

MEMO

To: Chief Executive Officer : Ms TBJ Memela

From: Executive Manager : Ms D Dunkerley

Branch: Grants Administration

Date: 2019/11/25

Subject: **SASSA / SAPO Steering Committee**

Enquiries: Dianne Dunkerley

Purpose

The purpose of this memo is to request approval to suspend the SASSA/SAPO Steering Committee meetings, as prescribed in the signed Service Level Agreement between SASSA and SAPO, until such time as the payment contract has stabilised.

Discussion

The signed Service Level Agreement between SASSA and SAPO requires the National Steering Committee to sit quarterly. The members of this steering committee, which includes the Regional Executive Managers from SASSA as well as the Regional General Managers from SAPO, were appointed in writing, as required by the SLA and meetings were held in May and August 2019. However, just prior to the meeting scheduled for November 2019, a decision was taken to take the contract back into project mode, given the numerous challenges and instability in the system and payment environment as a whole.

As a result of this decision, a high level strategic structure, led by the Ministers of Social Development and Communications and Digital Technologies, was instituted. In addition, a high level technical committee, led by the Directors General of Social



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Development and Posts and Telecommunications was also established, to give strategic direction and address the challenges in the payment environment.

Given the above, the previously established steering committee was deemed to be redundant as it would essentially duplicate the work being done by these high level structures.

One of the operational plan targets is to manage the contract with SAPO through the governance structures. With the temporary suspension of the Steering Committee, this target may be seen as not being achieved.

In order to ensure that there is a paper trail for the changes to the initial target on the operational plan, it is requested that official approval be given for the suspension of the Steering Committee meetings for the remainder of the 2019/20 financial year.

Recommendation

It is recommended that approval be granted for the suspension of the Steering Committee between SASSA and SAPO for the remainder of the 2019/20 financial year. Strategic direction for the management of this contract will be provided through the high level Ministerial and Directors-General structures which have been activated.



Ms D Dunkerley
Executive Manager : Grants Administration

Date: 2019/11/25

Approved / ~~not approved~~ / varied



Ms TB Momela
Chief Executive Officer

Date: 2019/11/26



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