

**- MINUTES -****OF THE MEETING OF THE CORPORATE SERVICES PORTFOLIO COMMITTEE  
HELD ON WEDNESDAY 4 MARCH 2020 AT 11:00 IN COMMITTEE ROOM 2, 6<sup>TH</sup>  
FLOOR, PODIUM BLOCK, CIVIC CENTRE, CAPE TOWN**

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**PRESENT: COMMITTEE MEMBERS****DEMOCRATIC ALLIANCE (DA)**

Cllr T A Uys (Chairperson)  
Cllr J S Mbolombo (Deputy Chairperson)  
Cllr F Ah-Sing  
Cllr U Barends  
Ald C Clayton  
Cllr P East  
Cllr H W Jacobs  
Cllr A Skippers  
Cllr F Walker  
Cllr J Woodman  
Cllr S Taliep

**AFRICAN NATIONAL CONGRESS (ANC)**

Cllr N Dilima  
Cllr A Komeni  
Cllr S S Mfecana  
Cllr M Nqulwana

**ECONOMIC FREEDOM FIGHTERS (EFF)**

Cllr M Bele

**MAYCO MEMBER**

Cllr S Cottle

**OFFICIALS**

Mr M Basson	Head: Municipal Court Prosecutions, Legal Services
Mr S Dlamini	Senior Legal Advisor
Ms M Fillies	Manager: IDP Performance Management, Organisational Performance Management
Ms G Jeffries	Director: Legal Services
Ms M Fillies	Manager: IDP Performance Management, Organisational Performance Management

Ms G Kenhardt	Director: Executive Committees and Corporate Operations
Mr C Kesson	ED
Mr N Klopper	Head IS&T Finance and Commercials
Ms P Lockwood	Manager: Customer Relations
Ms E Madella	Head: Diversity & Gender, Organisational Effectiveness & Innovation
Ms Z Mandlana	Director: Organisational Effectiveness & Innovation
Mr T Mangena	Manager: Support Services: Corporate Services
Mr G Morgan	Director: Resilience
Ms B Mothibi	Departmental Support Services Manager: Executive and Council Support
Ms O Naidoo	Director: Information Systems & Technology
Ms V Ngcobozi	Manager: Corporate Advisory Services, Legal Services
Mr B Peters	Director: Corporate Project Programme and Portfolio Management
Mr R Pollard	Head: Organisational Management, Human Resources
Ms P Reddy	Director: Communications
Ms R Razack	Manager: Executive Committee Support: Executive and Council Support
Mr M Sethi	Senior Legal Advisor
Mr K Smith	Director: Information and Knowledge Management
Mr W Taliep	Manager: Finance Corporate Services

**EXECUTIVE COMMITTEE SERVICES**

Ms C Minnaar  
Ms A Smith

**APOLOGIES / LEAVE / SICK LEAVE**

Ald C Clayton – Apology

**CRSPC 01/03/20 OPENING**

The Chairperson, Councillor T Uys, opened the meeting at 11:02 and requested that a moment of silence be observed.

She warmly welcomed the members of the Portfolio Committee, the Mayco member, Cllr Cottle, the ED, as well as the officials in attendance.

She informed the meeting that she is feeling unwell and that Cllr Mbolompo, the Deputy Chairperson, will proceed to chair the meeting after the Chairperson's Address.

The Chairperson obtained the PC's approval for the presentation on the Progress of the EE Plan in Volume 2 of the Agenda, to be dealt with directly after the Chairperson's Address.

**CRSPC 02/03/20 APOLOGIES / LEAVE OF ABSENCE**

The following apologies were received

**Councillor**

Ald C Clayton

**Official**

Ms E Engelbrecht: Language Services Manager, Executive and Council Support

Ms C January: Director: Organisational Performance Management

Ms L Sithole Director: Human Resources

**RESOLVED** that the apologies be noted.

**ACTION: C MINNAAR****CRSPC 03/03/20 CHAIRPERSON'S ADDRESS**

The Chairperson opened her feedback report by thanking the officials for their hard work and the professionalism displayed whenever they are called upon to provide assistance and support.

She congratulated the ED and responsible officials on the launch of the Data Strategy on 21 February 2020.

She noted that the content of the workshop held on 27 February

2020 on the Core Applications Review and SDBIP was well presented as it aided the PC in gaining insight into the matters that were discussed.

The Chairperson relayed that at a meeting with the Vice Chancellor of the University of Cape Town and two of the institution's career specialists, which meeting came about as a result of the recent article published in the media about the high number of vacancies at the City of Cape Town due to scarce skills, Ms Yolanda Scholtz, Manager: Strategic Staffing, Human Resources, provided insightful context to the challenges experienced by the City regarding this matter and the remedial interventions undertaken. She commended Ms Scholtz's grasp of the situation and the comprehensible manner in which she articulated to the esteemed attendees the City's position in this regard.

The Chairperson said that scarce skills would have been one of the matters of discussion in her Chairperson's Report and in this regard referred the PC to an article titled, "What can we expect of the job world in 2030", which makes for interesting reading on the skills that would be required for the future labour market. According to the experts, the top scarce skills for South Africa are in the fields of health, software development, network and information security, web development, management skills, sales, finance and engineering.

