



## REPORT TO URBAN MANAGEMENT PORTFOLIO COMMITTEE

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1. **ITEM NUMBER: URBM 04/06/19**

2. **SUBJECT / ONDERWERP / ISIHLOKO**

**CONFIRMATION OF THE MINUTES OF THE MEETING HELD ON 1 APRIL 2019**

*BEVESTIGING VAN DIE NOTULE VAN DIE VERGADERING GEHOU 1 APRIL 2019*

**UKUQINISEKISWA KWEMIZUZU YENTLANGANISO EYAYICHOTSHELWE  
NGOWE- IKOMITI yeMICIMBI yeSEBE LEZEMPILO 1 EKATSHAZIIMPUZI 2019**

3. **PURPOSE**

The minutes are submitted for consideration and confirmation.

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**ANNEXURE:**

**ANNEXURE A: MINUTES OF THE MEETING HELD ON 1 APRIL 2019**

**MINUTES****OF THE URBAN MANAGEMENT PORTFOLIO COMMITTEE MEETING OF THE CITY OF CAPE TOWN HELD IN THE COUNCIL CHAMBERS, 6<sup>TH</sup> FLOOR, CAPE TOWN ON MONDAY, 01 APRIL 2019 AT 11H00****PRESENT:****DEMOCRATIC ALLIANCE (DA)**

Cllr W Jaftha	(Chairperson)
Cllr C Clayton	(Chairperson: Subcouncil 1)
Cllr B Hansen	(Chairperson: Subcouncil 2)
Cllr H Carstens	(Chairperson: Subcouncil 3)
Cllr C Jordaan	(Chairperson: Subcouncil 4)
Cllr C van Wyk	(Chairperson: Subcouncil 5)
Cllr G Fourie	(Chairperson: Subcouncil 7)
Cllr C Cerfontein	(Chairperson: Subcouncil 8)
Cllr A van der Rhee	(Chairperson: Subcouncil 11)
Cllr S Arendse	(Chairperson: Subcouncil 12)
Cllr B Watkyns	(Chairperson: Subcouncil 15)
Cllr M Kempthorne	(Chairperson: Subcouncil 16)
Ald. G March	(Chairperson: Subcouncil 17)
Cllr S Rossouw	(Chairperson: Subcouncil 18)
Cllr P Francke	(Chairperson: Subcouncil 19)
Cllr I Iversen	(Chairperson: Subcouncil 20)
Cllr J van der Merwe	(Chairperson: Subcouncil 21) - left meeting at 13h45
Cllr M Nikelo	(Chairperson: Subcouncil 22)
Cllr E Jansen	(Chairperson: Subcouncil 23)
Cllr S Pringle	(Chairperson: Subcouncil 24)
Ald. G Twigg	(Mayoral Committee Member)

**AFRICAN NATIONAL CONGRESS (ANC)**

Cllr X Sotashe	(Chairperson: Subcouncil 9)
Cllr N Makasi	(Chairperson: Subcouncil 14) – joined meeting at 11h50

**INTERPRETER**

Mr J Ntshibilikwana

**ABSENT WITH APOLOGY**

Cllr M Kleinsmith	(Chairperson: Subcouncil 6)
Cllr R Bazier	(Chairperson: Subcouncil 13)
Mr J Brand	Subcouncil Manager: Subcouncil 3
Mr P Grobler	Subcouncil Manager: Subcouncil 21

**ABSENT WITHOUT APOLOGY**

Cllr P Mngxunyeni	(Chairperson: Subcouncil 10)
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**OFFICIALS PRESENT**

Mr B van Schoor	(Acting Executive Director)
Mrs A Bosman	Director: South
Mr W Solomons Johannes	Director: Central

Mr F Prince	Director: North
Mr L Mdunyelwa	Director: East
Mr W van der Westhuizen	Subcouncil Manager: Subcouncil 1
Mrs A van Rhyn	Subcouncil Manager: Subcouncil 2
Mrs A van Niekerk	Subcouncil Manager: Subcouncil 4
Mr A Daniels	Subcouncil Manager: Subcouncil 5
Ms P Jansen	Subcouncil Manager: Subcouncil 6
Mrs C Viljoen	Subcouncil Manager: Subcouncil 7
Mrs E Williams	Subcouncil Manager: Subcouncil 8
Mr M Sitonga (acting)	Subcouncil Manager: Subcouncil 9
Mr M Sitonga	Subcouncil Manager: Subcouncil 10
Ms K Nombakuse	Subcouncil Manager: Subcouncil 11
Mr M Fetu	Subcouncil Manager: Subcouncil 12
Mr L Bobo	Subcouncil Manager: Subcouncil 13
Mrs A van Niekerk	Subcouncil Manager: Subcouncil 14
Mrs M Griessel	Subcouncil Manager: Subcouncil 15
Mr M Coetsee	Subcouncil Manager: Subcouncil 16
Mrs C Liebenberg	Subcouncil Manager: Subcouncil 17
Mr F Monk	Subcouncil Manager: Subcouncil 18
Mrs D Mentor	Subcouncil Manager: Subcouncil 19
Mr R White	Subcouncil Manager: Subcouncil 20
Ms E Noble	Acting Subcouncil Manager: Subcouncil 22
Mr R Martin	Subcouncil Manager: Subcouncil 23
Mr G Rorwana	Subcouncil Manager: Subcouncil 24
Mr C Brown	Finance
Mr M Koesnell	Finance
Mr T Vivian	Enterprise and Investment
Mr E Scott	CIDS
Mr J Joubert	CIDS
Mr E Dick	Support Services
Ms S Kellerman	Support Services
Mr A Arendse	Support Services
Mr P Williamson	Economic Development
Mr N Titus	Spatial Planning and Environment
Mr D Stevens	Solid Waste Management
Mr M Booi	MURP
Mr S Ngondo	Area Economic Development: South
Mr M Miller	Area Economic Development: South
Mr I Robson	Public Participation Unit
Mrs M Isaacs	Public Participation Unit
Mr N Fisher	Public Participation Unit
Mr F Venter	Public Participation Unit
Mr A Clayton	Urban Management: North
Ms R Pereira	Recreation and Parks
Ms D Galant	Recreation and Parks
Mr V Botto	Recreation and Parks
Mr R Melody	EPWP and CDW
Mr A Graham	VPUU
Mr I Anthony	MURP
Ms C Overmeyer	Support Services
Mrs P Naidoo	Urban Management
Mr J van As	Councillor Support
Ms A Maqubela	Legal Services
Ms A Fillis	Executive Support Officer
Mrs A Fernandes	Office of the Executive Director
Ms J Cooper	Executive Support

**URBM 01/04/19 OPENING / MOMENT OF SILENCE**

The Chairperson welcomed all present to the meeting and requested that a moment of silence be observed in memory of Ald. D Amira who passed away.

