



REPORT TO SUBCOUNCIL 14

1. **ITEM NUMBER :** *To be inserted by secretariat*

SUBJECT

**MINUTES OF AN INAUGURAL MEETING OF WARD COMMITTEES
FOR WARD 30, 40, 44, 46 AND 49 HELD ON 15 MARCH 2022**

ISIHLOKO

**IMIZUZU YENTLANGANISO YOKUQALA/YOKUMISELWA
KWEKOMITI ZEWADI NGOKUJOLISWE KWIIWADI 30, 40, 44, 46
NO 49 EBICHOTSHELWE KWE 15 KWEYOKWINDLA 2022**

ONDERWERP

**NOTULE VAN 'N STIGTINGSVERGADERING VIR WYKSKOMITEES
VIR WYK 30, 4, 44, 46 EN 49 GEHOU OP 15 MAART 2022
N3998**

PURPOSE

The purpose of the report is to present to Subcouncil the minutes and attendance register of the inauguration of Ward Committee members held in Rylands Community Hall on the 15 March 2022.

2. **FOR DECISION BY**

Delegation: Part 25: Subcouncils

1. General

25 (1) (1) To assess the performance of service delivery generally within their area of jurisdiction (outcomes monitoring)

3. **EXECUTIVE SUMMARY**

Subcouncil 14 arranged the inauguration meeting of Ward Committees of ward 30, 40, 44, 46 and 49.

The Inauguration was held on 15 March 2022 at Rylands Community Hall and was well attended.

4. RECOMMENDATIONS

Delegated: for decision by the subcouncil

It is recommended that:

The report on the minutes of the inaugural meeting of ward committees for ward 30, 40, 44, 46 and 49 held on 15 March 2022 **BE NOTED**.

IZINDULULO

Zigunyazisiwe: isigqibo seseBhungana:

Kundululwe ukuba:

MAKUQWALASELWE ingxelo engemizuzu yentlanganiso yokumiselwa kweekomiti zeewadi 30, 40, 44, 46 no 49 ebichotshelwe ngowe 15 kweyoKwindla 2022.

AANBEVELINGS

Gedelegeer: vir besluitneming deur die subraad:

Daar word aanbeveel dat:

Daar van die verslag oor die notule van 'n stigtingsvergadering vir wykskomitees vir wyk 30, 40, 44, 46 en 49 gehou op 15 Maart 2022 **KENNIS GENEEM WORD**.

5. DISCUSSION/CONTENTS

See Executive Summary.

7.1. Constitutional and Policy Implications

The implementation of this project is in alignment with the MURP methodology as approved by Council.

7.2. Sustainability implications

Does the activity in this report have any sustainability implications for the City?	No <input checked="" type="checkbox"/>	Yes <input type="checkbox"/>
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7.3. Financial Implications

No Implications.

7.4. Legal Implications

No implications.

7.5. Staff Implications

Does your report impact staff resources or result in any additional staffing resources being required?

No ☒

Yes ☐

7.6. POPIA Compliance

☒ It is confirmed that this report has been checked and considered for POPIA Compliance.

7.7. Other Services Consulted

None

ANNEXURES:

ANNEXURE A: Minutes of Inauguration of Ward Committees.

ANNEXURE B: Attendance Register

FOR FURTHER DETAILS CONTACT :

NAME	<i>Nokuzola Mbangi</i>
CONTACT NUMBERS	<i>021- 444 5393</i>
E-MAIL ADDRESS	<i>Nokuzola.Mbangi @capetown.gov.za</i>
DIRECTORATE	<i>Corporate Services: Subcouncils Area Central</i>
File Ref No	<i>4/1/1/7/2/1 SC 2022</i>

SUBCOUNCIL MANAGER

Anthony Daniels

Comment:

CHAIRPERSON: Subcouncils 14

NAME Mzuvukile Nikelo

DATE _____

Comment:

ANNEXURE A: Minutes of Inauguration of Ward Committees.

