



CITY OF CAPE TOWN
ISIXEKO SASEKAPA
STAD KAAPSTAD

REPORT TO: COUNCIL

22 AUGUST 2024

1 ITEM NUMBER: **C 46/08/24**

2 SUBJECT

URBAN MOBILITY PORTFOLIO COMMITTEE ANNUAL REPORT FOR THE PERIOD 1 JULY 2023 TO 30 JUNE 2024

JAARVERSLAG VIR DIE PORTEFEULJEKOMITEE OOR STEDELIKE MOBILITEIT VIR DIE TYDPERK 1 JULIE 2023 TOT 30 JUNIE 2024

INGXELO YONYAKA YEKOMITI YEMICIMBI YOZINZO LEZOTHUTHO EDOLOPHINI YESITHUBA ESISUSELA KOWO 1 KWEYEKHALA 2023 UKUYA KOWAMA30 KWEYESILIMELA 2024

3 **RECOMMENDATION FROM THE URBAN MOBILITY PORTFOLIO COMMITTEE: 01 AUGUST 2024 (UM 28/08/24)**

RECOMMENDATIONS

It is recommended that the Urban Mobility Portfolio Committee Annual Report for the period 1 July 2023 to 30 June 2024, as set out in Annexure A, be approved by Council.

AANBEVELINGS

Daar word aanbeveel dat die jaarverslag van die portefeuljekomitee oor stedelike mobiliteit vir die tydperk 1 Julie 2023 tot 30 Junie 2024, soos in bylae A uiteengesit, deur die Raad goedgekeur word.

IZINDULULO

Kundululwe ukuba makuphunyezwe liBhunga iNgxelo yoNyaka yeKomiti engeMicimbi yeZinzo lezoThutho eDolophini esusela kowo 1 kweyeKhala 2023 ukuya kowama30 kweyeSilimela 2024, njengoko kuqulinqwe kwisihlomeloA.



DATE: 01 AUGUST 2024

REPORT TO: URBAN MOBILITY PORTFOLIO COMMITTEE

1. ITEM NUMBER UM 28/08/24**2. SUBJECT**

URBAN MOBILITY PORTFOLIO COMMITTEE ANNUAL REPORT FOR THE PERIOD 1 JULY 2023 TO 30 JUNE 2024

ONDERWERP

JAARVERSLAG VIR DIE PORTEFEULJEKOMITEE OOR STEDELIKE MOBILITEIT VIR DIE TYDPERK 1 JULIE 2023 TOT 30 JUNIE 2024

ISIHLOKO

INGXELO YONYAKA YEKOMITI YEMICIMBI YOZINZO LEZOTHUTHO EDOLOPHINI YESITHUBA ESISUSELA KOWO 1 KWEYEKHALA 2023 UKUYA KOWAMA30 KWEYESILIMELA 2024

R0302

3. DELEGATED AUTHORITY

This report is for DECISION BY

- Committee name** : URBAN MOBILITY
- The Executive Mayor together with the Mayoral Committee (MAYCO)
- Council

4. DISCUSSION

In terms of Section 7.2 of the Urban Mobility Portfolio Committee Terms of Reference (TOR), the Chairperson must submit an Annual report to Council of the functional operations of the Urban Mobility Portfolio Committee. The report should include:

- 7.2.1 A summary of how the Committee executed their assigned functions and responsibilities against the annual work plan;

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- 7.2.2 Clarify and justify their decisions or actions;
- 7.2.3 A summary of key cross-cutting issues dealt with together with other Portfolio Committees and how these matters were effectively dealt with;
- 7.2.4 A summary of and explanation of how the Committee went about amending any faults or errors found when exercising their oversight role and what steps were taken to prevent recurrence in future;
- 7.2.5 Details of meetings and the number of meetings attended by each member. This is to include attendance at meetings of Working Groups and Joint Working Groups.

Section 7.3 of the TOR states that the Urban Mobility Portfolio Committee should recommend its Annual report for approval by the Municipal Council.

- 4.1. Financial Implications None Opex Capex
 Capex: New Projects
 Capex: Existing projects requiring additional funding
 Capex: Existing projects with no Additional funding requirements
- 4.2. Policy and Strategy Yes No
- 4.3. Legislative Vetting Yes No
- 4.4. Legal Implications Yes No
- 4.5. Staff Implications Yes No
- 4.6. Risk Implications Yes The risks for approving and/or not approving the recommendations are listed below:
 No Report is for decision and has no risk implications.
 No Report is for noting only and has no risk implications.
- 4.7. POPIA Compliance Yes It is confirmed that this report has been checked and considered for POPIA compliance.

