



**REPORT OF THE PARLIAMENTARY BUSINESS SUB-COMMITTEE TO THE EXECUTIVE COMMITTEE DURING THE 58<sup>TH</sup> PLENARY ASSEMBLY SESSION FOLLOWING THE MEETING HELD ON 1<sup>ST</sup> NOVEMBER 2025 AT 09:00 HOURS AT PREMIER HOTEL OR TAMBO, JOHANNESBURG, SOUTH AFRICA**

## **1.0 INTRODUCTION**

The Parliamentary Business Sub-Committee held its meeting on 1<sup>st</sup> November 2025 pursuant to Rule 14 of the Rules of Procedure. The deliberations and recommendations of the Sub-Committee are contained in this Report and are being submitted to the EXCO for approval and/or noting, as the case may be.

## **2.0 CREDENTIALS OF DELEGATES AND APOLOGIES**

The Sub-Committee noted the Secretary General's update on the status of the SADC PF President, Hon. Speaker Justin Tokley of Madagascar. She informed the meeting that the Parliament of Madagascar had not yet formally communicated recent leadership changes. Referencing Articles 11(3) and 12(4) of the SADC PF Constitution, the Secretary General explained that provisions exist to ensure the continuity of leadership and proceedings when the President is unavailable. She accordingly confirmed that the Vice President, Hon. Sylvia Elizabeth Lucas Izaks, will serve as Acting President and preside over both the EXCO and Plenary Assembly pending formal communication is received from Madagascar.

The credentials of delegates were presented pursuant to Rule 14(1) of the SADC-PF Rules of Procedure. The following delegates were present:

1. Hon. Sylvia Elizabeth Lucas Izaks, Acting President of the SADC Parliamentary Forum– South Africa
2. Hon. Dr. Pinkie Rosemary Manamolela, SADC PF *Treasurer* – Lesotho
3. Hon. Thokozile A. Didiza, Speaker of the National Assembly, *Host Speaker for the 58<sup>th</sup> Plenary Assembly* – South Africa
4. H.E. Boemo Sekgoma, *Secretary General* (Secretary of the Sub-Committee)

Apologies of absence were recorded from Hon. Justin Tokley, President of SADC PF and the Chairperson of the RWPC (ex-officio) from Tanzania.

Quorum was confirmed, and the meeting proceeded accordingly.

### **3.0 OVERVIEW OF THE THEME**

The Sub-Committee took note of the proposed theme of the 58th Plenary Assembly – “*The Impact of Climate Change in the SADC Region and the Role of Parliaments in Climate Change Mitigation and Adaptation,*” and characterised it as timely and relevant given the growing incidence of climate-related disasters across the region. The Sub-Committee also received a briefing from the Secretary General on the theme, along with suggested refinements to the Concept Note to align it with SADC-specific frameworks and commitments and to strengthen its focus on gender and youth, recognising their increased vulnerability to climate impacts. The Sub-Committee endorsed the proposed refinements and emphasised the importance of linking the theme to the Forum’s ongoing work on developing a Model Law on Climate Change as a tool to enhance legislative and oversight capabilities across Member Parliaments.

### **4.0 BRIEFING ON HOSTING ARRANGEMENTS AND PREPARATIONS FOR THE 58<sup>TH</sup> PLENARY ASSEMBLY BY THE HOST SPEAKER, HON THOKOZILE A. DIDIZA, SPEAKER OF THE NATIONAL ASSEMBLY OF SOUTH AFRICA.**

#### **4.1 Overview of the 58th Plenary Assembly Session**

The Host Speaker, Hon. Didiza, briefed the Sub-Committee that the 58th Plenary Assembly Session, hosted by the Parliament of South Africa, will take place from 30 November to 5 December 2025 in eThekweni Metropolitan Municipality (Durban), South Africa. The Opening Ceremony will be held at the Durban International Convention Centre (ICC), and the Symposium, along with subsequent Plenary Assembly proceedings, will be held at the Coastlands Hotel and Convention Centre.

Aligned with the theme, the main aim of the 58th Plenary Assembly will be to act as a platform for Member Parliaments to share insights and experiences on legislative strategies to combat climate change. It will thus strengthen the Forum’s dedication to regional integration, sustainable development, and safeguarding vulnerable communities most impacted by climate change.