ANNEXURE B: Attendance Register

MINUTES

**OF INAUGURAL MEETING OF WARD COMMITTEES FOR WARD 30, 40, 44, 46 AND 49 OF
SUBCOUNCIL 14 OF THE CITY OF CAPE TOWN, ON TUESDAY 15 MARCH 2022 AT 18:00,
AT RYLANDS COMMUNITY HALL.**

PRESENT**COUNCILLORS**

Name	Ward	Party	Notes
Cllr Mzuvukile Nikelo		DA	Subcouncil Chairperson
Ald Bonita Jacobs	30	DA	
Cllr Anthony Moses	44	DA	
Cllr Rashid Adams	49	DA	
Cllr Aslam Cassiem	46	DA	
Cllr Bongani Ngcombolo	40	ANC	
Cllr Morne Joseph		GOOD	
Cllr Moegamat Achmat		AJ	
Cllr Suzette Little		GOOD	

OTHER COUNCILLORS

Name	Ward	Party	Notes
Cllr Elmarie Linde			
Cllr Abdulkader Elyas			

ABSENT WITH APOLOGIES

Name	Ward	Party	Notes
Cllr Deidree De Vos		ACDP	

ABSENT WITHOUT APOLOGIES

Name	Ward	Party	Notes
Cllr Mzwakhe Nqavashe		DA	

OFFICIALS

Name	Representing
Mr. Anthony Daniels	Sub Council 14 Manager
Ms. Lusanda Ndumela	Administration Officer
Ms. Vuyiseka Neti	Secretary
Mrs. Nokuzola Mbangi	Senior Clerk
Bongisa Mhlontlo	EPWP (PPU)
Ndileka Zekevu	EPWP (PPU)
Siphesihle Tyembile	EPWP (PPU)

WARD COMMITTEE MEMBERS

Name	Representing
Aziza Hendricks	Ward 49 Reach out Athlone
Zelna Janson	Be the change
Brian Alcock	Athlone District, Advice Office
Maneveldt	Bokmakierie Hazendal Uplifting Development
Asa Voegt	Statice Heights Women
Rugshana Jacobs	Q Line Feeding Scheme
Liam Ruters	YMCA
Chris Osborn	Bridgetown Community Development Forum
Brent Williams	Ward 49, Lifa Consultants
Helen Diedericks	Fifty Avenue Day Care Centre
Levinia Elizabeth Isaacs	Phezula Professional Cleaners
Ralph Jansen	
Sizwe Mbenenge	Tambo Village Neighborhood Watch
Shahied Francis	Sherwood Park
Galiema Isaacs	Manenberg People Centre
Ntombi Pokwana	Intsika Ye Afrika Heritage Multi-Media
Christine Anne Jansen	Manenberg Health Committee
Gerswin Thomas	Manenberg Civic Association
Mogamad Miller	Surrey Estate Neighborhood Watch
Naddeya Sulaiman	Dunefontein Neighborhood Watch
Moegamat Allie Mansoor	Manenberg &
Nomampondomise Mkafu	Ikamva Health Committee
Pumla Gwenxa	Dibashe Enterprise
Nwabisa Zama	Ward 40 Youth Development
Nolwandle Koti	Leaders of tomorrow
Luntu Mqomboyi	

Carol April	Bridgetown Development Forum
Muhammed Wilson	Sherwood Park Neighborhood Watch
A Bassadien	Sherwood Park Neighborhood Watch

ACRONYMS FREQUENTLY USED IN MINUTES

[illegible]

MINUTES

OF INAUGURAL MEETING OF WARD COMMITTEES FOR WARD 30, 40, 44, 46 AND 49 OF SUBCOUNCIL 14 OF THE CITY OF CAPE TOWN, ON TUESDAY 15 MARCH 2022 AT 18:00, AT RYLANDS COMMUNITY HALL.

STANDARD BUSINESS

SC14 OPENING AND PRAYER
1/3/2022

The meeting adjourned at 18h00.

The Subcouncil Manager made the following remarks in his opening speech.

Good Evening all. I am Anthony Daniels, Subcouncil 14 Manager. I would like to give a special welcome to Alderman, Councilors, officials and Ward Committee members.

The meeting was opened with prayer.

