

PORTFOLIO COMMITTEE :

COMMUNITY SERVICES

Chairperson :

Cllr M Opperman

Committee Members :

**Ald M Ponoane, Cllrs L Beyers-Cronje,
N Nqinata & L Ndevu**

PORTEFEULJEKOMITEE :

GEMEENSKAPSDIENSTE

Voorsitter :

Rdl M Opperman

Komiteelede :

**Rdh M Ponoane, Rdle L Beyers-Cronje,
N Nqinata & L Ndevu**

COMMUNITY SERVICES PORTFOLIO COMMITTEE

GEMEENSKAPSDIENSTE PORTEFEULJEKOMITEE

20 OCTOBER 2015

I N D E X

ITEM

**PAGE
NUMBER**

APPLICATIONS FOR LEAVE OF ABSENCE

**STATEMENTS AND COMMUNICATIONS BROUGHT FORWARD BY THE
CHAIRPERSON**

- | | | |
|-----------|--|-----------|
| 1. | WARD COMMITTEES SYSTEM: PERFORMANCE REPORT: 2014/2015 | 1 |
| 2. | SUBSIDY APPLICATION ON PROCLAIMED MAIN ROADS FOR THE
PERIOD 01 JULY 2016 TO 30 JUNE 2017 | 20 |
| 3. | HOUSING: BENEFICIARIES : MILITARY VETERANS IN THE
OVERSTRAND AREA | 24 |
| 4. | SERVICE DELIVERY AND BUDGET IMPLEMENTATION PLAN (SDBIP)
FIRST QUARTERLY REPORT: JULY-SEPTEMBER 2015 | 30 |

**AGENDA of the
Portfolio Committee : Community Services
20 October 2015
(Also the agenda for the Mayoral Committee Meeting : 28 October 2015)**

**1.
WARD COMMITTEES SYSTEM: PERFORMANCE REPORT: 2014/2015**

**R Williams
25 September 2015**

(028) 313 8029

Corporate Head Office

1. Executive Summary

To provide Council with the 2014/2015 mid-year performance report in respect of performance by Ward Committees in the Overstrand Municipality.

2. Service Delivery and Budget Implementation Plan - IGNITE

Directorate: Community Services

3. Compliance with Strategic Priorities

Provision of democratic, accountable and ethical governance.
The encouragement of structured community participation in the matters of the municipality.
Provision and maintenance of municipal services.

4. Delegated Authority

Executive Mayor

5. Legal Requirements

- The Constitution, 1996
- Local Government: Municipal Structures Act no. 117 of 1998
- Local Government: Municipal Systems Act no. 32 of 2000

6. Background/Discussion/Evaluation/Conclusion

Background

Ward committees continue to play an active and important role to enhance participatory democracy in the Overstrand Municipality and it has become increasingly important in respect of the management of ward committees to:

- ✓ demonstrate and quantify the involvement of ward committees in the affairs/business of Council,
- ✓ proof that the ward committees constructively contribute towards public participation in Overstrand Municipality,

**AGENDA of the
Portfolio Committee : Community Services
20 October 2015
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- ✓ be able to effectively monitor and evaluate the performance of local ward committees in order to ensure the sustainable functioning of ward committees in the Overstrand municipal area.

Discussion

This report includes the performance of ward committees for the period from 01 July 2014 until 30 June 2015 in respect of:

- ✓ Official meetings held,
- ✓ Consultation with Ward Committees (Decisions taken, notification, recommendations and works orders submitted),
- ✓ Ward Committee projects.

(a) Official meetings held

(i) Number of meetings

A number of 4 official meetings per ward were scheduled for the reporting period. The last mentioned included four public meetings for report back purposes in September and November 2014 and March and May 2015 respectively.

(ii) Attendance by Ward Committee members

The overall average attendance of 9 members (excluding councillors) per meeting was achieved. The overall average attendance for the same period during 2013/2014 was also 9 members. The summary for the reporting period is attached per **Annexure A**.

(b) Consultation - register

The consultation register for ward committees reflects the following categories:

- **Implement decisions:** Refer to tasks that the administration must implement.
- **Notifications:** Refer to various information in respect of report backs to Ward Committees from Council's business, events, to take place.
- **Recommendations:** Refer to proposals being made to the Ward Councillor in respect of Council's Portfolio Committee and/to the municipal administration in respect of strategic service delivery.

**AGENDA of the
Portfolio Committee : Community Services
20 October 2015
(Also the agenda for the Mayoral Committee Meeting : 28 October 2015)**

- **Works Orders:** Requests from Ward Committees for authorisation to attend to maintenance of infrastructure. The intention is however to generate works orders via the administrative helpdesks on a daily basis.

The information per Table 1 reflects Overstrand-wide performance as captured per the decision-register.

Table 1: **Consultation-register**

Type of Decision	Number Received		% Total Received	% Completed
	Total 2014/2015	% Previous year		
Implement Decision	9	33	0,2	100
Noted	3627	111	88	100
Recommended	487	97	11,8	93
TOTAL	4123	109	100	99,18

Ward Projects

A number of 76 Ward Committee projects were approved Overstrand-wide by means of Council's R400,000,00 allocations per ward for the 2014/2015 financial year. The projects ranged from play-park equipment, building of side-walks, tarring of roads, upgrading of infrastructure, etc. The progress spending for 2014/2015 was 92,5%. The analysis of the progress made per area is reflected in the table below:

Table 2: **Ward Committee Projects**

Municipal Area	No. of Wards	Budget (R)	% Spending in Process
Hermanus	8	3,200,000	96,4
Kleinmond	2	890,388	92,5
Gansbaai (including Stanford)	3	1,200.000	93,4
TOTAL	13	5,290,388	92,5

**AGENDA of the
Portfolio Committee : Community Services
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(c) Other Initiatives

The General Information Brochure for Ward Committees and Councillors was updated by January 2015. The revised brochure was distributed to all Councillors, Ward Committee members, help-desks at decentralised administrations and libraries. Thirteen (13) Ward Operational Plans were completed and submitted to the Department of Local Government by 30 June 2015.

