

Notice is hereby given in terms of Section 29 of the Local Government: Municipal Structures Act, Act 117 of 1998, that a **COUNCIL MEETING** of the 2016/2021 term of the Garden Route District Municipality will be held **via Zoom**, on **FRIDAY**, **22 JANUARY 2021** at **11:00** to consider the items as set out in the agenda.

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Kennis geskied hiermee ingevolge Artikel 29 van die Wet op Plaaslike Regering: Munisipale Strukture, 1998, Wet 117 van 1998, dat '**n RAADSVERGADERING** van die 2016/2021 termyn van die Garden Route Distriksmunisipaliteit gehou sal word **via Zoom** op **VRYDAG**, **22 JANUARIE 2021** om **11:00** ten einde oorweging aan die items soos in die agenda uiteengesit, te skenk.

KuKhutshwe isaziso ngokwemiqathango yoMhlathi 29 woRhulumente Basekhaya: Umthetho Wezolawulo loMasipala, 1998, uMthetho 117 wango 1998, sokuba **iNTLANGANISO** yexesha lika 2016/2021 loMasipala Wesithili se Garden Route izakubanjwa ngobuxhakaxhaka **be Zoom NGOLWESIHLANU, 22 KWEYEMQUNGU 2021** ngentsimbi ye **11:00** ukuqwalasela imiba ebekwe kwi agenda.

My ald

BHJ GROENEWALD SPEAKER SPEAKER SOMLOMO

Municipal Manager *Munisipale Bestuurder* Mphathi Masipala

Date: 15 JANUARY 2021

# AGENDA

- 1. <u>OPENING AND WELCOMING / OPENING EN VERWELKOMING / UVULO</u> NOLWAMKELO
- 2. <u>SILENT PRAYER / STILLE GEBED / UMTHANDAZO OTHULEYO</u>
- 3. ATTENDANCE OF MEMBERS / BYWONING VAN LEDE / AMALUNGU AKHOYO
  - 3.1 COUNCILLORS PRESENT / RAADSLEDE TEENWOORDIG /OOCEBA ABAKHOYO
  - 3.2 COUNCILLORS WITH LEAVE / RAADSLEDE MET VERLOF / OOCEBA ABAKWIKHEFU
  - 3.3 <u>COUNCILLORS WITHOUT LEAVE / RAADSLEDE SONDER VERLOF / OCEBA</u> <u>ABANGEKHO KWIKHEFU</u>
- 4. NOTING OF THE PROVISIONS OF SCHEDULE 1 (CODE OF CONDUCT FOR COUNCILLORS) OF THE LOCAL GOVERNMENT MUNICIPAL SYSTEMS ACT, 2000 / KENNISNAME VAN DIE VOORSKRIFTE VAN SKEDULE 1 (GEDRAGSKODE VIR RAADSLEDE) VAN DIE PLAASLIKE REGERING MUNISIPALE STELSELSWET, 2000 / UQWALASELO LWEMITHETHO-NEMIMISELO YOLUHLU 1 (INDLELA YOKUZIPHATHA KOCEBA) LOMTHETHO WENKQUBO ZORHULUMENTE BASEKHAYA, 2000
- 5. <u>DISCLOSURE OF INTERESTS BY COUNCILLORS AND OFFICIALS / VERKLARING VAN</u> BELANGE DEUR RAADSLEDE EN AMPTENARE / UKUCHAZWA KOMDLA NGOOCEBA KUNYE NAMAGOSA

6	COMMUNICATIONS BY THE SPEAKER / MEDEDELINGS DEUR DIE UNXIBELELWANO LUKASOMLOMO	SPEAKER /
7	COMMUNICATIONS BY THE EXECUTIVE MAYOR / MEDEDELINGS UITVOERENDE BURGEMEESTER / UNXIBELELWANO LUKA SODOLOPHU	DEUR DIE
8	COMMUNICATIONS BY THE MUNICIPAL MANAGER / MEDEDELING MUNISIPALE BESTUURDER / UNXIBELELWANO LOMPHATHI MASIPALA	S DEUR DIE
9	APPROVAL OF MINUTES OF COUNCIL MEETING / GOEDKEURING VAN N RAADSVERGADERING / UKWAMKELWA KWEMIZUZU YENTLANGANO ZEBH	
	Council meeting dated 10 December 2020 / Raadsvergadering gedateer 10 Desember 2020 / Intlanganiso yeBhunga ngomhla 10 KweyoMnga 2020	8 – 30

10	MINUTES OF MAYORAL COMMITTEE MEETINGS AND SECTION 79 COMM NOTIFICATION) / NOTULES VAN BURGEMEESTERSKOMITEEVERGADERINGS 79 KOMITEES (VIR KENNISNAME) / IMIZUZU YEKOMITI KASODOLOPI IKOMITI ZOMHLATHI 79 (ITHATHELWE INGQALELO)	EN ARTIKEL
10.1	Mayoral Committee meeting dated 26 November 2020 / Uitvoerende Burgemeesterskomiteevergadering gedateer 26 November 2020 / Imizuzu yentlangano Yekomiti Kasodolophu ngomhla 26 KweyeNkanga 2020	31 – 59
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G.1	None / Geen / Azikho	
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	CLOSURE / SLUITING / UQUKUNJELO	

Rdl / Cllr CN Lichaba Ald S De Vries Rdl / Cllr NF Kamte Rdl / Cllr SF May Rdl / Cllr D Saayman Rdl / Cllr BN Van Wyk Rdl / Cllr RE Spies Ald JL Hartnick Ald M Booysen Rdl / Cllr AJ Rossouw Rdl / Cllr KS Lose Rdl / Cllr IT Mangaliso Rdl / Cllr GL Boezak (as at 30 June 2020) Rdl / Cllr SS Mbandezi Ald BHJ Groenewald Rdl / Cllr E Meyer Ald RH Ruiters Ald IC Kritzinger (as at 30 June 2020) Rdl / Cllr EH Stroebel Ald PJ Van der Hoven Ald T Teyisi Ald V Gericke Rdl / Cllr K Windvogel Rdl / Cllr JC Lambaatjeen Rdl / Cllr RR Wildschut Rdl / Cllr ASM Windvogel Rdl / Cllr L Tyokolo Rdl / Cllr NV Gungubele (as at 08 Oct 2019) Ald GR Wolmarans (as 27 Nov 2019) Cllr J Fry (As at 25 March 2020) Cllr X Matyila (As at 30 June 2020) Cllr WT Harris (As at 27 July 2020) Cllr MG Matiwane (as at 30 Sept 2020) (VACANT X 2)



Minutes of a **Council Meeting** of the 2016/2021 term of Garden Route District Council held **via Zoom** on **Thursday, 10 December 2020** at **11:00** 

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Notule van 'n **Raadsvergadering** van die 2016/2021 termyn van Garden Route Distriksraad gehou **via Zoom** op **Donderdag, 10 Desember 2020** om **11:00** 

Imizuzu **Yentlanganiso yeBhunga** yexesha 2016/2021 yoMasipala Wesithili se Garden Route nebibanjwe ngo **Zoom ngoLwesine, 10 kweyoMnga 2020** ngo **11:00** 

#### 1. OPENING AND WELCOME / OPENING EN VERWELKOMING / UVULO NOLWAMKELO

The Speaker, Ald BHJ Groenewald welcomed everybody present and thanked them for their attendance.

