE MEETING To strengthen alignment with SOE's and other spheres of government that are operating within BCMM, with special focus on BCMM Catalytic Programmes.	

3

DISCUSSIONS

3.1

Presentations

A

OVERVIEW OF THE BEPP 2018/2019: SUMMARY OF CATALYTIC PROGRAMMES AND IGR PIPELINE

Presentation attached

BCMM Presentation on Overview of the BEPP 2018/2019: Summary of Catalytic Programmes and IGR Pipeline

- Period of funding needs to be clearly articulated, whether the City’s budget is within the MTREF or the overall funding of the projects.
- Project timelines must be aligned with all stakeholders to ensure proper planning.

Social, Economic Development, and Arts and Culture projects need to be reflected well in the IGR Pipeline, not just infrastructure projects.

B

TNPA PORT OF EAST LONDON IGR PRESENTATION

Presentation attached

Presentation overview on some of the Port major projects that are catalytic in nature, amongst others:

- Deepening and widening of Port entrance channel
- Replacement of Buffalo Bridge
- Latimer’s Landing Jetty Replacement

C

PROVINCIAL TREASURY INTEGRATED PLANNING AND ALIGNMENT INFRASTRUCTURE

Presentation attached

Provincial Treasury has started with the practical implementation of integrated planning.

Undertaken the analysis and planning integration of the provincial projects, the engagement with the Metros, as well as the inclusion of the master planning for electrification.

C	<p>BCMA – EAST LONDON BEACHFRONT</p> <ul style="list-style-type: none"> • Concept and design framework completed and has been approved by council • The project is in Preparation stage <p>Further engagements need to take place between BCMDA, TNPA and BCMM to discuss alignment and prioritisation of projects in the beach front.</p>	<p>Presentation attached</p> <p>BCMDA, BCMM, TNPA</p>
	<p>Way Forward</p> <ul style="list-style-type: none"> • More engagements will be initiated by BCMM for a more integrated planning. • Stakeholders agreed to form a task team that will meet on a quarterly basis. • Participants have decided to share plans, data and GIS maps <p>DATE OF NEXT MEETING</p> <p>To be determined</p>	