SC14 APPLICATIONS FOR LEAVE/ APOLOGIES
2/3/2022

The following apologies and leave of absence were tendered:

Cllr Deidree De Vos

Brent Williams

Shahied Francis- Joined the meeting at 18h20

SC14 OPENING ADDRESSED BY SUBCOUNCIL CHAIRPERSON
3/3/2022

Good evening Cllrs, Officials and ward committee members.

A very warm welcome to you all.

In October 2016, the council approved a set of rules for the establishment and operation of ward committees.

Today we convene our first meeting of the Ward Committees that make up Subcouncil 14.

Your attention is drawn to the Code of Conduct, which will apply to you as members. By introducing Ward Committees, the City has recognized the need for an advisory Body and a channel for communication. As a Ward Committee member, you will be required to give comment on a variety of issues affecting your ward.

You will meet at least once every two months (provided that the committee may resolve to meet frequently) to discuss specific challenges facing your ward. Even though as a body you have the mandate to govern this ward, this committee can provide valuable advice and assistance. At your meetings, members will have the responsibility to convey the needs of residents/ sectors and thereafter to report back on residents/sectors on what was discussed and the outcomes of those discussions.

This committee can make a recommendation on any matter affecting the Ward so that as your Ward Councillor He/She can take these recommendations to the Subcouncil for consideration and on Ward Transmission to the relevant governance structure as appropriate.

As members of this committee you must actively seek to understand needs of your sector by regularly talking to residents and the submitting important matters for inclusion on the Agenda so that you can report back on these needs at the Committee Meetings. In effect, you will act as the formal mouthpiece of the residents.

As Ward Councillors, they will receive your guidance about what the needs are of the Wards so that together we can ensure that the most urgent needs are addressed first. In doing so, we must be aware that the council has an Annual Budget and that not all needs can be addressed at the same time.

As a Committee, you will contribute to improving service delivery through monitoring and reporting on the Service Delivery by Council in your Ward.

This Committee will act as a structured channel of communication between Council and the Communities and will assist in conducting public participation on matters such as the Integrated Development Plan (IDP) Budget, Policy formulation and other initiatives.

Powers of the Committee

The committee is not a structure to govern in the Ward and will serve as an Advisory Body.

Meetings

The Ward Committee will meet once every two months (Provided that the committee may resolve to meet more frequently) and at these meetings a simple majority (51%) of the elected members will constitute a quorum. Whenever it is necessary to vote on the matter, decisions will be carried by a simple majority of members present.

You will be in a position to formally adopt the rules for the procedure governing Ward Committees at your next meeting.

Training and Capacity Building

I know that you will find your involvement with the Ward Committee to be a fulfilling experience. I hope also that this will be a time of personal growth through acquiring knowledge and experience in the field of local government. The trainings and capacity building programmes in which you will all participate should help to inspire you so that in turn it can help others to grow in their involvement and understanding of local government matters.

Fellow committee members, you are now about to embark on a new exciting path and we look forward to what we as Ward Committees and as a Subcouncil are going to achieve for the residents of our Wards and Subcouncil.

SC14 CONSTITUTION OF THE WARD COMMITTEES FOR WARDS (30, 40, 44, 46, AND 4/3/2022 49) OF THE CITY OF CAPE TOWN

The Subcouncil Chairperson called upon the Subcouncil Manager to read out the names of the members of the Ward Committees together with the sectors being presented in each instance.

The Subcouncil Manager read out the names and sectors of Ward Committee Members as follows:

Ward	Sector	Name	Surname
30	Designated Vulnerable Groups	Christine Anne	Jansen
30	Arts and Culture	Frances Ntombenkosi	Pokwana
30	Civic-Based Organisations	Galiema	Isaacs
30	Civic-Based Organisations	Gerswin john	Thomas
30	Safety and Security Organisations	Shahied	Francis
30	Safety and Security Organisations	Sizwe Wiseman	Mbenenge
40	Civic-Based Organisations	Nomampondomise	Mkhafu
40	Civic-Based Organisations	Nowandle Gloria	Koti
40	Youth	Nwabisa	Zama
40	Business	Pumla Grace	Gwenxa
44	Education	Helen	Diedericks
44	Business	Joy	Petersen
44	Safety and Security Organisations	Ralph	Jansen
46	Civic-Based Organisations	Moegamat Allie	Mansoor
46	Safety and Security Organisations	Mogamad	Miller
46	Safety and Security Organisations	Nadeeya	Suliaman
49	Designated Vulnerable Groups	Aziza	Hendricks
49	Business	Brent	Williams
49	Arts and Culture	Brian	Alcock
49	Designated Vulnerable Groups	Carol	April
49	Designated Vulnerable Groups	Jane	Maneveldt
49	Designated Vulnerable Groups	Liam	Ruiters
49	Designated Vulnerable Groups	Rugshana	Jacobs

49	Designated Vulnerable Groups	Zelna	Jansen
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Christine Jansen requested for correction in the sector she serves in and mentioned that she serves under Civic Based Organisation.

The Subcouncil Chairperson requested Ward Committee Members to raise issues to the Cllrs and Subcouncil Administration after the meeting.

The Chairperson formally declared the Ward Committees for Wards 30, 40, 44, 46, and 49 to be duly constituted and congratulated them as members of ward committee, he added that their term of office will be until the next Municipal Election.

Ald. Bonita Jacobs moved for the adoption of this item seconded by Cllr Bongani Ngcombolo.

RESOLVED

That the Report on Constitution of the Ward Committees for Wards (30, 40, 44, 46, and 49) of the City of Town **BE ADOPTED**.

**SC14
5/3/2022**

ADOPTION OF THE CODE OF CONDUCT

The Subcouncil Manager mentioned that this item was adopted in the council meeting on the 27th of January 2022.

One of the items that will be included in the first Ward Committee Meeting is the Rules of order.

The Subcouncil indicated that he prepared a presentation as part of the induction process for Ward Committee members.

The chairperson requested the presentation to be sent to all Cllrs through email.

He mentioned that the presentation forms part of the induction, but it is not how they normally do ward committee inductions.

The first copy of the presentation consisted a legislative framework, which consists of laws that ward committees operate under. In the constitution, there is a Structures Act and Municipal Systems Act, which gives guidance to operations. Specific reference to the constitution is to chapter 7, which is on local government, which consist how the involvement of communities will be managed.

Chapter 4 of the Systems Act says that the municipality must encourage the system of participation, relating to IDP, performance management, budget and strategic decision making. Therefore, the City of Cape Town has to establish appropriate mechanisms, process and procedures for participation such as complaints, notifications and public comment procedures. For example the use of Bi-law, public meetings such as the IDP and report backs to the community.

The establishment of Ward Committee and its constitution is set out in section is set out in the Structures Act.

The Ward Cllr and the Subcouncil will act as an advisory body and communication

channel to identify community needs. They will also assist with the formulation of budget, monitor service delivery in the ward by creating C3 notifications for service requests reported. He further encouraged the Ward Committee members to report service request such as sewer and electricity challenges.

The chairperson of the ward committee is the ward Councillor. Members serving from a ward committee are from the approved sectors, a ward committee is supposed to have 10 seats; however, seats are allocated according to the sectors.

The Subcouncil provides an administrative support, such logistical arrangements of the meeting, preparation of Agendas and meetings and taking minutes.

Ward Committees are supposed to meet at least once monthly, 51% of the members should constitute a quorum for the meetings.

Various service requests are solved by Line departments such as Health, Human Resources, Corporate Services, Economic Growth, Property Management, Safety and Security, Spatial Planning, Urban Planning and Design, Urban mobility, Solid Waste, Water and Sanitation, Finance, Human Settlements. He added that he will give the members a document with a list and contact details of the line departments.

He explained that their period as ward committee members will be 5 years, the ward Cllr and the Subcouncil will support to make sure they perform to the best of their ability.

The Subcouncil manager thanked all for listening to the presentation. He gave an opportunity to the chairperson to comment.

The Subcouncil manager requested the members to sign a code of conduct

The chairperson gave an opportunity for Cllrs and the participants to comment.