The Chairperson furthermore briefly mentioned another interesting article that she has read about the manner in which China is utilising artificial intelligence to combat the outbreak of the Corona virus. The Chinese government has developed a close contact detector app that allows people to check if they have been at risk of being infected with the virus as the app detects whether people were near to a person who has been confirmed or suspected of having the virus. She noted that a similar tool could be useful for SA in its fight against the spread of the virus.

The Chairperson lastly informed the meeting that the ED was requested by the Mayor to do a presentation to the various caucuses on the Core Applications Review and requested Cllr Dilima to confirm a date with the ED's office ideally before the next Council meeting scheduled for March 2020.

The PC **NOTED** the Chairperson's Address.

**ACTION: C MINNAAR**

*To note is that Cllr Mbolompo, the Deputy Chairperson, from this stage proceeded to chair the meeting.*

*To note further is that the presentations on the EE Plan Progress Report (Item CRSPC 19/03/20) and the Corporate Status Report (Item CRSPC 06/03/20) were dealt with at this stage. For ease of reference, the sequence of the items in the Minutes remained unchanged.*

**CRSPC 04/03/20 CONFIRMATION OF THE MINUTES OF THE MEETING HELD ON 5 FEBRUARY 2020**

Noted a correction to the Minutes on page 12, paragraph 4; Ms Ntubane to be replaced with Ms Mandlana.

The PC **RESOLVED** that the Minutes of the Corporate Services Portfolio Committee meeting held on 5 February 2020, as amended, be adopted.

**PROPOSER: CLLR U BARENDS**

**SECONDER: CLLR S TALIEP**

**ACTION: C MINNAAR**

**CRSPC 05/03/20 MATTERS RECEIVING ATTENTION**

**RESOLVED** that items 1, 4, 5 and 7 on the Matters Receiving Attention list be removed and that items 2, 3 and 6 remain.

**ACTION: C MINNAAR**

**CRSPC 06/03/20 PRESENTATION: CORPORATE SERVICES STATUS REPORT: TOP 10 CAPITAL PROJECTS**

Mr Ben Peters, Director: Corporate Project Programme and Portfolio Management, delivered a presentation on the Corporate Services Status Report, with specific emphasis on the Top Ten Capital projects as was requested by the PC. Mr Peters indicated that the information in this presentation was updated on 28 February 2020 and that the latest presentation will be forwarded to the Secretariat for inclusion with the Minutes. Updated presentation is attached as Annexure A.

Cllr East commended Mr Peters on the quality work that was presented.

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**RESOLVED** that the content of the presentation be noted.

**ACTION: C MINNAAR / B PETERS**

**CRSPC 07/03/20 FEEDBACK ON THE INTERNATIONAL TRIP UNDERTAKEN FROM 14 DECEMBER TO 21 DECEMBER 2019 TO ATTEND THE JAKARTA URBAN LAB FACILITATED BY THE WORLD BANK IN JAKARTA, INDONESIA**

**RESOLVED** that the comprehensive content of the feedback report be noted.

**ACTION: C MINNAAR**

**CRSPC 08/03/20 AMENDMENTS TO THE KEY OPERATONAL INDICATORS FOR 2019/20**

Mr Mangena indicated that the purpose of the report is to obtain the PC's support for the proposed changes to the relevant Department's Key Operational Indicators.

Ms Mandlana briefly elaborated on the proposed amendments and clarified that the purpose is to align the targets with the monthly EE reporting on SAP. As such, there is no material change in targets; the reporting mechanism will just be synchronised with the system.

**RECOMMENDED** that the amendments of the Key Operational Indicators for 2019/20 be submitted to the Executive Mayor together with the Mayoral Committee.

**ACTION: C MINNAAR**

**CRSPC 09/03/20 CORPORATE SERVICES: 2019/20 SECOND QUARTER'S PROGRESS REPORT ON THE DIRECTORATE AND DEPARTMENTS' PERFORMANCE**

Mr Mangena indicated that the purpose of the report is to obtain the PC's support of the recommendation on the progress of the Directorate and Departments' performance for the second quarter as at end of December 2019. He submitted that since the report is only being presented in March 2020, it places the PC at a disadvantage insofar as decision-making is concerned. He undertook to have discussions in order to rectify this situation.

The PC agreed that reporting should preferably be done as soon as possible after the reporting period has concluded.

**RECOMMENDED** that Council note the 2019/20 Second Quarter's Progress Report on the Directorate Corporate Services and Departments' performance.

**ACTION: C MINNAAR**

**CRSPC 10/03/20 DIRECTORATE AND DEPARTMENT AMENDMENTS TO THE SERVICE DELIVERY AND BUDGET IMPLEMENTATION PLAN (SDBIP) FOR 2019/20**

Mr Mangena indicated that the purpose of the report is to obtain the PC's support for the proposed amendments to the Performance Indicators of the respective Departments.

**RECOMMENDED** that the amendments of the Key Operational Indicators for 2019/20 be submitted to the Executive Mayor together with the Mayoral Committee.

