

**AGENDA of the
Portfolio Committee : Infrastructure & Planning
22 November 2016
(Also the agenda for the Mayoral Committee Meeting : 02 December 2016)**

**7.
RELOCATION PLAN FOR MANDELA SQUARE, INFORMAL SETTLERS ON
QHAYIYA SECONDARY SCHOOL TO HOUSING ADMIN SITE TEMPORARY
RELOCATION AREA (TRA)**

17/5/5/2/5

A Jacobs

(028) 313 5075

Hermanus Administration

19 October 2016

1. Executive Summary

The purpose of the report is to provide Council with an update regarding the progress on the Zwelihle Upgrading of Informal Settlements Project (UISP) with reference to the phasing of the project and specifically focusing on the first phase which consists of the upgrading of Mandela Square and subsequent relocation of those families staying on Mandela Square to the Housing Admin Site Temporary Relocation Area (TRA) as well as those informal settlers currently residing on a portion of the Qhayiya Secondary School in Zwelihle. For the implementation of this first phase a proposed "Relocation Plan" has been compiled, which will also form part of this report.

2. Service Delivery and Budget Implementation Plan - IGNITE

Directorate: Infrastructure & Planning

3. Compliance with Strategic Priorities

Provision of democratic, accountable and ethical governance

Provision and maintenance of municipal services

Creation and maintenance of a safe and healthy environment

The encouragement of structured community participation in the matters of the municipality

Promotion of tourism, economic and social development

4. Delegated Authority

Executive Mayor

5. Legal Requirements

Constitution of SA, 1996

Housing Act, 1997 (Act 107 of 1997)

National Housing Code, 2009

Local Government: Municipal Finance Management Act, 2003 (Act 56 of 2003)

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Local Government: Systems Act, 2000 (Act 32 of 2000)
Overstrand Municipality Housing Selection Policy for Beneficiaries in
Ownership-based Subsidy Project, 2015

6. Background/Discussion/Evaluation/Conclusion

Background

The Provincial Department of Human Settlements (DoHS) approved the Zwelihle Upgrading of Informal Settlement Project (UISP) during 2012. The UISP project entails the upgrading of the seven informal settlements in Zwelihle as well as construction of BNG top structures on three greenfield sites, namely Garden Site (58 units), Site C2 along Swartdamroad (132 units) and Housing Admin Site in Stil Street (164 units). The project will be implemented in phases, which has been workshopped and accepted by the Zwelihle community. A Copy of the Phasing Plan also depicting the location of each site is attached as Annexure A.

As part of the implementation of this project, the construction of a Temporary Relocation Area (TRA) is required as a result of the high densities of informal dwellers residing in the seven different informal settlements. Families will therefore have to be temporarily relocated elsewhere before construction / installation of civil services can commence on these sites (informal settlements). The Housing Admin Site was identified for this purpose and approved as the TRA by way of a Departure by Council on 30 March 2016. The units constructed in the TRA are partially completed houses, similar to those in the Mount Pleasant Project, with the only difference being that the final inside finishes will not be completed. A Prepaid meter for electricity will be installed for every family and one wetcore (toilet structure with a washbasin and tap) will be provided per erf, to be shared by two families. An Occupancy Agreement will have to be signed by each family prior to occupation of a unit.

A Relocation Plan has been compiled to set out the different actions, roles and timeframes for the implementation of specifically the first phase of the project, which will be fully explained under the Discussion. A copy of the Relocation Plan is attached as Annexure B.

Discussion / Evaluation

Phasing of UISP Project

Annexure A depicts the phasing of the UISP project as well as the order of priority in which the development will take place. The first phase entails the upgrading of Mandela Square. Qualifying beneficiaries currently residing in Mandela Square will be relocated to the 58 units developed on the Garden Site and the remaining families will be temporarily moved to the TRA whilst installation of infrastructure is in progress on Mandela Square. It is estimated

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that the families will stay in the TRA between six to nine months. Once upgrading is completed, families will be moved back from the TRA onto serviced sites, leaving the TRA available to accommodate the families from Transit Camp and Asazani, as the upgrading of these two areas form the second phase of the UISP project.

Informal Settlers currently illegally occupying a portion of the Qhayiya Secondary School (approximately 55 families) will also be relocated to the TRA together with the Mandela Square families as the school site has to be vacant by the end of February 2017 to allow the Education Department to begin with the construction of a new school building. These families will have to stay in the TRA until such time that the units on Site C2 (for those qualifying for BNG housing) and the upgrading of Tambo Square Informal Settlement (those who do not qualify for BNG housing), which forms of the third phase of the UISP project, has been completed after which they will be relocated onto serviced sites.