5 RECOMMENDATIONS

It is recommended that the Urban Mobility Portfolio Committee Annual Report for the period 1 July 2023 to 30 June 2024, as set out in Annexure A, be approved by Council.

IZINDULULO

Kundululwe ukuba makuphunyezwe iBhunga iNgxelo yoNyaka yeKomiti engeMicimbi yeZinzo lezoThutho eDolophini esusela kowo 1 kweyeKhala 2023 ukuya kowama30 kweyeSilimela 2024, njengoko kuqulinqwe kwisihlomeloA.

AANBEVELINGS

Daar word aanbeveel dat die jaarverslag van die portefeuljekomitee oor stedelike mobiliteit vir die tydperk 1 Julie 2023 tot 30 Junie 2024, soos in bylae A uiteengesit, deur die Raad goedgekeur word.

ANNEXURES

ANNEXURE A: URBAN MOBILITY PORTFOLIO COMMITTEE ANNUAL REPORT FOR THE PERIOD 1 JULY 2023 TO 30 JUNE 2024

FOR FURTHER DETAILS CONTACT

NAME	ClIr Mikhail Manuel	CONTACT NUMBER	072 800 3013
E-MAIL ADDRESS	Mikhail.Manuel@capetown.gov.za		
DIRECTORATE	URBAN MOBILITY	FILE REF NO	
SIGNATURE :	ClIr Mikhail Manuel <small>Digitally signed by ClIr Mikhail Manuel Date: 2024.07.29 14:20:01 +02'00'</small>		

EXECUTIVE DIRECTOR: URBAN MOBILITY

NAME		COMMENT:	
DATE			
SIGNATURE	Dalene Campbell <small>Digitally signed by Dalene Campbell Date: 2024.07.29 15:54:45 +02'00'</small>		

THE ED'S SIGNATURE REPRESENTS SUPPORT FOR REPORT CONTENT AND CONFIRMS POPIA COMPLIANCE

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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

DATE

SIGNATURE

	Digitally signed by Jason Sam Liebenberg Date: 2024.07.30 08:11:32 +02'00'
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COMMENT:

Certified as legally compliant based on the contents of the report. Note: In terms of paragraph 7.3 of the Urban Mobility PC Terms fo Reference.



URBAN MOBILITY PORTFOLIO COMMITTEE ANNUAL REPORT FOR THE PERIOD JULY 2023 TO JUNE 2024

1. COMMITTEE MEMBERSHIP

Current membership list of the Urban Mobility Portfolio Committee (CSHPC):

Chairperson:	Cllr Mikhail Manuel	DA
	Ald Raelene Arendse	DA
	Cllr Wouter de Vos	DA
	Cllr Allister Lightburn	DA
	Ald Willie Jaftha	DA
	Cllr Nicola Jowell	DA
	Cllr Angus McKenzie	DA
	Ald Theresa Thompson	DA
	Cllr Unathi Lasiti	DA
	Cllr Penelope East	DA
	Cllr Tami Jackson	DA
	Cllr Daliwonga Badela	ANC
	Cllr Lonwabo Mqina	ANC
	Cllr Zoleka Qoba	ANC
	Cllr Ntsikelelo Tyandela	EFF
	Cllr Nicole Sukers	ACDP
	Cllr Nondumiso Sono	PA
	Cllr Siyabulela Mamkeli	GOOD
	Total	18

2. COMMITTEE MEETINGS

The Urban Mobility Portfolio Committee held **nine quorate meetings** for 2023/2024 as set out below:

- ✓ **3 August 2023**
- ✓ **7 September 2023**
- ✓ **11 September 2023 (Special PC Meeting Via Skype)**
- ✓ **5 October 2023**
- ✓ **2 November 2023**
- ✓ **1 February 2024**
- ✓ **7 March 2024**
- ✓ **4 April 2024**
- ✓ **2 May 2024 (Special PC Meeting Via Skype)**
- ✗ ~~**6 June 2023 (Cancelled)**~~

3. COMMITTEE WORKSHOPS AND/OR ACTIVITIES

The Urban Mobility Portfolio Committee facilitated the following Committee Workshops and Activities during the period July 2023 to June 2024:

Committee Workshops and/or Activities	Total
Workshops	3
Oversight Visits/Tours	1
Combined PC Workshops	0

✓ **Urban Mobility PC Workshop – 24 October 2023**

A workshop was held in Committee Room D, from 09h00 – 13h00.

