

CHAPTER 5

HIGHLIGHTS OF THE YEAR

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5.1 OFFICE OF THE MUNICIPAL MANAGER

5.1.1 INTERNAL AUDIT

INTRODUCTION:

Section 165 of the Municipal Finance Management Act, No. 56 of 2003 ("MFMA"), prescribes that each municipality must have an internal audit unit.

The Internal Audit unit is responsible for the following:

- (a) Preparing a Risk Based Audit Plan for each financial year & Internal Audit Program for each financial year.
- (b) Advising the Municipal Manager and report to the Audit & Performance Audit Committee on the implementation of the audit plan and matters relating to:
 - Internal audit;
 - Internal controls;
 - Accounting procedures and practices
 - Risk and risk management;
 - Performance management;
 - Loss control;
 - Compliance with the MFMA, the annual Division of Revenue Act and any other applicable legislation.
- (c) Performing any other such duties as may be assigned to the unit by the Municipal Manager.

Internal Audit: Key projects for 2015/16			
No	Project name	Description	Duration
1.	Development and execution of a Risk-Based Internal Audit Plan.	This Plan includes a three-year strategic plan and one-year operational plan which is approved by the Audit & Performance Audit Committee. The plan is compiled by way of a risk-based approach, ensuring that risks identified by management are covered in the plan, and also taking into account AGSA findings and legislated requirements. The Plan also allows for a limited amount of hours to perform the ad-hoc reviews/consulting assignments requested by Management during the financial year.	Reviewed every year
2.	Consulting services	The Internal Audit Charter allows the Internal Audit Unit to perform consulting assignments. The most	Ongoing

Internal Audit: Key projects for 2015/16			
No	Project name	Description	Duration
		important one of the 2015/16 year relates to the implementation of mSCOA. The CAE attends the mSCOA Steering Committee meetings to advise on the implementation of these regulations.	
3.	Year-end stock take performed on behalf of the Auditor-General of South Africa ("AGSA").	At year end the Internal Audit unit conducts stock takes at all Council stores and fuel depots. The AG places reliance on the work performed by the Internal Audit unit, which also reduces the external audit costs.	At year-end
4.	Eden District IA/RM Forum	The CAE together with the B Municipalities took initiative to establish an Eden District Internal Audit/ Risk Management Forum to stay abreast of the developments in local government and to exchange good practices. The Provincial Treasury ("PT") has an open invitation to this Forum and has attended on a number of occasions.	Quarterly
5.	Staff development	The Senior Internal Auditor and the Internal Auditor obtained their Internal Audit Technician ("IAT") qualifications from the Institute of Internal Auditors South Africa.	Ongoing

5.1.2 RISK MANAGEMENT

INTRODUCTION:

Eden DM has instituted Risk Management as a systematic and formalised process in order to identify, assess, manage and monitor risks which effectively ensures achievement of those planned goals and objectives. Thus, Risk management is essentially a good governance measure instituted to ensure the municipality accomplishes its vision, mission and strategic plans through minimising negative outcomes and optimising opportunities.

Risks are assessed on a quarterly basis, with an annual assessment during February and March of each year. Any amendments are discussed at the Risk Committee meeting and then adopted into the Risk register. These amendments are then correlated into action plans to increase awareness and mitigate any risk concerns. The APAC has an oversight role and gives recommendations and outcomes to be achieved.

Risk Management: Key projects for 2015/16			
No	Project name	Description	Duration
1.	Risk Officer	Appointment of permanent Risk Officer	1 November 2015
2.	Risk Assessment	Completion of the Risk Assessment per department that incorporated into the Risk Based Audit Plan of the Internal Audit section.	31 March 2016, then annually thereafter
3.	Risk Champions	Appointment of Risk Champions in each department.	1 January 2016, then annually thereafter
4.	Integration	Risk Management becoming an integral part of the IDP, Budget and SDBIP process	Ongoing
5.	MSCOA Risk Register	mSCOA Risk register developed to mitigate any risk that might flow from the implementation of mSCOA.	n/a

5.2 CORPORATE-/STRATEGIC SERVICES

5.2.1 INFORMATION COMMUNICATION TECHNOLOGY

INTRODUCTION:

The Eden DM Information Communication Technology (ICT) function serves 350 (ICT-related) users with computer and network services within the Eden DM.

Our area of service covers the Eden DM Head Office, Satellite Offices, Roads, Municipal Health and Environmental Management, Fire Stations in George, Disaster Management, Calitzdorp Spa, De Hoek Mountain Resort, Swartvlei and Kraaibosch.

The Unit is directly involved with B-municipalities in terms of Shared Services.

The ICT Unit is an active member of the following forums:

- Western Cape ICT Managers forum;
- Eden Regional ICT Forum;
- Eden ICT Steering Committee;
- Geo-Information Society of South Africa (GISSA), South African Geomatics Institute (SAGI), South African Council for Professional and Technical Surveyors (PLATO);
- Western Cape Graphic Information System (GIS) forum; and
- Eden Regional GIS discussion groups.

ICT: Key projects for 2015/16			
No	Project name	Description	Duration
1.	Eden Spatial Development Framework (SDF)	Assistance with the update of the Eden District Municipal SDF.	End date: June 2017
2.	IEC Voting Wards	Assistance to Local Municipalities in the Eden district with the GIS mapping of voting wards.	End date: September 2016
3.	MSCOA Hardware readiness.	Installation of new hardware switches that cater for Power over Ethernet (POE) and Quality of service (QOS) functionality. These enhancements will enable the ICT section to prioritize traffic over the LAN and WAN enabling the financial and voice traffic to be separated over the same infrastructure. This will ensure that these services will be stable and available as priority over non-critical network traffic.	End Date: July 2016

ICT: Key projects for 2015/16			
No	Project name	Description	Duration
4.	Implementation of approved policies	<p>During December 2015, Council approved the following ICT-related policies:</p> <p>Municipal Corporate Governance of ICT Policy</p> <p>Amendments to Disaster Recovery Management Policy</p> <p>ICT Operating Security Controls Policy</p> <p>ICT Security Controls Policy.</p>	Ongoing

5.2.2 AUXILIARY SERVICES

INTRODUCTION:

Auxiliary Services are responsible for the delivery of Registry and Archives Services to Council, this includes: Telephonic Services, Access Control and Cleaning Services to the Head Office at 54 York Street, George.