The following questions were raised:

- There were no details of the City Manager as someone who is responsible for the administration and service delivery.
- Are Ward Committee Meetings open to the public, Cllr requested the Subcouncil to send dates of ward committee meetings.
- A request to ensure that the message of council is shared with the community through ward committees.

The Subcouncil manager indicated that the meetings are open to the public, they will send dates. He added that they need to decide dates and time of ward committee meetings. Cllrs and the ward committee members will do this.

The Chairperson added that Ward Committee members should not work in isolation, sectors of the communities should also participate. Ward Committees should account for the responsibilities assigned to them by giving a written report back to the Subcouncil.

SC14 Ald. Bonita Jacobs moved for the adoption of this item seconded by Cllr Bongani
6/3/2022 Ngcombolo.

RESOLVED

That the Report on the Adoption of the Code of Conduct **BE ADOTED.**

ADOPTION OF THE RULES FOR THE OPERATIONS OF WARD COMMITTEES

The Subcouncil Manager mentioned that this item was adopted in the council meeting on the 27th of January 2022. We are bind to follow and abide by these rules as guidance to operations, procedures and how we make decisions.

Ald. Bonita Jacobs moved for the adoption of this item seconded by Cllr Bongani Ngcombolo.

RESOLVED

That the Report on the Adoption of the Rules for the Operations of Ward Committees **BE ADOTED.**

SC14
7/3/2022

RULES FOR THE ELECTION AND ESTABLISHMENT OF WARD COMMITTEES

The Subcouncil Manager mentioned that this item was adopted in the council meeting on the 27th of January 2022. We are bind to follow and abide by these rules as guidance to operations, procedures and how we make decisions.

Ald. Bonita Jacobs moved for the adoption of this item seconded by Cllr Bongani Ngcombolo.

RESOLVED

That the Report on the Rules for the Election and Establishment of the Ward Committees **BE ADOTED.**

CLOSING ITEMS

The Subcouncil Chairperson requested the meeting to be closed with prayer.

The meeting was closed with prayer.

NEXT MEETING DATE: To be confirmed

MEETING CLOSING

The meeting ended at 18h50

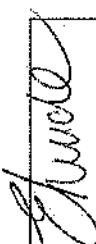





ATTENDANCE REGISTER OF COUNCILLORS SUBCOUNCIL 14: WARD COMMITTEE INAUGURATION MEETING



Making progress possible Together.

DATE: 15 MARCH 2022 TIME: 18h00 VENUE: RYLANDS COMMUNITY HALL

NAME AND SURNAME	DESIGNATION	Email Address	CONTACT NUMBER	Signature
Ald Bonita Jacobs (DA)	Councillor	Bonita.Jacobs@capetown.gov.za	021 400 4954	
Cllr Bongani Ngcombolo (ANC)	Councillor	Bongani.Ngcombolo@capetown.gov.za	021 400 4954	
Cllr Anthony Moses (DA)	Councillor	Anthony.Moses@capetown.gov.za	021 444 0954	
Cllr Rashid Adams (DA)	Councillor	Rashid.Adams@capetown.gov.za	021 417 0655	
Cllr Deidree De Vos (ACDP)	Councillor	Deidree.DeVos@capetown.gov.za	074 963 4523	
Cllr Moegamat Achmat (AJ)	Councillor	Deidree.DeVos@capetown.gov.za	021 400 1532	
Cllr Mzwakhe Nqavashe (DA)	Councillor	Mzwakhe.Nqavashe@capetown.gov.za	021 400 1623	
Cllr Mzuvukile Nikelo (DA)	Councillor	Mzuvukile.Nikelo@capetown.gov.za	021 444 5382	
Cllr Morne Joseph (GOOD)	Councillor	Morne.Joseph@capetown.gov.za	082 526 1348	
Cllr Aslam Cassiem	Councillor	Aslam.Cassiem@capetown.gov.za	0723629792	