**ACTION: C MINNAAR**

**CRSPC 11/03/20 DEPARTMENTAL SERVICE DELIVERY AND BUDGET IMPLEMENTATION PLAN (SDBIP) FOR 2020/2021**

**RECOMMENDED** that the contents of the Departmental Service Delivery and Budget Implementation Plans (SDBIPs) for 2020/2021 be supported for onward submission to the Executive Mayor together with the Mayoral Committee.

**ACTION: C MINNAAR**

**CRSPC 12/03/20 PROPOSED TARIFFS FOR ACCESS TO INFORMATION: 2020/21**

Ms Jeffries indicated that the report tabled is for consideration by the PC and that the proposed tariffs are in line with the Regulations promulgated by the National Minister.

Cllr Nqulwana requested clarity on the implications of the proposed tariffs on the yet to be approved budget for 2020/21 and the impact that this will have on the budget process.

Mr Taliep responded that the tariff report stipulates what the City can charge for tariffs for the 2020/21 financial year and that this figures have been taken into account in the draft budget that will serve before Council at the end of March 2020. As such, it forms part of the budget process.

Cllr Nqulwana wanted further clarity as to whether these proposed tariffs were submitted to the Budget Steering Committee for consideration. He furthermore wanted to know whether the PC is approving these tariffs and if so, what the implications are for the budget cycle.

Mr Taliep clarified that the report is to obtain the PC's recommendation for the proposed tariffs and that, from here, it will be submitted to Mayco and from there, to Council. The approval of the budget, which incorporate the proposed tariffs, rests with Council.

Cllr Bele agreed with Cllr Nqulwana's position and said that the concerns raised by the Councillor are valid. He concurred that the proper information that was imparted, ie, the fact that the report is for recommendation only and not for approval, places the PC in a better position to understand what is expected from councillors in matters such as these.

The acting Chairperson concluded the discussions at this point by confirming that the concerns raised are noted and that the different viewpoints are respected. He requested that the PC support the recommendation in the report.

The ANC councillors requested that their dissent of the recommendation be noted. Cllr Dilima added that the ANC agrees with the tariffs as proposed but not with the process followed.

It is **RECOMMENDED** that Council approve the proposed Access to Information Tariffs for 2020/21.

**ACTION: C MINNAAR**

**CRSPC 13/03/20 CORPORATE SERVICES DIRECTORATE: JANUARY 2020  
FINANCIAL MONITORING PLAN**

Mr Taliep briefly elaborated on the monthly report as at the end of January 2020. An addendum to the report, which reflected the capital expenditure as at this morning, Wednesday, 4 March 2020, was circulated to the PC before the start of the meeting. Handout is attached as Annexure B.

To note is that the budget has increased by approximately R29m, which is due to the fact that it now reflects the adjustments budget that was approved by Council at the end of January 2020. To date, 66% of the budget has been committed and spent and the Directorate is on track to achieve the corporate target.



**RESOLVED** that the content of the progress report be noted.

**ACTION: C MINNAAR**

**CRSPC 14/03/20 QUARTERLY FEEDBACK REPORT ON THE UTILISATION OF CONTRACTED LANGUAGE PRACTITIONERS: OCTOBER – DECEMBER 2019**

The PC noted that Cllr Uys, Cllr Dilima and Cllr East will serve on the Language Committee.

**RESOLVED** that the content of the report be noted.

**ACTION: C MINNAAR**

**CRSPC 15/03/20 STAFF ESTABLISHMENT**

**RESOLVED** that the content of the report be noted.

**ACTION: C MINNAAR**

**CRSPC 16/03/20 LEGAL SERVICES ACTIVITY REPORT FOR THE PERIOD 1 OCTOBER 2019 TO 31 DECEMBER 2019**

Ms Jeffries introduced the report tabled and noted that it is an activity report for Corporate Advisory Services, a unit within Legal Services. The report, which was requested by the PC, details the matters for the quarter received by and dealt with in particular categories by Legal Services. A spreadsheet enclosed in the report lists the type of matters that the various line departments were involved in and the activities that have been referred, such as evictions, review matters, public liability, etc.

In response to Cllr Taliep's question on the number of legal advisors employed in the Department, the number of cases allocated to each one of them and the average time to process a matter, Ms Vuyokazi Ngcobozi, Manager: Corporate Advisory Services, Legal Services, advised that the City does not employ legal service consultants. The internal legal advisors deal with the majority of the legal assistance matters and opinions. The legal advisors have no right of appearance in court, hence external attorneys are instructed for litigious matters, who, in turn, will brief advocates. If a legal opinion in a specialised field is required and there is no such capacity in-house, an attorney or advocate will be instructed to assist.

With regard to the number of legal advisors employed within the

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Department, Ms Ngcobozi advised that there are about 36 in total, with 4 positions that are currently vacant, which are in the process of being filled. The number of matters allocated to a legal advisor ranges between 70 to 80 and varies between litigation, opinions, agreements & legal assistance.

Ms Jeffries added that the Department adheres to established turnaround times that are categorised in accordance with the nature of the matter. After a matter is received at the Department, it is assessed and the relevant line department who have referred it will be informed of the expected timeframe for completion. There is flexibility in the system for urgent cases to be prioritised.