7. Financial Implications

As per budget allocation.

8. Staff Implications

None

9. Comments from other Departments, Divisions and Administrations

None

10. Annexures

- Annexure A: Attendance per Ward: 01 July 2014 – 30 June 2015
- Annexure B: Consultation register per Ward: 01 July 2014 – 30 June 2015
- Annexure C: Report on Performance by respective Ward Committees: 01 July 2014 – 30 June 2015

RECOMMENDATION:

that the Report on Performance by Ward Committees in the Overstrand Municipality for the period 01 July 2014 until 30 June 2015, **be noted**.

RESPONSIBLE OFFICIALS:

**R WILLIAMS, AREA MANAGERS
AND DEPUTY AREA MANAGERS**

TARGET DATE FOR IMPLEMENTATION:

ON-GOING

4a

**AGENDA of the
Portfolio Committee : Community Services
20 October 2015
(Also the agenda for the Mayoral Committee Meeting : 28 October 2015)**

**1.
WARD COMMITTEES SYSTEM: PERFORMANCE REPORT: 2014/2015**

**R Williams (028) 313 8029 Corporate Head Office
25 September 2015**

**THIS MATTER SERVED BEFORE THE JOINT PORTFOLIO COMMITTEE ON
20 OCTOBER 2015, WHICH COMMITTEE SUPPORTED THE RECOMMENDATION**

**RESPONSIBLE OFFICIALS: R WILLIAMS, AREA MANAGERS
AND DEPUTY AREA MANAGERS**

TARGET DATE FOR IMPLEMENTATION: ON-GOING

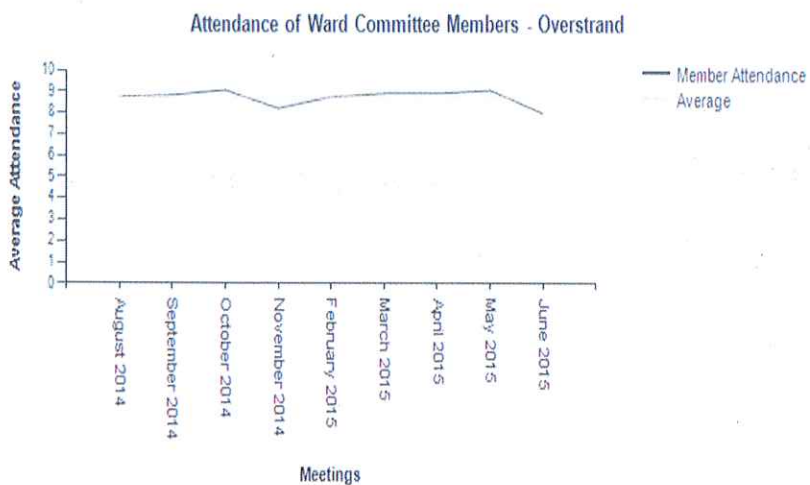
Annexure A
P1 of 1

ATTENDANCE OF WARD COMMITTEE MEMBERS

OVERSTRAND - for period from 7/1/2014 to 6/30/2015

Attendance	August 2014	September 2014	October 2014	November 2014	February 2015	March 2015	April 2015	May 2015	June 2015	AVERAGE PER WARD
WARD 01	10	10	8	8	7	9	8	9	10	8.78
WARD 02	10	10	10	10	8	10	10	9	8	9.44
WARD 03	6	10	9	8	10	7	8	9	7	8.22
WARD 04	10	10	9	0	8	9	9	10	7	9.00
WARD 05	9	9	9	9	9	10	10	10	7	9.11
WARD 06	7	8	6	10	10	10	10	10	10	9.00
WARD 07	9	8	9	8	8	7	10	9	10	8.67
WARD 08	8	7	10	8	7	8	8	8	8	8.00
WARD 09	9	7	9	8	9	8	9	9	5	8.11
WARD 10	8	7	9	9	9	9	7	6	8	8.00
WARD 11	9	10	10	9	10	9	10	9	9	9.44
WARD 12	9	9	10	10	9	10	8	10	7	9.11
WARD 13	10	10	10	10	10	10	9	10	8	9.67
TOTAL	114	115	118	107	114	116	116	118	104	
AVERAGE PER MONTH	8.77	8.85	9.08	8.23	8.77	8.92	8.92	9.08	8.00	9

