

Phambili!

Vorentoe/Forward



Uitgawe/Issue 1/2011

January/February 2011

EDITOR'S NOTE

FOKUS OP JOU DOELWITTE

Met twee maande van die nuwe jaar reeds agter die rug, is dit 'n goeie tyd om jou voornemens vir 2011 weer in oënskou te neem. Hou jy nog daarby? As jy 'n stryd het om by jou voornemens te hou, is daar goeie raad: fokus net op een op 'n slag. Verandering word meestal teweeggebring danksy 'n langdurige proses. Deur te fokus op wat jy uiteindelik wil bereik, sal die pad om daar uit te kom veel duideliker word.

'n Goeie voorbeeld: as jy gewig wil verloor, stel jousef voor as die persoon wat jy wil wees. Daarna is dit vanselfsprekend dat jy minder moet eet en meer oefening moet doen. Stel nou vir jousef mylpale en teikendatums voor. Maak seker dat jy jousef gereeld goed bekijk en beloon jousef sodra jy jou doelwit bereik het. Indien jy dalk nie so suksesvol vorder nie, herbeplan met nuwe doelwitte en pas jou strategie aan deur selfs meer oefening te doen en selfs minder te eet. So eenvoudig is dit: as jy jou daarop toelê, sal jy jou mikpunt bereik.

Was die matrieks van 2010 nie 'n aansporing vir ons almal nie? Ten spyte van al die uitdagings van 2010 – lang vakansies, die afleiding van sokker en 'n staking deur onderwysers – was dié leerders toegewyd en vasberade. Hulle het geleenthede aangegryp om bykomende onderrig op TV en oor die radio, asook by die skool, te ontvang en het deur die eindeksamen gedraf.

To all the parents who gave full support to their children under these circumstances, well done! See p3 for the list of our colleagues' children who passed matric. Thank you for this inspiration to keep on supporting our children. Their future is in our hands. If you give up on them, you will regret it for the rest of your life.

On 14 February we celebrated Valentine's Day. Some of us used this day as a spur for that marriage proposal or an opportunity to show their romantic side to their special love by giving roses or a suitable gift.

However, for those whose lives are almost as empty as the De Bos Dam? I hope they have invited their single friends and spent the day together.

To all of you, whether you had someone to spend the day with or not, I hope you had a happy Valentine's Day!

Until next time.

NOLUTHANDO ZWENI
REDAKTEUR/EDITOR



GOOD NEWS REPORT

The 2009/2010 Annual Report of Overstrand Municipality as well as that of OLEDA were tabled by the Executive Mayor during the special council meeting of 26 January 2010 and the good news is that we received an unqualified audit report for the fourth consecutive year.

In her foreword Executive Mayor Nicolette Botha-Guthrie said it is an excellent report for a municipality that managed to show top performance and growth under difficult economic circumstances. She praised her predecessor, Mr Theo Beyleveldt, who was the mayor during the report period, for putting systems and mechanisms in place to monitor service delivery and budget implementation and to effect changes timeously.

An annual report is one of the most important guiding documents for any municipality in its quest to achieve its constitutional object of providing democratic and accountable governance to local communities.

Structured in a way to give easy access to important municipal information it is notable that one of the most detailed chapters are dealing with human resources and organisational management. In it one can find information about the TASK job grading, staff movements, performance management, training and skills development and employment equity.

At 30 June 2010 there were 1070 employees and the fixed establishment. For the year under review there were 50 terminations (5 percent of the staff component) of which 14 discretionary resignations.

IMPLEMENTATION OF PMS

Management has decided to introduce a policy that is focused on motivating employees and recognising them for their hard work - this scheme is called a performance management system.

The Performance Management System (PMS) Implementation Policy and Rewards and Incentives Policy were approved by council in October 2008. The responsibility for the implementation of these policies resides with the Human Resources Department within the Management Services Directorate.

The Rewards and Recognition Committee (RRC) was constituted on 21 May 2010. The RRC mandate includes among



The meeting was attended by a representative of the Auditor-general, Mr Ashley Olckers, and he was presented with a copy of the Annual Report by the Executive Mayor, Cllr Nicolette Botha-Guthrie. Also present were the Municipal Manager, Mr Werner Zybrands (left), Strategic Services Manager, Ms Desirée Arrison (second from right) and Financial Director, Mr Henk Kleinloog

nations. Recruitment were down when compared with the previous year because of moratorium on the filling of vacancies which was lifted only in October 2009.