In respect to the housing matters that Cllr Taliep made mention of that recently received bad press, Ms Jeffries indicated that there is no control over the timeframe of litigious matters as this is within the domain of the court, which follows its own timelines as prescribed by the Uniform Rules of Court.

Furthermore, with respect to Cllr Taliep's request for more detail on the matters listed, Ms Jeffries noted that the detail cannot be disclosed while a case is ongoing as it would expose the City's legal strategy applied as the matter evolves. Once High Court cases are finalised, a detailed report thereon is submitted to Mayco, which report will also be presented to this PC going forward.

In response to Cllr Taliep's question on what public liability matters entail, Ms Jeffries clarified that this mainly refer to motor vehicle accidents and incidents where people have fallen into exposed manholes.

Cllr Bele expressed his concern about the sheer volume of cases allocated to the legal advisors and said that he views this Department as a critical component of the City. In order for him to understand what the Department would regard as a suitable staff complement, he enquired from the officials what the ideal human resource capacity for this unit should be in order for them to comfortably manage the caseloads.

Ms Jeffries thanked the Councillor for his sentiments expressed in this matter and the appreciation demonstrated for the pressures that are being experienced. She said that the unit currently has a fairly large staff component and that they constantly incorporate efficiencies into their system in order to streamline processes. As such, it is not foreseen that excessive numbers of additional staff would be required in the near future.

She furthermore noted that the organisation has always been very responsive when extra capacity was required, which again proved to be true when the new task of vetting all SCM contracts was recently assigned to the Department. This necessitated more staff and the organisation has accommodated this need by providing additional resources in order to recruit the extra staff. Added to this is the fact that the services of external legal practitioners can be procured when needed.

Ms Jeffries concluded by assuring the councillor that should there be a change in circumstances that would require the Department to appoint many more people, this will certainly be communicated to the PC.

Cllr Walker extended her thanks to the officials who have provided her with the comprehensive report for the Goodwood and Parow municipal courts after the request made at the last meeting held in February 2020.

**RESOLVED** that the content of the report be noted.

**ACTION: C MINNAAR**

**CRSPC 17/03/20 REPORT ON THE FUNCTIONING OF THE MUNICIPAL COURTS FOR THE PERIOD 1 OCTOBER 2019 TO 31 DECEMBER 2019**

**RESOLVED** that the content of the report be noted.

**ACTION: C MINNAAR**

**CRSPC 18/03/20 PROPOSED TARIFFS FOR BROADBAND FIBRE OPTIC INFRASTRUCTURE SERVICES & RADIO TRUNKING SERVICES: 2020/2021**

**RECOMMENDED** that Council approve the proposed 2020/21 tariffs for use of telecommunications infrastructure & radio trunking services.

**ACTION: C MINNAAR**

**CRSPC 19/03/20 EE PLAN PROGRESS REPORT FOR THE PERIOD 1 JULY 2018 – 30 JUNE 2019 AND 1 JULY 2019 - 31 JANUARY 2020**

Ms Elize Madella, Head: Diversity & Gender in the Employment Equity Branch, delivered a presentation on the progress of the employment equity plan against the key operational indicators in compliance with the targets for the period 1 July 2018 to 30 June

2019 and 1 July 2019 to 31 January 2020. She gave a brief overview of the contextual background to the plan and highlighted the achievements and areas for improvement within the various occupational levels.

The PC thanked Ms Madella for the information provided in the presentation. It was requested that future reports specifically identify the various occupational levels to assist with understanding the content and that all line function departments within the City be included, with an indication of race, gender and disability.

**RESOLVED** that the content of the report be noted.

**ACTION: E MADELLA / L SITHOLE / C KESSON**

**CLOSING**

The meeting ended at 13:00.

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**ACTING CHAIRPERSON: J MBOLOMPO**