#### **4.2 Draft Programme and Main Events**

The Host Speaker stated that preparations for the Plenary Assembly were well underway, and a detailed programme had been drafted to guide the various events leading up to and during the session. Key highlights of the programme are as follows:

<b>DATE</b>	<b>ACTIVITY</b>	<b>TIME</b>
24 November	Arrival of the SADC PF Secretary General and Secretariat staff	All day
25 November	Joint Planning Meeting between the SADC PF Secretariat and officials from the Host Parliament.	10:00 – 13:00
26–27 November	EXCO meetings to finalise key governance and procedural matters	09:00 – 17:00 (Daily)

29 November	Arrival of all other delegates	All day
30 November	• Official Opening Ceremony	08:30 – 13:30
	• Welcome Dinner for visiting delegates	18:00 – 20:30
1 December	• Symposium on the Plenary Theme	09:00 – 12:30
	• Field Excursion to Disaster-Affected Areas	13:30 – 16:00
2–4 December	Plenary Assembly Sessions	09:00 – 17:00 (Daily)

### 4.3 Transport Management

The host will provide appropriate transport for Members of Parliament and representatives of International Organisations, in accordance with the registration and accreditation allowances. Only official SADC PF Plenary vehicles provided by the Parliament of South Africa, and one vehicle per participating country with appropriate permits, will be allowed access to the main venue.

### 4.4 Venue

Three main venues are designated for the different components of the Plenary Assembly:

VENUE	ACTIVITY
Opening Ceremony	Durban International Convention Centre (ICC)
Symposium	Coastlands Hotel and Convention Centre
Plenary Assembly Sessions	Coastlands Hotel and Convention Centre

The choice of venues is based on their appropriateness for high-level parliamentary meetings, proximity to accommodation, and their capacity to host multiple sessions in a secure and professional environment.

### 4.5 Hotel Accommodation

The host Parliament has identified 17 hotels within walking distance or a short drive to the venue. Government-negotiated rates have been secured at three hotels—Coastlands Hotel and Convention Centre, Coastlands Skye Hotel, and Garden Inn Hilton Arch—with options available for various budgets, as detailed in the information circular. Delegates are encouraged to book early, given the high tourism traffic in December. Delegates will be required to cover their own accommodation, travel costs, international health and travel insurance, and other incidental expenses. Transport will be provided for all registered delegates between venues and hotels.

### 4.6 Meals

The host Parliament will provide mid-morning and mid-afternoon refreshments and lunches for the duration of the meetings. Provision will also be made for delegates with special dietary requirements, and such delegates must ensure advance notification is given.

## 5.0 CONSIDERATION OF THE PROPOSED BUSINESS AND DRAFT PROGRAMME FOR THE 58<sup>TH</sup> PLENARY ASSEMBLY SESSION

The Sub-Committee reviewed and approved the programme and business for the 58th Plenary Assembly. It was agreed that certain elements, such as the details about excursions, the final list of speakers for the symposium, and the inclusion of the youth statement during the official opening, were still being worked on and would be finalised between the two Secretariats, with updates provided as necessary. Among the main adjustments were site visits and climate-related excursions designed to enhance delegates' understanding of the theme.

The proposed Parliamentary Business for the 58<sup>th</sup> Plenary Assembly is as outlined in the table below.

