

NEW OR PROMOTED • NUUT OF BEVORDER

APPOINTMENTS

<b>January 2017</b> JD Smith	Senior Clerk Collections
<b>February 2017</b> EH Gillespie RM vd Merwe	Electrician Switchboard Operator
<b>March 2017</b> CO Kazie CSP van der Byl	Senior Clerk Creditors Senior Clerk Collections
<b>April 2017</b> CB Moos QP Pletschke K Van Wyk Y Ellis K Marthinus	General Assistant General Assistant Street & Storm Water General Assistant Parks Senior Library Assistant Small Plant Operator
<b>INTERNAL APPOINTMENTS</b>	
<b>January 2017</b> JJ du Toit R Daniels	Ass Chief Law Enforcement & Task Team Supervisor Driver

INTERNAL APPOINTMENTS

<b>February 2017</b> H Jacobs SE Hans SH Williams RW Hansen PJ de Gruchy L Hanekom YR Smith DG Jansen L du Plessis	Ass Artisan Plumber Tractor Driver Slipway officer KM Senior Traffic Officer Senior Traffic Officer Superintendent Operational Superintendent Operational Senior Traffic Officer Superintendent Operational
<b>March 2017</b> AT Baadjies LC Mamama BC Spanellis SL Booysen	Driver Operator Housing Administrator PA to Director Community Services Artisan Assistant
<b>April 2017</b> V Hans X Titus AC Skots PWJ Africa TS Mqikela R Barkhuizen	Principal Clerk Metering Services Senior Sup Operations Management Rep Vehicl Testing Centre Assistant Chief Traffic Operations Handyman Electrical Tractor Driver

HOW TO ENSURE FINANCIAL WELLNESS



A financial wellness workshop for municipal staff was held in the Hermanus Auditorium on 30 March 2017. The event, hosted by Consolidated Retirement Fund (CRF) and Efficient Wealth, provided CRF members with an overview of the various benefits available, as well as how to secure the best investment at the point of retirement. An evaluation of a particular Risk Benefit Category applicable to members was proposed to ensure their specific individual needs are met. A detailed explanation of the different categories of risk benefits is available on the CRF website at [www.crf.co.za](http://www.crf.co.za). CRF offers 3 types of investment portfolios namely the Growth Portfolio, Moderate Portfolio and Protection Portfolio. Each portfolio holds its own risks and returns and should be considered carefully, taking into account the proximity of one's retirement date. Efficient Wealth guided members around the topic of saving and investing in order to secure a brighter financial future.

SALARY AND WAGE INCREASE FOR PERIOD 1 JULY 2017 TO 30 JUNE 2018

As per the South African Local Government Bargaining Council (SALGBC) Circular number 2/2017 dated 28 March 2017, in terms of Clauses 6.4 and 6.5 of the 2015 Multi-year Salary and Wage Agreement, the salary increase shall be 7.36% WITH EFFECT FROM 1 JULY 2017. The minimum wage shall increase to R6 845.09. The maximum medical aid EMPLOYER CONTRIBUTION (THE MUNICIPALITY) shall increase by 1.84%. As of 1 July 2017, the employer shall contribute 60% of the monthly medical aid membership contribution, with a maximum amount of R3942.23; while the employee will contribute 40%. The flat-rate Home Owner's Allowance shall increase to R796.61.

**SARS VISIT 9 MAY 2017**  
South African Revenue Service  
Please be advised that SARS will be visiting the Overstrand on 9 May 2017.  
Venue: **HawstonThusing Centre**  
Time: **09h00 - 15h00**  
**NOTE: STAFF WHO INTEND USING THE SERVICE WILL NEED TO APPLY FOR LEAVE FOR THE TIME OF ABSENCE AWAY FROM THEIR WORK STATIONS.**

We at Phambili welcome your contributions and look forward to receiving any items of interest at email address [cresandt@overstrand.gov.za](mailto:cresandt@overstrand.gov.za) or e-mail [rsteenekamp@overstrand.gov.za](mailto:rsteenekamp@overstrand.gov.za). Alternatively, drop the editorial team a line on 028-313-5025.



CELEBRATING WORKERS' DAY WITH OUR EXECUTIVE MAYOR



Executive Mayor Rudolph Smith

Workers' Day has internationally been established as one set aside to honour those who drive our economy, are the backbone of society and ultimately enable civilisation. It is a day where we pay homage to and support those who form the building blocks of our nation through their invaluable

"Dit is die jaar van die amptenaar"

contributions they make to maintain and grow our communities. In light of this celebration on the first of May, I want to take this opportunity to thank you, our committed staff, who contributes to the daily running of the Overstrand. We are deeply appreciative of the high levels of service, dedication and co-operation that you so readily avail to the organisation. As I declared earlier, this is the "Year of the Official". To that end, I want to advise that I have added a new category to the upcoming Mayoral Awards – i.e. Overstrand Officials of the Year. Thus, officials will be recognised in the categories of Service Delivery, Client Service and Innovation. I therefore urge you to nominate those colleagues whom you feel have best served the Municipality in those av-

As we reflect on Worker's Day on 1 May, let's keep in mind the importance of going an extra mile in all our endeavours.