**URBM 02/04/19 APPLICATIONS FOR LEAVE OF ABSENCE**

**RESOLVED** that it be noted that the following apologies were received: from the Office of the Chief Whip:

Cllr M Kleinsmith	(Chairperson: Subcouncil 6)
Cllr R Bazier	(Chairperson: Subcouncil 13)

It was further noted that the following apologies were received:

Mr J Brand	Subcouncil Manager: Subcouncil 3
Mr P Grobler	Subcouncil Manager: Subcouncil 21

The Committee was informed that Cllr Makazi will be joining the meeting at a later stage.

**ACTION: J COOPER**

**URBM 03/04/19 CHAIRPERSON'S REPORT**

A direct translation of the Chairperson's report follows hereunder:

"Good morning and welcome to all the Portfolio Committee members, the Mayoral committee member for Urban Management, the Acting Executive Director Urban Management, and all City officials present today.

It gives me great pleasure to announce that this portfolio was actively involved in community projects.

It is imperative that we take Government programmes to the community.

**Benefits Roadshows**

The Urban Management Directorate, during the month of March, launched a month long programme where the basket of services which the City has to offer, will be taken directly to the doorstep of the communities of Cape Town.

During this month-long campaign, 48 communities will be visited by all the line departments of the City of Cape Town to make their services available to these communities.

This campaign which was launched on 20 March 2019 and ends on 24 April 2019, have already reached 16 communities.

We are committed to building a customer focused organisation which is responsive to the needs of our residents. The time has come for all of us to take service delivery to the next level. We need to meet residents where they are and not expect them to always come out to us to be served,

especially our most vulnerable residents. It is time to deliver on our promises in providing quality services to all residents of this great City.

Residents will be kept abreast of the upcoming round of engagement sessions in their areas.

Municipal services play a significant role in shaping the sustainability of our City and local government is accountable for providing public services to its residents.

### **Parks Mowing/Grass Cutting**

During the month of March, the Urban Management Directorate in conjunction with the Community Services and Health Directorate focused their operations on prioritising mowing and restoring parks around the City.

The drought has wreaked havoc on City parks and greenbelts which caused many dry and sandy patches. The City has set aside additional resources to restore these spaces.

We had a tough time balancing the importance of sustaining the beauty of neighbourhoods and parks, while at the same time conserving water.

Cape Town is one of the most beautiful Cities in the world. We now have the opportunity to reinvigorate our open spaces which were impacted by the drought. Through this project we can remind citizens that we are focused on service delivery in all aspects. This project aligns with our recently launched clean-up campaign to make neighbourhoods neat and tidy.

### **FEDHASA**

The City of Cape Town and the Federated Hospitality Association of Southern Africa (FEDHASA) Cape, are hosting a capacity-building workshop for 38 interns that aims to equip them with the full spectrum of vocational and life skills for future employment within the hospitality sector.

This skills development programme built on a Memorandum of Agreement (MOA) signed between the City and FEDHASA in 2016, includes a pilot project which placed 20 young people with FEDHASA members to gain practical work experience for a period of 18 months. In the current financial year, a further intake of 38 candidates will be participating in phase two of the agreement, totalling 58 candidates who will be benefiting from the training.

Through this intervention, participating youths go through a rigorous and well-structured training programme designed to give them a foot in the door for job opportunities in the sector.

FEDHASA Cape and their partners provide the interns with on-the-job training and work experience. Host employers are drawn from across the hospitality industry, including hotels, lodges and beauty spas to conference venues, restaurants and fast-food outlets, among others.

I cannot overstate the important role such partnerships play in terms of young people, as too many youths are unemployed, sitting idle and unsure of which career path to follow.

Institutions are not the only places of higher learning which are available to youth. Training programmes like these prepare young people for the world of work and this is something they should strongly consider as their future endeavour.

In terms of the MOA, FEDHASA will set and follow its own training criteria and framework. The objective is to enhance the individuals' chances of securing permanent employment. The City will pay them a stipend from the Expanded Public Works Programme (EPWP).

The programme forms part of the second phase of the agreement which was concluded between the City and FEDHASA. It is currently being run in conjunction with the City's EPWP office.

In addition, the skills programme has a built-in wellness programme which focusses on personal development, personal branding and communication, among a host of other areas to ensure the interns are well-rounded individuals upon completion of the programme.

During the month of March, the City's Mayoral Committee Member for Urban Management, Alderman Grant Twigg, together with myself as the Chairperson of the Urban Management Portfolio Committee, checked in with the interns to talk about aspects of their wellness.

This is a real life changing opportunity for our young people.

We have often said that government alone cannot create jobs. Therefore, such partnerships with the private sector are crucial to tackling youth unemployment.

The programme aligns with the City's commitment to build an opportunity City as it creates the potential for economic inclusion down the line.

Such initiatives support our youth who sometimes lose hope of achieving success in life. Therefore, the City negotiates and enters into these agreements to give our youth a boost and present them with career options at their disposal.

Although these options may not always be the first choice for youth it can certainly be to their advantage as it makes them more employable.

This is a huge opportunity for the youth, and these opportunities should not be taken for granted.

### **Community Based Vendors**

At the FOCOS meeting in December 2018 the issue of public liability insurance cover was raised as a constraint and financial burden for community based SMME's.