Mr Elmarie Linde	Councillor	Elmarie.Linde@capetown.gov.za	082 327 1561	
Mr Abdulkader Elyas	Councillor	Abdulkader.Elyas@capetown.gov.za	074 507 8739	
Mr Suzette Little	Councillor (GOOD)	Suzette.Little@capetown.gov.za	073 321 5036	
Zogisa Mkhonto	PPU	zogisa.mkhonto@capetown.gov.za	021 444 5374	
Nolene Zekw	PPU	Nolene.Zekw@capetown.gov.za	012 385 4866	
PHESIHLE Tjembile	PPU	siphesihle.tjembile@capetown.gov.za	081 034 0361	



CITY OF CAPE TOWN
ISIXEKO SASEKAPA
STAD KAAPSTAD





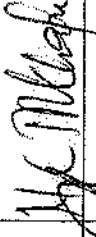



Making progress possible Together.

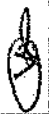



ATTENDANCE REGISTER OF OFFICIALS AND WARD COMMITTEE MEMBERS OF SUBCOUNCIL 14:
WARD COMMITTEE INAUGURATION MEETING

DATE: 15 MARCH 2022 TIME: 18h00 VENUE: RYLANDS COMMUNITY HALL

NAME AND SURNAME	DESIGNATION	Email Address	CONTACT NUMBER	Signature
Aziza Hendricks Ward 49	Reach Out Athlone	hendrickszee0@gmail.com	0724199688	
Zelna Jonson Ward 49	Be the change	zelna.jonson29@gmail.com	0832408891	
Brain Alcock	Athlone District Advice Office	advice@athloneequine.co	0837477901	
Manevelt	Bokmakierie Hazendal Uplifting Development	maneseldtjane@gmail.com	0823656609	
Asa Voegt	Statice Heights Women			
Rugshana Jacobs	Q Line Feeding Scheme		0622030514	
ion Tyler Ruters iam	YMCA	l.rutiers@ymcacaathlone.org	0643620247	

Chris Osborn (Change)	Bridgetown Community Development Forum			
Brent Williams Ward	Ilifa Consultants			
azlyn telen Diedericks	Fifty Aneue Day care Centre	helerdiedenckr55@gmail.com	0685831338	#22
evinia Elizabeth Isaacs	Phezula Professional Cleaners			
ralph Jansen				
izwe Mbenenge	Tambo Village Neighbourhood Watch			
hahied Francis	Sherood Park NHH	Sizwembenenge@gmail.com	0685267715	0729749834
Gallima Isaacs	Manenberg People Centre	Gallima Isaacs@gmail.com	0794035162	0729749834
Itombi Pokwana	Intsika Ye Afrika Heritage Multi Media	Pokwana Itombi 535@gmail.com	063265273	0729749834
Christine Anne Jansen	Manenberg Health Committee	Christine Anne Jansen	0738507483	0729749834

Gerswin Thomas	Manenberg Civic Association	gerswinthomas@gmail.com	0783112898	
Mogamad Miller	Surrey Estate Neighbourhood Watch	mmiller@sars.gov.za	082 788 6701	
Naddeya Sulaiman	Duinfontein Neighbourhood Watch	nadeeya1962@gmail.com	0768755147	
Mogamat Allie Mansoor	Mannenberg & Heildeveld Community Building Team	Mansoor.allie@gmail.com	078 265 2889	
Tomampondomise Mkhafu	Ikamva Health Committee	MiseMkhafu@gmail.com	0834200506	
Umla Gwenxa	Dibashe Enterprise	phumle-gwenxa@gmail.com	14887949	
Iwabisa Zama	Ward 40 Youth Development	zamaibwabisa@gmail.com	074 3213716	
Ioliwandle Kofi	Leaders of Tomorrow	Nolwandlekoti2@gmail.com	0761979204	

Lancela	Mlanjiri	zulumlanjiri@gmail.com	0610736209	
Mzovurika	Mzovurika			
Luntu	Mqomboti		0780546385	
CAROL AARI	Bridgeton Development Farm STERWOOD PARK	carolapril60@gmail.com	0837373652	
Muhammed Wilson	NEIGHBOURHOOD MEETING	lavvelazania@gmail.com	0728687812	
A. BASSADEN	"	BASSEADEN ASSOCIATION @ GMAIL COM	0723999711	