Auxiliary Services: Key projects for 2015/16			
No	Project name	Description	Duration
1.	Record Clean up	The disposal of records is done either by destroying records that have been identified as being non-archival in nature, or by transferring archival records into archival custody.	3 months
2.	Access Control	The supply of biometric time, attendance and access control system to all the sub-offices of Eden District Municipality	4 months
3.	Mobile filing system	The adding of three back-to-back shelves to the existing steel cabinet at registry.	2 months
4.	Steel shelves	The supply and installation of steel coated shelves at Registry's strong rooms.	1 month
5.	Blinds	The supply and installation of blinds at the strong rooms situated at the Mission Street offices.	1 month

5.2.3 STRATEGIC SERVICES (LED, TOURISM & COMMUNICATION)

INTRODUCTION: LOCAL ECONOMIC DEVELOPMENT AND TOURISM

District Economic Development:

Chapter 7, Section 152 (section c) and 153 (section a) of the Constitution of the Republic of South Africa (Act 1996), refers to the objects of Local Government with section c, specifically mandating the promotion of social and **economic development** of the community.

Garden Route and Klein Karoo Tourism:

It Section 84 of the Municipal Structures Act (No. 117 of 1998) refers to the functions and powers of the District Municipality and specifically section(m) mandates the DM to promote local **tourism** within the jurisdiction of the DM.

Communication:

Eden DM's Communication Unit is committed to transparent and effective communication with all internal and external stakeholders. The effective communication by the Unit, maintains and nurtures relationships with the media and underpins much of what the Eden DM Communication Unit does on a daily basis. The Unit produces a range of services to the Municipality, including: Graphic designing, photography, content creation, compilation of Annual Report, proofreading of documents, maintaining of the Policy Register, videography, public and media relations, as well as advertising of tenders, notices, vacancies etc.

With the 2016/17 Eden DM Communication Policy that was adopted by Council on 26 June 2016, the Unit implemented a set of guidelines to ensure that all members of staff follow protocol and understand existing practices that are vital to the success and credibility of the organisation.

Local Economic Development: Key projects for 2015/16			
No	Project name	Description	Duration
1.	Development of a 3-year Mid-Term Local Economic Development Strategy (2016-2019)	This strategy is intended to clearly define the strategic priorities (vision, mission and objectives) for district economic development and outline the key steps to be taken and allocate responsibility to implement the strategy.	3 years
2.	Eden District Agripark – 10 year project commissioned by the Department of Rural Development and Land Reform	An Agripark is a networked innovation system of agricultural production, processing, logistics, marketing, training and extension services, located in District Municipalities. As a network it enables a market-driven combination and integration of various agricultural activities and rural transformation services. Comprises 3 basic units:	10 years

Local Economic Development: Key projects for 2015/16			
No	Project name	Description	Duration
		<p>The Farmer Production Support Unit (FPSU). The FPSU is a rural outreach unit, connected with the Agri-hub, and does primary collection, some storage, some processing for the local market, and extension services including mechanisation.</p> <p>Agri-Hub Unit (AH). The AH is a production, equipment hire, processing, packaging, logistics and training (demonstration) unit.</p> <p>The Rural Urban Market Centre Unit (RUMC). Three main purposes;</p> <ul style="list-style-type: none"> i. Linking and contracting rural, urban and international markets through contracts. ii. Acts as a holding-facility, releasing produce to urban markets based on seasonal trends. iii. Provides market intelligence and information feedback, to the AH and FPSU, using latest information and communication technologies. <p>The Eden District Municipality's Economic Development Unit forms part of the District Technical Task Team, contributing to the overall ultimate successful implementation of this project to the benefit of the people of the Eden District.</p>	
3.	South Cape Economic Partnership	<p>A partnership between local Business Chambers (Business Organizations), Economic Development Practitioners from municipalities, tertiary institutions, and economic sector specialists.</p> <p>Purpose:</p> <p>More integrated and synchronized economic development strategy and implementation with a project approach that cuts across municipal geographic boundaries.</p> <p>Mobilised resources from various other role-players, including meeting spaces and administrative support.</p>	Annually renewed

Local Economic Development: Key projects for 2015/16			
No	Project name	Description	Duration
		<p>Heightened momentum on projects that have potential to drive the growth and inclusion of the regional economy.</p> <p>Municipalities contributed towards the appointment of a Programme Manager with the Western Cape Economic Development Partnership matching the pooled amount. The Programme Manager is responsible for the conceptualization and implementation of various projects, processes and initiatives across key sectors of the Eden economy.</p> <p>A new programme manager was appointed on 01 June 2016 after the first programme manager's contract expired.</p>	
4.	Oudtshoorn Youth Cafè	<p>The Eden District Municipality forms part of a partnership with the Western Cape Department of Social Development and SUFF Academy, through which the Oudtshoorn Youth Cafè was established. A Memorandum of Understanding (MOU) was signed of which Eden District Municipality availed the infrastructure for the Oudtshoorn Youth Cafè to run optimally and successfully.</p> <p>The Youth Cafè concept is envisaged to be a one-stop-shop where economic opportunities for young people can be incubated. It also aims to create platforms where multi-stakeholder partnerships can be forged to enable supportive environments for all youth to assist in addressing some of the challenges they face.</p>	Ongoing
5.	Film Locations Guide	Eden DM coordinated the process of funding mobilization for the development of a film locations guide. Five municipalities, namely George, Knysna, Mossel Bay, Hessequa, as well as Eden DM, financially contributed in order for	July 2015 to February 2016

Local Economic Development: Key projects for 2015/16			
No	Project name	Description	Duration
		the project to materialize. The purpose of the publication will be to showcase or promote the Eden DM as a preferred film destination.	
6.	Film Industry	Eden DM coordinates and supports the activities of the film industry driven by the private sector.	Ongoing
7.	SMME Municipal Expos	Three (3) SMME expos were successfully facilitated and executed, in collaboration with the local municipalities of Bitou, Knysna and Hessequa.	January 2016 to June 2016
8.	LED Forum	Eden DM is responsible for the coordination and facilitation of a quarterly local economic development forum meeting which represents all the 7 local municipalities in the District. The objective of the forum is to strengthen relations and support, coordinate projects to avoid duplication and increase impact, as well as to share best practices.	Quarterly

Garden Route and Klein Karoo Tourism: Key projects for 2015/16			
No	Project name	Description	Duration
1.	Development of a 5-year Tourism Marketing and Development Strategy (2016-2021) for Garden Route & Klein Karoo.	This strategy is intended to clearly define the strategic priorities (vision, mission and objectives) for regional tourism development, and outline the key steps to be taken and allocate responsibility to implement the strategy.	5-years
2.	International and Domestic Marketing	“Beeld”: This platform provided the region the opportunity to	Annually