The current agenda items include amongst others:

1. The Mayoral Clean-up programme
2. Business improvement districts
3. Special Rated areas
4. Public Participation strategy
5. Public Participation process in respect of Council's 2019/20 draft budget

6. Public participation plan on the proposed new tourism development framework for Cape Town 2019-2023
7. Urban Management 2019/20 Draft Budget
8. Progressive Capital Budget Expenditure and Ward Allocation report.
9. Draft Business plans and SDBIPs will be tabled today for comment and review, it is proposed that a workshop be held to further interrogate the content thereof.

**Thank you**

**Cllr W Jaftha”**

Cllr Sotashe stated that the poor state of the canals in the Helderberg area should be addressed, as the matter is becoming a burning issue in the Helderberg community.

Cllr Pringle responded that the Committee should establish a method where urgent report backs will be dealt with.

The Chairperson reported that the urgent matter regarding the poor state of the canals in the Helderberg area will be escalated to Cllr G Twigg: Mayco member.

The Committee stressed the importance of receiving Agendas timeously and added that late reports will be carefully considered in future by the respective structures before they are allowed to be placed on the Agenda.

**RESOLVED** that the urgent matter regarding the poor state of the canals in the Helderberg area will be escalated to Cllr G Twigg: Mayco member.

**ACTION: B VAN SCHOOR**

**URBM 04/04/19 CONFIRMATION OF MINUTES: 4 MARCH 2019**

**RESOLVED** that the minutes of the meeting held on 4 March 2019, was confirmed by Cllr Jordaan and seconded by Cllr Fourie, subject to the following corrections:

- **URBM 05/03/19 – Urban Management: Vacancy Analysis:**
  - that “A Graham” be changed to “S Mayekiso”;
- **URBM 12/03/19 – Hout Bay Partnership Quarter 1 Report for the period 1 November 2018 to 31 January 2019:**
  - that the word “quarter” be rectified;
- **URBM 10/03/19 – Recreation and Parks: Progress report on contingency plans for grass-cutting and mowing services:**
  - that “Cllr Carstens” be changed to “Cllr Clayton”

Cllr Jansen requested bookmarks to be added to the electronic agenda.

**ACTION: J COOPER**

**URBM 05/04/19 MINUTES OF THE TERMS OF REFERENCE WORKSHOP HELD ON 26 FEBRUARY 2019 AT 14H00**

**RESOLVED** that the Minutes of the Terms of Reference Workshop held on 26 February 2019 at 14h00 be **NOTED**.

**ACTION: J COOPER**

**URBM 06/04/19 PROGRESS REPORT: MATTERS RECEIVING ATTENTION**

**1. PROJECT TIMELINE FOR THE IMPLEMENTATION AND EXPENDITURE OF THE FOLLOWING:**

• **GRASS CUTTING – R 20 MILLION;**

V Botto, Director: Recreation and Parks introduced the item.

D Galant reported the following, that:

- the additional R20 million was included in the Department's line items relating to mowing and grass cutting services and that it supplemented the funds which was already in the budget;
- the funds spend and assigned as at end of February 2019 is in the region of 70% and 75% respectively;
- based on the C3 notification demands received by Cllrs, the mowing allocation was increased;
- to date a number of 936 C3 notifications were received, 624 C3 notifications were closed and 292 notifications are still being addressed at this stage;
- the contingency program is continuing and that the staff and the EPWP resourcing capacity is used to provide services to the communities in terms of the mowing and horticultural maintenance function;
- the overtime expenditure was increased to approximately 55%;
- tender processes are continuing and BID evaluations for the mowing tenders will be completed within the next few days, which will hopefully be in place by 1 July 2019.

Cllr van der Merwe enquired as to how much funds were spent on mowing within the alternate Subcouncils.

Cllr van der Rheede requested that the Cllrs be informed as to when their respective areas will be mowed.

**RESOLVED** that:

- (a) the project timeline for the implementation and expenditure of the grass cutting be noted;
- (b) a breakdown of the funds spent on mowing of grass within all Subcouncils be made available;



(c) Cllrs be informed of when their respective areas will be mowed.

**ACTION: V BOTLO; D GALANT**

- **LITTER PICKING AND STREET CLEANING – R20 MILLION;**

**RESOLVED** that the matter on litter picking and street cleaning be removed from the Matters Receiving Attention schedule as the matter will be discussed under item URBM 07/04/19 of the Agenda.

**ACTION: E HLONGWAN; D STEVENS**

- **ROAD REPAIRS AND MAINTENANCE (MARKINGS AND PAINTING LINES) – R 8 MILLION**

**RESOLVED** that the matter on road repairs and maintenance (markings and painting lines) be removed from the Matters Receiving Attention schedule, as a report on the matter is included in the Agenda as item URBM 30/04/19.

**ACTION: H DU PLESSIS**

**2. FILLING OF VACANCIES**

**RESOLVED** that a report on the matter is included in the Agenda as item URBM 25/04/19.

**ACTION: S MAYEKISO**

**3. FUNCTIONING AND MANAGEMENT OF WARD COMMITTEES**

**RESOLVED** that a communication on the matter was forwarded to all Subcouncils on Friday, 22 March 2019 and that the matter be removed from the Matters Receiving Attention schedule.

**ACTION: C OVERMEYER**

**4. PROGRESSIVE CAPITAL EXPENDITURE REPORT: JANUARY 2019**

**RESOLVED** that Annexure B was included in the existing PCER report, reflecting the projects with a zero value / projects at risk and that the matter be removed from the Matters Receiving Attention schedule.

**ACTION: A DE KLERK**

**5. PROGRESS REPORT: MATTERS RECEIVING ATTENTION FROM PREVIOUS AREA-BASED OVERSIGHT COMMITTEES (AREA: NORTH, SOUTH, CENTRAL AND EAST)**

Cllr van der Rheede requested that the schedule of concerns raised by Subcouncils, which were identified at the workshop on 26 February 2019 and circulated at the meeting (attached to the minutes as Annexure A), form part of the Matters Receiving Attention schedule. These concerns are to be addressed at Subcouncils.

