

180227 PCF NAE

## **HANDOUT 3: PROJECT IMPLEMENTATION PLAN**

**PROGRESS UPDATE ON THE 1997 & 1999 WHITE PAPERS**

**REVIEW TOWARDS THE PUBLIC WORKS ACT**

**PUBLIC WORKS POLICY REVIEW-PUBLIC WORKS BILL  
DEVELOPMENT PROJECT**



## 2. PROJECT IMPLEMENTATION PLAN AND PROGRESS UPDATE

PHASE	KEY ACTIVITIES	DELIVERABLES	DUE	RESPONSIBILITY
<b>CONTINUOUS MONITORING, CONTROL AND EVALUATION</b>				
<b>JUSTIFY NEED FOR PUBLIC WORKS POLICY REVIEW/PUBLIC WORKS ACT</b>	<b>1. Identify issues and define need for Public Works Policy Review Act</b>	<b>1. DPME ENDORSED SEIA REPORT IN SUPPORT OF POLICY REVIEW</b>	<b>Q1 2018/19</b>	ADDG
		<b>2. EXCO-ENDORSED CONCEPTUAL FRAMEWORK</b>	<b>Q3 2017/18</b>	ADDG
		<ul style="list-style-type: none"> <li>• Desktop Researched Briefs/Reports</li> </ul>	<b>Continuous</b>	Project Manager
		<ul style="list-style-type: none"> <li>• 1997 Synopsis Document</li> </ul>	<b>2016/17</b>	Policy Specialists
		<ul style="list-style-type: none"> <li>• 1999 Synopsis Document</li> </ul>	<b>2016/17</b>	Policy Specialists
		<ul style="list-style-type: none"> <li>• Draft Conceptual Framework</li> </ul>	<b>2016/17</b>	ADDG
		<ul style="list-style-type: none"> <li>• Briefs/Write-ups and Presentations</li> </ul>	<b>2016/17</b>	Project Manager
<b>2. Literature review</b>				
<b>3. Motivate need for Project</b>		<ul style="list-style-type: none"> <li>• Exco Approved Submission Motivating For 'Project 1'</li> </ul>	<b>2016/17</b>	ADDG

for and secure minutes or other record confirming EXCO approval/endorsement of Project.

	4. Undertake initial Socio-Economic Impact Assessment (SEIA)	<ul style="list-style-type: none"> <li>Initial Socio-Economic Impact Assessment (Seia) Report</li> </ul>	Q3 2017/18	Project Manager
<b>PROJECT INSTITUTIONALISATION</b>		<b>3. FULLY OPERATIONAL PROJECT STRUCTURES</b>	Q4 2017/18	ADDG
	1. Identify Project institutional needs	<ul style="list-style-type: none"> <li>PSC endorsed Project Organogram</li> </ul>	Q3 2017/18	ADDG
	2. Secure Ministry participation	<ul style="list-style-type: none"> <li>Agenda and Minutes of Meetings</li> </ul>	Q3 2017/18	Project Manager
	3. Develop Terms of reference (TOR) for Project Steering Committee (PSC)	<ul style="list-style-type: none"> <li>EXCO endorsed PSC TOR</li> </ul>	Q3 2017/18	Project Manager
	4. Operationalise Project Steering Committee (PSC)	<ul style="list-style-type: none"> <li>Agenda and Minutes of Meetings</li> </ul>	Continuous	Project Manager
	5. Develop TOR for Project Management Office (PMO)	<ul style="list-style-type: none"> <li>PSC endorsed PMO TOR</li> </ul>	Q3 2017/18	Project Manager
		<ul style="list-style-type: none"> <li>Appointed Project Manager</li> </ul>	Q2 2017/18	ADDG
		<ul style="list-style-type: none"> <li>Appointed Project Team</li> </ul>	Q2 2017/18	ADDG
	6. Operationalise Project Management Office	<ul style="list-style-type: none"> <li>Agenda and Minutes of all PMO meetings</li> </ul>	Continuous	Project Manager
	7. Develop Basic Terms for incorporation into Contracts for 4 Policy Subject Matter Experts	<ul style="list-style-type: none"> <li>Basic Terms for incorporation into Contracts for 4 Policy Subject Matter Experts</li> </ul>	Q3 2017/18	Project Manager
8. Develop TOR for Expert Reference Group (ERG)	<ul style="list-style-type: none"> <li>PSC/EXCO endorsed Expert Reference Group (ERG) TOR</li> </ul>	Q3 2017/18	Project Manager	
9. Develop TOR for Construction Workstream (CWk)	<ul style="list-style-type: none"> <li>Construction Workstream (CWk) TOR</li> </ul>	Q3 2017/18	Director: Construction Policy	