A presentation was presented by Mr. David Dunn on the Friends of the Parks Project; followed by another by Mr. Leeroy May regarding the Urban Mobility Directorate's Capital Investment Portfolio.

✓ **Urban Mobility PC Tour – 27 November 2023**

A tour was arranged to visit various swimming pools and spray parks i.e.

- Morning Start Swimming Pool
- Scottsville Spray Park
- Valhalla Spray Park
- Retreat Swimming Pool

The tour was led Eugene Adams and Trevor Cloete of Recreation and Parks.

✓ **Urban Mobility Portfolio Committee Tariff Workshop – 25 January 2024**

This workshop facilitated an opportunity to take the Urban Mobility Portfolio Committee through the Tariffs.

✓ **Urban Mobility SDBIPS 2024/25 Workshop – 06 February 2024**

This workshop facilitated an opportunity for all Urban Mobility Departments to present their proposed Service Delivery and Budget Implementation Plans (SDBIPs) for 2024/25. On 17 April 2023, the UMPC recommended the Departmental and Directorate SDBIPs for 2023/24 to the Executive Mayor together with the Mayoral Committee for consideration and onward transmission to Council for Approval. Council approved the SDBIPs for 2024/25 on the 21st May 2024. (vide UMPC 17 April 2024)

Report to PC of Urban Mobility successes

Annually Urban Mobility successes are reported to the Urban Mobility Portfolio Committee in the month of November.

Portfolio Highlights

- ❖ **The following highlight occurred during the month of August 2023 for the Urban Mobility Portfolio Committee:**

Details	Date
Land Transport Advisory Board (LTAB) meeting 19	14.08.2023

The following highlight occurred during the month of October 2023 for the Urban Mobility Portfolio Committee:

Details	Date
Urban Mobility Summit 2023 @ the DHL Stadium	03-04.10.2023
Transport Month site visit to the Somerset West PTI	30.10.2023



- ❖ The following highlight occurred during the month of April 2024 for the Urban Mobility Portfolio Committee:

Details	Date
Urban Mobility Employee Recognition and Long Service Awards Ceremony 2024.	23.04.2024



- ❖ The following were highlights during the month of June 2024 for the Urban Mobility Portfolio Committee:

Details	Date
World Bicycle Day: Bike2Work Event - Claremont to the CBD	03.06.2024
INVITATION: Launch of the New Somerset West PTI	05.06.2024

4. ASSIGNMENTS/ WORKING GROUPS

In terms of Section 8.5 of the Terms of Reference for Urban Mobility Portfolio Committee as adopted by Council on 27 January 2022 C25A/01/22 i.e.

8.5 Appointment of Working Groups/Joint Working Groups/Ad hoc committees:

8.5.1 The Urban Mobility Portfolio Committee may individually or jointly with other Portfolio Committees consider that, in order to better facilitate cross-cutting reviews, the discharge of their duties would be best served by the appointment of working parties or panels or groups or committee members to assist the committees in their functions.

8.5.2 Working groups established are not sub-committees and are not subject to the Rules of Order of Section 79 Committees and accordingly have no powers other than to investigate and make recommendations to the parent committee.

8.5.2.1 Ad hoc committees are compulsory attendance and therefore the Rules of Order in terms of Leave of Absence apply.

8.5.3 The Terms of Reference of any working group/ad hoc committee established under 8.5.1 above must be clearly stipulated by the appointing "parent" committee together with a defined period for their operation and existence and must be within the powers of the appointing committee.

8.5.4 Such working groups/ad hoc committees must keep attendance registers each time that they meet which are to be submitted to the Chairperson of the "parent" committee within the defined period as determined in 8.5.3 above.

8.5.5 Working Groups/Joint Working Groups/Ad hoc committees will receive secretarial and administrative support from the line departments within which the specific discipline is being scrutinized/investigated.

8.5.6 Such working groups/ad hoc committees may conduct research; liaise with external organisations operating in the area, whether national, regional or local, to ensure that the interests of local communities are enhanced by collaborative working.

