



**REPORT TO HUMAN SETTLEMENTS PORTFOLIO COMMITTEE**

**03 OCTOBER 2024**

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**1. ITEM NUMBER: HUMSET 04/10/24**

**2. SUBJECT**

**MINUTES OF PREVIOUS MEETING FOR CONFIRMATION**

*NOTULE VAN VORIGE VERGADERING VIR GOEDKEURING*

**IMIZUZU YENTLANGANISO EGQITHILEYO UKUZE**

**IQWALASELWE**

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The minutes of the Human Settlements Portfolio Committee meeting held on 05 September 2024 is attached hereto for CONFIRMATION.

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**MINUTES**

**OF THE MEETING OF THE HUMAN SETTLEMENTS PORTFOLIO COMMITTEE OF THE CITY OF CAPE TOWN, HELD IN COMMITTEE ROOM A, 5TH FLOOR, PODIUM BLOCK, CIVIC CENTRE, CAPE TOWN ON THURSDAY, 5 SEPTEMBER 2024 AT 10:00.**

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**PRESENT****DEMOCRATIC ALLIANCE**

Cllr A Ntsodo (Chairperson)  
Cllr B Clarke  
Cllr A Jansen  
Cllr M Kleinsmith  
Cllr S Liell-Cock  
Cllr T Mokhathi  
Ald S Moodley  
Ald S Pringle  
Cllr N Mvinjelwa  
Cllr M Petersen  
Cllr S Philander  
Cllr S Rigby  
Cllr B Van Reenen

**AFRICAN NATIONAL CONGRESS**

Cllr M Mkutswana  
Cllr L Sonyoka  
Cllr S Zumana

**PATRIOTIC ALLIANCE**

Cllr N Sono

**DEMOCRATIC INDEPENDENCE**

Cllr S Abbass

**AFRICAN CHRISTIAN DEMOCRATIC PARTY**

Cllr D De Vos

**GOOD**

Cllr A Notywala

**CAPE COLOURED CONGRESS**

Cllr F Solomons

**VISITING COUNCILLORS**

Cllr C Pophaim (DA) – Mayco Member

**ABSENT WITH APOLOGY**

Cllr A Hendricks (AJ)  
Cllr P Mzolisa (DA)  
Cllr S Ndamane (PAC)

**ABSENT WITHOUT APOLOGY**

Cllr M Dambuza (EFF)

**OFFICIALS**

T Davids	Office of the MMC
J Fillies	Housing Development
K Velloo	Housing Development
H Lotze	Housing Development
R Pretorius	Informal Settlements
G Blouw	Public Housing
A Paulsen	Public Housing
L Valeta	Human Settlements Planning
L Nobaza	Human Settlements Planning
C Gelderbloem	Support Services
S Nodliwa	HS Finance
S Adams	Project Management
A Van Zyl	Legal Services
M Dlelaphantsi	OPM
W August	OPM

**EXECUTIVE COMMITTEE SERVICES**

CB Franz  
M Moses

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**HUMSET 01/09/24 OPENING / MOMENT OF SILENCE**

The meeting was formally opened by the Chairperson, Cllr Albert Ntsodo that welcomed everybody present and requested that a moment of silence be observed.

**HUMSET 02/09/24 APOLOGIES/LEAVE OF ABSENCE****RESOLVED** that:

It be noted that the following applications for leave of absence was received through the Chief Whips office:

- Cllr A Hendricks (AJ);
- Cllr P Mzolisa (DA);
- Cllr S Ndamane (DA);

It further be noted that no apologies was received from the following member/s:

- Cllr M Dambuza (EFF)

**ACTION: C FRANZ****HUMSET 03/09/24 CHAIRPERSONS REPORT**

The Chairperson, Cllr Albert Ntsodo, address the meeting as follows:

*“Aldermen & Councillors  
Member of the Mayoral Committee for Human Settlements  
Executive Director, Directors & Managers  
Committee Secretariat/ Executive Committee Officer*

*Greetings and welcome all to this September 2024 seating of the Human Settlements Portfolio Committee Meeting.*

*Councillors, let me begin by welcoming new councillors that be been deployed to the Human Settlements Portfolio Committee i.e. Cllr Beverley Van Reenen (DA); Cllr Nondumiso Sono (PA); Cllr Axolile Notywala (GOOD); Ald Stuart Pringle (DA) and Cllr Felicia Solomons (CCC). We certainly wish you a pleasant stay and good working relations with the collective in our pursuit of good governance through oversight on the executive and administrative programmes of the Directorate of Human Settlements.*