#### 2. <u>SILENT PRAYER / STILLE GEBED / UMTHANDAZO OTHULEYO</u>

A moment of silence was observed for all those who have lost their lives due to Covid- 19. A special mention was made of Cllr MP Mapitiza, Mr Johannes Jaftha who lost his father, and Mr Siphiwe Dladla who lost his brother. The Speaker also requested that all men stand up and observe a moment of silence in support of the fight against gender based violence.

#### 3. ATTENDANCE OF MEMBERS / BYWONING VAN LEDE / AMALUNGU AKHOYO

#### 3.1 COUNCILLORS PRESENT / RAADSLEDE TEENWOORDIG / OOCEBA ABAKHOYO

Ald M Booysen	DA
Ald JL Hartnick	DA
Cllr / Rdl / Ceba RE Spies	DA
Cllr / Rdl / Ceba AJ Rossouw	DA
Cllr / Rdl / Ceba BN Van Wyk	DA
Ald S De Vries	ANC
Cllr / Rdl / Ceba CN Lichaba	ANC
Cllr / Rdl / Ceba WT Harris	ICOSA
Ald PJ Van der Hoven	George Municipality
Cllr / Rdl / Ceba EH Stroebel	George Municipality
Ald IC Krtizinger	George Municipality
Ald V Gericke	George Municipality
Cllr / Rdl / Ceba J Fry	George Municipality
Ald GR Wolmarans	Knysna Municipality
Cllr / Rdl / Ceba L Tyokolo	Knysna Municipality
Cllr / Rdl / Ceba MG Matiwane	Knysna Municipality
	, , ,

Cllr / Rdl / Ceba ASM Windvogel Cllr / Rdl / Ceba GL Boezak Cllr / Rdl / Ceba IT Mangaliso Ald RH Ruiters Cllr / Rdl / Ceba E Meyer Cllr / Rdl / Ceba SS Mbandezi Ald BHJ Groenewald Cllr / Rdl / Ceba JC Lambaatjeen Cllr / Rdl / Ceba RR Wildschut

#### OFFICIALS / AMPTENARE / AMAGOSA

Mr / Mnr / Mnu MG Stratu	Municipal Manager	
Mr / Mnr / Mnu J-W de Jager	Executive Manager Financial	
	Services	
Ms / Me / Nkzn B Holtzhausen	Executive Manager Corporate	
	Services	
Mr / Mnr / Mnu C Africa	Executive Manager Community	
	Services	
Mr / Mnr / Mnu JG Daniels	Executive Manager Roads &	
	Transport Planning Services	
Mr / Mnr / Mnu L Menze	Executive Manager Economic	
	Development and Planning	
Mr / Mnr / Mnu S Maqekeni	Manager: Integrated Support	
	Services & Legal Compliance	
Ms / Me / Nkzn N Davids	Manager: Legal Services	
Ms / Me / Nkzn IG Saaiman	Manager Performance	
	Management	
Ms / Me / Nkzn P Lufele	Chief Audit Executive	
Mr / Mnr / Mnu P Dongi	Manager: Project Management	
Mr / Mnr / Mnu G Otto	Manager Disaster Management	
Mr / Mnr / Mnu J Compion	Manager Municipal Health and	
	Environmental Services	
Mr / Mnr / Mnu R Dyantyi	Manager EPWP	

**Bitou Municipality** 

Hessequa Municipality

Hessequa Municipality

Mossel Bay Municipality

Mossel Bay Municipality

Mossel Bay Municipality

Mossel Bay Municipality

Oudtshoorn Municipality

Oudtshoorn Municipality (joined at 12:21)

Ms / Me / Nkzn L Hoek	Manager AFS, BTO & Assets
Mr / Mnr / Mnu J Stander	Manager Income, Bank Recons, Expenditure & Remuneration
Mr / Mnr / Mnu R Alberts	ICT Support: Systems and Support
Mr / Mnr / Mnu T Mpuru	Manager SCM, Data and Stores
Mr / Mnr / Mnu M Hubbe	Manager Waste Management
Ms / Me / Nkzn R Matthews	Acting Snr Committee Officer
Ms / Me / Nkzn C van Wyngaardt	Committee Officer
Mr / Mnr / Mnu B Desha	Senior Committee Officer
	/Intrepreter / Translator
Ms / Me / Nkzn M Veldkornett	Communications Officer
Dr A Potgieter	Chairperson of APAC

### 3.2 COUNCILLORS AND OFFICIALS WITH LEAVE / RAADSLEDE EN AMPTENARE MET VERLOF / OOCEBA ABAKWIKHEFU

Cllr / Rdl / Ceba SF May	DA
Cllr / Rdl / Ceba D Saayman	DA
Cllr / Rdl / Ceba KS Lose	DA
Cllr / Rdl / Ceba NV Gungubele	ANC
Ald T Teyisi	George Municipality
Mr / Mnr / Mnu T Loliwe	Strategic Manager: Office of the
	Municipal Manager

### 3.3 <u>COUNCILLORS WITHOUT LEAVE / RAADSLEDE SONDER VERLOF / OCEBA ABANGEKHO</u> <u>KWIKHEFU</u>

Cllr / Rdl / Ceba NF Kamte	ANC
Cllr / Rdl / Ceba X Matyila	Bitou Municipality
Cllr / Rdl / Ceba K Windvogel	Oudtshoorn Municipality

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## 4. NOTING THE PROVISIONS OF SCHEDULE 1 (CODE OF CONDUCT FOR COUNCILLORS) OF THE LOCAL GOVERNMENT: MUNICIPAL SYSTEMS ACT, 2000 / KENNISNAME VAN SKEDULE 1 (GEDRAGSKODE VIR RAADSLEDE) VAN DIE WET OP PLAASLIKE REGERING: MUNISIPALE STELSELSWET, 2000 / UQWALASELO LWEZIBONELELO ZOLUHLU 1 (INDELA YOKUZIPHATHA KOCEBA) LOMTHETHO WENKQUBO ZORHULUMENTE BASEKHAYA, 2000

Noted / Kennis geneem / Luthathelwe ingqalelo

### 5. <u>DISCLOSURE OF INTERESTS BY COUNCILLORS AND OFFICIALS / VERKLARING VAN</u> <u>BELANGE DEUR RAADSLEDE EN AMPTENARE / UKUCHAZWA KOMDLA NGOOCEBA</u> <u>KUNYE NAMAGOSA</u>

None / Geen / Azikho

NB: The Speaker requested that the Executive Mayor submit his communications first and thereafter the Municipal Manager.

