

**REPORT TO COUNCIL FROM THE STANDING
COMMITTEE ON PUBLIC ACCOUNTS
(FUNCTIONING AS THE OVERSIGHT COMMITTEE)**



1. ITEM NUMBER : MC 59/03/09

2. SUBJECT

**OVERSIGHT REPORT IN RESPECT OF THE 2007/08 ANNUAL REPORTS
FOR THE CITY OF CAPE TOWN AND ITS MUNICIPAL ENTITIES**

ONDERWERP

**OORSIGVERSLAG MET BETREKKING TOT DIE 2007/08-JAARVERSLAE VIR
DIE STAD KAAPSTAD EN SY MUNISIPALE ENTITEITE**

ISIHLOKO

**INGXELO YOHOLO LWENTSEBENZO YAMASEBE NAMAZIKO
KAMASIPALA KWIINXELO ZONYAKA ZIKA-2007/08 ZESIXEKO SASEKAPA
KUNYE NAMAZIKO KAMASIPALA**

[LSU : 6499]

3. PURPOSE

To enable the Committee to discharge its oversight responsibility in considering the City of Cape Town's Annual Report and those Annual Reports submitted by the Municipal Entities for 2007/08 in terms of Section 129 of the Local Government: Municipal Finance Management Act (Act No 56 of 2003) (MFMA).

4. STRATEGIC INTENT

Good Governance and Regulatory Reform

5. FOR DECISION BY

The delegated authority to adopt an oversight report in respect of the Annual Report rests with Council.

6. EXECUTIVE SUMMARY

- 6.1 MFMA Circular Number 32 recommends the establishment of an oversight committee for the detailed analysis and review of the annual report(s), following their tabling in Council, receiving and reviewing representations made by the public, inputs from other councillors and Council Portfolio Committees and then drafting an oversight report that may be taken to full Council for discussion.
- 6.2 The Standing Committee on Public Accounts (SCOPA) is required to perform the responsibilities of the Oversight Committee as envisaged in MFMA Circular Number 32 and Section 129 of the MFMA. All Portfolio Committees were requested to consider the available components of the City of Cape Town's annual report and those annual reports submitted by municipal entities for 2007/08, with a view to providing comments to SCOPA for inclusion in the oversight report to be prepared by SCOPA and adopted by Council on 30 March 2009. Relevant comments and resolutions made by the Sub-Councils and the Portfolio Committees, as well as those written representations / comments received from the community, are contained in schedules **attached as Annexures B and C** respectively.
- 6.3 SCOPA considered the 2007/08 annual report of the City of Cape Town and its Municipal Entities and raised any issues of concern with the Executive Management of the City of Cape Town at a meeting on 27 February 2009. The SCOPA resolutions flowing from this process are contained in the schedule as attached in **Annexure A**.
- 6.4 In terms of Section 129 of the MFMA, the Council must adopt an oversight report containing the Council's comments on the annual report which must include a statement whether the Council –
- (a) Has approved the Annual Report with or without reservations;
 - (b) Has rejected the Annual Report; or
 - (c) Has referred the Annual Report back for revision of those components that can be revised.
- 6.5 In terms of MFMA Circular Number 32, in order to approve the Annual Report without reservations, Council should be able to agree that the information contained in the report is a fair and reasonable record of the performance of the municipality in the financial year reported upon. Approval means that the executive and administration have discharged in full, their accountability for decisions and actions and that their performance meets the criteria set by performance objectives and measures and is also acceptable in the community.
- 6.6 SCOPA noted with concern the lack of comment, in respect of the Annual Report, from the Sub-Councils as well as Portfolio Committees, other than the Safety and

Security Portfolio Committee. It was therefore recommended that for the 2008/09 Annual Report that the Integrated Development Plan (IDP) & Organisational Performance Management (OPM) Department provides guidance to the Portfolio Committees in order to assist these Committees to fully understand the Annual Report, enabling them to adequately interrogate the performance information relevant to their portfolio. In this way, the Portfolio Committees and Sub-Councils can provide in-depth and well debated comments pertaining to their areas of relevance.

7. RECOMMENDATIONS

Not Delegated: for Decision by Council:

- a) That Council having fully considered the 2007/08 Annual Report of the municipality and representations thereon, adopts the oversight report; and
 - (i) Approves the annual report without reservations.
- b) That Council having fully considered the 2007/08 Annual Report of the Municipal Entity, Cape Town International Convention Centre Company and representations thereon, adopts the oversight report; and
 - (i) Approves the annual report without reservations.
- c) That Council having fully considered the 2007/08 Annual Report of the Municipal Entity, Khayelitsha Community Trust, and representations thereon, adopts the oversight report; and
 - (i) Approves the annual report without reservations.

7. AANBEVELING

Nie Gedelegeer nie: Vir Besluit deur die Raad:

- a) Dat die raad ná deeglike oorweging van die 2007/08-jaarverslag van die munisipaliteit, sowel as vertoë daaroor, die oorsigtelike verslag aanvaar; en
 - i) die jaarverslag sonder voorbehoud aanvaar.
- b) Dat die raad ná deeglike oorweging van die jaarverslag van die munisipale entiteit, die Kaapse Internasionale Konferensiesentrum-maatskappy, sowel as vertoë daaroor, die oorsigtelike verslag aanvaar; en

- i) die jaarverslag sonder voorbehoud aanvaar.

- c) Dat die raad ná deeglike oorweging van die jaarverslag van die munisipale entiteit, die Khayelitsha Community Trust, sowel as vertoë daaroor, die oorsigtelike verslag aanvaar; en
 - i) die jaarverslag sonder voorbehoud aanvaar.

7. IZINDULULO

Aziqunyaziswanga: iSiggibo seseBhunga:

- a) Ukuba iBhunga, emva kokuba liqwalasele ingxelo yonyaka ka-2007/08 kamasipala kunye neengxelo ezenziwe ngomlomo ngabathunywa, liyayamkela ingxelo yohlolo lweziko; kananjalo
 - i) liyayamkela ingxelo yonyaka nganphandle kwesikrokro.

- b) Ukuba iBhunga, emva kokuba liqwalasele ingxelo yonyaka yeziko likamasipala i-Cape Town International Convention Centre Company kunye neengxelo ezenziwe ngomlomo ngabathunywa, liyayamkela ingxelo yohlolo lweziko kananjalo
 - i) liyayamkela ingxelo yonyaka nganphandle kwesikrokro.

- c) Ukuba iBhunga, emva kokuba liqwalasele ingxelo yonyaka yeziko likamasipala i-Khayelitsha Community Trust kunye neengxelo ezenziwe ngomlomo ngabathunywa, liyayamkela ingxelo yohlolo lweziko kananjalo
 - i) liyayamkela ingxelo yonyaka nganphandle kwesikrokro.