*NOTE: Each Ward Committee consists of 10 Members excluding Ward Councillors

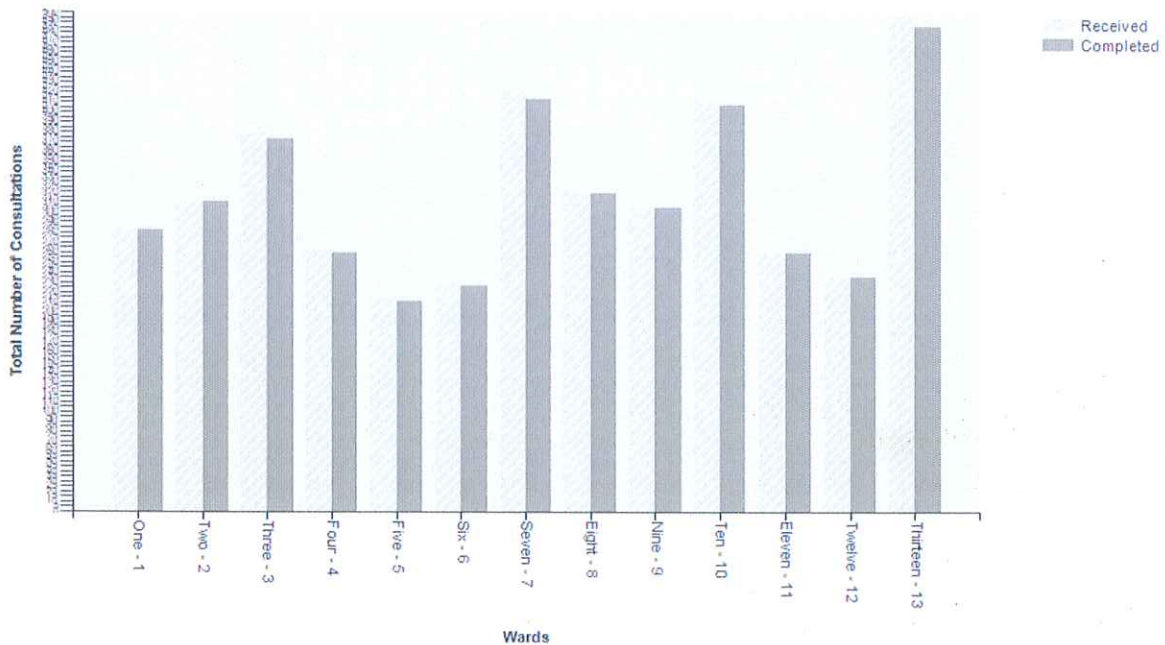


Annexure B
P1 of 1

OVERSTRAND SUMMARY FOR THE PERIOD 7/1/2014 to 6/30/2015

WARDS	TYPE OF CONSULTATION						TOTAL	
	Implement the Decision		Noted		Recommended		Received	Completed
	Received	Completed	Received	Completed	Received	Completed		
One - 1	0		282	282	0		282	282
Two - 2	3	3	308	308	0		311	311
Three - 3	0		317	317	62	57	379	374
Four - 4	0		241	241	21	18	262	259
Five - 5	1	1	194	194	18	16	213	211
Six - 6	0		219	219	10	7	229	226
Seven - 7	0		356	356	66	58	422	414
Eight - 8	2	2	282	282	35	35	319	319
Nine - 9	0		241	241	64	64	305	305
Ten - 10	1	1	298	298	110	108	409	407
Eleven - 11	0		260	260	0		260	260
Twelve - 12	0		222	222	13	13	235	235
Thirteen - 13	2	2	407	407	88	77	497	486
TOTAL	9	9	3627	3627	487	453	4123	4089

WARD COMMITTEE CONSULTATION REGISTER



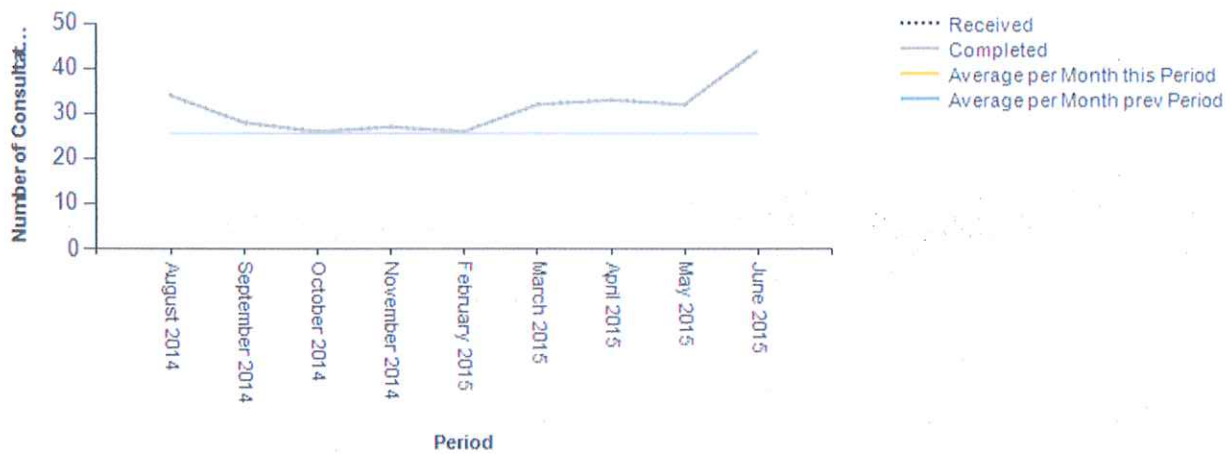
PERFORMANCE REPORT: WARD 1**ATTENDANCE OF WARD COMMITTEE MEMBERS**

WARD 01 - for period from 7/1/2014 to 6/30/2015

Attendance	August 2014	September 2014	October 2014	November 2014	February 2015	March 2015	April 2015	May 2015	June 2015	TOTAL	AVERAGE
Present	10	10	8	8	7	9	8	9	10	79	8.00

WARD 1: CONSULTATION REGISTER

TYPE OF CONSULTATION		TOTAL	
Noted			
Received	Completed	Received	Completed
282	282	282	282