*Let me also acknowledge new managers that have been commenced recently. I am informed that a new Manager: Human Resources Business Partner has recently joined, Ms Edwina Dette – Welcome!*

*Councillors, let me also congratulate and acknowledge the Directorate for have been recognised at the just ended August Council as the 2nd best performing Directorate in the capital expenditure category by the Executive Mayor. Honourable Councillors, this is the 2nd year in which the Directorate has been acknowledged in the full Council for exceptional capital budget expenditure and such consistency is commendable.*

*As the Portfolio Committee we will continue to monitor and evaluate in year financial reporting on a monthly basis as required in our Terms of Reference and in the process raise the important oversight questions and comments to steer the administration to even better and higher performance in the current financial year.*

*Consistent with this good performance is also the acknowledgement of the exceptional performance by the City of Cape Town in as far as the audited results for the financial year ended 30 June 2022 are concerned. The Auditor General of South Africa last week announced that the City of Cape Town was the only Metropolitan municipality in South Africa to achieve a Clean Audit. We know that it is not an easy achievement to reach that level of performance in a Metro that administers Billions of Rands each year. We also know that each and every one of you contributes in one way or the other through hard work and discipline. We encourage you to remain vigilant in pursuit of a clean administration free of fraud and corruption.*

*Councillors, Working Groups are an important tool to enhance the oversight work for the Committee. To this effect, the administration will be scheduling Working Group meetings for the remainder of the financial year and calendar invites will be posted accordingly. I encourage maximum participation and contributions during Working Group activities.*

*Councillors, we are also in the process of scheduling site visits in the following departments for the next 3 months:*

- Public Housing – September*
- Housing Development – October*
- Informal Settlements - November*

*Kindly check your calendar invites and other notifications regarding these important oversight activities.*

*Looking into the year ahead, we encourage the administration to prioritise the filling of permanent and EPWP posts. From a service delivery perspective, we want to see projects delivered on time and within budget. We also want quality projects through good workmanship by the contractors.*

*In this meeting we will reconsider the Chairperson's Annual Report for the 2023/2024 Financial Year following improvements effected post the August's PC meeting. We will also consider the monthly FMR report, the top 25 Capex report as well as the Quarter 4 Directorate & Departmental Performance report. Lastly, in line with the IDP Process Plan for the current financial year, a report will be tabled on the Annual Review of the Organisational Performance Management System.*

*I thank you.”*

**CLLR ALBERT ANDA NTSODO  
HUMAN SETTLEMENTS PORTFOLIO COMMITTEE  
CHAIRPERSON**

It be noted that Cllr Nondumiso Mvinjelwa move to note the Chairpersons address and Cllr Topollo Mokhathi seconded.

**RESOLVED** that the Chairperson’s Address, be noted.

**ACTION: C FRANZ**

**HUMSET 04/09/24 CONFIRMATION OF THE MINUTES OF THE MEETING HELD ON  
01 AUGUST 2024**

**RESOLVED** that the minutes of the meeting held on 01 August 2024, be confirmed. Cllr Mercia Kleinsmith move to confirm the minutes and Cllr Simon Liell-Cock seconded.

**ACTION: C FRANZ**

**HUMSET 05/09/24 MATTERS ARISING FROM THE MINUTES:**

**RESOLVED** that Cllr Nondumiso Mvinjelwa move to note that there are no matters arising from the minutes and Cllr Bernadette Clarke supported.

**HUMSET 06/09/24 MATTERS RECEIVING ATTENTION:**

It addresses the following items:

**1. ACTIVE HIGH COURT CASES**

It be noted that this report will be presented in the Portfolio Committee meeting which will be held on 07 November 2024.

**2. ACCESSING HSDG GRANT FUNDING FOR MAJOR  
UPGRADES IN TERMS OF RENTAL STOCK**

This item is still in progress but will remain on the MRA until the close out report is presented to the Committee.

**3. ADHOC/RINGFENCING – FIRES WITHIN COMMUNITIES**

In the meeting of 01 August 2024 it was communicated that decentralization of the grant in terms of fire kits will not be possible due to the decision being a directive from Cabinet. A commitment was made by the National Minister stating that consideration will now be given on a case by case basis should Municipalities be able to motivate their case.