8. DISCUSSION/CONTENTS

8.1. Constitutional and Policy Implications

The Standing Committee on Public Accounts (SCOPA) is required to perform the responsibilities of the Oversight Committee as envisaged in MFMA Circular Number 32 and Section 129 of the MFMA.

8.2. Environmental implications

Does your report result in any of the following:

No

Yes (if yes, please complete the section below by clicking on the relevant tick boxes)

Loss of or negative impact on natural space and/or natural vegetation, rivers, vleis or wetlands? Loss of or negative impact on the city's heritage, cultural and scenic resources?

An increase in waste production or concentration, pollution or water usage? Development or any construction within 500m of the coastline?

Does your activity comply with the National Environmental Management Act (NEMA)?
(mark by clicking on the tick box)

Yes

No

Does your report complement and support the City's approved IMEP strategies?
(if yes, please select from list below by clicking on the relevant tick box)

Biodiversity Strategy and Biodiversity Network	<input type="checkbox"/>	Coastal Zone Management Strategy	<input type="checkbox"/>	Energy and Climate Change Strategy	<input type="checkbox"/>
Environmental Education and Training Strategy	<input type="checkbox"/>	Heritage Management Strategy	<input type="checkbox"/>	Air Quality Management Plan	<input type="checkbox"/>
Integrated Waste Management Strategy	<input type="checkbox"/>	Invasive Species Strategy	<input type="checkbox"/>		

Do the activities/actions arising from your report:
(if yes, please select from list below by clicking on the relevant tick box)

Enhance Cape Town's unique environmental assets? Negatively impact on Cape Town's unique environmental assets?

8.3. Legal Implications

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

8.3.2 Local Government: Municipal Systems Act, 2000 (Act 32 of 2000) Chapter 6, as read with the Local Government: Municipal Systems Amendment Act, 2003 (Act 44 of 2003)

8.3.3 Local Government: Municipal Structures Act, 1998 (Act 117 of 1998)

8.4. Staff Implications

Does your report impact on staff resources or result in any additional staffing resources being required?

No

Yes

8.5. Risk Implications

Does this report and/or its recommendations expose the City to any risk? (i.e. does it have any adverse influence on service delivery?)

No

Yes

8.6. Other Services Consulted

None


ANNEXURES

Annexure A: Schedule containing Comments and Resolutions from SCOPA

Annexure B: Schedule containing comments from the Portfolio Committees and Sub-Councils

Annexure C: Written representations / comments from the community.

FOR FURTHER DETAILS CONTACT : 000849

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DIRECTORATE	Internal Audit
FILE REF NO	
SIGNATURE : DIRECTOR R JAFTHA	



LEGAL COMPLIANCE

REPORT COMPLIANT WITH THE PROVISIONS OF COUNCIL'S DELEGATIONS, POLICIES, BY-LAWS AND ALL LEGISLATION RELATING TO THE MATTER UNDER CONSIDERATION.

NON-COMPLIANT

DATE

12 March 2009

COMMENT :

Provided that tabling was properly done in terms of section 127(a) of the MFMA



CHIEF AUDIT EXECUTIVE
Z Abrams

Comment:

DATE

13/03/09

(Author to obtain all signatures before submission to Executive Support)

COMMENTS AND RESOLUTIONS FROM THE SCOPA COMMITTEE IN RESPECT OF THE 2007/08 ANNUAL REPORT FOR THE CITY OF CAPE TOWN AND THOSE FOR THE MUNICIPAL ENTITIES

Meeting	Date of Meeting	Comments and Resolution		Reference
		City of Cape Town Annual Report	Municipal Entities Annual Report	
SCOPA	27 February 2009	<p>Recommend to Council: That, having fully considered the 2007/08 Annual Report of the municipality and representations thereon, adopts the oversight report and approves the annual report, without reservations and note the following resolutions adopted by SCOPA:</p> <p>CHAPTER 1: INTRODUCTION AND OVERVIEW OF THE CITY OF CAPE TOWN METROPOLITAN AREA</p> <p>Page 10: Strategic Focus Area – SCOPA recommended that consideration should be given to include the Green Environment as a Strategic Focus Area.</p> <p>CHAPTER 2: PERFORMANCE HIGHLIGHTS</p> <p>Page 14: Khayelitsha Festival – SCOPA commented that the huge success achieved with this festival should have been highlighted under Tourism in the Annual Report.</p> <p>Page 16: 2010 FIFA World Cup – The agreement between the City and Stade de France and the SAIL group should be monitored, in the event that the eight games allocated to Cape Town does not materialise.</p>	<p>Recommend to Council: That, having fully considered the 2007/08 Annual Reports of the Municipal Entities and representations thereon, adopts the oversight report and approves the annual report, without reservations and note the following resolutions adopted by SCOPA:</p> <p>CAPE TOWN INTERNATIONAL CONVENTION CENTRE</p> <p>P161: CTICC – Appointment of Directors - SCOPA commented on the number of Directors that was appointed in excess of the number allowed in terms of the entity's Articles of Association.</p> <p>KHAYELITSHA COMMUNITY TRUST</p> <p>Page 50: Khayelitsha Community Trust (KCT) – SCOPA commented on the lack of delivery by the Trust and recommended that there should be ongoing regular monitoring in respect of the Khayelitsha Community Trust over the next year to ensure service delivery.</p>	

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ANNEXURE A

Meeting	Date of Meeting	Comments and Resolution		Reference
		City of Cape Town Annual Report	Municipal Entities Annual Report	
		<p>Page 19: Waste Management – SCOPA recommended that recycling should be more widely advertised and/or publicised.</p> <p>Page 29: Housing Accreditation – SCOPA noted the comments in terms of the progress made by the City to obtain full housing accreditation and recommended that this matter should be expedited.</p> <p>Page 30: Informal Settlements – SCOPA expressed concern over the quality of life within Informal Settlements and has requested that the process to improve this aspect be monitored closely.</p> <p>Page 34: Unfunded Mandates – SCOPA recommended that the matter of resolving unfunded mandates between the City and Provincial Government should be expedited.</p> <p>Page 34: Service Delivery – SCOPA expressed concern over the problems faced by communities and indicated that the City should formulate an approach to deal with the challenges faced by communities.</p> <p>Page 36: Overspending of the Operating Budget – SCOPA noted with concern the overspending of the operating budget in respect of Xenophobic attacks and recommended that the matter of Provincial Government re-imbursing the City for expenditure incurred should be expedited.</p> <p>Page 44: Rating of Individual Services – SCOPA noted with concern the comments by the citizens of the City of Cape Town and recommended that these concerns be prioritised.</p>		<p>Unfunded Mandates - Raised in 2006/07 Oversight Report (C80/03/08)</p>

