



**CITY OF CAPE TOWN
ISIXEKO SASEKAPA
STAD KAAPSTAD**

SUBCOUNCIL 2 BUSINESS PLAN



The City of Cape Town includes 2 Subcouncils

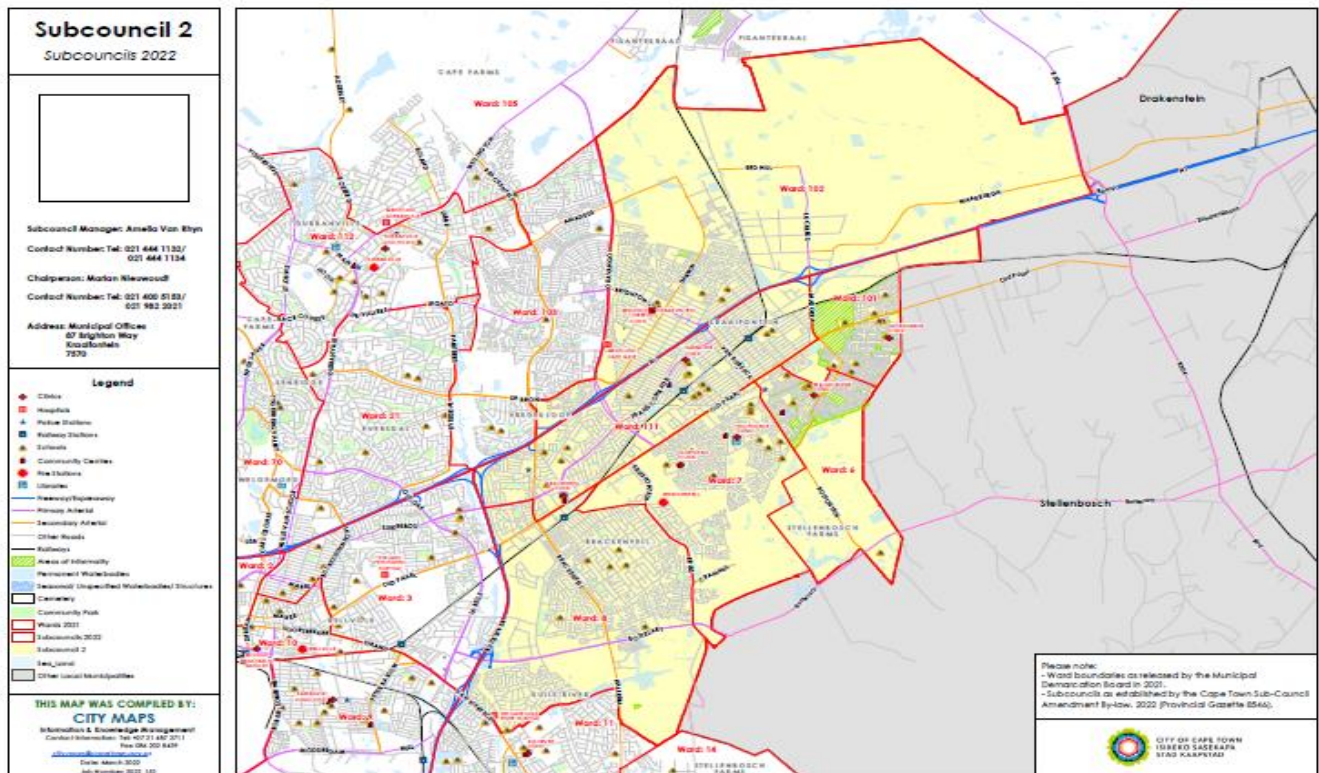




TABLE OF CONTENTS

1. EXECUTIVE SUMMARY	4
2. INTRODUCTION TO SUBCOUNCILS	4
3. SUBCOUNCIL VISION AND MISSION	7
4. STRATEGIC PRIORITIES	8
5. SITUATIONAL ANALYSIS: SUBCOUNCIL 2	9
6. STAKEHOLDER ENGAGEMENT	13
7. RISK MANAGEMENT	12
8. SERVICE DELIVERY AND IMPROVEMENT	14
9. IMPLEMENTATION PLAN	14
10. CONCLUSION	13



1. EXECUTIVE SUMMARY

The City of Cape Town's Subcouncils are committed to enhancing the quality of life, addressing local challenges, and promoting community well-being within their respective areas.

