



REPORT TO SUBCOUNCIL 14

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

2. **SUBJECT**

REPORT ADVISING SUBCOUNCIL 14 OF A SOCIAL DEVELOPMENT SERVICES FACILITY NEXT TO THE HEIDEVELD ECD CENTRE (ERF 100836) THAT THE SOCIAL DEVELOPMENT AND EARLY CHILDHOOD DEVELOPMENT (SD&ECD) DEPARTMENT WILL BE LEASING TO A NON GOVERNMENTAL ORGANISATION (NGO) OFFERING SOCIAL DEVELOPMENT SERVICES TO THE COMMUNITY OF HEIDEVELD FOLLOWING AN OPEN CALL FOR BUSINESS PLANS

ONDERWERP

VERSLAG WAARIN SUBRAAD 14 IN KENNIS GESTEL WORD VAN 'N FASILITEIT VIR MAATSKAPLIKEONTWIKKELINGSDIENSTE LANGS DIE HEIDEVELD-VROEËKINDONTWIKKELINGSENTRUM (ERF 100836) WAT DIE DEPARTEMENT MAATSKAPLIKE ONTWIKKELING EN VROEËKINDONTWIKKELING (SD&ECD) NA 'N OOP UITNODIGING OM SAKEPLANNE GAAN VERHUUR AAN 'N NIEREGERINGSORGANISASIE WAT MAATSKAPLIKEONTWIKKELINGSDIENSTE AAN DIE GEMEENSKAP VAN HEIDEVELD BIED

ISIHLOKO

INGXELO ECEBISA IBHUNGANA 14 NGEZIKO LEENKONZO ZOPUHLISO LWENTLALO ELISECALENI KWEZIKO LE-ECD LASEHEIDEVELD (ISIZA 100836) UKUBA ISEBE LOPHUCULO LWENTLALO NOPUHLISO LWABANTWANA ABASELULA (SD&ECD) LIZA KUQESHISA NGALO KWIQUMRHU ELINGEKHO PHANTSI KUKARHULUMENTE ELIBONELELA NGEENKONZO ZOPUHLISO LWENTLALO KULUNTU LWASEHEIDEVELD EMVA KOKUHLATYWA KWEKHWELLO LOKUNGENISA IZICWANGCISO ZOKUSEBENZA

LSU N3499

3. **PURPOSE**

The purpose of this report is to provide Subcouncil 14 with information around the process related to a social development services facility next to the Heideveld ECD Centre (Erf 100836) that the Social Development and Early Childhood Development (SD&ECD) Department will be leasing to a Non-Governmental Organisation (NGO) offering social development services to the community of Heideveld following an open call for business plans. An open competitive Supply Chain Management (SCM) process will be followed based on a set adjudication criteria to get to the appointment of the successful operator of the City owned facility.

4. **FOR DECISION BY**

Noting reports to the Subcouncil are generally under DELEGATION 25 (1)(1) & (5)

- To assess the performance of service delivery generally within their area of jurisdiction (outcomes monitoring).
- To request reports from the line functionaries on activities planned to be executed with the sub council area.

5. EXECUTIVE SUMMARY

A portion of the old Heideveld Hospital, 10 Hogsback Road, Heideveld – was recently converted into a state of the art ECD Centre of Excellence that services ±150 children from the Heideveld Community. The Project was part of SD&ECD's Capital Programme.

Erf 100836 accommodates more than just the ECD Centre. There is a multipurpose facility adjacent and attached to the ECD Centre that SD&ECD wishes to lease to an NGO offering social development services in Heideveld.

SD&ECD proposes that the multipurpose centre be leased to an organisation offering social development services to the Heideveld community, through an open competitive process with an advert calling for business plans (example attached as *Annexure A*), with adjudication and verification of applications (scoring criteria attached as *Annexure B*) taking place. SD&ECD will thereafter enter into a Facility Management Lease Agreement (FMLA) with the organisation for two years and 11 months - similar to the process followed in appointment of the current operator of the Heideveld ECD Centre.

Below is the proposed process to get to an operator for the social development services facility:

Activity	Time frames	Estimated duration
1. Host meeting with Subcouncil and ward Cllr informing them of the process to be followed around the social development services facility	Done	
2. Engage PPU unit	Ongoing	
3. Compile advert Advert endorsement by management	Done	
4. Send adverts for translation and advertising	June 2022	
5. Advert advertised for 1 month	June – July 2022	1 month
6. Score/ adjudicate applications received	July 2022	
7. Share adjudication with senior management	July 2022	
8. Write in-principle memo to property management Send off for signing	July 2022	
9. Once in-principle approval received from PM, draft MATR advert	July 2022	
10. MATR advert advertised for 1 month	July – August 2022	1 month
11. If no objections received, inform ward Cllr of the outcome	August 2022	
12. Compile report to Subcouncil informing them of successful applicant	September 2022	1 month
13. Upon receipt of support and comments from the Subcouncil via a resolution, a final memo will need to	September 2022	

Activity	Time frames	Estimated duration
be written to Property Management based on the resolution received from the Subcouncil. SD&ECD will submit and await final approval from PM		
14. The operator will have to be formally introduced to the community via a community meeting (PPU and SD&ECD arranges this meeting with the support from the ward councilor and Subcouncil)	October 2022	
15. The FMLA will need to be initiated with the Legal Services department, this will be followed by various engagements between SD&ECD and LS	October 2022	
16. Once finalised, the NPO board will be invited to sign the FMLA	November 2022	
17. The SD&ECD Area Central Office, Centralised Operations, Programmes and PMO and the Operator will meet on site, take the Operator through the snag list and hand over the keys, etc. to the new Operator	November 2022	
18. Operators starts on site delivery of services	November 2022	

6. RECOMMENDATIONS

- It is recommended that the Subcouncil note the contents of the report.

AANBEVELING

- Daar word aanbeveel dat die subraad van die inhoud van die verslag kennis neem.

ISINDULULO

- IBhungana maliqwalasele okuqulathwe yingxelo.

7. DISCUSSION/CONTENTS

7.1. Constitutional and Policy Implications

The report has no direct Constitutional or Policy implications

7.2. Sustainability implications

Does the activity in this report have any sustainability implications for the City?

No ☒

Yes ☐

7.3. Legal Implications

The activities contained in this report has no legal implications

7.4. Staff Implications

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

No ☒

Yes ☐

7.5. POPIA Compliance

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

No ☐

Yes ☒

7.6. Other Services Consulted

Were other services consulted?

No ☒

Yes ☐

FOR FURTHER DETAILS CONTACT:

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DIRECTORATE	Community Services & Health
FILE REF NO	[Insert file ref no which should be provided by your Registry Office]

Comment:

MANAGER

CENTRALIZED OPERATIONS, PROGRAMS AND
PMO
Nazlie Du Toit

DATE

DIRECTOR

SOCIAL DEVELOPMENT AND EARLY
CHILDHOOD DEVELOPMENT
Alfonso Sauls

DATE
