

WESTERN CAPE PROVINCIAL PARLIAMENT



SECRETARY'S REPORT

May - December 2019

Secretary's Report

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FOREWORD

This Secretary's Report aims to record the notable activities of the Western Cape Provincial Parliament from the commencement of the 6th Parliament, ie from the time of the general election on 8 May, to the end of December 2019, and is a voluntary publication. The Secretary's Report is published in addition to the statutory required Annual Report of the institution. Unlike the Annual Report, which essentially focuses on financial, human resources, performance and governance related matters per financial year, the Secretary's Report covers in more detail the broad scope of activities which the institution was engaged in during the calendar year and in so doing also aims to record the institutional memory of the provincial parliament.

The Secretary's Report was published annually between 1997 and 2004 – a copy of each year's report is kept in the Library - but since then the history and institutional memory of the institution have not been recorded in a report specifically dedicated for that purpose. I trust that this publication will set the tone for future regular annual reporting on the activities of the provincial parliament. Although this report essentially covers the period from May to December 2019, I have also in particular instances included details of events before May 2019, for example certain human resource processes and legal matters emanating from 2018 and earlier, for purposes of context and which I consider important to record as well.

The importance and value of a publication such as this may not necessarily be felt immediately, but I have no doubt that it will greatly assist as a future reference and research source.

Some key activities which are reported on in the report include the elections of a new Premier, Speaker and Deputy Speaker following the general elections, the establishment of new standing committees and their activities, the establishment of the Speaker's Consultative Political Party Forum, the formalisation of the procedural hub, various procedural matters, a number of public education initiatives, Commonwealth Parliamentary Association matters, legal issues affecting the provincial parliament, and matters relating to the National Council of Provinces.

As we enter the 6th Parliament with a vision of being the leading regional parliament, rooted in Africa - innovative, relevant, forward looking and in touch with all its people - we will make the participation of the citizens of the Western Cape in the business of Parliament and its Committees the key focus area.

I wish to express my gratitude to Speaker Mnqasela, Deputy Speaker Schäfer, the Rules Committee, the Parliamentary Oversight Committee, members and staff for their support over the past year, and I also wish to commit the entire staff to continued service excellence to enable members to optimally fulfil their functions as public representatives.



ROMEO ADAMS
SECRETARY TO PROVINCIAL PARLIAMENT

28 February 2020

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I NATIONAL AND PROVINCIAL ELECTIONS

- (1) The general elections to elect members to the National Assembly and the provincial legislatures took place on Wednesday, 8 May. In the Western Cape the results were:

PARTY	VOTES	% OF VOTES	SEATS OBTAINED
Democratic Alliance	1 140 647	55,45	24
African National Congress	589 055	28,63	12
Economic Freedom Fighters	83 075	4,04	2
Good	61 971	3,01	1
African Christian Democratic Party	54 762	2,66	1
Freedom Front Plus	32 115	1,56	1
Al Jama-ah	17 607	0,86	1

- (2) The following members were duly elected as members of the Western Cape Provincial Parliament from the various party lists:

Democratic Alliance:

Mr R I Allen; Mr D America; Ms D M Baartman; Ms L J Botha; Mr A W Bredell; Ms S G Fernandez; Mr A T Fritz; Mr D A C Grant*; Mr R D MacKenzie; Mr B S Madikizela; Ms A J D Marais; Ms L M Maseko; Mr D J Maynier; Dr N Mbombo; Dr I H Meyer; Mr D G Mitchell; Mr M Mnqasela; Ms W F Philander; Ms B A Schäfer; Ms D A Schäfer; Mr T A Simmers; Mr A P van der Westhuizen; Ms M M Wenger; Mr A R Winde (nominated as Premier candidate by his party)

- *Mr D A C Grant did not take up his seat and his seat was taken by Mr G Bosman.*

African National Congress:

Ms N G Bakubaku-Vos; Mr C M Dugmore (Leader of Official Opposition); Mr M Kama; Ms P Z Lekker; Mr A Lili; Mr P Marran; Mr L L Mvimbi; Ms N D Nkondlo; Mr E Rasool*; Mr M K Sayed; Mr D Smith; Ms R Windvogel

- *Mr E Rasool did not take up his seat and his seat was taken by Ms A P Bans.*

Economic Freedom Fighters:

Ms N Makamba-Botya; Mr M Xego

Good:

Mr B N Herron

African Christian Democratic Party:

Mr F C Christians

Freedom Front Plus:

Mr P J Marais

Al Jama-ah:

Mr I de Jager*

- *Mr I de Jager was recalled by his party on 15 October and replaced by Mr G Brinkhuis with effect from 16 October. Mr Brinkhuis was administered the solemn affirmation by the Speaker in his chambers on 23 October.*

II FIRST SITTING OF 6TH PARLIAMENT

- (1) ***Swearing in of members.***- The first sitting of the Sixth Provincial Parliament of the Western Cape took place on 22 May, at 10:30. Members were sworn-in in groups of five by the Judge President of the Western Cape High Court, John Hlophe. Ms AP Bans (ANC) was sworn in by the Speaker in his chambers on 23 May.
- (2) ***Election of Premier.***- Judge President Hlophe presided over the election of Premier. Two candidates were nominated for election of Premier, viz Mr A R Winde (DA), nominated by Mr B S Madikizela and seconded by Mr D J Maynier, and Mr C M Dugmore (ANC), nominated by Mr L L Mvimbi and seconded by Mr P Marran. Due to the fact that more than one candidate was nominated, the presiding officer announced that a secret vote would be taken in terms of item 6 of Part A of Schedule 3 of the national Constitution and item 6 of Schedule 2 of the Constitution of the Western Cape. The presiding officer then suspended proceedings to allow the returning officers to prepare the ballot papers.

In terms of the Rules applicable to the election of Premier, the Secretary, Mr R Adams, acted as returning officer, and he was assisted by Ms N Petersen and Mr J Nkabinde as Assistant Returning Officers.

The ballot papers having been prepared business resumed and the House proceeded to vote, and at the conclusion of the vote the presiding officer again suspended business to allow for the counting of the votes. The votes having been counted business resumed and the Chairperson announced the result of the election, viz: Mr A R Winde - 24, Mr C M Dugmore - 10, while there were 6 spoilt ballot papers.

The newly elected Premier then briefly expressed his sense of the honour conferred upon him.

- (3) ***Election of Speaker.***- Judge President Hlophe also presided over the election of Speaker. Two candidates were nominated for election of Speaker, viz Mr M Mnqasela (DA), nominated by Ms S G Fernandez and seconded by Ms A J D Marais, and Ms P Z Lekker (ANC), nominated by Mr M K Sayed and seconded by Ms N G Bakubaku-Vos. Due to the fact that more than one candidate was nominated, the presiding officer announced that a secret vote would be taken in terms of item 6 of Part A of Schedule 3 of the national Constitution and item 6 of Schedule 2 of the Constitution of the Western Cape. The presiding officer then suspended proceedings to allow the returning officers to prepare the ballot papers.

The Secretary, Mr R Adams, Ms N Petersen and Mr J Nkabinde again acted as returning officers.

The ballot papers having been prepared business resumed and the House proceeded to vote, and at the conclusion of the vote the presiding officer again suspended business to allow for the counting of the votes. The votes having been counted business resumed and the presiding officer announced the result of the election, viz Mr M Mnqasela - 23, Ms P Z Lekker - 12, while there were 2 spoilt ballot papers.

The newly elected Speaker was conducted to the Chair by Dr I H Meyer and Mr R D MacKenzie where after he expressed his sense of the honour conferred upon him.

- (4) ***Election of Deputy Speaker.***- Newly elected Speaker Mnqasela presided over the election of the Deputy Speaker. Mr D G Mitchell (DA), seconded by Ms W F Philander, nominated Ms B A Schäfer, while Ms N D Nkondlo (ANC), seconded by Mr A Lili, nominated Mr L L Mvimbi. Due to

the fact that more than one candidate was nominated, the Speaker announced that a secret vote would be taken in terms of item 6 of Part A of Schedule 3 of the national Constitution and item 6 of Schedule 2 of the Constitution of the Western Cape. The Speaker then suspended proceedings to allow the returning officers to prepare the ballot papers.

The Secretary, Mr R Adams, Ms N Petersen and Mr J Nkabinde again acted as returning officers.

The ballot papers having been prepared business resumed and the House proceeded to vote, and at the conclusion of the vote the Speaker again suspended business to allow for the counting of the votes. The votes having been counted business resumed and the Speaker announced the result of the election, viz Ms B A Schäfer – 23, Mr L L Mvimbi – 12, while there were 2 spoilt ballot papers.

The Speaker, on behalf of all present, congratulated Ms Schäfer on her election as Deputy Speaker, where after the newly elected Deputy Speaker, from her bench, expressed her sense of the honour conferred upon her.

III MINISTERS AND MEMBERS

- (1) **Provincial Cabinet.**- The newly elected Premier announced his Cabinet on 23 May, as follows:

PORTFOLIO	NAME
Premier	Alan Winde
Agriculture	Ivan Meyer
Community Safety	Albert Fritz
Cultural Affairs and Sport	Anroux Marais
Education	Debbie Schäfer
Finance and Economic Opportunities	David Maynier
Health	Nomafrench Mbombo
Human Settlements	Tertuis Simmers
Local Government, Environmental Affairs and Development Planning	Anton Bredell
Transport and Public Works	Bonginkosi Madikizela
Social Development	Sharna Fernandez

- (2) **Orientation of members.**- The newly elected members were offered a full orientation programme over a period of nine days, starting on 20 May, two days before the first sitting on 22 May, followed by a further seven days after the first sitting. The programme entailed:

Day 1:

Welcome and registration : Introduction of Senior Management Team; Discussion on programme for the first few weeks; Explain when offices will be allocated; List of documentary requirements for Day 2; Official portrait photographs; and Tours of the building (every 30 min)

Day 2:

Administration: Access permits/biometrics; Parking; Certification; Library; Medical aid; Pension fund; Technology packs; Trolley bags; Biographies; Official passports; and Registrar of Members' Interest; Introduction Meeting: Secretary; Introduction to peers; Overview of constitutional mandate and role of WCPP; and First Sitting and swearing in

Day 3: First Sitting Day

Swearing in of Members; Election of Premier; Election of Speaker; Election of Deputy Speaker; and Nomination of NCOP permanent delegates

Day 4:

Role of a Member: Law-making; Oversight; Public involvement; Constituency office-bearers and roles; Members and the media; Sitting of the House: Seating; Business of the day; Papers of the House; Step by step guide to a sitting; and Video of a sitting

Day 5:

Oversight: Committee work; Annual Performance Plans; Budgets; Annual reports; Oversight visits; International relations and protocol; and Corporate items

Day 6:

Women's Caucus Meeting; Sitting of the House; Establishment of Rules Committee; First meeting of Rules Committee.

Day 7:

Members' allowances; Being a worthy Member: the do's and don'ts; and Income tax and allowances (SARS)

Day 8:

Legislative Sector Support; Parmed Medical Aid Scheme; AGSA; Political Office Bearers Pension Fund; and Public Service Commission

Day 9:

Rules Workshop

Day 10:

Parliamentary Programme: What does it look like? What does it mean to me? Programme for the next week; and Public Engagement

IV PROCEDURAL AND RELATED MATTERS

- (1) **State of Province Address.-** The Premier delivered his first State of the Province Address in the Chamber on 18 July. The debate on the Address took place on 23 July, followed by the Premier's reply on 25 July.
- (2) **Plenary Support.-** During the period under review, the House met for 18 plenaries, which represented 53 hours and 46 minutes of debating and deliberations. The administration's support included the preparation of the relevant House Papers, the preparation of routine guides, and procedural advice as required. Apart from the compilation, production and circulation of focused while the House approved a total of 119 resolutions.

The table below reflects various activities of the House and statistical information on certain of the output related to plenary support services:

Activity	Total
Interpellations debated	19
Questions for oral reply processed	106

Activity	Total
Questions for written reply processed	172
Speaker's Debates	1
Opportunities for questions to the Premier without notice	4
Subjects for discussion debated	4
Matters of urgent public importance debated	none
Order Papers	18
Minutes of Proceedings	18
Published Announcements, Tablings and Committee Reports (ATCs)	33
Provincial Gazettes published	2

- (3) **Rules Committee.** - The Rules Committee is established in terms of Standing Rule 96 and consists of the Speaker and Deputy Speaker and such other members nominated by parties in accordance with a formula determined by resolution of the House.

On 28 May the House resolved that the Rules Committee would, apart from the Speaker and the Deputy Speaker, consist of the following number of members nominated by parties: Democratic Alliance – 4; African National Congress – 2; Economic Freedom Fighters – 1; and GOOD, African Christian Democratic Party, Freedom Front Plus and Al Jama-Ah – 1 jointly (with the latter parties to decide among themselves on the representative on an annual rotational basis in order of electoral support achieved during the past general elections).

In the period under review the Rules Committee met on four occasions, viz on 28 May, 14 June, 16 August and 2 December.

Subcommittees of Rules Committee

- (a) **Subcommittee on Physical Infrastructure and Internal Related Arrangements.** - The Rules Committee on 16 August appointed a subcommittee “to provide guidance and political leadership on the physical infrastructure and related services of the Provincial Parliament and make recommendations to the Rules Committee in this regard.”

The following members were appointed to serve on the Subcommittee: Ms B A Schäfer, Deputy Speaker, as Convenor, Ms L M Maseko, Mr B N Herron, Mr D G Mitchell, and Ms P Z Lekker.

The subcommittee met on 7 October and was briefed by the Minister of Transport and Public Works on the findings of his department's investigation into possible alternative accommodation for a future provincial parliament, which included the option of part-funding such a project with private sector assistance. A possible site for a new building was identified in the vicinity of Liesbeek/Mowbray. The subcommittee agreed to visit the site but at the end of the period under review the visit had not yet taken place.

- (b) **Subcommittee on the Review of the Rules.** - A subcommittee on the Review of the Rules was established by the Rules Committee on 16 August, with the brief “to assess and review the efficacy of the Standing Rules if and when deemed necessary and to make recommendations to the Rules Committee in this regard.”

The following members were appointed to serve on the subcommittee: Mr D G Mitchell, Deputy Chief Whip of majority party, as Convenor, Ms M M Wenger, Ms D M Baartman, Ms P Z Lekker, and Ms N Makamba-Botya.

The subcommittee did not meet during the period under review.

- (c) ***Subcommittee on Sexual harassment policy and Leave of absence for Members.***- The Rules Committee, at its meeting on 16 August, resolved:

“That, mindful of Rule 31 of the Standing Rules which provides that the House must determine policy providing for exceptions to Rule 29 in respect for parental and other family-related purposes, a subcommittee be appointed to prepare a draft policy document for submission to the Rules Committee, such draft policy document to seek to give effect to the Rule”, and further “to regularly report to the Rules Committee on progress made in preparing and submitting such a draft policy document.”

The Rules Committee also resolved that the subcommittee be tasked to deal with leave of absence, and to also consider and produce a draft policy on sexual harassment relating to members.

The following members were appointed to serve on the subcommittee: Ms M M Wenger, Chief Whip of majority party, as Convenor, Ms D M Baartman, Ms P Z Lekker, Ms N Makamba-Botya, and Mr D G Mitchell.

The subcommittee met on 9 October, 22 November and 2 December. At the meeting on 9 October Advocate Le Roux, Senior Legal Adviser, briefed the Committee on the general principles concerning parental leave of absence contained in applicable South African law. The Subcommittee resolved that the Secretary be requested to task the Research Unit to undertake additional research to include laws of a sample of developed and developing countries, as well as rules and procedures applicable in other jurisdictions in order to have a broader understanding and options available and then to use the research material on laws, practices and procedures to develop a parental leave policy for members of the WCPP.

On 22 November the subcommittee reviewed the research relating to samples, policies and procedures applicable to parental leave. It was noted that members of legislatures and the Parliament in South Africa are not governed by the Basic Conditions of Employment Act. However, the subcommittee resolved that this legislation would be used as a foundation for the drafting of the policy.

Practices applicable in the national parliaments of South Africa, Kenya, New Zealand, the United Kingdom, Canada as well as in South African provincial legislatures were considered. It was noted that with the information available no other legislature in South Africa had a parental leave policy in place. The various legislatures and parliaments had adopted either formal practice through the incorporation of leave of absence into Standing Rules, or through informal practice via conventions. Pregnancy, maternity, paternity, adoption and spousal leave were the predominant types of leave provided for in other parliaments, while some parliaments made no specific provision for leave of absence for parents.

The subcommittee agreed that the policy for members would be gender-neutral and differentiate between parental leave for primary caregivers and non-primary caregivers.

The amount of leave proposed in the draft policy reflects leave provided for in the Basic Conditions of Employment Act and the Labour Laws Amendment Act.

The subcommittee adopted a first draft policy on parental leave for members of the WCPP on 22 November. The subcommittee resolved to request the Speaker to task the Human Resources, Finance and Legal sections of the WCPP to review and propose amendments to the draft policy. This was done and the policy was further amended to include these inputs. The revised draft was thereafter considered and agreed to by the subcommittee on 2 December. It resolved that the draft *Parental Leave for Parliamentarians Policy* and draft *Report of the Subcommittee on Sexual Harassment Policy and Leave of Absence for Members*, Ref: 12/4/2/18, be referred to the Rules Committee for consideration; and further that should the policy be adopted, it be reviewed every second year or as determined by the Rules Committee, for relevance and efficacy. (See *Announcements, Tablings and Committee Reports, 2 December 2019*, pp 238 – 240).

The Rules Committee, later on 2 December, adopted the report of the subcommittee (See *Announcements, Tablings and Committee Reports*, p 241), and the House adopted the report of the Rules committee on 3 December (See *Minutes of Proceedings*, p 66).

The policy adopted reads as follows:

Policy on Parental Leave for Parliamentarians

Introduction

The South African Constitution is often hailed as one of the most progressive and liberal constitutions of modern times. It is only one of very few that explicitly prohibits discrimination on the basis of pregnancy, which is enshrined in our Bill of Rights.

The Western Cape Provincial Parliament is taking a bold step to ensure rights for parliamentarian parents for maternity, paternity, adoption and surrogacy leave.

In a country beset with inequality, we often call for more women to be represented in politics. This policy is an attempt to level the playing field and break down structural barriers to entering a life of public service. This policy is an active step to ensure public representatives are able to serve their province and look after their families. It should not be a zero-sum equation where parents, and in particular, women, are forced to choose between a career or family. This policy makes provision for parliamentarian parents, whatever their gender or family arrangements, in the spirit of our Constitution.

Parental Leave

General

A member is entitled to take parental leave as a primary care giver, or as a non-primary care giver when their child is born, when the member becomes an adoptive parent where the child is younger than two years old, or when their child is born as a result of a surrogate motherhood agreement.

A member is entitled to parental leave only on notice to the Speaker and on notice to the Chief Whip or a whip of the political party to which the member belongs, as soon as is reasonably possible to give such notice.

The policy distinguishes between parental leave for primary care givers and parental leave for non-primary care givers, relating to birth, adoption and surrogacy arrangements.

