

**AGENDA of the
Portfolio Committee : Investment & Infrastructure
2 August 2023
(Also the agenda for the Mayoral Committee Meeting : 16 August 2023)**

**6.
ERF 1179 HAWSTON: RECOMMENDATION TO USE THE PROPERTY AS AN
EXTENSION OF THE HAWSTON THUSONG CENTRE**

**A Le Roux
30 March 2023**

Manager: Property Administration

(028) 316-5623

1. Executive Summary

To obtain approval from Council to use the building on Erf 1179 Hawston, known as the “Selfboustoor”, as an extension of the Hawston Thusong Centre. See the locality maps attached as Annexures “A1 & A2”.

2. Service Delivery and Budget Implementation Plan - IGNITE

Infrastructure and Planning
Property Administration

3. Compliance with Strategic Priorities

Provision of democratic, accountable and ethical governance
Promotion of tourism, economic and social development

4. Delegated Authority

None

5. Legal Requirements

Municipal Asset Transfer Regulations (R. 878 of 2008)
Administration of Immoveable Property Policy of the Overstrand Municipality, as amended

6. Background/Discussion/Evaluation/Conclusion

Background/Discussion/Evaluation

The Sjechinah Christelike Sentrum leased Erf 1179 Hawston (the “Property”) from the Overstrand Municipality for community purposes for the period October 2001 to 31 July 2021. Sjechinah applied for a renewal of the lease agreement and on 13 April 2021 the delegated authority, being the Municipal Manager, rejected the renewal application of Sjechinah and decided that Erf 1179 Hawston should rather be leased by means of a competitive process as there were various interest in the Property.

**AGENDA of the
Portfolio Committee : Investment & Infrastructure
2 August 2023
(Also the agenda for the Mayoral Committee Meeting : 16 August 2023)**

Sjechinah applied retain occupation of the Property until such time as the tender process has been finalized, effectively this means an extension to the lease period. Sjechinah's main motivation for the extended occupation is that in the event of it vacating the Property by 31 July 2021 without the tender process having been finalised, it would be left vacant and vulnerable to vandalism and other possible criminal activities. Sjechinah further also confirmed that the organisation will abide by the decision to vacate once the tender process has been finalised. Sjechinah's assertion is correct. In the experience of the Property Administration Department, property left vacant is often quickly vandalised and falls into ruin and therefore this request was approved. In terms of this approval, Sjechinah must be provided with a three-month written notice period to vacate the Property.

The tender for the lease of the Property was advertised twice and the necessary processes were followed. The tender could not be awarded either of the times as there were technical and compliance issues with the bidders and bids received, leading to the tender not being able to be awarded to any of the bidders. There are still parties interested in the lease of the Property, being the Sjechinah Christian Centre, who currently occupies the Property, and the Catapult Foundation (Ms L Kensley/ Ms Bruinders) however, one cannot say with certainty whether their bid will be acceptable if the tender is advertised again.

The Property Administration Department was copied in an email from the Coordinator: Multi-Purpose Centre (WC322402), Ms Ronell Salies to the Manager: Social Development for the use of the Property as an extension of the Hawston Thusong Centre Services. In her email dated 25 January 2023 she motivates the request as follows:

“Previously we discussed the possibility of including the selfboustoor as an extension to Thusong. Currently the Thusong Centre is utilized by government departments and works on a booking system. Therefore, it is difficult to have set capacity building programs and social programs at the Thusong Centre example the older persons club meets twice a week on Mondays and Wednesdays. They must change their meeting dates every time there is another booking at Thusong. They also then have to pack up all the equipment for activities.

I also had numerous requests about youth and children's programs at Thusong however we cannot give specific days to this.

Some stakeholders also request a smaller venue for training sessions as the acoustic in the big hall is sometimes very bad for workshops.

I would like to suggest that we investigate the possibility of putting the selfboustoor as additional venue to Thusong.”

**AGENDA of the
Portfolio Committee : Investment & Infrastructure
2 August 2023
(Also the agenda for the Mayoral Committee Meeting : 16 August 2023)**

The response from the Manager: Social Development replied on 3 March 2023 was

"We have not yet lodged a request with Anja.