Garden Route and Klein Karoo Tourism: Key projects for 2015/16			
No	Project name	Description	Duration
	Platforms	<p>engage with people who have the passion for travel and exploring new destinations to direct more tours to Garden Route & Klein Karoo.</p> <p>Garden Route & Klein Karoo Tourism and its Local Tourism Offices exhibited on a regional platform/stand, providing space and exposure to all the Local Tourism Offices. Garden Route & Klein Karoo office executed the following:</p> <ul style="list-style-type: none"> ▪ Coordinated the regional stand (securing space and determining who of the LTOs will be at the stand); ▪ Marketed low season packages; ▪ A total of 750 Walking Festival brochures, 100 GR & KK brochures and 500 GR & KK newspaper inserts, were distributed; ▪ Marketed the Garden Routes' 1st Walking Festival ▪ Arrange for e-marketing opportunity with the magazine "Weg"/Go. <p>World Travel Market (WTM) Africa:</p> <p>WTM Africa is a three-day event which is held in Cape Town at the Cape Town's International Convention Centre (CTICC). It is the leading business to business exhibition for Africa's leisure travel industry, bringing the world to Africa and promoting Africa to the world's leading source markets.</p> <p>Meetings were set up by the Regional (Garden Route & Klein Karoo) Tourism Office with tour operators and agents via the online portal of WTM Africa and they were introduced to the tourism officials as well. The Regional Tourism Office assists the tourism officials from Local Tourism Offices with preparing for the exhibition by guiding them with the compiling of packages to promote their areas.</p> <p>A Regional Map was developed and printed as part of the regional marketing material for the World Travel</p>	

Garden Route and Klein Karoo Tourism: Key projects for 2015/16			
No	Project name	Description	Duration
		<p>Market Expo.</p> <p>Indaba 2016:</p> <p>Garden Route & Klein Karoo Tourism attended the Indaba on the Cape Town and Western Cape Stand with Wesgro, for the 5th year this year. By exhibiting on the Cape Town and Western Cape platform with all the regional tourism offices in the Western Cape, sends a strong unified message to all markets domestically and internationally. Indaba 2016 was attended by Ms Jeanetta Marais (Tourism Project Manager – Garden Route & Klein Karoo), Graham Thompson (Plett Tourism), Greg Vogt and Glendyr Fick (Knysna & Partners), Peggy Dlephu (Peggy's Township / Art Tours) and Marcia Holm (Mossel Bay Tourism), representing the Garden Route & Klein Karoo on the WESGRO stand.</p> <p>Mossel Bay Travel Fest:</p> <p>The 3rd annual Travel Festival was held from 27- 29 May 2016 in Mossel Bay. Eden DM contributed R50 000 towards increasing the impact of the festival across the Garden Route & Klein Karoo. Thirty five (35) tour operators and travel agents attended the festival.</p>	
3.	Garden Route & Klein Karoo Mobile Application	Eden DM entered into a formal agreement with Mr. Archie van Dyke (ABC Marketing CC) for the development of the Garden Route & Klein Karoo Tourism mobile application. The intention with the app is to further market the region as a preferred tourist destination. The application is a critical social media tool that is becoming an integral part of our daily lives and will be referred to as marketing collateral in destination marketing terms.	Ongoing
4.	Local Tourism Organization forum	The Regional Tourism Office is responsible for the coordination and facilitation of a quarterly tourism forum meeting which represents all the 7 local	Quarterly

Garden Route and Klein Karoo Tourism: Key projects for 2015/16			
No	Project name	Description	Duration
		<p>Tourism offices in the District.</p> <p>The objective of the forum is to strengthen relations and support, coordinate projects to avoid duplication and increase impact, as well as to share best practices.</p>	
5.	Eden Cater Care Project	<p>Eden DM entered into an agreement with the Francois Ferreira Academy to train unemployed youth from the district in the hospitality industry. The objective is to equip them with basic culinary skills and to ensure that they are able to access employment within the hospitality industry. Ten youth have successfully completed the programme for this year. Eden DM contributed R100 000.00 towards this programme.</p>	September 2015 to January 2016.
6.	Coordination of events funding through Wesgro	<p>The Regional Tourism Office coordinated the obtaining of tourism funding for events through Wesgro.</p> <ul style="list-style-type: none"> • Riversdale Landbou Skou • Garden Route 300 (Knysna) • Giant Pumpkin MTB Fest (Riversdale, Hessequa) • Ladismith Tourism Welcome Campaign • The Tortoise Tuff (Knysna) • Sedgefield Slow Festival • Plett Pennypinchers Adventure Easter (Plettenberg Bay) • GR Walking Fest (From Plettenberg Bay to Mossel Bay) • Proe Bietjie Kunstefees (Heidelberg) • Redstone Hills MTB and Trail Running race (Calitzdorp) • Expedition Africa (Plettenberg Bay / Knysna / 	2015/16

Garden Route and Klein Karoo Tourism: Key projects for 2015/16			
No	Project name	Description	Duration
		<p>Sedgefield)</p> <ul style="list-style-type: none"> • Calitzdorp Winter Festival • Wesgro has supported 12 events in our area and contributed approximately R330 00.00 towards these events for the Garden Route & Klein Karoo. 	

Communication: Key projects for 2015/16			
No	Project name	Description	Duration
1.	Marketing Plan - Opening of Youth Café	The Communication Unit was requested by the Local Organising Committee of the Youth Café in Oudtshoorn, to formulate a Marketing plan for the opening of the Youth Café. The Plan was presented to the Western Cape Department of Social Development, Oudtshoorn Municipality, GCIS and Suff Academy (Service Provider who was appointed to establish the Youth Café) and was approved for implementation. The official launch of the Youth Café took place on 24 February 2016. The plan.	March - May 2016
2.	Induction video	A video script was written and a video recording captured of the Municipal Manager. The video content is aimed at welcoming new staff to Eden DM during induction sessions. This is a first for the district.	February - March 2016
3.	Back-to-School Campaign	The Communication Unit accompanied the Executive Deputy Mayor during his Back-to-School Campaign early in the 2016. Approximately 38 schools were visited in the Eden district. These visits were published in the External Newsletter that was produced in March 2016.	February 2016 - March 2016