Furthermore, it was requested that the historic Matters Receiving Attention from the previous Area Based Oversight Committees (North, South, East and Central) be submitted to the next meeting.

**RESOLVED** that:

- a) the schedule of concerns raised by Subcouncils, which were identified at the workshop on 26 February 2019 and circulated at the meeting (attached to the minutes as Annexure A), form part of the Matters Receiving Attention schedule. These concerns are to be addressed at Subcouncils.
- b) a consolidated report on the historic Matters Receiving Attention from the previous Area-based Oversight Committees (North, South, East and) be submitted to the next meeting.

**ACTION: B VAN SCHOOR**

## 6. COMMUNITY BASED VENDORS

F Prince informed the members of the feedback received from B Chinasamy, Director: Supply Chain Management, Supply Chain Management, which is as follow:

“At the FOCOS meeting in December 2018 the issue of public liability insurance cover was raised as a constraint and financial burden for community based SMME's.

Alderman Twigg, had indicated in the meeting in January 2019, that he would engage with the Treasury Department on whether the City can cover the insurance in the interim until such time that these vendors become self-sustainable and are then able to take out insurance on their own.

Following a number of engagements with the City's insurance company, an insurance cover for the community based vendors for a period of 3 years was secured. The cover entails R10 million public liability insurance. The cover will only apply to community based vendors, who are able to render a service of over R 30 000.

A report is being drafted to Council for approval of this insurance cover.”

**RESOLVED** that a progress report on the status of the insurance cover of R10m public liability insurance be submitted to the next meeting.

**ACTION: B VAN SCHOOR; B CHINASAMY**

D Stevens introduced the presentation on the Mayoral Clean-up Programme – Solid Waste Management / Cleansing.

**RESOLVED** that the presentation on the Mayoral Clean-up Programme – Solid Waste Management / Cleansing be **NOTED**.

**ACTION: D STEVENS**

**URBM 08/04/19 APPLICATION TO EXTEND THE TERM OF THE BRACKENFELL BUSINESS IMPROVEMENT DISTRICT (BBID) FROM 1 JULY 2019 TO 30 JUNE 2024**

It is **RECOMMENDED** that:

- a) Council approve, in terms of section 15 of the Special Rating Area By-law, 2012, as amended, the extension of the Brackenfell Business Improvement District (BBID) term from 1 July 2019 to 30 June 2024;
- b) Council approve the BBID's new 5-year Business Plan for the period 1 July 2019 to 30 June 2024;
- c) The City of Cape Town imposes the levying of an additional rate on properties in the BBID from 1 July 2019 in terms of section 22(1)(b) of the Local Government: Municipal Property Rates Act (MPRA), Act 6 of 2004.

**ACTION: E SCOTT**

**URBM 09/04/19 APPLICATION TO EXTEND THE TERM OF THE LLANDUDNO SPECIAL RATING AREA (LSRA) FROM 1 JULY 2019 TO 30 JUNE 2024**

It is **RECOMMENDED** that:

- (a) Council approve, in terms of section 15 of the Special Rating Area By-law, 2012, as amended, the extension of the Llandudno Special Rating Area (LSRA) term from 1 July 2019 to 30 June 2024;
- (b) Council approve the LSRA's new 5-year Business Plan for the period 1 July 2019 to 30 June 2024;
- (c) The City of Cape Town imposes the levying of an additional rate on properties in the LSRA from 1 July 2019 in terms of section 22(1)(b) of the Local Government: Municipal Property Rates Act (MPRA), Act 6 of 2004.

**ACTION: E SCOTT**

**URBM 10/04/19 APPLICATION TO EXTEND THE TERM OF THE STRAND BUSINESS IMPROVEMENT DISTRICT (SBID) FROM 1 JULY 2019 TO 30 JUNE 2024**

It is **RECOMMENDED** that:

- (a) Council approve, in terms of section 15 of the Special Rating Area By-law, 2012, as amended, the extension of the Strand Business Improvement District (SBID) term from 1 July 2019 to 30 June 2024;
- (b) Council approve the SBID's new 5-year Business Plan for the period 1 July 2019 to 30 June 2024;
- (c) The City of Cape Town imposes the levying of an additional rate on properties in the SBID from 1 July 2019 in terms of section 22(1)(b) of the Local Government: Municipal Property Rates Act (MPRA), Act 6 of 2004.

**ACTION: E SCOTT**

**URBM 11/04/19      APPLICATION TO EXTEND THE TERM OF THE KALK BAY ST JAMES SPECIAL RATING AREA (KBSJSRA) FROM 1 JULY 2019 TO 30 JUNE 2024**

It is **RECOMMENDED** that:

- (a) Council approve, in terms of section 15 of the Special Rating Area By-law, 2012, as amended, the extension of the Kalk Bay St James Special Rating Area (KBSJSRA) term from 1 July 2019 to 30 June 2024;
- (b) Council approve the KBSJSRA's new 5-year Business Plan for the period 1 July 2019 to 30 June 2024;
- (c) The City of Cape Town imposes the levying of an additional rate on properties in the KBSJSRA from 1 July 2019 in terms of section 22(1)(b) of the Local Government: Municipal Property Rates Act (MPRA), Act 6 of 2004.

**ACTION: E SCOTT**

**URBM 12/04/19      APPLICATION TO EXTEND THE TERM OF THE SALT RIVER BUSINESS IMPROVEMENT DISTRICT (SRBID) FROM 1 JULY 2019 TO 30 JUNE 2024**

It is **RECOMMENDED** that:

- (a) Council approve, in terms of section 15 of the Special Rating Area By-law, 2012, as amended, the extension of the Salt River Business Improvement District (SRBID) term from 1 July 2019 to 30 June 2024;
- (b) Council approve the SRBID's new 5-year Business Plan for the period 1 July 2019 to 30 June 2024;
- (c) The City of Cape Town imposes the levying of an additional rate on properties in the SRBID from 1 July 2019 in terms of section 22(1)(b) of the Local Government: Municipal Property Rates Act (MPRA), Act 6 of 2004.