The following Working Groups were active during the July 2023 – June 2024 Financial Year:

UM Budget Steering Committee	UM Policy Review Committee
Cllr Nicola Jowell – WG Chairperson	Cllr Brendan Van Der Merwe– WG Chairperson
Ald Theresa Thompson	Cllr Simon Liell-Cock
Ald Willie Desmond Jafftha	Cllr Allister Lightburn
Cllr Lonwabo Mqina	Ald Raelene Arendse
Cllr Nicole Sukers	Cllr Nigel Williams
Ald Raelene Arendse	Cllr Zoleka Lucia Qoba
Cllr Pieter De Vos	Cllr Angus Mckenzie
Cllr Allister Lightburn	Cllr Nicola Jowell
Cllr Angus Mckenzie	Cllr Roberto Quintas
Cllr Daliwonga Badela	Ald Willie Desmond Jafftha
Cllr Zoleka Lucia Qoba	Cllr Pieter De Vos
Cllr Ntsikelelo Tyandela	Cllr Mikhail Manuel – PC Chairperson
Cllr Nigel Williams	
Cllr Penelope East	
Cllr Tami Jackson	
Cllr Unathi Lasiti	
Cllr Nondumiso Sono	
Cllr Siyabulela Mamkeli	
Cllr Mikhail Manuel – PC Chairperson	

The Policy Review Working Group (PRWG)

The purpose of the PRWG is to review the IDP, policies, rendering of services, strategic objectives and priorities and by-laws relevant to the Urban Mobility Directorate as mandated in terms of the PC's Terms of Reference. The purpose of the working group is to create better efficiency in the delivery of Urban Mobility's mandate.

The need for the working group was originally identified under the leadership of the former Transport Portfolio Committee and the working group has achieved the following key outcomes:

1. Building capacity by render support and guidance to the members of the working group on the process to be followed in reviewing and developing policy within the City of Cape Town;
2. Reviewing several policies/key strategic documents, in particular ensuring the Service Delivery Business Implementation Plans were aligned with the City's Strategic Management Framework (SMF). This was and continues to be an important exercise as it aligns the performance monitoring tools for the Directorate with the strategic objectives of the City in addressing the priorities and needs; and
3. The creation of a centralised governance database to better monitor the need for the review of policy and other related documents as governed of the PC's terms of reference.

The need and importance of a working group of this nature was recognised given that the act of reviewing is largely ad-hoc and timeous.

The Policy Review Working Group

No meetings were held during the 2023/2024 financial year.

The Budget Working Group

The Portfolio Committee for Urban Mobility ("PC") has identified a need for the creation of a Budget Working Group to review on a monthly basis the progress on the spend of the operating and capital budget of the Urban Mobility Directorate as mandated in terms of the PC's Terms of reference.

Under the leadership of the Transport Portfolio Committee, the need for the working group was originally identified; the working group has achieved, amongst others, the following key outcomes:

1. Review the capital projects with the biggest underspend on a monthly basis and unpack the reasons for the underspent.
2. Discuss the Grant conditions of National and Provincial grants that can be utilised for Capital and Operating projects of the Urban Mobility Directorate.
3. Present Demand Plan and discuss SCM processes.

The need and importance of a working group of this nature has been recognised given the size of the Capital and Operating Budget of the Directorate

BWG met on:

- ✓ 25 July 2023
- ✓ 15 August 2023
- ✓ 12 September 2023
- ✓ 12 October 2023
- ✓ 20 November 2023
- ✓ 29 February 2023
- ✓ 29 April 2023

5. COMMITTEE ORIENTATION AND TRAINING

Councillor Support provides ongoing Councillor Training and further training on the Code of Conduct, Rules of Order and Terms of Reference will continue as part of the Urban Mobility Management Bi-annual Oversight Work Plan for 2023/24.

Members of the Urban Mobility Portfolio Committee attended the following training courses:

Details	Date
Introduction to Environmental Compliance & Environmental Impact Assessment (EIA) Regulations Course)	11.09.2023
Councillor Webinar: Indigent Benefits Campaign	14.09.2023
DAY 1 Compulsory MFMA Training	24.11.2023

