rural development & land reform

Department:
Rural Development and Land Reform
REPUBLIC OF SOUTH AFRICA

Western Cape Government

BETTER TOGETHER.

DRAFT MINUTES OF THE WESTERN CAPE SPATIAL INFORMATION FORUM, MOWBRAY, CAPE TOWN 14 June 2013 at 09:30

ATTENDANCE
❖ See Attendance Register

APOLOGIES	COMMENTS
❖ See forwarded apologies	

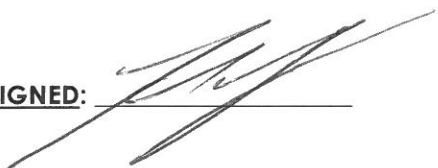| ITEM	Responsible official
1. WELCOME	
Jacques du Preez (JdP) welcomed everyone and chaired the meeting. • Discussed the agenda and take the members through the listed items on the agenda. • JdP also thanked the Committee members; this was done to accommodate the members that will be leaving early before the end of the meeting. He also offered warm welcome to those attending for the first time from Local Municipalities and the new additions to the planning committee. He indicated that SANBI and SALGA have joined the planning committee but has not attended the meeting yet. The Planning Committee now consists of National, Provincial, Local Government, City of Cape Town (CoCT), South Africa Local Government Association (SALGA), Statistics South Africa (StatSA) and South African Biodiversity Institute (SANBI). • JdP reiterated that the meeting is bi–annual and the next forum will be planned toward the GIS day celebration in November 2013.	JdP
2. OPENING SPEECH	
Zeenat Ishmail gave a presentation on promoting the use of administrative data and she said it's a guideline to improve data sharing and quality. She indicated that the provincial strategic objectives are aligned to the national outcomes. One of the outcomes is data management. The aim is to share data and promote good quality data. She defines administrative data as routine data collected in fulfilling the mandate of government. The aim of the promotion of data management is to guide the	ZI

custodian with minimum norms and standards required to produce administrative data. She highlighted some of the international approaches with good evidence; articles of work done that can be replicated in the Western Cape. She mentioned some of the challenges and how to work together and overcome problems. She asked why we are not sharing data and why are the fears of not sharing still evident in our midst. She encouraged working together to avoid duplication of work. She said data sharing shouldn't be because of a personal relationship or based on how long you have been working for an organization but it should be official and part of policy. She ended her presentation by promoting the sharing of data and that data quality should also be prioritised.	
3. GROUP DISCUSSION	
JdP introduced the group discussion session. Members of the planning committee sat at delegate tables and co-ordinated the proceedings. The following questions were discussed: **Question 1:** Does your organisation collect spatial data that is unique? Describe the data and how it is collected. **Question 2:** Is there anybody in the group that collects/ produces the same data? **Question 3**: Is your organisation's data freely available? Is it free of charge? **Question 4**: What do you consider to be the biggest stumbling block to data sharing? **Question 5**: What expectations do you have for the WCSIF? **Question 6**: Would you be prepared to get involved on a sub-committee to accomplish the objectives of the WCSIF? The group session was held for a period of thirty minutes. JdP reiterated and requested the delegates to provide their details and volunteer on the sub-committee groups. All the responses collated will be summarised and placed on the website.	ALL
4. PROGRESS OF THE COMMITTEE OF SPATIAL INFORMATION (CSI)	
Dr Derek Clarke (DC) gave feedback on the CSI. He gave a brief background of CSI as a statutory committee and the following updates were given: DC indicated that JdP is the WCSIF link to CSI. He mentioned the following key policies that have been gazetted: • Policy on pricing. The pricing policy was driven largely to ensure uniformity in pricing. The pricing model indicates what can be charged for in terms of provision of spatial information. • Policy on data custodianships. This policy spells out the responsibilities of spatial data custodians. DC indicated that the closing date for comments on the policies is 18 June 2103.	DC