000851

Meeting	Date of Meeting	Comments and Resolution		Reference
		City of Cape Town Annual Report	Municipal Entities Annual Report	
		<p>CHAPTER 3: HUMAN RESOURCES AND OTHER ORGANISATIONAL MANAGEMENT ISSUES</p> <p>Page 55: Employment Equity –SCOPA noted with concern that people with disabilities and other vulnerable groups were not included in the Employment Equity table. It was recommended that serious consideration should be given to the transformation of senior levels and strategic positions within the organisation in respect of employment equity.</p> <p>Page 55: Employment Equity - SCOPA raised concern about the gender equity imbalances in the City as only 5907 of the 21952 staff members are women.</p> <p>CHAPTER 4: FINANCIAL STATEMENTS AND RELATED INFORMATION</p> <p>Page 74: Consumer Debtors – SCOPA expressed serious concern over the high outstanding amount for consumer debtors.</p> <p>Page 129: Irregular Expenditure – SCOPA expressed concern over the deviation from tender processes amounting to R126,5m and resolved that these items be subjected to SCOPA enquiry in terms of Section 32(2)(a)(ii) of the MFMA.</p> <p>Page 130: Councillor Arrears – SCOPA expressed concern over the consumer accounts of Councillors that were in arrears.</p>		<p>Councillor Arrear -Raised in 2006/07 Oversight Report (C80/03/08)</p>

000852

- MINUTES -**OF THE MEETING OF THE STANDING COMMITTEE ON PUBLIC ACCOUNTS
(SCOPA) HELD IN MEETING ROOM 1, PODIUM BLOCK, CIVIC CENTRE, CAPE
TOWN ON FRIDAY 27 FEBRUARY 2009 AT 10:00**

PRESENT**COMMITTEE MEMBERS**

Cllr P Gabriel (Chairperson) (ANC)
 Cllr P Chapple (DA)
 Cllr P Gouws (ID)
 Cllr P Hill (DA)
 Cllr N Klaas (ANC)
 Cllr M Labase (ANC)
 Cllr M Mnqasela (DA)
 Cllr D Schäfer (DA)
 Cllr J van der Merwe (DA)

OFFICIALS

Z Abrams	: Internal Audit
G Bam	: Sport & Recreation
D Beretti	: Corporate Services
V Botto	: Forensics
I Bromfield	: Health
E Chinnappen	: Transport, Roads & Stormwater
W Claassens	: Integrated Development Plan
L Dhlamini	: Water Services
A Ebrahim	: City Manager
N Fick	: Solid Waste
R Jaftha	: Internal Audit
G Jeffries	: Legal Services
S Johnson	: Internal Audit
G Jonkers	: Utility Services
A Kariem	: Utility Services
R Keraan	: Utility Services
M Kriel	: Utility Services
A Kotzee	: Housing
C Maurer	: Forensics
M Marsden	: Service Delivery Integration
L Mbandazayo	: Legal Services
M Mohamed	: Economic & Social Development
B Msengana	: Corporate Services
L Mtwazi	: Community Development
L Muller	: Finance

M Pikashe : Legal Services
H Thomas : Safety & Security
L van Oordt : Solid Waste
P van Zyl : Strategy & Planning
S Venter : Finance
R Wootten : Finance
R Tippoo : Executive Support & Committee Services

PRESS

L Dentlinger (Cape Argus)
A Powell (Cape Times)

PUBLIC

T V Pillay (National Treasury)
B Swart (Auditor-General)

APOLOGY

Cllr W Hlazo (ANC)

ABSENT

Cllr D Mocke

SCOPA 01/02/09 OPENING AND PRAYER / MOMENT OF SILENCE

The Chairperson, Councillor P Gabriel, welcomed everyone to the meeting and requested that a moment of silence be observed.

SCOPA 02/02/09 APOLOGIES / LEAVE OF ABSENCE

Councillor W Hlazo had been granted leave of absence by the Chief Whip.

RESOLVED that it **BE NOTED** that Councillor W Hlazo had been granted leave of absence by the Chief Whip.

ACTION : MS T ALBERTYN

SCOPA 03/03/09 CHAIRPERSON'S REPORT

None

SCOPA 04/03/09 CONFIRMATION OF THE MINUTES OF THE ORDINARY MEETING HELD ON 27 NOVEMBER 2008

RESOLVED that the minutes of the meeting held on 27 November 2008 **BE CONFIRMED** subject to the following amendments :

Item 05/11/08 (3) : Delete the words "the Director of" in the resolution.

Item 05/11/08 (4) : In the second paragraph delete the words "requested Legal Services to clarify why Thabo Mokoena and TMC Consulting were sued separately. She also"

SCOPA 05/03/09 2007/2008 ANNUAL REPORT OF THE CITY OF CAPE TOWN AND ITS MUNICIPAL ENTITIES

The City Manager, Mr A Ebrahim advised that Mr T V Pillay from the National Treasury was present at the meeting as an observer and that Mr M Richardson could not attend the meeting as he had to attend a meeting with National Treasury.

The Chairperson, Councillor P Gabriel, introduced the Annual Report and requested the members to comment thereon.

Councillor Hill recommended that "the Environment" be included as a strategic focus area in the Annual Report for 2008/09. His reasons for asking it to be included were because he considered tourism to be a creator of jobs and as Cape Town was a tourism destination, he was concerned about the carbon footprint. He also said that there were insufficient recycling activities and the built and natural environment should be considered as part of our heritage. The City Manager, Mr A Ebrahim, advised that the Integrated Development Plan (IDP) was being reviewed and Dr Martin van der Merwe, who was present at the meeting, would take cognisance of Councillor Hill's comment.

Councillor D Schäfer referred to page 16 of the Annual report and requested more information regarding the Stadium Management Agreement. She enquired why the City accepted the liability of R30m if the soccer matches did not take place at the stadium. Executive Director, Mr M Marsden, advised that during the negotiations with the Stade de France and SAIL Group, eight games had been allocated to Cape Town. If for any reason the games did not take place then Stade de France and SAIL Group would have to have five major events at the stadium to compensate for the loss of the games. The City was forced to agree to the terms or the Company would have withdrawn from the stadium. The risk involved was assessed as being very low and the City had taken out insurance to ensure adequate cover in the event of a claim.

