

**ETHEKWINI MUNICIPALITY DIVERSITY PROGRAMME**  
**Consultant's Report Meeting 11 - 6 May 2005**

1. **Report on immersion process**

BM. The final immersion programme was successfully run on 19/4/2005.

2. **Service Providers**

- a. Leon Govender and Thoba Bhengu - graphic artists have completed their tasks.
  - i. Thoba has completed an advanced cartoonist's course.
  - ii. Leon has started his own graphic art business.
- b. Jeff Thomas of Asizwane has completed his portion of the programme and will be officially thanked notified.
- c. Phinda Khuzwayo, of PKH Tours, has fulfilled his role and will be officially thanked notified.

3. **Facilitator development training**

- a. The 15 facilitators now remain on the programme.
- b. Sessions were run in April:
  - i. 7, 8 - Report, feedback and adjust
  - ii. 14, 15 - Knowledge development and assessment.
- c. Delegates have submitted and completed:
  - i. A transformation report
  - ii. An exam on the methodologies of the programme
- d. All facilitators are potential lead facilitators.
  - i. Certain of them are able to currently handle the critical lead processes and support. They have been rated as Lead/ Support facilitators.
  - ii. Others will need further experience in these critical areas. And are very comfortable with less critical processes - they have been rated Support/ Lead. They will grow through experience to Lead/ Support facilitators.
- e. The facilitators have assessed and are qualified to present the 1 day Eye-Opener programme, as follows:-
  - i. Lead/ Support
    - (1) Fazal Bhayat
    - (2) Molly Govender
    - (3) Wayne Adams
    - (4) Bathandwa Matshikwe
    - (5) Nevin Royath
    - (6) Ailsa Lennox
    - (7) Sonja Wright
    - (8) Chan Preeth
    - (9) Siyasanga Giyose
    - (10) Felicity Botha
  - ii. Support/ Lead
    - (1) Mlungisi Shangase
    - (2) Priscilla Munsamy
    - (3) Bunny Mathenjwa
    - (4) Ruban Naidoo
    - (5) Thabani Mhlongo
- f. A day must be set aside for the acknowledgement of the work that the facilitators have put in thus far and the presentation of Certificates.
- g. A family get together, for facilitators is set for 6/5/2005 - at 415 Bartle Road, to further build their relationships and unity, as a team of multi-diverse facilitators.

#### **4. Leadership Meeting and Values Circle programme**

- a. A date for the meeting, requested in the previous PMC meeting, with the Ombudsperson, City manager and relevant stakeholders, has not yet been set. It is suggested that the meeting coincide with the presentation of the Project closure report and facilitators' presentation.

#### **5. Project Awareness and Marketing**

- a. The project marketing campaign has not begun. It is recommended that, even at this late stage there is benefit in Metro Beat reporting.

#### **6. Project closure report and materials.**

- a. The project closure report will be submitted next month. The cost for preparation the report is R28000.00. The report will include:-
  - i. Project outcomes compared to project intention.
  - ii. Financial information
  - iii. Successes and challenges.
  - iv. Lists of all delegates who have completed.
  - v. Lists of facilitators who have completed and the related documentation.
  - vi. All reports feedback. Photographs and information from the project on CD.
  - vii. Recommendations and requirements for the successful roll-out of the programme.
- b. An Eye-Opener (1 day) manual is being prepared, at the Consultant's cost and will be submitted with the report.

#### **7. Support**

- a. Free support is offered to the facilitators via phone and e-mail. The consultant will maintain contact via e-mail and newsletters and subject to availability, will attend monthly Values Circle meetings.

#### **8. Report and Billing**

- a. Invoice no. 10085 (Claim 11) for processing.
- b. Consultants Report, including:-
  - (1) Feedback from Consultant on facilitator's performance as trainers
  - (2) Feedback from new delegates undergoing training by new facilitators.

#### **8. Date and Venue of next meetings**

The next meeting will be the Project Closure meeting. All role players are invited to attend.