

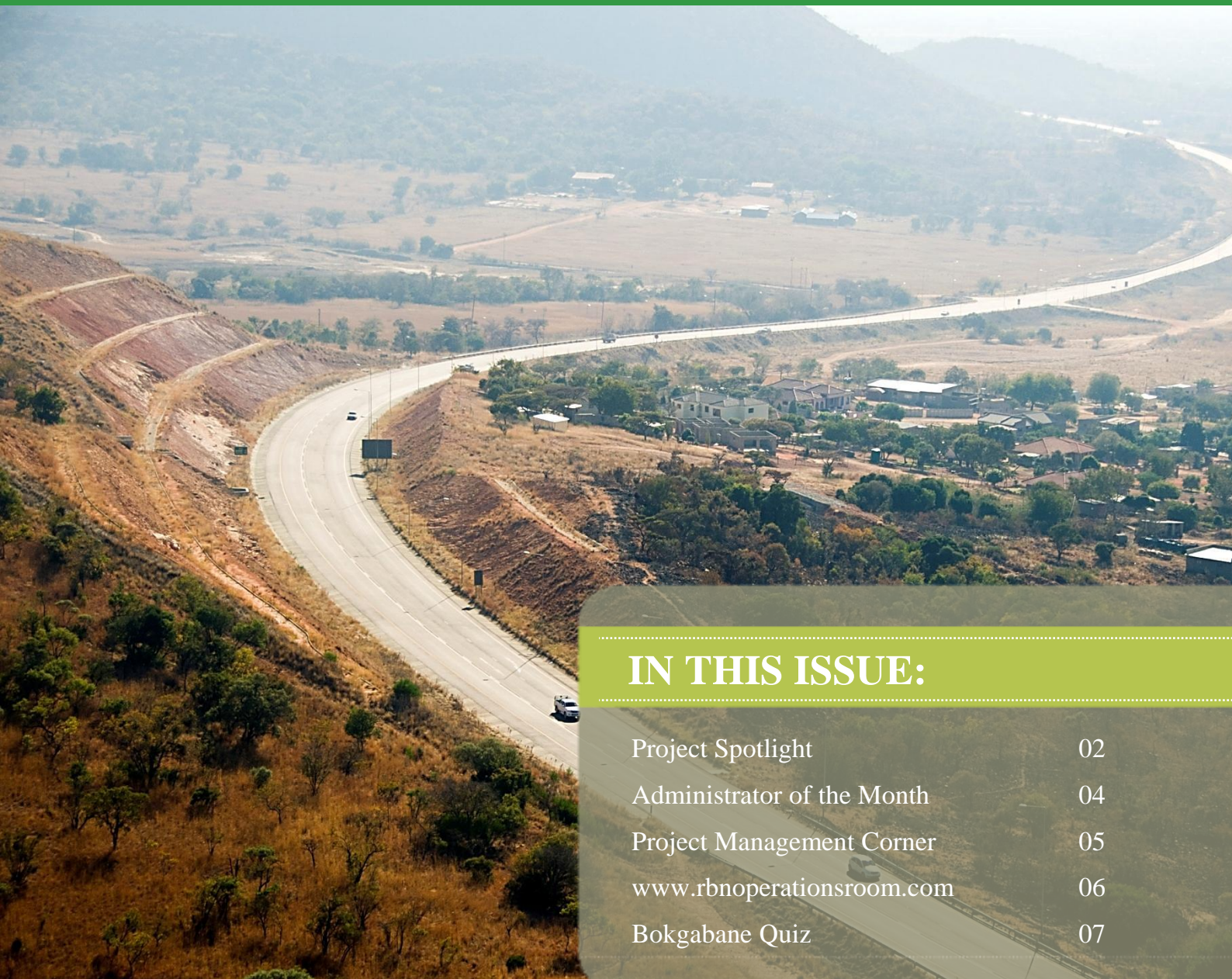
bokgabane

botoka le botoka – better and better

from the Royal Bafokeng Operations Room

August 2012

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PROJECT SPOTLIGHT

FEATURED PROJECT

RBN NGO Flea Market (2012)

Project manager: Mamakie Mothiba

The objective of the RBN NGO Flea Market is to give local NGOs an opportunity to expose their talents to the community, to showcase their products and to market themselves. About twenty local NGO's were invited to the flea market in June-2012, but only ten took part. Furthermore, the North West Crafts and Design Institute conducted assessments of a number of NGOs and selected five of them to be invited to the big exhibitions such as Deco-Rex, Wedding Expo, Mmabatho Expo, etc.



"Our visions and plans for a sustainable and prosperous future, characterised by excellence and worldclass standards, lose nothing, and in fact gain much, by reflecting on our unique and time-honoured ways. Not only will we research and celebrate our traditional clothing, crafts, music, architecture, and food and drink, but we will erect monuments to those who have made extraordinary contributions to the development of this community." Kgosile Luo Molotlegi. (Kgotha Kgothe Report April 2012).