Remember, you won't be rewarded for doing what you're meant to do; you only get a salary for that! You're only rewarded for going an extra mile; performing beyond expectations.

To be successful in life you must be observant, proactive and willing to do more, think more, have a more holistic perspective and go beyond the call of duty.

Nothing but praise from Cape Epic teams

Beaming with pride at a ceremony to celebrate the double scoop of Hermanus being crowned the winner of the Best Town Spirit and Hermanus High School coming out tops in the Flyover Competition for their waving whale tail in the recently held 2017 Absa Cape Epic cycling event, Mayor Smith stated "Hats off to all involved – these awards are testimony to our ability to work together and use our incredible collective skill sets to host mega events like this to best effect, whilst also showcasing the Overstrand as a great place to play, work, live and invest." Cape Whale Coast Tourism Manager Frieda Lloyd added to the sentiment, saying: "Overstrand officials have worked very hard behind the scenes to ensure the organisation of this world class extravaganza appeared effortless and seamless to event goers. These committed individuals deserve a special mention".



**EDITOR'S NOTE**  
From Epic wins, to the celebration of staff; as too farewells, motivational stories and even tips for financial wellness....this issue has it all.  
Ek hoop jy geniet hierdie uitgawe netsoveel soos ons geniet het om dit te skep.  
**Charmaine Resandt**  
Redakteur/Editor



Encouraging the pursuit of best practice

Overstrand played host to representatives of the Kouga Municipality to engage in collaborative governance. Such visits are a valuable way to share information with other municipalities and provide the opportunity to find the best possible solutions to address challenges in ones' region. The guests were also taken on site visits to showcase various projects in Hermanus.



# NEEDING A BREAK?

## AN EASY GUIDE TO TAKING LEAVE

For some of you this is just a vague image of a time where you can unwind, relax and forget about the rush of the day-to-day office madness. Something many desperately long for.

For others, it is fairly familiar as you make use of it on a regular basis; albeit for studies, conferences, sport or the unfortunate illness. Regardless, a variety of leave is available to employees - of which the following applies.

### What is leave?

It is an indication that you, the employee will, for a specific reason and period, not be at the work place on a day/s that you would typically work.

### How does KRONOS affect the leave process?

The process stays unchanged and once final electronic approval is given, the leave will automatically integrate onto the KRONOS system.

LEAVE TYPE	DETAILS
Sick leave	<ul style="list-style-type: none"><li>Used when unable to work due to illness.</li><li>Doctor's certificate must be presented when away from work for more than two (2) days within an eight (8) week cycle, or when requested by employer where there is evidence of abuse of sick leave.</li></ul>
Maternity leave	<ul style="list-style-type: none"><li>An employee is entitled to three (3) months paid maternity leave per confinement.</li><li>To qualify, an employee must have one (1) year's continuous service with the employer.</li></ul>
Family Responsibility leave	<ul style="list-style-type: none"><li>An employee is entitled to five (5) working days paid family responsibility leave per annual leave cycle.</li><li>Reasonable proof must be supplied.</li><li>Family responsibility leave can be taken when:<ol style="list-style-type: none"><li>Employee's child is born or sick</li><li>Employee's spouse or life partner is sick</li><li>Employee's spouse or life partner, parent, adoptive parent, parent-in-law, grandparent, child, adopted child, grandchild or sibling passed away.</li></ol></li></ul>
Study leave	<ul style="list-style-type: none"><li>To qualify, an employee must have four (4) month's continuous service with the employer.</li><li>Used when employee is writing examination for council approved field of study.</li><li>One day can be taken for each day a subject is written plus an equivalent number of days for preparation.</li></ul>
Court leave	<ul style="list-style-type: none"><li>Used when employee must appear in Court of Law as witness.</li></ul>
Sport participation leave	<ul style="list-style-type: none"><li>Used when employee is elected by a recognized sports association which must be recognized by the South African Sports Confederation and Olympic Committee (SASCOC), to represent South Africa or the Province in a recognized international or national sports competition.</li></ul>
Occupational injuries (IOD)	<ul style="list-style-type: none"><li>Used when employee sustains injury or contract illness while performing official duties.</li></ul>

\* For full details on the different leave types, refer to the Main Collective Agreement and The Western Cape Collective Agreement available on the intranet under staff page.