As mentioned above and depicted on Annexure A, the development / upgrading of Transit Camp and Asazani is the second phase of the UISP project, and these families will also have to be temporarily relocated to the units on the TRA whilst upgrading of the informal settlement is taking place. Due to the large number of families currently living in the two settlements, upgrading will possibly have to be done in two phases, first clearing one half of the site then after completion of that portion, doing the other half, as there are only 250 units available in the TRA. Qualifying beneficiaries will be accommodated in the BNG units which will be constructed on Site C2 along Swartdamroad whilst those not qualifying will be relocated back onto serviced sites in Transit Camp and Asazani, leaving the TRA available for the third phase.

The third phase of the development entails the upgrading of Tambo Square and New Camp, and those qualifying for subsidies will also be accommodated on Site C2 along Swartdamroad whilst the remaining families will be moved to the TRA until such time that the upgrading of the two areas are completed, after which they will be relocated back onto serviced sites.

The fourth and final phase entails the upgrading of Tshepe-Tshepe and Serviced Site. These qualifying beneficiaries will be accommodated in the BNG units on the Admin Site. The refurbishment and completion of these units on the Admin Site will only be done once the last families forming part of the third phase has been relocated back to Tambo Square and New Camp. The families not qualifying will be accommodated on serviced sites in Tshepe-Tshepe and Serviced Site once upgrading is complete.

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Provision of Services

It is important to note that communal services in terms of water and sanitation will be provided in the TRA at no cost to the beneficiaries of the units. The Municipality will provide those services on the same basis as in the informal settlements from where these families will be relocated, only at a lower ratio. Two families (units) will share one wetcore (toilet, tap and washbasin) for which they will be responsible and maintenance thereof in terms of cleaning will be their shared responsibility. Each wetcore will have a stopcock which can be closed should a problem occur and this will ensure that the other occupants are not affected. Each TRA unit will be supplied with a pre-paid electricity meter and the beneficiaries will be responsible for purchasing their own electricity. The Operational Department will be responsible for refuse removal.

Relocation Plan

The Relocation Plan referred to in the Background, has been specifically compiled to highlight the actions required to implement the first phase of the UISP project, being the relocation of the families on Mandela Square and on the Qhayiya Secondary School site to either Garden Site (qualifying beneficiaries) or to the TRA on the Housing Admin Site. A copy of the Relocation Plan is attached as Annexure B. The actions required for the successful implementation of the Mandela Square and Qhayiya School Informal Settlers relocation are set out in the Relocation Program, together with the timeframes by when every item listed must be completed linked to the responsible Manager / Directorate.

Conclusion

In conclusion, the following recommendations are made:

1. That Council take note of the progress and phases of the Zwelihle Upgrading of Informal Settlements Program as depicted on Annexure A;
2. That Council take note of and approve the Relocation Plan for the implementation of the first phase of the Zwelihle UISP program, as per the attached Annexure B;
3. That given the provision of communal services, Council approves that residents not be charged for services (water, sanitation & refuse) except for the purchasing of pre-paid electricity services; and
4. That Council grants consent / approval not to charge any rental for the temporary units (20m²) to be occupied by informal settlement residents.

7. Financial Implications

A minimum of three (3) additional staff members in the Housing Department will be employed at an estimated cost to Council of R100 000.00 for six (6) months as provided for in the 2016/2017 Budget (year 01).

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8. Staff Implications

As per paragraph 7 above.

9. Comments from other Departments, Divisions and Administrations

Director Community Services: Mr R Williams – (028) 313 8156

“I am in agreement with the contents of the Report.”

10. Annexures

Annexure A: Zwelihle UISP Phasing & Locality Plan

Annexure B: First Phase Relocation Plan

RECOMMENDATION:

1. that the progress and phases of the Zwelihle Upgrading of Informal Settlements Program as depicted on Annexure A, **be noted**;
2. that the Relocation Plan for the implementation of the first phase of the Zwelihle UISP program, as per the attached Annexure B, **be approved**;
3. that, given the provision of communal services, **residents not be charged for services** (water, sanitation & refuse) except for the purchasing of pre-paid electricity services; and
4. that **no rental** for the temporary units (20m²) to be occupied by informal settlement residents, **be levied**.