**ACTION: E SCOTT**

**URBM 13/04/19 APPLICATION FOR THE DETERMINATION OF A SPECIAL RATING AREA (SRA) KNOWN AS THE MITCHELL'S PLAIN TOWN CENTRE IMPROVEMENT DISTRICT (MPTCID)**

It is **RECOMMENDED** that:

- (a) The City of Cape Town determine the area as reflected in the body of this report as a special rating area (SRA), known as the Mitchell's Plain Town Centre Improvement District (MPTCID), in terms of the Special Rating Area By-law, 2012 as amended;
- (b) The City of Cape Town approve the application submitted by B. Bordiss, representing the registered owner of Erf 29370, Mitchell's Plain, to establish the MPTCID in terms of section 8.1 (a) of the By-law;
- (c) The City of Cape Town impose the levying of an additional rate on properties in the MPTCID from 1 July 2019 in terms of section 22(1)(b) of the Local Government: Municipal Property Rates Act (MPRA), Act 6 of 2004;
- (d) A finance agreement be concluded between the City of Cape Town and the MPTCID Management Committee in terms of section 12(6) of the By-law.

**ACTION: E SCOTT**

**URBM 14/04/19 APPLICATION FOR THE DETERMINATION OF A SPECIAL RATING AREA (SRA) KNOWN AS THE OAKWOOD / HUGHENDEN / MEADOWS COMMUNITY IMPROVEMENT DISTRICT (OHMCID)**

It is **RECOMMENDED** that:

- (a) The City of Cape Town determine the area as reflected in the body of this report as a special rating area (SRA), known as the Oakwood / Hughenden / Meadows Community Improvement District (OHMCID), in terms of the Special Rating Area By-law, 2012 as amended;
- (b) The City of Cape Town approve the application submitted by N Brook, the registered owner of Erf 7983, Hout Bay, to establish the OHMCID in terms of section 8.1 (c) of the By-law;
- (c) The City of Cape Town impose the levying of an additional rate on residential properties in the OHMCID from 1 July 2019 in terms of section 22(1)(b) of the Local Government: Municipal Property Rates Act (MPRA), Act 6 of 2004;
- (d) A finance agreement be concluded between the City of Cape Town and the OHMCID Management Committee in terms of section 12(6) of the By-law.

**ACTION: E SCOTT**

**URBM 15/04/19 PUBLIC PARTICIPATION STRATEGY**

Advocate I Robson introduced the report and presentation.

Cllr Jordaan enquired and at times stated, that:

- the Public Participation Unit is currently only focusing on the IDP budget;
- where does the Directors within the Public Participation Unit fit into the organogram;
- the proposal of the 48 EPWP contractors (2 per Subcouncil) at R3.2 million, the request of the two permanent staff at R1 million and transportation at R7 million must be clarified;
- Ward Committees do not always have a structure to report to;
- the communication regarding the presentation on the budget process for the community should be investigated.

Cllr Fourie stated that Subcouncils do not have the budget or the capacity to arrange for a public participation process and should be assisted by the Public Participation Unit. He further stated that he needs clarity on the public participation process on the extended liquor licence applications within the communities.

Cllr Jansen questioned whether a mechanism is in place in order to keep track of the public participation requests from Subcouncils and whether there is a turnaround time. He further queried whether the risks and challenges experienced by the Public Participation Unit will influence the public participation processes.

Cllr van Wyk stated that there is big improvement in the processes of the Public Participation Unit's processes and that the Subcouncil Chairpersons should also be included in the communications relating to public participation processes within their respective Subcouncils.

Cllr Clayton stated that the time frames of the public participation notices are of concern. She further stated that local newspapers and local radio stations should be made use of to inform communities of the public participation processes.

Adv. Robson reported the following, that:

- the Public Participation Unit (PPU) operates in conjunction with the respective Subcouncils in addressing various issues;
- the Directors within the areas of the Urban Management Department will be consulted regarding issues of concern on an ongoing basis;
- assistance will be provided by the PPU in terms of budget and capacity;
- the PPU is in the process of finalising a tracking tool where processes will be tracked, which will entail escalating matters at a much earlier stage;
- requests for public participation are budget dependant and attention will be given to the areas of immediate and urgent need;
- communication via local newspapers and radios will be investigated.

Ald. Twigg stressed the fact that the PPU is there to assist the various Wards and Subcouncils and to provide information to the Committee. He further stated that information should be shared between the Subcouncil Manager and Subcouncil Chairpersons.

**RESOLVED** that the report and presentation outlining the Public Participation Strategy be **NOTED**.

**ACTION: ADV. I ROBSON**

**URBM 16/04/19 PUBLIC PARTICIPATION PROCESS IN RESPECT OF COUNCIL'S 2019/20 DRAFT BUDGET**

**RESOLVED** that the report on the Public Participation Process in respect of Council's 2019/20 Draft Budget be **NOTED**.

**ACTION: N FISHER**

**URBM 17/04/19 PUBLIC PARTICIPATION PLAN ON THE PROPOSED NEW TOURISM DEVELOPMENT FRAMEWORK FOR CAPE TOWN 2019-2023**

**RESOLVED** that the Public Participation Plan on the proposed New Tourism Development Framework for Cape Town 2019-2023 be **NOTED**.

**ACTION: T VIVIAN**

**URBM 18/04/19 PRESENTATION ON THE 2019/20 TABLED BUDGET: URBAN MANAGEMENT DIRECTORATE**

**RESOLVED** that a workshop be held to present the 2019/20 Tabled Budget: Urban Management Directorate.

**ACTION: B VAN SCHOOR**

**URBM 19/04/19 SUPPORT TO PROCEED WITH THE PUBLIC PARTICIPATION PROCESS FOR THE FINALISATION OF THE CITY OF CAPE TOWN COASTAL BY-LAW**

D Colenbrander spoke to the report.

**RESOLVED** that:

- (a) the Portfolio Committee note the contents of the Draft Coastal By-law as per Annexure A;
- (b) the Portfolio Committee note the internal processes that have been completed in the development of the Coastal By-law through the City's formal structures;
- (c) the Portfolio Committee note that the City will engage with Provincial and National spheres of government in the finalisation of the Coastal By-law; and

- (d) the Portfolio Committee support the commencement of the public participation process for the Coastal By-law in accordance with the proposed public participation plan attached as Annexure B.