\_\_\_\_\_  
**DATE**

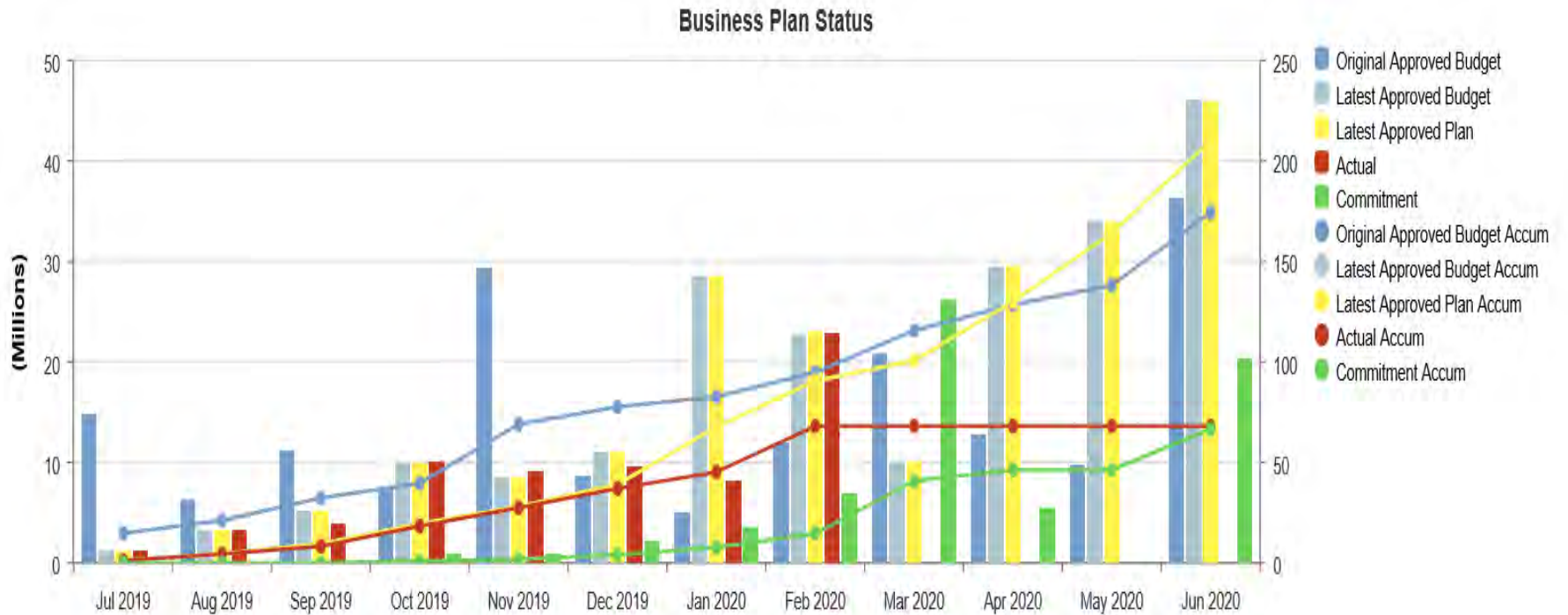


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## CORPORATE SERVICES - Status Report 2020/02/28

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# Operational Dashboard – CS Capex



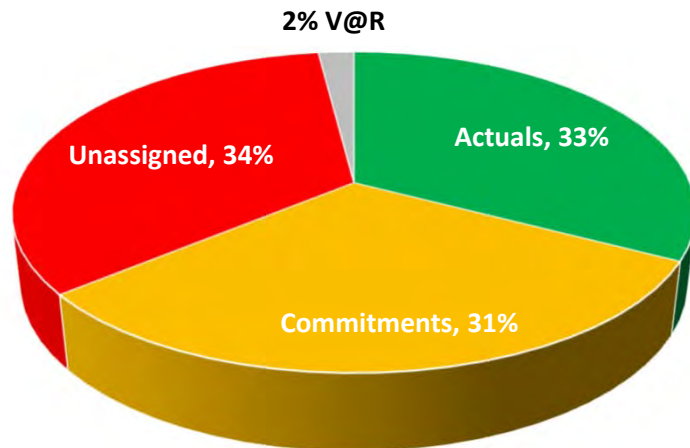
## Portfolio View – CS Capex – Updated

Portfolio	Department	Count	Orig Budget 2020	Adj Budget 2020	Latest Plan 2020	Actuals 2020	Commitment 2020	V@R 2020	Budget 2021	Budget 2022	Budget 2023
Capex	Communications	9	1 980 000	2 365 732	2 365 732	551 846	275 583	-	480 000	480 000	480 000
	Customer Relations	4	490 000	490 000	5 490 000	147 325	335 965	-	-	90 000	-
	Executive & Council Support	33	913 500	1 348 000	1 348 000	1 040 391	81 060	-	1 010 000	1 010 000	1 010 000
	Finance: CS	4	163 000	-	163 000	-	-	-	153 000	153 000	153 000
	Human Resources	31	8 040 000	5 372 281	5 372 281	1 613 531	985 858	(1 800 000)	3 740 000	1 040 000	1 040 000
	Information & Knowledge Management	21	2 374 400	2 532 179	2 524 400	1 269 347	966 879	-	8 396 400	6 746 400	1 946 400
	Information Systems & Technology	73	88 856 408	152 534 073	152 534 073	44 727 018	58 902 186	-	97 850 000	61 850 000	61 850 000
	Legal Services	19	4 675 000	4 675 000	3 735 000	390 319	593 609	(500 000)	10 805 000	10 165 000	335 000
	Management: Corporate Services	19	1 449 886	1 611 481	1 707 981	211 402	122 608	-	1 374 886	1 474 886	1 398 193
	Organisational Effectiveness & Innovation	10	179 000	220 635	220 635	65 521	66 157	(41 635)	40 000	40 000	40 000
	Organisational Performance Management	10	650 000	8 150 431	8 150 431	2 995 290	1 967 698	-	15 148 044	15 190 000	25 190 000
	Organisational Policy & Planning	4	433 600	433 600	433 600	110 514	2 427	-	300 000	-	-
	Support Services: CS	4	-	-	-	-	-	-	-	-	-
CPPPM	8	17 600 000	5 676 870	9 176 870	828 999	865 528	(1 845 000)	22 475 000	5 000 000	629 121	
<b>Capex Total</b>		<b>249</b>	<b>127 804 794</b>	<b>185 410 282</b>	<b>193 222 003</b>	<b>53 951 503</b>	<b>65 165 559</b>	<b>(4 186 635)</b>	<b>161 772 330</b>	<b>103 239 286</b>	<b>94 071 714</b>
Opex	Human Resources	2	13 985 000	11 500 000	11 500 000	7 051 571	130 285	-	14 435 000	16 000 000	17 000 000
	CPPPM	4	10 584 442	11 390 442	11 390 442	7 051 247	-	-	862 420	922 790	-
<b>Opex Total</b>		<b>6</b>	<b>24 569 442</b>	<b>22 890 442</b>	<b>22 890 442</b>	<b>14 102 818</b>	<b>130 285</b>	<b>-</b>	<b>15 297 420</b>	<b>16 922 790</b>	<b>17 000 000</b>
<b>Grand Total</b>		<b>255</b>	<b>152 374 236</b>	<b>208 300 724</b>	<b>216 112 445</b>	<b>68 054 321</b>	<b>65 295 844</b>	<b>(4 186 635)</b>	<b>177 069 750</b>	<b>120 162 076</b>	<b>111 071 714</b>