RESPONSIBLE OFFICIAL :

A JACOBS

TARGET DATE FOR IMPLEMENTATION :

15 DECEMBER 2016

TARGET DATE TO INFORM APPLICANT:

N/A

TARGET DATE TO INFORM OBJECTOR:

N/A

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A Jacobs

19 October 2016

(028) 313 5075

Hermanus Administration

**THIS MATTER SERVED BEFORE THE JOINT PORTFOLIO COMMITTEE ON
22 NOVEMBER 2016, WHICH COMMITTEE SUPPORTED THE RECOMMENDATION**

RESPONSIBLE OFFICIAL :

A JACOBS

TARGET DATE FOR IMPLEMENTATION :

15 DECEMBER 2016

TARGET DATE TO INFORM APPLICANT:

N/A

TARGET DATE TO INFORM OBJECTOR:

N/A



Annexure A

Swartdam Weg

Housing Admin Site

Transit Camp

Asazani

New Camp

Thambo Square

Serviced Site

Tsepe Tsepe

Mandala Square

Garden Site



**RELOCATION PLAN FOR MANDELA SQUARE FAMILIES AND INFORMAL SETTLERS ON QHAYYA SECONDARY SCHOOL TO HOUSING ADMIN SITE
TEMPORARY RELOCATION AREA (TRA)**

NO	ITEM	ACTIONS	RESPONSIBILITY	TIME FRAME	FUNDING & NOTES ON ACTIONS / RESPONSES
1	Beneficiaries	<ol style="list-style-type: none"> 1. Provide Lists (Garden Site) 2. Subsidy Applications 3. Approvals from DoHS 4. Verification 	<p>Housing Administration Manager</p> <p>Motlekar</p> <p>Motlekar</p> <p>Housing Administration Manager</p>	<p>Done</p> <p>August – September 2016</p> <p>03 October 2016</p> <p>17 October 2016</p>	<p>38 Approvals – Last 16 to be finalised</p> <p>20 Outstanding approvals awaited</p> <p>Awaiting Approvals from DoHS</p>
2.	Numbers for Relocation	<ol style="list-style-type: none"> 1. Survey of Shacks 2. Verification 3. Allocation of (a) Affected Families to TRA and (b) TRA to serviced sites 	<p>Motlekar / Housing Admin Manager</p> <p>Housing Administration Manager</p> <p>Motlekar / Housing Administration Manager</p>	<p>30 September 2016</p> <p>30 November 2016</p> <p>30 November 2016</p>	<p>Only Tambo Square still outstanding – Motlekar to confirm if completed</p> <p>This will include Deed Search to determine who owns other property in Overstrand – will not be assisted as part of UISP</p>
3.	Public Participation	<ol style="list-style-type: none"> 1. Social Compact Meeting 2. Information Meeting with Mandela Square Community & Tambo 	<p>Housing Admin Manager</p> <p>Motlekar / Housing Administration Manager / Project Manager</p>	<p>27 September 2016</p> <p>Date to be determined but will happen before 30 November 2016</p>	<p>Done</p> <p>This will be the 1st introduction Meeting</p>

		Community				
		3. Induction Meeting with Social Compact	Motlekar / Housing Administration Manager / Project Manager	29 October 2016	As per request from Social Compact to explain UJSP program	
4.	Garden Site Hand-Over	1. Practical Completion	Motlekar	24 October 2016		
		2. Final Occupation Certificates	Building Inspector	14 November 2016		
		3. Hand over to Beneficiaries	Housing Administration Manager / Motlekar	14 – 25 November 2016		
5	Admin Site TRA Boundary Wall	1. Construction Start Date	Senior Manager: Engineering Services	17 October 2016	Contractor on Site	
		2. Completion Date	Senior Manager: Engineering Services	15 December 2016		
		3. Meeting with Beach Club	Project Manager / Senior Manager: Engineering Services / Motlekar	20 October 2016	To discuss additional funding for construction of boundary wall	
6.	Admin Site TRA Interim Hand-Over (Units only)	1. Practical Completion	Motlekar	31 October 2016		
		2. Temporary Occupation Certificates	Building Inspector	14 November 2016		
		3. Hand over to Municipality	Project Manager / Senior Manager: Engineering Services	14 November 2016		
		4. Security of Units	Director: Protection Services	14 November 2016	Will arrange two security personnel – area to be totally fenced off	
		5. Insurance for TRA Units	Project Manager	1 November 2016	Memo to CFO – insurance to be arranged from 1	