Also noticable is that the management processes to control absence from work is very effective. The average number of sick leave days per annum per employee was 5.61 during 2009/10, a bit up from the 5.52 in 2008/9, but still much better than the 22.43 recorded in 2005/6. Family responsibility leave dropped from 4.71 days per employee in 2008/9 to 2.71 in 2009/10.

With regard to the municipality's finan-

cial statements the report reveals that Overstrand had an income of R520 million in 2009/10, which is a great improvement of the R428 million received in 2008/9. Expenditure, however, also showed a sharp growth from R398 million in 2008/9 to R557 million in 2009/10. This can be ascribed to a sharp rise in the provision made for depreciation and amortisation from R34 million (2008/9) to R101 million (2009/10) as well as in the cost of bulk purchases (electricity). Due to this mainly paper entry the bottom line for Overstrand Municipality is a loss of R9 million.

others to decide the best possible way for the roll-out of the Performance Management System. The RRC took due cognisance of the embedded risk of rolling out a system of this magnitude to the entire Municipality. It decided that the roll-out of the PMS would be done in two phases. Phase one included staff members on the old 'Van der Merwe' salary scales 0 to 6, while phase two included the remainder of the staff members.

To assist the Municipality in the roll-out and maintenance of the Performance Management System the Municipality procured the Ignite PMS system. Ignite provided training in the awareness of per-

formance management, development of Performance Plans and the evaluation of Performance Plans to phase one officials.

Staff members involved in phase one completed their Performance Plans electronically as well as submitting signed hardcopies to Human Resources for record keeping. These officials are currently busy with the first formal evaluation that was scheduled for completion by the end of January 2011.

Training for phase two employees is expected to commence during March 2011. The exact dates and venues for this training will be communicated to all affected staff members in due course.

ICT STRATEGY SESSION 2011

Research has indicated there is in general a need for a better understanding of ICT services and systems and the value it can add to enable cost effective service delivery.

In his opening statements the Director: Management Services, aptly referred to this first ever event in the Overstrand Municipality as "the power of the collective".

The ICT strategy session was attended by 61 executive and senior officials with representations from all Directorates in the municipality. The business imperative of this session was further emphasized with the presence of the Executive Mayor, the Municipal Manager, two of our Councillors and the Directors.

The primary objectives of the strategy session were:

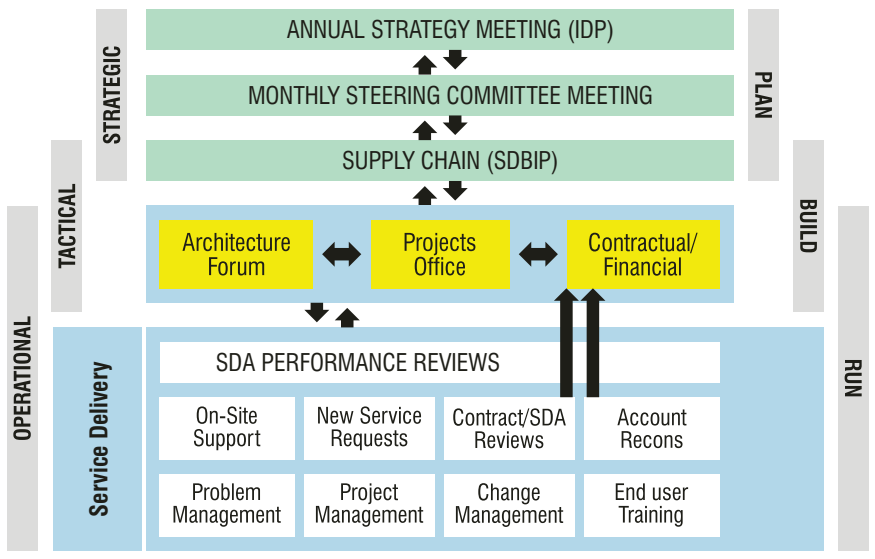
1. To establish a culture of mutual understanding between the ICT Division and the lines of business in the Overstrand Municipality on how ICT can add value to ensure cost effective and sustainable service delivery in the Overstrand Municipality;
2. To establish principles of co-management and effective communications between ICT, lines of business and external service providers in building ICT solutions that will enable cost effective and sustainable service delivery;
3. To identify specific challenges in our current ICT environment and what measures should be deployed to improve ICT services and systems in the Overstrand Municipality.

An ICT service delivery framework was proposed to establish a culture of effective governance and co-management that will enable the Overstrand Municipality to develop sustainable business systems that is cost effective and operationally efficient.

It was also emphasized that quality service delivery to all our communities and stakeholders are primarily dependant effective business processes with clearly defined roles and responsibilities. ICT systems are only enabling to assist with quality service delivery.