2. INTRODUCTION

Subcouncils serve a valuable "humanising" role, providing an accessible and effective interface between City management and the citizens of the City.

2.1 What is a Subcouncil?

A Subcouncil is a geographically defined area within the City, which consists of between three and seven neighbouring wards. Subcouncils exist to make sure that the issues affecting your neighbourhood are heard, and dealt with. There is a total of 21 Subcouncils, which make up the City of Cape Town's municipal structure.

Subcouncils serve the residents by engaging with them on municipal issues. Subcouncils have the power to act on behalf of Council via the System of Delegations and they have the authority to make decisions on a range of municipal matters. These may include service delivery requests, building and planning applications and fault reporting.

2.2 Functions of the Subcouncil

- Community engagement to identify priority needs to align to ward allocations and to influence Line Departments budgeting procedures
- Influencing and Monitoring the City's service delivery effort
- Receiving and responding to residents' complaints and enquiries
- Making recommendations to Council on matters affecting their area
- Commenting on liquor license applications
- Supervising the expenditure of ward allocation budgets (funds that the City allocates to wards in every Subcouncil for local municipal projects)
- Ensuring that by-laws and policy matters are referred to the community for comment
- Maintaining an up-to-date database of community organisations in the area.
- Registering job seekers on the Job Seekers Database.