### 7. <u>COMMUNICATIONS BY THE EXECUTIVE MAYOR / MEDEDELINGS DEUR DIE</u> <u>UITVOERENDE BURGEMEESTER / UNXIBELELWANO LUKA SODOLOPHU</u>

The Executive Mayor, congratulated all the political parties on the by-elections that took place on the 09 of December 2020. He reported that the GRDM was visited by the National Minister of Health, Dr Zweli Mkize, and also the Western Cape MEC of Health, Honourable Nomafrench Mbombo as well as the relevant role-players, partners, stakeholders and front-line people in the fight against Covid -19. The stakeholders were all gathered under one roof and now all eyes are on the Garden Route in terms of addressing the Covid-19 pandemic.

According to the Executive Mayor, It is evident that the numbers are still increasing and he therefore pleaded with the people, that all of this is in our own hands – we can only confront this if we stick to the basics and that we do not get tired in alerting people on what we are supposed to do. While reflecting on that meeting, the Executive Mayor expressed gratitude from GRDM and all the local municipalities to all the frontline people dealing with this pandemic and he also acknowledged that thepeople fighting this pandemic are doing their best. "We are very fortunate in the sense that we do have the facilities in the Western Cape, in particularly the Garden Route.

The challenge is that the facilities will be put under immense strain if the numbers continue to grow and then we will exhaust our human resources such as medical doctors, nurses, to name a few. We are sincerely asking the people to take that into account that their behaviour will determine the outcomes in the Garden Route. The President of the Republic of South Africa, President Cyril Ramaphosa, will make an announcement regarding the next steps for the Garden Route. We've managed to put together a broader Joint Task Team initiative, which includes a broader spectrum – medical doctors, fire fighters, law enforcement officers, the South African Police Service, the Department of Labour, etc.

Again, out of this initiative, we have now embarked on spot-checks where we visit premises – I must say out of those spot-checks, we have already closed down some businesses in George and Hessequa, because they were found to be noncompliant. We are strictly monitoring the regulations as well. To all the business people out there and everybody else, we will be visiting business premises for inspections to see if people indeed comply.

The next focus will be on businesses in the hospitality industry and recreation spaces. We will unfortunately have to close any business down should they not comply. We are sick and tired of people not taking this pandemic seriously. We as the GRDM, will be issuing more than 1 000 Covid-19 kits to be distributed to informal businesses".

The Executive Mayor reminded the people of the Garden Route, that the GRDM embarked on a project of fighting illegal dumping and it is a battle that we're still engaging in. According to the Executive Mayor, as soon as the teams have cleared certain areas, people go and dump again, therefore it is a matter of educating the people. The Executive Mayor urged the people not to think that if we clear an illegal dumpsite, that it is regarded as a collecting point and action will be taken against offenders. Communities in the Garden Route are therefore encouraged to put their ears and eyes in the streets, to identify the culprits so that they can be dealt with accordingly. The Executive Mayor reported that to date, we have already cleared 100 cubic meters of waste from the skips in addition to other waste removed and we realise that there is still plenty to be done, but the roll-out of the project will continue with skips that were placed at illegal dumping hotspots.

The Executive Mayor mentioned that this is also the last Council meeting for 2020 and wished all the Councillors, officials and all our stakeholders, a Merry Christmas and a better 2021. This year, 2020, has been tough on all of us. I also know because of the pandemic, meetings will continue virtually until further notice.

#### 8. <u>COMMUNICATIONS BY THE MUNICIPAL MANAGER / MEDEDELINGS DEUR DIE</u> <u>MUNISIPALE BESTUURDER / UNXIBELELWANO LOMPHATHI MASIPALA</u>

The Municipal Manager communicated the following:

The Municipal Manager reported that a letter from the Auditor General has been received regarding the delay in submission of audit reports. The Municipal Manager read the content of the letter and in conclusion reported that the Auditor General is experiencing challenges that may affect the submission of their reports to municipalities by the end of 28 February 2021, but the Auditor General will still aim to finalize the external audit process by 28 February 2021.

The Municipal Manager reported that the Minister of Transport and Public Works will be visiting our area on 16 December 2020.

The Municipal Manager reported that, thus far for this period, no reports were received of any staff member who has tested positive for Covid-19. The GRDM has implemented a reduction of 50% of personnel and that all necessary measures have been put in place. Management will review the return of personnel procedures for next year.

The Municipal Manager wished all the Councillors and personnel a happy Christmas and a prosperous 2021 and asked that everybody must please still continue to adhere to all the Covid-19 regulations.

### 6. <u>COMMUNICATIONS BY THE SPEAKER / MEDEDELINGS DEUR DIE SPEAKER /</u> <u>UNXIBELELWANO LIBAMBELA LOSOMLOMO</u>

The Speaker expressed his gratitude for the professional manner in which the memorial service of the late Cllr Mapitiza took place.

The Speaker congratulated the Administration for the Environmental Forum that took place yesterday. The Speaker thanked the Administration and all Councillors for their valuable input and hard work throughout the year and wished everybody a blessed Christmas and a prosperous 2021.

The Speaker informed Council that the Municipal Manager just received a letter from the Auditor General and that the contents of the letter be added as an additional item on the agenda.

### 9. <u>APPROVAL OF MINUTES OF COUNCIL MEETINGS / GOEDKEURING VAN NOTULES VAN</u> RAADSVERGADERINGS / UKWAMKELWA KWEMIZUZU YENTLANGANO YEBHUNGA

9.1 Council meeting dated 26 November 2020 / Raadsvergadering gedateer 26 November 2020 / Intlanganiso yeBhunga ngomhla 26KweyeNkanga 2020 (pg 8-29)

#### <u>RESOLVED</u>

That the minutes of the Council meeting dated 26 November 2020, be approved, with the following corrections:

That Ald G Wolmarans' name be moved from present to apologies and that on page 18 that the Annual Report be noted.

#### **BESLUIT**

Dat die notule van die Raadsvergadering gedateer 26 November 2020, goedgekeur word, met die volgende korreksies:

Dat Ald G Wolmarans se naam verwyder word vanaf teenwoordig en geskuif word na verskonings en op bladsy 18 dat kennis geneem word van die Jaarverslag.