**ACTION: D COLENBRANDER**

**URBM 20/04/19 PROGRESSIVE CAPITAL EXPENDITURE REPORT: FEBRUARY 2019**

C Brown spoke to the report.

Cllr Fourie stated that the report is not legally compliant as the report was not signed.

A Maqubela of Legal Services responded that the report is indeed legally compliant as the approval form, with all the relevant signatures, is attached to the report.

The Directors reported on the top ten highest projects at risk.

**F Prince, Director: North:**

- Land acquisition in Vissershok (R15.4 million): the project manager has confirmed that the purchasing of land, in all probability, might take place during the current financial year;
- Upgrade of Grand Parade (R8.5 million): the contractor is on site, the funds will be spent within this financial year, R3 million was assigned;
- Network replacement in Brackenfell (R12.9 million): construction will commence in April, funds will be rolled over, the unplanned delay was due to the appeal process which had to be finalised;
- Blaauwberg North and Durbanville North non-motorised transport (R8 million each: appeal process ends tomorrow, 02 April 2019, 50% of the allocated funds will be spent;
- Scottsdene Depot upgrade (R11 million): there was a delay with the approval of the building plan, approvals were subsequently received, the contractor is expected to be on site during the current month, roll over of approximately R3 million is estimated;
- Atlantis Aquifer: Municipal Disaster Recovery grant (R10 million): R9.2 million spent, Municipal Disaster Grant (R37 million): R12 million spent, USDG funding (R59 million): R32 million will be spent;
- Bosmansdam duelling (R16 million): deviation report being reviewed for further investigation;
- Ndabeni vehicle pound upgrade (R7.5 million): experienced a number of challenges due to high quotations, installation of the wall and the upgrading of the parking area will continue;
- CCTICC Basement parking: there is a number of legal disputes which need to be resolved and a proposal has already been submitted.



**L Mdunyelwa, Director: East reported the following:**

- Sir Lowry's pass – a deviation report has been submitted, the project will be rolled over to the next financial year;
- Zandvliet – approval for the tender process has been granted recently and the project will be implemented in the next financial year;
- Strand seawall – the quality of work to the seawall due to storm water damage was not satisfactory, the project will be completed before the end of the financial year;
- Nomzamo pedestrian footbridge: the MOU is in the process of being signed, thereafter the project will be implemented;
- Penhill sewer installation: a deviation report was submitted in October, construction will be completed in June 2020;
- Street upgrading City wide: will follow-up with project leader;
- Morkel's Cottage Strand Housing project: both civil and construction work has been delayed because of a challenge with relocation of the residents, the project will continue in the next financial year.

**W Solomons Johannes, Director: Central:**

- Area upgrading: the appointments of the CLO's has been conducted and the staircase work will commence shortly;
- Jan van Riebeeck roads upgrade project (R10 million): funds added at the January adjustment budget, appeals on the tender process, delays on the expenditure anticipated;
- Road rehabilitation - Bishop Lavis: project was put on hold due to problems experienced with contractor and gangsterism, awaiting legal opinion, the project might be terminated and funds reallocated within the Roads and rehabilitation program;
- Road rehabilitation – Heideveld: a legal decision has been made to prepare a deviation report to extend the consultants' appointment;
- St Vincent Clinic upgrade: the contract will be awarded for the upgrades to be effected and the tender to be awarded in April;
- CCTV within Subcouncil 5: initial planning and orders have been placed in October, the implementation of the CCTV cameras will be accelerated;
- Delft Community Centre: the project commenced after the architectural designs were delayed, expenditure will be implemented, anticipated implementation by 1 May 2019;
- Multiple Ward upgrade: Ward 9 – work has been completed; Ward 22 – work is in progress; Ward 10 – work currently being implemented; a balance of 21% remains on the project;

- Millers Camp Sports field: orders have been placed, awaiting delivery of materials.

**A Bosman, Director: South:**

- Major upgrade area South: in the process of Appointing the Community liaison officers and the work will be undertaken;
- Retreat low lift pump station: delay with regards to local content issue and a possible late reward, there is a possibility that not all the funds will be spent;
- Upgrade of Vuyiseka Multi-purpose centre: the roof repair cost estimated R6.5 million and a deviation report to the value of R2 million will be prepared in next week, in order for the implementation to commence;
- Noordhoek LV Depot: project will be rephrased in 2019/20 due to lack of funding, to liaise with project manager;
- Security measures in MURP (R5 million): Ward needs to be corrected to Ward 88, fencing is on track and will amount to R3 million;
- Retreat Depot – replacement for Muizenberg: anticipated expenditure is R4 million, problems are being experienced with the construction of the project;
- Retreat Public Transport interchange: the expenditure is subject to approval in terms of the time line;
- New Pelican Park Clinic: anticipated that the Clinic will be completed at the end of the current financial year;
- Professional services at Monwood: professional consultants are in engagement with the Monwood community, a site needs to be determined for the upgrading to commence.

Cllr van der Rheede queried as to what the term “local content” entails. He further stated that it is unfair for Directors to answer on capital items as there are delegations in place and that project managers should attend the Subcouncil meetings to report back on projects.

Cllr Jansen expressed his concern regarding the incorrect Ward which was communicated to him in error, with regard to the Security measures of MURP (R5 million).

Cllr Hansen enquired whether the R7 million of the Scottsdale Depot will be spent within the current financial year. She further requested whether a presentation on the local monitoring of the CCTV cameras could be conducted.

Cllr Rossouw expressed her concern regarding the fact that only certain Subcouncils received funding from the Safety and Security Department to install CCTV cameras in their respective Wards.

Cllr Makasi enquired the following:

- clarity is needed on the R2.6 million which was received from Line Department to install CCTV cameras at a particular Subcouncil office, as the safety issue affects all Subcouncils;
- there is a concern regarding the slow progress of the road rehabilitation and road resurfacing projects of R9 million and R6 million respectively within Subcouncils 14 and 11;
- funding for street lighting is only made available to certain Subcouncils.