WARD COMMITTEE CONSULTATIONS PER PERIOD

THIS PERIOD FROM 7/1/2014 TO 6/30/2015

PREVIOUS PERIOD FROM 7/1/2014 TO 6/30/2015

PERFORMANCE REPORT: WARD 2

ATTENDANCE OF WARD COMMITTEE MEMBERS

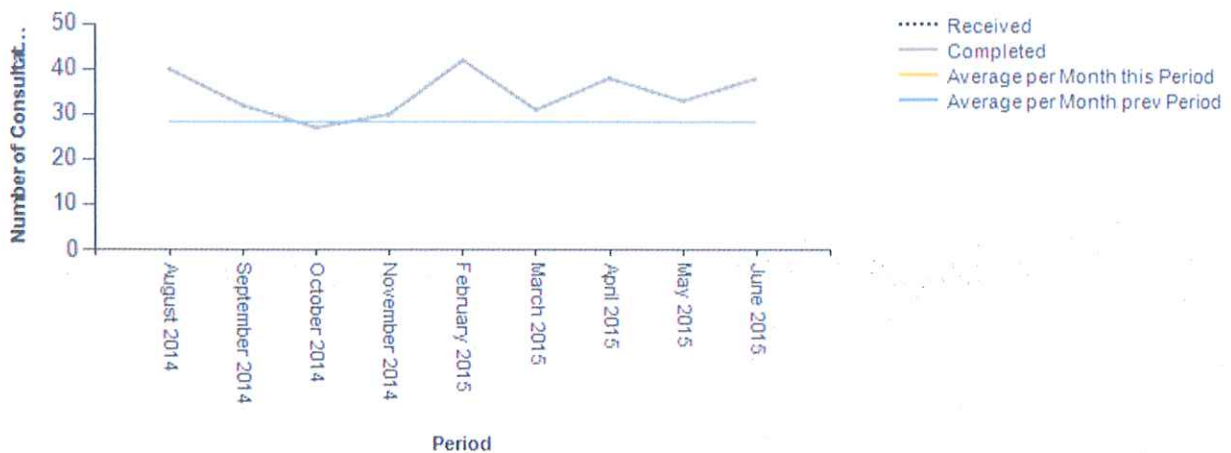
WARD 02 - for period from 7/1/2014 to 6/30/2015

Attendance	August 2014	September 2014	October 2014	November 2014	February 2015	March 2015	April 2015	May 2015	June 2015	TOTAL	AVERAGE
Present	10	10	10	10	8	10	10	9	8	85	9.00

WARD 2: CONSULTATION REGISTER

TYPE OF CONSULTATION				TOTAL	
Implement the Decision		Noted		Received	Completed
Received	Completed	Received	Completed		
3	3	308	308	311	311

WARD COMMITTEE CONSULTATIONS PER PERIOD



THIS PERIOD FROM 7/1/2014 TO 6/30/2015

PREVIOUS PERIOD FROM 7/1/2014 TO 6/30/2015

PERFORMANCE REPORT: WARD 3

ATTENDANCE OF WARD COMMITTEE MEMBERS

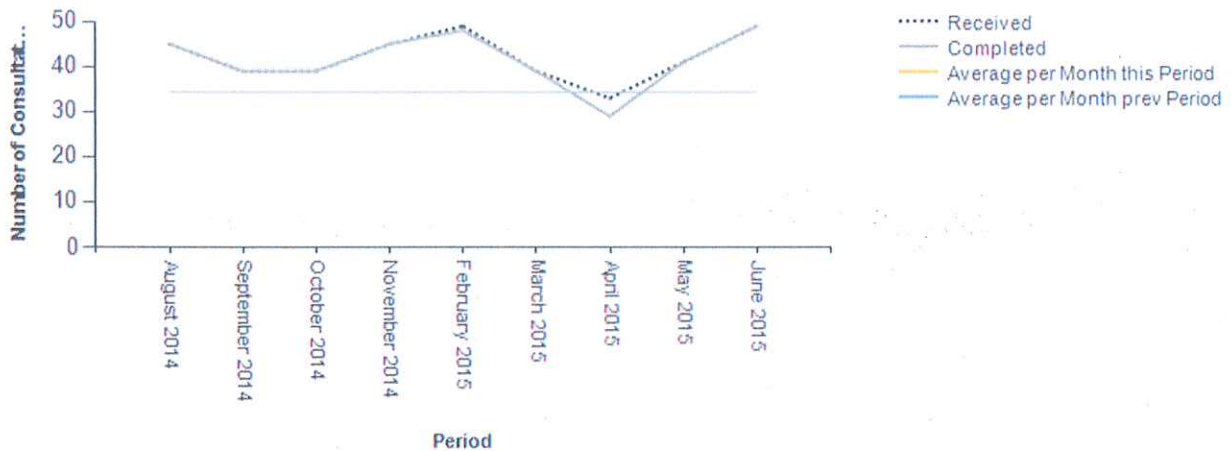
WARD 03 - for period from 7/1/2014 to 6/30/2015

Attendance	August 2014	September 2014	October 2014	November 2014	February 2015	March 2015	April 2015	May 2015	June 2015	TOTAL	AVERAGE
Present	6	10	9	8	10	7	8	9	7	74	8.00

WARD 3: CONSULTATION REGISTER

TYPE OF CONSULTATION				TOTAL	
Noted		Recommended		Received	Completed
Received	Completed	Received	Completed		
317	317	62	57	379	374