Once the comments are received, this will be sent to the Minister for approval.	
He mentioned that the data sub-committee has prepared a preliminary list of data custodianship but the CSI still has to agree to the list. A logo has also been prepared for the branding of CSI and so is the website for notes and various documentations in order to improve the communication and promote transparency.	
A new electronic metadata catalogue is in the process of being prepared and the previous one that wasn't working shut down. This is almost ready to be launched. DC said it will be a central catalogue for users to ascertain what geo-spatial information is available. People with spatial information will be encouraged to register on the catalogue but it will not be compulsory to do so.	
People looking for spatial information will be directed to contact the custodian of the data. There is a proposal to develop the system further to link with other geo-portals and harvest data from custodians and integrate the data. This is a direction that CSI will want to go. He further explained that clearance will be needed from CSI for any organ of state that wishes to collect any type of spatial information. This is the main principle of the SDI Act to minimize and eventually eliminate duplication and this will guide against wasting of money and duplication of work.	
He mentioned the work on the National Geo-spatial management strategy and two workshops have been held. This is intended for the whole of South African society and not just the public or private sector. He said part of the outcome of the 2nd workshop held in October 2012 the work will be divided into themes and he requested for volunteers to develop the strategy around the themes and he asked people to contact the CSI secretariat based in Pretoria. The strategy will be in line with vision 2030. He ended his presentation by requesting that we must consider the usability of the geospatial information that we produce and make sure that we look into issues of relevance, usability, accessibility and affordability of geo-information.	
5. SPATIAL DATA INTEGRATION POPULATION GRID	
Gerbrand Mans (GM) from CSIR presented the spatial data population grid. He explained the background and the need for data integration. The work done was more of a value chain for accessibility and usability. The policy and decision makers are the users of this information. He asked how do you integrate information from different sources and he referred to an attempt by CSI to address this by making the data available at a national level.	GM
GM cited the changes in administrative boundaries, demarcation boundaries comparability, "how do we align data from different sources?" and all of these have a compounding effect on analysis. Datasets cannot be used effectively if they are not aligned. To address the gap, the CSIR divided the country into a 7x7km grid of polygons. Various socio-economic datasets were used to assist with the design. The limitation of using this basic spatial unit is that it's not ideal for local analysis but can be used on regional analysis. GM indicated that CSIR is busy populating the Meso-zones with data. The meso-zone model is available for people to download on the website (www.gap.csir.co.za).	

The initial project was done for accessibility for the Thusong centres and he presented the visual representation of the result. They have also tested a site that people can choose from the list of demarcations and the system will populate the 1996 and 2011 census data to show the comparison. GM ended his presentation saying the data is freely available.	
JdP added that the application of this might be useful when doing accessibility studies and this will give you more detail on a local level and if you're interested in knowing how many people are making use of your services.	
6. CITY OF CAPE TOWN INTERN PROGRAMME	
Lynn O'Neil (LN) presented the Cape Town internship programme. She has run the internship programme for the CoCT for the past nine years. She is an independent consultant.	LN
She was approached by Department of Environmental Affairs and Tourism as they received funds from a Danish international donor in 2004 and requested her to run a pilot programme for new graduates and the sole purpose is to provide them with one year solid work experience. The partnership with CoCT started from the fact that she was based at the University of Cape Town. They started with fifteen interns on a stipend of R3,000 per month. This year they have a total number of 42 interns that are paid R4,200 per month. She accentuated that this is the greatest problem with interns due to the great expectations of the employees, and the poor pay of the interns. She said the CoCT also require them to hire 80% of previously disadvantaged students and these students might have student loans to pay off or expected to give back and help support some of their family members. She cited this as the kind of challenges they face. She said they do find interns but keeping them is quite a challenging because they do get fed up with low salary and high work rate or they find permanent jobs.	
She mentioned that in 2004 when they placed a press advert for an internship program they received 80 applications for the available 15 spaces and also in 2013 they received 1,500 application for 42 slots. She said of the total 1,500 applicants 90% of them met the requirements; they are faced with the task of weeding out and have to appoint 42. This year there were 10 of the internships that work either exclusively with GIS or form part of their work plan but GIS specialists are hard to find. Most of the interns have Environmental management courses but when it comes to GIS they have a limited knowledge. She said it's been difficult to persuade them to work and appreciate the value of experience that they will gain during the year and also to retain them on a poor salary.	
She said a pragmatic approach might help where interns are geographically placed in the city. She further said that they have adopted an approach of bringing the interns together once a year and train them on how to write reports, assist with the style of writing and how to give presentations. She said most of the interns prefer to work in the public sector particularly local government. She said although they cannot keep track of their interns most of them have gone up to junior and middle manager level, some of them disappear without a trace and some change career paths.	
She ended her presentation by asking people with interest for interns, not to	