Leave entitlements

With respect to parental leave a member is entitled to:

- (a) Four consecutive months parental leave as the primary care giver following the birth of a child;*
- (b) Ten consecutive week's parental leave as the primary care giver following the adoption of a child under 2 years, or birth of a child born via a commissioning agreement.*
- (c) Ten consecutive days parental leave as the non-primary care giver, following the birth of a child, the adoption of a child under 2 years, or birth of a child born via a surrogate motherhood agreement.*

Additional considerations

Where a member is pregnant with child:

- (a) she may commence parental leave (i) at any time from four weeks before the expected date of birth; or (ii) on a date from which a medical practitioner or a midwife certifies that it is necessary for the member's health or that of her unborn child;*
- (b) she may not work for six weeks after giving birth, unless a medical practitioner or midwife certifies that she is fit to do so; and*
- (c) A member who has a miscarriage during the third trimester of pregnancy or bears a stillborn child is entitled to maternity leave for six weeks after the miscarriage or stillbirth, whether or not the member had commenced maternity leave at the time of the miscarriage or stillbirth.*

A member may take parental leave—

- (a) on the date that the member's child is born; or*
- (b) on the date that an adoption order is granted in terms of which the member becomes an adoptive parent; or on the date that a child is placed in the care of the member by a competent court, pending the finalisation of an adoption order in respect of that child, whichever date occurs first.*
- (c) on the date a child is born as a result of a surrogate motherhood agreement.*

General principles concerning leave of absence and parental leave by members

Members must attend sittings of the House, and must attend meetings of committees to which they are appointed.

A member who wishes to be absent from 15 or more consecutive sittings of the House and/or meetings of committees to which that member is appointed (all inclusive), must obtain the leave of the House for that absence. If such member fails to comply with the

provisions of Standing Rule 29, unless that member has taken parental leave as provided for in rule 31, loses that member's membership of the Provincial Parliament when the House resolves to confirm the loss of membership.

In respect of leave of absence for parental leave as provided for in this policy, Standing Rule 30 is not applicable. For all other leaves of absence, rule 29 and 30 apply.

A member who takes leave in terms of rule 31 must give notice of that member's intention to take leave in terms of this rule as soon as is reasonably possible. Notice must be given to the Speaker and to the Chief Whip or a whip of the political party to which the member belongs.

A member's notice of that member's intention to take leave in terms of rule 31, in which the leave exceeds 15 days, must be published in the ATC as soon as is reasonably possible.

A member who takes leave in terms of rule 31 is entitled to the same remuneration that the member received before taking such leave, and is entitled, on that member's return to the Provincial Parliament on expiry of such leave, to resume all positions in any structure of the Provincial Parliament that the member occupied before taking such leave.

Political Parties may have the discretion (a) if it is reasonable to do so and (b) only if there is no likelihood of a member's health being detrimentally affected, to require a member who is on leave contemplated in this policy to attend a House sitting or committee meeting on a particular day for the sole purpose of recording a vote or votes.

Any misrepresentation made by a member for the purpose of obtaining leave, may be dealt in terms of the Members of the Western Cape Provincial Parliament Code of Conduct Act, 2002.

- (4) **Appointment of whips.**- At the first meeting of the Rules Committee after the general election, on 28 May, it was agreed, on the motion of the Chief Whip of the majority party, Ms M M Wenger, that the ratio of Whips to Members be 1:6, and that the majority party and the Official Opposition each be allocated a Chief Whip and a Deputy Chief Whip.

It was also agreed that the DA would be entitled to four whips and the ANC to two. All the Whips of the DA and ANC would qualify for the benefits applicable in law to the whippers, and smaller parties could jointly elect one member from among them as their whip, but that person would not qualify for any remuneration in terms of the Independent Commission for Remuneration of Public Office Bearers Act.

The whips of the parties were subsequently finalised as follows:

DA:

Chief Whip - Ms M M Wenger
Deputy Chief Whip - Mr D G Mitchell
Whip - Ms W F Philander
Whip – Mr R D MacKenzie

ANC:

Chief Whip - Ms P Z Lekker
Deputy Chief Whip - Mr M K Sayed

SMALLER PARTIES:

Whip - Mr B N Herron

- (5) **Programming Authority.**- The Programming Authority is established in terms of Standing Rule 121 and consists of members nominated by parties in accordance with a formula determined by the Rules Committee. At the first meeting of the Rules Committee, on 28 May, it was agreed, on the proposal of the Chief Whip of the majority party, Ms M M Wenger, that the same formula used to determine the representation of members on the Rules Committee be used for determining the representation of members on the Programming Authority.

The membership of the Programming Authority would therefore be: DA - 6; ANC - 2; EFF 1; and one further member for the other smaller parties jointly on an annual rotational basis.

At the first meeting of the Programming Authority, held on 29 May, the Chief Whip of the majority party, Ms M M Wenger, was elected as Chairperson.

During the period under review the Programme Authority held 11 meetings.

- (6) **Chairpersons' Forum.**- The Chairpersons' Forum, chaired by the Deputy Speaker, in her capacity as Chairperson of Chairpersons of Committees ('Chair of Chairs'), met on 16 August, where matters affecting portfolio committees generally were discussed. Presentations were made on the budget split among committees as well as the status of the budget spending patterns of committees, catering for committees, preparations for the annual reporting process as well as international travel.

A total budget of R2, 053 million was available for committee activities until the end of the financial year. Budgets for committees were agreed to, as follows: R100 000 for each Portfolio Committee; R50 000 for the Parliamentary Oversight Committee; and R50 000 jointly for the Rules Committee, Chairpersons' Forum, Conduct Committee and Disciplinary Committee. An amount of R553 000 was kept as a reserve for over-expenditure or unforeseen expenditure by committees, but primarily as the budget for international study visits.

The Forum was also briefed on the international relations and travel policies, on members' tools of trade, and on the Press Reader Application and the South African Press Association (SAPA).

- (7) **Chairperson of Public Account Committee.**- At the first meeting of the Committee on 4 June Mr L L Mvimbi, a member of the Official Opposition, was elected as Chairperson. In the 5th parliament a member of a minority party (ACDP) was the Chairperson of the Public Accounts Committee.
- (8) **Executive Committee.**- The Executive Committee ("Exco"), consisting of the Speaker, Deputy Speaker, Secretary, Head of the Office of the Speaker, Adviser in the Office of the Speaker, and administratively assisted by the Manager in the Office of the Secretary, met regularly during the period under review. This is the primary forum for interaction between the Speaker and the Secretary on day to day managerial and policy matters affecting the institution.
- (9) **Temporary presiding officers.**- On 28 May the House resolved that the following members be appointed, in accordance with Standing Rule 24, as temporary presiding officers: Ms L M Maseko, Mr A P Van der Westhuizen, Ms W F Philander, Mr L L Mvimbi, Ms N G Baku Baku-Vos and Ms N Makamba-Botya.

- (10) **Written question not replied to within timeframe.**- Standing Rule 206 provides that a question for written reply not replied to within ten working days may, at the request of the member in whose name the question stands, be placed on the Question Paper for oral reply. The Rule was applied in respect of Question 20 published on the Question Paper for written reply of 6 September. At the due date of 20 September the reply was still outstanding and on 26 September the relevant member (Mr B N Herron) requested the Secretary in writing, in terms of Standing Rule 206, to place the question on the Question Paper for oral reply. The question was placed on the Question Paper for oral reply of 3 October, and the relevant Minister (Minister Madikizela) replied to the question in the House on 3 October.
- (11) **Matters of Public Importance in terms of Standing Rule 143.**- On 23 October the Speaker received a written request from Ms D M Baartman to allow a debate as a matter of public importance in terms of Standing Rule 143 as follows: *The impact of the Special Appropriations Bill (B10-2019), also known as the 'Eskom Bill', on the Western Cape's provincial economy*. Later on the same day, before the Speaker could respond to the request, the member however withdrew the request indicating that she would rather pursue the matter during debate on the Adjustments Appropriation Bill.
- On 6 November the Speaker received a written request from the Leader of the Official Opposition, Mr C M Dugmore, to allow a debate as a matter of public importance in terms of Standing Rule 143 on a court judgment relating to tweets by former Premier Zille. The Speaker considered the request and on 11 November, in a letter to the Leader of the Opposition, declined the request for a debate in terms of Standing Rule 143 as the matter raised did not meet the criteria for allowing a debate under this Rule. The Speaker further indicated that the matter could rather be raised by way of a motion.
- (12) **Memorandum of Understanding with Public Protector.**- Discussions were held with the office of the Public Protector, at its request, to consider the possibility of the two entities agreeing to a memorandum of understanding between them. At the end of the period under review such a memorandum of understanding had not yet been finalized.
- (13) **Memorandum of Understanding with South African Local Government Association (SALGA).**- A draft memorandum of understanding with SALGA was prepared, but at the end of the period under review the document had not yet been finalized or signed by the parties.
- (14) **Women's Parliament at National Parliament.**- A Women's Parliament was held at National Parliament on 29 August. The WCPP's delegates were Minister of Health N Mbombo, Ms L M Maseko, Ms N G Bakubaku-Vos and Ms N Makamba-Botya. Ms Maseko delivered a short statement on behalf of the province on Article (1) of the Women's Charter for Effective Equality.
- (15) **Order of speakers on speakers' lists.**- During debate on 3 December the Leader of the Opposition, on a point of order, questioned the order of speakers on the speakers' lists for the day, which deviated from the established practice. After further points of order the Speaker suspended proceedings to consult the Table staff and on resumption ruled that the matter of the order in which members or parties would speak in debates generally, and in this instance, was a matter for determining by the Programming Authority.
- (16) **Sign language interpretation.**- The services of sign language Interpreters were used at the first sitting of the House on 22 May, as well as on 18 July during the debate on the State of the Province.

- (17) **Tabling of PERO and MERO.**- On 30 September the Minister of Finance, Economic Development and Tourism, Minister D J Maynier, tabled the Provincial Economic Review and Outlook (PERO) and the Municipal Economic Review and Outlook (MERO). The theme of the 2019 PERO was *Resilient Growth* and provided evidence-based research to inform and guide policy decisions and embed resilience, amid low growth and a subdued outlook.

In summary:

- the provincial economy was expected to grow at an average of 1.6% over the following five years
- the national business confidence index had collapsed and was at a 20-year low
- although the provincial economy increased employment at a faster annual average growth rate than the national economy, there were still too many unemployed people, particularly youth, in the Western Cape.

The PERO and MERO highlighted the following:

- a slow recovery in economic growth driven by private services in the Western Cape
- a rebound in employment
- improved human development
- new opportunities in the economy in the Western Cape.

- (18) **Appointment of members and Chairperson of the Council of Heritage Western Cape.**- The Minister of Cultural Affairs and Sport, Minister A Marais, informed the Speaker, in a letter dated 5 November, of the appointment of persons as members of the Council of Heritage of the Western Cape, as well as of the appointment of its Chairperson, as follows: Ron Anthony Martin; Stefan Ethan de Kock; Bongani Mgijima (chairperson); Mandla Mdludlu; Cecilene Li-Zaan Braaf Muller; Vuyiseka Myakala; Jason Michael Knight; Emmylou Rabe Bailey; Stuart Edward Hermansen; Graham Jacobs; and Katherine Elizabeth Dumbrell.
(See *Announcements, Tablings and Committee Reports, 14 November, p 148*).

- (19) **Formalisation of Procedural Hub.**- The Secretary initiated the formalisation of the Procedural Hub. Although the Procedural Hub was established in 2017 it has not been active. At a meeting on 1 November, chaired by the Secretary, the *modus operandi* and composition of the Procedural Hub were finalized.

The aims of the Procedural Hub are –

- to better equip Table and ‘procedural’ staff with knowledge/understanding of procedural matters through regular and ad hoc meetings/discussions of relevant topics/issues
- apart from Table staff to also involve/equip other staff (eg staff from Committees) to be able to render Table services
- to improve the quality of procedural advice to presiding officers through group discussion/brainstorming before or after sittings; and
- to generally equip staff from the Table and committees through targeted training and discussion of topics and procedural issues to better perform their functions.

The Procedural Hub is composed of the following –

- Secretary (*ex officio* Chairperson)
- Deputy Secretary
- Procedural adviser, Speaker’s Office
- Legal advisers
- Plenary service Table staff

- Head of Committees
- Senior Procedural Officers
- NCOP liaison officer

The Procedural Hub will meet at least once per month but more frequently as and when required by circumstances, eg when the need arises to discuss and agree on the contents of a ruling.

A final meeting of the Procedural Hub during the year under review took place on 29 November. Mr A Poggenpoel, Senior Procedural Officer, introduced the topics of *Order in Meetings* (Standing Rules 38 – 50), and *Matter of Public Importance versus Matter of Urgent Public Importance* (Standing Rules 143 and 144). Members of the Procedural Hub had fruitful discussions on both topics which benefited all involved.

Members of the Procedural Hub also agreed to its terms of reference, as follows:

- (a) The Secretary is ultimately responsible for providing procedural guidance and advice to the presiding officers, and also for ensuring that staff members whose responsibilities include parliamentary procedural matters are adequately equipped for their functions.
- (b) To this end, the Secretary hereby appoints an internal forum, consisting of staff members whose day to day activities involve parliamentary procedural matters, and to be known as the Procedural Hub, to assist him with formulating the required procedural guidance or advice to the presiding officers.
- (c) The aims of the Procedural Hub are, by deliberating on matters referred to it, to agree on the guidance or advice to be given to the presiding officers on procedural matters relating to the business of the House or Committees, and to also serve as a forum for training and empowering of its members through discussion of topical matters relating to parliamentary procedures.
- (d) The Procedural Hub is not an entity on the organisational structure but rather a co-operative forum.
- (e) The Procedural Hub consists of the Secretary (*ex officio* as Chairperson), Deputy Secretary, Procedural Adviser in the Speaker's Office, all plenary procedural staff, Manager: Committees, senior procedural officers, NCOP liaison officer, and legal advisors.
- (f) The Secretary may, as the need arises -
involve other staff members in support of the activities of the Procedural Hub; and
obtain the services, through normal supply chain procedures, of outside experts to advise on a particular procedural matter.
- (g) The objective is that as many members of the Procedural Hub as possible should attend meetings of the Hub, but in view of the likely urgency and short notice of some meetings, and the resultant possible unavailability of some members due to office exigencies, no quorum requirements will apply for meetings.
- (h) Activities of the Procedural Hub will be recorded annually in the Secretary's Report.

- (i) Requests for matters to be referred to the Procedural Hub for discussion, irrespective of their origin, will be coordinated by the Secretary or an official delegated by him.
- (j) Meetings of the Procedural Hub will be convened by the Secretary or an official delegated by him.

V NATIONAL COUNCIL OF PROVINCES (NCOP) RELATED ACTIVITIES

- (1) ***Permanent and Special Delegates to NCOP.***- On 22 May the House resolved, on the motion of the Chief Whip of the majority party, Ms M M Wenger, to appoint the following persons as permanent delegates to the National Council of Provinces: A Arnolds, M N Gillion, C Labuschagne, J J Londt, E Z Njadu and I M Sileku. Special delegates entitlement: DA-3; ANC-1. (See *Minutes of Proceedings*, p 5).
- (2) ***Chairperson and deputy Chairpersons of NCOP.***- The House resolved on 22 May that the authority be conferred on the Province's delegation to the National Council of Provinces in respect of the election of the Chairperson, the permanent deputy chairperson and the rotating deputy Chairperson of the National Council of Provinces, to vote in accordance with a decision by the delegation itself. (See *Minutes of Proceedings*, p 6).
- (3) ***Revival of Bills by NCOP.***- In a letter dated 23 October the Chairperson of the National Council of Provinces, Mr A N Masondo, informed the Speaker that certain Bills, 14 in total, which had not been finalised by the fifth parliament had been revived by the NCOP on 17 October, requiring the provincial parliament to proceed with the processing of the Bills from the stage reached in the fifth Parliament in respect of each Bill. The titles of the Bills were tabled. (See *Announcements, Tablings and Committee Reports*, 28 October, p 109).

In terms of the Standing Rules of the provincial parliament all business before the House or a committee lapses when the provincial parliament's term expires or when the provincial parliament is dissolved. The question therefore arose whether the provincial parliament was required to also first revive these Bills before it could resume the consideration thereof from the stages reached at the end of the fifth parliament. Ultimately the view was that revival of the Bills by the provincial parliament was not required and that the revival by the NCOP of these Bills was sufficient, as the Bills were effectively the property of the NCOP. With the exception of the *Traditional Courts Bill* (see paragraph (4) below) all other Bills revived by the NCOP were tabled and referred to the appropriate standing committees on 19 November. (See *Announcements, Tablings and Committee Reports*, 19 November, p 169).

- (4) ***Timeline set by NCOP for consideration of Traditional Courts Bill (B1B-17).***- In a letter to the Speaker, dated 23 October, the Chief Whip of the majority party, Ms M M Wenger, pointed out that the NCOP had determined a timeline for the consideration by provinces of this Bill which fell short of the required six week cycle, and requested the Speaker to liaise with the NCOP leadership in order for more time to be allowed for the finalisation of the Bill. The Speaker wrote to the Chairperson of the NCOP on 6 November requesting that the timeline be extended. The timeline was ultimately extended and the Bill was tabled in the House and referred to the Standing Committee on the Premier and Constitutional Matters on 30 October. (See *Announcements, Tablings and Committee Reports*, p 112). The Committee proceeded to hold various public hearings in the province on the Bill from 5 to 8 November. At the end of the period under review the Bill had not been finally processed.

- (5) **Joint sittings of National Assembly and National Council of Provinces.-** In the period under review four joint sittings of the National Assembly and the National Council of Provinces were held in the Chamber of the National Assembly, and were attended by Special Delegates from the WCPP, three from the Democratic Alliance (DA) and one from the African National Congress (ANC). Joint sittings included a sitting on the President's State of the Nation Address and a sitting on Gender Based Violence, addressed by the President.
- (6) **Participation by delegates of WCPP in NCOP Sittings.-** Special delegates and Provincial Ministers participated in the NCOP debates and on the budget votes during the period reviewed, as follows:

POLICY VOTES		MINISTER/DEPUTY MINISTER ATTENDING			WC MEMBERS ATTENDING
14	Basic Education	17 July	C	A Motshekga and R Mhaule	D A Schäfer: Min of Education
16	Health	17 July	C	Z Mkhize	W F Philander: Chair Standing Committee on Health
23	Police	23 July	C	B Cele	A T Fritz: Min of Community Safety
17	Social Development	23 July	C	L Zulu and Bogopane-Zulu	S G Fernandez: Min of Social Development
23	Police	24 July	C	B Cele	A T Fritz: Min of Community Safety
17	Social Development	24 July	C	L Zulu and H Bogopane-Zulu	S G Fernandez: Min of Social Development
38	Human Settlements	25 July	C	L Sisulu	T A Simmers: Min of Human Settlements
(B6 – 2019) Appropriation Bill		30 July			1. Deputy Speaker B A Schäfer and D G Mitchell 2. D M Baartman 3. M M Wenger

- (7) **NCOP Strategic Planning Workshop.-** An NCOP Strategic Planning Workshop was held on 13 June and was attended by Deputy Speaker B A Schäfer and Chief Whip M M Wenger. The purpose of the workshop was, inter alia, to consider the draft NCOP year programme.
- (8) **NCOP Provincial Visit Week (16 – 20 September).-** The theme for the week-long programme was *Building Sustainable, Responsive and People-Centred Municipalities*, and the visit focused on the municipalities of Mossel Bay and Bitou. Permanent delegates of the National Council of Provinces and members from Clusters B and C of the WCPP jointly participated. At the end of the period under review the report on the visit had not been debated in the NCOP.
- (9) **Joint Planning Forum (JPF).-** Speaker M Mnqasela, Deputy Speaker B A Schäfer and Chief Whip M M Wenger attended the Joint Planning Forum of the NCOP on 20 and 21 August. The purpose of the forum was to decide on a framework for scheduling the programmes of Parliament and the Provincial Legislatures. Presentations covered the topics of oversight, law-making, the facilitation of public involvement, and international participation.
- (10) **Training workshop.-** The Western Cape NCOP permanent delegates attended a training workshop at the Cape Town Lodge on 15 and 16 October. Attendance was compulsory for the newly elected delegates. The WCPP's NCOP Liaison Officer also attended in support of delegates.

