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MINUTiB OF THE JOINT MEETING OF THE WORKING COMMITTEE
AND FINANCE COMMITTEE HELD ON 12112190 AT I.C.T

PRESENT: 3-

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WORKING COMMITTEE:

Mathole (Chair), Sister Bernard, Khumo, Shirley, MaShope and
Pumla

FINANCE COMMITTEE:

Barney, Papi, Dorothy and Ntheki

APOLOGIES:

Angie

AGENDA:

1. Regional Communication
2. Programme Management
3. Finance
4. Planning for the national meeting to take place in January
1991 11 to 13
5. Correspondence
6. General

OPENING:

The chairman welcomed all present.

Regional Communication:

A summary of the latest regional proposals was tabled before the
meeting.

re: Southern Natal Nominees to the Board: The cesordinator has
already indicated to Southern Natal that the constitution of the
Board has already been finalised and this remains the position.

re: Employment of researchers: UNICEF made it clear that they
were not going to fund any project which included capital in
terms of administration and equipment, they can only strengthen
existent operations. The meeting concluded that the N.C.C.R
regional structures should be as broad as possible and not form
themselves like organisations. These structures are for
networking and are awareness groups therefore they should not
appoint. Regional structures are just consultative forums.

- The meeting decided that there is need to propagandise the
project. Barney and Mathole to work on this. The working
committee needs feedback on this by January for the purpose of
distributing this material to regions and individuals working
with children as fast as possible. This brochure should come
with a N.C.C.R logo which can be a picture , symbol or word.

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- The co-ordinator should write to regions and ask them to propose a logo and the whole question of N.C.C.R logo will be finalised at the meeting of January 11, 12 and 13.

re: constitution, Deed of Trust and Board of Trustees:

The N.C.C.R constitution creates problems and if we say that N.C.C.R is not structured where does the constitution come in. After a lengthy discussion on definition of the Trust and Association, the meeting decided that in order to relate with organisations dealing with children we need a memorandum of co-operation as a flexible document is what N.C.C.R needs because our immediate task is to reach the needy as fast as possible. There is need for registration of projects. Organisations in the regions dealing with children and women should form forums which can be called regional commissions with objectives for example that they will have co-operation with all organisations dealing with children. The national committee will just be a co-ordinating committee which will also reserve the right to convene national meetings.

There must be a technical way of approach that the Trust is separate from regional commissions where regions can only relate to the national co-ordinating committee.

The N.C.C.R is an NGO and will operate like one, and as an NGO anyone can apply for assistance from the N.C.C.R. It is a non governmental organisation with all the characteristics of the NGO. What makes N.C.C.R different from other NGO's is that it challenges organisations dealing with children in the community. We have a duty to implement an agreement with UNICEF.

The September national meeting was only a consultative meeting whose recommendations were to be taken to the Board for approval and implementation.

There is need to call a national meeting and/ explain to organisations that we can only provide additional funding to what they already have and N.C.C.R is not there to take projects over but to co-ordinate. For this meeting we need a discussion document.

re: Southern Transvaal Proposals:

The brochure/leaflet will respond to their questions.

Unicef training meeting:

We need to respond and state aims and objectives of N.C.C.R as far as the situation Analysis is concerned. The N.C.C.R will fund viable situations that are in need i.e. needs of the people. The aim of this training is to equip people so that they can be able to do situation analysis i.e. to empower them.

Relationship with CBS

CBS would be asked to provide infrastructural assistance in terms of resources that the situation analysis could draw from and also to facilitate the co-ordination of the project. There is need to request CDS formally to put their facilities at our disposal.

re; Western Cape Proposals

Trust Deed Amendments

The new position will correct the trends on the ground, and this position will have to be explained very quickly to the regions. We need to write to them and give them the date of the meeting where the whole issue will be discussed.

CONSTITUTION

- It cannot be operational in our circumstances. Here we need a network that will do the work and we should avoid establishment of more organisations with more bureaucracy. All campaigns will be co-ordinated nationally. a

- There is need also to limit circulation of papers to regions, we should only circulate those that address what is to be done, We need to get organisations programme committed and not structurally committed and their commitment will be proved by the work done.