#### <u>ISIGQIBO</u>

Seskuba imizuzu yentlangano yeBhunga yangomhla 26 KweyeNkanga 2020, iphunyezwe ngezi zilungiso zilandelayo:

### 10. <u>MINUTES OF MAYORAL COMMITTEE MEETING/ SECTION 79 COMMITTEES AND OTHER</u> <u>COMMITTEES (FOR NOTIFICATION) / NOTULE VAN DIE</u> <u>BURGEMEESTERSKOMITEEVERGADERING/ ARTIKEL 79 KOMITEES EN ANDER KOMITEES</u> <u>(VIR KENNISNAME) / IMIZUZUZ YEKOMITI KASODOLOPHU KUNYE NEZINYE IKOMITI</u> <u>ZOMHLATHI 79 (ITHATHELWE INGQALELO)</u> (pg 30-53)

10.1 Mayoral Committee meeting dated 30 October 2020 / Burgemeesterskomitee vergadering gedateer 30 Oktober 2020 / Intlanganiso yeBhunga ngomhla 30 KweyeDwarha 2020.

#### RESOLVED

That the minutes of the Mayoral Committee meeting dated 30 October 2020, be noted.

#### <u>BESLUIT</u>

Dat kennis geneem word van die notule van die Burgemeesterskomiteevergadering gedateer 30 Oktober 2020.

#### <u>ISIGQIBO</u>

Seskuba imizuzu yentlangano Yekomiti kaSodolophu nebibanjwe ngomhla 30 KweyeDwarha 2020 ithathelwe ingqalelo.

#### 11. <u>MINUTES OF SECTION 79 / OVERSIGHT COMMITTEE COMMITTEES (FOR NOTIFICATION)</u> / <u>NOTULES VAN ARTIKEL 79 / OORSIG KOMITEE VERGADERINGS (VIR KENNISNAME) /</u> <u>IMIZUZU YOMHLATHI 79/LINTLANGANISO ZEKOMITI EJONGENE NOMSEBENZI UKUZE</u> <u>ITHATHELWE INGQALELO</u>

11.1 None / Geen / Azikho

#### 12 STANDING ITEMS / STAANDE ITEMS / IMIBA EMISIWEYO

#### 12.1 <u>APPOINTMENTS, SERVICE EXITS AND LABOUR RELATIONS INFORMATION FOR</u> <u>NOVEMBER 2020 / AANSTELLINGS, UITDIENSTREDINGS EN ARBEIDSVERHOUDINGE</u> <u>INLIGTING VIR NOVEMBER 2020 / ABAQASHIWEYO, ABASHIYE UMSEBENZI KUNYE</u> <u>NEMICIMBI YEZABASEBENZI KWINYANGA KWEYENKANGA 2020</u>

Refer: Report (9/3/1) dated 02 November 202 from the Executive Manager: Corporate Services (B Holtzhausen) / Acting Manager Human Resources (WS Maqekeni)(pg 61-72)

#### <u>RESOLVED</u>

That the information on the appointments, service exits and labour relations matters for November 2020, be noted.

#### <u>BESLUIT</u>

Dat kennis geneem word van die aanstellings, uitdienstredings en arbeidsverhoudinge inligting vir November 2020.

#### <u>ISIGQIBO</u>

Sesokuba ulwazi ngokuqashwa, ukuphuma kwinkonzo kunye nemicimbi yezabasebenzi kwinyanga KweyeNkanga 2020 kuthathelwe inqgalelo.

### A. <u>ITEMS FROM THE SPEAKER / ITEMS VANAF DIE SPEAKER / IMIBA EVELA KWIBAMBELA</u> <u>SOMLOMO</u>

A.1 None / Geen / Azikho

### B. <u>ITEMS FROM THE EXECUTIVE MAYOR/ ITEMS VOORGELÊ VANAF DIE UITVOERENDE</u> <u>BURGEMEESTER / IMIBA EVELA KUSODOLOPHU</u>

B.1 <u>3RD ADDITIONAL ALLOCATION ADJUSTMENT BUDGET 2020/2021 MTREF (MEDIUM TERM</u> <u>REVENUE AND EXPENDITURE FRAMEWORK / VERSLAG: DERDE ADDISIONELE</u> <u>TOEKENNING AANSUIWERINGSBEGROTING 2020/2021 MEDIUM TERMYN EN INKOMSTE</u> <u>EN UITGAWE RAAMWERK (MTIUR) / ULONGEZELELO LWESITHATHU LOLUNGELELWANISO</u> <u>LOLWABIWO-MALI KA 2020/2021 MTREF(INGENISO YEXESHA ELIFUTSHANE KUNYE</u> <u>NENDLELA YOKUSEBENZISA INCITHO)</u>

Refer: Report dated 16 November from the Executive Mayor (M Booysen) (pg 73-107)

#### <u>RESOLVED</u>

That Council take the following resolutions:

- 1. That the 3<sup>rd</sup> adjustments budget (additional allocation) of Garden Route District Municipality for the financial year 2020/2021 as set out in the schedules contained in Section 4 be **approved**:
  - i. Table B1 Adjustments Budget Summary;
  - ii. Table B2 Adjustments Budget Financial Performance (by standard classification);
  - iii. Table B3 Adjustments Budget Financial Performance (by municipal vote);
  - iv. Table B4 Adjustment Budget Financial Performance (revenue by source); and
  - v. Table B5 Adjustment Budget Capital Expenditure (by municipal vote and funding source)
- That Council approves the Adjustment Operating Expenditure Budget of R410, 004,313
- 3. That Council approves the Adjustment Operating Revenue Budget of R400,944,011
- 4. That Council approves the Adjustment Capital Budget of R8, 135,000 (no adjustments)
- 5. That a revised Service Delivery and Budget Implementation Plan (SDBIP) for the 2020/21 financial year be compiled and tabled to the Executive Mayor for approval.

#### <u>BESLUITE</u>

Dat die Raad die volgende resolusies aanvaar:

- 1. Dat die derde Aangepaste Begroting (addisionele toekenning) van Garden Route Distriksmunisipaliteit vir die finansiële jaar 2020/2021 soos vervat in die skedules van Artikel 4 goedgekeur word:
  - i. Tabel B1 Aangepaste Begrotings Opsomming;
  - ii. Tabel B2 Aangepaste Begroting Finansiële Prestasie (volgens standaard klassifikasie);
  - iii. Tabel B3 Aangepaste Begroting Finansiële Prestasie (volgens pos);
  - iv. Tabel B4 Aangepaste Begroting Finansiële Prestasie (volgens finansieringsbron); en
  - v. Tabel B5 Aangepaste Kapitale Begroting (volgens pos en finansieringsbron)
- 2. Dat die Raad die Aangepaste Uitgawe Begroting van R410, 004,313 goedkeur.
- 3. Dat die Raad die Aangepaste Inkomste Begroting van R400, 944,011 goedkeur.
- 4. Dat die Raad die Aangepaste Kapitaal Begroting van R8, 135,000 goedkeur.
- Dat die hersiende Dienslewerings- en Begrotings Implementerings Plan vir 2020/2021 opgestel en aan die Uitvoerende Burgermeester voorgelê word vir goedkeuring.