Communication: Key projects for 2015/16			
No	Project name	Description	Duration
4.	Communication Policy	The Communication Unit worked intensively on completing a Draft Communication Policy. The Policy was consulted with all employees and was adopted by Council on 23 June 2016.	October 2015 - May 2016
5.	Review of effectiveness of different newspapers	The unit underwent a thorough exercise to find out which newspapers would be the most effective to use in advertising Council's vacancies, tenders and notices. These outcomes were submitted to the Management Committee for decision-making.	October 2015 - December 2015
6.	Madiba Day	The Communication Unit played a vital role during the planning and organising of the Annual Madiba Day activities for the Corporate-/Strategic Services Department. The Department visited Isiseko crèche in Thembaletu and the following activities took place: Painting of foyer, sponsoring of 60 blankets and 20 mattresses, sponsoring of mirrors for the bathroom, a vegetable garden, various plants, name boards for classes and stickers along the entrance of the foyer.	17 July 2015
7.	DMISA Conference	The Communication Unit assisted the Disaster Management Unit to co-host the 2015 DMISA (Disaster Management Institute of South Africa) Conference. The Eden DM team was congratulated for a sterling job, the best to date. Eden DM Communicators assisted with photography, content creation and media relations.	Month of September 2015
8.	Social Media Campaign - Women's month	A campaign was rolled out by the Unit to create awareness about Women's month. Thirty one (31) messages were sourced from different female employees at Eden DM and posted to Facebook on a daily basis.	Month of August 2015

5.2.4 INTEGRATED DEVELOPMENT PLANNING

IDP: Key projects for 2015/16			
No	Project name	Description	Duration
1.	Review of the IDP	Section 34 of MSA, mandates all municipalities to annually review their IDPs.	2015 – 2016
2.	IDP Research and Development (Various Provincial and National Surveys)	Collation of data, analyzing data and report on surveys on behalf of various national and provincial government departments.	2015 – 2016
3.	Fully comply with Chapters 4 and 5 of MSA	In term of Public Participation and the IDP Process.	2015 – 2016
4.	Co – ordinate an active district public participation forum	In line with our Intergovernmental Relations Framework Act.	2015 – 2016
5.	Successfully co – ordinate and facilitated quarterly IGR Forums	In line with our Intergovernmental Relations Framework Act.	2015 – 2016
6.	First District Ward Committee Summit for the Eden District	To promote active citizenry.	August 2015
7.	Participated in the Provincial Public Participation Conference in Stellenbosch	To promote active citizenry.	September 2015
8.	Active involvement in the NCOP report back process	To promote active citizenry.	April 2016

IDP: Key projects for 2015/16			
No	Project name	Description	Duration
9.	Advocating Ward Based Planning	Building capacitated communities through priorities and needs identification.	2015 – 2016
10.	Development of process plan for the re – establishment of Ward Committees	To promote active citizenry.	2015 – 2016
11.	Initiated JPI progress and Transnet Concession (Choo Choo Road to Rail)	To promote co-operative governance through joint planning.	2015 – 2016
12.	Assisted with the development of the IDP Position paper	To foster a uniformed IDP process.	2015 – 2016
13.	Assisted with the development of the Provincial Guidelines on Standard Time Schedule	To foster a uniformed IDP process and ensure compliance with legal prescripts with regards to the IDP formulation process.	2015 – 2016
14.	Development and accurate implementation of IDP, PMS and Budget Template	To ensure the implementation and institutionalisation of the IDP process.	2015 – 2016

5.2.5 LEGAL SERVICES

INTRODUCTION:

Legal Services strive to deliver and enhance those aspects contained in the vision of Eden DM by rendering services that will enhance good governance.

The areas of responsibilities of Legal Services are related to its powers, functions and duties conferred by statute and several other regulations, guiding the responsibilities of the section and include inter alia the following:

- Provide written and verbal legal advice to the Council, Speaker, Executive Mayor, Municipal Manager, Managers on the first reporting line and other functionaries on all matters, which may have a legal implication to ensure that Council's interest is at all times adequately protected;
- Manage and facilitate the Service Level Agreement and Contract Management processes of Council, to ensure that all Supply Chain Management, Council resolutions and actions which divert in to a Contract are executed and that a proper electronic Contract register is maintained; and
- To facilitate and co-ordinate the Anti-Fraud Hotline which was implemented in the Eden DM's region.

Legal Services: Key projects for 2015/16			
No	Project name	Description	Duration
1.	Digital Law Library	The Digital Law Library was implemented, to ensure that Council stays up to date with the latest legislation and amendments, to ensure Compliance to legislation, correct legal opinions provided and effective / informed decision making.	1 August 2015 till 31 July 2018.
2.	Anti Fraud Hotline	The Anti Fraud Hotline was implemented to encourage officials, as well as the community, to blow the whistle on Fraud and Corruption, to make Eden DM a Fraud Free Municipality.	2 July 2014 till 30 June 2016. The tender process is currently being followed to procure the services of a Service Provider for a further term.
3.	Effective Contract management system	The contract management system is a highlight in the Legal Section as it ensures that SLA's comply legally, protects Council against fraud and to optimize the efficient and sustainable financial wellbeing of the municipality, resulting in lower cost drivers.	This is an ongoing process. The process is reviewed from time to time to ensure better service delivery.
4.	Panel of attorneys appointed	A successful tender process was completed whereby a new panel of attorneys was appointed to represent Eden DM for a period of 3 years.	1 November 2015 till 31 October 2018
5.	Court cases	A total number of 4 court cases were awarded in favour of the Eden DM, with no adverse findings recorded.	

5.2.6 HUMAN RESOURCES

5.2.6.1 TRAINING AND DEVELOPMENT

INTRODUCTION:

The Training and Development sub-section is based in the Human Resources Section within the Department of Corporate-/Strategic Services. The Section deals with arranging and presenting skills development initiatives for the officials of Eden District Municipality and unemployed youth from the community.