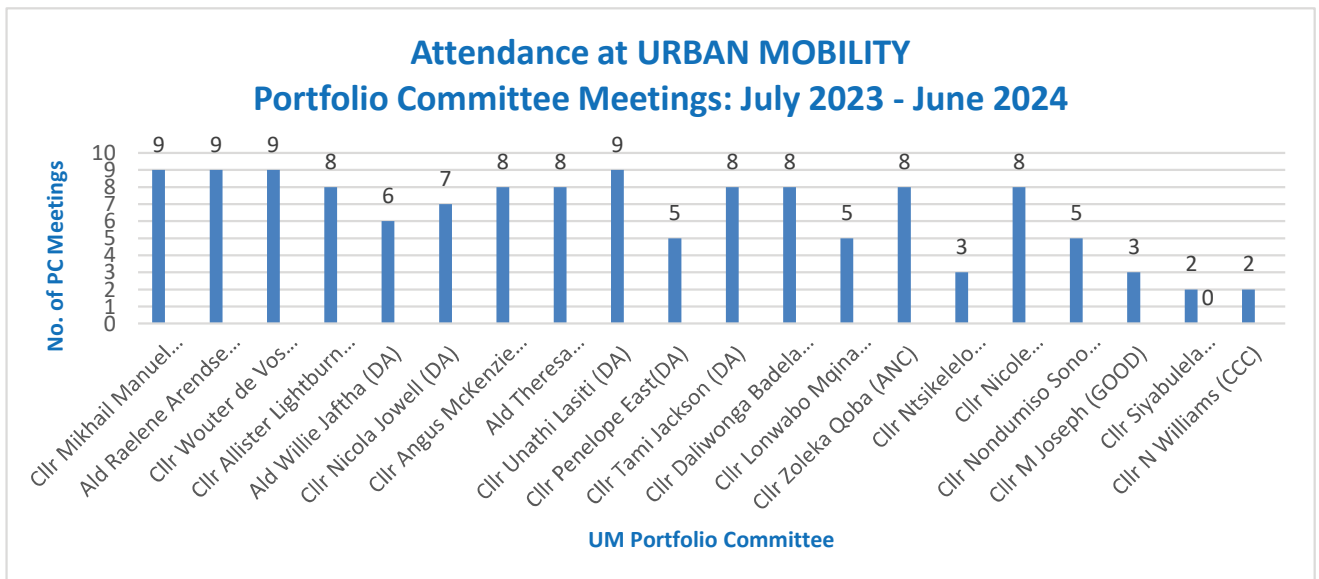
6. CHAIRPERSON'S OVERVIEW REPORTS TO COMMITTEE

Section 6.2 of the Urban Mobility Terms of Reference, requires the Chairperson to develop an Annual Oversight Work Plan (derived from the relevant Service Delivery Budget Implementation Plans [SDBIPs]) for each year, based on the Committee's assigned functions and responsibilities, ensuring that such plan is aligned to all relevant strategies and governance priorities for service delivery and operational implementation, as well as to ensure that all relevant matters are covered by the agendas of the meetings planned for the year.

The Urban Mobility Portfolio Committee 2023/24 Annual Oversight Work Plan was adopted on 03 August 2023:

ITEM NUMBER	REPORT AND RESOLUTION DETAILS
UM 16/08/23	<p>URBAN MOBILITY COMMITTEE 2023/24 ANNUAL OVERSIGHT WORK PLAN</p> <p>RESOLVED that the Urban Mobility 2023/24 Annual Oversight Work Plan, be adopted;</p> <p>ACTION: A DE UJFALUSSY</p>

The number of meetings attended by each member:



Note: Councillor S Mamkeli (GOOD) replaced Councillor M Joseph (GOOD) in February 2024.

7. CHAIRPERSON'S QUARTERLY SECTION 63 REPORTS TO COUNCIL

Section 63 of the Local Government: Municipal Systems Act, Act 32 of 2000, as amended, requires a political structure, political office bearer, councillor or staff member of a municipality to whom a delegating authority has delegated or sub delegated a power or duty, to report to the delegating authority on decisions taken in terms of that delegated or sub-delegated power or duty.

All decisions taken by the Section 79 Portfolio Committees in terms of delegated authority are reported to Council on a quarterly basis as set out below.

REPORT TITLE	ITEM NUMBER	COUNCIL MEETING
Decisions taken by the section 79 portfolio committees in terms of delegated authority: April to June 2023	C36240823	Thursday, 24 August 2023
Decisions taken by the section 79 committees in terms of delegated authority: July to September 2023	C106261023	Thursday, 26 October 2023
Decisions taken by the section 79 committees in terms of delegated authority: October to December 2023	C53270324	Wednesday, 27 th March 2024

8. MAYCO MEMBERS/ED REPORT TO COMMITTEE

The ED: Urban Mobility, together with the MAYCO Member: Urban Mobility, signs off on the proposed Directorate Service Delivery and Budget Implementation Plans (SDBIPs) for the applicable financial year. The table below reflects all SDBIP-related reports submitted to the Urban Mobility Portfolio Committee in 2023/2024. The list below covers the entire financial year.