The Committee equally decided that the MMC Cllr Carl Pophaim and the ED, Ms Nolwandle Gqiba urgently follow-up on this commitment mentioned.

#### **4. HUMAN SETTLEMENTS' FINANCIAL MONITORING REPORT (FMR) – FEBRUARY 2024- GRANT FUNDING PERFORMANCE**

The Director: Grant Funding declined the invitation to attend the meeting on 05 September 2024. The Director: Grant Funding informed the office of the ED, that it will be difficult for him to respond to questions linked to performance by directorates. He further indicated that he does not have the knowledge on the internal operations of specific directorates. He then suggested that the PC Chair also be added to his monthly distribution list (focussing on spend and sent to the ED and MMC), which can assist when interrogating areas of poor performance. The Committee jointly agreed that another invitation be extended to the Director: Grant Funding to attend the meeting scheduled for 03 October. The Committee and while noting the response from the Director: Grant funding felt that it is imperative that the Director attend and referenced his oversight (linked to Grant Funding) and the Committee's oversight (linked to the TOR and Grant performance). The Acting ED, Lawrence Valeta requested the meeting to also include the CFO (line Manager of the Director: Grant Funding when engaging him again.

#### **HUMSET 07/09/24 HUMAN SETTLEMENTS PORTFOLIO COMMITTEE ANNUAL REPORT FOR THE PERIOD JULY 2023 TO JUNE 2024**

The Committee recommended this report for onward submission to Council. Cllr Beverley Van Reenen pointed out that a word of thanks be extended to those members which no longer form part of the Committee for their inputs provided during the July 2023 to June 2024 period.

It is **RECOMMENDED** that:

- a) The Annual Report for the Human Settlements Portfolio Committee for the period July 2023 to June 2024 be noted.
- b) The Annual Report for the Human Settlements Portfolio Committee for the period July 2023 to June 2024 be approved by Council.

**ACTION: A NTSODO; N GQIBA**

**HUMSET 08/09/24 HUMAN SETTLEMENTS' FINANCIAL MONITORING REPORT (FMR) – JULY 2024**

Mr Sipho Nodliwa presented this report to the Committee. Ald Siva Moodley commended the Department on a good performance regardless of the challenges experienced.

The Committee requested the following:

- Ald Siva Moodley and Cllr Beverly Van Reenen requested an additional vacancy analysis report to provide the Committee with a break down indicating the age analysis and reason for all vacancies within the Human Settlements Department.
- MMC Cllr Carl Pophaim requested the vacancy analysis report include an update of the outputs and the outcomes of the Informal Settlements management vacancies as previously discussed in a Portfolio Committee meeting held in November 2023.
- The Committee be updated in terms of the commitments to indicate how it might impact the position of the Directorate;
- A representative from the Human Resources (HR) Directorate be present in the meeting to address any HR related matters pertaining to the vacancies;
- Ald Stuart Pringle requested that the performance in terms of Informal Settlements should be monitored closely through the next few reports that will be submitted to the Portfolio Committee.

**RESOLVED** that:

- a) The Human Settlements' financial monitoring report be noted;
- b) An additional vacancy analysis report be provided to the Committee with a break down indicating the age analysis and reason for all vacancies within the Human Settlements Department;
- c) The vacancy analysis report must include an update of the outputs and the outcomes of the Informal Settlements management vacancies previously discussed in a Portfolio Committee meeting held in November 2023;
- d) The Committee be updated in terms of the commitments to indicate how it might impact the position of the Directorate;
- e) A representative from the Human Resources (HR) Directorate be present in the meeting to address any HR related matters pertaining to the vacancies;
- f) The Committee closely monitor the performance for Informal Settlements through the next few reports submitted by the Directorate.

It be noted that Cllr Mvinjelwa move to note the report subject to the amended resolution and Cllr Topollo Mokhathi supported.

**ACTION: S NODLIWA**



**HUMSET 09/09/24 ANNUAL REVIEW OF ORGANISATIONAL PERFORMANCE MANAGEMENT SYSTEM**

The Committee to note that the closing date for inputs is 30 September 2024. The Committee supported the report and commended the Department and Mayco on a sterling performance.

**RESOLVED** that:

- a) The Portfolio Committee note the process for the review of the Organisational Performance Management System and give input, if necessary and recommend it to the Executive Mayor together with Mayco for submission to Council as part of the IDP annual review process.

It be noted that Cllr Jansen move to support the recommendation and Cllr Petersen supported.