#### <u>ISIGQIBO</u>

Okokuba iBhunga liphumeze ezi zigqibo zilandelayo:

- Sesokuba ulungelelwaniso lwesithathu lolwabiso-mali(izibonelelo ezongezelelweyo) loMasipala Wesithili se Garden Route kunyaka mali ka 2020/2021 njengoko kudandalazisiwe kuluhlu oluqulathwe kuMhlathi 4 luphunyezwe:
  - i. Table B1 Ushwankathelo Lolungelelwaniso Lolwabiwo-Mali;
  - ii. Table B2 Ulungelelwaniwo Lolwabiso-Mali uMsebenzi Wezemali (ngokwesibonelelo esifanelekileyo);
  - iii. Table B3 Ulungelelwaniwo Lolwabiso-Mali uMsebenzi Wezemali (ngokwevoti yomasipala);

- iv. Table B4 Ulungelelwaniwo Lolwabiso-Mali uMsebenzi Wezemali (ingeniso ngovimba); kunye
- v. Table B5 Ulungelelwaniwo Lolwabiso-Mali Incitho Yenkunzi (ngokwevoti yomasipala kunye nengeniso ngovimba)
- 2. IBhunga liphumeze uLungelelwaniso Lwencitho Eqhubayo Yolawabiwo-Mali neyi R410, 004,313.
- 3. IBhunga liphumeze Ulungelelwaniso Lwengeniso Eqhubayo Yolwabiwo-Mali neyi R400, 944,011.
- 4. IBhunga liphumeze Ulungelelwaniso Oluyinkunzi Lolwabiwo-Mali lwe R8, 135,000(ngaphandle kolungelelwaniso).
- Sesokuba ulungelelwaniso Lonikezelo Lwenkonzo kunye Nesicwangciso Sokumiselwa Kolwabiwo-Mali(SDBIP) kunyeka mali ka 2020/21 kuqulunqwe ukuze kuthiwe thaca nguSodolophu Obekekileyo ukuze siphunezwe.

#### C. <u>ITEMS FROM THE OFFICE OF THE MUNICIPAL MANAGER / ITEMS VANAF DIE KANTOOR</u> <u>VAN DIE MUNISIPALE BESTUURDER / IMIBA ENGXAMISEKILEYO EVELA KUMPHATHI</u> <u>MASIPALA</u>

#### C.1 <u>APPOINTMENT OF TWO AUDIT PERFORMANCE AND AUDIT CCOMMITTEE MEMBERS /</u> <u>AANSTELLING VAN TWEE OUDIT PRESTASIE EN OUDITKOMITEE LEDE / UKUQASHWA</u> <u>KWAMALUNGU AMABINI EKOMITI YEZOPHICOTHO KUNYE NOPHICOTHO LOMSEBENZI</u> Refer: Report (4/1/2/4/1) dated 02 December 2020 from the Chairperson of the APAC (Dr A Potgieter)(pg 108-113)

#### RESOLVED

That Council approves the appointment of Mr S Maharaj and Mr G Stenekamp as members of the Audit and Performance Audit Committee Members, effective 1 January 2021 to 31 December 2023.

#### <u>BESLUIT</u>

Dat die Raad die aanstelling van Mnr S Maharaj en Mnr G Stenekamp as lede van die Oudit, Prestasie en Prestasie Oudit Komiteelede goedkeur, effektief vanaf 01 Januarie 2021 tot 31 Desember 2013.

#### ISIGQIBO

Sesokuba iBhunga liphumeze ukuqashwa kunka Mnu S Maharaj kunye no Mnu G Stenekamp njengamalungu e Komiti Yezophicotho kunye Nophicotho Lomsebenzi, ukususela ngomhla 1 kweyoMqungu 2021 ukuya 31 kweyoMnga 2023.

#### C.2 APAC REPORT ON INTERNAL AUDIT, RISK MANAGEMENT AND PERFORMANCE OPOK VERSLAG RAKENDE INTERNE OUDIT. MANAGEMENT RISIKO EN INGXELO YE APAC NGOPHICOTHO PRESTASIEBESTUUR LWANGAPHAKATHI, ULAWULO LOKUSENGCIPHEKWENI KUNYE NOLAWULO LOMSEBENZI

Refer: Report (4/1/2/4/1) dated 02 December from the Chairperson of the APAC (Dr A Potgieter)(pg 114-132)

#### RESOLVED

That Council takes note of the content of the report.

#### BESLUIT

Dat die Raad kennis neem van die inhoud van die verslag.

#### ISIGQIBO

Sesokuba iBhunga lithathele inggalelo umongo wengxelo.

#### C.3 LETTER FROM AUDITOR GENERAL: DELAY OF AUDIT REPORTS ON THE SEPARATE AND CONSOLIDATED FINANCIAL STATEMENTS OF LOCAL GOVERNMENT: MUNICIPAL FINANCE MANAGEMENT ACT 56 OF 2003 (MFMA) AUDITEES FOR THE FINANCIAL YEAR ENDED 30 JUNE 2020 / BRIEF VANAF OUDITEUR GENERAAL VERTRAGING IN DIE OUDITVERSLAGE OP DIE APARTE EN GEKONSOLIDEERDE FINANSIËLE STATE VAN PLAASLIKE REGERING: WET 56 VAN 2003 MUNISIPALE BESTUURSBESTUUR (MFMA) OUDITEES VIR DIE FINANSIËLE JAAR GEËINDIG 30 JUNIE 2020 /

Refer: Report dated 10 December 2020 from the Municipal Manager (MG Stratu)

#### **RESOLVED**

That Council takes note of the content of the letter as received by the Auditor General.

#### <u>BESLUIT</u>

Dat die Raad kennis neem van die inhoud van die brief soos ontvang vanaf die Ouditeur Generaal.

#### <u>ISIGQIBO</u>

Sesokuba ibhunga lithathe ingqalelo kumxholo wencwadi ovela kwabaphicothi ncwadi.

### D. <u>ITEMS FROM THE FINANCIAL SERVICES DEPARTMENT / ITEMS VANAF DIE FINANSIËLE</u> <u>DIENSTE DEPARTEMENT / IMIBA YESEBE LENKONZO ZEMALI</u>

#### D.1 <u>REVIEW OF GARDEN ROUTE DISTRICT MUNICIPALITY LONG TERM FINANCIAL PLAN/</u> <u>HERSIENING VAN GARDEN ROUTE DISTRIKSMUNISIPALITEIT LANGTERMYN FINANSIËLE</u> <u>PLAN / UQWALASELO LWESICWANGCISO ZEZEMALI SEXESHA ELIDE SOMASIPALA</u> <u>WESITHILI SE GARDEN ROUTE</u>

Refer: Report dated 02 December 2020 from the Executive Manager Financial Services (JW de Jager)(pg 133-288)

#### RESOLVED

That the update on the review of the GRDM Long Term Financial Plan (LTFP) specifically with regards to progress made on the recommendations contained in the LTFP that was tabled to Council in May 2020, be noted.