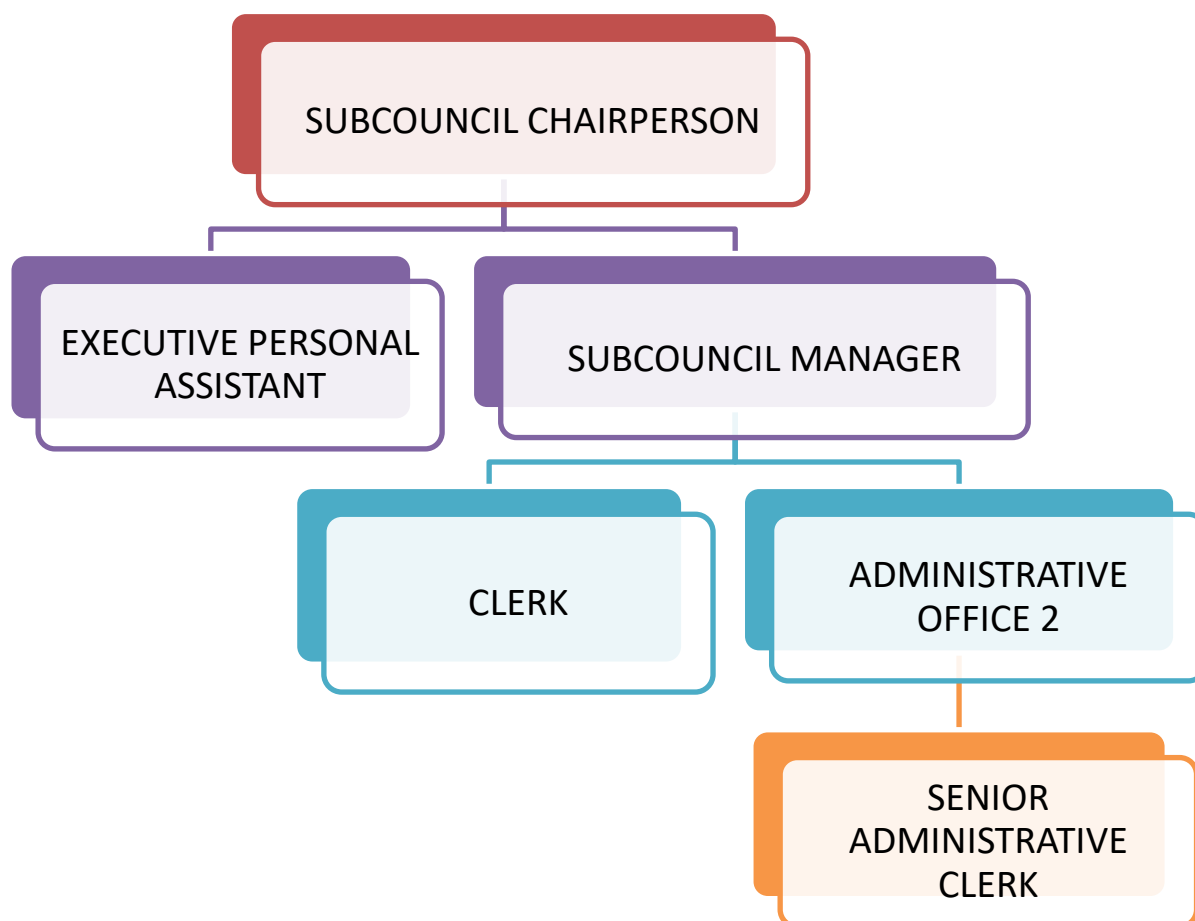


2.3 Roles and responsibilities within Subcouncils.

- Act as the interface and closest contact between communities, organisations, businesses and line departments and the political structures through engagement, capacity building and participation.
- Ensure interactive Public Participation (facilitation w r t all policies, bylaws, budgets, as well as undertaking its own processes w r t matters identified by Subcouncils where community consultation is required).
- Act in an advisory capacity to Subcouncil Councillor's with regard to compliance with policies, bylaws, Rules of Order, reports, Integrated Development Plan (IDP) (community needs) and Service Delivery Budget Implementation Plan (SDBIP).
- Identify and prioritise projects and service delivery initiatives as determined by evidence based data from relevant sources
- Execute allocated functions and delegations (as per the Council's System of Delegations and Subcouncil Bylaw);
- Relationship building and stakeholder management;
- Transversal liaison with directorates to set priorities and collaborate on improved service delivery;
 - Monitoring and evaluation of trends, performance and challenges with service delivery implementation
 - Maintain a database of organizations within the area of the Subcouncils and facilitate the liaison between the Civic Organisations, Ratepayer's Associations and similar fora within the Subcouncil
 - Co-ordinate the liquor license management processes relating to applications, comments and exercising powers related thereto
 - Assess the maintenance requirements of Public facilities



2.4 Subcouncil Organogram



2.5 Legal and regulatory framework

Chapter 7 of the Constitution of the Republic of South Africa Act, 108 of 1996, sets out the service delivery mandate of Local Government.

In particular, Section 152 (1) (b) places an obligation on Local Government "to ensure the provision of services to communities in a sustainable manner."

2.5.1 Legislation applicable to the functions of Subcouncils:

- Constitution of the Republic of South Africa: Act 108 of 1996
- Local Government: Municipal Systems Act, No. 32 of 2000
- Local Government: Municipal Structures Act, No. 117 of 1998
- Act 3 of 2021: Local Government Municipal Structures Amendment Act



- Amendment of section 37 of Act 117 of 1998, as amended by section 14 of Act 51 of 2002
- Local Government: Municipal Financial Management Act, No. 56 of 2003
- Local Government: Municipal Property Rates Act, No. 6 of 2004
- Subcouncil By-law, as amended
- Preferential Procurement Policy Framework Act (2000):
- Preferential Procurement Regulations (2017)
- Broad-Based Black Economic Empowerment Act, No. 53 of 2003
- National Small Enterprise Act, Act No. 102 of 1996
- Intergovernmental Relations Framework Act, 13 of 2005
- National Environment Management Act, No. 107 of 1998;
- National Heritage Resources Act, No. 25 of 1999
- Skills Development Act, No. 97 of 1998
- Provincial Government: Western Cape Liquor Act, 2008
- Informal Trading By-Law (2013)
- Informal Trading Policy (2013)
- Business Support Policy (2003)
- Council's System of Delegations

3. OVERARCHING SUBCOUNCIL VISION AND MISSION

Vision:

To give the community a voice in order to influence and affect their own future.

Mission:

To increase evidence led partnerships between Subcouncils and Line Departments, aligned to the voice of the community, in order to enable Line Directorates to achieve the City's vision.