I have discussed it with the Director and provided him with an overview of the facility.

To strengthen our case, we will need to develop a business plan for use of the Thusong.

Will keep you updated if any decisions in this regard is made."

As an internal need was identified for the use of the Property, which must be considered before the Property is made available to the public again by means of a competitive bidding process, the matter was referred to the Municipal Manager who advised that the matter be presented to the Portfolio Committee and subsequently Council to decide on the future of the Property.

Conclusion

Taking the above into consideration, it is recommended that Erf 1179 Hawston be managed by the Municipality via the Co-ordinator: Multi-Purpose Centre (WC0322402) in the current Economic & Social Development & Tourism Directorate as an extension of the Thusong Centre in Hawston for a period of 12 (twelve) months from 1 November 2023, subject thereto that the Social Development Department submit a management plan to the Municipal Manager before 30 September 2023.

It is further recommended that the tariffs as mentioned in the report be applied to the management of Erf 1179 Hawston.

7. Financial Implications

The estimated income to be received in rental for one year at the current tariff will be R2,460.00 (TWO THOUSAND FOUR HUNDRED AND SIXTY RAND) (VAT INCLUDED). If an annual escalation of 6% is used, the estimated income for a period of 9 years and 11 months can be R32,078.41 (THIRTY-TWO THOUSAND AND SEVENTY-EIGHT RAND AND FORTY-ONE CENTS). Services charges are excluded from the calculation. The lessee will be responsible for the maintenance of the Property, excluding major repairs needed.

The responsible Directorate will have to budget for the maintenance of the Property, which amount cannot be quantified as yet. The Municipality will

**AGENDA of the
Portfolio Committee : Investment & Infrastructure
2 August 2023
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however gain more income from the various bookings the Municipality will receive for the use of the hall. Another advantage is that the Property can be made available more fairly and to various organisations with predetermined and approved tariffs. Although this proposal is that the Property be used as an extension of the Hawston Thusong Centre, the Property itself is smaller, hence it will be better to apply a combination of the tariffs for the Hawston Abalone Hall and Hawston Thusong Centre, these tariffs currently (2023/2024 financial year) being:

S40E	Baardskeerdersbos / Betty's Bay / Blompark / Buffelsjags /Eluxolweni/Fernkloof Hall /Hawston Abalone Hall/Kleinmond Youth Centre / Kleinmond Club House / Masakane / Moffat Hall / Mooiuitsig / Overhills / Pringle Bay / Proteadorp / Stanford / Stanford Committee Room / Zwellihle	Exclude VAT	Include VAT
		S40E4	Fundraising: (Karaoke) Per daytime or evening
S40E5	Funeral Tea (three hours)	146.96	169.00
S40E6	Local CBO's of vulnerable groups: one booking allowed 24 hours in advance of a social gathering to be scheduled only on week days between 08:00 - 16:30	no charge	no vat
S40E7	Non-fundraising events for Schools, other training institutions and sport & recreation	293.91	338.00
S40E8	Meetings: Local CBO's and NGO's per hour - Meetings free of charge for the Elderly	33.91	39.00
S40E9	Non-fundraising (parties) Per daytime or evening	178.26	205.00
S40E10	Use of Kitchen - Fundraising events per event	323.48	372.00
S40E11	Use of Kitchen - Non Fundraising	323.48	372.00
Note	Daytime = 07:00 - 17:00 // Evening = 18:00 - 24:00 (Charge seperately)		
S40J	Kleinmond Civic Center Hall, & Hawston Thusong Centre		
S40J4	Church Services per day	111.30	128.00

8. Staff Implications

The current core function of the Co-ordinator: Multi-Purpose Centre is to serve as the centre manager for the Thusong Centre, irrespective of the size of the said centre. If the Thusong Centre building itself is to be extended in the future, it will have no effect on the incumbent's task level as the function stays the same. In this case it can be motivated that the Thusong Centre building is not being extended physically, but the function to manage is extended with the inclusion of the hall situated on Erf 1179 Hawston. This said, the task level of an incumbent is not determined on the quantity of work, but is determined considering, amongst others, the following factors:

- Responsibilities, tasks, activities and duties attached to the post.
- Frequency and complexity of the work content.
- The application/demonstration of a higher order of knowledge and know-how.