Councillor Gabriel referred to the arrangements made with regard to Green Market Square and enquired what improvements had been made regarding the management thereof. He also enquired whether a similar arrangement could be made regarding the flea market in Green Point. Executive Director, Mr M Mohamed, advised that since the City had taken over Green Market Square the traders were saving an amount of R200 000 per month in rental. A Traders Association had been established from which a management body had been formed. The management body met on a regular basis with the Green Point Steering Committee which was a Sub-council lead initiative.

In respect of Green Point flea market, Mr M Mohamed advised that the market was currently operating from the parking area of Green Point Bowling Greens and would remain there until the end of the trial period which is at the end of March 2009. The City was working towards creating an effective and efficient institutional arrangement post 2010. He envisaged the permanent arrangement to be completed by the end of 2009.

Councillor Gabriel enquired whether the grant of R800 000 given for

the Khayelitsha Festival was well spent. Mr M Mohamed responded that the festival was a huge success from an economic and social perspective. There was lots of business interest and it raised the profile of Khayelitsha. Councillor Hill said that the achievement should have been highlighted under Tourism in the Annual Report.

Councillor Hill referred to page 188 of the report and enquired about the backlogs in building applications. The Executive Director : Mr P van Zyl, advised that building plans for areas less than 500m² were approved within 30 days and plans for areas greater than 500m² were approved within 60 days. However there were various factors which influenced the time it took to approve an application. If the application involved land use amendments such as departures on building lines then the process could take as long as 7 months as the amendments would have to be advertised and then there could be objections received etc. He was of the opinion that it was not really backlogs but rather work in progress. The department had now been divided into 8 districts which were being closely monitored.

Councillor Schäfer referred to page 19 of the report and enquired why the City was not doing more about recycling and publicising that the public could drop off waste for recycling at the City's dump sites. Mr R Keraan responded that while adverts were placed in the newspapers on a regular basis, it was extremely costly. Advertising was therefore done mostly with schools and through the website. The City's website also listed the locations of the dump sites. An awareness campaign would be established once the new by-law was approved. A variety of initiatives were being considered. One of which was the imposition of a levy for packaging. Discussions were taking place with the officials from National Government and a roll out of recycle bags would be taking place in the near future. Consideration was being given to how to get the recycled items to the dump sites. Woolworths and Pick n' Pay had areas for specific items to be dropped for recycling.

Councillor Mngasela referred to page 34 of the report and enquired what was being done to address the service delivery problems faced by communities. Mr L Dhlamini responded that there was a 99% delivery of basic services. With regard to water and sanitation the national standard was exceeded. Taps/stand pipes were installed in informal settlements at the rate of one for every 11 households. Vandalism was a major problem and as a result the stand pipes were being changed so that they could not be resold.

Councillor Gabriel commented that while he understood the major challenges facing the City, he expected the City to come up with an approach to address the challenges thereby improving service

delivery in the informal settlements. He said the City would be judged on how it dealt with informal settlements.

Mr Marsden advised that every effort was being made to involve the communities in housing programmes and in-site upgrades. Regarding the supply of electricity, Dr Msengana advised that the two service providers were the City and Eskom. 95% of all informal settlements within the City of Cape Town had a supply but the problem was where informal settlements were situated within areas supplied by Eskom. The City was therefore constantly engaging Eskom to try and rectify the matter.

Councillor Gouws referred to page 21 of the report and enquired whether the Koeberg Interchange was a provincial project and commented on the congestion at the robots on the corner of Paradise Road and the M3. The Executive Director, Mr Chinnappen, responded that the Koeberg Interchange was a provincial project. Regarding the traffic congestion he responded that the Committee had to take into consideration the increase in traffic and related traffic problems. The robots were however monitored.

Councillor Gouws enquired when the maintenance projects referred to in paragraph 2 on page 29 of the report will commence. The Housing Director, Ms A Kotzee, responded that tenders had been awarded in the East and Central regions and work has commenced. However, final approval from the tender office was awaited for the Southern region. The contracts were multi-year contracts and would run until the end of 2010. At the end of that period, if necessary, the same process would be followed and tenders awarded.

Councillor Schäfer referred to paragraph 3 on page 29 of the report and enquired what had to be done by the City in order to receive full housing accreditation. Ms Kotzee advised that the City had applied for level 1 accreditation and had received conditional approval in June 2008. She said that the Provincial Administration had to instruct the Auditor General to assess the City on whether or not it complied. However the Auditor General was instructed to not only assess the City on what it could do with regards to developing a housing strategy, Integrated Development Plan and a Budget but also on the content of those documents. That unfortunately was not the function of the Auditor General and he therefore could not properly assess the City. The City has however submitted a business plan for level 2 accreditation and would request conditional approval until such time as full accreditation is awarded.

Councillor Chapple referred to "Unfunded Mandates" on page 34 of

the report and enquired whether the matter regarding libraries could only be addressed at a political level. The Executive Director, Ms Mtwazi, responded that a political decision had to be taken nationally or the function had to be reassigned. She further advised that Councillor G Ras had been in discussion with Minister Cameron Dugmore. Funding was urgently needed for the libraries in Khayelitsha.

Councillor Schäfer referred to page 36 of the report and enquired whether any progress had been made with the regard to the recovery of funds spent by the City on the victims of the xenophobic attacks. The City Manager, Mr A Ebrahim, responded that the matter had been raised with National Treasury to assist in the recovery of the funds as there had been a negative response from the Provincial government. It was obvious that the expenditure was not budgeted for.

Councillor Schäfer referred to page 42 of the report and enquired whether the concerns expressed in the customer survey had been addressed and how the data of both the customer and employee surveys was compiled. Mr van Zyl responded that a survey was undertaken by PMS Research Survey of 3000 households and 500 businesses. The household survey was undertaken in the eight districts (300 per district) in October/December 2007 through face to face interviews. It was the first survey done in the Metropolitan area. The results of the surveys done by the former Municipalities were not comparable. Another survey would be undertaken during 2008/2009 and should be available in April 2009.

Mr Beretti advised that the "Culture Climate Survey" was undertaken by Markinor during September/October 2007 when the morale of staff was very low. The survey measured 12 specific areas based on a business formula that would measure loyalty and business success. 7 850 employees responded to the survey. The staff could access the questionnaire through the intranet, by completing hard copies and through the assistance of field officers. Various programmes have been established to assist managers in bringing staff out of the dissatisfied quadrant and into the satisfied quadrant.

Councillor Schäfer referred to pages 47 and 48 of the report and enquired how the City would deal with issues that were not local government competencies. Mr van Zyl responded that issues which did not fall within the jurisdiction of the City would be raised at the inter-governmental forum. The people who conducted the interview also informed the person being interviewed when an issue was not the responsibility of the municipality.

