



REPORT TO COUNCIL

DATE

1. ITEM NUMBER : C 23/04/16

2. SUBJECT

REVISED POLICY ON THE REGISTRATION AND MANAGEMENT OF THE
JOBSEEKERS DATABASE ("the draft")

2. ONDERWERP

HERSIENE KONSEPBELEID OOR DIE REGISTRASIE EN BESTUUR VAN DIE
WERKSOEKERSDATABASIS (die "konsepbeleid")

3. ISIHLOKO

UMGAQO-NKQUBO OLUYILO OHLAZIYIWEYO OJONGENE NOBHALISO
NOLAWULO LOVIMBA ONGABO BAFUNA UMSEBENZI (umgaqo-nkqubo
'oluyilo')

LSU: G4143

3. STRATEGIC INTENT

- Opportunity City

- Well-run City

Strategic Objectives:

- Objective 1.2: Provide and maintain economic and social infrastructure – led economic growth and development.
- Objective 5.1: Ensure a transparent and corruption - free government.
- Objective 5.2: Establish an efficient and productive administration that prioritises service delivery.

4. PURPOSE

The report is to provide Council with the revised draft policy regulating how EPWP workers are recruited. Further, for Council to adopt the draft policy for implementation.

5. FOR DECISION BY

This report is for decision by:

In terms of the Mayors delegations for decision by City Council: delegation 11(1) "To determine appropriate policies that should be developed, to take steps for the development thereof and to recommend such policies to Council."

6. EXECUTIVE SUMMARY

The current policy regulating how Council recruit workers for EPWP projects was approved in June 2011. It's now four years since the original policy was approved. Many changes have taken place during this period due to our evolving operating business environment. Some of the provisions of this policy may have become irrelevant and misconstrued. To this regard, it was imperative to revise the policy in order to maintain its reliability as an enforceable instrument in the current business environment.

The rationale for revising the policy is to:

- Revisit some of the provisions of the policy that may have become irrelevant;
- Re-enforce the current principles and methodology for the recruitment and temporary employment of jobseekers on Council's community-based programmes and projects;
- Re-align governance issues along the City's Integrated Development Plans (IDP): an Opportunity and Well – run City and;
- Centralize the randomization process in line with the EPWP policy.

The revision of the current policy was further subjected to an extensive consultation process that included all Councillors, Portfolio Committee and Sub Councils, Public Participation Unit, Legal Services, EPWP Working Group, Strategic Policy Unit and all implementing Line Departments.

7. RECOMMENDATIONS

It is recommended that Council adopts the draft policy attached in annexure A for implementation.

7. IZINDULULO

Kundululwe ukuba iBhunga malamkele umgaqo-nkqubo oluyilo oqhotyoshelwe kwisihlomelo A ukuze ukulungiselela ukuba umiselwe.

7. AANBEVELINGS

Daar word aanbeveel dat die Raad die konsepbeleid aangeheg in bylae A vir implementering aanneem.

8. DISCUSSION/CONTENTS

The current City's Policy on the Recruitment and Selection of Jobseekers from the Community by Council and its Service Providers was approved by Council in March 2011. This Policy sets out the principles and methodology for the recruitment and temporary employment of jobseekers in the local communities, for community-based programmes and projects.

As cited in the City's Economic Growth Strategy, the City of Cape Town is facing very high rates of unemployment, poverty, inequality and other social ills. These challenges inhibit development and growth of the City, with far reaching social ramifications that restrict access to opportunities and prevent people in the communities from reaching their full potentials.

The City keeps a central electronic database of job seekers accessible at each Subcouncil and the Subcouncil manages and maintain the database. Project managers, Service providers and other staff responsible for managing community base programmes and projects are required to use the database and selection methodology set out in the policy when implementing relevant tenders, programmes and projects.

It's now four years since the current policy was approved. Many changes took place during this period due to our evolving operating business environment. Some of the provisions of the policy could have become irrelevant and open to miscuing. To this regard, it was imperative to revise the policy in order to maintain the reliability as an enforceable instrument in the current business environment.

8.1. Constitutional and Policy Implications

The draft revised policy complies with other cities policies for Recruitment & Selection Conditions of Service and Supply Chain Management requirements.

