

1. Introduction

The National Assembly passed a resolution on 22 September 2009 establishing an ad hoc committee to conduct coordinated oversight on service delivery under the theme "*working together to ensure the delivery of quality service to communities*".

2. Terms of reference

- To conduct coordinated visits in rural and urban areas.
- To conduct public hearings at Parliament to enquire further into the findings, and to use among others the preliminary research report on service delivery and challenges, compiled by the Parliamentary research Unit, as a source document.
- To table a report containing clear, achievable recommendations and a proposed implementation plan by no later than 13 November 2009.

3. Composition

The Committee consists of 43 members as follows:

14 members of the Portfolio Committee on Cooperative Governance and Traditional Affairs

Representatives from the following committees: Human Settlements, Energy, Social Development, Health, Water and Environmental Affairs, Basic Education, Transport, and Rural Development and Land Reform, in accordance with the following proportions: ANC 17; DA 5; Cope 3; IFP 2 and other parties 2.

Action:

- Parties to submit names. As of 2 November 7 ANC, 2 Smaller parties and 1 Cope were outstanding.
- Meeting to be convened to elect chairperson once all names have been submitted and Speaker has approved the names.

4. Approach

4.1 Briefing by the Minister of Cooperative Governance and Traditional Affairs.

On 4 November at 13:00, 10 or 11 November after sitting.

Action: Invitation to be sent out to Minister after confirmation of date with chairperson-elect.

4.2 Public hearings in Parliament (24-26 November 2009):

The following stakeholders would be invited:

Government Departments:

Co-operative Governance and Traditional Affairs, Human Settlements, Rural Development, Water and Environment, Energy, Transport, Health, and Education.

Organisations:

SALGA, Academics (UWC, UFS, Potch.), Institute for Local Government Management, Isandla, Municipal IQ, Institute for Municipal Finance Managers, DBSA, Empowerdex, Good Governance Learning Network, Old Mutual, Auditor-General, Trade Unions.

Action: Venue of hearings to be identified.
Invitations to be sent out by 12 November.

4.2 Public hearings and site visits in provinces (30 November – 11 December 2009):

Provinces to be covered: Mpumalanga, Gauteng, North-West, Eastern Cape, Free State, and Western Cape.

Committee will be divided into three groups of about 14. Each group will visit 2 provinces as follows:

Grp 1: Mpumalanga and Gauteng

Grp 2: North West and Western Cape

Grp 3: Eastern Cape and Free State

Action: Committee to approve provincial grouping.
Committee to allocate names in accordance with the groupings.

Oversight will involve communities, municipalities, provincial departments, ward committees, civil society, and business.

Action:

- Letters to be sent from House Chairperson to counterparts in provinces informing them of the impending oversight visits.
- Letters to be sent from chairperson of Committee to mayors and provincial depts. Informing them of the visits.
- Venues of hearings to be identified.
- Sites to be visited to be identified.
- Times of hearings to be agreed (17:00).
- Support staff to start with travel arrangements and booking of accommodation once names have been allocated to the groups.

5. Publicity

Action:

- Advert to be published in the media by 8 November inviting public to the hearings once venues have been secured. Newspapers in which the adverts are to be published to be identified.
- Public Affairs Section to develop publicity strategy for the event.

6. Support

Committee will be supported by 4 Committee Secretaries, 3 Committee Assistants and 3 Researchers.

7. Catering

Action: Committee to decide whether catering will be provided to public during provincial hearings.

8. Transport

Action: Transport to hearings for members of the public in the vicinity to be arranged once venues have been identified.