

**SPATIAL PLANNING AND ENVIRONMENT PORTFOLIO COMMITTEE MEETING  
MINUTES: 5 MAY 2022**

**MINUTES**

**OF A MEETING OF THE SPATIAL PLANNING AND ENVIRONMENT PORTFOLIO  
COMMITTEE HELD IN COMMITTEE ROOM D, 5<sup>TH</sup> FLOOR, PODIUM BLOCK, CIVIC  
CENTRE, CAPE TOWN ON THURSDAY, 5 MAY 2022 AT 10:00**

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**PRESENT:**

**COMMITTEE MEMBERS**

**DEMOCRATIC ALLIANCE (DA)**

Cllr A Cassiem (Chairperson)  
Cllr J Solomon  
Cllr RC Cameron (Skype)  
Cllr CV Franklin  
Cllr EE Jansen  
Cllr A Lansdowne  
Cllr FP Lombard  
Cllr MJ Marr (Skype)  
Cllr NW McFarlane

**AFRICAN NATIONAL CONGRESS (ANC)**

Cllr A Gabuza (apology for leaving at 14:00)  
Cllr NA Ntshweza

**ECONOMIC FREEDOM FIGHTERS (EFF)**

Cllr P Booie

**GOOD**

None

**AFRICAN CHRISTIAN DEMOCRATIC PARTY**

Cllr G Haskin

**CAPE COLOURED CONGRESS**

Cllr N Satarien (Skype)

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## COMMITTEE MEMBERS ABSENT

Ald MJ Nieuwoudt (with apology)  
Cllr LL N Mbiza (with apology)  
Cllr GV Joachims (with apology)

## VISITING COUNCILLORS

Ald E Andrews (Mayco Member for Spatial Planning and Environment- Skype)

*Note: Some of the officials were present in the venue while others linked in via Skype.*

## OFFICIALS

A Maxwell	-	Manager: Support Services
C Walters	-	Director: Development Management
D Daniels	-	Committee Support Officer
D Gibbs	-	Head: Nature Conservation
E de Wet	-	Manager: Urban Development Implementation
E Naude	-	Acting ED: Spatial Planning and Environment
E Daniels	-	Manager: Finance (SPE)
E Scott	-	Manager: City Improvements Districts
E Foot	-	Head: Nature Conservation
E Hutchings	-	People and Conservation Coordinator
E van Zyl	-	Senior Professional Officer
K Wiseman	-	Manager: Environmental Management Systems
N Titus	-	Manager: District Planning & Mechanisms
L Kroese	-	HR Business Partner
L Ndlela	-	Head: Environmental Compliance
L von Molendorff	-	Executive Committee Officer
C Gabriel	-	Senior Professional Officer (Human Settlements)
S Ismail	-	Environmental Technical Assistant
L Gerrans	-	Director: Environmental Management

## SPE 01/05/22 OPENING / PRAYER

The Chairperson, Cllr Cassiem welcomed everyone to the Spatial Planning and Environment Portfolio Committee meeting.

## SPE 02/05/22 APOLOGIES / LEAVE OF ABSENCE

The following applications for leave of absence were noted:

Ald MJ Nieuwoudt (with apology)  
Cllr LL N Mbiza (with apology)  
Cllr GV Joachims (with apology) (to be confirmed)

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**RESOLVED** that the applications for leave of absence received for this meeting be noted.

**ACTION: L VON MOLENDORFF**

**SPE 03/03/22 CHAIRPERSON'S REPORT**

The Chairperson, Councillor A Cassiem, addressed the portfolio committee as per Annexure A attached hereto.

**NOTED**

**SPE 04/03/22 CONFIRMATION OF MINUTES OF THE SPATIAL PLANNING AND ENVIRONMENT PORTFOLIO COMMITTEE MEETING HELD ON 7 APRIL 2022**

**RESOLVED** that the minutes of the Spatial Planning and Environment Portfolio Committee held on 7 April 2022, **BE CONFIRMED**.