The draft revised policy complies with City's Policy Guidelines ("the guidelines"), as approved by Council in August in August 2014

8.2. Legal Implications

None

8.3. Staff Implications

Does your report impact on staff resources, budget, grading, remuneration, allowances, designation, job description, location or your organisational structure?

No

8.4. Risk Implications

Risk report submitted to Integrated Risk Management

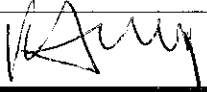
8.5. Other Services Consulted

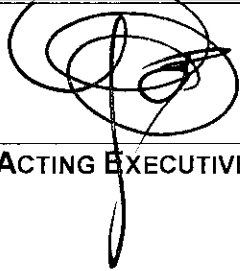
- All EPWP implementing line departments (EPWP Coordinators): Ms. Shamela Booley: (EPWP Secretariat) Tel. 021-4009129
- EPWP Working Group: (Ms. Shamela Booley) (EPWP Secretariat) Tel. 021-4009129
- Strategic Policy Unit (SPU) (Ms. Frouwien Bosman: Tel. 021-4007431)
- Portfolio Committee: SDECD Chairperson Raelene Arendse Tel. 021-444 0952
- Subcouncils: Subcouncil coordination cluster (CAS): Councillor support and Subcouncils (Keith Miller)-Tel. 021-4001261
- Public Participation Unit Sub council & Councilor Support, Compliance & Auxiliary Services (Ms. Ruche Daniels) – Tel. 021-4001766.
- Legal Services Manager : Policy & Legislative Dev't- CAS (Timothy Zeeman) Tel. 021- 4003222

ANNEXURES

ANNEXURE	File name
ANNEXURE A	Draft Revised Policy on the Registration and Management of the Jobseekers Database ("the draft policy")

FOR FURTHER DETAILS CONTACT: - -

NAME	Regan Melody (Manager: EPWP)
CONTACT NUMBERS	021 400 9660/021 444 9548
E-MAIL ADDRESS	Regan.Melody@capetown.gov.za
DIRECTORATE	SDECD
FILE REF NO	
SIGNATURE: MANAGER EPWP	



ACTING EXECUTIVE DIRECTOR

Comment:

NAME MR. ERNEST SASS

DATE 15/02/16



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

NAME Jean-Mari Hote

TEL 021 400 2753

DATE 29/02/2016

Comment:

 Certified as legally compliant: 
 Based on the contents of the report.


CRAIG KESSON (STRATEGIC POLICY UNIT)

SUPPORTED FOR ONWARD SUBMISSION TO MAYCO / COUNCIL

PC RECOMMENDATION

RECOMMENDATION AS CONTAINED IN ORIGINAL REPORT

ALTERNATIVE RECOMMENDATION (TO BE REFLECTED IN COMMENTS SECTION BELOW)

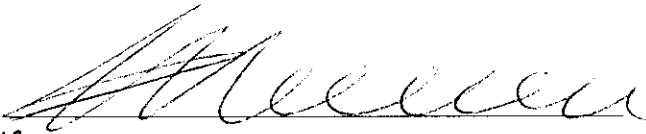
NOT SUPPORTED

DATE

06/03/2016

COMMENT:

Acting



EXECUTIVE DIRECTOR: CORPORATE SERVICES AND COMPLIANCE (ED: CORC)

SUPPORTED FOR ONWARD SUBMISSION TO MAYOR MAYCO COUNCIL

NOT SUPPORTED

REFERRED BACK

DATE

2016-03-08

COMMENT:

[Handwritten signature and date: 10/5/2016]

MAYORAL COMMITTEE MEMBER

NAME SUZETTE LITTLE

DATE 10/5/2016

COMMENT:

[Handwritten signature: P. Little]

EXECUTIVE MAYOR

SUPPORTED FOR ONWARD SUBMISSION TO MAYCO COUNCIL

PC RECOMMENDATION

RECOMMENDATION AS CONTAINED IN ORIGINAL REPORT

ALTERNATIVE RECOMMENDATION TO BE REFLECTED BELOW

APPROVED I.T.O. DELEGATED AUTHORITY

NOTED

REFUSED

REFERRED BACK

DATE 17.03.2016

COMMENT:

[Author to obtain all signatures (excluding the Executive Mayor's signature) before submission to Executive Support]