- (11) **Joint oversight visit to Western Cape.-** The NCOP Select Committees on Health and Social Services, and on Education and Recreation, embarked on a joint oversight visit together with the WCPP's Standing Committees on Social Development and Community Safety, and Cultural Affairs and Sport, in the Eden District from 22 to 25 October. Members Allen and MacKenzie and permanent delegate Gillion participated.

VI SECTOR RELATED MATTERS

- (1) **Composition of Speakers' Forum.-** The first Speaker's Forum in the 6th Parliament was composed as follows:

Speakers –	
National Assembly	Ms Thandi Modise
NCOP (Chairperson)	Mr Nkosiyakhe Masondo
Western Cape Provincial Parliament	Mr Masizole Mngqasela
Gauteng Provincial Legislature	Ms Ntombi Mekgwe
KwaZulu Natal Provincial Legislature	Ms Nontembeko Boyce
Limpopo Provincial Legislature	Ms Mavhungu Lerule-Ramakhanya
North West Provincial Legislature	Ms Sussana Dantjie
Mpumalanga Provincial Legislature	Ms Busisiwe Shiba
Eastern Cape Provincial Legislature	Ms Helen Sauls-August
Free State Provincial Legislature	Ms Ntombizanele Sifuba
Northern Cape Provincial Legislature	Ms Newrene Klaaste

Deputy Speakers -	
National Assembly	Mr Lechesa Tsenoli
NCOP (Deputy Chairperson)	Ms Sylvia Lucas
Western Cape Provincial Parliament	Ms Beverley Schäfer
Gauteng Provincial Legislature	Ms Vuyo Mhlakazi-Manamela
KwaZulu Natal Provincial Legislature	Mr Mluleki Ndobe
Limpopo Provincial Legislature	Mr Jeremiah Ndou
North West Provincial Legislature	Ms Viola Motsumi
Mpumalanga Provincial Legislature	Mr Prince Mkhathshwa
Eastern Cape Provincial Legislature	Mr Mlibo Qoboshiyane
Free State Provincial Legislature	Ms Lucy Mapena
Northern Cape Provincial Legislature	Mr Mangaliso Matika

During the Period under review the Speakers' Forum met twice, as follows:

23 to 24 October at The Cullinan, Southern Sun, Cape Town
 5 December at The Capital, Menlyn Maine, Pretoria

- (2) **Speakers' Forum Reference Groups.-** Presiding Officers were allocated to serve on four reference groups, as follows:

Sector Programme 1: Financial Management, Governance and Administration	
Speaker: North West Provincial Legislature (Chairperson)	Ms Sussana Dantjie
Deputy Chairperson: NCOP	Ms Sylvia Lucas
Speaker: Eastern Cape Provincial Legislature	Ms Helen Sauls-August
Deputy Speaker: Northern Cape Provincial Legislature	Mr Mangaliso Matika
Deputy Speaker: Limpopo Provincial Legislature	Mr Jeremiah Ndou
Sector Programme 2: Core Business matters	
Speaker: Gauteng Provincial Legislature (Chairperson)	Ms Ntombi Mekgwe
Speaker: KwaZulu-Natal Provincial Legislature	Ms Nontembeko Boyce
Speaker: Limpopo Provincial Legislature	Ms Mavhungu Lerule-Ramakhanya
Speaker: Western Cape Provincial Parliament	Mr Masizole Mngqasela
Deputy Speaker: North West Provincial Legislature	Ms Viola Motsumi
Deputy Speaker: Mpumalanga Provincial Legislature	Mr Prince Mkhathshwa
Sector Programme 3: Sector Coordination, Local Government and International Relations	
Chairperson: NCOP (Chairperson)	Mr Nkosiyakhe Masondo
Speaker: Free State Provincial Legislature	Ms Ntombizanele Sifuba
Speaker: Mpumalanga Provincial Legislature	Ms Busisiwe Shiba
Deputy Speaker: Western Cape Provincial Parliament	Ms Beverley Schäfer
Deputy Speaker: KwaZulu-Natal Provincial Legislature	Mr Mluleki Ndobe
Sector Programme 4: Capacity & Knowledge Development (incl. Institute)	
Deputy Speaker: National Assembly (Chairperson)	Mr Lechesa Tsenoli
Speaker: Northern Cape Provincial Legislature	Ms Newrene Klaaste
Deputy Speaker: Eastern Cape Provincial Legislature	Mr Mlibo Qoboshiyane
Deputy Speaker: Gauteng Provincial Legislature	Ms Vuyo Mhlakazi-Manamela
Deputy Speaker: Free State Provincial Legislature	Ms Lucy Mapena

- (3) **Secretaries of Parliament and Provincial Legislatures.-** At the end of the period under review the following Secretaries and Acting Secretaries served in the various institutions, and together made up the Secretaries' Association of Legislatures of South Africa (SALSA):

National Assembly	Ms P N Tyawa (Acting)
National Council of Provinces	Adv M E Phindela
Western Cape Provincial Parliament	Mr R Adams
Gauteng Provincial Legislature	Mr P Skosana
Free State Provincial Legislature	Mr L T Mofokeng
KwaZulu Natal Provincial Legislature	Ms N Naidoo
Limpopo Provincial Legislature	Mr S S Mothoa
North West Provincial Legislature	Mr O Mosiane
Mpumalanga Provincial Legislature	Mr L Mwale
Eastern Cape Provincial Legislature	Mr V Mapolisa
Northern Cape Provincial Legislature	Mr P Moopelwa

- (4) **Secretaries Forum and staff Clusters.-** Apart from also attending the Speakers' Forum meetings as indicated above, SALSA also met separately on 7 October and 14 to 15 November.

In addition the following staff clusters were established under the auspices of SALSA:

Cluster 1	:	Strategy and Governance
Cluster 2	:	Core Business
Cluster 3	:	Sector and International Coordination and Engagement
Cluster 4	:	Capacity Development and Knowledge Management

VII OFFICE OF SPEAKER (INCLUDING OFFICE OF DEPUTY SPEAKER)

- (1) **Staffing.**- The newly elected Speaker and Deputy Speaker appointed staff to their offices soon after taking office in May. All staff members were appointed on contracts linked to the tenure of the Speaker or Deputy Speaker, as the case may be.

The following appointments were made overall to the Office of the Speaker: Head of Office, a Personal Assistant for each of Speaker and Deputy Speaker, Adviser to the Office of the Speaker, Stakeholder Engagement Officer and a Registry Clerk.

- (2) **Presiding Officers' Manual.**- The benefits applicable to the Speaker and Deputy Speaker have up to now mirrored the benefits applicable to provincial ministers as per the prescripts of the Provincial Ministerial Handbook. The Secretary, at the request of the Speaker, initiated a process to draft a handbook, largely based on the prescripts of the Provincial Ministerial Handbook, which would apply to the Speaker and Deputy Speaker only. At the end of the period under review the draft Presiding Officers' Manual had not yet been adopted. (See also *Chapter X1, paragraph 7*).
- (3) **Speaker's Consultative Political Party Forum.**- The Speaker took the initiative to establish a multi-party forum, consisting of the leadership of all parties represented in the House, to discuss matters of common concern and to share experiences on a non-party political basis. In the period under review the Forum met four times, on 16 July, 1 October, 1 November and 15 November. The main objectives of the Forum are to provide input:
- on the overall manner in which the constitutional mandate of the WCPP is conducted;
 - on the overall direction on issues related to core business activities;
 - to ensure coordinated, integrated and holistic approaches to oversight and public participation and education activities;
 - on how assurances, undertakings and commitments from government emanating from the different fora are to be tracked and managed;
 - on how the implementation of parliamentary programmes is to be monitored;
 - on proper channeling of issues emanating from constituencies; and
 - on how best time for business initiated by parties not represented in government is ensured.
- (4) **Visitors to Office of Speaker.**- Visitors to the Office of the Speaker during the period under review included:
- Representatives from SALGA – 31 July
 - Mr Themba Kinana, Managing Executive: Corporate Affairs, Vodacom – 22 August
 - Western Cape's six permanent delegates to the NCOP (members Labuschagne, Londt, Sileku, Gillion, Njadu and Arnolds) – 16 September (at the beginning of the NCOP Provincial Week 2019)
 - 'Fit for Life' – 3 October
 - South African Institute of International Affairs (SAIIA), led by Ms Itumeleng Mphure (Youth Programmes Officer) - 16 October
 - Mr Zaharescu, Consul General of Romania – 21 October

- Joint meeting with SWEAT, Hope 4 Destiny, the Sexual Reproductive Justice Coalition, the Dullah Omar Institute, Asijiki, Mother's for the Future, Inclusive and Affirming Ministries, # The Total Shutdown and Intersectional Women's and GNC Folk Movement Against GBVF (Western Cape) led by Ms. Zintle Olayi
- FWJK, Ndifuna Ukwazi, the Development Action Group etc., on Inclusionary Housing in the City of Cape Town – 10 October and 7 November
- Home Affairs, DIRCO, SAPS and UNHRC on Developments in the City of Cape Town involving migrants – 15 November
- Department of Labour – 25 November
- Wise 4 Afrika led by Ms Onica N Makwakwa – 15 August.

VIII COMMITTEES

- (1) ***Constitution of committees.***- The Rules Committee on 28 May agreed, on the motion of the Chief Whip of the majority party, Ms M M Wenger, that Committees be clustered in the following manner:
- Cluster A – Social;
 - Cluster B – Economic;
 - Cluster C – Corporate.

The total number of committees in the Social and Economic Clusters would be ten. The Budget Committee was grouped in the Corporate Cluster.

The Rules Committee also agreed that portfolio committees would be composed of five Members, as follows: DA – 3; ANC – 1; and 1 representative jointly from the EFF/GOOD/ACDP/VF Plus/AI Jama-ah, and that, in the event that neither of the smaller parties was able to take up a seat, the seat would be defaulted to the ANC.

Members were appointed to the various Committees on 3 June, as follows: (See *Announcements, Tablings and Committee Reports, 3 June*):

Rules Committee

Members: 10

DA (6)	ANC (2)	EFF (1)	GOOD (1)
Mnqasela, M (C) Schäfer, BA Wenger, MM Mitchell, DG Maseko, LM MacKenzie, RD Alternate Members America, D Philander, WF Baartman, DM	Lekker, PZ Sayed, MK Alternate Member Dugmore, CM	Xego, M Alternate Member Makamba-Botya, N	Herron, BN

Programme Authority**Members: 10**

DA (6)	ANC (2)	EFF (1)	GOOD (1)
Wenger, MM (C) Mitchell, DG Botha, LJ Bosman, G Van der Westhuizen, AP Philander, WF Alternate Members America, D Allen, RI Mackenzie, RD Schäfer, BA	Lekker, P Sayed, MK Alternate Member Dugmore, CM	Xego, M Alternate Member Makamba-Botya, N	Herron, BN

Public Accounts Committee**Members: 5**

DA (3)	ANC (1)	EFF (1)
America, D Bartman, DM Maseko, LM Alternate Members Allen, RI Bosman, G Botha, LJ Mackenzie, RD Mitchell, DG Philander, WF Van der Westhuizen, AP Wenger, MM	Mvimbi, LN Alternate Members Nkondlo, ND Smith, D	Xego, M Alternate Member Makamba-Botya, N

Parliamentary Oversight Committee**Members: 5**

DA (3)	ANC (1)	EFF (1)
Allen, RI Mackenzie, RD Wenger, MM Alternate Members Botha, LJ Maseko, LM Mitchell, DG	Lekker, PZ Alternate Member Dugmore, CM	Xego, M Alternate Member Makamba-Botya, N

Standing Committee on Health (Health)**Members: 5**

DA (3)	ANC (1)	EFF (1)
Allen, RI Botha, LJ Philander, WF Alternate Members Bosman, G Mackenzie, RD Wenger, MM	Windvogel, R Alternate Members Bans, AP BakuBaku-Vos, NG	Xego, M Alternate Member Makamba-Botya, N

Standing Committee on Education (*Education*)

Members: 5

DA (3)	ANC (1)	EFF	ACDP (1)
Allen, RI Bosman, G Botha, LJ Alternate Members Mackenzie, RD Philander, WF Wenger, MM	Sayed, MK Alternate Member Kama, M	— Alternate Member Makamba-Botya, N	Christians, FC

Standing Committee on Social Development (*Social Development*)

Members: 5

DA (3)	ANC (1)	EFF (1)
Bosman, G Mackenzie, RD Philander, WF Alternate Members Baartman, DM Botha, LJ Wenger, MM	BakuBaku-Vos, NG Alternate Member Bans, AP Windvogel, R	Makamba-Botya, N Alternate Member Xego, M

Standing Committee on Community Safety, Cultural Affairs and Sport (*Community Safety, Cultural Affairs and Sport*)

Members: 5

DA (3)	ANC (1)	EFF	FF PLUS (1)	ACDP (1)
Allen, RI Bosman, G Botha, LJ Alternate Members Mackenzie, RD Philander, WF Van der Westhuizen, AP	<u>Community Safety</u> Kama, M <u>Cultural Affairs and Sport</u> Bans, AP Alternate Members <u>Community Safety</u> Lili, A Lekker, PZ <u>Cultural Affairs and Sport</u> Kama, M Windvogel, R	— Alternate Member Xego, M	<u>Cultural Affairs and Sport</u> Marais, PJ —	<u>Community Safety</u> Christians, FC —

Standing Committee on the Premier and Constitutional Matters (*Premier*)

Members: 5

DA (3)	ANC (1)	EFF (1)
Allen, RI Mackenzie, RD Philander, WF Alternate Members Baartman, DM Maseko, LM Mitchell, DG	Dugmore, CM Alternate Member Lekker, PZ	Xego, M Alternate Member Makamba-Botya, N

Standing Committee on Human Settlements (*Human Settlements*)**Members: 5**

DA (3)	ANC (1)	EFF, GOOD, FF PLUS
America, D Maseko, LM Van der Westhuizen, AP Alternate Members Baartman, DM Mitchell, DG Schäfer, BA	Lili, A Alternate Members Marran, P Smith, D Bakubaku-Vos, NG	*Vacant

Standing Committee on Finance, Economic Opportunities and Tourism (*Provincial Treasury, Economic Development and Tourism*)**Members: 5**

DA (3)	ANC (1)	EFF (1)
Baartman, D Mitchell, DG Van der Westhuizen, AP Alternate Members America, A Maseko, LM Schäfer, BA	Nkondlo, ND Alternate Members Mvimbi, LN Lekker, PZ	Makamba-Botya, N Alternate Member Xego, M

Standing Committee on Local Government (*Local Government, Local Government Oversight and National Council of Provinces*)**Members: 5**

DA (3)	ANC (1)	EFF, GOOD, FF PLUS
America, D Maseko, LM Van der Westhuizen, AP Alternate Members Allen, R I Mitchell, DG Schäfer, BA	Smith, D Alternate Members Marran, P Lili, A	*Vacant

Standing Committee on Transport and Public Works (*Transport and Public Works*)**Members: 5**

DA (3)	ANC (1)	EFF, GOOD
America, D Mitchell, DG Van der Westhuizen, AP Alternate Members Baartman, D Maseko, LM Schäfer, BA	Mvimbi, LN Alternate Members Nkondlo, ND Dugmore, CM	*Vacant

Standing Committee on Agriculture, Environmental Affairs and Development Planning
(Agriculture, Environmental Affairs and Development Planning)

Members: 5

DA (3)	ANC (1)	EFF, GOOD, FF PLUS
Baartman, DM Maseko, LM Van der Westhuizen, AP Alternate Members America, D Mitchel, DG Schäfer, BA	Marran, P Alternate Member Smith, D	*Vacant

Conduct Committee

Members: 5

DA (3)	ANC (1)	EFF (1)
Baartman, DM Mitchell, DG Wenger, MM Alternate Members Allen, RI Botha, LJ Maseko, LM	Lekker, PZ Alternate Members Dugmore, CM	Xego, M Alternate Member Makamba-Botya, N

Petitions Committee

Members: 5

DA (3)	ANC (1)	EFF (1)
Allen, RI Bosman, G Philander, WF Alternate Members America, D Botha, LJ Mackenzie, RD	Sayed, KM Alternate Member Kama, M	Xego, M Alternate Member Makamba-Botya, N

**Vacancies in the representation of smaller parties were filled subsequently after consultations among the affected parties, as follows:*

Standing Committee on Human Settlements:

Ms N Makamba-Botya was appointed as an alternate member.

Standing Committee on Local Government:

Ms N Makamba-Botya was appointed as a member.

Mr M Xego was appointed as an alternate member.

Standing Committee on Transport and Public Works:

Mr B N Herron was appointed as a member.

Standing Committee on Agriculture, Environmental Affairs and Development Planning:

Mr B N Herron was appointed as a member (Environmental Affairs and Development Planning).

Mr P J Marais was appointed as a member (Agriculture).

Conduct Committee

Mr I de Jager replaced Mr M Xego with effect from 19 August.

- (2) ***Changes to membership of Committees.***- Certain changes to membership of members on Committees were effected with effect from 26 August, as follows: (See *Announcements, Tablings and Committee Reports*, 26 August).

Standing Committee on Health:

Mr A Lili was appointed as an alternate member.

Standing Committee on Social Development:

Mr A Lili was appointed as an alternate member.

Standing Committee on Finance, Economic Opportunities and Tourism:

Ms A P Bans was appointed as an alternate member.

Certain further changes to membership of members on Committees were effected with effect from 5 November, as follows: (See *Announcements, Tablings and Committee Reports*, 5 November).

Budget Committee:

Mr G Brinkhuis was appointed as a member.

Standing Committee on Education:

Mr G Brinkhuis was appointed as an alternate member.

Standing Committee on Social Development:

Mr G Brinkhuis was appointed as an alternate member.

Standing Committee on Community Safety, Cultural Affairs and Sport:

Mr G Brinkhuis was appointed as an alternate member.

Conduct Committee:

Mr G Brinkhuis was appointed as a member.

- (3) ***Committee Support.***- The Committee Support Section has continued to produce a high standard of work, in line with its Standard Operating Procedures, supporting members of standing committees to better achieve their constitutional role of overseeing the Provincial Executive and their departments and public entities as well as holding them accountable.

The Procedural Officers and Senior Procedural Officers provided both administrative and procedural support to chairpersons and members, including improved mechanisms of providing qualitative procedural advice and improved mechanisms of monitoring the implementation of legislation.

In preparation for the 6th Parliamentary Term, the staff of the Section embarked on updating supporting documentation and the drafting of additional documents to prepare for the Members' induction. These included the following documents: *Overview of the Workings of Committees* and the *Guide for the Role of the Chairperson*. These documents were presented to chairpersons at the Chairpersons' Forum meeting on 16 August.

The Committee Support Section staff worked in groups as part of a larger Section project and finalised its draft *Writing Style Guide*, *Guide to Committee Procedure* and the *Revised Standard Operating Procedure for Committee Support* in August.

- (4) **Statistics relating to committee activities.**- The table below reflects the activities of Committees during the period under review. (Statistics for Rules Committee, Subcommittees of Rules Committee, Conduct Committee and Chairpersons' Forum are excluded).

COMMITTEE ACTIVITY	TOTAL
* Number of committee activities held	153
Number of public hearings held	53
Number of oversight visits undertaken	7
Number of cluster visits undertaken	1
Number of international visits undertaken	0
Number of international conferences attended	0

*Number of committee activities recorded includes all categories of committee activities, such as briefings by departments, public hearings, oversight visits, etc., but excludes all conferences and the cluster visit week.

- (5) **Standing Committee on Community Safety, Cultural Affairs and Sport.**- At its first meeting on 4 June Mr R I Allen was elected as chairperson.