DATE	ACTIVITY	TIME														
Sunday 30 November	<b>OFFICIAL OPENING CEREMONY</b>	08:00–13:00														
	<b>LUNCH BREAK</b>	13:00 – 14:00														
Monday 1 December	<p><b>SYMPOSIUM ON THE THEME FOR THE 58<sup>TH</sup> PLENARY ASSEMBLY SESSION</b></p> <p>Chairperson of the Session 09:00 -09:05</p> <p>Opening Address by the SADC PF <i>Acting President</i> <i>Hon. Sylvia Elizabeth Lucas Izaks</i> 09:05 – 09:20</p> <p>Presentation by <i>Hon. Dr. Dion George, Minister of Forestry, Fisheries and the Environment</i> 09:20 – 09:45</p> <p>Presentation by <i>Hon, Rev Musa Zondi, Member of the Executive Committee, KZN</i> 09:45 – 10:05</p> <p>Panel Discussion Deliberations &amp; Recommendations 10:05 – 12:30</p> <p>Closing Remarks by the SADC PF <i>Acting President, Hon. Sylvia Elizabeth Lucas Izaks</i> 12:30 – 12:35</p> <p><b>LUNCH BREAK</b> 12:35 – 13:30</p> <ul style="list-style-type: none"> <li>Field Excursion to Disaster-Affected Areas 13:30 – 16:00</li> </ul>															
Tuesday 2 December	<p><b>PLENARY ASSEMBLY SESSION</b></p> <p>(i) Administration of Oath or Affirmation of Adherence for New Members 09:00 – 09:30</p> <p>(ii) Presentation of Country Reports on Progress on Implementation of the Resolutions of the Plenary Assembly as per the guidelines provided (<i>Each Parliament to be accorded 15 minutes to present the Country Reports:</i></p> <table border="1" data-bbox="432 1742 1276 2016"> <tbody> <tr> <td>Angola</td> <td>Mozambique</td> </tr> <tr> <td>Botswana</td> <td>Namibia</td> </tr> <tr> <td>DRC</td> <td>Seychelles</td> </tr> <tr> <td>Eswatini</td> <td>South Africa</td> </tr> <tr> <td>Lesotho</td> <td>Tanzania</td> </tr> <tr> <td>Madagascar</td> <td>Zambia</td> </tr> <tr> <td>Malawi</td> <td>Zimbabwe</td> </tr> </tbody> </table>	Angola	Mozambique	Botswana	Namibia	DRC	Seychelles	Eswatini	South Africa	Lesotho	Tanzania	Madagascar	Zambia	Malawi	Zimbabwe	09:30 – 13:00
Angola	Mozambique															
Botswana	Namibia															
DRC	Seychelles															
Eswatini	South Africa															
Lesotho	Tanzania															
Madagascar	Zambia															
Malawi	Zimbabwe															

	Mauritius		<b>13:00 – 14:00</b> 14:00-1500
		<b>LUNCH BREAK</b>	
	(iii) Consideration of the EXCO Report on the General SADC PF Policy and Administrative Matters		<b>15:00-15:30</b> 15:30- 17:00
	<b>HEALTH BREAK</b>		
	(iv) Consideration of the EXCO Report on Financial Matters (Treasurer’s Report).		
Wednesday 3 December	(i) Consideration of the Report of the Standing Committee on Human and Social Development and Special Programmes.		09:00 – 10:00
	(ii) Consideration of the Report of the Standing Committee on Democratisation, Governance and Human Rights.		10:00 – 11:00
	<b>HEALTH BREAK</b>		11:00 – 11:30
	(iii) Consideration of the Report of the Standing Committee on Trade, Industry, Finance and Investment.		11:30 – 12:30
	(iv) Consideration of the Report of the Standing Committee on the Food, Agriculture, Natural Resources and Climate Action.		12:30 – 13:30
	<b>LUNCH BREAK</b>		13:30 – 14:30
	(v) Consideration of the Report of the Regional Parliamentary Model Laws Oversight Committee		14:30 – 15:30
	<b>HEALTH BREAK</b>		15:30 – 16:00
	(vi) Consideration of the Report by Hon. Nelly B. K. Kashumba Mutti, SC, Speaker of the Parliament of Zambia, on the 151 <sup>st</sup> IPU Assembly and other related meetings held from 19 <sup>th</sup> to 23 <sup>rd</sup> October 2025 in Geneva, Switzerland.		16:00 – 17:00
Thursday 4 December	(i) Consideration of the Report of the Regional Women Parliamentary Caucus (RWPC).		09:00 – 10:00
	(ii) Consideration of the Report of the Standing Committee on Gender Equality, Women Advancement and Youth Development (GEWAYD).		10:00 – 11:00
	<b>HEALTH BREAK</b>		11:00 –11:30
	(iii) Consideration of the Report of the Joint Sitting of Standing Committees.		11:30 – 12:30
	<b>LUNCH BREAK</b>		13:00 –14:00
	(iv) Consideration of Member’s Motions		14:00 - 15:00
	(v) Address to the Plenary Assembly by Partners (Rule 44(5)).		15:00 – 16:00
	(vi) Reading of the Communiqué		16:00- 16:10
	(vii) Closing Statement by the SADC PF President		16:10- 16:30
Friday 5 December	Excursions		All Day

Saturday 6 December	Departure of Delegates	All Day
------------------------	------------------------	---------

The programme for the 58<sup>th</sup> Plenary Assembly is attached as **Appendix I**. A separate programme for the Official Opening will be prepared and circulated in due course.

\_\_\_\_\_  
**Hon. Sylvia Elizabeth Lucas Izaks**  
**ACTING PRESIDENT**

\_\_\_\_\_  
**H.E. Boemo Sekgoma**  
**SECRETARY GENERAL**

\_\_\_\_\_  
**DATE**

\_\_\_\_\_  
**DATE**