W Solomons Johannes responded that the tender for the road rehabilitation and road resurfacing within Subcouncils 14 and 11 has been awarded and the work will commence.

Cllr Jaftha stated that a workshop will be held to discuss the concerns regarding the installation of CCTV cameras at certain Subcouncils.

**RESOLVED** that:

- (a) the Progressive Capital Expenditure report: February 2019 be **NOTED**;
- (b) that a workshop be held to discuss the concerns regarding the installation of CCTV cameras at certain Subcouncils.

**ACTION: A DE KLERK; C BROWN; B VAN SCHOOR**

**URBM 21/04/19      URBAN MANAGEMENT: FEBRUARY 2019 FINANCIAL MONITORING REPORT**

B van Schoor spoke to the report.

Cllr Fourie stated that the report was not legally compliant as the report was not signed.

A Maqubela of Legal Services responded that the report was indeed legally compliant as the approval form, with all the relevant signatures, was attached to the report.

**RESOLVED** that the Urban Management: February 2019 Financial Monitoring Report be **NOTED**.

**ACTION: B VAN SCHOOR**

**URBM 22/04/19      WARD ALLOCATION REPORT: FEBRUARY 2019**

Cllr Fourie stated that the report was not legally compliant as the report was not signed.

A Maqubela of Legal Services responded that the report was indeed legally compliant as the approval form, with all the relevant signatures, was attached to the report.

**RESOLVED** that the Ward Allocation Report: February 2019 be **NOTED**.

**ACTION: B VAN SCHOOR**

**URBM 23/04/19 EXPANDED PUBLIC WORKS PROGRAMME (EPWP) IMPLEMENTATION AND PROGRESS FOR THE 2018/19 QUARTER TWO**

R Melody introduced the report.

Cllr van der Rheede stated that challenges are still being experienced when sourcing EPWP workers and whether the Mayco member could investigate a central point where EPWP workers could be sourced.

Cllr Jansen mentioned that there are times when the Line Departments do not make use of the Subcouncil database to source EPWP workers and that their exclusionary report should be submitted to Subcouncils to investigate whether it is legitimate.

B van Schoor stated that the randomisation or selection of the EPWP workers by the Line Department is intended to be reported to Subcouncils on a monthly basis and that the Area Director will be requested to report back to the Subcouncils.

**RESOLVED** that:

- (a) the report on the Expanded Public Works Programme (EPWP) Implementation and progress for the 2018/19 Quarter Two be **NOTED**;
- (b) the Area Directors will be requested to report back to the Subcouncils on the selection of the EPWP workers.

**ACTION: R MELODY**

**URBM 24/04/19 URBAN MANAGEMENT DIRECTORATE ANNUAL WORKPLAN AS FROM 1 APRIL 2019 TO 30 JUNE 2019**

**RESOLVED** that the Urban Management Directorate Annual Workplan as from 1 April 2019 to 30 June 2019 be **NOTED**.

**ACTION: A ARENDSE**

**URBM 25/04/19 URBAN MANAGEMENT: VACANCY ANALYSIS**

Cllr van Wyk stated the following, that:

- the Urban Management Portfolio Committee, which is a Section 79 Committee, comprise of Councillors and therefore make recommendations to the Executive Mayor, in collaboration with the Mayco members;
- the Subcouncil manager is the administrative Head of Subcouncils and is appointed in an advisory capacity to the Subcouncil Chairperson;
- the Subcouncil Chairperson, who is the governance Head of the Subcouncil, has oversight over the administration, which some of the officials view as interference;

- he recommended that the Subcouncil Chairpersons form part of the selection panel of all future Subcouncil Manager positions;
- Subcouncil Chairpersons should be involved in the Individual Performance Management (IPM) of the Subcouncil manager;
- the probation period report of Subcouncil managers should be tabled at the Urban Management Portfolio Committee meeting before the position is finalised;
- what type of induction programs are made available for newly appointed Subcouncil managers?
- what succession plan is available within the Urban Management Directorate to ensure that the Department is ready to fill the Subcouncil Manager positions?

Cllr Sotashe stated that certain Mayco members interfere with the administration process of Subcouncils. He further reported that he is still awaiting the appointment of a Subcouncil manager at Subcouncil 9.

B van Schoor responded the following, that:

- the matter will be escalated to the City Manager and a report will be submitted indicating the reasons why it will be challenging for the Subcouncil Chairpersons to be involved in the recruitment and selection processes of staff below Section 57;
- the matter of the Subcouncil Chairpersons being involved in the Individual Performance Management (IPM) process of the Subcouncil managers will be discussed with the Human Resources Department;
- there is a standard induction process within the City and within the Urban Management Directorate and that the relevant Area Director will arrange for a “buddy system” in terms of support for the newly appointed Subcouncil Manager;
- the current staff within the City is in the process of being developed and the only challenge is that there is a big divide between the Subcouncil Manager and the Administrative Officer which is being addressed.

**RESOLVED** that:

- (a) the report on the Urban Management: Vacancy Analysis be **NOTED**;
- (b) the Subcouncil Chairpersons form part of the selection panel for all future Subcouncil Manager positions;
- (c) that a report be submitted to the Urban Management Portfolio Committee indicating the reasons why it will be challenging for the Subcouncil Chairpersons to be involved in the recruitment and selection processes of staff below Section 57.

**ACTION: S MAYEKISO**

**URBM 26/04/19 URBAN MANAGEMENT: DRAFT DIRECTORATE SERVICE DELIVERY AND BUDGET IMPLEMENTATION PLAN (SDBIP) FOR 2019/20**

**RESOLVED** that a workshop be scheduled to discuss the Urban Management: Draft Directorate Service Delivery and Budget Implementation Plan (SDBIP) for 2019/20.

**ACTION: E DICK**

**URBM 27/04/19 URBAN MANAGEMENT: DRAFT DEPARTMENTAL SERVICE DELIVERY AND BUDGET IMPLEMENTATION PLAN (SDBIP) AND BUSINESS PLAN FOR 2019/2020**

**RESOLVED** that a workshop be scheduled to discuss the Urban Management: Draft Departmental Service Delivery and Budget Implementation Plan (SDBIP) and Business Plan for 2019/20.