The Committee's activities during the period under review included:

- Briefings by the Department of Community Safety (DoCS) and the Department of Cultural Affairs and Sport (DCAS) on their respective 2019/20 Annual Performance Plans.
- Briefing by the Department of Cultural Affairs and Sport on the roles and responsibilities of Heritage Western Cape and the submission to the Minister of a shortlist of candidates nominated for appointment to the new Council of Heritage Western Cape. (See also *Chapter 1V, paragraph 17*).
- Briefing by the Department of Community Safety on its Policing Needs and Priorities (PNPs) programme. The PNPs are integral processes to develop safety plans of policing clusters within five provincial districts, with the Metro District not being considered.
- Briefing and update by the Department of Community Safety on the implementation of sections 19 and 21 of the Western Cape Community Safety Act, 2013 (Act 3 of 2013).
- An oversight visit to the Chrysalis Academy in Tokai on 11 September. The Academy offers three month modular programmes as part of its youth diversion focus.
- Attending the Bravo19 Graduation Ceremony of Chrysalis Academy learners in November.
- As part of the Social Cluster Visit Week to the Laingsburg Municipality, the Committee visited the Laingsburg Library and the Laingsburg South African Police Service (SAPS) station.
- The Committee deliberated on the 2018/19 Annual Reports of the Department of Community Safety and the Department of Cultural Affairs and Sport, as well as their respective entities.
- The Committee also deliberated on the relevant departmental Votes in the Western Cape Adjustment Appropriations Bill, 2019.
- The Western Cape Police Ombudsman (WCPO) presented its 2018/19 Annual Report, followed by a discussion of WCPO's investigative report on policing in the Overstrand area.
- Members of the Committee attended events such as the oversight visit programme by Joint Select Committees of the National Council of Provinces, the DCAS' Sports Awards, the DCAS' stage production *Showcase*, the Provincial Needs and Priorities (PNP) sessions for the Garden Route District and the West Coast District, and a DCAS Olympic Day.
- The National Assembly Portfolio Committee on Sport and Recreation also invited the Committee to participate in the presentation of the William Webb Ellis Trophy by the Springbok Rugby World Cup Winning Squad on the steps of the National Assembly.

- The Committee was also invited to attend an event by *Waves For Change*, an organisation that uses surf therapy to help underprivileged youth, including those who are diagnosed as autistic.

(6) ***Standing Committee on Education.***- At its first meeting on 4 June Ms L J Botha was elected as Chairperson.

The Committee's activities during the period under review included:

- Briefing by the Western Cape Education Department (WCED) on its Annual Performance Plan for 2019/2020 on 16 July.
- An oversight visit to Mondale High School in Portlands, Mitchells Plain on 30 July. The Committee wanted to visit a school that was within a "Red Zone" gang violence area.
- As part of its oversight mandate, the Committee requested the Department to keep it updated regarding progress with the maintenance of infrastructure, upgrades and the daily management of all schools in the Province.
- Briefing on 6 August by the Department on the E-learning Strategy and the Special Needs Strategy and the impact thereof on learners with special needs and the way in which the e-learning strategy would assist these learners. The presentation included an update on the areas where special needs schools were located in the Province.
- Briefing on 13 August by the Department on school safety measures, which include the Provincial Joints Committee and all subcommittees linked to the Provincial Joints Committee. The presentation included processes/strategies that were put in place to address the safety of learners in schools.
- Briefings on 20 August and 10 September by the Department on the eight Education District offices across the Western Cape, namely: Cape Winelands, Eden and Central Karoo, Overberg, West Coast, Metro South, Metro East, Metro North, and Metro Central. The briefings were aimed at, firstly, ensuring that members, through the Standing Committees, continuously were kept abreast of developments and of social issues, especially in the eight districts across the province, and secondly, at ensuring members of the Committee familiarising themselves with the Education District officials.
- Attending the West Coast Education District's Visual Arts Celebration 2019 at Steilhoogte Primary School in Vredendal on 23 August. Members of the Committee also inspected the artwork designed by learners that were on exhibition at the school. Several West Coast District learners received awards for their artwork. The final selection of artists would be displayed at the Zeitz Museum of Contemporary Arts Africa in the Waterfront.
- Deliberating on the Annual Report of the Department of Education as part of its oversight function on 15 October.
- On 15 November the Committee undertook its last oversight visit in the period under review to the Jakes Gerwel Technical School in Bonnievale.
- On 27 November the Committee considered Vote 5: Education in the Schedule to the *Western Cape Adjustments Appropriation Bill, 2019*.

(7) ***Standing Committee on Agriculture, Environmental Affairs and Development Planning.***- At its first meeting on 4 June Mr A P Van der Westhuizen was elected as Chairperson.

The Committee's activities during the period under review included:

- Rural Safety was a focus area given the high number of farm murders, and on 6 August the Committee was briefed on the matter by the Department of Agriculture, Casidra as well as the Department of Community Safety.
- The management of and increased pressure on water resources in the Western Cape was a critical matter and in the spirit of co-operative governance, the Committee extended an invitation to the National Department of Water Affairs and Sanitation to brief it on the

management of water in the Olifants River catchment area as well as the construction of the Clanwilliam Dam project. The briefing took place on 20 August.

- The implementation of national and provincial spatial planning and land use management legislation, policies, norms and standards were important issues, and particularly the correlation between the Western Cape Land Use Planning Act, 2014 (Act 3 of 2014), the Western Cape Land Use Planning Regulations, and the Spatial Planning and Land Use Management Act, 2013 (Act 16 of 2013) (SPLUMA). With regard to the latter, the Department provided the Committee with background information relating to the pre-promulgation of SPLUMA, the developments post implementation as well as the challenges and legal issues experienced.
- The Committee conducted an oversight visit to the Elsenburg Agricultural Training Institute on 27 August to gain an understanding of the role and function of the College, the training courses that are offered, the challenges as well as successes experienced.
- On 22 and 24 October the Committee considered the Annual Reports of the Department of Agriculture and its Entity, Casidra, as well as that of the Department of Environmental Affairs and Development Planning and its Entity, CapeNature. The resolutions emanating from the deliberations were forwarded to the respective Ministries, Departments and Entities.
- On 27 November the Committee met with the Department of Agriculture and the Department of Environmental Affairs and Development Planning on the respective Votes in the Schedule to the *Western Cape Adjustments Appropriation Bill, 2019*.

(8) **Standing Committee on Local Government.-** At its first meeting on 4 June Mr D America was elected as Chairperson.

The Committee's activities during the period under review included:

- On 30 July the Committee was briefed by the Department on its 2019/20 Annual Performance Plan, organisational structure, mission, vision and core functions, key programmes and envisaged legislation. The briefing provided members with an overview of the operations and core functions of the Department as well as a better understanding of the various programmes in the department.
- On 1 October 2019 the Committee was briefed by the Auditor-General on the 2017/2018 Audit Outcomes of Municipalities in the Western Cape. The Committee also had a discussion with the Department of Local Government and Provincial Treasury on corrective measures at underperforming Municipalities. During the meeting the Committee also received a briefing by the Department on its 1st Quarterly Performance Report (April 2019 – June 2019).
- On 17 October the Committee deliberated on the Department's Annual Report.
- On 27 November the Committee deliberation on Vote 14: Local Government, in the Schedule to the *Western Cape Adjustments Appropriation Bill, 2019*.

(9) **Standing Committee on Transport and Public Works.-** At its first meeting on 4 June Mr D G Mitchell was elected as Chairperson.

The Committee's activities during the period under review included:

- Briefing by the Department on 16 July on its 2019/20 Annual Performance Plan, organisational structure, mission, vision and core functions, key programmes and envisaged legislation. The briefing provided the members with an overview of the operations and core functions of the Department as well as a better understanding of the various programmes in the department.
- On 30 July the Committee met at the Gene Louw Traffic College at Brackenfell, where it was briefed on the Department's Road Safety Strategy and Public Transport Hub for the Western Cape. The Department also provided a demonstration of the in-vehicle technology that will assist traffic officers in the execution of their duties.

- Briefing by the Department on 8 October on the Provincial Property Committee's Annual Report for 2018 and the Premier's Annual Report for 2018 relating to provincial state land.
- On 8 October the Committee deliberated on the annual reports of the Department of Transport and Public Works, and the Government Motor Transport, respectively.
- On 27 November the Committee deliberated on Vote 10: Transport and Public Works, in the Schedule to the *Western Cape Adjustments Appropriation Bill, 2019*.

(10) **Standing Committee on Social Development.** - At its first meeting on 4 June Mr G Bosman was elected as Chairperson.

The Committee's activities during the period under review included:

- An engagement session in July with the Department of Social Development and various Non-Profit Organisations (NPOs) to discuss ways to mitigate child murders in the province. At this meeting the Department of Social Development briefed the Committee on the provincial government's strategy that aims to reduce the scourge of child murders in the province.
- Briefings by the Western Cape Child Protection Collaborative, consisting of various NGOs, including Molo Songololo, Africa Unite, Homestead, Early Learning Resource Unit, Trauma Centre, Etafeni Day Care Centre, Safeline, Beautiful Gate South Africa, Inclusive Education South Africa, Child Welfare-Stellenbosch, Yizan Sakhe Organisation, National Association Child Care Workers and Leliebloem Children's Home. Professor Mathews, Director of the Children's Institute at the University of Cape Town, and Ms. Currie-Gamwo, from the NPA, also gave input.
- The appointment of the Western Cape Commissioner for Children in terms of section 2(2) (a) of the Western Cape Commissioner for Children Act, 2019 (Act 2 of 2019) ("the Act") was referred by the Speaker to the Committee for consideration. The Department of the Premier briefed the Committee on the implementation of the Act and the Committee started the appointment process by placing advertisements in various newspapers calling for nominations. A total of 59 nominations and applications was received. The Committee thereafter advertised the names in the media calling for objections. Three objections were received. At the end of the period under review an appointment as Commissioner for Children had not yet been made. (See also *Chapter X1, paragraph 12*).
- Unannounced oversight visits to the Kayamandi Women and Children Development Project in Kayamandi and the Rusthof Old Age Home in Paarl-East, on 17 September.
- Deliberated on the Annual Report of the Department of Social Development and on the *Western Cape Adjustments Appropriation Bill, 2019*.

(11) **Standing Committee on Health.** - At its first meeting on 4 June Ms W F Philander was elected as chairperson.

The Committee's activities during the period under review included:

- Briefing by the provincial Department of Health in August focusing on matters relating to the mandate of the Forensic Pathology Service (FPS) in terms of the Regulations regarding the rendering of Forensic Pathology Service, Regulation No.R. 359 OF 2018; the statistics of the cases logged from 1 April 2018 to 31 March 2019; the service pressures within the FPS; the circumstances of homicide deaths in the province between 2017 and 2019; statistics of weekend homicide case admissions; status of FPS at Tygerberg and Salt River Forensic Pathology Lab (FPL); staffing establishment in the provincial FPS and the progress made in building the new Forensic Pathology Lab in Observatory.
- Briefing by the Department of Health on 14 August on the status of the Emergency Medical Services in the province. In its deliberations the Committee focused on matters related to the incident group contributions; trauma incidents types contributions in the City of Cape Town in the current financial year; top ten areas where trauma incidents occur in the City of Cape Town; top ten areas where gunshots incidents occur in the City of Cape Town; the

comparison of the red zone areas; the EMS incident timeline; the anatomy of a call performance impact; mission time; and the EMS strategies in the province.

- Visit to the Kayamandi Community Clinic on 14 August after numerous reports were received from community members about the challenge of space in this facility. The Committee noted that infrastructure was a major challenge at the Clinic and it was reported that the Department was struggling to acquire land to build a new clinic. Inadequate space and high staff turnover were also reported as challenges.
- Briefing by the Department in September on the Universal Health Coverage (UHC) versus the National Health Insurance (NHI).
- Deliberated on the Annual Report of the Department on 16 October.
- Deliberated on Vote 6: Health in the Schedule to the *Western Cape Adjustments Appropriation Bill, 2019* on 20 November.

(12) **Standing Committee on Human Settlements.**- At its first meeting on 4 June Ms L M Maseko was elected as Chairperson.

The Committee's activities during the period under review included:

- On 7 August the Department briefed the Committee on the process followed relating to the filling of vacancies on the Western Cape Rental Housing Tribunal, and in particular relating to the long and the short list, and the process leading up to the finalisation of the Chairperson and an ordinary member appointed on the Western Cape Rental Housing Tribunal. Since none of the candidates were qualified in consumer matters the Department was requested to advertise for the appointment of two alternate members with expertise in consumer matters pertaining to rental housing.
- The Committee also met with representatives of the City of Cape Town and Communicare on Social Housing in the Salt River area.
- During October the focus of the Committee was on the evaluation of the Annual Reports of the Department of Human Settlements and its Entity the Western Cape Rental Housing Tribunal.
- Briefing by the Department on its focus areas for the next five years, which will include the acceleration of housing opportunities, the implementation of innovative solutions and an integrated approach to human settlements. In addition, seven non-metro projects were prioritised as part of the Small-Town Regeneration Programme. Challenges experienced during the year included the continued housing protests, illegal land occupation and budgetary constraints.
- Deliberated on Vote: 8, Human Settlements, in the Schedule to the *Western Cape Adjustments Appropriation Bill, 2019* on 27 November.

(13) **Standing Committee on the Premier and Constitutional Matters.**- At its first meeting on 4 June Mr R D Mackenzie was elected as Chairperson.

The Committee's activities during the period under review included:

- Presentation by the Department of the Premier of its Strategic Plan and Annual Performance Plan.
- Briefing in August by the Office of the Public Service Commissioner on the 2019/20 Public Service Commission Strategic Plan and key priorities.
- Oversight visit to the Laingsburg Cape Access Centre on 28 August. The purpose of the visit was to gain an understanding of the activities at the Centre; of services and developmental programmes available for the Youth; and of the successes and challenges experienced by the Centre.
- Meeting in September to plan the way forward and resolved to request briefings from the Department of the Premier on all the strategies mentioned in the Annual Performance Plan, as well as on the Safety Plan proposed by the Premier.

- Public hearing on the Annual Report of the Department in October.
- On 31 October the Traditional Courts Bill [B 1B-2017] (s76) was formally referred to the Committee. Four public hearings, in Oudtshoorn, Hermanus, Clanwilliam and Cape Town, were held from 5 – 8 November. (See also *Chapter V, paragraph 4*).
- Deliberated on Vote 1: Premier in the Schedule to the *Western Cape Adjustments Appropriation Bill, 2019*.

(14) ***Standing Committee on Finance, Economic Opportunities and Tourism***. - At its first meeting on 4 June Ms D M Baartman was elected as Chairperson.

The Committee's activities during the period under review included:

- Interviewing of candidates for the filling of vacancies on the Western Cape Gambling and Racing Board. The Committee was informed by Provincial Treasury that there were four vacancies on the Board that had to be filled, urgently. The vacancies consisted of two current vacancies that had to be filled immediately, and two vacancies that would occur at the end of March 2020. The Committee interviewed 12 candidates on 23 August. Following the interviews, the Committee deliberated on the candidates and recommendations were submitted to the Minister of Finance and Economic Opportunities, Mr D Maynier, on 3 September.
- Deliberating on the 2019/20 Annual Performance Plans of the Department of Economic Development and Tourism, Wesgro and Saldanha Bay IDZ Licencing Company (SOC) Ltd, on 16 August.
- Briefing by Airports Company South Africa (ACSA) on 11 September on the expansion plans for the Cape Town International Airport and the impact on the surrounding communities. During the meeting, ACSA informed the Committee that there were security risks along the N1 that affected the commute to the Airport. The Committee brought this matter to the attention of the Premier and the Department of Community Safety, who has started collaborating with ACSA to address these safety challenges.
- Consideration of the 2018/19 Annual Reports of the Department of Economic Development and Tourism, and its Entities, Wesgro and Saldanha Bay IDZ Licencing Company, on 18 October.
- On 1 November the Committee considered the 2018/19 Annual Report of the Provincial Treasury and its Entity, the Western Cape Gambling and Racing Board.
- The Committee met with the same Departments on 27 November to deliberate on the *Western Cape Adjustments Appropriation Bill, 2019*.
- The Committee met with the Department of Economic Development and Tourism on 2 October on the Energy Security Game Changer, with Eskom on 9 October 2019 on the national system status and the provincial network energy plan for the Western Cape, and with the Provincial Treasury on 18 October 2019 on the impact of the Special Appropriation Bill [B10 - 2019] (s77) (NCOP) - for the appropriation of R59 billion to Eskom - on the Western Cape's economy.

(15) ***Public Accounts Committee***. - The Public Accounts Committee held its first meeting on 4 June, and at this meeting Mr L L Mvimbi was elected as Chairperson.

The Committee's activities during the period under review included:

- Meeting with the Audit Committees of the Provincial Government of the Western Cape in order to establish a working relationship, and probe how the Committee can assist the Audit Committees in terms of oversight over the departments and entities of the Western Cape Government.

- Finalised the briefings that were scheduled to be undertaken by the Public Accounts Committee of the 5th Parliament, but which could not be finalised due to time constraints at the end of the term. To this end, the Committee met with the following Departments:

DEPARTMENT / ENTITY	MATTERS DISCUSSED
Department of the Premier	The matters that were raised by the Audit Committee under Note 3.5: Internal Control which related to factual errors within the Audit Committee's briefing document to the Public Accounts Committee.
Department of Social Development	The risks and major areas for improvement, as identified by the Audit Committee, during the 2017/18 financial year, including the mechanisms that were developed and introduced to address these challenges.
Department of Environmental Affairs and Development Planning	How it will avoid a recurrence of irregular expenditure as contained under its details of irregular expenditure in its 2017/18 Annual Report.
Department of Cultural Affairs and Sport	The challenges that were experienced which led to irregular expenditure, including the mechanism which the Department developed and implemented to avoid such a recurrence.
Provincial Treasury	The action plans of the normative financial compliance (MFMA) MGRO processes for the 2017/18 financial year.
Western Cape Gambling and Racing Board	The Board's Remuneration Agreements, including the payment of board members' salaries which are expected to be in alignment with the prescripts of the Department of Public Service and Administration (DPSA).

- During October and November the Committee conducted oversight over the annual reports of the 13 departments and their entities of the Western Cape Government for the 2018/19 financial year.
- On 26 November the Committee considered and adopted its Report, which contained resolutions and requests for documentation on its deliberations with the departments and entities. (See *Announcements, Tablings and Committee reports*, pp 242-283)

(16) **Budget Committee.-** At its first meeting on 4 June Ms D M Baartman was elected as Chairperson.

The Committee's activities during the period under review included:

- Briefing by the Provincial Treasury in August, including information about planned legislation.
- Briefing by the Provincial Treasury in August on the 2018/19 4th Quarter and the 2019/20 1st Quarter Performance (financial and non-financial).
- Briefing by the Financial and Fiscal Commissioner (FFC) in August on the 2019/20 submissions for the Division of Revenue.
- Briefing by the Provincial Treasury in September on the Provincial Economic Review and Outlook (PERO) and Municipal Economic Review and Outlook (MERO).
- Briefings, in preparation of the Annual Report sessions, by National and Provincial Treasury in October on the Annual Report process.

- Briefing by the Auditor-General of South Africa (AGSA) in October on the 2018/19 Audit Outcomes for the Western Cape Provincial Departments and Entities in terms of the Public Finance Management Act [Act No 1 of 1999].
- In the latter part of the period under review the Committee dealt with the Division of Revenue Amendment Bill [B15-2019] [NCOP], the Western Cape Adjustments Appropriation Bill, 2019 and the Medium Term Budget Policy Statement.

