

## **DEFINITE PROGRAM FOR TECHNICAL MISSION VISIT BY BORNEM MUNICIPALITY**

### **BACKGROUND**

In October 2008 Nquthu Municipality signed an agreement for cooperation with Bornem Municipality (Belgium). This agreement was to concretize the partnership between these two Municipalities.

There were three policy areas concluded for this cooperation; namely; Local Economic Development, youth and environment. The fundamental purpose for this cooperation is to share information, knowledge, capacity and possible funding interventions.

In June 2009 during Nquthu reciprocal visit to Bornem (Belgium) the Addendum 1 was signed for the incorporation of other policy areas such as interventions in monitoring of water and sanitation Projects through facilitation, environment, GIS and Library exchange programmes. The Action Plan was drafted for the implementation of MOU and Addendum 1 was signed of which the Technical Mission by Bornem Municipality was prioritized for the last quarter of the year. The Programme below details the Technical Mission Visit by Bornem Municipality.

#### **This Visit is set as follows:**

**Date of Arrival to Nquthu** : 02 December 2009

**Date of Departure from Nquthu** : 08 December 2009

**Number of Delegation** : 5 (See Terms of Reference)

DATE	TIME	POLICY FIELD	OBJECTIVE	STAKEHOLDERS	REMARKS
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<b>Arrival Day</b>	18h-20h		<p>Estimated arrival</p> <p>Informal dinner proposal with a few guests</p>	<p>Bornem delegation</p> <p>Bornem delegation, Mayor Nquthu, Deputy Mayor, Speaker, MM, Mayor Umzinyathi, MM Umzinyathi</p>	<p>Proposal from the side of Bornem to have informal dinner together</p>
<p><b>Day 1</b></p> <p>02/12/2009</p>	9-12.30h	Formal welcome event	<ul style="list-style-type: none"> <li>• General opening speeches of both sides</li> <li>• To get to know each other</li> <li>• Review of Reciprocal Visit and Action Plan</li> <li>• full briefing of the Technical Mission</li> <li>• short introduction Bornem municipality</li> </ul>	<p>Umzinyathi District Municipality, Nquthu Local Municipality, Bornem Municipality, Department of Agriculture, Environmental Affairs and Rural Development (DEAARD), Department of Education, Youth Representatives (Recommended NYDA). Department of Economic Development and Tourism (DEDT), Nquthu SMME Forum (NSF), Siyasebenza Cooperative., 2 Eco-Schools, Nquthu Camber and Department of Art and Culture (Library), SEDA</p>	<p>Programme for this Event will be prepared by Nquthu Municipality and communicated with stakeholders</p>

	12:30-13:30	LUNCH			
	13:30-17h	Environment Management Policy	<p>To have one-on-one meeting with DEAARD on the following areas:</p> <ul style="list-style-type: none"> <li>• Compost Project or other organic waste projects</li> <li>• Waste Management Project</li> <li>• Environmental Education / Awareness (Eco-Schools)</li> <li>• First visits on the field (dumpingsite, waste collection, etc.)</li> </ul>	Nquthu Local Municipality, Umzinyathi District Municipality, Bornem Municipality and DEAARD	There is a need to have during this meeting the necessary baseline info (fe portfolio's ecoschools)

<b>Day 2</b> 03/12/209	9h-11h	<i>Environment Management Policy: Meeting with eco-schools and Dept of Education</i>	To determine possible interventions on environmental education / awareness	Nquthu Local Municipality, Umzinyathi District Municipality, Bornem Municipality and DEAARD, Dept of Education, headmasters of piloteschools involved	Meeting in one of the piloteschools
	11h-12h	To visit other eco-schools	To explore running programmes		
	9-12h	<i>Meeting with youth stakeholders to present youth policies</i>	To get to know eachother: Presentations from both sides and discussion on youth and youth policy	Umzinyathi youth forum, Nquthu youth forum, youth desk, Daan Sanders and youth consultant Bornem, Peace corps volunteer	