Councillor Schäfer referred to page 55 of the report and enquired what the City's plans were to address gender equity in the organisation. She said that out of a staff of 21 952 only 5 907 or 27% were women. Mr Beretti responded that the City acted in terms of the Employment Equity Act. Targets were set and the City had to submit their figures to the Department of Labour on a regular basis. He said that all new posts were Employment Equity compliant. Various programmes have been established to ensure that women were trained for top management posts. Flexible working hours was being considered to assist working mothers and a leadership course has been established only for women. Bursary allocations were also biased towards females.

Councillor Labase referred to the table on page 55 of the report and enquired why people with disabilities had not been included. Mr Beretti acknowledged that disabilities should have been included. A disability strategy had been adopted by Council and would be included in future. Race disparity was also being addressed. However, competency was still a major factor which had to be taken into consideration with all appointments.

Councillor Schäfer referred to page 57 of the report and enquired about the reference to learnerships in the Annual Report and where it was referred to as being a first in the City although there are learnerships in the Fire Service already. Mr Beretti advised that there were learnerships and apprenticeships. 13 learner-ships had been established and catered for 274 learners. They referred specifically to the Environment, Education, Training and Development where it was the first time that these categories were included. Staff from the Athlone Power Station had been retrained and the first Electrical Engineering Apprenticeship course had been established for 59 apprentices.

Councillor Schäfer referred to page 16 of the report and enquired whether there was a national guideline regarding the amount that the City could spend on staff costs. Mr Beretti responded that he was not aware of any national guidelines in this regard. He further stated that from a Human Resources perspective, Local Government services are labour intensive and 28% is not high. Councillor Gabriel enquired how the percentage is determined as there are fluctuations. Mr Venter responded that there is an agreed principle in the financial field that staff expenses should be in the vicinity of a third of total costs i.e. 33%. He further stated that although he is aware of fluctuations of prior years, he cannot comment further as he does not have the information with him.

Councillor Schäfer referred to page 50 of the report and enquired

about the Khayelitsha Community Trust. Residents in Khayelitsha were of the opinion that the Trust was not delivering. Ms L Muller advised that the Trust was established to facilitate development. A new development plan was being drawn up and would be considered with economic development. Regular reports would be submitted to Council in future. She emphasised that the Trust had been established prior to the promulgation of the Municipal Systems Act, 2000 and the Trust was therefore compliant.

Councillor Gouws referred to page 20 of the report and expressed his concern that deviations from the tender processes amounted to R126,5m. Ms Z Abrams advised that the Mayoral Committee had referred the matter to SCOPA for investigation in terms of Section 32(2) of the Municipal Finance Management Act No. 56 of 2003.

Councillor Schäfer referred to page 57 of the report and enquired why the City's cash increased to R1,3 billion while its loans increased to R1,4 billion. Mr Venter responded that the City had to ensure that adequate funds were available to "cash back" the resources of the City which was in keeping with accounting standards. The R1.3 billion was part of the money set aside for "cash backing" e.g. subsidies, grants etc. The City also had an insurance fund which had to be fully financed.

Councillor Schäfer referred to page 74 of the report and enquired who the major consumer debtors were and why the outstanding amount was so high (R4,7 billion). Mr Venter responded that the R4,7 billion was the gross amount for all debtors as at June 2008. Accounts billed during June would still be outstanding at the end of June and this amounted to R735m. Government debt amounted to R263m, domestic debt R2,9 billion, housing debt R680m and commercial debt was R590m. Mr Venter said that he could provide Councillor Schäfer with a list of all the debtors should she require the information.

Councillor Schäfer referred to page 130 of the report and enquired why Councillors were still in arrears. Mr Venter responded that most of the debt had been recovered and the outstanding amount should be recovered by the end of June 2009.

In response to an enquiry regarding the appointment of Directors by the Cape Town International Convention Centre, Ms L Muller advised that the Chief Executive Officer had been appointed in March 2008 and at the Annual General Meeting held in October 2008 an amendment to the Articles of Association was approved to allow for the appointment of the additional Directors. She also advised that the job descriptions of all the employees were being reviewed.

Councillor Gabriel referred to the Implementation of recommendations by the Auditor-General and SCOPA and enquired whether these issues are addressed and how it was being addressed.

Mr Claassens responded stating that the progress made with SCOPA outstanding matters are addressed via the SCOPA outstanding matters item on the agenda. The issues raised by the Auditor-General are addressed via a Management Action Plan which is compiled once the Auditor General's comments are received. This Management Action Plan addresses how the issues will be resolved and the person responsible. Progress on the Management Action Plan is monitored by the Audit Committee.

Mr Venter stated that the recommendations from the Auditor-General are taken seriously however some issues cannot be resolved immediately as it is of an ongoing nature and is addressed over a period of time.

Councillor Gouws referred to pages 44 and 45 of the report and commented that the citizens of Cape Town were not satisfied with the maintenance of parks, cutting of grass and cleaning of roads and open spaces. He also enquired what was being done by all the departments who received a service rating of 2.5 and below to improve service delivery. The City Manager advised that the Executive Management Team was reviewing the service delivery model.

Councillor Schäfer stated that the Roads Department and the City Parks Department have been arguing for the past two years over who was responsible for the cleaning of weeds on the roads and verges without this matter being resolved. The City Manager said that he would address the matter.

RESOLVED that

The comments of the Committee on the 2007/2008 Annual Report be included in the Oversight Report.

ACTION : R TIPPOO / S JOHNSON

SCOPA 06/03/09 REPORT FROM SCOPA SUB-COMMITTEE – UNAUTHORISED AND IRREGULAR EXPENDITURE – CITY OF JOHANNESBURG

The Chairperson, Councillor P Gabriel, elaborated on the report

from the Sub-Committee.

RECOMMENDED that

- (1) the offer made by the City of Johannesburg not to pursue any claim it may have against the City of Cape Town, provided the City of Cape Town do not pursue any claim it may have against the City of Johannesburg, **BE ACCEPTED**;
- (2) all amounts paid by the City of Cape Town be retained by the City of Johannesburg and no further amounts are payable for the following reasons :
 - (2.1) insufficient documentation exists to support the City's claim against the City of Johannesburg and vice versa despite intensive attempts by officials to obtain the documentation;
 - (2.2) this matter has a very good chance of proving to be unsuccessful in a Court of Law due to the lack of documentation to substantiate any potential claim by the City of Cape Town. Regardless of the concerns about the quality of the actual work completed, it was evident that work had been performed.

FURTHER RECOMMENDED that it BE NOTED that

- (3) having received the legal opinion, the Sub-Committee is satisfied that there are no grounds to institute action against any other person in respect of this matter.