**AGENDA of the
Portfolio Committee : Investment & Infrastructure
2 August 2023
(Also the agenda for the Mayoral Committee Meeting : 16 August 2023)**

- Identifiable factors increasing the physical or mental stress.

The Manager: Social Development indicated that if Council approves the recommendation, another general worker (cleaner) will be needed as the Hawston Thusong Centre only has one general worker (cleaner). He indicated that this need can be addressed by making use of EPWP workers.

If the Property is to be managed by the Municipality, the Coordinator: Multi-Purpose Centre, Ms R Salies, as well as the Manager: Social Development will have more functions to attend to, but this will not automatically have an effect on their respective Task levels.

9. Comments from other Departments, Divisions and Administrations

None

10. Annexures

Annexures A1 & A2: Locality Maps

RECOMMENDATION TO THE COUNCIL:

1. that Erf 1179 Hawston be managed by the Municipality via the Co-ordinator: Multi-Purpose Centre (WC0322402) as an extension of the Hawston Thusong Centre for a period of 12 (twelve) months from 1 January 2024, subject thereto that the Social Development Department submit a management plan to the Municipal Manager before 30 November 2023; and
2. that the following Council approved tariffs be made applicable to the management of the hall on Erf 1179 Hawston until such time alternative tariffs are approved, if required:

S40E	<u>Baardskeerdersbos / Betty's Bay / Blompark / Buffelsjags /Eluxolweni/Fernkloof Hall /Hawston Abalone Hall/Kleinmond Youth Centre / Kleinmond Club House / Masakane / Moffat Hall / Mooiuitsig / Overhills / Pringle Bay / Proteadorp / Stanford / Stanford Committee Room / Zwelihle</u>
S40E4	Fundraising: (Karaoke) Per daytime or evening
S40E5	Funeral Tea (three hours)
S40E6	Local CBO's of vulnerable groups: one booking allowed 24 hours in advance of a social gathering to be scheduled only on week days between 08:00 - 16:30
S40E7	Non-fundraising events for Schools, other training institutions and sport & recreation
S40E8	Meetings: Local CBO's and NGO's per hour - Meetings free of charge for the Elderly

**AGENDA of the
Portfolio Committee : Investment & Infrastructure
2 August 2023
(Also the agenda for the Mayoral Committee Meeting : 16 August 2023)**

S40E9	Non-fundraising (parties) Per daytime or evening
S40E10	Use of Kitchen - Fundraising events per event
S40E11	Use of Kitchen - Non Fundraising
Note	Daytime = 07:00 - 17:00 // Evening = 18:00 - 24:00 (Charge separately)
S40J	<u>Kleinmond Civic Center Hall, & Hawston Thusong Centre</u>
S40J4	Church Services per day

RESPONSIBLE OFFICIAL :

M ERASMUS

TARGET DATE FOR IMPLEMENTATION :

29 SEPTEMBER 2023

TARGET DATE TO INFORM APPLICANT :

15 SEPTEMBER 2023

TARGET DATE TO INFORM OBJECTOR :

N/A

**AGENDA of the
Portfolio Committee : Investment & Infrastructure
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**A Le Roux
30 March 2023**

Manager: Property Administration

(028) 316-5623

**THIS MATTER SERVED BEFORE THE INVESTMENT & INFRASTRUCTURE
PORTFOLIO COMMITTEE ON 2 AUGUST 2023, WHICH COMMITTEE
RECOMMENDED AS FOLLOWS:**

RECOMMENDATION TO THE COUNCIL:

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RESPONSIBLE OFFICIAL :	M ERASMUS
TARGET DATE FOR IMPLEMENTATION :	29 SEPTEMBER 2023
TARGET DATE TO INFORM APPLICANT :	15 SEPTEMBER 2023
TARGET DATE TO INFORM OBJECTOR :	N/A