Our local NGOs received gold medals for two consecutive years (2009-2010) at the Rustenburg show. As the Rustenburg show did not take place this year, the relative importance of the Bafokeng Flea Market and the establishment of an NGO mobilisation programme that will continuously capacitate, mentor, coach and refer NGOs to relevant stakeholders for self-sustainability, increased. Siyakhula Trust is currently facilitating 'Organization Development' Workshops for twenty registered NGO's for effectively running of their organizations. HSIDS is working hand in glove to facilitate Product Development Training for crafters to produce products that are market related and in accordance with the South African Bureau of Standards.

Stakeholders included Siyakhula Trust, North West Crafts and Designs Institute, the Department of Tourism, Trade and Industry, Royal Bafokeng Enterprise Development and the Department of Social Development.

This year's Flea Market took place at the Royal Bafokeng Plaza from the 28-30 June 2012. The NGOs showcased a multitude of arts and crafts including beads, soft toys, fashionable hats, handmade carpets, traditional attires and protective gear.

The community turnout exceeded all expectations and three NGOs were awarded the opportunity to exhibit in bigger events like Decorex and the Wedding Expo. They are 'Moitso Creations', who make soft toys and 'Lefatshe la Rona Trading and Projects', who produce traditional attire



and wedding gowns, and Are Direng Hats Project. Developing and creating platforms for exposure to our local SMMEs, goes a long way toward achieving Strategic objectives such as poverty alleviation in the RBN – all in an effort to make this a self-sustaining community.

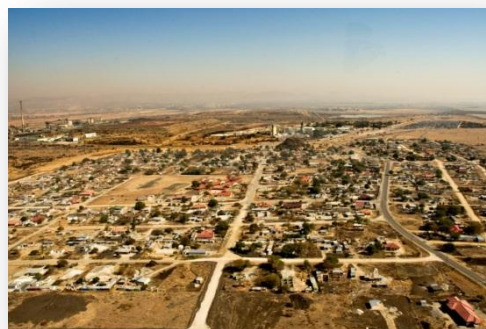
FEATURED PROGRAMME

Development Planning and Compliance

Project manager: Mmusi Nthau

The RBN Master Plan Infrastructure Programme encapsulates the Spatial Development Plans and Policies which give direction to all the Land Use Management and Development within the RBN.

The Development Planning and Compliance department plan and monitor land development activities as prescribed by the RBN Master Plan's Spatial Plan. In addition, it seeks to maintain compliance with the regulations of this plan in order to achieve optimal land use.



The Development Planning and Compliance department is entrusted with applying the Land Use Policies through planning, monitoring for compliance with controls and regulations.

The RBA Land Use Management Policy is intended to:

- Establish the RBN's local policy direction with regards to land use (issues);
- Provide the primary guidance on the location of different types of land uses; Land parcelling (zoning)
- Promote a coordinated approach to land use planning;
- Align the RBA land use management framework to be cooperatively parallel with the Regional Land Use Management System; and
- Provide a streamlined application procedure for land use within the RBN.



The Development Planning and Compliance department approves all Land Use applications and building plans. There is a specific procedure that needs to be followed by an applicant: the stand approval letter needs to be issued by the Ward (Lekgotla) and a marriage certificate and ID copies of both spouses. There are exceptional cases where a person will be given a stand if there is sibling rivalry or conflict. NGOs and NPOs like the Old Age & Under-privileged feeding centres, (Churches with membership list with ID numbers) submits letter from Lekgotla and Constitution.

These documents are then submitted to the Development Planning and Compliance department. The information is captured in the database by the Land Use Officer and the applicant is awarded a reference number. The Stand Allocation Officer will identify the stand together with the Kgosana or his representative and to also confirm that there are services such as water and electricity, roads and stand poles. They will then do a site visit with the applicant who will submit the building plans. They will then be issued with a payment document for stand occupancy and water connection.

The Occupancy Permit has conditions to be adhered to. The stand allocated will be a residential stand – the building lines may not be encroached upon, which means there needs to be 5 metres in front, 2 metres on the sides and 3 meters behind the house in order to allow servitude lines. Should the stand owner need to develop or build additional structures, the Development Planning and Compliance department needs to be informed in order to update the Layout Plans maps and the Geographic Information System (GIS).

The Environment department will ensure that no indigenous plants and/or animals are adversely affected in this process. EIA process is significant in new areas. InfraCo will then de-bush the area, erect stand poles, construct roads, water lines, storm water pipes and controls, fire hydrants and consult Eskom to reticulate electricity if these services are not already present.

Development Planning & Compliance department liaises with the Agriculture department if the applicants are planning crop and/or animal farming in order to assess the viability of farming in a particular area.

A major challenge facing this department is that there are some community members who still illegally allocate themselves stands, whilst others are allocated by some Kgosanas'. Worst of all, there are serious allegations that some Kgosanas' allocate stands to the non Bafokeng people and give them transfer letters to join other Kgotlas/ Wards, thus have a reference of being a Mofokeng to qualify for a stand and other services provided within the RBN. In some instances, some individuals continue to build on top of servitudes; e.g. water lines, sewage line, roads and under Eskom Power lines.