ACTION : R TIPPOO / S JOHNSON

SCOPA 07/03/09 OUTSTANDING MATTERS

**(1) QUARTERLY REPORT ON STATUS OF INVESTIGATIONS :
CITY OF JOHANNESBURG, FULL SWING TRADING CC AND
AFRICAN JEWELLERY CITY**

(1.1) CITY OF JOHANNESBURG

See item SCOPA 06/02/09

(1.2) FULL SWING TRADING

The legal adviser, Mr L Mbandazayo, advised that summons had been served and that notice to defend had

been received from all the respondents.

RESOLVED that it **BE NOTED** that summons had been served on Full Swing Trading CC and that notice to defend had been received from all the respondents.

ACTION : MR L MBANDAZAYO

(1.3) AFRICAN JEWELLERY CITY

The legal adviser, Mr L Mbandazayo, reported that the attorneys acting for Thabo Mokoena and TMC Consulting have advised that they would be applying for rescission of judgement as they claim that they did not receive the summons. They have therefore requested a copy of the summons and correspondence has been entered into with the attorneys regarding the matter.

RESOLVED that it **BE NOTED** that the attorneys acting for Thabo Mokoena and TMC Consulting will be applying for rescission of judgement.

**ACTION : MR L MBANDAZAYO / MS G JEFFRIES /
MR V BOTTO / MR C MAURER**

**(2) MATTERS REFERRED BY THE MAYORAL COMMITTEE
(MC 35/02/08) : PREVIOUS CAPE TOWN SPORT AND
RECREATION FORUM USE OF GRANT-IN-AID FUNDING**

CAPE TOWN SPORTS & RECREATION FORUM

Mr G Bam advised that he had been advised by the current Committee of the Cape Town Sport & Recreation Forum that the matter has been officially closed. The new Committee has put procedures in place to ensure good governance. They have also been submitting quarterly reports to the Portfolio Committee. Mr Bam further reported that as a result of this case, the approach by the City to grants-in-aid has been changed. He has informed the forensics department accordingly.

Councillor P Chapple said that as the case had been instituted by the Forum and not by the City and as the defendant had immigrated, it would be wasteful expenditure to further pursue the R16 000 .

Ms Z Abrams recommended that a report on the decision of SCOPA should be forwarded to Council for approval. Mr Bam

was of the opinion that as the grant-in-aid had been correctly disbursed by the Council, the Council did not have to write-off anything but rather the recipient organisation should write-off the amount. As agreement could not be reached, it was agreed that a sub-committee should be established to investigate the matter.

RESOLVED that a Sub-committee consisting of Councillors P Chapple and M Labase be established to investigate whether or not the grant-in-aid of R16 000 should be written off by the Council.

ACTION : MS S JOHNSON

**(3) ITEMS REQUIRING FOLLOW-UP EMANATING FROM THE
CONSIDERATION OF THE CITY'S 2006/07 ANNUAL
REPORT AND 2006/07 AUDITOR-GENERAL REPORT**

TIME THEFT

(3.1) MESSRS MBALI AND BROWN

The legal adviser, Mr L Mbandazayo, reported that the attorneys have been instructed to recover the money but they would have to ascertain whether Messrs Mbali and Brown had any assets.

ACTION : MR L MBANDAZAYO

(3.2) MR DINGA

Mr G. Jonkers advised that Mr Dinga's services had been terminated and the amount owing by him was being calculated by the Finance Department. Once the amount was calculated the matter would be referred to Legal Services to recover the amount owing.

RESOLVED that it **BE NOTED** that the services of Mr Dinga had been terminated and the amount owing was being calculated.

ACTION : MR G JONKERS / MR L MBANDAZAYO

(3.3) MR TSOBO

Mr V Botto advised that a final report had been completed and would be submitted to the City Manager whereafter it would be referred to the Committee for consideration.

RESOLVED that it **BE NOTED** that Mr V Botto would submit a report to the next Committee meeting.

ACTION : MR V BOTTO / MR C MAURER

(3.4) TIME & ATTENDANCE POLICY

Councillor D Schäfer requested that a report be submitted to the next Committee meeting on the Key Performance Indicators (KPI) for the top level employees and that the report include the names of the employees and how the KPI's could be measured.

RESOLVED that

- (1) a report on the Key Performance Indicators (KPI) for the top level employees be submitted to the next Committee meeting;
- (2) the report include the names of the employees and how the KPI's can be measured.

ACTION : MS N MAWELA / MS S MSENGANA

(4) ARREAR STAFF DEBTORS

Ms R Jaftha of the Directorate Internal Audit reported that of the 284 employees involved only 79 staff files could be obtained. The rest of the files had gone missing during the amalgamation of the administrations. A report was being drafted and would be referred to the Sub-committee.

RESOLVED that it **BE NOTED** that a report would be referred to the Sub-committee for consideration.

ACTION : MS R JAFTHA / MS S JOHNSON

(5) COMMENTS AND RESOLUTIONS FROM SCOPA IN RESPECT OF THE ANNUAL REPORT FOR THE CITY OF CAPE TOWN AND ITS ENTITIES

See Item SCOPA 05/02/09

ADDITIONAL MATTER

SCOPA 08/02/09 MATTERS REFERRED TO SCOPA FOR INVESTIGATION BY
THE MAYORAL COMMITTEE:


1. IRREGULAR EXPENDITURE IN 2007/08 FINANCIAL
STATEMENTS (MC 09/02/09)
2. SPLITTING OF ORDERS

Ms Z Abrams advised that the two abovementioned matters had
been referred to SCOPA by the Mayoral Committee for
investigation. The Chairperson, Councillor P Gabriel, proposed that
a sub-committee be established to investigate the issues.

