

Wes-Kaapse Provinsiale Parlement
Western Cape Provincial Parliament
IPalamente yePhondo leNtshona Koloni

MINUTES OF PROCEEDINGS

PARLIAMENTARY OVERSIGHT COMMITTEE (POC)

Friday, 26 May 2017 (09h00), Chamber, 6th Floor, 7 Wale Street, Cape Town

ATTENDANCE

African National Congress

Dyantyi, R D (Alternate)
Uys, P

Democratic Alliance

Joseph, D
Maseko, L M
Wiley, M G E (Chairperson)

The following persons were in attendance:

Western Cape Provincial Parliament (WCPP)

Dr G Lawrence, Secretary
Mr R Hindley, Deputy Secretary
Ms N Petersen, Chief Financial Officer
Ms G Accom, Chief Treasury Officer
Ms S Fouche, Manager: Human Resources
Mr D Jawoodien, Manager: Finance
Mr T Nage, Acting Deputy Secretary and Chief Parliamentary Officer: Procedural Services
Mr M Sassman, Manager: Committee Support
Mr C Dowman, Manager: Security and Facilities
Mr C Ferndale, Manager: Public Education and Outreach

1. Opening and Welcome

The Chairperson opened the meeting and allowed brief introductions by all present.

- 2. Presentation by the Western Cape Provincial Parliament (WCPP) on the following:**
- 2.1 4th Quarterly Performance Report 2016/17 (Jan-March 2017);**
 - 2.2 4th Quarterly Financial Report 2016/17 (Jan-March 2017);**
 - 2.3 The implementation of a mechanism that may reduce the costs associated with institutional catering; and**
 - 2.4 The organisational structure of WCPP.**

Messers Lawrence, Accom, Jawoodien and Hindley proceeded to brief the Committee on the aforementioned subject matters.

The Committee deliberated and engaged the Institution on the presentations.


3. Consideration and adoption of the Draft Committee minutes of the meeting held on 24 March 2017

The Chairperson submitted the Draft Committee minutes of the meeting that was held on the 24 March 2017, which was considered and adopted.

4. Resolutions/Actions

- 4.1 The Committee REQUESTED that WCPP provide it with:
- 4.1.1 A written report which highlights the comprehensive set of milestones, including the projected timelines against which these milestones are set, which are associated with the implementation of the Enterprise Resource Planning system, as indicated on slide 6 of the presentation on the 4th Quarter Performance of the Institution; which is to be submitted by 30 June 2017;
 - 4.1.2 A detailed breakdown of the catering expenditure for the 2016/ 17 financial year, which includes the cost of actual catering per head and other related cost incurred for this specific expenditure, as indicated on slide 6 of the presentation which relates to the mechanisms that may reduce the costs associated with Institutional catering; which is to be submitted by 30 June 2017; and
 - 4.1.3 A written report on the Functional Enhancement process that was developed by the Institution, as alluded to by the Secretary during his discussion on the organisational structure of WCPP; which is to be submitted by 30 June 2017.
- 4.2 The Committee RESOLVED that:
- 4.2.1 WCPP brief it on the Functional Enhancement process at a date and time that has to be determined by the Committee; and
 - 4.2.2 Copies of all future amended Committee minutes be circulated to all members of the Committee, which highlights the amendments that were made to the minutes; at least one week prior to each Committee meeting.

Having concluded its business for the day, the meeting adjourned at 10h55.



MR MGE WILEY, MPP

CHAIRPERSON: PARLIAMENTARY OVERSIGHT COMMITTEE