hesitate to contact her for further details. **Lynn O'Neill 021 762 4938 or 084 5766229**	

7. INFORMAL SETTLEMENT GROWTH MONITORING SYSTEM IN CITY OF CAPE TOWN	
Jeffery Williams (JW) from the CoCT presented the City of Cape Town Growth Monitoring System. He cited that he will probably get different descriptions of informal settlement if he asked the audience what an Informal Settlement was. He explained that this might range from the material used, to sites and services. The need to have a central environment where issues that are affecting informal settlement can be addressed is their main concern. He also mentioned that there is spatial dimension planning towards addressing what is happening in the Informal settlement and addressing and structuring it in a well co-ordinated manner. The CoCT have developed an organization strategy in dealing with more than just service delivery aspects. Why a Growth Monitoring System? This is to inform and plan for a strategy, the city needs to know the location of the settlement, who own the land, if it's private or City owned land. He also mentioned the development of a matrix that explores the upgradability of Informal settlements and the categorization of the Informal Settlement; Category A means current project, B means it can be upgraded with intervention and C means not upgradeable. He further said the processes range from developing base data for informal settlements with polygons representing Informal Settlement and how many structure are currently available and who is living in the buildings. He stated that 12 departments within the CoCT are working together on this project. Currently 47 datasets have been created and updated by these 12 departments. The main aim is to create one source for all the information about informal Settlement in Cape Town. He handed over to Riaan van Wyk who presented a live demo.	JW
8. PROGRESS OF WCSIF	
Bulelwa Semoli (BS) from DRDLR gave feedback on the progress of the WCSIF. She stated that additional planning members have joined the committee; initially it was the Department of the Premier and Rural Development & Land Reform. The new planning committee members are : ▪ Sanbi ▪ SALGA ▪ CocT ▪ StatSA BS indicated that a portal has been created for information relating to the forum and delegates may access it. She explained the reason for the booklet handed out to delegates and why it is necessary to be completed, which will also be helpful to CSI. The Attendance register, booklet, presentations and information will be uploaded on the portal. A GIS provincial contact list will also be made available in the near future. BS requested WCSIF members to volunteer to work on sub-committees and she appealed for proposals from delegates. She explained briefly the need for the	BS

sub-committee groups. BS explained the survey that was done on a local level and provincial level on the status of GIS in Local Government. She indicated the survey was based on the type of resources: human and material resources. She presented a comparison on the survey done in 2008 and the recently concluded survey in 2013. She indicated that at the provincial government level, the level of registration was requested. A table of the registration status was presented. She cited that National level will be next.	

9. WAY FORWARD AND CLOSURE (12:30)

JdP did a quick highlight of the day. He said the WCSIF link to National and Provincial Government and this should be seen as a partnership model. He indicated that the forum wants to improve spatial information within the Province and establish the link with CSI. He reiterated the need to build spatial information strategies and to link it with what is happening at a National level. The second WCSIF function will be held close to GIS day (14 November 2013). The second function may take the form of a one-day seminar or conference. Planning has started and audience members may be approached to assist. He thanked everybody for attending. A light lunch was served.	JdP

SIGNED: _____ **DATE:** 12/8/2013

Western Cape Spatial Information Forum
http://www.westerncape.gov.za/eng/pubs/reports_research/W/271919