Training and Development: Key Projects for 2015/16			
No	Project name	Description	Duration
1.	Road Construction NQF 2	This Learnership project started in July 2015 and rolled out for forty (40) of the officials within the Roads Department. Ten (10) unemployed youth were recruited from the EPWP program. Hessequa Municipality has also sent 10 officials from their municipality to participate in the program. The program was successfully implemented, as we retain 93% of learners on the program with an average of 80% pass rate. The program has concluded at the end of August 2016.	01 July 2015 – 31 August 2016
2.	Awarding of External Bursaries	Eden DM awarded 6 bursaries during the 2015/2016 financial year. A further 4 bursaries were awarded during May 2016. The External Bursary program seeks to assist needy students financially while studying. A highly successful bursary award ceremony was held during May 2016.	July 2015 – June 2016
3.	Awarding of Internal Bursaries	Eden DM has awarded 18 bursaries to its staff members during 2015/2016. The Internal Bursary program seeks to assist officials who wish to further their studies. A highly successful bursary award ceremony was held during May 2016.	July 2015 – June 2016
4.	Work Integrated Learning Program (WIL)	This program started in 2013 and continued in 2015 with 17 students / interns. The WIL project seeks to employ young unemployed graduates into the intern/ student programs to make them market-ready and more employable.	July 2015 – June 2016

Training and Development: Key Projects for 2015/16			
No	Project name	Description	Duration
5.	Mechanical Horse and Trailer Training	Through the two (2) day Mechanical Horse and Trailer, it was the first time that Eden District Municipality and the Western Cape Department of Transport and Public Works worked together to improve the skills of the Technical Services employees. The training focused on permits, volumes of loads, concepts, safe handling of loads and vehicles, driving methods, relevant legislation and traffic regulations.	05 – 06 August 2015
6.	Launch of Personal Development Plans (PDP) and Skills Audit Project	During 2015, the Management Committee (MANCOM) decided that no official will participate in training programs or receive a bursary, if his/her Personal Development Plan (PDP) and Skills Audit Form is not completed and signed off by the Head of Department. The Training section has implemented the program and so far 95% of the project is successfully completed.	July 2015 – June 2016
7.	Local Labour Forum Training	This training was conducted by SALGA from 08 – 10 Sept 2015. The program focused on the role and responsibilities of the Unions, the Employer and Management within the Main Collective Agreement, LLF Functions, Sub Committee tasks and those responsible for the compilation of a Workplace Skills Plan (WSP).	08 – 10 Sept 2015
8.	Workplace Skills Plan (WSP) 2016/2017	The 2016/2017 Workplace Skills Plan was approved and signed off by the Unions and the employer during April 2016. Eden DM was one of the first municipalities within the Eden district to submit their WSP.	April 2016
9.	Chairperson and Initiator Training	This training was arranged in collaboration with SALGA. The objective of the training was to develop chairpersons and initiators to be competent, in order to master their chairing functions and facilitate disciplinary cases. Various municipalities within the Eden area partnered with the district in rolling out the program.	March 2016

Training and Development: Key Projects for 2015/16			
No	Project name	Description	Duration
10.	Training of EPWP Workers	The Training section rolled out various skills programs for the EPWP workers within the various sections. The participating officials benefited from the following training: Snake Handling and Snake Awareness training First Aid Chainsaw Training	July 2015 – June 2016

5.2.6.2 REGIONAL TASK

INTRODUCTION:

The HR subsection, Regional task, has been evaluating Regional job descriptions since its establishment in 2010.

A Web Based Task Evaluation System was implemented in July 2015 and since inception a total of 253 job descriptions have been evaluated for the period of 2015/2016.

Municipality	Nr
Beaufort West Municipality	5
Bitou Municipality	94
Central Karoo District Municipality	7
Eden District Municipality	18
George Municipality	1
Hessequa Municipality	16

Municipality	Nr
Kannaland Municipality	0
Knysna Municipality	14
Laingsburg Municipality	40
Mossel Bay Municipality	65
Oudtshoorn Municipality	0
Prince Albert Municipality	1

5.2.6.3 CONDITIONS OF SERVICE AND BENEFITS

INTRODUCTION:

The subsection, Conditions of Service and Benefits, serves the purpose of assisting all members of staff with membership towards retirement funds, medical aid funds and group life insurance. The unit also co-ordinates conditions of service benefits.

The implementation of the Salary and Wage Collective Agreement from 1 July 2015 confirmed the salary and wage increases, medical aid contributions and housing allowances. In the newly confirmed Collective Agreement on Conditions of Service from 1 April 2016, uniform conditions were confirmed on:

- Leave;
- Acting Allowance;
- Night Work Allowance;
- Standby Duty;
- Long-Service recognition; and
- Overtime.

The designing of the organisational structure for 2016/17 involved extended planning and meetings to ensure a favourable saving on the budget, was approved on 23 June 2016.

The following Policies were approved on 23 June 2016 and implemented:

- Leave Policy
- Funeral and Memorial Services Policy
- Recruitment and Selection Policy
- Gender Empowerment Policy

Overview of Appointments and Service exits during 2015/16	
Appointments	18
Retirements	12
Voluntary Retrenchments	11
Resignations	11
Deceased	6
Dismissals	6
Total	46

5.3 COMMUNITY SERVICES

INTRODUCTION:

The Department of Community Services is responsible for the following services:-

Disaster Management, Fire Services, Municipal Health and Environmental Services which include Environmental Management, Air Quality Management, and Waste Management, as well as Property Management and Maintenance, Bulk District Services and the Expanded Public Works Programme (EPWP).

The financial year 2015/2016 has again been a year of many highlights and achievements, on which will be elaborating later in this chapter. Currently, the main challenge that all District Municipalities are facing remains financial constraints. The challenges of the 21st century are forcing officials and management to be innovative in their approach to improve and enhance service delivery excellence. A practical example hereof was the development of a municipal app to improve Municipal Health inspection services.

The impact of Climate Change can certainly not be ignored from a disaster management, public health and environmental management perspective. Our focus within the next 5-year cycle of the IDP and the SDF, must gear us towards an Eden district that is more resilient towards the negative effects of Climate Change, be it the emergence of new diseases, like *Vibrio Vulnificus*, uncontrolled veld fires or unexpected disasters such as floods or heat waves.

The development of human resources, people, must remain the critical focus of any municipality, in order to ensure excellence and to continue quality service delivery for all. The 2015/2016 Annual Report of the Department of Community Services reflects, not only values like passion, commitment, quality and excellence, but it is an indication of “smart employees”, committed to go the extra mile for the residents and visitors to the Eden district.

5.3.1 MUNICIPAL HEALTH AND ENVIRONMENTAL SERVICES

5.3.1.1 AIR QUALITY CONTROL

INTRODUCTION:

Part B of Schedule 4 to the Constitution lists Air Quality services as a local government matter, that is further explained in Section 155 (6) (a) and (7). Eden DM is also the licensing authority for listed activities in the Eden district in terms of the National Environmental Air Quality Act, 2004 (Act 39 of 2004). Notwithstanding limitations, Eden DM has succeeded in substantially meeting the diverse tasks and duties associated with Air Quality Management as defined in the Air Quality Management Plan that was compiled during 2014.