ITEM NUMBER	REPORT AND RECOMMENDATION DETAILS
UM 09/02/24	<p>DRAFT DIRECTORATE SERVICE DELIVERY AND BUDGET IMPLEMENTATION PLAN (SDBIP) FOR 2024/2025</p> <p>IT IS RECOMMENDED that the Portfolio Committee review and recommend the contents of the Draft Directorate Service Delivery and Budget Implementation Plan (SDBIP) for 2024/2025 to the Executive Mayor together with the Mayoral Committee.</p>
UM 10/02/24	<p>DIRECTORATE AND DEPARTMENT AMENDMENTS TO THE SERVICE DELIVERY AND BUDGET IMPLEMENTATION PLAN (SDBIP) FOR 2023/24</p> <p>IT IS RECOMMENDED that</p> <p>a) the Portfolio Committee consider the 2023/2024 mid-year budget adjustment amendments to the directorate and department scorecards. Thereafter the Portfolio Committee recommendations must be submitted to the Executive Mayor together with the Mayoral Committee;</p> <p>b) the Executive Mayor together with the Mayoral Committee consider and approve the 2023/2024 mid-year budget adjustment amendments to the directorate and department scorecards.</p>
UM 10/04/24	<p>DRAFT DEPARTMENTAL SERVICE DELIVERY AND BUDGET IMPLEMENTATION PLANS (SDBIPS) FOR 2024/2025</p>

ITEM NUMBER	REPORT AND RECOMMENDATION DETAILS
	<p>IT IS RECOMMENDED that</p> <p>a) The Portfolio Committee review and recommend the contents of the Draft Departmental Service Delivery and Budget Implementation Plans (SDBIPs) for 2024/2025 to the Executive Mayor together with the Mayoral Committee.</p> <p>b) The Executive Mayor together with the Mayoral Committee consider the recommendation from the PC; and provide input if necessary</p>
SP UM 03/05/24	<p>DEPARTMENTAL SERVICE DELIVERY AND BUDGET IMPLEMENTATION PLANS (SDBIPS) FOR 2024/2025</p> <p>IT IS RECOMMENDED that the Portfolio Committee review and recommend the contents of the Departmental Service Delivery and Budget Implementation Plan (SDBIP) for 2024/2025, to the Executive Mayor together with the Mayoral Committee for approval</p>
SP UM 04/05/24	<p>URBAN MOBILITY: DIRECTORATE SERVICE DELIVERY AND BUDGET IMPLEMENTATION PLAN (SDBIP) FOR 2024/2025</p> <p>IT IS RECOMMENDED that the Portfolio Committee review and recommend the contents of the Directorate Service Delivery and Budget Implementation Plan (SDBIP) for 2024/2025, to the Executive Mayor together with the Mayoral Committee for approval</p>

The Council approved Organisational Performance Management Framework (Section 6), requires that departmental quarterly scorecards be submitted to the relevant committees. The Urban Mobility Portfolio Committee has monitored and evaluated the impact and performance of the Urban Mobility Directorate and Departments' throughout the 2023/24 financial year as set out in the table below.

ITEM NUMBER	REPORT AND RESOLUTION DETAILS
UM 08/09/23	<p>URBAN MOBILITY: 2022/23 FOURTH QUARTER'S PROGRESS REPORT ON THE DIRECTORATE AND DEPARTMENTS' PERFORMANCE</p> <p>It is RECOMMENDED that:</p> <p>a) the Portfolio Committee monitor and evaluate the impact and performance of the 2022/2023 fourth quarter's progress report in relation to its functional area. Thereafter, the PC report must be submitted to the Executive Mayor together with the Mayoral Committee together with a summary of the concerns and queries raised by the committee, and the directorate's responses thereto;</p> <p>b) the Executive Mayor together with the Mayoral Committee evaluate and review the 2022/2023 fourth quarter's progress report and submit the report to Council for noting;</p> <p>c) Council note the 2022/23 fourth quarter's progress report.</p>
SP UM 03/09/23	<p>URBAN MOBILITY: 2022/23 FOURTH QUARTER'S PROGRESS REPORT ON THE DIRECTORATE AND DEPARTMENTS' PERFORMANCE</p> <p>It is RECOMMENDED that:</p> <p>a) the Portfolio Committee monitor and evaluate the impact and performance of the 2022/2023 fourth quarter's progress report in relation to its functional area. Thereafter, the PC report must be submitted to the Executive Mayor together with the Mayoral Committee together with a</p>