**ACTION: L VON MOLENDORFF**

**SPE 05/03/22 MATTERS RECEIVING ATTENTION**

**1. ONLINE BOOKING SYSTEM SCOPE AND UPDATED COSTING - NATURE RESERVES**

**RESOLVED** that it be noted that a comprehensive report on the planning and implementation of the online booking system would be submitted to the Spatial Planning and Environment Portfolio Committee on 4 August 2022.

**ACTION: J WOOD; J KUYLER**

**2. STATUS AND MANAGEMENT OF CITY OF CAPE TOWN SLIPWAYS**

**RESOLVED** that it be noted that a status report on the Management of City of Cape Town Slipways would be submitted to the Spatial Planning and Environment Portfolio Committee on 4 August 2022.

**ACTION: L GERRANS; A PURVES; G OELOFSE**

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**3. PROGRESS UPDATE ON IMPLEMENTATION PLAN FOR THE HUMAN SETTLEMENTS STRATEGY**

In addition to noting the contents of the progress report SPE 10/05/22 on the agenda, the committee;

**RESOLVED** that it be noted that the tentative date for a joint workshop with the Human Settlements Portfolio Committee, once the draft Implementation Plan for the Human Settlements Strategy has been finalised, is 2 September 2022.

**ACTION: T MITI; C GABRIEL**

**4. PROJECT IMPLEMENTATION PLAN (PIP) FOR THE MAYORAL PRIORITY PROGRAMME FOR SANITATION AND INLAND WATER QUALITY**

Cllr Lansdown proposed that committee members be invited to the various activities by ERM staff around water, that can give portfolio committee members the opportunity to experience work being done hands on.

**RESOLVED**

(a) that it be noted that the proposed date for the site visit to the laboratory is 9 November 2022.

(b) that committee members be invited to the various activities by ERM staff around water, which can give portfolio committee members the opportunity experience work being done hands on.

**ACTION: J WOOD; L GERRANS; S SURUJAL-NAIKER**

**5. TIME-LINE FOR QUEMIC RANGER TENDER- SPATIAL PLANNING AND ENVIRONMENT DIRECTORATE & SAFETY AND SECURITY SERVICES DIRECTORATE**

The Spatial Planning and Environment Portfolio Committee noted that in terms of the requirements the committee must receive quarterly reports as part of the portfolio committee's oversight role, as such a presentation circulated as SPE 17/05/22 under Volume 2 was noted.

**RESOLVED** that the Spatial Planning and Environment Portfolio committee receive quarterly status reports in regard to the

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implementation of the Quemic Ranger Tender as part of the portfolio committee's oversight role.

**ACTION: E FOOT; J WOOD; E NAUDE**

**6. OUTCOME OF PRESENTATION ON ENVIRONMENTAL COMPLIANCE**

Cllr Lombard clarified that what the committee is requesting, is a dashboard report that would indicate environmental compliance and non-compliance risks, as well as remedial- and rectifying measures in that regard.

**RESOLVED** that the directorate submit a dashboard report that would indicate environmental compliance and non-compliance risks, as well as remedial- and rectifying measures in that regard.

**ACTION: L NDLELA; K WISEMAN; E NAUDE**

**7. REQUEST FOR APPROVAL AND SUPPORT OF THE REVISED PROCESS PLAN AND CONSULTATION PROGRAMME FOR THE REVIEW OF THE 2018 MUNICIPAL SPATIAL DEVELOPMENT FRAMEWORK (MSDF), DISTRICT SPATIAL DEVELOPMENT FRAMEWORKS AND ENVIRONMENTAL MANAGEMENT FRAMEWORKS (MSDFs)**

Acting ED Naude advised that the Mayoral Committee had requested that this matter be expedited and concluded as soon as possible to give proper guidance and assurance to the public and developers. The Mayoral Committee had subsequently resolved that the original date for submission to Council be brought forward and the directorate is aiming for submission to Council on 8 December 2022.