Air Quality Control: Key projects for 2015/16			
No	Project name	Description	Duration
1.	NAEIS assistance to Industry	The Department of Environmental Affairs requires Listed Industries to submit their annual emissions on an electronic platform. Eden DM assisted the Industry within the Eden district to comply with the	1 month

Air Quality Control: Key projects for 2015/16			
No	Project name	Description	Duration
		submissions of the reports before the deadline of 31 March 2016.	
2.	Won Greenest District Air Quality Award	The Eden District Air Quality Management Unit, won the Greenest District Municipality award under the sub-category: Air Quality, for 3 consecutive years. The award was adjudicated on the comprehensive air quality service provided by the Eden DM Air Quality Unit.	November 2015
3.	Working Group with Industry	Eden DM is continuing with its platform of information sharing and assistance to Industries within the district by means of the Eden DM Air Quality Working Group meetings.	Quarterly meetings
4.	Eden DM Clean Fires campaign	Eden DM rolled out two successful Clean Fire campaigns to Peer Educators within the Informal settlements of Uniondale-and George areas during August 2015 and April 2016. Ten Peer educators were trained on Air Quality best practices and they provided education and awareness to informal settlements within Eden district.	4 weeks
5.	Air Quality monitoring	Eden DM Air Quality continues to monitor the air by means of passive air quality sampling, this includes: Emission testing with a TESTO 350 instrument; Vehicle emission testing programmes; and Spot checks of specific pollutants with Draeger sampling tubes and a H2S analyzer.	Ongoing

5.3.1.2 ENVIRONMENTAL MANAGEMENT

INTRODUCTION:

This Unit ensures that the municipal land-use, planning and decision-making includes a sustainable development approach. In addition, it serves as a Biodiversity informant to multi-sectoral planning, as required by the National Environmental Management Act (NEMA), Act No.

107 of 1998. The NEMA Act includes schedules, regulations and any notices issued under the protection of aquatic, terrestrial and biological support areas.

The Environmental Management Unit responsible for Biodiversity, Climate Change and Coastal Management Unit, is passionate about educating and raising awareness among community members, in order to reduce environmental risks. The Unit is also responsible for the following to ensure that the ecology of the Eden DM area is not compromised:

- Strategies and plans;
- Co-ordination and execution of biodiversity, coastal management and climate change policies;
- The dissemination of information to various stakeholders and the public; and
- The implementation of projects and initiatives.

Biodiversity, Climate Change and Coastal Management: Key projects for 2015/16			
No	Project name	Description	Duration
1.	The Garden Route Biosphere Reserve	After sustaining the Garden Route Initiative (GRI) under the Cape Action for People and the Environment (C.A.P.E), Eden DM embarked on taking the region a step further to protect the environment. Accreditation of a Garden Route Biosphere Reserve (GRBR) is underway; this is the brainchild of Environmental Specialist for Eden DM, Mr Vernon Gibbs-Halls and consultant Ms Julie Carlisle. A panel of experts from UNESCO, in Paris, will decide upon whether the GRBR will be able to become an internationally recognised Biosphere Reserve.	2 Years
2.	Celebration of Environmental Calendar Days	Eden selected Herbertsdale Primary School to partner with during the Environmental Week celebrations. Day one was held at the school, where learners were treated to a Water Show by Lunchbox Theatre and taught valuable lessons on water saving. On the second day, Gondwana Game Reserve sponsored a game drive and activities for learners. Learners designed spoor models, enjoyed a demonstration of wattle clearing by Working for Water and were finally treated to a game drive. They left with food parcels sponsored by the Eden	Day Events

Biodiversity, Climate Change and Coastal Management: Key projects for 2015/16			
No	Project name	Description	Duration
		DM Environmental Management Unit. Other days celebrated were Water Week with Fraaisig Primary, Wetlands Day with Touwsrante Primary School and Arbor Week with the community of Touwsrante.	
3.	War on Leaks	The War on Leaks Project is currently being implemented at different municipalities within South Africa. The project's aim is to eradicate water leaks in households, schools and other public areas, as well as to train unemployed youth with basic plumbing skills that can be used to create jobs. Eden DM's donation will be used to sustain a worthy project and to contribute to save current and future water resources. This donation was made to GCBR on 12 April 2016.	1 Year
4.	Eco Schools	<p>Eden DM has been in collaboration on an annual basis since 2010, with Touwsrante Primary School, about environmental awareness that includes Wetlands Day and Arbor Week.</p> <p>Eden DM is proud to be associated with a school that embraces environmental education at every opportunity and incorporates the natural environment in their teaching. Only through educating youth regarding environmental matters and challenges, will Eden DM be able to secure a sustainable environment for future generations.</p> <p>Since 2003, more than 10 229 schools across all nine provinces in South Africa, have participated in the WESSA Eco-Schools Programme.</p>	1 Year
5.	Coastal Management	A joint workshop was held between Eden DM's Environmental Management Unit and the Natures Valley Trust, with coastal B-municipalities and the Eden DM Disaster Management Unit, to discuss matters pertaining to the operating procedures for beached whales. The workshop aimed to develop	Ongoing

Biodiversity, Climate Change and Coastal Management: Key projects for 2015/16			
No	Project name	Description	Duration
		guidelines on how to: Control the public when whales are washed out by sea; Collecting scientific data; and Disposing of carcasses.	

5.5.3 BULK INFRASTRUCTURE

INTRODUCTION:

The Bulk Infrastructure Unit oversees bulk development, infrastructure planning and development in the Eden district.

Bulk Infrastructure: Key projects for 2015/16			
No	Project name	Description	Duration
1.	PV generating plant	Design, manufacture, supply, installation, commissioning, testing and the maintenance of a 150KWP grid tied Photovoltaic generating plant at 54 York Street, George.	Design and manufacturing – 6 weeks Construction – 12 weeks Maintenance – 12 months

5.5.4 DISASTER MANAGEMENT SERVICES

5.5.4.1 DISASTER MANAGEMENT

INTRODUCTION:

Once again the mitigation and risk avoidance measures started in the former two years led to a remarkable decrease in significant structural or environmental damages. Although the region had to endure no less than 22 (twenty two) severe related weather episodes, no significant structural or environmental damages were reported. This could partially be contributed to the lesser severity of the cut-off low systems, but it also reflects on the successes of early warning dissemination, the implementation of contingency plans and mitigation work done over the last 6 years.

This said the Eden Disaster Centre (DMC) still had to deal with devastating bush and veld fires in the De Vught and Avontuur areas as well as to provide assistance to the Central Karoo DM after fires in the Prins Albert and Swartberg mountain areas proved to be a challenge.

