



## **NOTES FROM BROAD REGIONAL FORUM**

**Venue: Birchwood Hotel, Boksburg**

**Date: 28 November 2007**

**Inputs from BRF breakaway groups on regional structures, terms of reference and CHIETA conferences.**

### **1. Terms of reference for Regional Coordinating Committees (RCCs)**

- Regional office should make available the names of the RCC members and create awareness of their function
- Communication between BRF's and RCC members e.g report back from RCC in BRF's must be standardised
- Regional office to update the database of companies for representation in RCC's and BRF's
- Expectations could be effectively addressed and feedback of all meetings created
- No commitment of members. 1 person sits in many other CHIETA structures. They are over-committed but not committed to the structures.
- The regional structures are not too effective, and the same can be said for Chamber meetings
- People should commit themselves, comply, and attend the meetings

### **2. Broad Regional Forums (BRF)**

- CHIETA to ensure compliance within companies with regard to DG.
- Stakeholders be given the opportunity to forward names of speakers.
- Companies to share success stories in the BRF's.
- Stakeholders be allowed to raise burning issues arising from the service granted by the CHIETA.
- CHIETA to keep updated list of stakeholders to avoid poor attendance.
- CHIETA to stick to the agenda. E.g. CEO not pitching twice in Gauteng BRF's for her presentations.
- CHIETA to invest in their staff and take them for presentation skills trainings.
- Topics of the agenda to be arranged in a flowing and logical manner.
- Give update/feedback on RCC's and visa versa with BRF's.
- Invite speakers from other SETA's to talk on SME, Skills exchange and MOU's.
- RCC meetings be scrapped and the BRF be given more recognition.
- Have a standard agenda for all meetings.
- Have 4 CHIETA meetings per year inc. RCC's, BRF's
- The CEO to be present as she has committed the stakeholders to attend.
- Slides of the presentations presented during the BRF to be distributed to stakeholders after the forum.

### **3. RCC MEETINGS**

- There should be visibility of the CHIETA and information sharing e.g Newsletters
- Relevance of different structures to be integrated (Different opinion).
- The more the committees sit together/amalgamated the more information sharing will flow.
- Notices of meetings and dates to be set timeously in advance.
- Stakeholders be exposed to the duties of the RCC's.
- Other groups could not rate the RCC committees since they are not exposed to the progress and failures of the committee.
- Thought RCC should be combined into one with the BRF and possibly Chambers.
- BRF carry over the work done by RCC.
- 4 meetings per annum, to encourage attendance.
- Update the website, since a lot of people depend on the website for information.

### **4. Conferences**

- In previous conferences, speeches were too long, invite industry experts such as DOL, SAQA and DOE.
- CHIETA to stick to the agenda. Morning till midday give time for speakers.
- Speakers to stick to allocated time.
- Executive manager to screen CHIETA speakers before they do presentations during conferences.
- Regional feedback of other CHIETA structures Chambers, CSGB, RCC and BRF's.
- Focus on sharing success stories on Abet, RPL CHIETA SLA's with DOL and SAQA and other CHIETA projects.
- All delegation be exposed to one conference and not let people have other meetings on the side.
- Conference topics should be on current issues relevant to HRD.
- Topics should also focus on the chemical sub sectors and the spread on skills not just artisans.
- Breakaway be more implemented to cover smaller companies and enhance conference participation