WARD COMMITTEE CONSULTATIONS PER PERIOD



THIS PERIOD FROM 7/1/2014 TO 6/30/2015
PREVIOUS PERIOD FROM 7/1/2014 TO 6/30/2015

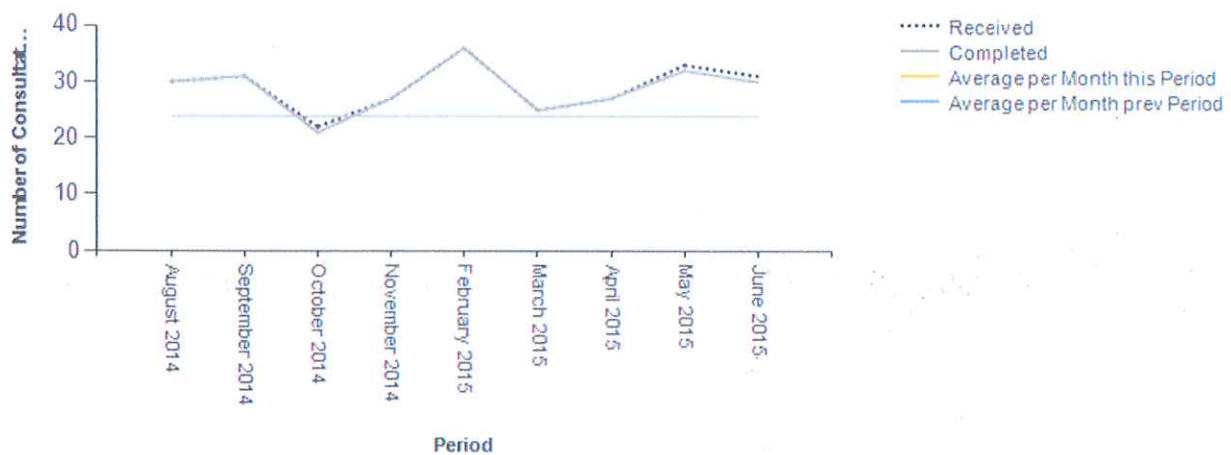
PERFORMANCE REPORT: WARD 4**ATTENDANCE OF WARD COMMITTEE MEMBERS**

WARD 04 - for period from 7/1/2014 to 6/30/2015

Attendance	August 2014	September 2014	October 2014	February 2015	March 2015	April 2015	May 2015	June 2015	TOTAL	AVERAGE
Present	10	10	9	8	9	9	10	7	72	9.00

WARD 4: CONSULTATION REGISTER

TYPE OF CONSULTATION				TOTAL	
Noted		Recommended		Received	Completed
Received	Completed	Received	Completed		
241	241	21	18	262	259

WARD COMMITTEE CONSULTATIONS PER PERIOD

THIS PERIOD FROM 7/1/2014 TO 6/30/2015

PREVIOUS PERIOD FROM 7/1/2014 TO 6/30/2015

PERFORMANCE REPORT: WARD 5

ATTENDANCE OF WARD COMMITTEE MEMBERS

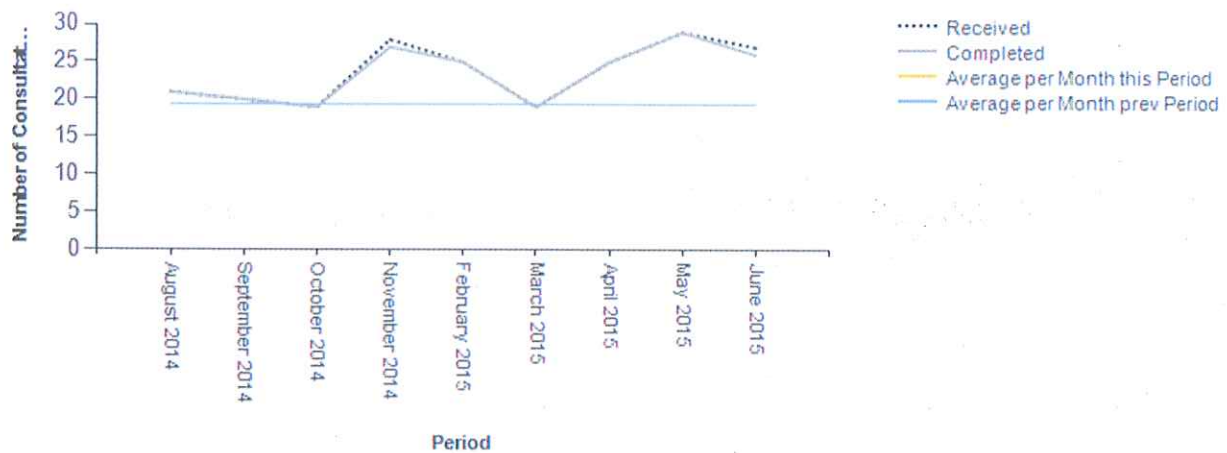
WARD 05 - for period from 7/1/2014 to 6/30/2015

Attendance	August 2014	September 2014	October 2014	November 2014	February 2015	March 2015	April 2015	May 2015	June 2015	TOTAL	AVERAGE
Present	9	9	9	9	9	10	10	10	7	82	9.00

WARD 5: CONSULTATION REGISTER

TYPE OF CONSULTATION						TOTAL	
Implement the Decision		Noted		Recommended		Received	Completed
Received	Completed	Received	Completed	Received	Completed		
1	1	194	194	18	16	213	211