## CS Adjustment Budget – (% Assigned to date)

CS Adjustment Budget split 2020



CS Opex and Capex analysis for 2020:

Actuals	68 054 321
Commitments	65 295 844
Unassigned	70 763 924
Value @Risk	4 186 635
<b>Adjustment budget</b>	<b>208 300 724</b>







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## Top Ten Capital Projects

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## Top 10 – CS Capex – Status

Department	Item	Item Description	Value @ Risk (PMO/ C3PM)	Value @ Risk (Agreed)	Timeline RAG	Spend RAG	Governance RAG	RAG Procurement	Budget RAG	LAP 2020	Act 2020	Comm 2020	Unspent	Unspent %
IS&T	CPX.0017138	Microwave Upgrades FY20	-	-	Green	Green	Green	Green	Red	39 000 000	-	28 403 844	10 596 156	27%
IS&T	CPX.0005332	Enterprise Monitoring & Managmt Sol FY20	-	-	Green	Green	Green	Amber	Green	18 534 471	9 163 182	4 917 837	4 453 452	24%
IS&T	CPX.0005335	ERP Business Systems FY20	-	-	Amber	Amber	Green	Green	Amber	13 605 216	6 303 634	2 051 555	5 250 028	39%
IS&T	CPX.0017349	CityWeb/CityApps Redevelopment Resources	-	-	Green	Green	Amber	Amber	Green	13 465 319	6 118 797	7 326 619	19 903	0%
IS&T	CPX.0005280	Renewal Back-end Network infrastr FY20	-	-	Red	Green	Amber	Green	Red	12 152 250	2 693 373	8 368 796	1 090 082	9%
IS&T	CPX.0005275	Network Upgr U_Serv Areas FY20	200 000	200 000	Green	Green	Green	Green	Green	9 966 187	554 998	199 583	9 211 606	92%
IS&T	CPX.0005340	Computers & Equipment: Replacement FY20	-	-	Green	Green	Amber	Green	Green	7 454 007	3 242 457	2 516 231	1 695 319	23%
IS&T	CPX.0005338	Microsoft Infrastructure Services FY20	-	-	Green	Green	Green	Green	Green	6 000 000	1 012 632	577 512	4 409 856	73%
OPM	CPX.0017298	Contract Management System Integration	-	-	Green	Green	Red	Amber	Red	5 479 955	2 601 532	-	2 878 423	53%
IS&T	CPX.0005341	Data Storage Security&Accessibility FY20	-	-	Green	Green	Green	Green	Green	5 051 504	3 996 089	-	1 055 415	21%



## Top 10 – CS Capex – Project Feedback

Department	WBS Element	WBS Element Description	Project Description	Comments (PCER)
IS&T	CPX.0017138	Microwave Upgrades FY20	Microwave Upgrades FY20 - migrate microwave infrastructure from E1 to Ethernet. Replace EBTS base stations MTS base stations. General Microwave Upgrades at various sites	Project has commenced and quotations have been requested from suppliers. Expenditure only anticipated from March 2020 when invoices to be received and processed. Full budget will be spend by financial year end.
IS&T	CPX.0005332-F1	Enterprise Monitoring & Managmt Sol FY20	Management, upgrading and replacement of data centre infrastructure	Cash flows corrected in the January 2020 after adjustments budget. This item covers multiple projects relating to the data centers. Due to the delay in awarding tender 330G the project is behind in spending. 330G has now been awarded and orders have been placed; awaiting delivery.
IS&T	CPX.0005335-F1	ERP Business Systems FY20	Expand business systems in SAP base to drive further business transformation into the City.	ICT Professional Services Deviation and ICT Professional Service Tender (44S) is operational and additional commitments have been made in December 2019. Orders have been placed; awaiting delivery.
IS&T	CPX.0017349	CityWeb/CityApps Redevelopment Resources	Resources for the redevelopment of Cityweb/CityApps as part of IS&T project PN00597.	Variance due to difficulties in sourcing of contractors due to the scarce skills required for this project, however 91% of the budget has been assigned and the full budget will be spend by financial year end.
IS&T	CPX.0005280	Renewal Back-end Network infrastr FY20	Renewal Back-end Network infrastructure FY2020 Dignet cutover projects and Replacement of LAN switches in buildings and End of Row switches in Data Centres	Project is ahead of planned spend - result of this is that, urgent networks needed to be invoiced to accommodate LAN switch replacements at sites where switches had reached end of life. Full budget will be spent this financial year.
IS&T	CPX.0005275-F1	Network Upgrade UServ Areas FY20	Network Upgrade Underserviced Areas FY2020 Dignet cut over projects and contract service fees	Cash flows corrected in the January 2020 after adjustments budget. Multi-funded project. Project ahead of planned spend due to services provided earlier than initially anticipated. Further orders have been placed, awaiting delivery.
IS&T	CPX.0005340-F1	Computers & Equipment: Replacement FY20	Computers & Equipment FY20	Tender 60G will be used as the procurement vehicle. Orders have been placed; awaiting delivery.
IS&T	CPX.0005338-F1	Microsoft Infrastructure Services FY20	This project will cater for the backend Server infrastructure Hardware requirement, relating to Microsoft based applications.	Project initially delayed due to the delays in awarding tender 330G; which has subsequently been awarded. Further delays were caused by the vendor closure over the festive period. Some orders have been placed; awaiting delivery.
OPM	CPX.0017298	Contract Management System Integration	Develop and Implement a Contract Management Maturity Roadmap (to increase maturity level for Level 1 Ad hoc to Level 5 Optimised) including supporting systems	Some items were delivered earlier than anticipated. Further orders placed in February 2020. Project on track with slight delay in final deliverable (less than a month)
IS&T	CPX.0005341-F1	Data Storage Security & Accessibility FY20	Data Storage Security & Accessibility FY2020	Cash flows were misaligned but corrected in the January 2020 adjustments budget. Orders have been placed; awaiting delivery.