	12h-13h	Lunch			
	13h-14h	<i>Meeting for GIS interventions</i>	To determine possible interventions on GIS	Nquthu Local Municipality (GIS-expert), Umzinyathi District Municipality, Roland Deurinck and Dirk Hoofd	
	14h-16h	To visit & GIS Section and field visit with an example of a practical outcome of GIS	To explore programmes		
	13h-16h	<i>To visit youth programmes</i>	To explore programmes	Daan Sanders, youth consultant, Nquthu youth forum, youth desk and Umzinyathi youth forum	
	13h-16h	<i>Further appointments with pilote schools on ecoschool exchange program</i>	To detail practically the ecoschool exchange program	DEAARD, department of education, Nquthu LM, responsible environmental	

				education program Igemmo, Anneleen Vantendeloo	
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<b>Day 3</b> 04/12/2009	9-11:30h	Monitoring of water and sanitation project	To determine possible interventions on water and sanitations project	Nquthu Local Municipality, Umzinyathi District Municipality, Bornem Municipality	
	11:30-12:30	LUNCH			
	12:30-16h	To visit water and sanitation projects	To explore water and sanitations programmes and thereafter to determine possible interventions		
<b>Day 4</b> 05/12/2009	10am-12pm	One-on-one meeting with youth	To determine possible interventions for youth development (after the first visits that have been made)	Nquthu Local Municipality, Umzinyathi District Municipality, Bornem Municipality, Umzinyathi District Youth Forum, Nquthu Youth Forum and NYDA	

	12pm-13h 13h-16h	LUNCH Youth Art & Culture Mini-Show	To explore youth development programmes		
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<b>Day 6</b> 07/12/2009	9-17h	LED Policy: Visit to Pietermaritzburg FET college (afternoon), visit of advanced ecoschools with Wessa (the whole morning and afternoon) and library department (the whole morning)	To explore social and Economic, environmental and cultural development projects	Nquthu Local Municipality, Umzinyathi District Municipality, Bornem Municipality, DEAARD, DEDT, SEDA NSF and Business Chamber, library manager	Split up: One group to ecoschools and Wessa, one to FET and one to library department
	20h-22h	Internal evaluation		Bornem municipality	

<b>Day 7</b> 08/12/2009	8h-11h	Evaluation	Mapping the way forward	Nquthu Local Municipality, Umzinyathi District Municipality, Bornem Municipality and stakeholders from every department which is related to the policy areas	
	11-12.30h	Financial aspects	Determine budget for 2010		
	12.30-13.30	LUNCH			
	13.30-14h	library	Opening thematical corner in library of Nquthu and/or Nondweni		
	14.30-	departure from Nquthu to Johannesburg		Bornem delegation, add other stakeholders (youth desk, coordinator city to city cooperation	
	evening	meeting ex-change	Discuss options interventions/assistance ex-change and concrete proposals		

<b>Day 8</b> 9/12/2009	9am-12am	Meeting with NYDA	To Explore Possible Youth Interventions and incorporate facilitation NYDA	Nquthu Local Municipality, Umzinyathi District Municipality, Bornem Municipality (Daan and Stefan), youth desk Nquthu, representative youth forum Nquthu or Umzinyathi	
	9am-12am	Museum visit		Rest of Bornem delegation Bornem delegation, Nquthu LM	

	14-16h	Meeting Nova Institute or department informal economy (option)	To get to know eachother and to get to know sustainable energy small scaled projects (organic waste, basa magogo)		
	18.30h-	Departure to OR Tambo airport from Melville			
	22:15	Lift of			

## NOTES:

- Breakfast and supper will be served at the hotel
- Lunch will be served during the day sessions
- Contacts for local stakeholders will be conducted by Nquthu Local Municipality
- Bornem and Nquthu will assist each other to contact stakeholders outside Nquthu e.g. Flemish Representative, Pietermaritzburg FET, Provincial Dept of Libraries.
- All presentations should be prepared in English. Interpretations will be provided when need arises.

- Split is recommended for other interventions due to time constraints

**DEFINATIONS:**

LM = Local Municipality

DM = District Municipality

DAEARD = Department of Agriculture, Environmental Affairs and Rural Development

DEDT = Department of Economic Development and Tourism

NSF = Nquthu SMME Forum

SMME = Small Medium and Macro Enterprise

SEDA = Small Enterprise Development Agency