ADMINISTRATOR OF THE MONTH: Eileen O'Connor

- **How long have you been working for RBN?**
 - *8 enjoyable years*
- **What is your role at Auxiliary Services?**
 - *To provide professional, effective and comprehensive administrative support to the HOD and Auxiliary Department in order to contribute to the effective running of the department.*
- **What motivates you to be the best that you are?**
 - *Knowing that the quality of my work will have an impact on someone's life and encourage them to be the best that they can be.*
- **How do you think the Events Calendar adds to your work?**
 - *The Events Calendar is a tool that assists me when I schedule meetings.*
- **Have you registered a programme or projects on the MPS and what is the process of updating it?**
 - *When I worked at RBI I had numerous programmes. Updating programmes and projects on the MPS is relatively easy; it is just a matter of logging in and following the steps.*



- **How often do you log in the MPS?**
 - *I was updating programmes and projects on a weekly and monthly basis.*
- **What are the challenges you face in terms of compliance and cooperation from other staff members about events and meetings?**
 - *My experience has been that the staff is generally compliant and cooperative when it comes to events/meetings. There are however occasions where meetings are scheduled or cancelled at a very short notice which can be disruptive. This also creates a poor impression especially when external clients are involved in meetings.*
- **Has the MPS assisted you in improving your planning and time management especially having to chair RBA and RBN Administrator's forum?**
 - *Yes, the MPS provides a tool where reoccurring meetings such as the RBN Administrators Forum meetings are scheduled throughout the year and it is accessible to all forum members. The MPS also helps me to design, plan, organize and implement a project or a task within an allocated timeframe. It also makes you think about setting and reaching goals.*
- **How has the Project Management Office and Manage Project System assisted you in managing the Events Calendar and your programme?**
 - *The staff in the OPMO is great. They are available at any time to assist with updating or registering of new programmes and projects*
- **What advise can you give to other administrators about the events calendar and managing programmes on the MPS?**
 - *I encourage all administrators to attend the OPMO training workshops. These workshops are very informative and will teach you everything you need to know about registering your projects and programmes.*

PROJECT MANAGEMENT CORNER:

What are “Targets” and why are they necessary in determining success or achievement?

Each Strategic Key Performance Indicator on the RBN Scorecard has specific targets set for the next three year cycle. Each indicator is assessed in collaboration with the heads of the relevant entities/departments. The specific targets are set, taking past performance, strategic plans and the availability of budget into consideration.

These targets are our ‘commitments’ to achieve a specific quality of product or level of service over a specified time frame. In addition, targets help to define direction, help focus attention and make clear the necessary resources for achieving objectives. Good targets assist in developing a culture of continuous improvement.

Below follow a few definitions of targets:

“Targets specify time-bound desired levels of improvement.”

Audit Commission, “Targets in the Public Sector”, September 2003

“Targets: usually desired or promised levels of performance based on performance indicators. They may specify a minimum level of performance, or define aspirations for improvement.”

House of Commons Public Administration Select Committee, “On Target? Government by Measurement”, 2003

“A performance target represents the level of performance that the organisation aims to achieve from a particular activity. ... Such targets should be consistent with the ‘SMART’ criteria”

Source: Choosing the Right Fabric (Government and Audit Commission), March 2001

“Performance target: means the level of performance in the exercise of a function that a Best Value authority is expected to achieve, as measured by reference to the performance indicator in relation to that function.”

Source: BVPIs statutory guidance 2003/04

 www.rbnoperationsroom.com

Web traffic on the Operations Room website:

Month	Site visits	% New visits	Average time on site	Average pages per visit
July 2012	1614 visits from 47 countries (1289 – SA; 29 – US; 20 – India) 732 unique visits	36.49%	00:03:51	2.72
June 2012	1667 visits from 50 countries (1399 – SA; 50 – US; 20 – Germany) 819 unique visits	39.47%	00:04:32	3.12
May 2012	1784 visits from 54 countries (1510 – SA; 36 – US; 30 – India) 909 unique visits	42.15%	00:05:17	3.26

Bokgabane Quiz:

Have a go at the Bokgabane Quiz! Three winners will be randomly selected from the correct responses.

1. How many NGO where invites for the Flee Market showcase?
2. What is the first step for acquiring a stand?
3. Where did Eileen O'Connor work before RBA?
4. Name one of the benefits of setting targets.

Last month's winners: Please come to collect your prizes from the OPMO.

Congratulations to:

1. Ogodiseng Letlape
2. David Ntuane
3. David Ngwenya

BOKGABANE:

Publication of the RBN OPMO

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THIS MONTH'S CORRESPONDENTS

Mamakie Mothiba, Mmusi Nthau and Eileen O'Connor

**Please send your answers, queries and/or comments on Bokgabane to the OPMO
at pmo@bafokeng.com**