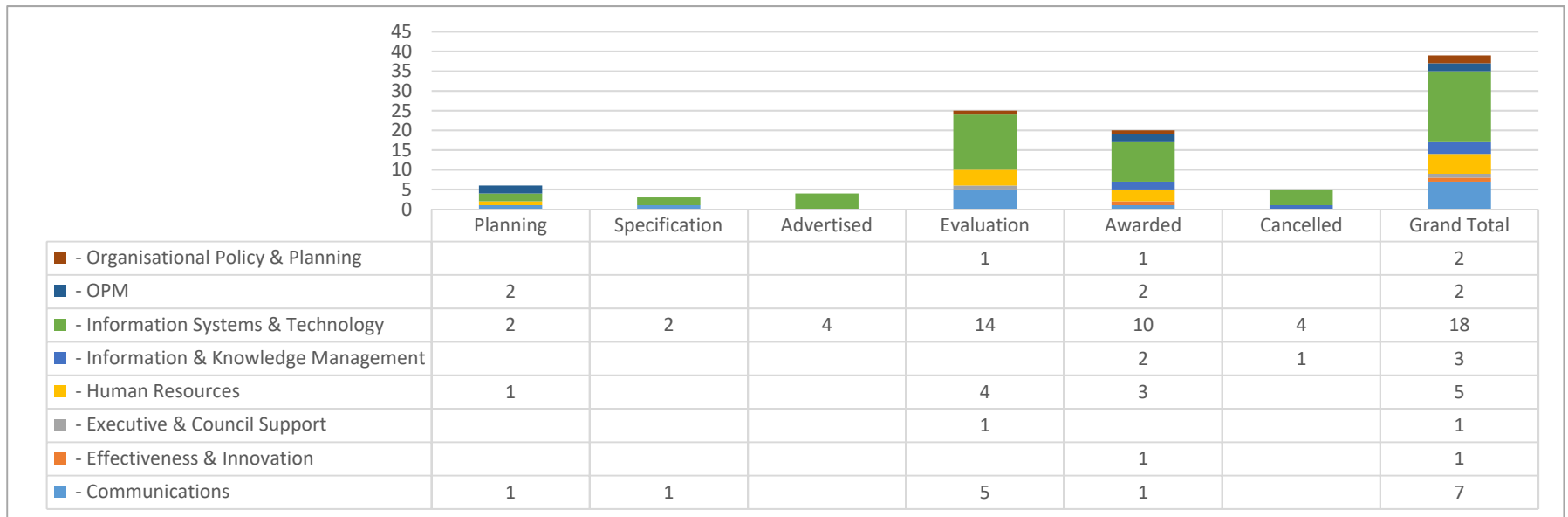


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# Supply Chain Progress from Sept 2019 – Feb 2020

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# Movement 2019/20 Tenders (Sep 19 – Feb 20)



**Movement:**  
Sep 19 – Feb 20



Phase	Started	Movement	Now
Planning	23	-17	6
Specification	17	-14	3
Advertised	4	0	4
Evaluation	13	+12	25
Awarded	5	+15	20
Cancelled	1	+4	5
Grand Total	63		63





**CITY OF CAPE TOWN  
ISIXEKO SASEKAPA  
STAD KAAPSTAD**

**Thank You**

**Making progress possible. Together.**

## CORPORATE SERVICES

2019/20 CAPITAL BUDGET SUMMARY AS AT 04 MARCH 2020

Key	↑	Above 90%	Above 58%	Above 95%
	→	Between 80% and 90%	Between 50% and 58%	Between 90% and 95%
	↓	Below 80%	Below 50%	Below 90%

