

# AGENDA



## UEM PROGRAMME

Wednesday, 7<sup>TH</sup> NOVEMBER  
2007  
10H00 – 12H30  
Programme Steering  
Committee Meeting #7  
Venue: DEAT, Pretoria,  
10<sup>th</sup> Floor, South Tower, Room 1014



<b>Called by:</b>	PSC Secretariat / DEAT
<b>Type of meeting:</b>	Programme Steering Committee
<b>Chairperson:</b>	Mr Peter Lukey
<b>Minutes</b>	Ranjini Pillay/Bo Leth-Espensen
<b>Attendees :</b>	Peter Lukey; Bo Leth-Espensen, Oupa Mosia, Portia Poulsen, Ranjini Pillay, Elisabeth Olivier, Troels Jorgensen, Sharon Lewis, Craig Haskins, Vicky Sim, Lizette Venter, Dhiraj Rama, Gottlieb Arendse, Sibusisiwe Hlela, Raudhiyah Sahabodien, Ramsook Loykisoonal, Soobs Moonsammy, Mandla Sithole, Rob Short, Bhutana Mhlanga, Review team Members
<b>Apologies:</b>	Osman Asmal, Kelello Ntoampe

<b>Agenda</b>	<b>Notes</b>	<b>Responsible</b>
<b>1. Welcome, Introductions</b>	<ul style="list-style-type: none"><li>➤ Peter Lukey who chaired this meeting welcomed the participants, in particular the Review Team.</li></ul>	Mr Peter Lukey Chair
<b>2. Approval of Agenda</b>	Approved, with additional points <ul style="list-style-type: none"><li>➤ Recap of the Progress Workshop 13-14 Sep</li><li>➤ Request from DoH for R 450,000 for CB workshops</li><li>➤ Request from Eth for R 1,6 mill for Computer model for Climate Change of the City.</li></ul>	PL
<b>3. Minutes of 6<sup>th</sup> UEM PSC meeting</b>	<ul style="list-style-type: none"><li>➤ P.2 12 m reports from all partners collected and comprehensive report produced will go to Danida shortly.</li><li>➤ P.3 12 m financial reports from partners collected and figures of transfer on their way from NT. Comprehensive overview of budget,</li></ul>	RP

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	<p>and spending will produced on this basis</p> <ul style="list-style-type: none"> <li>➤ Progress Workshop held 13-14 Sep held (see item)</li> </ul> <p>The minutes of PSC #6 were <b>endorsed</b></p>	
<p><b>4. Update on 2007-08 BP's and budgets</b></p>	<p>The following documents were available</p> <ul style="list-style-type: none"> <li>√ Presentation of Proposal for update of Budget 2007-08</li> <li>√ UEMP - Proposal for update of budgets 2007-08. (6 sheets on xls)</li> <li>√ Budget 2007-08 CT Amended 1 November 07,</li> <li>√ 071024 EKU BUSINESS PLAN EXTRACT Addendum</li> <li>√ The background for this update was in particular two issues:                             <ul style="list-style-type: none"> <li>○ To endorse figures for 2007-8, based on the correct figures of spending in the previous year.</li> <li>○ To endorse changes in relation. to budgets previously endorsed, in particular for DEAT, CT and EKU. With this proposal the budgets in execution include substantial rollovers from last year as well as budgets for the current year.</li> </ul> </li> </ul> <p>The PSC visited in particular new lines (not previously endorsed). <b>On this basis the PSC endorsed the new budgets with the changes and remarks mentioned below. Two (NP resp. M) spreadsheets with the endorsed and valid figures are annexed to these minutes.</b></p> <p>Following discussions City of CT withdrew a proposed line item of R100,000 for travel and capacity building. Instead as a general principle the partners are encouraged to include such costs in the budget figures for the particular activities.</p> <p>DoH had submitted a request for R. 450,000 for CB workshops on in-door air pollution. It was agreed that partners will be on the invitation list for these workshops and that the results will be made available for the programme. The proposal</p>	<p>BLE</p> <p>Craig Haskins</p> <p>Mandla Sithole</p>