	<p>10. Develop TOR for Property Workstream (PWLk)</p> <p>11. Develop TOR for Intergovernmental Advisory Group (IAG)</p> <p>12. Develop TOR for Multi-stakeholder Consultative Forum (MSCF)</p>	<ul style="list-style-type: none"> <li>PSC endorsed Property Workstream (PWLk) TOR</li> <li>PSC endorsed Intergovernmental Advisory Group (IAG) TOR</li> <li>PSC endorsed Multi-stakeholder Consultative Forum (MSCF) TOR</li> </ul>	<p>Q3 2017/18</p> <p>Q4 2017/18</p> <p>Q4 2017/18</p>	<p>Director: Property Policy</p> <p>Policy Specialists</p> <p>Policy Specialists</p>
<p><b>REVIEW PUBLIC WORKS POLICY FRAMEWORK</b></p>	<p>1. Clarify Policy Issues and preferred options</p> <p>2. Compile Framework for Draft Policy Document</p>	<p>4. <b>DISCUSSION PAPER</b></p>	<p>Q3 2017/18</p> <p>Q4 2017/18</p>	<p>Project Manager</p> <p>Policy Specialists</p>
	<p>3. Advocate policy proposal, and secure policy position of principals (Policy Champion, PSC, Policy Owner)</p>	<p>5. <b>DRAFT POLICY (V1)</b></p>	<p>Q4 2017/18</p>	<p>Policy Specialists</p>
	<p>4. Stakeholder mapping</p>	<p>6. <b>STAKEHOLDER CONSULTATION FRAMEWORK</b></p> <ul style="list-style-type: none"> <li>Stakeholder Consultation Plan</li> </ul>	<p>Q3 2017/18</p> <p>Q4 2017/18</p>	<p>Project Manager</p> <p>Project Manager</p>
	<p>5. Distribute Draft Policy Document to key stakeholders</p>	<ul style="list-style-type: none"> <li>Communication Register</li> </ul>	<p>Q1 2018/19 to Q3 2018/19</p>	<p>Policy Specialists</p>
	<p>6. Analyse, respond to and incorporate key stakeholder's inputs.</p>	<ul style="list-style-type: none"> <li>Stakeholder Feedback Analysis</li> </ul>	<p>Q1 2018/19 to Q3 2018/19</p>	<p>Policy Specialists</p>
	<p>7. Secure endorsement of Draft Policy (V2)</p>	<p>7. <b>DRAFT POLICY (V2)</b></p> <ul style="list-style-type: none"> <li>Communication register</li> </ul>	<p>Q2 2018/19 to Q2 2018/19</p>	<p>Policy Specialists</p> <p>Project Manager</p>
	<p>8. Circulate draft Policy for wider stakeholder consultation</p>	<ul style="list-style-type: none"> <li>Communication register</li> <li>Stakeholder feedback analysis</li> </ul>	<p>Q2 2018/19 to Q3 2018/19</p>	<p>Project Manager</p> <p>Policy Specialists</p>
	<p>9. Analyse, respond to and incorporate inputs from the wider stakeholder participation process.</p>		<p>Q2 2018/19 to Q3 2018/19</p> <p>Q3 2018/19</p>	<p>Policy Specialists</p> <p>Policy Specialists</p>



<b>PARTICIPATE IN AND SUPPORT PARLIAMENTARY PROCESS</b>	10. Analyse, respond to and incorporate inputs from the wider stakeholder participation process. 11. Conduct Final Socio-Economic Impact Assessment (SEIA) 12. Secure endorsement of Final Draft Public Works Bill (V3)	13. Analyse, respond to and incorporate inputs from the wider stakeholder participation process. 14. SUBMISSION TO MINISTER (accompanied by final Draft Public Works Bill)	Q4 2019/20	Legal
			Q4 2019/20	Project Manager
			Q4 2019/20	ADDG
	13. Submit final draft Public Works Bill (V3) for submission to Cabinet	<b>15. PUBLIC WORKS ACT</b>	Q4 2019/20	ADDG
			Q4 2019/20 to ...	Project Manager
			Q4 2019/20 to ...	Project Manager
	Parliament publishes Bill and Memorandum of Objectives and invites Public Comment Parliament (may) host public hearings Deliberations of Portfolio/Select Committees	<ul style="list-style-type: none"> <li>Responses to public inputs</li> <li>Responses to Committees</li> <li>Process proposed amendments to Draft Public Works Bill by members</li> </ul>	Q4 2019/20 to ...	ADDG
			Q4 2019/20 to ...	ADDG
			Q4 2019/20 to ...	ADDG
	Adoption by National Assembly and National Council of Provinces			