4. STRATEGIC PRIORITIES

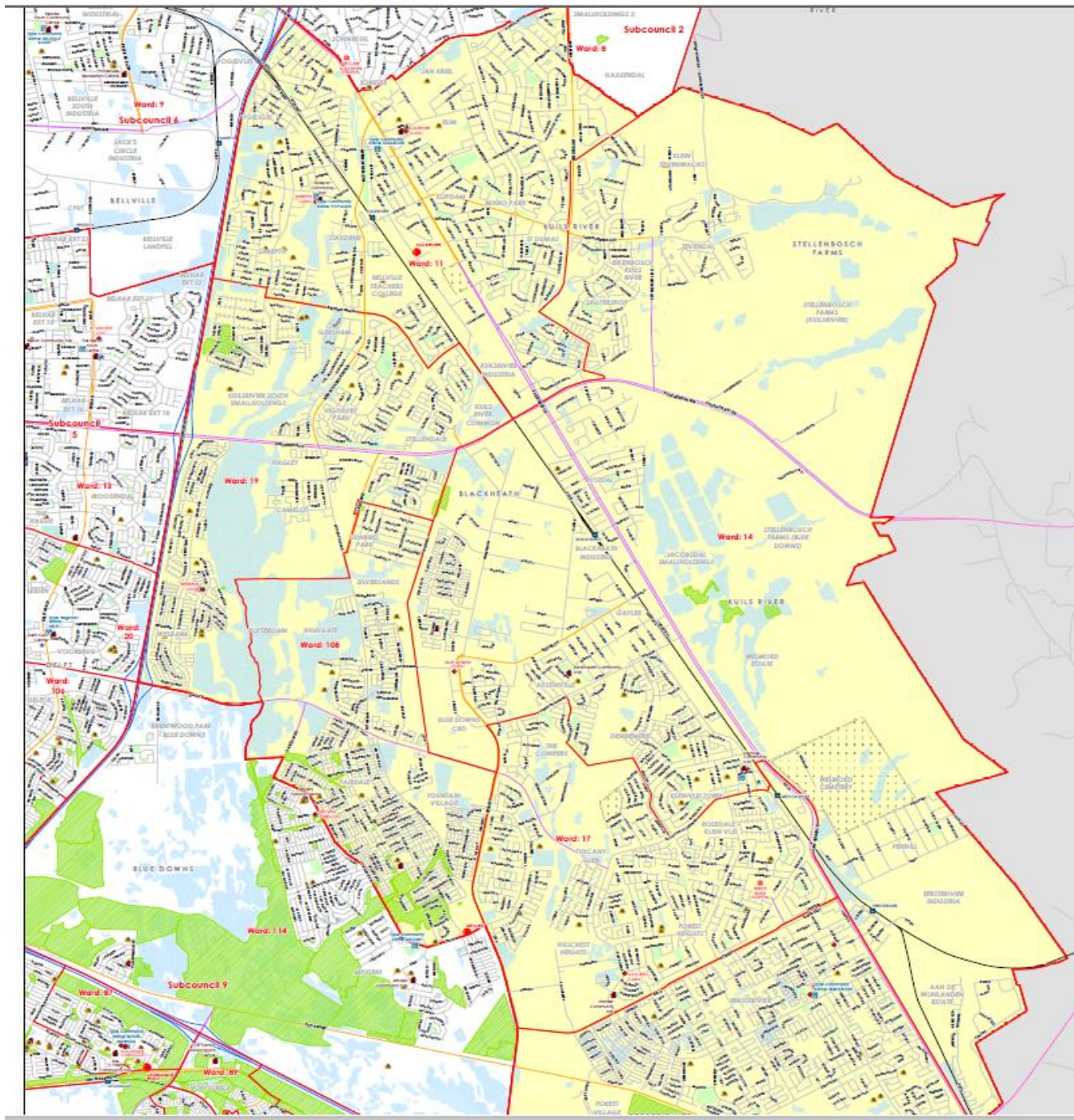
- 4.1 Interface with local communities, Line Departments, Political office bearers and support Stakeholders in order to ensure co-ordination of local needs and service delivery standards.
- 4.2 To facilitate the increase of service delivery levels through collaborative engagement with stakeholders in order to enhance mutual trust and understanding.
- 4.3 To add value and promote the City's reputational brand.
- 4.4 Identify the top common priorities based on model outcomes across Subcouncil's
- 4.5 Monitor, evaluate and optimise



5. SITUATION ANALYSIS

5.1 SUBCOUNCIL 2

Subcouncil 2 Consists of Wards 6 ;7; 8; 101; 102; and 111





5.2 Subcouncil 2 Vision and Mission

Vision Statement

The Subcouncil 2 envisions "A City of Hope for all", a prosperous, inclusive and healthy city where people are hopeful of a better future for themselves, family and the greater community.