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	<p>was endorsed.</p> <p>Eth had submitted a request for R. 1,600,000 (<i>extra</i> to pre-empted programme budgets) for 2008/9 budget, for a computer model of measures to reduce climate change. The discussion showed that this is relevant and in line with the programme. The work may be replicated for the use of other cities in RSA, if this possibility is kept open (w r t intellectual copy rights etc.) PSC is generally positive to this extra grant and will see a more detailed proposal from Eth.</p>	
<p><b>4. Recap of the Progress Workshop, 13-14 September</b></p>	<p>Dr. Pillay gave a recap of procedure and main outputs, based on the proceedings circulated: Proceedings of the workshop were circulated previously.</p> <p>The chair added that he found the workshop had been very productive and worth while.</p>	<p><b>RP</b></p>
<p><b>5. Joint Programme Review</b></p>	<p>The review team consist of</p> <ul style="list-style-type: none"> <li>➤ Kurt Moerk Jensen, Danida, <a href="mailto:kumoje@um.dk">kumoje@um.dk</a></li> <li>➤ Palle Lindgaard Jorgensen, <a href="mailto:plj@dhigroup.com">plj@dhigroup.com</a></li> <li>➤ Nomvula Marawa, <a href="mailto:nomvula001@telkomsa.net">nomvula001@telkomsa.net</a></li> </ul> <p><b>The team</b> will visit with partners according to their itinerary, looking into the issues listed below and compiling a report with recommendations for the PSC <b>Partners</b> are welcome to raise any issue with the team, but in particular they will look into the issues of their ToR.</p> <p>The team gave a presentation of this and responded to a number of questions.</p> <p>Among the issues raised:</p> <ul style="list-style-type: none"> <li>➤ Need for indicators for impact on poverty alleviation</li> <li>➤ Shopping list should to feasible extent be transformed with focus on good deliveries. <ul style="list-style-type: none"> <li>• Synergy across the programme</li> </ul> </li> </ul>	<p><b>Review Team</b></p>
<p><b>6. Research Programme, Update</b></p>	<p>A verbal update was presented by Portia. Three projects are completed so far. The RDE is considering establishing an advisory board of some kind in relation to the fund and is in the process of contacting suitable persons. This may</p>	

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	<p>progress further in the first quarter of next year. Chair requested that at the next PSC a presentation (bar chart) be made to indicate the budget vs. expenditure</p>	PP
<p><b>7. Other matters</b></p>	<p><b>1. STTA Update</b>  Documents  √ Progress report  √ Table of stage, budgeted funds and contracted funds for 27 projects  √ Short descriptions of 27 projects.</p> <p>A situation with more partner requests than budgeted funds is likely, soon. PSC discussed this and agreed to proceed as now, assessing each proposal / request from a partner on its own merit. The situation will be re-assessed in connection to next years budgets. Progress report was endorsed.</p> <p><b>2. Website</b></p> <ul style="list-style-type: none"> <li>➤ Is now public (no password needed).</li> <li>➤ All partners are encouraged to contribute with news, events, documents photos, etc.</li> <li>➤ Contributions to Ranjini Pillay who will pass them on to the Web site company. Contributions should clearly indicate whether they are meant for the public part of the site or for the internal site (access only to partners, password necessary).</li> <li>➤ An email is sent to some 80 partner officials with invitation to use the site, instructions on passwords, etc.</li> </ul> <p><b>3. Advisors</b></p> <ul style="list-style-type: none"> <li>➤ NA: To be employed, soon</li> <li>➤ CT: To be employed, soon</li> <li>➤ Eth: To be advertised (Programme assistant)</li> <li>➤ Johannesburg: To be advertised soon</li> </ul> <p><b>4. SACN</b></p> <ul style="list-style-type: none"> <li>➤ The Sustainable Cities publication was introduced and partners were requested to take copies to distribute.</li> <li>➤ Then State of Cities Financial Report for reading was also distributed.</li> </ul>	

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	<b>5. Other business: None</b>	
<b>8. Next Meeting</b>	➤ Proposed end February 2008. Meeting closed at 12:30	