RESOLVED that a sub-committee consisting of the following
members be established to investigate "Irregular Expenditure in
2007/08 Financial Statements" and "Splitting of Orders" :

Councillor P Gabriel
Councillor P Gouws
Councillor J van der Merwe

THE MEETING ENDED AT 13:00



CHAIRPERSON : COUNCILLOR P GABRIEL

12 | 3 | 2009

DATE

PORTFOLIO COMMITTEE COMMENTS WITH REGARD TO THE ANNUAL REPORT AND EXECUTIVE SUMMARY

Portfolio Committee	Comments
Safety and Security	<p>The Chairperson voiced his dissatisfaction with the Annual Report. He said that the report had failed to mention the establishment of new policies and by-laws and it did not mention the key interventions and special operations established to enhance the work of the Department and to provide an effective service to the public. He was of the opinion that the role of the Metro Police should have been mentioned more prominently. He referred to the definition of "crime prevention" as stated in the presentation by Alistair Graham on "Social Crime Prevention" and said that the definition could have been used in the Annual report.</p> <p>RESOLVED that the following comments of the Committee on the Annual Report and Executive Summary be considered during the annual report and oversight process :</p> <p align="center">(a) new Policies and By-laws to be mentioned (b) key interventions and special operations to be included (c) role of the Metro Police to be given prominence (d) the following definition of crime prevention to be included in the report :</p> <p>"strategies and measures that seek to reduce the risk of crimes occurring and their potential and harmful effects on individuals and society, including fear of crime, by intervening to influence their multiple causes".</p>
Transport, Roads and Stormwater	No Comments
Housing	No Comments
Utility Services	No Comments
Finance	No Comments
Planning and Environment	No Comments
Health	No Comments
Corporate Services and Human Resources	No Comments
Amenities and Sport	No Comments
Economic, Social Development and Tourism	No Comments

SUBCOUNCILS COMMENTS WITH REGARD TO THE ANNUAL REPORT AND EXECUTIVE SUMMARY

Subcouncil 1 - 23	No Comments except subcouncil 11 and 19.
Subcouncil 11	No comments made except for positive compliments that the documents is presented in a user friendly, easily understandable manner and very factual. Further suggestion was that it will be good if the IDP document could be presented in such fashion as well.
Subcouncil 19	Submission by the Chairperson of the Simon's Town Community Police Forum and Executive Member (Safety and Security) of the STCA on behalf of the residents and business community of Simon's Town. (See Annexure C)

000868

ANNEXURE B

OTHER COMMENTS WITH REGARD TO THE ANNUAL REPORT AND EXECUTIVE SUMMARY

Page number	Requested change	Change to
41	SPECIALISED TECHNICAL SERVICES The coordination (Delete word) specialised technical services, which...	The specialised technical services, which...
41	SINGLE PUBLIC SERVICE Implementation strategies were <u>discussed and approved</u> ... (Change to: developed and discussed) at political...	Implementation strategies were developed and discussed at political...
41	STRATEGIC HUMAN RESOURCES Second paragraph – In an international first for local government (Delete wording) the Council...	The Council...
58	LABOUR RELATIONS Second paragraph – 3 rd line – Labour Relations Unit (Add - s)	Labour Relations Unit

000869

000870

CITY OF CAPE TOWN ANNUAL REPORT 07/08 : SOUTH PENINSULA SUB-COUNCIL PUBLIC HEARINGS : 13 FEBRUARY 2009

Submission by the Chairman of the Simon's Town Community Police Forum and Executive Member (Safety and Security) of the STCA, Arne Soderlund on behalf of the residents and business community of Simon's Town

Strategic Focus Area 5 – Safety and Security

Key result : 650% of Metropolitan Police Plan

'Law enforcement – new and existing bylaws to curb anti-social behaviour and other offences were rigorously enforced – 18 750 notices were issued'. In May 2007 the eight major civic and community organisations in Simon's Town jointly requested the Mayor take steps to combat growing anti-social and traffic problems in Simon's Town, this submission included proposals based on providing a semi-permanent Metro or Traffic and Law Enforcement presence in the town in order to enforce the bylaws, especially wrt the growing vagrant community which was affecting tourism and business.

To date, other than an offer for us to 'hire' our own officers (we thought our rates and taxes would cover such services) the only notable achievement has been the removal of two squatters and their dog from the Old Burial Ground – taking three weeks to achieve at our instigation. A request for temporary Law Enforcement presence in town during the holiday season (sufficient were found for beaches) was not met.

Not only does the lack of a municipal policing presence in Simons' Town mean bylaws cannot be enforced but many of these bylaws are not being implemented by the court and these have been discussed with sub-council – with no finality to date.

The Metro Police, when present have no contact with or link to the community and in fact on a recent visit (for training new officers) endangered drivers by parking on the Main Road and obscuring traffic for vehicles exiting Jubilee Square! It is interesting to note that this is an infringement the Simon's Town courts to not enforce in spite of the obvious danger to the public. Previously four Metro vehicles entered the Square via the very obvious 'way out' a common offence which has caused a death in the past and one of the reasons why we want a policing presence!

As a mature and responsible community, we realize that we too play an important part and have thus drawn up a 'grass-roots' plan to counter the anti-social problem. This, however, depends on the full support of ALL players, the most critical being the Metropolitan Policing agencies who play a pivotal part. This plan submitted by the CPF has already been endorsed by the Magistrate's Court and the STCA. We now request City to play its part.

When will Simon's Town get the attention of the City authorities to determine how we can seriously address our problems as the previous attempt six months ago was ignored by all three policing bodies, an insult to both us and the sub-council. Simon's Town is a critical town for tourism and a narrow corridor to Cape Point? Its residents contribute considerably to municipal coffers but seem to have received little in return wrt Metropolitan Policing.

A.G. Söderlund
13 February 2009

Simon's Town Community Police Forum



P O Box 612 Simon's Town 7995



CRIME PREVENTION
A POLICE TASK - A COMMUNITY RESPONSIBILITY

10 POINT PLAN TO MINIMISE THE ANTI-SOCIAL BEHAVIOUR PROBLEMS CAUSED BY THE LARGE VAGRANT POPULATION IN SIMON'S TOWN

The problems caused by the anti-social behaviour of vagrants in Simon's Town (primarily in the CBD) are well documented and have been much debated. The CPF, although primarily involved with support to the SA Police Station Commissioner, have resolved to assist in order to reduce pressure on the SAPS and allow them to concentrate on crime prevention.

The CPF approach is based on a very basic 10 point plan which can only be implemented if supported by all in the community as well as the City Council whose responsibility it actually is to alleviate the problem, and for which we pay rates and taxes.

1. LAW ENFORCEMENT

Effective law enforcement is the absolute responsibility of the City. Most of the anti-social behaviour is covered by municipal regulations. The absolute lack of any dedicated Law Enforcement presence in a town that used to be a municipality with own services, is the single greatest obstacle to sorting out the problem.

Action. The CPF has submitted proposals to City (May 07) but NO action taken to date.

Comment. Matter to be taken up with the Mayor again.

2. SQUATTING IN THE CBD

A number of these vagrants squat at night within the CBD and leave their belongings and litter behind. They tend to make residents nervous and do constitute a health hazard.

Action. All places are noted and City Public Health called in. Orders to evict from council property are in place and letters are being sent to private property owners who allow squatters on their property.

Comment. A number of local businesses continue to overlook squatters on their property and as the premises are not unhygienic, there is nothing council can do. It is thus up to the business association to police its own members.