**RESOLVED** that it be noted that the workshop on Municipal Spatial Development Framework, District Spatial Development Frameworks and Environment Management Frameworks to provide clarity on the detail of proposals, before commencement of the public participation process, has been diarized to take place on 10 August 2022.

**ACTION: L GERRANS; E NAUDE**

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**10. REVIEW REPORT ON THE CITY OF CAPE TOWN MUNICIPAL  
PLANNING BY-LAW, 2015 AND THE CITY OF CAPE TOWN  
DEVELOPMENT MANAGEMENT SCHEME**

**RESOLVED** that it be noted that the workshop to discuss proposed amendments and comments received in respect of the Cape Town Municipal By-law and the City of Cape Town Development Management Scheme has been diarized to take place on 20 July 2022.

**ACTION: S DE JAGER; C WALTERS; E NAUDE**

***REPORTS FOR CONSIDERATION***

**SPE 06/05/22 SPATIAL PLANNING AND ENVIRONMENT VACANCY ANALYSIS AS  
AT 31 MARCH 2022**

Ms Kroese introduced the report and presented the Spatial Planning and Environment Directorate Staff Establishment Vacancy Status Overview for the 3<sup>rd</sup> Quarter and responded to various questions for clarification.

The following was noted from questions for clarification:

- Both Race and Gender targets are considered when shortlisting and recommendations for appointment are made.
- Reasons for resignations should be analysed to prevent the loss of competent staff. Cllr Haskin requested that a breakdown on resignations in terms of equity and gender be included in future reports to the portfolio committee.
- Advertising sources depend on the nature of the vacancy: - electronic platforms, relevant institutes and labour market sectors are used for advertising.
- Internship Programs, Senior/ Supervisory Programs and Coaching and Mentoring Programs are in place for the development of staff. Assessment processes are also in place to establish developmental needs.
- Engagements with various academic institutes are undertaken to build a pipeline of scarce skills.

**RESOLVED**

- a) That the contents of the report on Spatial Planning and Environment Vacancy Analysis as at 31 March 2022 be noted, with comments.

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- b) That future Vacancy Analyses reports to the Spatial Planning and Environment portfolio committee include a breakdown on resignations in terms of equity and gender.

**ACTION: L KROESE**

**SPE 07/05/22 SPATIAL PLANNING AND ENVIRONMENT (SPE): FINANCIAL DASHBOARD REPORT**

Ms E Daniels presented to the portfolio committee an updated schedule on expenditure, speaking to various projects. It was inter alia noted that the main reasons for lagging behind on Capital Expenditure is as a result of the tedious process in securing transversal tenders. In terms of Operating Expenditure a percentage of 80% of controllable expenditure has been achieved and the bulk of expenditure will materialize within the next two months.

Cllr Solomon congratulated the directorate on achieving 86% expenditure and mentioned that the Tender Task Team had previously recommended that term tenders be considered and in addition penalties be imposed.

**RESOLVED** that the Spatial Planning and Environment Directorate financial dashboard report be noted, with comments.

**ACTION: E DANIELS; E NAUDE**

**SPE 08/05/22 SPATIAL PLANNING AND ENVIRONMENT: DIRECTORATE SERVICE DELIVERY AND BUDGET IMPLEMENTATION PLAN (SDBIP) FOR 2022/2023**

**RECOMMENDED** that the Portfolio Committee review and recommend the contents of the Directorate Service Delivery and Budget Implementation Plan (SDBIP) for 2022/2023 to the Executive Mayor together with the Mayoral Committee.

**ACTION: C BASSON**

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**SPE 09/05/22 SPATIAL PLANNING AND ENVIRONMENT: DEPARTMENTAL SERVICE DELIVERY AND BUDGET IMPLEMENTATION PLAN (SDBIP) FOR 2022/2023**

**RECOMMENDED** that the Portfolio Committee review and recommend the contents of the Departmental Service Delivery and Budget Implementation Plan (SDBIP) for 2022/2023, to the Executive Mayor together with the Mayoral Committee for approval.