# HATS OFF TO NTOMBI MTHOLO

Graduating with a BA (Hons) Business Administration is a big deal by anybody's standard. For Ntombi Mtholo, Senior Administrator in the Directorate Protection Services, it is an especially hard won achievement.

"Being a wife and working mom to two young kids meant studying part time was rather challenging. "However, through the grace of the Almighty and my wonderfully supportive husband, Siphelele I was able to give my studies the necessary attention," said Ntombi.

The one and a half year course was obtained through the reputable Johannesburg-based Southern Business School and covered modules such as Public Sector, Strategic Management, Leadership and International Relations.

Prior to that, Ntombi successfully completed a BA Admin and a Diploma (N6) in Management Assistance at Port Elizabeth College.

After taking a brief break to recharge her batteries, the next goal is to embark on a Masters

degree in Philosophy, Leadership and Coaching through the University of Johannesburg.

With the learning bug having firmly bitten, there's the very real understanding that relevant, recognised qualifications will serve to boost any aspirations of career advancement.

More importantly though, Ntombi hopes to serve as an inspiration to her 12-year old daughter, Ushile and seven-year son, Ayola. "My children need to know that education holds the key to the doors of opportunity. My wish is that they will learn from my example, work hard and strive towards becoming meaningful, productive citizens."

"I am also truly grateful to the municipality and Director Neville Michaels for presenting me with the chance to study further and thereby pave the way for better prospects in the work place. We must at all times seek to be agents of change and transformation - and education affords us that advantage," she enthused.



# LIEF & LEED · JOY & SORROW



Ruby Marais (L) and LED Director Soli Madikane (R). We're so glad we had this time together: "This is a bittersweet moment. Sad, because I'm saying goodbye to really great people who've become not just colleagues but my Overstrand Family. The good thing though is that I'll be getting married soon and I look forward to starting a whole new, exciting chapter of my life in Cape Town with my kids and hubby-to-be". So said Ruby Marais, former PA to LED director Soli Madikane, at her farewell event held at the Whitehouse on Friday, 24 March.



As deel van Beskermingsdienste se omvattende herstrukturingsproses, is verskeie verkeersbeamptes, wetstoepassers en brandweerpersoneel reeds bevorder. Nog aanstellings en nuwe geleenthede word in die vooruitsig gestel.

Neville Michaels, direkteur van Beskermingsdienste, het sy personeel gelukkigwens met die bevorderings en het bygevoeg dat dit duidelik is dat harde werk, toewyding, dissipline en opoffering beloon word.

Op die foto hierbo is Xen Titus (Senior Superintendent: Operasioneel), André Skots (Bestuursvertegenwoordiger: Voertuig Toetssentrum) en Patrick Africa (Assistent Hoof: Verkeer Operasioneel, Administrasie, Logistiek & Boetes. Heel links staan Rudi Fraser (Hoof: Verkeer, Wetstoepassing & Spesiale Taakspan) wie die range oorhandig het.



Big ups to Special Task Team's Philip de Gruchy (L) and HR's Nigel Floors (R) for recently coming to the rescue of their wheely-wheely grateful colleague, Charmaine Resandt - aka Ed



Sosiale rolbal kook! Theo Loubser, Morné Potgieter, Johan Potgieter, Rita Neethling en Francois Pretorius het vanaf 30 Januarie – 3 Februarie aan die jaarlikse rolbalbesigheidsliga op Hermanus deelgeneem. Tydens hierdie sosiale aandreëks, speel ervare rolbalspelers en nuwelinge wat nog nooit voorheen die spel gespeel het nie, saam in spanne. Spelers hoef nie in formele rolbalklere te speel nie en hulle moet net gemaklike skoene dra wat nie die baan sal beskadig nie. Theo meen dit is 'n goeie stresontlading en mense is gewoonlik verbaas hoeveel fisieke oefening hulle kry. "Dit is ook lekker om na afloop van die rolbal saam te kuier," het hy bygevoeg. Die Munisipaliteit Overstrand-span het altesaam negende van 42 spanne geëindig. "Welgedaan julle!" - Ed

## SPOT THE DIFFERENCE



Hermanus Finance goes green: (L-R) Carmen Nel, Daneline Siegelaar, Rozella Fisher and Angelo Ford. True to their blue are Engineering Services: (L-R) Miliswa Mantyi, Dennis Hendricks, Cecile Faro and Elton Boshoff. Shades of Autumn warms up the LED office: (L-R) Director Soli Madikane and acting-PA Zoliswa Poyo.



Angelo Ford (Hermanus Finance) seen at the Cape Cycle Tour in March before gale force winds brought the event to a halt. "Better luck next year, Angelo." - Ed



Gansbaai Administrasie se dames het Valentynsonbyt gehou op 14 Februarie.