WARD COMMITTEE CONSULTATIONS PER PERIOD



THIS PERIOD FROM 7/1/2014 TO 6/30/2015

PREVIOUS PERIOD FROM 7/1/2014 TO 6/30/2015

PERFORMANCE REPORT: WARD 6

ATTENDANCE OF WARD COMMITTEE MEMBERS

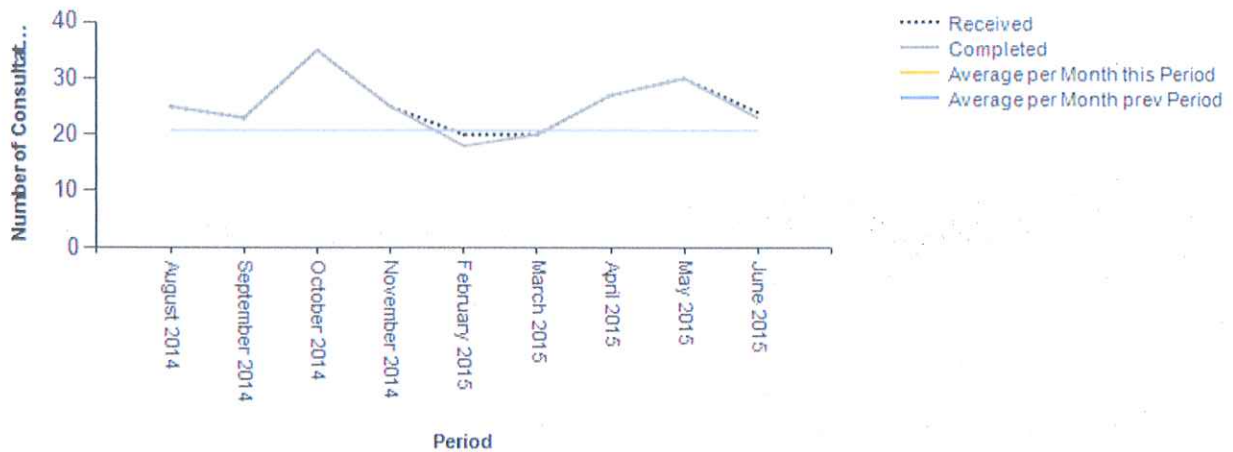
WARD 06 - for period from 7/1/2014 to 6/30/2015

Attendance	August 2014	September 2014	October 2014	November 2014	February 2015	March 2015	April 2015	May 2015	June 2015	TOTAL	AVERAGE
Present	7	8	6	10	10	10	10	10	10	81	9.00

WARD 6: CONSULTATION REGISTER

TYPE OF CONSULTATION				TOTAL	
Noted		Recommended		Received	Completed
Received	Completed	Received	Completed		
219	219	10	7	229	226

WARD COMMITTEE CONSULTATIONS PER PERIOD



THIS PERIOD FROM 7/1/2014 TO 6/30/2015

PREVIOUS PERIOD FROM 7/1/2014 TO 6/30/2015

PERFORMANCE REPORT: WARD 7

ATTENDANCE OF WARD COMMITTEE MEMBERS

WARD 07 - for period from 7/1/2014 to 6/30/2015

Attendance	August 2014	September 2014	October 2014	November 2014	February 2015	March 2015	April 2015	May 2015	June 2015	TOTAL	AVERAGE
Present	9	8	9	8	8	7	10	9	10	78	8.00

WARD 7: CONSULTATION REGISTER

TYPE OF CONSULTATION				TOTAL	
Noted		Recommended		Received	Completed
Received	Completed	Received	Completed		
356	356	66	58	422	414



THIS PERIOD FROM 7/1/2014 TO 6/30/2015

PREVIOUS PERIOD FROM 7/1/2014 TO 6/30/2015

PERFORMANCE REPORT: WARD 8

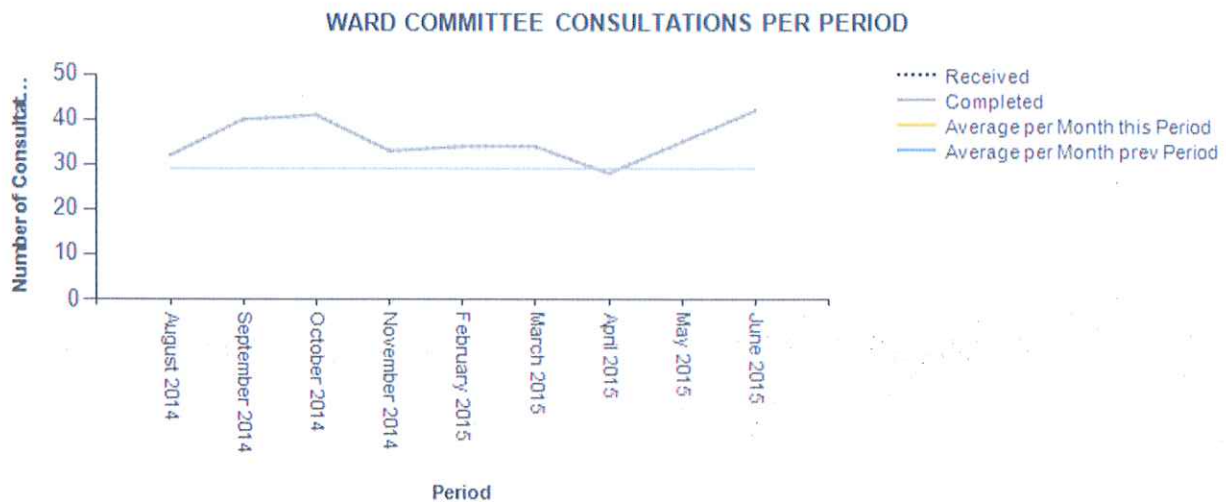
ATTENDANCE OF WARD COMMITTEE MEMBERS

WARD 08 - for period from 7/1/2014 to 6/30/2015

Attendance	August 2014	September 2014	October 2014	November 2014	February 2015	March 2015	April 2015	May 2015	June 2015	TOTAL	AVERAGE
Present	8	7	10	8	7	8	8	8	8	72	8.00

WARD 8: CONSULTATION REGISTER

TYPE OF CONSULTATION						TOTAL	
Implement the Decision		Noted		Recommended		Received	Completed
Received	Completed	Received	Completed	Received	Completed		
2	2	282	282	35	35	319	319