3. LOITERING

The presence of vagrants 'camped' along the pavement and in doorways is unwanted and when intoxicated becomes a major problem. Accusations have been made that 'STADCO has chased them from Jubilee Square to us'. This is not supported by the CPF as STADCO have no more rights than any other resident and have made their presence on the Square unwelcome by being proactive.

Action. It has been pointed out that businesses should take own steps to deny vagrants the opportunity to settle by placing legal obstacles. Examples are displays and signage (Kalidas and Gogo's) or, as proposed by the CPF, the flower boxes at Lewis Stores. A low security gate will prevent loitering after hours and on weekends.

Comment. A number of vagrants shelter up the alleyways and lanes on private property. It is the responsibility of the owners to take action – not the SAPS or Metro (who may not). If all businesses complied, this problem could disappear.

4. ILLEGAL PARKING ATTENDANTS

Numerous complaints are still received – especially when tourists are hassled. It is not illegal to wear a 'day-glow' jacket or to assist someone and accept a tip. When intoxicated, these 'attendants' become aggressive and objectionable.

Action. It has been ascertained that obstructing traffic and endangering lives is an offence and thus any 'attendant' who stands in the road and/or 'directs' traffic can be arrested. The SAPS have on occasions done so. This is, however, a temporary measure as the courts seldom accept such cases. The 'attendant' may not extort money for his 'services'. It is also illegal to wash a vehicle on a public road. The CPF has proposed the stationing of Metro police and junior (meter-maid level) traffic officials to control this as a side-line to their main purpose of traffic enforcement – another major problem being addressed.

Comment. The main culprits are those who commute and work in the area and pay vagrants to do so. This will require combined action of business community and CPF to identify such culprits rather than just the vagrant who does the washing. Name and shame is the name of the game!

5. REGISTERING OF APPROVED GUARDS AND ATTENDANTS

Some businesses have employed/authorised guards and attendants to look after own customers and thus operate outside the business. These can assist in keeping the 'illegal' out, as has been achieved in the parking areas.

Action. The CPF has agreed to register all such guard who meet the criteria and undergo police checks. They will be issued with clearly marked CPF jackets to ensure they can be identified as approved attendants and will be subject to the same rules as those working in the parking areas.

Comment. This will require the cooperation of the businesses employing or approving of such guards and the control of discipline law CPF guidelines.

6. DRUNKENNESS IN PUBLIC

Whilst the presence of vagrants is a social problem beyond our control, their drinking in public and intoxicated behavior is an offence and can be reduced by effective law enforcement and control of liquor sales

Action. As stated above, efforts are being made to implement proper law enforcement from City. Control of sales will be attempted through obtaining co-operation from legal liquor outlets. The SAPS are monitoring possible 'shabeens' in the area.

Comment. The sale of cheap high-alcohol drink is the major problem with 'Zorba' and 'Clubman' accounting for an estimated 60% of all bottles littering the lanes and haunts of the vagrants. 'Zorba' with 22% alcohol retails for less than R22 a bottle! Not even poverty-stricken Zimbabwe pensioners are likely to need 'Zorba'. Yet the bottle stores in largely affluent Simon's Town continue to sell from behind the counter. They do not sell to known vagrants but 'go-betweens' are common and known to all. One is a 'reputable' employee at a coffee shop! Unless the genuine cooperation of these stores is obtained, the problem will NOT go away and we cannot be expected to solve the problem.

7. PROSECUTION

It does not take a rocket scientist to explain the inability of our courts to timeously prosecute criminals (due to numerous factors, especially rules apparently favouring the bad!) and thus violators of municipal ordinances rarely see the inside of a court. When they do, unpayable fines and jail merely overload a bursting system and help convert them from anti-socials to criminals. The answer lies in a lower level of court with less formality and the ability to impose corrective sentences rather than mere punishment *and do it quickly!*

Action. The CPF initially proposed establishing such a court within Dept of Justice policy but soon realised it was unachievable in the medium term. We thus proposed the establishment of a Municipal Court in Simon's Town, as almost all the cases were based on municipal ordinances. Magistrates and legal staff could be supplemented by CPF volunteers and corrective training controlled by STADCO to clean up the town (including the mess made by vagrants).

Comment. This matter was proposed to the Chairman of the South Peninsula sub council as part of our attempt to get City to take some responsibility as it will also help clear up traffic hearings which only receive about two hours a week for hearings! An answer is still awaited.

8. PUBLIC AWARENESS

Unless the public who visit Simon's Town are aware of illegal behaviour or actions, some of the actions proposed are pointless. It is therefore imperative that a means of informing them is implemented.

Action. The CPF proposes that a standard note concerning the tipping of approved car attendants and requesting that beggars and hustlers NOT be rewarded, be drawn up with the approval of all concerned (SAPS, businesses etc). This can then be placed in menus or displayed prominently in businesses. If sufficient funds can be raised, good quality artistic decals illustrating the approved jackets will be made for attaching to shop-fronts and outdoor areas where they will be visible (albeit discreet) to visitors.

Comment. The CPF has limited funds and assistance will be needed to fund such project. It would also assist if businesses could warn visitors when they are accosted. Initiatives from businesses will also assist.

9. ELIMINATION OF MILK AND BREAD CRATES ON STREETS

Although this may appear to be a minor activity, we believe that it all adds up in the end. These crates are the one common denominator with loitering vagrants and their removal can in a small way stop them blocking pavements and drawing attention.

Action. It is intended to approach all companies who deliver products in such containers in Simon's Town and request we (agency to be identified) be authorised to collect them on their behalf. This will allow legal confiscation if required.

Comment. One requirement is for a 'depot' and means to return them. The simplest and most efficient solution is for businesses that trade with such companies to receive, hold and return the crates on a routine basis.

10. STOP CASH SUPPORT TO VAGRANTS

No vagrant can claim to be starving as Happy Valley ensures that sustenance is available. Cash to the vagrants is normally used for drink – the basis of the whole problem. It is thus necessary to restrict the flow of cash to them. The public awareness proposal above will help wrt to tourists who seldom understand the problem, let alone the value of the 'tip' which are often R50 notes. The biggest challenge is in fact local businesses that provide them with piecemeal jobs and pay in cash – or at the other extreme, authorise them to keep their pavement clean and operate outside their shop. These merely mislead the vagrants who seriously believe they now have rights.

Action. The CPF can take no action other than advise people against such practices. If work opportunities arise, Happy Valley should be approached to provide a suitable worker. If a known vagrant with a drinking problem is used, cash should NOT be given.

This list is by no means exhaustive and any other ideas should be brought to the attention of the CPF for evaluation and inclusion. It is, however, clear that a community effort is required from our side and we call upon all residents and business owners to work together in implementing this plan, for the benefit of all.