CONSTITUTING STATEMENT OF
THE WESTERN CAPE SPATIAL INFORMATION FORUM

1. INTRODUCTION
The Department of Rural Development and Land Reform (DRDLR) and the Western Cape Government: Department of the Premier (DotP) has identified the need for a co-ordinated spatial information forum in the Province. The proposed forum will focus on Spatial Information and Geographic Information Systems (GIS) within the Province.

2. NAME
The forum will be known as the Western Cape Spatial Information Forum (WCSIF).

3. RATIONALE
3.1 The Western Cape Spatial Information Forum will adhere to the South African Spatial Data Infrastructure Act (SASDI), 2003. Section 2 and 3 of the SDI Act are the main sections the forum will be focusing on.

Section 2 states that “this Act applies to organs of states which holds spatial information and to users of spatial information”

Section 3 states that “The South African Spatial Data Infrastructure (SASDI Act) is hereby established as the national technical, institutional and policy framework to facilitate the capture, management, maintenance, integration, distribution and use of spatial information.”
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The WCSIF will promote the sharing of spatial information within the province and among the three spheres of government through collaboration and it will report and contribute to the CSI functions.

3.2 There are other legislations that the forum will have to take into consideration such the Intergovernmental Framework Act No.13 of 2005 and the Geomatic Profession Bill 2011.

4. PURPOSE

The primary objective of the WCSIF is to:

- Identify and address duplication of efforts and projects relating to GIS;
- Promote the sharing of spatial information within the Province and among the three spheres of government through collaboration;
- Establish a platform for the support of district and local municipalities with GIS and skills development;
- Develop a Provincial Spatial Information Strategy;
- Assist government employees with registration as GIS professionals through inter-departmental co-operation.
5. MEMBERSHIP

The forum members will consist of representatives from National, Provincial departments, District Municipalities, Parastatals and Tertiary institutions.

5.1. National Departments

- Department of Agriculture, Forestry and Fisheries
- Department of Environmental Affairs
- Department of Higher Education and Training
- Department of Home Affairs
- Department of Mineral Affairs and Energy
- Department of Public Works
- Department of Rural Development and Land Reform
- Department of Science and Technology
- Department of Tourism
- Department of Water Affairs
- South African Defence Force
- South African Police Services
- Statistics South Africa

5.2 Provincial Departments

- Department of Agriculture
- Department of Community Safety
- Department of Cultural Affairs and Sport
- Department of Economic Development and Tourism
- Department of Environmental Affairs and Development Planning
- Department of Health
- Department of Human Settlements
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- Department of Local Government
- Department of Social Development
- Department of Transport and Public Works
- Department of the Premier
- Provincial Treasury
  - Western Cape Education Department

5.3 District Municipalities

- City of Cape Town
- Cape Winelands District Municipality
- Central Karoo District Municipality
- Eden District Municipality
- Overberg District Municipality
- West Coast District Municipality

5.4 Parastatals

- Agricultural Research Council (ARC)
- Airports Company of South Africa (ACSA)
- Council for Scientific and Industrial Research (CSIR)
- Development Bank of South Africa (DBSA)
- Eskom
- Heritage Western Cape
- Marine and Coastal Management
- Passenger Rail Agency of South Africa (Prasa)
- South African Weather Service
- South African Heritage Resources Agency (Sahra)
- South African Biodiversity Institute (SANBI)
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- South African National Parks (Sanparks)
- South African National Roads Agency Limited (Sanral)
- South African Social Security Agency (Sassa)
- Transnet
- Telkom
- Western Cape Nature Conservation Board

5.5 Tertiary Institutions

- Cape Peninsula University (CPUT)
- University of Cape Town (UCT)
- University of Stellenbosch (US)
- University of Western Cape (UWC)

5.6 General

- Additional members may be invited to attend the forum meetings on request or as required.
- Members will be appointed by their respective organisations.
- A forum member will cease to be a member only when he or she submits a formal note and an alternative person is nominated.
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6. CHAIRPERSON

The chairperson shall be the responsibility of the Director: Spatial Information from the DotP. Responsibilities are as follows:

- Facilitate the meeting with proper time management.
- Oversee the meeting.
- Review and approve draft minutes.
- The chairperson shall nominate a person to chair a meeting in his or her absence.

7. SECRETARIAT

The Department of Rural Development and Land Reform DRDLR, Directorate: Spatial Planning and Information will serve as the secretariat for the Western Cape Spatial Information forum and have the following duties.

- Act as the centralised administration portal for the Spatial Information forum, including drafting and circulation of agenda and minutes.
- Dissemination of information about the forum.

8. MEETING SCHEDULE

The Western Cape Spatial Information Forum will meet bi-annually. The venue for the meeting will be confirmed prior to each meeting. Invitations will be sent to members four weeks prior to a meeting.
9. CONTACT PERSON FOR TECHNICAL ENQUIRIES

All enquiries related to the Spatial Information forum must be forwarded to:

1. Western Cape Government, Office of the Premier
   Directorate: Spatial Information
   Address: 4 Dorp Street, Cape Town

   Attention: Mr Jacques du Preez
   Telephone: 021 483 5079; Fax: 021 483 5744
   E-mail: Jacques.dupreez@pgwc.gov.za

2. Department of Rural Development and Land Reform
   Directorate: Spatial Planning Services
   Address: 63, Strand Street, Nedbank Centre, Cape Town

   Attention: Mr. Emmanuel Jeje
   Telephone: 021 481 8260; Fax: 021 481 8267
   Email:eajeje@ruraldevelopment.gov.za