					November 2016
		6. Appointment of TRA Manager	Director Community Services / Housing Administration Manager	31 January 2017	Appointment must be made prior to relocation taking place.
7.	Installation of Wetcores on TRA	1. Approval from DoHS	DoHS	31 October 2016	Awaiting Resolution
		2. Installation Programme Required & Start Date	Motlekar	1 November 2016	Dependent on Approval from DoHS
		3. Completion Date	Motlekar	31 January 2017	Dependent on Approval from DoHS
8.	Installation of Electricity on TRA	1. Installation Programme Required	Senior Manager: Electrical Services	Done	
		2. Installation Start Date	Senior Manager: Electrical Services	19 September 2016	Contractor on site
		3. Security	Senior Manager: Electrical Services	Holiday Period	To be arranged with electrical contractor
		4. Completion Date	Senior Manager: Electrical Services	28 February 2017	
9.	Move Tambo Square Families to TRA	1. Documentation	Director Community Services / Housing Administration Manager	30 November 2016	Occupation Agreement – Director Community Services, Property Admin Manager & Legal Services Manager to discuss and finalise
		2. School Site Boundary	Senior Manager: Engineering Services / Housing Administration Manager	30 November 2016	Senior Manager: Engineering Services to show school site boundary to Housing Admin Manager to determine which families must be

				provide list of local Contractors – Housing Admin Manager to follow up. Relocation program required to determine costs. Director: Community Services to arrange for EPWP assistance
			Housing Administration Manager / Senior Manager: Electrical Services	February 2017
	3. Removal of pre-paid meters / electrical installations			Housing Admin Manager to provide Senior Manager: Electrical Services with relocation programme in order to arrange for removal of electrical equipment.
	4. Storage of Material		Director Community Services / Housing Administration Manager	February 2017
	5. Site Clearance		Housing Administration Manager / Operational Manager	February 2017
				As soon as families are relocated – Director Community Services & Housing Administration Manager to arrange
				Must be budgeted for
11.	Admin Site TRA			
	1. TRA Acceptance		Director Community Services / Housing Administration Manager	February 2017
	2. Occupation Agreement		Housing Administration Manager	February 2017
	3. Site Security		Director: Protection	Holiday Period
				Complete TRA with electricity and wetcores
				Agreements must be signed prior to families being relocated.
				Will arrange two

			Services			security people – area to be totally fenced off
		4. Operational Issues	Housing Administration Manager / TRA Manager	Ongoing		Refuse removal, maintenance / repair of wetcores
		5. Refurbishment	Motlekar	Ongoing		After completion of each phase of relocation
12.	Upgrading of Mandela Square	1. Relocation of Families to TRA	Housing Administration Manager / Motlekar	February 2017		
		2. Securing of Vacant Site	Housing Administration Manager	March 2017		Housing Administration Manager to arrange with his existing contractor that is monitoring the informal settlements
		3. Construction of Civil Services Start	Motlekar	April 2017		
		4. Installation of Electricity	Senior Manager: Electrical Services	July 2017		Contractor must be on site by the 1 st of July to ensure that project is completed by end October 2017 – Senior Manager: Electrical Services to ensure that it is on budget for 2017/2018
		5. Construction of Civil Services Completed	Motlekar	October 2017		
		6. Relocation of Families onto Serviced Sites	Housing Administration Manager	November 2017		

13.	Move Non-Qualifiers from TRA to Mandela Square (Serviced Sites)	1. Allocation of serviced sites	Housing Administration Manager	October 2017	
		2. Finalisation of Rental Agreements	Housing Administration Manager	October 2017	
		3. Signing of Rental Agreements	Housing Administration Manager	October / November 2017	
		4. Transport to Mandela Square	Housing Administration Manager / Motlekar	November 2017	
		5. Issuing of Building Material	Housing Administration Manager	November 2017	
14.	Enhanced EHP Kit Application	1. Preparation of funding application and motivation	Project Manager / Motlekar	February 2017	
		2. Submission to DoHS	Project Manager / Motlekar	March 2017	
		3. Approval from DoHS	DoHS		

	NAME	POST DESIGNATION	DIRECTORATE
1.	Roderick Williams	Director: Community Services	Community Services
2.	Stephen Muller	Director: Infrastructure & Planning	Infrastructure & Planning
3.	Neville Micheals	Director: Protection Services	Protection Services
4.	Koos du Plessis	Senior Manager: Electrical Services	Infrastructure & Planning
5.	Dennis Hendriks	Senior Manager: Engineering Services	Infrastructure & Planning
6.	Briand Louw	Project Manager: Housing	Infrastructure & Planning
7.	Frankie Frans	Housing Administration Manager	Community Services
8.	Anja Kotze	Manager: Property Administration	Infrastructure & Planning
9.	Lionel Wallace	Legal Advisor	Management Services
10.	Peter Burger	Operational Manager	Community Services
11.	Buli Plaaityjies	Manager: Hermanus Administration	Community Services