#### <u>BESLUIT</u>

Dat die Raad kennis neem van die hersiening van die GRDM Langtermyn Finansiële Plan (LTFP) – met spesifieke verwysing na vordering gemaak op die aanbevelings in the LTFP wat in Mei 2020 voor die Raad gedien het.

#### <u>ISIGQIBO</u>

Sesokuba ukulungiswa ngokutsha koqwalaselo Lwesicwangciso SezemaliSexesha Elide se GRDM9LTFP0-ingakumbi ngokumalunga nomsebenzi osele wenziwe kwizindululo eziqulathwe kwi LTFP nebiye yathiwa thaca kwiBhunga kwinyanga kaCanzibe 2020, kuthathelwe ingqalelo.

#### D.2 DEVIATION REPORT: IMPLEMENTATION OF THE SUPPLY CHAIN MANAGEMENT POLICY FOR THE PERIOD 01 NOVEMBER 2020 TO 30 NOVEMBER 2020/ AFWYKINGSVERSLAG: IMPLEMENTERING VAN DIE VOORSIENINGSKANAALBELEID VIR DIE PERIODE 01 NOVEMBER 2020 TOT 30 NOVEMBER 2020 / INGXELO YOTYESHELO: UKUMISELWA KOMGAQO WOLAWULO LWENCITHO KWIXESHA UMHLA 01 KWEYENKANGA 2020 UYAKUTSHO KUMHLA WE 30 KWEYENKANGA 2020

Refer: Report from the Executive Manager Financial Services (JW de Jager) (pg 289-295)

#### <u>RESOLVED</u>

- 5.1.1 That the implementation of Section 36 of the Municipal Supply Chain Regulation in terms of the deviations for the period 1 November 2020 to 30 November 2020, be noted.
- 5.1.2 That it be noted that in terms of Section 114 of the Municipal Finance Management Act, Act 56 of 2003, that there was no approval of tenders not recommended in the normal course of implementing Supply Chain Management policy of a municipality.

#### <u>BESLUITE</u>

- 5.2.1 Dat kennis geneem word van die implementering van Artikel 36 van die Voorsieningskanaal beleid in terme van die afwykings vir die periode van 1 November 2020 tot 30 November 2020.
- 5.2.2 Dat kennis geneem word dat in terme van Artikel 114 van die Munisipale Finansiële Bestuurswet, Wet 56 van 2003, dat daar geen goedkeuring was van tenders wat nie toegeken is in die normale implementering van die Voorsieningskanaalbeleid van die munisipaliteit nie.

#### <u>ISIGQIBO</u>

5.3.1 Sesokuba ukumisela komhlathi Wamashumi Amathathu Anesithandathu (36) kwemiqathango Womthetho Wezencitho zoMasipala kutenxo ukususela kumhla Wokuqala (1) uyakutsho kumhla Wamashumi Amathathu Ananye (30) ngeyeNkanga (2020), kuthathelwe ingqalelo. 5.3.2 Sesokuba kuthathelwe ingqalelo ukuba ngokwemiqathango yoMhlathi (114) lolawulo Lwezemali zikaMasipala, uMthetho Wamashumi Amahlanu Anesithandathu (56) wango (2003), uthathelwe ingqalelo ukuba akukhange kuphunyezwe zinikisi maxabiso ezingandululwanga kwinkqubo efanelekileyo ekumiselweni kwencitho yomgaqo wolawulo lomasipala.

### E. <u>ITEMS FROM THE CORPORATE SERVICES DEPARTMENT / ITEMS VANAF DIE KORPORATIEWE</u> <u>DIENSTE DEPARTEMENT / IMIBA YESEBE LENKONZO ZOLAWULO</u>

#### E.1 <u>RECRUITMENT AND SELECTION POLICY / WERWING EN KEURINGSBELEID VAN DIE</u> KORPORATIEWE DIENSTE DEPARTEMENT 2020 / UMGAQO WOKUKULOBA NOKUCHONGA

Refer: Report dated 03 December 2020 from the Executive Manager Corporate Services (B Holtzhausen)/ Acting Human Resources Manager (Adv S Maqekeni) (pg 296-323)

#### <u>RESOLVED</u>

That Council approved the Recruitment and Selection Policy.

<u>BESLUIT</u>

Dat die Raad die Werwings-enKeuringsbeleid goedgekeur word.

#### **ISIGQIBO**

Sesokuba uMgaqo Wezokuloba Nokuqesha uphunyezwe liBhunga.

#### F. <u>ITEMS FROM THE COMMUNITY SERVICES DEPARTMENT / ITEMS VANAF DIE</u> <u>GEMEENSKAPSDIENSTE DEPARTEMENT / IMIBA YESEBE LENKONZO ZOLUNTU</u>

F.1 PROGRESS REPORT REGARDING REGIONAL WASTE MANAGEMENT FACILITY PROJECT -PUBLIC, PRIVATE PARTNERSHIP IN COMPARISON TO THE IMPLEMENTATION OF OTHER POSSIBLE ALTERNATIVES / VORDERINGSVERSLAG RAKENDE DIE STREEK AFVALBESTUUR FASILITEIT - PUBLIEKE, PRIVATE VENNOOTSKAP TEENOOR DIE MOONTLIKE IMPLEMENTERING VAN ANDER ALTERNATIEWE / INKQUBO YOLAWULO LWENKUNKUMA KWINGINGQI-ULUNTU, UBAMBISWANO LWABUCALA NGOKUTHELEKISA UKUMISELWA KWENDLELA EZI ZEZINYE

Refer: Report dated 13 November 2020 from the Executive Manager Community Services (C Africa)(pg 324-359)

#### <u>resolved</u>

1. That Council takes notice of the progress made regarding the investigation into alternative options and financing methods to ensure the finalisation and implementation of the Garden Route Regional Waste Management Facility.

- 2. That Council resolves that the Public, Private Partnership process will not be pursued anymore as an option to implement the Regional Waste Management Facility.
- 3. That Council resolves Averda SA (reserve bidder) is informed in writing that Garden Route District Municipality (GRDM) will not proceed with the Public, Private Partnership process as an option to implement a regional waste management facility through a PPP Agreement.
- 4. That Council resolves that the Municipal Manager further explore and implement the option to use own (loan) funding or grant funding (if available) to construct and outsource the operation of the facility by using the applicable prescribed procurement legislation.
- 5. That Council resolves that a consulting engineer be appointed to assist the Municipal Manager with the compilation of the tender documents for the appointment of a construction company to construct the facility and the appointment of a service provider to operate the facility.
- That Council resolves to appoint the consulting engineer through a deviation process to ensure that the proper consultant is appointed as indicated in the report.
- 7. That Council resolves that requests to financially assist with the cost associated with the implementation of the regional waste management facility is submitted to the Department of National Treasury, COGTA and Provincial Treasury.