**ACTION: E DICK**

**URBM 28/04/19 FUNCTIONING AND MANAGEMENT OF WARD COMMITTEES**

Cllr Pringle requested the following, that:

- the minutes of the Ward Committee meetings not only serve before Subcouncil, but that the relevant action points within the minutes of the Ward Committee meetings be extracted for action by the Subcouncil;
- that one or two meetings per year be scheduled between the Subcouncil Chairperson, the relevant Ward Cllr and the Sector Representatives of Ward Committees, in order to exercise oversight.

**RESOLVED** that:

- (a) the report on the Functioning and management of Ward Committees be **NOTED**;
- (b) the minutes of the Ward Committee meetings not only serve before Subcouncil, but that the relevant action points within the minutes of the Ward Committee meetings be extracted for action by the Subcouncil;
- (c) that one or two meetings per year be scheduled between the Subcouncil Chairperson, the relevant Ward Cllr and the Sector Representatives of Ward Committees, in order to exercise oversight

**ACTION: C OVERMEYER**

**URBM 29/04/19 DISTRICT SPATIAL DEVELOPMENT FRAMEWORK (DISTRICT SPATIAL PLAN) REVIEW 2019/2020**

N Titus introduced the report.

**RESOLVED** that the District Spatial Development Framework (District Spatial Plan) Review 2019/2020 be **NOTED**.

**ACTION: N TITUS**

**URBM 30/04/19      PROGRESS ON ADDITIONAL R8 MILLION FUNDING ALLOCATED TO TRANSPORT FOR LANE MARKING**

H Du Plessis introduced the report.

Cllr van der Rheede stated that additional funding was offered for lane marking but not taken up by the Department.

Cllr Fourie requested that the Subcouncils need to be consulted during the lane marking process as some Ward Allocation funding has been allocated for street marking.

Ald. March enquired whether the additional funds will cover the majority of lane markings. He also expressed that the quality of the paint used for road markings is sub-standard.

Cllr Clayton requested lane marking around schools for safety regulations.

B van Schoor responded that all the priorities for lane markings have been received from the various Subcouncils, C3 notifications were created and feedback is awaited from the Transport Portfolio Committee.

H du Plessis responded the following, that:

- at the time when additional funds were offered, annual tenders were not awarded as yet, therefore the additional funds could not be accepted at the time;
- Subcouncil Managers should engage with the District Managers within their particular Subcouncil areas in order to prioritise street names within their areas;
- the quality of paint which the City is using for lane markings, meets the National standard of paint;
- the majority of funds received were used for community roads, which is regarded as internal roads;
- a list was received from the various Subcouncils, via the Executive Director's office which was forwarded to the respective teams, which will be investigated;
- the road markings and school safety at schools are prioritized.

**RESOLVED** that the report on the Progress on the Additional R8 million funding allocated to Transport for Lane Marking be **NOTED**.

**ACTION: H DU PLESSIS**

B van Schoor informed the Committee that due to regulations, this will be the last Urban Management Portfolio Committee meeting that he will be attending, as his Acting Executive Director: Urban Management contract expires on 17April 2019.

**THE MEETING CONCLUDED AT 13h50**

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**COUNCILLOR W JAFTHA  
(CHAIRPERSON)**

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**DATE**





CITY OF CAPE TOWN  
ISIXEKO SASEKAPA  
STAD KAAPSTAD

Making progress possible. Together.

CONCERNS RAISED BY SUBCOUNCILS  
ON 26 FEBRUARY 2019  
URBAN MANAGEMENT PORTFOLIO COMMITTEE WORKSHOP  
HELD AT PLATINUM BOARDROOM: TRANSPORT MANAGEMENT CENTRE, GOODWOOD

1	Ageing Infrastructure Removal of City Services				Community and Sports Facilities - Upgrades & Maintenance						
2						Illegal land invasion					Illegal dumping
3	Traffic Congestion				(Vulnerable People) (Homeless People)						Illegal dumping
4			Backyard Services								Illegal dumping
5											
6			Backyard Services								Ageing Infrastructure in Uitsig (sewerage)
7	Traffic Congestion				(Vulnerable People) (Homeless People)					Informal Traders	Illegal dumping
8			City Housing				Upgrade of Harbour			Enclosure of canals	
9											
10											
11	Lack of Economic opportunities (poorer areas)		City Housing Backyard Services			Safety & Security [more Law Enforcement]					
12						Safety & Security [more Law Enforcement] - Town Centre				Illegal Trading	
13	Social Ills (i.e. crime, grime, unemployment)					Moving violators; Taxi Drivers disobeying traffic rules					Inadequate and failing infrastructure (i.e. raw sewerage in roads)
14											
15	Traffic Congestion					Illegal Structures - Epping Market Gangsterism - [Kensington / Maitland]					Ageing Infrastructure in Langa - collapse sewerage pipes



CONCERNS RAISED BY SUBCOUNCILS  
ON 26 FEBRUARY 2019  
URBAN MANAGEMENT PORTFOLIO COMMITTEE WORKSHOP  
HELD AT PLATINUM BOARDROOM: TRANSPORT MANAGEMENT CENTRE, GOODWOOD

16			Re-blocking Project halted in FY		(Vulnerable People) (Homeless People)	Safety & Security - increase Law Enforcement						Area Cleansing Faulty water metres
17												
18			Rental Stock - Maintenance [Electrical Issues] CAFDA - No Services		(Vulnerable People) (Homeless People)							No services in Cafda
19												
20						Law Enforcement Officers for Traffic Interchange						Disrepair of Wynberg CBD - MURP project was cancelled
21	Lack of City Facilities and Upgrades					Lack of Law Enforcement Officers						Illegal dumping
22					Inconsistent mowing	Traffic calming				Cleaning of canals	Upgrade of Informal Areas	Illegal dumping; Area cleaning
23			Informal Settlements - Upgrades		Overgrown Verges	Safety & Security						
24												