Mission Statement

The mission of Subcouncil 2 is informed and respected residents in an area of sustainability, resilience and affordability, without crime and with effective affordable transport infrastructure, public transport with multiple use and effective management of all assets and community facilities while facilitation is done for the economic growth and to also have functioning sewer infrastructure and partnerships with communities to take responsibility for their living environment.

5.3 Subcouncil 2 S.W.O.T analysis

STRENGTHS	WEAKNESS
<ul style="list-style-type: none">• Rural character of Joostenbergvlakte Bottelary as a scenic route• Project Implementation• Few minutes from Stellenbosch and 20 minutes from City Centre• Diversity• Caring Communities• Farming activity along Botfontein, Bottelary, Joostenbergvlakte• Property Market	<ul style="list-style-type: none">• Ageing infrastructure• Protection and Maintenance of all waterways (Mosselbank, Bottelary, Kuilsriver, Hoopenberg) from contamination and erosion• Public Transport- vast distance from economic opportunities• Vast distance from haves and have nots• Parks and Public Open Maintenance• Maintenance and repairs of Sports facilities• Non enforcement of By Laws• Service Delivery turn around• Lack of basic services• Water capacity• Customer Feedback due to non-access to 1001 nrs.• Communication avenues with residents• Land Shortage



	<ul style="list-style-type: none">• Sewer Blockages• Water Reservoir Storage capacity in Bloekombos• Unregistered crèches• Land Use enforcement and Building Regulation enforcement• De-densification and redevelopment of Wallacedene, Bloekombos and Scottsdene• Road infrastructure to improve accessibility: N1, R300, Botfontein Road and Kruisfontein Road• Safety: Taxis, land grab and drug dealing<ul style="list-style-type: none">◦
OPPORTUNITIES <ul style="list-style-type: none">• Ensuring land available for development• Development of integrated communities• Well located amongst major routes• Entrance to Cape Town• Community cooperation• Communication platforms• Special Rating Areas• Well-functioning neighborhood watches	THREATS <ul style="list-style-type: none">• Provincial Road Maintenance• Teenage pregnancies• Slow pace of electrification causing unrest• High Crime Rate• None access to nearby government offices• Poverty• Decrease in property value• Huge discrepancy in needs between the various wards• Drought and possible water shortages• Non input of communities in respect of budget and idp consultation• Extortion• Project stoppages• Delay in extension of R300 up to Wellington Road• Illegal electricity connections• Environmental Pollution• Illegal infrastructure connections



	<ul style="list-style-type: none"> • Departments and census working on old demarcation boundaries for this Subcouncil • Wide variety of Human needs between communities • Violence and intimidation • Behavioral collapse • Unemployment • Unemployability • Distrust in Law Enforcement and SAPS • Fires
--	---

5.3 Top Issues Identified in Subcouncil 2

Complaint type	Total requests	% of total c3 amount for past year as at 17 November 2023
Sewer: Blocked Overflow	5055	12.16
No Power	3840	9.23
Streetlights – Single Light out	2056	5
Stolen Bins 240 ;	1307	3.13
No Water : WMM 20 mm and Below	1304	3.13
Damaged Bins	1314	3.16
Streetlight all out	977	2.3
Customer Reconnection Request	980	2.4
WMD leak at Water Meter	842	2.2
Tree Complaints	777	2.0