Department	Current Budget	YTD Planned Spend	YTD Actual Spend	YTD Variance	Commitments	Actual Spend + Commitments	% YTD Actual Spend Compared to YTD Planned Spend	% YTD Actual Spend Compared to Current Budget	% YTD Actual Spend + Commitments compared to Current Budget	Reason/s for Variance	Proposed Remedial Action
Communications	2 365 732	1 066 056	557 252	(508 804)	282 878	840 129	↓ 52,3%	↓ 23,6%	↓ 35,5%	Some items were delivered.	Further orders have been placed; awaiting delivery.
Corp Project Programme & Portfolio Mngmt	5 676 870	5 291 858	828 999	(4 462 859)	865 528	1 694 527	↓ 15,7%	↓ 14,6%	↓ 29,8%	Some items were delivered.	Further orders have been placed; awaiting delivery.
Customer Relations	2 290 000	43 822	187 644	143 822	1 697 181	1 884 825	↑ 428,2%	↓ 8,2%	↓ 82,3%	Some orders were delivered earlier than anticipated.	Further orders have been placed; awaiting delivery.
Executive & Council Support	1 348 000	893 775	1 040 391	146 616	81 060	1 121 452	↑ 116,4%	↑ 77,2%	↓ 83,2%	Some orders were delivered earlier than anticipated.	Further orders have been placed; awaiting delivery.
Human Resources	5 372 281	1 874 535	1 613 531	(261 004)	1 976 313	3 589 845	⇒ 86,1%	↓ 30,0%	↓ 66,8%	Project is behind planned spend due to unavailability of resource skills and capacity constraints within ERP. Project will commence in February 2020.	Orders to be placed in February 2020
Information & Knowledge Management	2 532 179	507 574	1 269 347	761 773	985 236	2 254 583	↑ 250,1%	⇒ 50,1%	↓ 89,0%	Project planning completed earlier than anticipated.	Further orders have been placed; awaiting delivery.
Information Systems & Technology	152 534 073	66 532 856	44 930 028	(21 602 828)	60 786 838	105 716 867	↓ 67,5%	↓ 29,5%	↓ 69,3%	Variance is due to: 1. Various Projects - Projects behind planned spend due to initially delays in awarding tender 330G; which has subsequently been awarded. Further delays were caused by the vendor closure over the festive period. 2. Integration and Enhancement - Project delayed. SAP Resources on 44S not available as planned. Only 1 resource started 1 October 2019. SAP Freeze started 14 October 2019 and will end 22 November 2019. Limited work foreseen to be completed in January and February 2020. Scope defined, but struggle to complete with limited resources from the available 44s tender. Spend slow and behind. Revised scope for 2019/20 agreed and to be agreed with resources on 44s. 3. Radio Infrastructure FY20 - Project is behind planned spend due to a delay in obtaining the invoice from the contractor. Contractor has indicated that the outstanding invoices will be issued by end of January 2020. 4. CityWeb/CityApps Redevelopment Resources - TProject behind the schedule as a result of difficulties in sourcing consultants with scarce skills.	1. Some orders have been placed; awaiting delivery. 2. Project manager is liaising with the contractor regarding the outstanding invoice.
Legal Services	4 675 000	3 108 758	390 319	(2 718 439)	595 606	985 925	↓ 12,6%	↓ 8,3%	↓ 21,1%	In process of completing the detailed project design.	Some orders have been placed; awaiting delivery. Design work is now
Management: Corporate Services	1 611 481	332 811	211 402	(121 409)	122 608	334 010	↓ 63,5%	↓ 13,1%	↓ 20,7%	Some items were delivered.	Further orders have been placed; awaiting delivery.
Organisational Effectiveness & Innovation	220 635	121 635	65 521	(56 114)	66 157	131 678	↓ 53,9%	↓ 29,7%	↓ 59,7%	Initially delayed due outstanding furniture tender.	Orders will be placed from February 2020 via RFQ.
Organisational Performance Management	8 150 431	2 933 379	2 995 290	61 911	1 986 297	4 981 586	↑ 102,1%	↓ 36,8%	↓ 61,1%	Project delayed. SAP Resources on 44S not available as planned. Only 1 resource started 1 October 2019. SAP Freeze started 14 October 2019 and will end 22 November 2019. Limited work foreseen to be completed in January and February 2019. Scope defined, but struggle to complete with limited resources from the available 44s tender. Spend slow and behind. Revised scope for 2019/20 agreed and to be agreed with resources on 44s.	Revised scope for 2019/20 agreed and to be agreed with resources on 44s.
Organisational Policy & Planning	433 600	413 600	110 514	(303 086)	2 427	112 941	↓ 26,7%	↓ 25,5%	↓ 26,0%	Some items were delivered.	Further orders have been placed; awaiting delivery.
<b>Grand Total</b>	<b>187 210 282</b>	<b>83 120 659</b>	<b>54 200 239</b>	<b>(28 920 420)</b>	<b>69 448 130</b>	<b>123 648 369</b>	<b>↓ 65,2%</b>	<b>↓ 29,0%</b>	<b>↓ 66,0%</b>		