ITEM NUMBER	REPORT AND RESOLUTION DETAILS
	<p>summary of the concerns and queries raised by the committee, and the directorate's responses thereto;</p> <p>b) the Executive Mayor together with the Mayoral Committee evaluate and review the 2022/2023 fourth quarter's progress report and submit the report to Council for noting;</p> <p>c) Council note the 2022/23 fourth quarter's progress report.</p>
UM 19/11/23	<p>URBAN MOBILITY: 2023/24 FIRST EPORT ON THE DIRECTORATE AND DEPARTMENT'S PERFORMANCE</p> <p>It is RECOMMENDED that:</p> <p>a) the Portfolio Committee monitor and evaluate the impact and performance of the 2023/2024 first in relation to its functional area. Thereafter, the PC report must be submitted to the Executive Mayor together with the Mayoral Committee together with a summary of the concerns and queries raised by the committee, and the dire;</p> <p>b) the Executive Mayor together with the Mayoral Committee evaluate and review the 2023/2024 first report and submit the report to Council for noting;</p> <p>c) Council note the 2023/24 first q report</p>
UM 12/02/24	<p>QUARTERLY REPORT FOR THE PERIOD 1 JULY 2023 TO 30 SEPTEMBER 2023 ON THE FUNCTIONING OF THE TRANSPORT ENFORCEMENT UNIT</p> <p>It is RECOMMENDED that the Urban Mobility Portfolio Committee note the contents of the report on the functioning of Transport Enforcement Unit.</p>
UM 13/02/24	<p>QUARTERLY REPORT FOR THE PERIOD 1 OCTOBER 2023 TO 31 DECEMBER 2023 ON THE FUNCTIONING OF THE TRANSPORT ENFORCEMENT UNIT</p> <p>It is RECOMMENDED that the Urban Mobility Portfolio Committee note the contents of the report on the functioning of Transport Enforcement Unit.</p>
UM 11/03/24	<p>URBAN MOBILITY: 2023/24 SECOND QUARTER'S PROGRESS REPORT ON THE DIRECTORATE AND DEPARTMENTS' PERFORMANCE</p> <p>It is RECOMMENDED that:</p> <p>a) the Portfolio Committee monitor and evaluate the impact and performance of the 2023/2024 second quarter's progress report in relation to its functional area. Thereafter, the PC report must be submitted to the Executive Mayor together with the Mayoral Committee together with a summary of the concerns and queries raised by the committee, and the directorate's responses thereto;</p> <p>b) the Executive Mayor together with the Mayoral Committee evaluate and review the 2023/24 second quarter's progress report and submit the report to Council for noting;</p> <p>c) that Council note the 2023/24 second quarter's progress report.</p>

Once considered by the Portfolio Committee, the reports were submitted to the Executive Mayor together with the Mayoral Committee for review and evaluation and onward submission to Council for noting.

9. **BUDGET CYCLE AND IDP YEAR PLAN**

The IDP and Budget process plan is published annually to ensure the proper management of the plan:

www.capetown.gov.za

The Urban Mobility Portfolio Committee continues to have an important oversight role especially with regard to the IDP, budgets, policies, rendering of services, strategic objectives, priorities, and by-laws as outlined by the table below.

ITEM NUMBER	REPORT AND RESOLUTION DETAILS
<p>UM 09/08/23</p>	<p>2022/2023 QUARTERLY PROGRESS REPORT ON CORPORATE PERFORMANCE</p> <p>It is RECOMMENDED that:</p> <ul style="list-style-type: none"> a) the Portfolio Committees monitor and evaluate the impact and performance of the 2022/2023 quarterly progress report on Corporate Performance in relation to its functional area. Thereafter the Portfolio Committee recommendations must be submitted to the Executive Mayor together with the Mayoral Committee; b) the Executive Mayor together with the Mayoral Committee evaluate and review the 2022/2023 quarterly progress report on Corporate Performance and submit the report to Council for noting; c) Council note the 2022/23 fourth quarter's progress report on Corporate Performance.
<p>UM 09/10/23</p>	<p>INTEGRATED DEVELOPMENT PLAN (IDP) ANNUAL AMENDMENT PROCESS</p> <p>IT IS RECOMMENDED THAT</p> <ul style="list-style-type: none"> a) All section 79 Portfolio Committees note the commencement of the annual Integrated Development Plan (IDP) amendment process. b) Proposals to amend the IDP be submitted on the approved template (Annexure A) by 16:00 on 31 October 2023. c) All Subcouncil Chairpersons who serve on a Section 79 Committee inform their respective Subcouncils of the process.