The concept of structure follows strategy was ex-

OVERSTRAND MUNICIPALITY ICT SERVICE DELIVERY FRAMEWORK



plained. Business processes and ICT systems form an integral part of cost effective service delivery. A best practice approach was proposed to ensure that future ICT projects will be delivered on time, within specifications and within budget.

Effective contract management also forms an integral part of the Service Delivery Agreements (SDA's) with service providers. Ongoing performance monitoring and events management will ensure compliance to management expectations and that the anticipated "value for money" is achieved.

The diversity of ICT business systems and architectures currently deployed in the Overstrand Municipality also create major challenges, from a technology as well as a management perspective. The concept of co-management to address these matters to find acceptable solutions were debated and agreed.

Jaap van Staden concluded that for the ICT Department, the bar has been raised once again. But at least now, for the first time, we are in partnership with our most valued client – the management and staff of the Overstrand Municipality.



Mayor Nicolette Botha-Guthrie with municipal employees at Hermanus work yard.

"CONGRATULATIONS"

Staff members of Protection Services and Community Services were congratulated by the Executive Mayor on their excellent performance during the summer holiday period.

Ms Nicolette Botha-Guthrie requested gatherings with these departments to thank everyone who worked tirelessly and sacrificed family time to ensure that others could enjoy a problem free holiday.

Nicolette took this initiative to show her and Council's appreciation for a job well done.

"It is due to your hard work that there were not many reported road accidents and not a single drowning at our blue flag beaches," the Mayor said. "Everywhere you went in the Overstrand the streets were clean, showing visitors why we deserve to retain the status of being the Cleanest and Greenest town in 2011."

She further thanked all employees for the effort, dedication and time they put in their jobs. "We must all unite to make this area the best in the world and may we always strive to be the centre of excellence," she concluded.



Mayor Nicolette Botha-Guthrie on parade with Protection Services in the banquet hall.

LIEF & LEED • JOY & SORROW



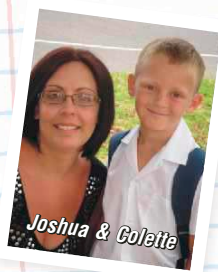
Hanri Pretorius



Daniel Conradie

Class of 2010

- **Christine Rust**, daughter of the Finance Department's Rian, was head girl of Hermanus High last year and achieved an A aggregate.
- **Kayleen Monique Aplon**, daughter of the Traffic Department's Carrline Spandiel.
- **Arlin John Frans**, son of Housing Manager Frankie Frans, attended Hermanus High and passed his matric.
- **Hanri Pretorius**, daughter of the Hermanus Area Manager's secretary Rentia, attended Hermanus High and passed with a B average.
- **Daniël Conradie**, son of IT Help Desk's Linda Conradie, passed matric at Hermanus High.
- Hanre Blignaut's eldest daughter, **Marli**, passed her matric at Paarl Gymnasium High School.

GRADE 1^S OF 2011

Joshua & Colette



Joshua



Gavin



Stoffie

Gansbaai: Christof (Stoffie) son of Debrane Dahl, a Principal Clerk: Human Resources, Gansbaai. **Kleinmond:** Joshua Rossouw son of Colette Rossouw; Carolyn daughter of Neville Green; Anke daughter of Suritha Roux. **Hermanus:** Curisia daughter of Tasneem De Roode

PASSED AWAY

Barney Snyman, an electrician who worked at the Electrical Department in Onrus, passed away on Sunday 9 January 2011. He started working for the municipality in February 2010. He felt sick during July 2010 and had been booked off since. He was an experienced worker who worked in the Congo and England. It is quite hard to find a person of his caliber – he fitted in easily and adapted well to the new working environment. We will surely miss him.



Barney Snyman

• André Smith (50), 'n lid van 'n groot gesin in die Hangklip-gebied waar sy vader, Klonkies, alombekend was, is op 5 Januarie tragies dood nadat hy in 'n stryery met sy lewensmaat met 'n mes gesteek is. Die voorval het in Mooiuitsig, waar hulle gewoon het, gebeur. 'n Klag van moord word ondersoek. André het sedert 1996 vir die munisipaliteit gewerk. Hy word oorleef deur vier broers en drie susters.

• The mother of Sanet Otto of Gansbaai passed away.