In the first quarter of the year the DMC had to act as the coordination platform after major disruption occurred in the George Municipal area, following incidents of civil unrest due to the implementation of the Go George bus service.

Following the summer holiday season saw the first death of an elderly man after being infected with the Vibrio Vulnificus virus after swimming in the Kaaimans River. This placed emphasis on the statement that in future the role of any DMC would be “business unusual” as the effects of climate change is presenting itself in different forms thorough the district.

The Eden DMC assisted both the Oudtshoorn as well as Kannaland local authorities during the below normal rainfall period in the second and third quarter of this book year. Fortunately with the assistance from all spheres of government mitigation and risk reduction measures could be implemented to limit the impact on communities in these areas.

On the pro-active side the DMC in collaboration with the Provincial Disaster Management Centre, PDMC, managed to update the Oudtshoorn as well as Kannaland local municipal disaster risk assessments. The DMC further assisted regional local authorities with the compilation and update of their contingency plans.

Disaster Management: Key projects for 2015/16			
No	Project name	Description	Duration
1.	Integrated education, training and public awareness	In order to promote a culture of risk avoidance among stakeholders by capacitating all role players through integrated education, training and public awareness the Eden DMC presented 11 Level 3 First Aid Courses to 210 students during the 2015/2016 financial year.	11 months
2.	Integrated education, training and public awareness	During the year Fire, Flood and Drought Awareness Campaigns were held in collaboration with the Western Cape Disaster Management Centre and SANTAM. The project was funded by SANTAM under the BAAM (Business-Adopt-a-Municipality) initiative. Seventeen schools in the Northern parts of the Eden District Municipal area were identified. Assisted by a theater group called the Kambro Diggers more than 4400 scholars were reached and awareness regarding fire, flood and drought were raised on a practical and implementable manner.	3 months
3.	Shared Risk Management collaboration in the Eden District	In an effort to align current disaster risk reduction initiatives (DRR) as well as to compare notes on current as well as planned risk reduction initiatives the DMC hosted a workshop in July this year . Mayor regional DRR role-players i.e. WWF and SANTAM assisted to get the George Municipality; Provincial Disaster Management; Cape Pine; San Parks; Cape Nature; DAFF; the George business chamber; the Oudtshoorn business chamber, NMMU the CSIR and various independent scientist at this workshop.	Ongoing

Disaster Management: Key projects for 2015/16			
No	Project name	Description	Duration
		<p>The meeting resolved that the need exist for a platform to be able to sensitize decision makers of the current as well as foreseen risks as well as ways and means where the environment could be used to act as a natural barrier against possible disaster risk.</p> <p>In order to address this gap a work group that will report to the Eden Disaster Management Advisory Forum (EDMAF) was established with the mandate to report to the EDMAF at quarterly meetings.</p>	
4.	Emergency preparedness exercise	<p>In preparation for the December 2016 holidays the Eden DMC in collaboration with the South African National Roads Agency Ltd (SANRAL) SOC (the company mandated by the Department of Transport to ensure that Incident Management is implemented on all national roads across the country) executed two accident simulations on the N2. The first simulation was held near Sedgefield on the 17th of November 2015 and the second simulation was held near the Gouritz Bridge on the 24 of November 2015. The aim of this exercises were to assess how services respond to emergency incidents and how the scene is managed according to RIMS procedures and protocols.</p> <p>The scenario involved a hazardous material and various vehicles with entrapped passengers and drivers. A short wrap-up was done on scene after each exercise.</p>	1 month
5.	Disaster mitigation	<p>Over the last couple of years a protocol with regards to the premature breaching of the Swartvlei estuary has been established, but in order to ensure that the actions are implemented well in advance and with enough fore warning the trigger levels had to be re-assessed. The Eden Disaster Centre convened a workshop with all the stakeholders involved in the emergency breaching of the Swartvlei estuary.</p> <p>With the help of the SANTAM BAAM initiative the services of the SANTAM technical flood risk specialist, with specific expertise in flooding and engineering, could be obtained to review the current hydrological data of the vlei, the size of the catchment as well as the run-off values and the drainage possibilities and the mouth of the system.</p> <p>At the workshop various possibilities to better address the</p>	Ongoing

Disaster Management: Key projects for 2015/16			
No	Project name	Description	Duration
		current flood risk were discussed but it was clear that more data and modeling would have to be done before a way forward could be decided. SANTAM and San Parks committed to work together to assist the Eden DMC to find an amicable solution for the future.	
6.	Eden DMC receives best team award at DMISA conference	<p>On the 9th and 10th of September the Eden DMC and the Disaster Management Institute of South Africa (DMISA) co-hosted the annual Disaster Risk Reduction Conference. This conference was attended by more than 300 delegates from various institutions from the African continent including delegates from outside the African borders, as far as Slovenia and Romania.</p> <p>The theme of this year's Conference was: "The 2030 Resilience: Sustainability and Adaptation Mandate: A New Action for Disaster Risk Reduction" and the focus of the conference were to share ideas and best practices in the profession of Disaster Management.</p> <p>Eden District Municipality's DMC team was announced as the "Best Team" that helped to prepare and execute this year's conference. This prestigious award was presented to the Eden team by the President of DMISA, Dr Johan Minnie.</p>	

5.5.4.2 CALL CENTRE

INTRODUCTION:

The Eden DM Emergency Services Call Center delivers a 24/7 emergency call service for 365 days of a year, servicing the entire Eden district. The Call Centre is in direct contact with all the major emergency service role-players, not only enabling prompt, rapid and effective dispatching of regional emergency service resources, but also providing guidance to the citizens, visitors and general public of the Eden district.

Call Centre: Key projects for 2015/16			
No	Project name	Description	Duration
1.	Prompt answering of all emergency calls	During this year 32 906 call was received and the average answering time per call was 8,3 seconds.	Entire year

5.5.5 FIRE SERVICES

INTRODUCTION:

Wildland fires are a historical element of the Eden environment and over the last 10 years the frequency has increased mainly due to the ever increasing fuel load, the rapid infestation by alien invasive plant species and the reluctance of landowners to do block burns or the maintain fire breaks. The District can experience major bush and veldt fires during 10 months of the year making the fire season nearly an all year event.

Since 2013 the Eden fire and rescue service has opted to be a more active partner of the South Cape Fire Protection Agency (SCFPA). The main focus of this alliance has been to ensure collective planning with all the regional stakeholders to collectively focus on fuel load reduction. Jointly Fire Management Units (FMU's) have been identified and during this year the implementation of fire management within each of these FMU's was dealt with as a priority.