THIS PERIOD FROM 7/1/2014 TO 6/30/2015

PREVIOUS PERIOD FROM 7/1/2014 TO 6/30/2015

PERFORMANCE REPORT: WARD 9

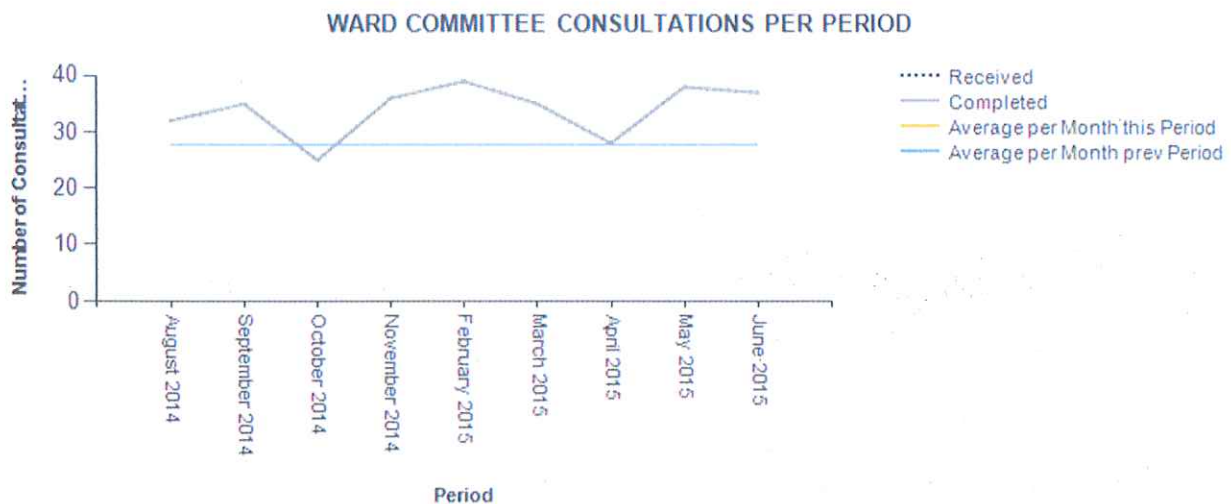
ATTENDANCE OF WARD COMMITTEE MEMBERS

WARD 09 - for period from 7/1/2014 to 6/30/2015

Attendance	August 2014	September 2014	October 2014	November 2014	February 2015	March 2015	April 2015	May 2015	June 2015	TOTAL	AVERAGE
Present	9	7	9	8	9	8	9	9	5	73	8.00

WARD 9: CONSULTATION REGISTER

TYPE OF CONSULTATION				TOTAL	
Noted		Recommended		Received	Completed
Received	Completed	Received	Completed		
241	241	64	64	305	305



THIS PERIOD FROM 7/1/2014 TO 6/30/2015
PREVIOUS PERIOD FROM 7/1/2014 TO 6/30/2015

PERFORMANCE REPORT: WARD 10

ATTENDANCE OF WARD COMMITTEE MEMBERS

WARD 10 - for period from 7/1/2014 to 6/30/2015

Attendance	August 2014	September 2014	October 2014	November 2014	February 2015	March 2015	April 2015	May 2015	June 2015	TOTAL	AVERAGE
Present	8	7	9	9	9	9	7	6	8	72	8.00

WARD 10: CONSULTATION REGISTER

TYPE OF CONSULTATION						TOTAL	
Implement the Decision		Noted		Recommended		Received	Completed
Received	Completed	Received	Completed	Received	Completed		
1	1	298	298	110	108	409	407



THIS PERIOD FROM 7/1/2014 TO 6/30/2015
PREVIOUS PERIOD FROM 7/1/2014 TO 6/30/2015

PERFORMANCE REPORT: WARD 11

ATTENDANCE OF WARD COMMITTEE MEMBERS

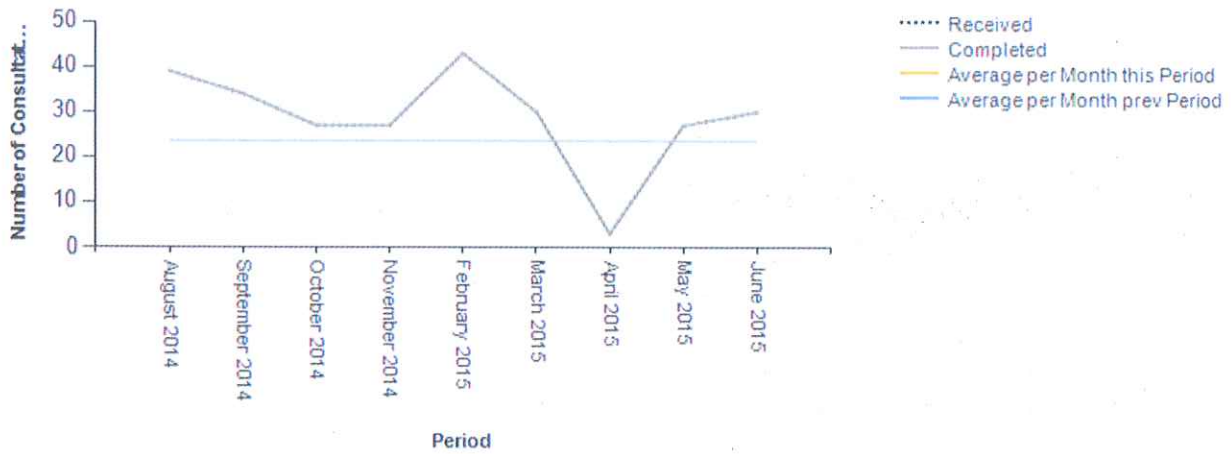
WARD 11 - for period from 7/1/2014 to 6/30/2015

Attendance	August 2014	September 2014	October 2014	November 2014	February 2015	March 2015	April 2015	May 2015	June 2015	TOTAL	AVERAGE
Present	9	10	10	9	10	9	10	9	9	85	9.00

WARD 11: CONSULTATION REGISTER

TYPE OF CONSULTATION		TOTAL	
Noted		Received	Completed
Received	Completed		
260	260	260	260