(17) **Petitions Committee.**- At its first meeting on 4 June Mr G Bosman was elected as Chairperson. The Committee's activities during the period under review included:

- Briefing by procedural staff on the roles and responsibilities of the Committee in terms of the Petitions Act and its regulations.
- Consideration, on 23 August, of a petition from the Trauma Centre for Survivors of Violence and Torture. The Committee resolved to conclude the petition and made certain recommendations.
- Consideration, on 20 September, of a petition from Dennehof Centre, Villiersdorp. The Committee resolved to conclude the petition and requested that a letter be sent by the national Minister of Public Works and Infrastructure to the petitioners and that it forms part of the concluding report on the petition.
- Consideration, on 20 September, of a petition from Power Town in Kleinbrak. The response received from the Mossel Bay Municipal Manager, Adv T Giliomee, was noted and the Committee resolved to conclude the petition only once Power Town had been informed of the decision of the Committee, and of the letter received from the Mossel Bay Municipality explaining the salient elements as to why the municipality could not build permanent housing on the Power Town site. The petitioner was also requested to provide the Committee with feedback on the letter received from the Mossel Bay Municipal Manager, which would form part of the concluding report on the petition.
- Finalisation, on 20 September, of the petitions of the Trauma Centre for Survivors of Violence and Torture, and Dennehof Centre.
- Further deliberation on the letter received from the petitioners of Power Town, and resolution to engage with various Departments, Municipalities and the petitioner before concluding the petition.

(18) **Parliamentary Oversight Committee (POC).**- The Parliamentary Oversight Committee, provided for in Standing Rule 122 and established in terms of section 4 of the Financial Management of Parliament and Provincial Legislatures Act, 2009 (Act 10 of 2009), met for the first time on 4 June and elected Ms M M Wenger as chairperson.

In terms of the Financial Management of Parliament and Provincial Legislatures Act, 2009 (Act No. 10 of 2009), the POC is empowered to conduct oversight over the performance information, financial management, governance and human resource functions of the WCPP.

For its first meeting, the Committee met with the Executive Authority and management of the provincial parliament on the structure of the WCPP, the 2019/2020 Annual Performance Plan, as well as the 2018/19 4th Quarter financial and performance information.

On 20 September the Committee was briefed by the parliamentary administration on the financial and performance information for the 1st Quarter of the 2019/20 financial year.

On 29 October the Committee engaged with the Executive Authority and the parliamentary administration on the annual report of the provincial parliament for the 2018/19 financial year.

On 27 November the Committee engaged with the Executive Authority and the parliamentary administration on Vote 2: Provincial Parliament, in the Schedule to the Western Cape Adjustments Appropriation Bill. The committee tabled its report on 29 November. (See *Announcements, Tablings and Committee Reports*, p 234).

During the period under review the main areas of oversight by the Committee primarily related to financial and performance information of the provincial parliament on a quarterly basis.

- (19) **Cluster A Visit Week.** - The standing committees forming part of Cluster A embarked on a Visit Week to Laingsburg, from 27 to 29 August.

Cluster A is made up of the following committees:

- Standing Committee on Community Safety, Cultural Affairs and Sport
- Standing Committee on Social Development
- Standing Committee on Health
- Standing Committee on Education
- Standing Committee on Premier and Constitutional Matters

Cluster A committees visited the following facilities in Laingsburg: The Laingsburg Flood Museum, Laingsburg Hoërskool, Huis Malan Jacobs (Old Age Home), Social Development Office (Laingsburg Local Office), Laingsburg Police Station, Laingsburg Hospital and Clinic, and Cape Access Centre. A report on the Visit Week was tabled. (See *Announcements, Tablings and Committee reports*, 20 November, p 172).

1X SECURITY AND PRECINCT MANAGEMENT (OFFICE OF SERJEANT-AT-ARMS)

- (1) **Renaming of unit.** - The former name of the unit, namely *Security and Facilities*, was changed to Security and Precinct Management (*Serjeant-at-Arms*), as a consequence of the functional enhancement process concluded earlier. This step also acknowledged the importance of this function within the institution. The section is responsible for security, health and safety, as well as for accommodation related matters within the parliamentary precinct.

The unit now forms part of the Directorate: Procedural Services, and it works closely with Plenary Services in relation to House sittings and with the Committee Section in terms of facilitating security services for oversight visits and public hearings.

- (2) **Memorandum of Understanding (MOU) with the Department of Community Safety (DOCS).** - A new MOU was signed with the Department of Community Safety in September. This new MOU makes provision for the Department of Community Safety providing comprehensive security support at parliamentary activities, including at public education and outreach activities. During the period under review the Department of Community Safety provided security support at a number of external visits and public hearings, including during the NCOP Visit Week to the municipalities of Bitou and Mossel Bay from 16 to 20 September, and at public hearings on the Traditional Courts Bill in Oudtshoorn, Hermanus and Clanwilliam from 5 to 8 November.
- (3) **National Key Points (NKP) matters.** - The annual national key point evaluation was conducted on 16 October. The Western Cape National Key Points Commander and his team conducted an on-site evaluation which consisted of 20 modules. The Serjeant-at-Arms unit has this evaluation as one of its annual performance plan targets, and the unit achieved a score of 96% for the year under review.

The unit also facilitated the appointment of the Secretary to the Provincial Parliament, Mr R Adams, as the Chairperson of the Joint Planning Committee of the NKP.

- (4) **Internal Audit Matters.**- Notices were received for two internal audits, focussing on Security Management and Occupational Health and Safety, respectively. In respect of the audit in relation to Security Management emphasis was placed on holding service providers (SA Police Service, Department of Community Safety, and Department of Transport and Public Works) accountable through new Memoranda of Understanding and through amending existing service level agreements.

The audit in relation to Occupational Health and Safety was completed in October and a final report was issued. Four new Occupational Health and Safety representatives were appointed in terms of the new terms of reference, while training for Occupational Health and Safety representatives remains a priority. Targets for the above are managed via the various structures: Risk Management and Internal Control, as well as the Directorate engagements.

- (5) **Establishment of the Integrated Safety and Security Forum (ISSF).**- The ISSF is a sub-forum of the Joint Planning Committee (JPC). The role-players consist of senior security personnel of the Department of the Premier, Treasury, Department of Transport and Public Works, and the Department of Community Safety. The meeting is chaired by the Serjeant-at-Arms and it is required of him to provide feedback to the JPC on a quarterly basis. The main aim is to ensure security within the precincts at 7 and 15 Wale Street. During the period under review two meetings were held, namely on 16 August and 15 November.
- (6) **Fire alarm.**- The fire alarm at 7 and 15 Wale Street was activated on 19 July. In accordance with the standard drill the Building was evacuated in an orderly fashion. No fire was ultimately detected.
- (7) **Planned building evacuation drill.**- An successful building evacuation drill during which all users were required to vacate the Building, was held on 12 December.

X REGISTRAR OF MEMBERS' INTEREST

- (1) **Confirmation of appointment of Registrar.**- On 28 May the House took the following resolution, on the motion of the Acting Chief Whip of the Majority party, Ms M M Wenger: That the appointment of Advocate P Burgers as Registrar of Members' Interests, in terms of section 3 of the Members of the Western Cape Provincial Parliament Code of Conduct Act, 2002 (Act 3 of 2002), on 1 September 2018 be confirmed.
- (2) **Code of Conduct.**- The Conduct Committee held four meetings during the period under review. At its first meeting, on 4 June, members took the oath or affirmation as prescribed by the Code. The Committee continued with its project to update the Provincial Code of Conduct, commenced in the fifth parliament.

Allied to this it continued with a project to redraft the members' interests disclosure forms to render these forms more user friendly and to make provision for changing needs in respect of members' disclosures.

These projects have taken cognisance of best practice in other jurisdictions world-wide that have Westminster style parliaments, as well as certain European countries. Extensive documentary material was procured, perused and summarised. At the end of the period under review both projects were continuing.

- (3) **Late submission of disclosure forms.**- The Conduct Committee reported on 22 November (See *Announcements, Tablings and Committee Reports, p 203*) on its investigation into the late submission of disclosure forms by two members, Ms N Makamba-Botya and Mr M Xego. In both instances the Committee recommended a reprimand as sanction. The report of the Committee was agreed to by the House at its last sitting for the year on 3 December. In pursuance of the sanction proposed by the Committee and agreed to by the House, the Speaker ordered Ms Makamba-Botya to rise in her bench and he duly reprimanded her. Mr Xego was not present at the last sitting of the House.

X1 LEGAL MATTERS

- (1) **Findings and reports by the Public Protector against former Premier of the Western Cape.**-
- (a) On 19 December 2018, the Public Protector issued a report (number 31 of 2018-19) concerning, *'Allegations of failure to declare interest which amounts to a violation of the Executive Members Ethics Code by the Premier of the Western Cape Province, Honourable Helen Zille'* ('the Paper Video report'). The report made adverse findings against the then Premier of the Western Cape, Ms H Zille.

The Public Protector directed, in paragraph 7.3 of the report, that, 'The Speaker of the Western Cape Provincial Legislature must, within 30 days from the date of the Report, table it before the Western Cape Provincial Legislature *for it to take appropriate action to hold the Premier accountable* as contemplated in sections 114(2)(b)(i) and 133(2) and [sic] of the Constitution.'

On 30 January 2019, the Premier obtained an interdict against the Western Cape Provincial Parliament, interdicting it from giving effect to the Public Protector's remedial action, pending finalisation of a review application by the Premier, which review challenges the Paper Video report. The Western Cape Provincial Parliament did not oppose the application for an interdict. At the end of the period under review judgment in the former Premier's review application had not yet been handed down.

- (b) On 11 June 2018, the Public Protector issued a report (number 5 of 2018-19) concerning, *'... an investigation into allegations of breach of the provisions of the Executive Ethics Code by the Premier of the Western Cape Provincial Government, Honourable Helen Zille'* ('the Colonialism-tweets report'). The report made adverse findings against the Premier of the Western Cape at the time, Ms H Zille.

The Public Protector directed, in paragraph 7.1 of the report, that, 'The Speaker of the Western Cape Provincial Legislature (Speaker) must, within 30 working days from the date of the report, table it before the Western Cape Provincial Legislature *for it to take appropriate action to hold the Premier accountable* as contemplated in sections 114(2), 133(2) & [sic] (3)(a) and 136(1) & [sic] (2)(b) of the Constitution.'

On 17 July 2018, the Premier of the Western Cape obtained an interdict against the Western Cape Provincial Parliament, interdicting the legislature from giving effect to the

Public Protector's remedial action, pending finalisation of a review application by the Premier, which review challenges the Colonialism-tweets report. The Western Cape Provincial Parliament did not oppose the application for an interdict.

After the general elections held in May 2019, Ms Zille was no longer the Premier of the Western Cape.

In a judgment handed down on 5 November 2019, the Gauteng Division of the High Court dismissed Ms Zille's review application in respect of the Colonialism-tweets report, mostly on the basis that Ms Zille was no longer Premier of the Western Cape and therefore the matter had become moot, since the Western Cape Provincial Parliament could no longer hold Ms Zille to account.

- (2) ***Application of the sub judice rule in the context of legislatures.*** - In October 2018, the Member of the Executive Council for Economic Opportunities of the Western Cape filed court papers in the Western Cape Division of the High Court, seeking to review and set aside certain findings of the Auditor-General in audit reports on the financial statements of the Western Cape Department of Agriculture over a period of two financial years.

The question arose whether the *sub judice* rule prohibits the Public Accounts Committee of the Western Cape Provincial Parliament from having oversight of the relevant Department on issues raised in the Department's court application.

In a legal opinion by the Legal Support Unit the Public Accounts Committee was advised that the *sub judice* rule should no longer be considered material in the context of legislatures, except in certain narrowly circumscribed instances, such as when there is a risk of bringing improper influence to bear on witnesses in court proceedings.

The advice given was subsequently implemented in the revised Standing Rules of the Western Cape Provincial Parliament (March 2019).

- (3) ***Powers, Privileges and Immunities of Parliament and Provincial Legislatures Amendments Bill.*** - In November 2018, the Select Committee on Security and Justice of the National Council of Provinces extended an opportunity to the various provincial legislatures to comment on the Powers, Privileges and Immunities of Parliament and Provincial Legislatures Amendment Bill [B18 – 2018] ('the Bill'), with comments due by 31 January 2019.

The Bill sought to achieve three main objectives:

- (a) To provide that a member of Parliament or of a provincial legislature may not be arrested and removed from House proceedings or committee meetings for creating or taking part in a disturbance;
- (b) To provide that a provincial legislature may appoint either a standing committee or an *ad hoc* committee to deal with disciplinary matters against members; and
- (c) To provide that the Speaker of a provincial legislature exercises control and authority over the precincts of the legislature on behalf of that legislature.

The objectives stated in paragraphs (b) and (c) above were proposed by the Legal Support Unit of the Western Cape Provincial Parliament, were incorporated into the Bill, and were passed into law by Parliament in 2019.

- (4) ***Erasmus v the Speaker and Others.***- In March 2018, Adv Winston Erasmus brought an urgent application against the Speaker of the Western Cape Provincial Parliament and the Premier of the Western Cape for an order to the effect that the Speaker and Premier had failed to fulfil certain of their constitutional obligations by failing to provide for the appointment of a Commissioner for the Environment.

The case was dismissed with costs for lack of urgency, but was re-enrolled by the applicant as a semi-urgent matter to be heard in February 2019.

Judgment in the semi-urgent application was handed down on 14 March 2019. The case was dismissed, mostly on the technical ground that the applicant did not have *locus standi* to bring the application.

The applicant brought an application for leave to appeal the outcome of both the urgent and semi-urgent matters, which application was dismissed with costs on 28 May 2019. The court found that the applicant did not have a reasonable prospect of success on appeal.

The Constitution of the Western Cape continues to provide for the obligation to appoint a Commissioner for the Environment. At the end of the period under review a Commissioner had not yet been appointed.

- (5) ***The dissolution of Parliament and the legislatures.***- In February 2019, Parliament and the provincial legislatures considered the legal consequences of dissolution of Parliament and the provincial legislatures in accordance with sections 49(4) and 108(4) of the Constitution, so as to allow for the proclamation of an election date.

The Western Cape Provincial Parliament ultimately took an approach whereby it resolved to dissolve a day before the last day of polling for the election, whereas Parliament resolved to dissolve a number of months before the last day of polling for the election.

It was Parliament's interpretation of section 49(4) of the Constitution that a dissolution of Parliament in terms of that section has no legal consequences for the ability of Parliament to continue with its work.

The Western Cape Provincial Parliament did not share this view, or expressed certain reservations in respect thereof.

There still appears to be uncertainty in the legislative sector concerning the correct approach for dissolution preceding an election.

- (6) ***The proliferation of PAIA requests.***- The function of Deputy Information Officer in terms of the Promotion of Access to Information Act, 2000 ('the PAIA') is in the Legal Support Unit.

There has been a marked proliferation in the number and frequency of requests made to the Western Cape Provincial Parliament in terms of the PAIA. In the 2015-16 reporting period there was one request. In the 2016-17 reporting period there were no requests. In the 2017-18 reporting period there were four requests. In the 2018-19 period there were four requests. Between April and December 2019 there were eight requests.

In 2019 the Western Cape Provincial Parliament reviewed its PAIA Manual, and made provision for classes of information that are automatically available and in respect of which PAIA requests are not required.

- (7) ***Drafting of a ‘ministerial handbook’-style resource-management manual for the Office of the Speaker.***- Following the general elections in May the Legal Support Unit was requested to draft a Presiding Officers Manual for the Office of the Speaker. The draft manual provides for the enabling benefits and allowances of the Speaker and Deputy Speaker of the Western Cape Provincial Parliament.

In the past, the legislatures of South Africa relied on the ‘ministerial handbooks’ issued by their respective national and/or provincial executives. This was clearly not an ideal situation from a separation of powers perspective, where it may appear as though national and provincial executives are prescriptive in regard to the Speakers and Deputy Speakers of legislatures, and control their benefits and allowances.

Having the House approve its own manual in respect of its Speaker and Deputy Speaker is considered the preferred approach. (See also *Chapter V11, paragraph 2*).

At the end of the period under review the draft manual had not yet been considered by the Office of the Speaker.

- (8) ***Initiating a Money Bills Amendment Procedure Bill for the Western Cape.***- in terms of Section 120 of the Constitution a provincial Act must provide for a procedure by which the province’s legislature may amend a money Bill.

The Rules Committee on 16 August took the following resolution:

“That mindful of,

(1) Section 120(3) of the Constitution of the Republic of South Africa, 1996 (the Constitution), which provides that ‘A provincial Act must provide for a procedure by which the province’s legislature may amend a money Bill...’; and

(2) a resolution by the Budget Committee, dated 2 August 2019, in which the Budget Committee, among other things, resolved that the Committee requests input and feedback from the Rules Committee regarding guidance on the parliamentary procedure for the initiation of a Committee Bill related to a provincial Money Bills Amendment Procedure Bill,

the Speaker be requested to initiate the process to introduce the legislation required by section 120(3) of the Constitution, and to report regularly to the Rules Committee on progress made in initiating and introducing such legislation.”

By the end of the period under review the parliamentary administration had commenced with desktop research into procedures which obtain in other jurisdictions.

- (9) ***Providing for parental and family-related leave for members of the Western Cape Provincial Parliament.***- It is not common for legislatures, anywhere in the world, to provide for parental and family-related leave for their members.

As part of the process for review of the Standing Rules (a project undertaken by the WCPP in its fifth term), the issue of providing for parental and family-related leave for members was raised.

The Legal Support Unit drafted comprehensive proposals in this regard.

It was ultimately decided for these matters not to be provided for in the Standing Rules, but to be incorporated, rather, in a policy approved by the House.

The policy was considered and approved by the Rules Committee on 2 December and approved by the House on 3 December. (See *Announcements, Tablings and Committee Reports*, p 238, and also *Chapter 1V, paragraph 3 (c)*).

- (10) ***Attendance of the Fifth Africa Colloquium of Legal Counsel to Parliament.*** - Both legal advisers attended the colloquium from 29 to 31 October in Midrand. It was an instructive experience.

The colloquium provides a forum for:

- Interaction and inter-linkage between legal counsel serving the parliaments of the different jurisdictions in Africa;
- Examining the functions and roles of legal counsel serving in the different parliaments;
- Examining the functional inter-linkages of legal counsel and other officers serving in parliaments, the other arms of government, the legal fraternity and the public;
- Sharing modern trends and best-practices in the provision of legal services to parliaments;
- Continuing legal education, bench-marking and peerage;
- The promotion of capacity building of legal counsel serving in parliaments; and
- Networking and co-operation with associations with similar objectives.

The issue of independence of legal counsel to parliaments, and issues concerning the impact of constitutional reforms on the continent, were central to discussions at the Colloquium.

- (11) ***The State vs Nazier Paulsen.*** - In this matter Provincial Parliament's administration laid a criminal charge of theft against one of its former members. In essence this matter involved Mr Nazier Paulsen, a member of the Economic Freedom Fighters, who became a member of the Provincial Legislature pursuant to the 2014 general elections. As a matter of course, the administration duly issued Mr Paulsen with a number of enabling devices, such as a laptop, an iPad and DVD writer.

However, in May 2015 Mr Paulsen's membership of the provincial legislature ceased when he became a member of the National Assembly. After numerous unsuccessful requests to Mr Paulsen to return the devices, the Provincial Parliament's administration laid a criminal charge of theft with the South African Police Services in February 2016. Mr Paulsen, through his legal representative, then successfully made written representations to the state to have the charges withdrawn. In turn, and further to the Provincial Parliament submitting additional information and affidavits, charges were re-instated.

After numerous court appearances, throughout 2018, Mr Paulsen eventually returned all the devices. However, pursuant to further consultations between senior prosecutors at the Cape Town Regional Court and the Western Cape Director for Public Prosecutions (DPP) on the merits of the matter, the Office of the DPP advised that charges will be withdrawn.

On 11 July 2019, the state formally withdrew the charges.

- (12) **Western Cape Commissioner for Children.**- Section 78 of the Constitution of the Western Cape provides for the establishment of a Commissioner for Children.

In 2018, the Western Cape Government introduced the Western Cape Commissioner for Children Bill. During this time, the Legal Support Unit, in collaboration with the Department of the Premier, was central in advising the relevant standing committee on various provisions in this Bill. The Bill was passed during the fifth term, and assented to by the Premier, so becoming the Western Cape Commissioner for Children Act, (Act No. 2 of 2019).