Once again in order to beef-up response a memorandum of understanding was entered into with not only the SCFPA, but also with well capacitated local authorities in the district. As part of this arrangements aerial response to the entire district could be guaranteed which in turn paid off as most of the fires that was reported could be extinguished within the first hour after ignition.

In the whole district the Eden DM fire and rescue service deliver specialized firefighting services, bush and veldt fire services as well as response to hazardous material incidents. In order to assist the Kannaland Municipality the structural fire services is rendered as well.

Fire Services: Key projects for 2015/16			
No	Project name	Description	Duration
1.	Increased staffing per shift and all stations now open 24/7	During the past year, special attention was given to capacity building by increasing available staff per shift. During 2014/15, the limited staffing at stations hampered rapid response to all incidents, but this has been addressed with the implementation of a three shift roster. From 2015/16, the main fire station in George as well as the satellite stations in Ladismith and Riversdale are staffed 24/7. At the George station,	Ongoing

Fire Services: Key projects for 2015/16			
No	Project name	Description	Duration
		at least 8 fully qualified firefighters are on duty per shift and at both the satellite stations in Ladismith as well as Riversdale at least 2 fully qualified firefighters are on shift.	
2.	Airstrip and Fire Base-Denneoord	<p>During the previous year the need for a centrally based airstrip in the Eden district was identified, to be used by fixed wing aircrafts. This was identified by all the major role-players involved in bush and veldt fire management. Various locations were considered, but due to strict CAA restrictions the placement of the airstrip, the Outeniqua dam proved to be the best location. The George Municipality approved the use of an area adjacent to the waterworks in Denneoord during October 2015.</p> <p>During 2016, Eden DM and all the major bush and veld fire role-players i.e. Cape Nature, MTO, San Parks, WOF and the George LM, mandated the SCFPA to act as the implementing agent in the development and establishment of the airstrip at Denneoord.</p> <p>During 2016, the process to obtain environmental approval kicked off, hopefully final approval will follow in the first quarter of 2017.</p>	Ongoing
3.	Fleet maintenance cost saving	In the previous year more than R1 million was spent on the maintenance of fleet vehicles, in the 2015/2016 financial year the figure was reduced to R 682 236, 85. This reduction in cost was mainly due to the renewal of the fleet, specialized driver education and the enforcement of better fleet management by a person dedicated to focus on the administration of the fleet.	Ongoing
4.	Purchase of new vehicle and pumper	Two new vehicles were procured: An Iveco Euro Cargo Medium Pumper for the Fire & Rescue	

Fire Services: Key projects for 2015/16			
No	Project name	Description	Duration
		services at R 1 360 732.50 and a VW Polo VIVO at R 135 000.00 - to be used as a normal pool vehicle by all departments.	
5.	Service delivery	Collectively the Eden DM Fire and Rescue Services attended to 428 calls during 2015/16.	Ongoing

5.5.6 EXPANDED PUBLIC WORKS PROGRAM

INTRODUCTION:

“To provide work opportunities and income support to poor and unemployed people through the labour-intensive delivery of public and community assets and services, thereby contributing to development.”

The mandate of the Expanded Public Works Program (EPWP) emphasises three main outputs, namely: Employment creation and income support, the development of community assets and the provision of services. Quality services are delivered on a consistent basis to enable broader development impacts. The injection of income into communities, participation of beneficiaries and the utilisation of assets, enhances the livelihoods of communities and boosts local economic development.

Eden DM utilised the EPWP as a vehicle to create work opportunities and also to promote skills development. A range of projects were implemented during the 2015/16 financial year, yielding 149 work opportunities. All EPWP beneficiaries were capacitated with multiple skills (formal and informal) for active participation in the labour market. The EPWP Unit rolled out the following training during the past financial year:

- Road Construction Learnerships;
- First Aid Level 3;
- Early Childhood Development;
- Excel Advance Computer Training;
- Snake and Insect awareness;
- Chainsaw Operator; and
- Traffic Controller.

EPWP: Key projects for 2015/16			
No	Project name	Description	Duration
1.	Early Childhood Development (ECD)	The focus was on Early Childhood Development (ECD) throughout the Eden District rural areas, whereby the youth was capacitated to educate/teach at foundation level and support the crèches and pre-schools within disadvantage	Start date: 01 December 2014 End date:

EPWP: Key projects for 2015/16			
No	Project name	Description	Duration
		<p>communities.</p> <p>Work opportunities created: 26</p> <p>Vulnerable groups that benefitted:</p> <p>Women: 24</p> <p>Youth: 26</p> <p>Disabled: 1</p>	30 June 2016
2.	Maintenance Team	<p>Maintenance of the Eden DM Head Office and properties.</p> <p>Work opportunities created: 2</p> <p>Vulnerable groups that benefitted:</p> <p>Women: 0</p> <p>Youth: 1</p> <p>Disability: 0</p>	<p>Start date: 01 July 2015</p> <p>End date: 30 June 2016</p>
3.	Dysselsdorp	<p>The focus of this project was on the environment, beautification and parks.</p> <p>Work opportunities created: 24</p> <p>Vulnerable groups that benefitted:</p> <p>Women 12</p> <p>Youth: 19</p> <p>Disabled: 0</p>	<p>Start date: 13 August 2015</p> <p>End date: 30 June 2016</p>
4.	Calitzdorp	<p>Tarring of gravel road.</p> <p>Work Opportunities created 24</p> <p>Vulnerable groups that benefitted:</p> <p>Women: 8</p> <p>Youth: 20</p> <p>Disabled: 0</p>	<p>Start date: 23 Julie 2015</p> <p>End date: 31 May 2016</p>
5.	Swartvlei	<p>Upgrade road to Swartvlei Caravan Park.</p> <p>Work Opportunities created: 22</p> <p>Vulnerable groups that benefitted:</p> <p>Women: 10</p> <p>Youth: 17</p> <p>Disabled: 0</p>	<p>Start date: 08 June 2015</p> <p>End date: 27 November 2015</p>

EPWP: Key projects for 2015/16			
No	Project name	Description	Duration
6.	Friemersheim	<p>Tarring of Gravel Road, borrow pit and maintenance.</p> <p>Work Opportunities created: 51</p> <p><i>Vulnerable groups that benefitted:</i></p> <p>Women: 24</p> <p>Youth: 26</p> <p>Disabled: 0</p>	<p>Start date: 03 May 2016</p> <p>End date: 31 March 2017</p>