Remember this day

*I woke up this morning
and knew that today
the sun would not be shining
and the clouds would be grey.*

*As I stepped outside,
rain fell upon my head.
The car wouldn't start,
so I walked to school instead.*

*I forgot all of my assignments,
I failed all of my tests.
I dropped my head in disgust
and asked the Lord for one request.*

*'Lord, why is it that
things won't go my way?'*

*He gently replied,
'Dear child it is because
you didn't thank me yesterday.*

*I woke you up and enabled
you to see the sun again.
I gave you shelter,
protected your family, and even let
you make a new friend.*

*I blessed you far
greater than I ever had before.
But you were too busy to
thank me once more.*

*You didn't feel sick
because I maintained your health.
You had money in your pocket
because I maintained your wealth.*

*You had shoes on your feet
and clothes to wear, too.
You had plenty of food to eat,
and what did you do?*

*You ignored me and went
about your tasks.
But when you wanted something
you never hesitated to ask.*

*I was there when you needed me
and that wasn't too long ago.
But when things started going your way,
it was Me you did not know.*

*As if that weren't enough,
I provided your favourite luxuries.
This was something I didn't have
to do - they weren't even necessities.*

*And when it was time to get on your
knees and show your gratitude,
you decided that after such a
fulfilling day you weren't in the mood.*

*So I decided to
give you a little test
to show you how it would feel
to stop being blessed.*

*I began to realise what
the Lord was saying.
And when I got home, I fell
to my knees and started praying.*

*He said, 'My child, you have
learned and you know I do forgive.
But remember to remember this day
as long as you shall live.*

*I love filling your life with ecstasy,
and alleviate your pain, real or illusory.
But just a simple thank you
would show how much you
appreciate it.'*

~ Author Unknown



VALENTINE'S DAY

The day would not have well celebrated without red roses. In the picture with each holding a rose are: Back row: Glenda, Barbara, Gerhard, Sylvia, Christa, Anver, Hayley, Desiree, Ynanda, Victoria, Front row: René, Leana, Desire and Hanlie.

APPOINTMENTS AND PROMOTIONS

APPOINTMENTS DECEMBER 2010

CC Rossouw	Assistant Internal Auditor	RG Geldenhuys	Official In Control: Boat Launching Area KB GB
M Gillion	Building Inspector	PROMOTIONS DECEMBER 2010	
V van Heerden	Senior Clerk: Collections	EF Coetzee	Senior Camp Supervisor
GM Gillion	Clerk Grade I : Metered Services	AR Johnson	Library Assistant
MC Antonides	Administrative Assistant: Evaluations	J Basson	Assistant Accountant
Z Botma	Cashier / Clerk Grade I: Client Service	APPOINTMENTS JANUARY 2011	
VE Gibson	Library Assistant (Contract)	H Mouton	Nurse: Occupational Health
HF Arinds	Relief Library Aid (Contract)	N Tshandu	Relief Clerk
ZD Ngwendu	Relief Library Aid (Contract)	ZA Mapuma	Relief Clerk
M Thoresen	Typist / Clerk	P Witshire	Worker: Water and Sewage KM
P Wiltshire	Worker: Water and Sewage KM	AW Mili	Administrator: Supply Chain
EBrits	Supervisor / Driver	PROMOTIONS JANUARY 2011	
FN Kayser	Foreman: LLPP	DR Eyberg	Systems Official: Oprtnl Maintenance System



THANDEKA'S MOMENT

The story of Thandeka Kala's courage during that fatal night in December last year when she saved herself and two others from a burning taxi after an accident, impressed the Mayor, Cllr Nicolette Botha-Guthrie, so much that she invited Thandeka to attend a special Council meeting in January.

She presented Thandeka to Council and praised her for taking responsibility and being selfless under such horrific circumstances. She added that Thandeka's training and experience as a fire brigade reservist was of great help and wished her a long an happy association with the Overstrand Municipality.