The aims of the legislation are to assist the Western Cape Government in protecting and promoting the interests of children in the province, in particular with regards to health services, education, welfare services, recreation and amenities and sport.

Whilst the Act is administered by the Department of the Premier, the Department of Social Development has been assigned to deal with and oversee the implementation of the Act.

It is noteworthy that the Western Cape Commissioner for Children is a first of its kind in South Africa, and the first at a provincial level. In addition, the Act is also significant as it provides for the functional independence of the Children's Commissioner.

Since the Standing Committee on Social Development is tasked with the implementation of this Act, and since the Act provides that the Committee must make recommendations to the Premier for the appointment of the Commissioner, the Committee resolved to conduct a workshop to assist members of the committee to better understand the Act, and to develop criteria for the shortlisting of nominees for the position, in anticipation of interviewing candidates. Throughout this process, the Legal Support Unit was involved in guiding and advising the Committee.

At the end of the period under review a Commissioner for Children had not yet been appointed. (See also *Chapter V111, paragraph 10*).

- (13) **Lara Johnson – Ecology of Peace.**- In this matter, the applicant, Ms Lara Johnson, ostensibly a member of the "Ecology of Peace Truth & Reconciliation", requested the High Court to order this legislature and others (the Speaker of the Provincial Parliament being one of the respondents) to submit documentation to the Provincial Parliament, and to request members to vote to consent to or reject this resolution.

This resolution sought to confirm "Ecology of Peace Scientific and Cultural Law" as "Supreme Global Social Contract International Law".

It was accordingly the applicant's intention either to persuade the legislature (and others) to table and vote on acceptance or rejection of the resolution, or to get a court order to compel the legislature to do so.

On consideration of the merits, and in consultation with and on the instruction of the Speaker of the Provincial Parliament, the Provincial Parliament decided not to oppose the application.

- (14) **eNovate-dispute.**- In September 2018 the Provincial Parliament cancelled its supply agreement with eNovate Solutions (Pty) Ltd ('eNovate') for failure to perform timeously and properly in terms of the agreement. However, eNovate disputed the cancellation of the agreement and claimed for certain payments that it suggested were due to it. Between September 2018 and the 26 July 2019 there were various correspondences between the State Attorney, on Provincial Parliament's behalf, and Barnard Attorneys Inc, on eNovate's behalf. Provincial Parliament was

of the view that its cancellation of the supply agreement was lawful and denied any liability to pay any further amounts to eNovate. Since 26 July, when last the Provincial Parliament corresponded with eNovate, there had been no further correspondence or other communication between the parties or their representatives.

- (15) **CPUT Paralegal students.**- The Cape Peninsula University of Technology (CPUT) introduced a new degree in 2019 for students wishing to embark on paralegal studies. One of the modules of this curriculum focuses on constitutional democracy, the Bill of Rights and the law-making process.

In this regard, Provincial Parliament and CPUT have a partnership in terms of which CPUT sends paralegal students to Provincial Parliament to be addressed by various parliamentary officials on the above-mentioned topics.

The Legal Support Unit also contributed to and presented during these sessions. After these presentations, students are then formally assessed by their respective lecturers on their learning experience at the Provincial Parliament.

X11 COMMONWEALTH PARLIAMENTARY ASSOCIATION (CPA)

- (1) **CPA Branch annual general meeting.**- The inaugural meeting of the Branch took place on 12 September where office-bearers (the Executive) were elected as follows:

Chairperson (<i>ex officio</i>)	-	Speaker M Mnqasela
Deputy Chairperson (<i>ex officio</i>)	-	Deputy Speaker B A Schäfer
Secretary (<i>ex officio</i>)	-	Mr R Adams
Treasurer	-	Ms L J Botha
Additional member	-	Mr G Bosman
Additional member	-	Ms N G Bakubaku-Vos

- (2) **Establishment of the Commonwealth Women Parliament (CWP) Branch.**- Following a resolution taken at the CPA branch Annual General meeting held on 12 September, Deputy Speaker B A Schäfer convened a meeting of women members on 14 November to re-establish the CWP-WCPP branch. The majority of women members were in attendance and the branch was duly re-established. Office-bearers would be elected next year.

The meeting was also attended by Ms Shandana Gulzar Khan, International Chairperson of the CWP, as well as female officials of the WCPP as observers.

- (3) **64th Commonwealth Parliamentary Conference, Uganda.**- The conference was held in Kampala, Uganda from 22 to 29 September. The theme of the conference was *Adaption, Engagement and Evolution of Parliaments in a Rapidly Changing Commonwealth*. This conference brought together delegates attending the Commonwealth Women Parliamentarians (CWP), Small Branches and the Society of Clerks-at-the-Table (SOCATT). The event started with the two day conference for both the CWP as well as the Small Branches.

The WCPP's delegation consisted of Speaker M Mnqasela, as delegation leader, Deputy Speaker B A Schäfer, Ms W F Philander and Ms R Windvogel, accompanied by the Secretary, Mr R Adams, and the Stakeholder Management Officer, Mr A Patience.

The conference focused on two areas, viz adapting technology into the constitutional mandate of public participation, and adapting technology into the operation of parliament itself.

(For Report on the Conference, see *Announcements, Tablings and Committee Reports*, 26 November, p 230).

- (4) **50th Commonwealth Parliamentary Association, Africa Region Conference, Zanzibar.**- The theme of this conference, held in Zanzibar from 1 to 5 September, was *E-Parliament: Seamless Platform for Facilitating Democracy*. The WCPP's delegation consisted of Speaker M Mnqasela, as delegation leader, Deputy Speaker B A Schäfer, Deputy Secretary R Hindley and Stakeholder Management Officer A Patience.

The conference took place over a period of three days and representatives from the various legislatures delivered presentations on topics such as parliamentary affairs, social affairs, gender affairs, youth affairs, economic affairs and political affairs.

In addition to the main conference, the Commonwealth Women Parliamentarians, Africa Region met to deliberate on the reports of the previous executive committee, as well as to hold elections for a new executive committee. The report on the Conference was tabled in the House on 22 November (See *Announcements, Tablings and Committee Reports*, p 203).

X111 STAKEHOLDER MANAGEMENT AND COMMUNICATION SERVICES

- (1) **Media.**- During 2019, 34 media alerts were issued mainly concerning the commencement of the 6th Parliament and standing committee activities. The media contact database was updated during the year. A project was implemented to refine and categorise information to enable improved, targeted media communication. To improve efficiency and to address the needs of standing committees, a form, *Request for media support*, was developed and implemented.
- (2) **Website.**- The WCPP's website remains a primary source of information about the institution, providing visitors access to an extensive archive of information. During the period January to December 2019, 76 364 user sessions were recorded for the website, compared to 53 345 user sessions during the same period in 2018. The growth can mainly be attributed to the large number of new vacancies that were advertised, as well as activities related to the establishment of the 6th Parliament.

A lot of time and effort went into updating the website for the start of the Sixth Parliament, specifically in respect of members' profiles and standing committee membership. To maintain interest and to make the site more informative, the slider images on the home page were updated and fresh news is displayed on the news carousel regularly. During the year the slider was updated 18 times and 24 articles were published on the news carousel.

- (3) **Social media.**- The WCPP has a presence on four social media platforms: Twitter, Facebook, YouTube and Instagram. During 2019, 1 279 Tweets were posted compared to 1 140 in 2018. Similarly posts to our Facebook page have grown from 1 170 in 2018 to 1 293 in 2019.

The ability to live-stream sittings of the House continues to be one of the most positive developments in enhancing the institution's social media reach. For the full year of 2019, 27 House sittings and two events, the Combatting Gender-based Violence and Femicide Consultation meeting as well as the Women's Parliament, were streamed live.

Instagram was added as a fourth social media platform recently and is mainly utilised during events and visits. One of the highlights on Instagram in 2019 was the coverage of the Youth Parliament in July. In 2019, 102 images with captions were shared on Instagram.

- (4) **Publications.**- In 2019 three statutory publications were published: WCPP's Annual Report 2018/19, Standing Rules, and the Members' Guide to Facilities. The educational poster series was re-printed and sets consisting of five educational posters in the three official languages of the province, were distributed to all WCED secondary schools across the province. The campaign was officially launched by Speaker M Mqasela at the Jakes Gerwel Technical School in Bonnievale on 24 October, where he presented Education Minister D A Schäfer with a set of posters.

The WCPP's internal newsletter, *Legis-thetha*, was compiled and disseminated to staff and Members on a regular basis. During 2019 the newsletter was published twice a month.

- (5) **Internal communication.**- *IntraComm* is the primary internal communication email channel used to communicate important internal messages to staff and Members. During 2019, 131 email messages were sent from this account.

Another important medium used to communicate important messages on behalf of the institution to staff and Members is posters. These posters are displayed in snapper frames installed in the various lift lobbies and lifts. The posters are designed and printed in-house. In 2019, 17 new poster sets were printed and displayed.

- (6) **Incoming international visits**

(a) **St Florian Boys' Choir, Upper Austria.**- The St Florian Boys' Choir from Upper Austria visited the WCPP on 19 September. The Western Cape and Upper Austria are two of the seven regions which make up the Regional Leaders Forum. The group performed at many venues across the country. The choir participated in a guided tour of the WCPP and thereafter performed for the members in the Members' Dining Room, including a beautiful rendition of the South African National Anthem.

(b) **International Chairperson of the Commonwealth Women Parliamentarians.**- The CPA-WCPP Branch resolved at its first meeting in the 6th Parliament to re-establish the Commonwealth Women Parliamentarians (CWP)-WCPP Branch, which was done in November. The newly elected International Chairperson of the CWP, Ms Shandana Gulzar Khan from Pakistan, attended the proceedings. During her visit to the WCPP she also met with women MPPs, addressed all members and met with the Speaker and Deputy Speaker to discuss CPA and CWP matters. (See also *Chapter X11, paragraph 2.*)

(c) **National Parliament of Uganda.**- Facilitated by the Netherlands Institute for Multiparty Democracy (NIMD), a delegation of 26 Members of the National Parliament of Uganda visited to the WCPP on 2 December to learn more about the political and electoral situation and processes in South Africa, as well as the system of electing presiding officers. The delegation met with the Speaker and Deputy Speaker and also attended a sitting of the House.

- (7) **Outgoing international visits by members and staff**

(a) **Professional Development Certificate in Parliamentary Management, Montreal, Canada.**- This programme, held from 27 to 31 May and partially funded by the

Commonwealth Parliamentary Association (CPA) and the World Bank, was designed to meet the professional development needs of parliamentary staff in the 21st century and covered topics such as parliamentary administration, research, parliamentary committees, public financial management and corporate management of parliaments.

Taking place over a period of six month, the initial part of the programme consisted of a one-week residency at McGill University in Montreal, Canada. The remainder of the programme was conducted online. The WCPP's Chief Financial Officer, Ms Nicole Petersen, was shortlisted and ultimately selected and attended the course.

- (b) ***Society of Clerks-at-the-Table (SOCATT) Professional Development Seminar, Livingstone, Zambia.-*** This development seminar designed specifically for Clerks/Secretaries of national and provincial legislatures in Commonwealth Parliamentary Association member states, usually runs concurrently with CPA conferences.

For a variety of reasons, this was not the case this year and the seminar was hosted by the Clerk of the Parliament of Zambia in Livingstone from 6 to 10 June. The seminar focused on three areas, viz capacity building for members to assist with their oversight role, aligning strategic plans with the United Nations (UN) Sustainable Development Goals (SDGs), and consideration of the 2063 National Development Plan (NDP).

The seminar was attended by the Secretary to Parliament, Mr Romeo Adams, and the late Mr Jabu Nkabinde, Director of Parliamentary Support Services.

- (c) ***Professional Development Programme, House of Commons, London, United Kingdom.-*** This programme, aimed at parliamentary officials, is designed to provide a deeper understanding of the operations and procedures of the House of Commons and the House of Lords in the United Kingdom. The content of each programme is customized to suit the fields of interest of the attendees. Mr Coby Skriker, Manager: Information Technology and Digital Services, attended the programme from 1 to 5 July in order to learn more about their experiences moving to a paperless environment, as well as the application of technology to improve efficiency in parliamentary processes.
- (d) ***National Conference of State Legislatures (NCSL) Annual Summit, Nashville, Tennessee, United State of America.-*** The 2019 Annual Summit of the NCSL was attended by Speaker M Mqasela, Deputy Speaker B A Schäfer, Deputy Chief Whip D Mitchell, Secretary R Adams and Stakeholder Management Officer A Patience, from 4 to 8 August. The focus of the conference this year was on the introduction of technology into the affairs of legislatures. (For report on Conference, see *Announcements, Tablings and Committee Reports*, p 91).
- (e) ***Study Visit to The Hague, Netherlands.-*** After the conclusion of the NCSL summit, the delegation also visited The Hague, Netherlands, from 12 to 14 August. The delegation visited the South Holland Legislature, the National Parliament and the King's Cabinet, paid a courtesy call on the South African Ambassador and had a meeting with the Netherlands Institute for Multiparty Democracy (NIMD). The visit focused on best practice in respect of the use of technology in parliamentary processes.
- (f) ***Attendance of Commonwealth Parliamentary Association (CPA) Conferences.-*** (See Chapter X11).

- (8) **Consular Corps cocktail event.**- Following the establishment of the 6th Parliament, the Speaker and Deputy Speaker hosted the Cape Town Consular Corps to a cocktail function in order to introduce themselves to these foreign representatives, and to establish relationships. The venue was the Zeits Museum of Contemporary African Art at the V&A Waterfront. Besides the members of the WCPP and representatives of the Cape Town Consular Corps, guests included some members of the Pretoria Diplomatic Corps, members of the National Assembly, representatives from the Western Cape Government departments and business representatives.
- (9) **Visitors and guided tours.**- Between May and the end of December the WCPP's entrance to the Provincial Legislature Building, 7 Wale Street, processed 5 805 visitors. Besides the guests of the WCPP, these included visitors to the Office of the Premier, the MEC for Finance, Provincial Treasury, Corporate Communications and other tenants in the building.

During the period under review the Stakeholder Management and Communication Services section conducted 10 guided tours. The groups were as follows:

DATE	VISITORS
19 June	Cape Town Rotary Club
04 July	Belhar learners
11 July	Professor Peter Ruzsonyi - Hungary
18 September	Seile Primary School
19 September	Crystal High School
19 September	St Florian Boys' choir
25 September	Beaufort West Primary school
26 September	EMG Organisation
04 November	Lighthouse Ministries
18 November	Louville High School

- (10) **Parliamentary Boutique.**- The Parliamentary Boutique, located in Reception on the Ground Floor, sold a total of 306 corporate items to the value of R8 570 during the year. Customers included officials from provincial government departments, visitors and members of the public.
- (11) **Corporate items.**- During 2019 the Stakeholder Management and Communication Services section issued 22 439 WCPP-branded corporate items. These corporate items are made available to Members for their constituency programmes, to the Public Education and Outreach section for their workshop attendees, for visitors, for presentation to dignitaries and other official visitors, to outgoing delegations for gift exchanges, etc.

The breakdown of items issued was as follows:

CLIENT	QTY
Members' constituency programmes	5 675
Standing Committees	2 712
PEO workshops	10 181
Visitors	773
Other	2 649
Parliamentary Boutique	449
TOTAL	22 439

X1V PUBLIC EDUCATION AND OUTREACH (PEO)

(1) ***Focus of activities.-*** During the period under review activities of PEO focused on the following:

- An annual education programme on law-making, oversight, public participation and petitions processes
- Roll out of education initiatives
- Development of new educational items
- Processing of petitions in accordance with relevant legislation

The sectors and themes focused on included:

- Generic legislative education programme
- CDWs from Eden, West Coast, Cape Winelands and Karoo districts and NPOs such as Fit for Life Vrygrond, Women in Action and the South African Institute of International Affairs (SAIIA)
- Working with youth organizations, tertiary institutions and high school representative councils of learners (RCL) towards youth month (June)
- District women leadership programmes with various women organisations were conducted across the province towards the commemoration of women's month (August).

(2) ***Educational initiatives.-*** The PEO section has an annual target of facilitating a total of 75 educational initiatives in accordance with an annual educational programme. PEO facilitated the implementation of 39 legislative education initiatives from May to November. Six of the educational workshops were scheduled outside of the WCPP - in Bredasdorp and Struisbaai in September, in Paarl and Kraaifontein in August, in Bonnievale in October, where the Speaker handed over educational posters, and in Oudtshoorn in November.

(3) ***New educational material developed.-*** It is PEO's role to develop educational resource items to support the legislative process and which are relevant to the involvement and empowerment of all targeted stakeholders. One such resource item (a board game) was identified for development and at the end of the period under review was in the process of being finalised.

(4) ***Petitions.-*** The PEO Section continues to educate the public on the petitions and submissions process of the WCPP, as part of the legislative education programme. No new petitions were received during the period under review, but two petitions that were registered in prior years were concluded. These were petitions submitted by the Dennehof Centre in Villiersdorp, and The Trauma Centre for Survivors of Violence and Torture, respectively (See *Announcements, Tablings and Committee Reports*, 20 November, pp 196 – 201).

(5) ***Educational Posters.-*** PEO procured a total of 400 educational posters in all three official languages of the province to be dispatched to government high schools in the Western Cape. The posters comprised the following topics:

- The legislative process
- Three sphere of government
- Three arms of the state
- Chapter nine institution
- Principles of democracy

Posters were hand-delivered to 49 schools in the metro and 150 posters were dispatched through the post office to rural schools in the Karoo, Overberg, Eden and West Coast districts.

- (6) **Stakeholders database.-** PEO has initiated a process of establishing an internal database. Stakeholder lists were sourced from various sections within the WCPP. PEO was responsible for verification of contact details of all the stakeholders. This database will culminate in the development of a computerised database system for the WCPP.
- (7) **Public engagement workshop.-** PEO hosted a public engagement workshop on 4 October at the Cape Town Lodge. The Workshop was opened by Speaker M Mnqasela and was attended by members and officials of the WCPP, delegates from national parliament, provincial legislatures and Chapter 9 institutions. The objective of the workshop was to brainstorm ideas on meaningful public engagement that will translate to achievable plans for the 6th Parliament.

The programme included contributions by two specialist keynote speakers: Dr McElory Hoffman, co-founder of a machine learning company, covered the topic of the fourth industrial revolution and engaging with the public; and political analyst Asanda Ngoasheng spoke on creating a meaningful relationship between members and citizens. Each presentation was followed by three breakaway sessions on related topics.

- (8) **Combating Gender-based Violence and Femicide Consultation.-** As part of its ongoing efforts to strengthen its oversight and public engagement functions, the WCPP hosted a *Combating Gender-based Violence and Femicide Consultation* on 28 October. This session brought together stakeholders from the local, provincial and national spheres of government, as well as the non-governmental organisation sector, to share information on the programmes and strategies being undertaken to combat the scourge of gender-based violence and femicide and provided a platform for all stakeholders to consider the successes and challenges of these programmes and strategies.

The programme included presentations by Premier Alan Winde, Advocate Praise Kambula from the Department of Justice and Constitutional Development, Councillor Zahid Badroodien from the City of Cape Town and Alderman Anton Coetsee from the SALGA Western Cape region.

Besides these presentations, the Commission for Gender Equality and ten NGOs that work in the field of gender-based violence and femicide had the opportunity to share information about their organisations and the work they do. In addition, they were afforded the opportunity to pose questions to the officials and public representatives from the different spheres of government on funding, legislation, programmes and other matters relating to the sector. The NGOs represented included Asijiki Coalition, SWEAT, Black Sash, Dullah Omar Institute, Luleki Siswe LBT Women's Project, Philisa Abafazi, Sonke Gender Justice, Total Shutdown, the Saartjie Baartman Centre and Women on Farms.