INSERT HYPERLINK LINK TO WARD PLANS HERE

- [..\..\..\..\Desktop\FINAL WARD PLANS DRAFT 24 NOV 2023\Ward 6.BUSINESS PLAN \(2023 2024\)working document.pdf](..\..\..\..\Desktop\FINAL WARD PLANS DRAFT 24 NOV 2023\Ward 6.BUSINESS PLAN (2023 2024)working document.pdf)
- [..\..\..\..\Desktop\FINAL WARD PLANS DRAFT 24 NOV 2023\Ward 7.BUSINESS PLAN \(2023 2024\)working document.pdf](..\..\..\..\Desktop\FINAL WARD PLANS DRAFT 24 NOV 2023\Ward 7.BUSINESS PLAN (2023 2024)working document.pdf)
- [..\..\..\..\Desktop\FINAL WARD PLANS DRAFT 24 NOV 2023\Ward 8 .BUSINESS PLAN \(2023 2024\)working document.pdf](..\..\..\..\Desktop\FINAL WARD PLANS DRAFT 24 NOV 2023\Ward 8 .BUSINESS PLAN (2023 2024)working document.pdf)
- [..\..\..\..\Desktop\FINAL WARD PLANS DRAFT 24 NOV 2023\Ward 101.BUSINESS PLAN \(2023 2024\)working document.pdf](..\..\..\..\Desktop\FINAL WARD PLANS DRAFT 24 NOV 2023\Ward 101.BUSINESS PLAN (2023 2024)working document.pdf)
- [..\..\..\..\Desktop\FINAL WARD PLANS DRAFT 24 NOV 2023\Ward 102.BUSINESS PLAN \(2023 2024\)working document.pdf](..\..\..\..\Desktop\FINAL WARD PLANS DRAFT 24 NOV 2023\Ward 102.BUSINESS PLAN (2023 2024)working document.pdf)
- [..\..\..\..\Desktop\FINAL WARD PLANS DRAFT 24 NOV 2023\Ward 111.BUSINESS PLAN \(2023 2024\)working document.pdf](..\..\..\..\Desktop\FINAL WARD PLANS DRAFT 24 NOV 2023\Ward 111.BUSINESS PLAN (2023 2024)working document.pdf)

6. STAKEHOLDER ENGAGEMENT

Foster community engagement through public meetings, social media, and local partnerships.

Partners/ Stakeholders	Roles and Responsibilities
Internal Services	
All City Directorates	Collaborate, provide support and advice
External	
a) Special Rating Areas/CIDS Forum b) Tertiary Institutions c) Community Organisations d) Western Cape Liquor Authority e) Ratepayers and Civic Organisations f) Residents/community g) Ward Committees h) NGO's, NPO's, PBO's and PBC's	Integrate City and Provincial Strategies to ensure an integrated and coordinated approach towards service delivery



7. RISK MANAGEMENT

The Subcouncil aims to identify local risks in collaboration with the Ward Councillors and communities in order to strategise to mitigate these risks, including increasing service delivery levels through collaborative engagement with Line Departments.

To align the Line Departments priorities to community priorities, as voiced through the data represented by the Subcouncils.

To provide a customer interface and support service to local communities.

8. SERVICE DELIVERY AND IMPROVEMENT

- 8.1 Promote the needs and priorities of communities.
- 8.2 Implement inclusive community feedback mechanisms.
- 8.3 Monitor, evaluate and optimise service delivery in line with identified community priorities.

9. IMPLEMENTATION PLAN

- 9.1 Prioritising community needs towards a community driven budgeting process.
 - 9.1.1 List data sources and informants (See Annexure 1);
[..\..\..\..\Desktop\BPLAN ANNEXURE A.pdf](#)
 - 9.1.2 Engage Line Departments and obtain analysed empirical data from standardised sources across the City held by the relevant data owners;
 - 9.1.3 Develop prioritisation model (urgency, impact and feasibility) matrix and heat maps to guide Line Departments to budget according to priorities community needs;
 - 9.1.4 Identify the top common priorities based on model outcomes across Subcouncils;
 - 9.1.5 Use cost benefit analysis to adjust the priorities based on the highest positive impact relative to the costs;
 - 9.1.6 Implement a digital community feedback mechanism. Empowering all communities with digital access to their councils, a comprehensive and inclusive approach to inclusivity and equality.
[..\..\..\..\Desktop\FINAL WARD PLANS DRAFT 24 NOV 2023\Ward 102.BUSINESS PLAN \(2023 2024\)working document.pdf](#)



9.1.7 Promote community feedback in consultation with Public Participation

[2024/2025 Budget Consultation - Directorate / Department \(capetown.gov.za\)](#)
[..\..\..\..\Desktop\DRAFT STANDARD OPERATING PROCEDURE.COMMUNITY NEEDS
PRIORITISATION.pdf](#)

9.1.8 Monitor, evaluate and optimise.

10 CONCLUSION

It must be noted that this is a “living” Business Plan linked to the Subcouncil's “living” Ward Plans, which will be updated in line with the IDP, data science updates, the release of Demographics and Statistics – Census 2022 and ongoing engagement through the public participation processes in identifying annual strategic and priority projects for the Subcouncil and its Wards.