**ACTION: C BASSON**

**SPE 10/05/22 HUMAN SETTLEMENTS STRATEGY - IMPLEMENTATION PLAN AND MONITORING & EVALUATION FRAMEWORK**

**RESOLVED** that the Spatial Planning and Environment Portfolio Committee note the contents of the report.

**ACTION: C GABRIEL; T MITI**

**SPE 11/05/22 LIVING ALONGSIDE WILDLIFE PROGRAMME**

The Spatial Planning and Environment Portfolio Committee noted that this report has been deferred for discussion during a Portfolio Committee Activity Day scheduled for 24 May 2022.

**RESOLVED** that the report on Living Alongside Wildlife Programme be deferred for discussion and consideration during the portfolio committee Activity Day scheduled for 24 May 2022.

**ACTION: J WOOD; E NAUDE**

***REPORTS SPE 12/05/22 AND SPE 14/05/22 WERE CONSIDERED  
SIMULTANEOUSLY***

**SPE 12/05/22 BO-KAAP LOCAL DEVELOPMENT FRAMEWORK:  
RECOMMENDATION**

Mr N Titus and Ms Murcott respectively gave an introduction to the two reports and delivered a high level presentation on the two development frameworks. Questions for clarification in respect of matters listed below were responded to;



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- Collaboration with National Government – It was noted that various engagements to formalize political engagement at National, Provincial and Local Government level are ongoing; mechanisms in respect of budget contributions need to be formally structured. It was further noted that there is an intergovernmental steering committee in place that deals with technical aspects and functions on an ad hoc basis. Mechanisms and interaction in this regard could be improved.
- Community needs and culture need to be considered to ensure community cohesiveness.
- Cllr Haskin proposed that on Page 394 of the agenda: no. 7 be amended to read as follows:  
*4.2 Spatial Strategies*  
*7. “Discourage land uses that detract from the existing heritage & character of the area and limit commercial development **to** within Precinct 1.”*
- Cllr Haskin commented that it is important for the portfolio committee to be constantly aware of ongoing public participation processes that the directorate is engaging in as well as the status thereof. He mentioned that the portfolio committee members would have liked to be aware of the public participation process.
- District 6: Informal sport fields should be formalised.
- Development of the area should include a Disaster Risk Management Plan for the benefit of the community.

**It was RESOLVED**

- a) that the portfolio committee be provided with a dashboard summary of public participation processes currently ongoing.
- b) that on Page 394 of the agenda: no. 7 be amended to read as follows:  
*4.2 Spatial Strategies*  
*“Discourage land uses that detract from the existing heritage & character of the area and limit commercial development **to** within Precinct 1.”*

It is **RECOMMENDED TO MAYCO AND COUNCIL** that:

- (a) comments received from the external public consultation that was conducted from September 2022 to 15 December 2021 be noted and that the responses provided by District Planning and Mechanism as set out in the report and more fully explained in Annexure 2 be supported
- (b) the Bo-Kaap Local Spatial Development Framework proposals be noted and supported.
- (c) the Bo-Kaap Local Spatial Development Framework be recommended for approval by Council.

**ACTION: N TITUS; M MURCOTT; E DE WET; E NAUDE**

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**SPE 13/05/22 FEEDBACK ON THE OUTCOME OF THE PUBLIC PARTICIPATION PROCESS ON THE PROPOSED PUBLIC OPEN SPACE RATIONALISATION PROCESS AND POSSIBLE DISPOSAL MITCHELLS PLAIN**

Acting ED Naude, at the request of the Chairperson elucidated the report on the agenda. In response to a proposal from Cllr Jansen the Acting ED advised that when the report serves at subcouncil level, the recommendation in respect of the membership of the oversight committee must be more specific.