- (9) **Women's Parliament.-** On 21 November the WCPP hosted a Western Cape Women's Parliament. The event was attended by women members of the Provincial Parliament, permanent delegates to the NCOP and 58 delegates representing women's organisations from across the province, including the Cape Metro, Central Karoo, Cape Winelands, Garden Route, Overberg and West Coast. The Speaker presided and the theme was: *Gender-based Violence, and Challenges facing women in Rural Areas*. Following the sessions resolutions were drafted for referral and further attention. The aim of the event was to ensure that there were tangible outcomes aimed at improving the lives of the people of the Western Cape. All delegates were

also given an opportunity to sign a pledge against gender-based violence. The signed pledges were later wall-mounted in the passage on the sixth floor.

- (10) **Educational programmes completed.**- During the period under review PEO was engaged in numerous educational programmes, offered at the WCPP and in various parts of the Province, as follows:

MAY 2019				
	INSTITUTION	DATE	VENUE	NATURE OF ENGAGEMENT
1	Sunflower Seniors Club from Lentegeur	Thurs, 2 May	WCPP	Members of the Sunflower Seniors Club attended a workshop. 45 Participants
2	Hope for Destiny from Delft	Mon, 6 May	WCPP	Representatives from the organisation attended a workshop. 50 Participants
3	Umyezo Secondary School from Grabouw	Sat, 11 May	WCPP	Learners and Educators attended a workshop. 50 Participants
4	False Bay College Public Management Final Year students	Mon, 27 May	WCPP	Public Management students and lecturers attended a workshop. 45 Students and 2 Lecturers

JUNE 2019				
	INSTITUTION	DATE	VENUE	NATURE OF ENGAGEMENT
1	Cape Metro High Schools	Sat, 01 June	WCPP	Representatives from four different schools in the Cape Metro Area attended a workshop. 50 Participants
2	Cape Agulhas District Youth Leadership Programme from Elim, Struisbaai and Bredasdorp	Fri- Sat, 14 – 15 June	Bredasdorp	Members of the newly elected municipal youth council attended a workshop. 50 Participants

JULY 2019				
	INSTITUTION	DATE	VENUE	NATURE OF ENGAGEMENT
1	Breede Valley District Youth Programme (Group 1)	Sat, 13 July	WCPP	Various youth representatives from the Breede Valley Municipal District attended a workshop. 50 Participants
2	Washington and Lee Universities from the United States of America	Mon, 15 July	WCPP	Students and Lecturers from the Washington and Lee University in the USA attended a workshop. It is an annual programme. 20 Participants
3	Youth Selection Workshop (CPA Africa Region Youth Parliament)	Sat, 27 July	WCPP	Participants from various schools in the Western Cape participated in the selection. Two participants were selected to represent the WCPP at the Youth Parliament in Kigali, Rwanda. 60 Participants

JULY 2019				
INSTITUTION		DATE	VENUE	NATURE OF ENGAGEMENT
4	Delft CIF Community Workshop (Second Group)	Mon, 29 July	WCPP	Various representatives from community organisations from Delft attended a workshop. 50 Participants
5	Blackheath Seniors Workshop	Tue, 30 July	WCPP	Various senior members from the Blackheath Community attended a workshop. 40 Participants
6	Bring a Girl to Work Programme	Wed, 31 July	WCPP	Programme approved by the Deputy-Speaker. The programme was in conjunction with Cell C to expose young school girls to a work environment. 30 Participants

AUGUST 2019				
INSTITUTION		DATE	VENUE	NATURE OF ENGAGEMENT
1	Vukani Primary School from Philippi	Sat, 3 August	WCPP	Grade 7 learners and educators from Philippi attended a workshop. 50 Participants
2	Brooklyn Community Workshop	Sat, 3 August	WCPP	Various representatives from the Brooklyn community attended a workshop. 20 Participants
3	Women's Month Programme (Metro/Peri-Urban area)	Fri, 9 August	WCPP	Various representatives from community organisations attended to commemorate Women's Month. 50 Participants
4	South African Institute of International Affairs Model Legislature Programme	Sat, 24 August	WCPP	SAIIA Model Legislature Programme was held at WCPP. The programme was co-hosted with the South African Institute of International Affairs. Delegates from various schools and universities attended the programme. 60 Delegates 20 Observers
5	Cape Agulhas Municipal District – Women's Month Programme	Wed, 28 August	Cape Agulhas District – Bredasdorp	Various participants from Bredasdorp and Napier attended a workshop to commemorate Women's Month. 50 Participants
6	Cape Agulhas Municipal District – Women's Month Programme	Thurs, 29 August	Cape Agulhas District – Struisbaai	Various participants from Struisbaai and Elim attended a workshop to commemorate Women's Month. 50 Participants

SEPTEMBER 2019				
INSTITUTION		DATE	VENUE	NATURE OF ENGAGEMENT
1	Breede Valley District Youth Programme (Group 2) Group 1 attended a workshop on Sat, 13 July.	Sat, 7 September	WCPP	Various youth representatives from the Breede Valley Municipal District attended a workshop. 50 Participants
2	Hon. Windvogel Request from Swellendam Sekondêr Skool	Sat, 14 September	WCPP	35 learners and educators from Swellendam Sekondêr Skool attended a workshop. 35 Participants
3	Mfuleni and Eerste Rivier Community Workshop	Fri, 20 September	WCPP	Intergenerational representatives of various community organisation in Mfuleni and Eerste Rivier attended a workshop. 50 Participants
4	Overberg Community Workshop from Overberg and Lavender Hill	Mon, 23 September	WCPP	Representatives from different cultural formations from Overberg and Lavender Hill attended a workshop. 50 Participants
5	Community Women Action (CWA) Workshop, from Blue Downs	Thur, 26 September	WCPP	Various representatives of the Community Women Action Organisations from Blue Downs attended a workshop. 50 Participants
6	Nonceba Counselling Centre (Young Boys Programme), from Paarl	Thur, 26 September	Paarl	Boys from the Nonceba Youth Centre aged 14 – 16 attended a workshop. 40 Participants
7	Saldanha Bay Junior Town Council cultural visit to Cape Town	Fri, 27 September	WCPP	Newly appointed Saldanha Bay Municipality Youth Council attended a workshop. 35 Participants
8	Hector Peterson Senior Secondary School. UNESCO Climate Change Conference Delegates (Denmark), from Kraaifontein	Mon, 30 September	Hector Peterson Senior Secondary School, Kraaifontein	Four delegates who are attending a UNESCO Global Warming Conference in Denmark had an information session workshop at Kraaifontein High School. 4 Learners

OCTOBER 2019				
INSTITUTION		DATE	VENUE	NATURE OF ENGAGEMENT
1	Vrygond Youth Educational Workshop from Muizenburg	Thur, 03 October	WCPP	Youth representatives from Fit for Life program visited both National Parliament and WCPP to attend the workshop. 30 participants
2	Sakumlandela Primary School from Khayelitsha	Sat, 05 October	WCPP	Grade 7 learners and educators from the school attended the workshop. 45 participants

OCTOBER 2019				
	INSTITUTION	DATE	VENUE	NATURE OF ENGAGEMENT
3	Drakenstein District Youth Workshop from Drakenstein Municipality	Sat, 12 October	WCPP	Youth representatives from the Drakenstein Municipality attended the workshop. The delegation consisted of representatives from different towns. 50 Participants
4	De Vrije Zee Primary School from Parow	Sat, 19 October	WCPP	Grade 7 learners and educators from the school attended the workshop. 45 participants
5	False Bay College from Muizenburg	Mon, 21 October	WCPP	N6 final year students from the College and educators attended the workshop. 45 participants
6	Edu Material Handover and Workshop at Jakes Gerwel Technical High School in Bonnievale	Thurs, 24 October	Bonnievale, Langeberg Municipality	The Speaker and the Western Cape Minister of Education, Hon. Schäfer, handed over educational material to the school principal and learners at Jakes Gerwel Technical High School. A two hour educational workshop was also facilitated with the learners by the PEO Section. 50 participants
7	St Stephen's Catholic Church from Rocklands, Mitchells Plain	Sat, 26 October	WCPP	Intergenerational youth church members attended the workshop. They were learners between Grades 8 – 12. 50 Participants.

NOVEMBER 2019				
	INSTITUTION	DATE	VENUE	NATURE OF ENGAGEMENT
1	Roosendal High School from Delft	Sat, 02 November	WCPP	Request was received from the <i>Minister of Education</i> of the Africa Unite School Club at Roosendal High School. Learners and educators from the school attended the workshop. 30 Leaners
2	Liwa Primary School from Khayelitsha	Sat, 02 November	WCPP	Grade seven learners with educators attended the workshop. 45 participants
3	False Bay College, Mitchells Plain Campus	Mon, 04 November	WCPP	Students and educators from the College attended the workshop. 45 Participants
4	Sunflower Seniors Club from Gugulethu	Fri, 08 November	WCPP	Senior citizens from the Sunflower seniors club located in Gugulethu attended the workshop. 50 Participants
4	Gugulethu/Nyanga Workshop	Sat, 09 November	WCPP	Youth representatives invited through Africa Unite attended the workshop. 40 Participants
6	Mitchells Plain Advice Office Women's Workshop	Mon 11, November	WCPP	Various community organisations in Mitchells Plain attended the workshop. 35 Participants

NOVEMBER 2019				
INSTITUTION		DATE	VENUE	NATURE OF ENGAGEMENT
7	Oudtshoorn Municipality ward-based youth programme	Sat, 16 November	Oudtshoorn	Youth from the greater Oudtshoorn Municipality attended the workshop. 50 youth Participants
8	WCPP Women's Parliament	Mon, 28 November	WCPP	Mandate received from the Speaker's Office to coordinate a Women's Parliament. Delegates from six districts in the Province attended the Women's Parliament. A total of 58 delegates attended.

DECEMBER 2019				
INSTITUTION		DATE	VENUE	NATURE OF ENGAGEMENT
1	Walter Rubusana Church	Sat, 07 December	WCPP	Community representatives from Walter Rubusana Church in Langa attended the workshop 31 Participants
2	Malmesbury Community Workshop	Wed, 04 December	WCPP	Representatives from various community organisations in the Swartland District attended the workshop. 40 Participants

XV FINANCIAL MANAGEMENT

- (1) **Budget of Western Cape Provincial Parliament.**- The period under review (May – December 2019) covers only part of the 2019/20 financial year, but for the full financial year the operational budget (excluding the direct charge, members' remuneration) of the WCPP amounted to R159, 094 million. The direct charge amounted to R43 million. The full budget, including the direct charge, therefore was R202,094 million.
- (2) **Audit outcome.**- The Audit Report for the 2018-19 financial year was issued during the period under review and once again the WCPP achieved a clean audit. This has been the 8th consecutive unqualified audit.

The Financial Compliance and Internal Control Unit plays an important liaison role between WCPP and the office of the Auditor-General. The unit routes and facilitates and follows up on all audit queries and findings, ensuring a smooth audit process for both WCPP and the AGSA.

- (2) **Declaration of Interest Policy.**- The Declaration of Interest Policy, which previously applied to managers only, was extended to include all staff members. The purpose is to ensure that no conflict of interests exists with any of the service providers we do business with.
- (3) **Annual Financial Statements.**- The Financial and Management Accounting Unit prepared and submitted the Annual Financial Statements in accordance with the Financial Management of Parliament and Provincial Legislatures Act. The budget for the new term of parliament was approved and a subsequent adjustments budget was tabled.

Interim Financial Statements are prepared quarterly and tabled at the Audit Committee, as well as In- Year Monitoring Reports, which are also submitted to the Speaker and Provincial Treasury.

- (4) ***Supply Chain and Asset Management Unit.***- As part of the Auditor-general management and audit reports, the Supply Chain and Asset Management Unit (SC&AM) had no procurement findings. During the period May to June SC&AM rolled out computer hardware to all new members of the 6th Parliament (excluding Members of the Executive). As part of normal refresh of capital assets, and in line with the procurement plan submitted in the previous year for the current fiscal period, SC&AM rolled out 31 laptops to WCPP staff.

In terms of asset management the Auditor-general reported no non-compliance in relation to the GRAP compliance for assets for the Annual Financial Statements. The Asset Management Unit conducted an asset count during August and September.

Interviews were conducted during September which resulted in the permanent employment of an official with effect from 1 November.

In addition the WCPP Asset Management policy was reviewed, revised and approved by the unit and approved by the Secretary on 27 September.

- (5) ***Tender for Hansard services.***- During the period under review a tender for Hansard services was advertised and awarded to Inlexo (Pty) Ltd for a period of three years until September 2022.
- (6) ***Tender for Internet Connectivity and Disaster Recovery Services.***- A tender for internet connectivity and disaster recovery services was advertised in November and December and at the end of the period under review had not yet been evaluated and awarded.

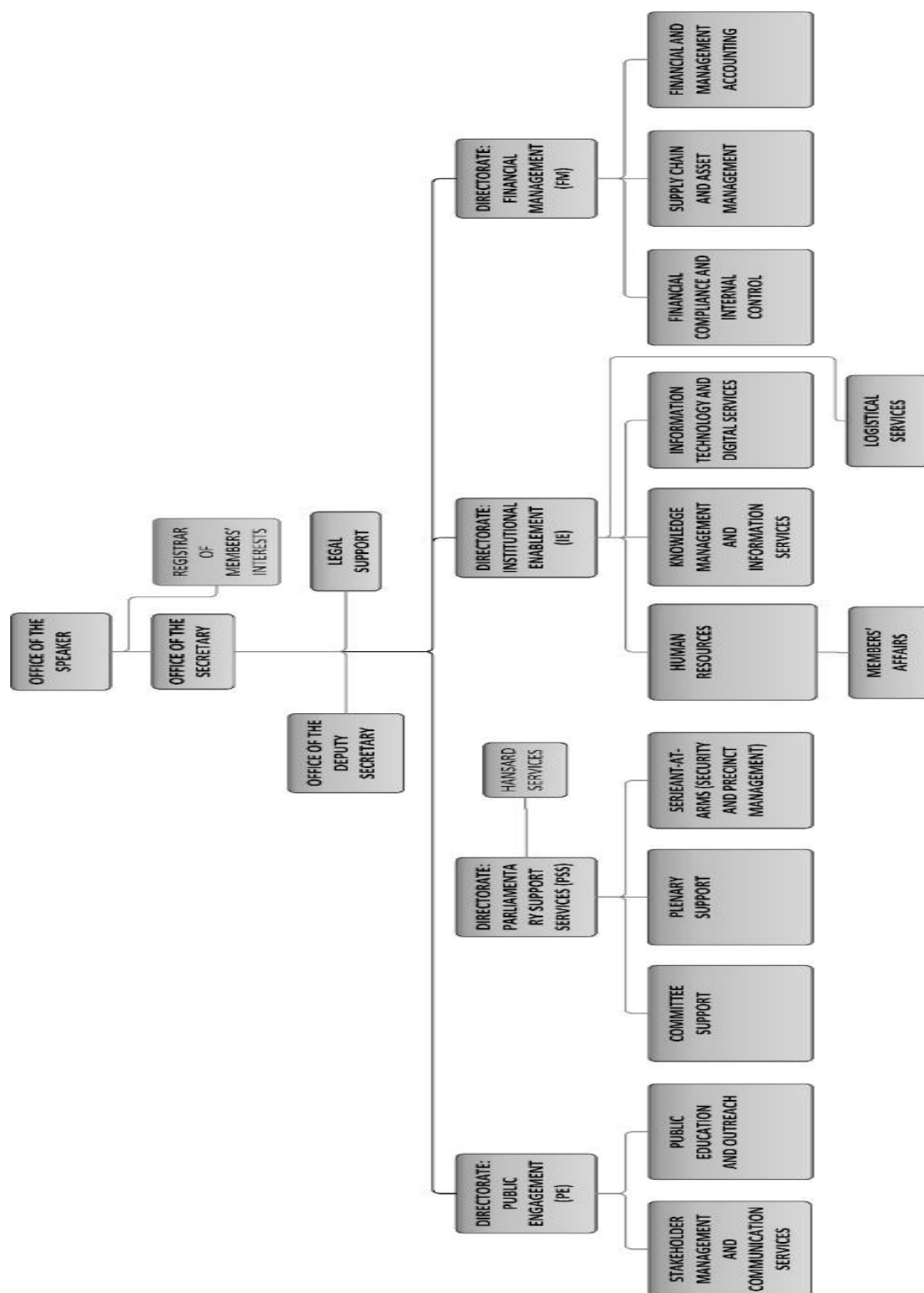
XVI INSTITUTIONAL ENABLEMENT

- (1) ***Implementation of Functional Enhancement.***- The *Functional Enhancement Project*, which was approved for implementation during the Fifth Parliament, commenced on 1 April 2019. As a consequence, two key game changers have been identified as the main strategic drivers for change within the WCPP. The one game changer involves the implementation of the new organisational structure and the new strategic trajectory of the WCPP; and the second game changer consists of the implementation of a range of technological projects aimed at the modernisation and integration of practices, platforms and services.

The main aim of *Functional Enhancement* is to strategically position the WCPP in order to respond to the vision of a modern parliament that is in touch with its people.

As part of the structural enhancement, four key Directorates were established. These include two core business Directorates and two corporate Directorates.

Organogram as at 31 December 2019



(2) ***The Directorates concerned with core business are:***

- The Directorate: Parliamentary Support Services, consisting of Plenary Support, Committee Support Services and Security and Precinct Management (Serjeant-at-Arms); and
- The Directorate: Public Engagement, consisting of Stakeholder Management and Communication Services as well as Public Education and Outreach.

(3) ***The Directorates concerned with corporate support services are:***

- The Directorate: Institutional Enablement, consisting of Members' Affairs, Human Resources Management, Knowledge Management, Information Technology and Digitalisation Services as well as Logistical Services; and
- The Directorate: Financial Management, consisting of Financial Compliance and Internal Control, Supply Chain and Asset Control and Financial and Management Accounting. From 1 April 2019 up to the end of the period under review, 22 posts on the new structure were filled while 12 posts remained in progress.

(4) ***Information Technology and Digital Services***

The Information Technology and Digital Services department maintained the ICT governance maturity level of 2.5 during 2019. The ICT Infrastructure refreshment acquisition of servers and storage capacity, addressed the strategic objectives for the next 4 years, in terms of hardware, new applications and increased demands for capacity. The upgrade of the Wi-Fi infrastructure will improve collaboration for internal and external stakeholders. Enhancement in terms of continuity of service by improving the disaster recovery programme has been extended to include all ICT services beyond the ERP and thus ensuring a functional parliament in case of a major disaster.

Challenges with the Enterprise Resource Planning system (ERP), mainly the Human Resources module, ensured rapid learning of the system architecture and an in-depth understanding of the system limitations. This, in turn, assisted the ERP Steering Committee with decision-making with respect to ERP lifecycle management requirements. Risks associated with the system are being eliminated through underpinning contracts and using recommended structured methodologies in business analyses and project governance. The overall governance of the ERP is conducted in accordance with industry best practices, with the main focus on risk mitigation and system stabilisation in line with the Internal Audit and Auditor General Guidelines.

The functional enhancement process shaped the organisational design requirements of ICT and identified the need for skills development with respect to future digitalisation of the WCPP enterprise architecture. ICT had the opportunity to present prototypes to automate the APP process and improve collaboration between the Office of the Secretary and the Office of the Speaker. The prototyping of these systems revealed a need for strategic direction and set a tone for readiness in the areas of web application development, knowledge management architecture and portal access for public participation, while in parallel evaluating the Fourth Industrial Revolution (4IR) paradigm that will aid the institution in delivering democracy in the digital age, through strategic investment and integration of effective, efficient and compatible digital solutions.