WARD COMMITTEE CONSULTATIONS PER PERIOD



THIS PERIOD FROM 7/1/2014 TO 6/30/2015

PREVIOUS PERIOD FROM 7/1/2014 TO 6/30/2015

PERFORMANCE REPORT: WARD 12

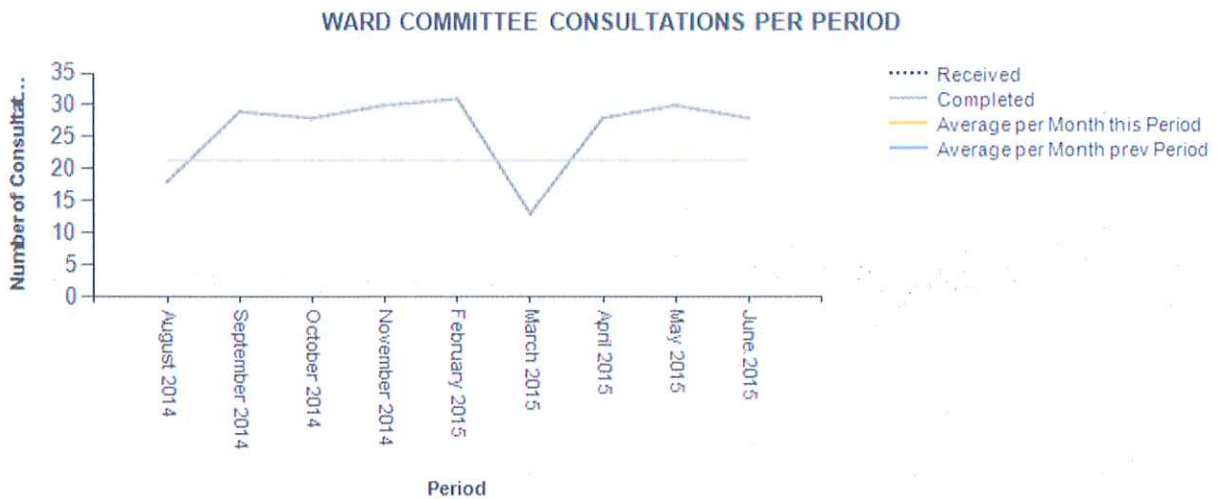
ATTENDANCE OF WARD COMMITTEE MEMBERS

WARD 12 - for period from 7/1/2014 to 6/30/2015

Attendance	August 2014	September 2014	October 2014	November 2014	February 2015	March 2015	April 2015	May 2015	June 2015	TOTAL	AVERAGE
Present	9	9	10	10	9	10	8	10	7	82	9.00

WARD 12: CONSULTATION REGISTER

TYPE OF CONSULTATION				TOTAL	
Noted		Recommended		Received	Completed
Received	Completed	Received	Completed		
222	222	13	13	235	235



THIS PERIOD FROM 7/1/2014 TO 6/30/2015
PREVIOUS PERIOD FROM 7/1/2014 TO 6/30/2015

PERFORMANCE REPORT: WARD 13

ATTENDANCE OF WARD COMMITTEE MEMBERS

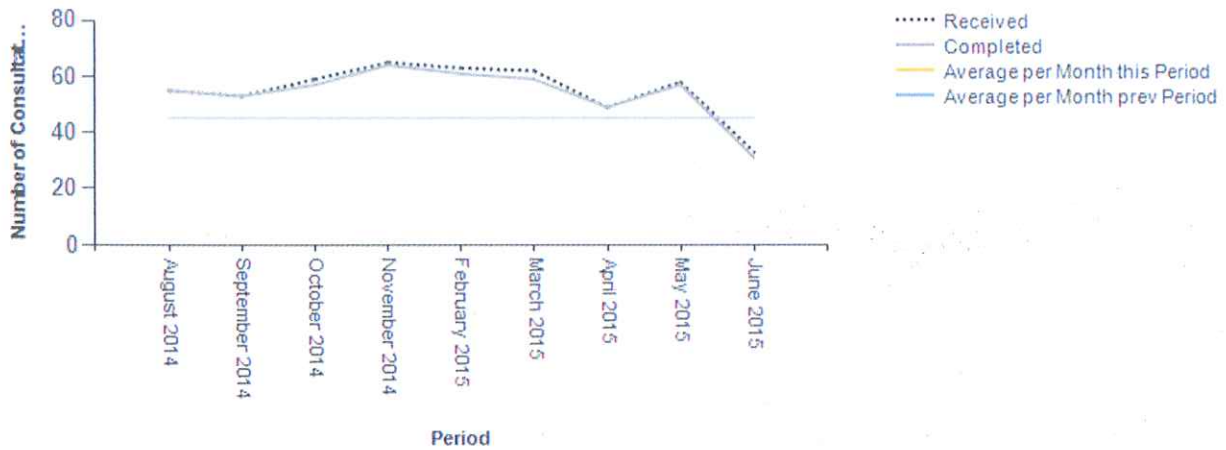
WARD 13 - for period from 7/1/2014 to 6/30/2015

Attendance	August 2014	September 2014	October 2014	November 2014	February 2015	March 2015	April 2015	May 2015	June 2015	TOTAL	AVERAGE
Present	10	10	10	10	10	10	9	10	8	87	9.00

WARD 13: CONSULTATION REGISTER

TYPE OF CONSULTATION						TOTAL	
Implement the Decision		Noted		Recommended		Received	Completed
Received	Completed	Received	Completed	Received	Completed		
2	2	407	407	88	77	497	486

WARD COMMITTEE CONSULTATIONS PER PERIOD



THIS PERIOD FROM 7/1/2014 TO 6/30/2015

PREVIOUS PERIOD FROM 7/1/2014 TO 6/30/2015