ITEM NUMBER	REPORT AND RESOLUTION DETAILS
UM 11/02/24	<p data-bbox="469 159 1246 188">2023/2024 QUARTERLY PROGRESS REPORT ON PERFORMANCE</p> <p data-bbox="469 226 791 255">It is RECOMMENDED that:</p> <ul style="list-style-type: none"> <li data-bbox="469 293 1430 450">a) the Portfolio Committees monitor and evaluate the impact and performance of the 2023/2024 quarterly progress report on Corporate Performance in relation to its functional area. Thereafter the Portfolio Committee recommendations must be submitted to the Executive Mayor together with the Mayoral Committee; <li data-bbox="469 488 1430 577">b) the Executive Mayor together with the Mayoral Committee evaluate and review the 2023/2024 quarterly progress report on Corporate Performance and submit the report to Council for noting; <li data-bbox="469 616 1430 674">c) Council note the 2023/2024 quarterly progress report on Corporate Performance.

10. POLICIES & BY LAWS MONITORED

The [Policy Coordinating Committee \(PCC\)](#) under the Future Planning and Resilience Directorate plays a facilitation role and provides a medium for policy stakeholders to review proposed policies, by-laws, standard operating procedures (SOPs), propose additional information, evidence or amendments, ensuring integration of policy frameworks across the organisation and alignment with the IDP and strategic policy objectives.

To further strengthen policy development and improvement, the Urban Mobility Portfolio Committee has set up the Policy Review Working Group (PRWG) as per section 8.5 of the Terms of Reference. The purpose of the PRWG is to review policies and by-laws relevant to the Urban Mobility Directorate as mandated in terms of the PC's Terms of Reference. The purpose of the working group is to create better efficiency in the delivery of Urban Mobility's mandate.

There are currently no policy items in review.

11. COMMITTEE MOTIONS TO BE MONITORED

“**Motion**” means a matter submitted by a member in terms of **Rule 15** of the Rules of Order Regulating the Conduct of Meetings of Section 79 and 80 Committees of the Council of the City of Cape Town (Latest version as approved by Council on 15 December 2021 – C08/12/21).

The Urban Mobility Portfolio Committee received no motions for the period July 2023 to June 2024.

12. KPI's EXTRACTED FROM SECTION 57 SCORECARD

In terms of the Annual Oversight Work Plan, the Urban Mobility Portfolio Committee made the decision to track all Key Performance Areas (KPIs) derived from the relevant Service Delivery and Budget Implementation Plans (SDBIPs) to monitor the implementation of Council's IDP, budget, business plans, strategic objectives, policies and programmes in relation to their functional area.

13. BIENNIAL COMMITTEE EFFECTIVENESS ASSESSMENTS**URBAN MOBILITY PORTFOLIO COMMITTEE: SELF-ASSESSMENT RESULTS FOR 2023/2024****Scoring criteria:**

- 1 = Performance was Poor
 2 = Performance was Good
 3 = Performance was Excellent

Item	Functional Area	Self-Assessment Results 2023/2024
1.	Committee Meetings	2.9
2.	Committee Workshops and/or Activities	2.4
3.	Committee Orientation and Training	2.3
4.	Chairperson's Quarterly Section 63 Reports to Council	3.0
5.	Annual Oversight Work Plan	2.4
6.	Agendas in accordance with Council's approved calendar of meetings	2.9
7.	Remedial action plans to enhance the Committee's performance	2.1
8.	Signed minutes of meetings of the Urban Mobility Portfolio Committee	2.0
9.	Quarterly overview report to the Urban Mobility Portfolio Committee	2.7
10.	Management of the Matters Receiving Attention	2.7
11.	Facilitating of debate for effective oversight	2.3
Average Score		2.5

The abovementioned assessment is based on the responses received from Seven portfolio committee members.