**ACTION: M DLELAPHAMTSI; W AUGUST**

**HUMSET 10/09/24 HUMAN SETTLEMENTS: 2023/24 FOURTH QUARTER'S PROGRESS REPORT ON THE DIRECTORATE AND DEPARTMENTS' PERFORMANCE**

Mr Lawrence Valeta presented this report to the Committee.

The Committee had the following questions, proposals and concerns:

- Cllr Deidre De Vos wanted to know whether the title deed programme will be continuing now that the target has been exceeded.
- Cllr Beverly Van Reenen proposed that in conjunction with the SDBIP workshop the well-below targets in the 4<sup>th</sup> quarter progress report gets addressed as well. Cllr Beverley Van Reenen urged the relevant functional areas within the Directorate to do justice to the reports in order for the targets to reflect positively within the next financial year. The Portfolio Committee should be taken into confidence when the relevant functional areas within the Directorate realizes that the outcome of their performance indicators is heading towards a well below target in order for the Committee to assist.
- Cllr Bernadette Clarke proposed that the well below targets be tabled at the Working Groups meeting for in depth discussion.
- Cllr Mercia Petersen proposed that the relevant Project Managers be invited to the Working Groups meeting where the well-below targets will be discussed.

Responses were as follows:

- The title deed programme was one of the priorities of the Committee when they picked up on the concerns with regards to the performance from previous financial years. The Committee then moved for the consolidation of all title deed programmes in order for it to be tracked and measured hence the target could be exceeded. It can be confirmed that the programme will still continue and the intent is to issue as many title deeds as possible. The Human Settlements Directorate have been realigned in order to be more efficient with the delivery of title deeds. MMC Cllr Carl Pophaim is also running campaigns which aligns with the title deed programme. Interests have been received from metros across the country enquiring as to how this programme can be implemented within their own establishments.

It is **RECOMMENDED** that:

- a) The Portfolio Committee monitor and evaluate the impact and performance of the 2023/2024 fourth quarter's progress report in relation to its functional area.

Thereafter, the Portfolio Committee 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;

- b) The well below targets will be discussed at the Working Groups meeting on the 13<sup>th</sup> of September 2024;
- c) The relevant Project Managers be present in the meeting when the well below targets will be discussed;
- d) The Executive Mayor together with the Mayoral Committee evaluate and review the 2023/2024 fourth quarter's progress report and submit the report to Council for noting;
- e) Council note the 2023/2024 fourth quarter's progress report.

**ACTION: L VALETA**

## **HUMSET 11/09/24 STATUS REPORT FOR CAPEX T25 PROJECT IMPLEMENTATION**

The Committee requested an update on the following projects:

- The LO Ridge project;
- The Pelican Park Phase 2 development;

Cllr Felicia Solomons wanted to know whether backyard dwellers will be prioritised in terms of the Macassar project and when the first beneficiaries will be able to take occupation.

Cllr Marita Petersen requested that housing project reports should filter down to Sub-Council and Working Group level in order for them

to closely monitor their projects and provide feedback to the Portfolio Committee.

Responses were provided as follows:

- In terms of the Macassar project, the Chairperson advised that Cllr Felicia Solomons formally correspond to himself and the MMC Cllr Carl Pophaim.
- In terms of the LO Ridge project, the Contractor will move onto site on the 17<sup>th</sup> of September 2024.

It be noted that an In-Committee meeting will be arranged to conduct an in-depth discussion on the Pelican Park Phase 2 project. This meeting will be scheduled after the statutory Portfolio Committee meeting on the 3<sup>rd</sup> of October 2024.

It further be noted that MMC Cllr Carl Pophaim was mandated by the Committee to provide feedback on the Pelican Park Phase 2 project.

**RESOLVED** that:

- a) The Committee noted the status report for the Capex T25 project implementation;
- b) An In-Committee meeting be scheduled on the Pelican Park Phase 2 project on the 03<sup>rd</sup> of October 2024;
- c) The Committee mandated MMC Carl Pophaim to provide feedback on the Pelican Park Phase 2 project;
- d) Housing project reports must be filtered down to Sub-Council and Working Group level for monitoring of their respective projects in order for them to report back to the Portfolio Committee.

**ACTION: J DREYER; S ADAMS; H LOTZE; MMC C POPHAIM**

**THE MEETING TERMINATED AT 11H19**

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**CLLR A NTSODO  
CHAIRPERSON**

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**DATE**