The Portfolio Committee noted and supported the recommendations as set out below:

**RESOLVED**

- a) A public private oversight committee be established for the duration of this multi-year development project;
- b) The implementation of the multi-year development project be accompanied by a communication strategy to keep the community of Mitchells Plain informed on an ongoing basis with regard to progress;
- c) A land disposal strategy be developed for the implementation of the multi-year development project;
- d) Consideration be given to the expropriation of Erf 1211, Beacon Hill if further representations from the Sub Council to Air Traffic Navigation Services failed to resolve the matter;
- e) Based on the comments received from the public participation process that the implementation of the proposed rationalization of public open space and disposal programme for Mitchells Plain be proceeded with ; and
- f) The necessary statutory processes inclusive of open space closure, rezoning and environmental approval be proceeded with.

**ACTION: N TITUS; E DE WET; M MURCOTT; E NAUDE**

**SPE 14/05/22 DISTRICT SIX LOCAL SPATIAL DEVELOPMENT FRAMEWORK RECOMMENDATIO FOR APPROVAL**

For discussion refer to item SPE 11/05/22 above.

Cllr Lansdown, supported by the members of the Spatial Planning and Environment Portfolio Committee, proposed that the portfolio committee through the Mayco Member: Ald E Andrews encourages the Mayoral

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Committee to prioritise the re-establishment and proper functioning of the District Six Intergovernmental Steering Committee on an administrative as well as political level.

It is **RECOMMENDED** that:

- a) Comments received from the external public consultation that was conducted from September 2022 to 15 December 2021 be noted and that the responses provided by District Planning and Mechanism as set out in the report and more fully explained in Annexure 2 be supported
- b) the District Six Local Spatial Development Framework proposals be noted and supported.
- c) the District Six Local Spatial Development Framework be recommended for approval by Council.
- d) the portfolio committee through the Mayco Member: Ald E Andrews encourages the Mayoral Committee to prioritise the re-establishment and proper functioning of the District Six Intergovernmental Steering Committee on an administrative and political level.

**ACTION: N TITUS; E DE WET; M MURCOTT; E NAUDE**

**SPE 15/05/22 2021/2022 THIRD QUARTER'S PROGRESS REPORT ON CORPORATE PERFORMANCE.**

With reference to the percentage budget spent on implementation of Workplace Skills Plan (WSP) (NKPI) and the reason provided being that certain departments experience challenges attending training due to operational service delivery requirements, Cllr Jansen requested to be provided with clarity in respect of the operational duties that is preventing the training target to be met; the official representing Corporate Services undertook to provide the councillor with a response subsequent to the meeting.

It is **RECOMMENDED** that the 2021/22 Third Quarter's Progress Report on Corporate Performance be submitted to the Executive Mayor together with the Mayoral Committee for submission to Council.

**ACTION: S ABASS**

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**SPE 16/05/22 CITY IMPROVEMENT DISTRICT REPORT: QUARTER ENDING 31  
MARCH 2022**

Mr E Scott at the request of the Chairperson, elucidated the report on the agenda and further responded to questions for clarification.

**RESOLVED** that the Spatial Planning and Environment Portfolio Committee note the contents of the report on City Improvement District for the quarter ending 31 March 2022.

**ACTION: E SCOTT**

**VOLUME 2**

**SPE 17/05/22 PRESENTATION: QUARTERLY FEEDBACK ON QUEMIC TENDER**

The presentation as included in volume 2 of the agenda and delivered by Ms E Foot focused on interaction with the Safety and Security directorate in respect of Marine- and Environmental Enforcement, the Ranger Tender as well as the outcome of the combined workshop with the Safety and Security Portfolio Committee held on 8 April 2022.

Cllr Jansen, with reference to proactive measures, suggested that an integrated communication platform be established with different stakeholders who make use of the False Bay Coastline (incl. fisherman) to notify of any dangers along the coastline. Ms Foot responded that making use of the 107 Helpline should be encouraged in this regard.

**RESOLVED** that the contents of the presentation on the quarterly feedback report be noted.

**ACTION: E FOOT**

**THE MEETING ENDED AT 13:29**

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**CHAIRPERSON**

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**DATE**