#### <u>BESLUITE</u>

- Dat die Raad kennis neem van die vordering wat reeds gemaak is met die ondersoek na alternatiewe opsies en finansiering metodes om te verseker dat die Streek Afval Bestuursfasiliteit gefinaliseer word.
- Dat die Raad die besluit neem dat die pad om gebruik te maak van die Publieke, Private Vennootskap proses gestaak word vir die implementering van die Streek Afvalbestuur Fasiliteit.

- 3. Dat die Raad die besluit neem dat Averda SA ("reserve bidder") skriftelik in kennis gestel word dat hierdie Raad die besluit geneem het om nie voort te gaan met die opsie om 'n Publieke, Private Vennootskap te sluit vir die ontwerp, konstruksie en bedryf van 'n Streek Afval Bestuursfasiliteit nie.
- 4. Dat die Raad die besluit neem dat toestemming aan die Munisipale Bestuurder verleen word om voort te gaan om ondersoek in te stel na, asook die implementering van, die verkryging van eie befondsing (lening) of skenker befonsing (indien beskikbaar) vir die konstruksie van die Streek Afval Bestuursfasiliteit ingevolge die verkrygingsbeleid voorskrifte.
- 5. Dat die Raad die besluit neem dat toestemming verleen word om 'n raadgewende ingenieur aan te stel om die Munisipale Bestuurder te assisteer met die saamstel van tender dokumente vir die konstruksie en bedryf van die Streek Afval Bestuursfasiliteit.
- 6. Dat die Raad die besluit neem om die betrokke raadgewende ingenieur aan te stel deur 'n afwykings proses te volg van die verkrygingsbeleid om te verseker dat 'n toepaslike diensverskaffer aangestel sal word.
- 7. Dat die Raad die besluit neem dat versoeke vir skenker befondsing gerig word aan die Departmente van Plaaslike Bestuur, Nasionale Tesourie en Provinsiale Tesourie.

#### ISIGQIBO

- Sesokuba iBhunga lithathele ingqalelo umsebenzi osele wenziwe malunga nophando lwendlela ezi zezinye kunye nendlela zokuxhasa ngezemali ukuqinsekisa ukuqukunjelwa kokumiselwa Kwendawo Yolawulo Lwenkunkuma Kwingingqi ye Garden Route.
- Sesokuba iBhunga linikeze imvume yokwazisa abakwa Averda SA (abanikimaxabiso abagciniweyo) ngokwembhalelwano ukuba uMasipala Wesithili se Garden Route awukoqhubekeka ngekqubo Yoluntu, Yobambiswano Lwabucala njengelinge lokumisela indawo yolawulo lwenkunkuma kwingingqi ngoKwesivumelwano se PPP.

- 3. Sesokuba iBhunga linikezel imvume kuMphathi Masipala ukuba ajonge amcebo angamanye okumisela ngokusebenzisa indlela yethu(yokuboleka) yezenxaso okanye inxaso yezibonelelo(ukubangaba zikhona) ukwakha kunye nokuqeshisa ulawulo lwendawo ngokusebenzisa indlela ezifanelekileyo nezisemthethweni.
  - 4. Sesokuba iBhunga linikeze imvume okokuba injineli ejongana nomsebenzi ichongwe nguMphathi Masipala kuduka nencwadi zeziniki maxabiso zokuchongqwa kwenkampani yokwakha ukuze kwakhiwo indawo kwaye kuchongwe nomnikezeli nkonzo ukusebenza kwindawo yenkunkuma.
  - Sesokuba isicelo sezemalinxaso kunye nendleko ezayamaniswa nokumiselwa kwendawo yenkunkuma kwingingqi sifakwe kwiSebe Likanondyebo Kazwelonke, COGTA kunye Nonondyebo Wephondo.
  - Sesokuba ibhunga ligqibe kwelokuba linyule injineli ngokubonana nenkqubo yokuphambuka. ukuqinisekisa ukuba umcebisi ofanelekileyo uyonyulwa njengoko kubonisiwe kwingxelo.
    - Sesokuba isicelo sezemalinxaso kunye nendleko ezayamaniswa nokumiselwa kwendawo yenkunkuma kwingingqi sifakwe kwiSebe Likanondyebo Kazwelonke, COGTA kunye Nonondyebo Wephondo.

### F.2 UPDATE REPORT ON THE ACTIONS TAKEN BY THE DISTRICT COVID-19 COMMAND COUNCIL TO ADDRESS THE COVID-19 PANDEMIC / OPDATERINGS VERSLAG RAKENDE DIE AKSIE STAPPE WAT REEDS DEUR DIE COVID-19 DISTRIK BEHEERRAAD IN PLEK GESTEL IS OM DIE COVID-19 PANDEMIE AAN TE SPREEK / INGXELO ENTSHA NGAMANYATHELO AYE ATHATYATHWA LIBHUNGA LOLAWULO LESITHILI SE COVID-19 OKUJONGANA NOBHUBHANE COVID-19

Refer: Report (10/1/3/4) dated 07 December 2020 from the Executive Manager Community Services (C Africa) / Manager Disaster Management (G Otto)(pg 360-386)

#### RESOLVED

That Council takes note of the report.

#### <u>BESLUIT</u>

Dat die Raad kennis neem van die verslag.

#### <u>ISIGQIBO</u>

Sesokuba iBhunga lithathele ingqalelo lengxelo.

#### G. <u>ITEMS FROM THE ROADS AND TRANSPORT PLANNING SERVICES DEPARTMENT / ITEMS VANAF</u> <u>DIE PAAIE EN VERVOER BEPLANNINGSDIENSTE DEPARTEMENT / IMIBA YESEBE LENKONZO</u> <u>ZENDLELA KUNYE NEZICWANGCISO KWEZOTHUTHO</u>

NONE / GEEN / AZIKHO

### H. <u>ITEMS FROM THE PLANNING AND ECONOMIC DEVELOPMENT DEPARTMENT / ITEMS VANAF</u> <u>DIE BEPLANNING EN EKONOMIESE DIENSTE DEPARTEMENT / IMIBA YESEBE LEZOCWANGCISO</u> <u>KUNYE NOPHUHLISO LOQOQOSHO</u>

#### H.1 <u>REPORT ON THE GARDEN ROUTE FILM COMMISSION BOARD OF DIRECTORS / VERSLAG TEN</u> <u>OPSIGTE VAN DIE GARDEN ROUTE FILMKOMMISSIE SE RAAD VAN DIREKTEURE / INGXELO</u> <u>MALUNGA NEBHODI YABALAWULI BEKOMISHONI YEMIBONISO BHANYABHANYA KWI</u> <u>GARDEN ROUTE</u>

Refer: Report dated 23 November 2020 from the Executive Manager Planning & Economic Development Services (L Menze) (pg 387-391)

#### <u>Resolved</u>

- That Council nominates two Councilors as Council's representatives to the Garden Route Film Commission Board for the 2020/21 financial year.
- That Council notes that the following two (2) Councillors was nominated to serve on the Garden Route Film Commission Board for the 2020/21 financial year: Cllr EH Stroebel and Ald S de Vries.

