

REPORT TO: HUMAN SETTLEMENTS PORTFOLIO COMMITTEE

1. ITEM NUMBER: HSPC 09/06/20

2. SUBJECT

HUMAN SETTLEMENTS VACANCY ANALYSIS AS AT 31 MARCH 2020

ONDERWERP

MENSLIKE NEDERSETTINGS: ONTLEDING VAN VAKATURES SOOS OP 31
MAART 2020

ISIHLOKO

EZOKUHLALISWA KOLUNTU: UHLALUTYO LWEZITHUBA ZOMSEBENZI
UKUSUSELA NGO-31 KWEYEKWINDLA 2020

3. DELEGATED AUTHORITY

In terms of delegation

This report is FOR NOTING BY

- Committee name** : Human Settlements Portfolio Committee
- The Executive Mayor together with the Mayoral Committee (MAYCO)
- Council

4. DISCUSSION

This report highlights the current status of vacancies within the Human Settlements Directorate as at 21st April 2020 against the vacancy analysis reports as at 31st March 2020 from the HR Organisational Management Office i.e. annexure A. The target vacancy rate for the Directorate was 12.51%.as determined by end of March 2020.

The information as depicted on the Corporate Annexure is extracted from SAP and all the positions (permanent and non-permanent) reflected on the attached spreadsheets are all funded and created. However, the following information has not been captured on SAP yet:

- Twenty-one (21) appointments

For this reason, the corporate spreadsheets indicate an achieved vacancy rate of 14.73% as at 31st March 2020. As at 21st April 2020 the achieved vacancy rate for the Directorate is deemed to be at least 14.08%.

In addition to the above, mention should also be made that:

- Twelve (12) vacancies are earmarked for abolishment to create new positions
- Twenty-Two (22) vacancies are at the Notice of Appointment stage and it is anticipated that these appointments will be made as soon as practical after the lockdown period

A more detailed break-down of all the vacancies will be given at the next Portfolio Committee.

Financial Implications

None Opex Capex

Capex: New Projects

Capex: Existing projects requiring additional funding

Capex: Existing projects with no additional funding requirements

Policy and Strategy

Yes No

Legislative Vetting

Yes No

Legal Compliance

Staff Implications

Yes No

Risk Implications Yes No

5. RECOMMENDATIONS

It is recommended that the report be noted.

ISINDULULO

Kundululwe ukuba makuqwalaselwe ingxelo.

AANBEVELING

Daar word aanbeveel dat daar van die verslag kennis geneem word.

ANNEXURES

ANNEXURE A: CORPORATE VACANCY ANALYSIS AS PER DIRECTORATE

FOR FURTHER DETAILS CONTACT

NAME	Gerard Joyce	CONTACT NUMBER	021 400 4977
E-MAIL ADDRESS	Gerard.Joyce@capetown.gov.za		
DIRECTORATE	Human Settlements	FILE REF NO	

3.

Approval Form

Supported for inclusion on the agenda



HUMAN SETTLEMENTS_VACANCY ANALYSIS AS AT 31 MARCH 2020

Report Reference: 514953
Meeting: Section 79 Portfolio Committee - Human Settlements
Meeting Date: 07.05.2020
Meeting Venue: Meeting Room A 5TH Floor Podium

Contact Person: Gerard Joyce
Contact Telephone: 021 400 4977
Contact Email: GERARD.JOYCE@CAPETOWN.GOV.ZA

Item	Section	Approver	Approval	Approved Date	Approver Comments
01	Author	Gerard Eugene Joyce	Approved	21.04.2020 21:54:35	
02	Director	Nolwandle Gqiba	Approved	21.04.2020 23:45:41	
03	Executive Director	Nolwandle Gqiba	Approved	21.04.2020 23:46:35	
04	Legal Compliance	Joan Mari Holt	Approved with Comments	22.04.2020 13:06:33	For information.
05	Chairperson	BEVERLEY VAN REENEN	Approved	23.04.2020 09:35:23	

ECS Officer: Cynthia Minnaar