SITUATIONAL ANALYSIS TRAINING PROGRAMME

UNICEF offers training to 30 people from all South African regions i.e 2 persons per region on 24-30th January 1991.

- Here we need to avoid overtraining one and the same people.

REQUIREMENTS FOR TRAINING:

We need men and women, infact the majority should be women.

The identified people should be linked to organisations so that they can have infrastructure.

We need people at all levels i.e from professional level to semi-professional, but as few academics as possible.

Need people who have the experience of working with children on the ground because training is a two-way process.

Before candidates can go for training they need to undergo an orientation course.

Need a proven track record of having worked with the community.

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The experience of havng lived wthln certain communities and having seen the experience of children in that community for more than 10 years.

Need people who have not yet had the opportunity of going outside the country.

The people should be free to implement this training over a period of 18 months.

We need a brief C/V on candidates and regional commissions to recommend five names out of which two will be selected.

PROGRAMME MANAGEMENT

A draft memorandum of agreement between I.C.T and N.C.C.R has been submitted to I.C.T General Secretary this morning of the 12/12/90 for the I.C.T Steering Committee's attention. This memorandum was prepared for purposes of establishing terms and conditions which I.C.T should service N.C.C.R

The meeting decided to adopt I.C.T Financial year only for accounting for monies spent and this will be done in consultation with I.C.T.

Here a need was identified to specify how many times the Board . will meet. Project proposals will be considered quarterly i.e at the end of each quarter to consider what is to be done the next quarter.

We also need to work out a system of quarterly reports.

The working committee will also meet quarterly with reservations for emergencies.

There is need for the re-definition of the working committee because we would like to see to it that decisions are implemented. Ntheki and Dorothy's participation in the working committee was formalised.

FINANCE

re: Project Proposals to the British.

Barney reported that he never processed the proposal because it was always best to deal with one donor at a time before we can look for others until we have got our machinery working more especially that we are using the same channel i.e I.C.T. the capacity and credibility of an organisation in handling funds are very important.

The meeting's response to this report was that multiplicity of donors is not a problem, we need multiplicity of donors not for funds alone but for the expertise and equipment as well. There is need also to approach the Scandinavian Countries. Australia

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has already expressed interest in funding the Children's Projects. However Barney warned that many donors will now have access to South Africa and this might mix up issues and some donors have already visited South Africa and are not satisfied at all by projects.

The meeting agreed in principle on the multiplicity of donors but we need to make sure that we have the capacity to handle these funds.

The meeting agreed to meet Mandy to clarify the issue about the proposal that could not be submitted because of the lack of clarity on the agreement between the I.C.T and N.C.C.R.

CORRESPONDENCE

A letter of application for a job to the N.C.C.R from Dinah Pekane in Belgium was read.

The N. C. C. R is not in a position to employ a research officer now but to employ a temporary research co-ordinator.

When employing, we need to consider returnees and the question of advertising posts will be of disadvantage to them.

We need to guard against getting experts from other countries.

We also need to find out the Status of taxes of the people we are going to employ and pay. When we work out all these things a question of contract will also come in.

Starting from February, i.e after the six days training course, we have to implement the situation analysis programme and employ a research co-ordinator on contract.

We should guard against paying big salaries for less work because donors are very much concerned about this.

It was decided that the N.C.C.R.Working Committee should meet ANC chief Representatives and brief them on the project.

There is need for project proposal guidelines. Papi is prepared to run a four day project proposal seminar for us as long as N.C.C.R can make a formal request by way of a letter to The Centre for Development of Human Resources, Attention Papi Moloto. 60 De Korte Street, Braamfontein, Fax no 403 1424.

A decision was also taken by the meeting that Dorothy will be part of the Finance Committee and that members of the Finance Committee are ex-officio members of the Working Committee.

The meeting agreed on the 11,12 and 13 of January for the joint meeting of the National co-ordinating Committee and Situation Analysis..

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The terms of reference of the accountant should be drawn up as a matter of urgency.

GENERAL

Sometimes there is need to fly and accommodate people to make an input to our meetings, we need to know how to handle such issues in future. for now a decision was taken to use travel or administration money for such trips with proper justification.