VERJAARDAE IN FEBRUARIE | BIRTHDAYS IN FEBRUARY

NAAM	DAG	DEPARTEMENT	DORP
Boto, Collin	1	Electrical Service	Hermanus
Mali, Ovayo	1	Operational Management	Hermanus
Aplon (Michels), Penelope	1	Infrastructure & Planning	Hermanus
Mafilikana, Zamilé Wesley	2	Operational Management	Hermanus
Philander, Francina	2	Area Management	Hermanus
Bala, Nkosinathi	2	Operational Management	Hermanus
Burger, Peter Anderson	2	Area Management	Hermanus
Lakey, Desmond John	2	Management Services	Hermanus
Schoeman, Gert	2	Protection Services	Hermanus
Hull, Millicent Vivian	2	Corporate Administration	Hermanus
Ackermann, Antonette	2	Finance	Kleinmond
Presslin, Reduwaan Walter	2	Operational Management	Gansbaai
Mphambo, Phumile	2	Operational Management	Stanford
Block, Sylvia	3	Management Services	Hermanus
Figaji, Leslie	3	Finance	Hermanus
Maree, Shantal	4	Finance	Hermanus
Swartz, Godfrey	4	Operational Management	Kleinmond
Oosthuizen, Daan	4	Council	Hermanus
Gedze, Andile	5	Operational Management	Hermanus
Williams, Andrew	5	Protection Services	Kleinmond
October, Allan Clement	5	Area Management	Kleinmond
Boto, Bulelani	6	Operational Management	Hermanus
Zweni, Noluthando	7	Management Services	Hermanus
Dlongwana, Malusi	8	Operational Management	Hermanus
Goosen, Loumare	8	Area Management	Kleinmond
Roux, Ilze	8	Town Planning	Gansbaai
Van Heerden, Louis	9	Council	Hermanus
Choma, Annie	10	Electrical Service	Hermanus
Williams, Jonelle	10	Finance	Hermanus
Koert, Anna Amelia	10	Finance	Gansbaai
Hull, Gertruida	10	Area Management	Kleinmond
Mbovane, Sindisile	11	Electrical Service	Hermanus
Phillips, Granville	11	Operational Management	Hermanus
Sikhephe, Luyanda	11	Operational Management	Gansbaai
Mnqodolo, Lukhanyo	11	Operational Management	Kleinmond
Sikenjana, Wiseman	12	Operational Management	Hermanus
Visser, Annelize	12	Finance	Hermanus
Van Eden, Gammat	12	Area Management	Kleinmond
Rust (nee Burger), Retha	13	Finance	Hermanus
Myburgh, Francois	13	Community Services	Gansbaai
Solomons, Justin	14	Finance	Kleinmond
Kutu, Maboys	14	Operational Management	Gansbaai
Mganisi, Mbuzo	15	Electrical Service	Hermanus

NAME	DAY	DEPARTMENT	TOWN
Kwezi (nee Mungu), Phillip	15	Operational Management	Hermanus
Da Uys, Desire	15	Management Services	Hermanus
Karelse, Willie	15	Operational Management	Kleinmond
Geldenhuys, Sharman	15	Area Management	Gansbaai
Mtsha, Xolani	15	Operational Management	Gansbaai
Slabbert, Jacobus	16	Operational Management	Hermanus
Thengo, Mzwandile	16	Operational Management	Hermanus
Klaase, Rhona	16	Community Services	Hermanus
Khemphe, Sabelo	16	Operational Management	Hermanus
Mbizo, Ludidi	18	Operational Management	Hermanus
Bala, Andile	18	Operational Management	Hermanus
Hendricks, Nowell	18	Operational Management	Hermanus
Nyangiwe, Jongingqaba	18	Operational Management	Kleinmond
Jolin, Anthea	18	Operational Management	Kleinmond
Hendrek, Dumi Sani Michael	18	Operational Management	Stanford
Pharo, Eliza George	19	Operational Management	Hermanus
Salies, George	19	Operational Management	Hermanus
Hull, Shane	19	Operational Management	Hermanus
Brand, Denise	19	Area Management	Hermanus
Pieters, Job Daniel	19	Operational Management	Gansbaai
Salies, Ronel Celeste	20	Area Management	Hermanus
Appel, Rickus Mario	20	Operational Management	Kleinmond
Appel (adriaanse), Heather	21	Area Management	Hermanus
Wyngaard, Anver	21	Community Services	Hermanus
Van Eeden, Aletta	21	Finance	Kleinmond
Mfakadolo, Thozama	21	Operational Management	Gansbaai
Pieters, Daniel	22	Operational Management	Gansbaai
Adams, Daphnie	23	Management Services	Hermanus
Smit, Gert	23	Management Services	Hermanus
Van Taak, Johan	24	Infrastructure & Planning	Hermanus
May, Nico	24	Operational Management	Gansbaai
Wildschut, Claude	25	Operational Management	Hermanus
Khala, Phumzile	25	Operational Management	Hermanus
Davidson, Chane	25	Protection Services	Hermanus
Barends, Gregory	26	Operational Management	Hermanus
Theunissen, Johannes	26	Operational Management	Kleinmond
Scholtz, Richard	27	Operational Management	Hermanus
Smith, Joseph	27	Community Services	Kleinmond
Mbali, Ndashile	28	Electrical Service	Hermanus
Mayile, Mabel	28	Area Management	Hermanus
Antonides, Margareta C	28	Finance	Hermanus
Mayipheli, Phumzile	28	Operational Management	Gansbaai