Operationally, the Section has also been involved in the improvement of the security posture of the WCPP. This entailed the securing of external servers against malicious activities such as malware and spyware. Two proactive tests have been conducted in this regard and the outcome has been positive.

Security awareness programmes are on-going, since human error is regarded as the main source of security breaches worldwide. This is especially prolific in the Public Service and Parliaments all over the world. These aspects have been underscored by the Internal Auditors, Internal Control and the Auditor-General. Dedicated focus has been on internal stakeholder training and awareness-raising.

The availability of all WCPP infrastructure systems and applications has consistently exceeded the 95% baseline; and the capacity of infrastructure is in line with the planned targets in the Annual Performance Plan (2019/2020).

The Section completed the Windows 10 rollout to all users, which further improved the stability of our end-user platforms, including laptops and desktops. Further optimisation initiatives, such as email clean-ups are in process to support timeous recovery of systems in the case of disaster and system failures. Further to this, the Unit identified ageing end-user tools and embarked on a refreshment project. All the required tools of trade were supplied to members at the commencement of the 6th Parliament. These included: a Thinkpad i7 touch screen laptop, with a suitable carry bag, docking station and 23" external monitor with keyboard and mouse.

(5) **Human Resources Management**

(a) **Enterprise Resource Planning (ERP) system.**- During the 2018/19 financial year the WCPP transferred to an Enterprise Resource Planning (ERP) system. In 2019/20 the WCPP will continue to stabilise and optimise the system within the Human Resources Management context. While this process has not formally been identified as a Key Performance Indicator, significant efforts have been dedicated to the process of stabilising and optimising the system as well as equipping end-users in becoming adept at system utilisation.

The Unit has consolidated all the audit findings as recorded by the Auditor General, Internal Auditor and Internal Control. Based on these audit findings and in order to mitigate the associated risks, the Unit has drafted a scope document to launch a fully-fledged Human Resources Information Systems Project to investigate the continued feasibility of SAGE X3 PEOPLE, and has also identified the additional aspects that are to be included in the stabilisation process of the HR Module of SAGE X3 PEOPLE.

(b) **Employee Wellness Programme.**- The Employee Wellness Programme for 2019/2020 has been adjusted to be more focused directly on the needs of staff. In addition to the usual counselling support, a variety of activities, information sets, quizzes and professional services on various themes have been arranged. Staff will also have the opportunity to have access to a yearly health day, which includes health measurements and assessments, and a "getting active" event.

As part of the continuous improvement of the Wellness Programme, WCPP entered into a new contract with CAREWAYS after a tender process was completed earlier in 2019. The contract will expire in March 2020, where upon the Unit will again embark on a renewed procurement process.

(c) **Organisational Structure.**- The WCPP adopted a new organisational structure in November 2018 and implemented the new structure with effect from 1 April 2019. The total staff complement increased from 108 to 118 posts. With reference to improving recruitment processes, the HR Unit has entered into an online recruitment and response handling contract to alleviate the challenges the Unit had with the time-consuming

capturing of the database for all the vacancies that originated from the functional enhancement process. PNET was appointed as the service provider for a period of 24 months.

- (d) **Performance Moderation.**- Performance moderation for the 2018/2019 performance management cycle was successfully completed. Based on the moderation, 68 employees were eligible for a performance bonus.
- (e) **Staff turnover.**- The WCPP has maintained an annual staff turnover of below 10%. This threshold is regarded a healthy churn for an organisation. Whilst the HR Unit cannot solely be responsible for staff turnover, measuring employee turnover can be helpful to the organisation to examine reasons for turnover or to estimate the cost-to-hire for budget purposes.
- (f) **Disputes lodged.**- During the period under review four disputes were lodged, three by staff and one by the labour union. Two of the staff disputes were resolved and one remained unresolved. The dispute lodged by the labour union was settled.
- (g) **Disciplinary Matters.**- During the period under review there was one disciplinary hearing. The staff member was found guilty on two charges and given a sanction of six months written warning. The staff member appealed the sanction and the Secretary upheld the sanction.
- (h) **Annual staff salary increase.**- With effect from 1 April salaries of staff, excluding senior management, were increased as follows:

SALARY LEVEL	% INCREASE
A1 – B5	7%
C1 – C5	6%
D1 – D2	5.4%

Salaries of senior management were increased by 4,8%.

- (i) **Passing of senior manager.**- The Director: Parliamentary Support Services, Mr Jabu Nkabinde, sadly passed away on 12 August after a long illness. Mr Nkabinde joined the WCPP in 2002 as Manager: House Proceedings, and was appointed as Director: Parliamentary Support Services in April 2019.
- (6) **Knowledge management and Information Services**
- (a) **Composition of section.**- The section Knowledge Management and Information Services was created in April 2019 and structured as follows:
Knowledge Management:
 - 1 x Manager: Knowledge Management and Information Services**Registry:**
 - 1 x Records Officer

Research Services:

- 1 x Senior Officer: Information and Services Provision
- 3 x Researchers

Library & Information Services:

- 1 x Senior Officer: Digital Information and Knowledge Services
- 1 x Digital Knowledge and Information Enhancement Officer

Language Services

Translation Services:

- 1 x Senior English/isiXhosa Practitioner
- 1 x English/ isiXhosa Practitioner
- 1 x English/Afrikaans Practitioner

Interpreting Services (all interpreters are independent service providers)

- 4 x English/Afrikaans Interpreters
- 3 English/ isiXhosa Interpreters
- 3 x Afrikaans/isiXhosa Interpreters

Notwithstanding the structure outlined above, the services of the section essentially comprise two key components: *Knowledge and Records Management*, and *Research and information support*.

- (b) ***E-filing and Intranet.***- Knowledge Management developed and obtained approval for a new taxonomy to e-Filing, albeit limited to the first level at this stage. This is necessary to ensure the electronic filing system is aligned to the current WCPP structure. Proposals were also submitted via ICT for upgrading of e-Filing as well as the development of a WCPP intranet. These electronic platforms will form the basis from which to launch knowledge management initiatives and projects and thereby start the process of embedding and institutionalising knowledge management norms, standards and practice within WCPP. The WCPP knowledge management strategy framework will be finalised after WCPP's 5-year strategic plan has been approved.
- (c) ***Research Services.***- Research Services moved from Committee Support but continued to provide traditional research support as previously. The immediate benefit was greater alignment and optimal use of staff resources within information services, particularly in relation to accessing relevant and credible information sources.

Research support included 'institutional' research support and included producing 'Fact Sheets' on elections and researching how other legislatures deal with members' parental leave as well as identifying guidelines for developing policies on sexual harassment. Support to Committees included producing reports on energy security, trends in matric pass rates, money bills amendment procedures, and the establishment of a provincial Commissioner for Children.

- (d) ***Access to JStor and specialist sites.***- In December, as part of the WCPP's efforts to be an innovative and modern parliament, members and staff were given unlimited access to JStor - a digital library providing access to more than 10 million academic journal articles, 50 000 books, and 2 million primary source documents across 75 disciplines. Access to JStor is through the link: www.jstor.org.

Members and staff also have access to:

- <https://www.aluka.org/> African Cultural Heritage Sites and Landscapes and Struggles for Freedom in Southern Africa; and
- <https://plants.jstor.org/> JSTOR Global Plants.

- (e) **NewsBank.**- Library and Information Services is planning on subscribing to NewsBank, an online newspaper service provider, after the current hard copy subscription service ends in Feb 2020. Both WCPP members and staff will have access to more than 600 national and local titles, many of which are unavailable elsewhere. They will also be able to access the largest collection of African news sources via newspapers, websites and newswires from across the continent.
- (f) **Senior Librarian.**- The senior librarian, Ms A Van Antwerpen, retired at the end of March and at the end of the period under review the post had remained vacant.
- (g) **Information material and e-publications.**- The Library continued to source relevant information materials, and resources are sourced and made available to both WCPP members and staff. The circulation of e-Publications also promoted awareness on commemorating noteworthy provincial, national as well as international events such as Worlds Aids Day. e-Publications were also used as a mechanism to provide members easy access to recently published information relating to critical issues which standing committees continuously focus on such as youth unemployment and gender-based violence. (See also *paragraph (l) below*).
- (h) **Induction of members.**- Being an election year, with a number of newly elected members coming on board, the Library participated in the induction of members after the election. Information regarding the library and its services was compiled in the form of “Fast Facts”, “Information at your fingertips”, and “What’s New “ (new library acquisitions). (See also *paragraph (l) below*).
- (i) **Library registrations.**- 26 new library members were registered in the period under review, while 16 returning members were re-registered. Together with staff registrations the library currently has a total of 144 registered library members.
- (j) **Collection maintenance.**-The library’s stocktake was completed during September. The results were:
- Library collection: a total of 2653 items.
 - Collection value: R 676 891,68
- (k) **Library reference requests.**- In the period under review 68 reference requests were received and processed.
- (l) **Librar-e Bulletins, Info Flyers and “What’s New” publications compiled.**- Between May and December 50 E Bulletins, five Info Flyers and two “What’s New” publication were compiled and emailed to patrons on various topics, as follows:

NO.	DATE	LIBRAR-E BULLETINS
1	23-05-2019	New Western Cape Cabinet
2	27-05-2019	Inauguration Speech: Cyril Ramaphosa
3	30-05-2019	Stats SA: General Household Survey

NO.	DATE	LIBRAR-E BULLETINS
4	24-06-2019	SONA 2019, 6th Parliament
5	18-07-2019	SOPA 2019, 6th Parliament
6	30-07-2019	Stats SA: Mid-year population stats
7	01-08-2019	Stats SA: Unemployment rates
8	8-08-2019	PMG: First term review - 6th Parliament
9	19-08-2019	World Humanitarian Day
10	29-08-2019	International Day against Nuclear testing
11	29-08-2019	Treasury: Economic Policy Paper
12	30-08-2019	Youth unemployment in South Africa
13	30-08-2019	Youth in Parliaments
14	06-09-2019	National Day of Prayer for Gender Based Violence
15	17-09-2019	Climate strike
16	18-09-2019	SAPS: Crime statistics
17	19-09-2019	Erskine & May, 2019 - 25th edition
18	25-09-2019	The International Year of Indigenous Languages
19	27-09-2019	World Tourism Day, 2019
20	1-10-2019	PERO, MERO
21	2-10-2019	International Day of Non-Violence
22	3-10-2019	National Human Trafficking Awareness Week
23	4-10-2019	STATS SA: Victims of Crime Survey
24	7-10-2019	World Habitat Day
25	8-10-2019	National Transport Month
26	9-10-2019	National Marine Week
27	10-10-2019	World Mental Health Day
28	11-10-2019	Global Competitiveness Index
29	14-10-2019	State of Railway Safety Report
30	16-10-2019	World Food Day
31	18-10-2019	Breast Cancer Awareness Day
32	22-10-2019	Western Cape Government: Director-General appointed
33	24-10-2019	State of the World's Children Report
34	24-10-2019	World Development Information Day
35	25-10-2019	Integrated Resource Plan - IRP2019
36	29-10-2019	STATS SA: Quarterly Labour Force Survey
37	30-10-2019	Climate change
38	31-10-2019	Medium Term Budget Speech
39	31-10-2019	Youth unemployment in South Africa: final report
40	7-11-2019	Disability Rights Awareness Month
41	13-11-2019	25 Year Review Report
42	15-11-2019	The Mo Ibrahim Institute: African Governance Report
43	18-11-2019	Movember
44	19-11-2019	International Men's Day
45	20-11-2019	Universal Children's Day
46	22-11-2019	Climate change in the Western Cape

NO.	DATE	LIBRAR-E BULLETINS
47	25-11-2019	International Day for the Elimination of Violence against Women
48	26-11-2019	16 Days of Activism Against Gender-based Violence
49	28-11-2019	MTBPS 2019
50	29-11-2019	Inequality trends in South Africa

NO.	DATE	INFO FLYERS
1	18-07-2019	Mandela Day
2	23-08-2019	International Day for the Remembrance of the Slave Trade
3	23-09-2019	Heritage Day 2019
4	14-11-2019	World Diabetes Day
5	20-11-2019	Africa Industrialisation Day

NO.	DATE	WHAT'S NEW? (NEW LIBRARY ACQUISITIONS)
1	20-05-2019	1/2019
2	27-09-2019	2/2019

- (m) **Records Management.-** The need to revise the existing WCPP file plan was recognised following the adoption of the new WCPP structure in April 2019. A series of meetings was held with all directorates, sections and units to ensure the file plan was current and correctly and adequately incorporated institutional functions and activities of both support and line functions. Initially, Records Management was of the view that the existing file plan could simply be amended; however, it was ultimately decided that a new file plan was required. It is anticipated that the new file plan will be completed, approved and adopted early in 2020 after obtaining approval from Western Cape Archival and Records Services (WCARS), which will include relevant disposal codes for official WCPP records.

The procurement of new shelving and the upgrade of a storage area for registry were attended to during the year given that the disposal or destruction of official records was contingent on having storage certified as compliant by WCARS.

- (n) **Hansard and language services.-** Translation and Interpreting Services actively participated in preparations for the induction and swearing-in of members by translating official documentation and interpreting the proceedings in all three official languages of the Western Cape.

Language Services ensured that all Papers for House sittings (ie *Order Papers, Question Papers, Minutes of Proceedings, and Announcements, Tablings and Committee reports*) were translated into Afrikaans and isiXhosa, while debates and announcements in the House were simultaneously interpreted in all three official languages.

At the end of the period under review the unit had placed newspaper advertisements to increase its pool of interpreters.

XVII GENERAL

- (1) **Provincial Sports Day.**- Members and staff participated in various sporting codes at the Provincial Sports Day held at Coetzenburg, Stellenbosch, on 25 October.
- (2) **Parliamentary Medical Aid Scheme (Parmed).**- Members are required to belong to the Parmed Medical Aid Scheme, unless individually exempted by the Parmed Board.

The Annual General Meeting of Parmed was held at national Parliament on 24 October, and a number of current and former members of the WCPP attended.

- (3) **Nomination of Member Trustee on Political Office-Bearers Pension Fund.**- The Rules Committee on 14 June resolved to appoint Mr R D Mackenzie as the Trustee of the Western Cape Provincial Parliament of the Political Office-bearers Pension Fund. Mr D America was appointed as the alternate. (See *Announcements, Tablings and Committee Reports*, 20 June, p 21).
- (4) **Secretarial Allowance payable to political parties.**- The Secretarial Allowance payable to political parties is reviewed annually and the allowance was increased by 5,4% with effect from 1 April 2019. The allowance is made up of a general allowance, a portion for messenger services and a research allocation. In addition an allowance for special programmes for commemorative events was retained at R8 500 per programme to a maximum of three programmes per member per annum, while a meeting allowance for members to attend political party conferences or meetings was retained at R20 000 per member per annum.

At the end of the period under review the following all-inclusive annual amounts were payable to political parties as secretarial allowances, effective from post the election:

DA	-	R 5 980 541
ANC	-	R 3 207 573
ACDP	-	R 581 854
EFF	-	R 798 537
GOOD	-	R 581 854
FF Plus	-	R 581 854
AL- JAMA-AH	-	R 581 854

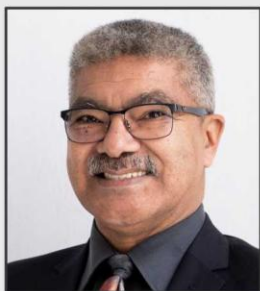
TOTAL		R12 314 070

- (5) **Constituency Allowance payable to political parties.**- The Constituency Allowance payable to political parties is reviewed annually with due regard to the amount applicable at National Parliament, and was adjusted with effect from 1 April 2019. At the end of the period under review the allocation per member per month was R62 393.75.

Members of the Sixth Parliament of the Western Cape as at 31 December 2019



Reagen Allen
DA



Derrick America
DA



Deidré Baartman
DA



Ntombezanele Babubaku-Vos
ANC



Ayanda Bans
ANC



Gillion Bosman
DA



Lorraine Botha
DA



Anton Bredell
DA



Galil Brinkhuis
Al Jama-ah



Ferlon Christians
ACDP



Cameron Dugmore
ANC



Sharna Fernandez
DA



Albert Fritz
DA



Brent Herron
GOOD



Mesuli Kama
ANC



Pat Lekker
ANC



Andile Lili
ANC



Ricardo Mackenzie
DA



Bonginkosi
Madikizela
DA



Nosipho
Makamba-Botya
EFF



Anroux Marais
DA

Members of the Sixth Parliament of the Western Cape as at 31 December 2019



Peter Marais
FF Plus



Pat Marran
ANC



Matlhodi Maseko
DA



David Maynier
DA



French Mbombo
DA



Ivan Meyer
DA



Daylin Mitchell
DA



Masizole Mngqasela
DA



Lulama Mvimbi
ANC



Nomi Nkondlo
ANC



Wendy Philander
DA



Khalid Sayed
ANC



Beverley Schäfer
DA



Debbie Schäfer
DA



Tertuis Simmers
DA



Danville Smith
ANC



Andricus
van der Westhuizen
DA



Mireille Wenger
DA



Alan Winde
DA



Rachel Windvogel
ANC



Melikhaya Xego
EFF



Members of the Sixth Parliament commenced with an orientation programme on 20 May



Hon Alan Winde was elected as Premier at the first Sitting of the Sixth Parliament on 22 May



During the first Sitting of the Sixth Parliament on 22 May Hon Masizole Mnqasela was elected as Speaker



New cabinet as announced in May 2019: Front: Anton Bredell, Local Government, Environmental Affairs and Development Planning; Bonginkosi Madikizela, Transport and Public Works; Premier Alan Winde; Ivan Meyer, Agriculture; French Mbombo, Health; Back: David Maynier, Finance and Economic Opportunities; Anroux Marais, Cultural Affairs and Sport; Albert Fritz, Community Safety; Debbie Schäfer, Education; Sharna Fernandez, Social Development; Tertuis Simmers, Human Settlements



Hon Beverley Schäfer was elected as Deputy Speaker of the Sixth Parliament of the Western Cape on 22 May



Rayanha Isaacs of Cape Town Metropolitan and Justin Yawe of the Garden Route district, the winners of the 2019 Youth Parliament, with Deputy Speaker Beverley Schäfer, Speaker Masizole Mnqasela and Secretary Romeo Adams. The event took place on 27 July



Hon Ricardo Mackenzie, Chairperson of the Standing Committee on the Premier and Constitutional Matters, hosted a Women's Day event in his constituency, Mitchells Plain, on 5 August



The St Florianer Snger Knaben Boys' Choir from Upper-Austria visited the WCPP on 19 September while on tour of South Africa



Learners and educators of Crystal High School, Hanover Park, visited the WCPP on 19 September



Hon Wendy Philander, Speaker Masizole Mngasela, Deputy Speaker Beverley Schäfer and Hon Rachel Windvogel represented the WCPP at the Commonwealth Parliamentary Conference that took place in Uganda from 22 to 29 September



Speaker Masizole Mngasela presented a set of educational materials to the Western Cape Minister for Education Debbie Schäfer at the Jakes Gerwel Technical School in Bonnievale on 24 October. The material, consisting of a set of five educational posters in the three official languages of the province, was distributed to all WCED secondary schools across the province



Public Education and Outreach Officer Irma de Lange conducted an education workshop with learners of the Jakes Gerwel Technical School on 24 October



Advocate Praise Kambula from the Department of Justice and Constitutional Development made a presentation at the Combating Gender-based Violence and Femicide Consultation on 28 October



Delegates from the Garden Route with Speaker Masizole Mnqasela at the Women's Parliament hosted on 21 November



Hon Khalid Sayed pledged his support for the 16 Days of Activism for No Violence Against Women and Children campaign on 26 November



Speaker Masizole Mngqasela and Deputy Speaker Beverley Schäfer received a delegation from the National Parliament of Uganda on a study visit to South Africa on 12 December



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