#### <u>BESLUITE</u>

- 1. Dat die Raad twee raadslede benoem as verteenwoordigers van die Raad op die Garden Route Filmkommisie vir die boekjaar 2020/21.
- Dat die Raad kennis neem dat die volgende twee (2) Raadslede genomineer was om as verteenwoordigers van die Garden Route op die Filmkommisie te dien vir die 2020/21 finansiële boekjaar: RdI EH Stroebel en Ald S de Vries.

**ISIGQIBO** 

- Sesokuba iBhunga lixoxe kwaye lochonge ooceba ababini njengabameli beBHunga kwi Bhodi yeKomishoni Yemibonisobhanyabhanya ye Garden Route kunyakamali ka 2020/2021.
- Sesokuba ibhunga linike ingqalelo okokuba kuchongwe OOceba ababini babengabameli bebhunga kwibhodi yekhomishoni yemiboniso bhanya bhanya ye Garden Route kunyakamali ka 2020/2021 abaceba bachongiweyo ngu: Cllr EH Stroebel kunye no Ald S de Vries.

#### H.2 <u>REVOKING THE ENCROACHMENT AGREEMENT FOR A PORTION OF FARM 195 KRAAI BOSCH</u> <u>KNOWN AS LANDS END / TERUGTREK VAN OORSKRYDINGSOOREENKOMS VIR 'N GEDEELTE VAN</u> <u>PLAAS 195 KRAAI BOSCH BEKEND AS "LANDS END" / UKUSUSWA KWESIVUMELWANO</u> <u>SOKUNGENELELA KWISABELO SEFAMA 195 E KRAAIBOSCH NJENGOKO E LANDS END</u>

Refer: Report dated 07 December 2020 from the Executive Manager Planning & Economic Development Services (L Menze) (pg 392-405)

#### <u>RESOLVED</u>

That the report be withdrawn.

<u>BESLUIT</u>

Dat die verslag onttrek word.

<u>ISIGQIBO</u>

Sesokuba ingxelo leyo irhoxiswe.

#### H.3 <u>2020 GARDEN ROUTE DISTRICT MUNICIPAL ECONOMIC REVIEW OUTLOOK (MERO) REPORT /</u> 2020 GARDEN ROUTE DISTRIKSMUNISIPALITEIT MUNISIPALE EKONOMIESE OORSIG VERSLAG /INGXELO YONYAKA 2020 NGOBUME BENGINQI YASE GARDEN ROUTE

Refer: Report dated 02 December 2020 from the Executive Manager Planning & Economic Development Services (L Menze) (pg 406 – 1069)

#### <u>RESOLVED</u>

That Council notes the 2020 Garden Route Municipal Economic Review and Outlook (MERO) from Provincial Treasury.

#### <u>BESLUIT</u>

Dat die Raad kennis neem van die verslag van die Garden Route Distriksmunispaliteit se 2020 Munisipale Ekonomiese Oorsig Verslag van Provinsiale Tesourie.

#### <u>ISIGQIBO</u>

Ukuba iBhunga liyithathele ingqalelo ingxelo yokuPhononongwa kweNdlela kaMasipala yoPhononongo lweNdlela ka-2020 evela kwi-Ofisi kaNondyebo wePhondo.

#### I. MOTIONS OF EXIGENCY / DRINGENDE MOSIES / IMIBA ENGXAMISEKILEYO

I.1 NONE / GEEN / AYIKHO

#### J. NOTICES OF MOTIONS / KENNISGEWINGS VAN MOSIES / ISAZISO SEZIPHAKAMISO

J.1 NONE / GEEN / AYIKHO

#### K. IN -CLOSED COMMITTEE / IN GESLOTE KOMITEE / EKHUSINI

K.1 NONE / GEEN / AYIKHO

#### **CLOSURE / SLUITING / UQUKUNJELO**

The meeting closed at 14:26 with 25 Councillors present / Die vergadering sluit om 14:26 met 25 Raadslede teenwoordig / Intlanganiso ivalwe ngo 14:26 iNooceba abayi 25.

SPEAKER: CLLR BHJ GROENEWALD

DATE / DATUM / UMHLA





Minutes of a Mayoral Committee meeting held via Zoom, on Thursday, 26 November 2020 at 09:00

Notule van 'n Burgemeesterskomiteevergadering

gehou via Zoom,

Donderdag, 26 November 2020 om 09:00

Imizuzu

yeKomiti Kasodolophu nebibanjwe ngobuxhakaxhaka be Zoom NgoLwesine, 26 KweyeNkanga 2020 ngo 09:00

#### 1. OPENING AND WELCOME / OPENING EN VERWELKOMING / UVULO NOLWAMKELO

The Executive Mayor, Ald M Booysen, opened the meeting and welcomed everyone present.

#### 2. SILENT PRAYER / STILLE GEBED / UMTHANDAZO OTHULEYO

A moment of silence was observed.

#### 3. ATTENDANCE OF MEMBERS / BYWONING VAN LEDE / AMALUNGU AKHOYO

#### 3.1 MEMBERS: PRESENT / LEDE: TEENWOORDIG / AMALUNGU: AKHOYO

Adl M BooysenExecutive MayorAdl RH Ruiters Deputy Executive MayorCllr / Rdl / Ceba RE SpiesCllr / Rdl / Ceba KS LoseCllr / Rdl / Ceba E MeyerAdl IC Kritzinger

# AMPTENARE / OFFICIALS / AMAGOSA

Mr MG Stratu	Municipal Manager
Ms B Holtzhausen	Executive Manager Corporate Services
Mr J-W de Jager	Executive Manager Financial Services
Mr C Africa	Executive Manager Community Services
Mr L Menze	Acting Municipal Manager
Mr JG Daniels	Executive Manager Roads and Transport Services
Mr T Loliwe	Strategic Manager: Office of the Municipal Manager
Mr S Maqekeni	Manager: Integrated Support Services & Legal
	Compliance
Ms N Davids	Manager: Legal Services
Mr G Otto	Manager Disaster Management
Mr J Compion	Manager Environmental Health Services

Mr P Dongi	Project Manager
Ms L Hoek	Manager BTO, AFS & Assets
Mr J Stander	Manager Financial Services
Ms R Matthews	Acting Senior Committee Officer
Ms P Lufele	Chief Audit Executive
Mr S Dladla	Office of the Executive Mayor
Ms I Saaiman	Manager Performance Management

### 3.2 <u>MEMBERS: ABSENT WITH LEAVE / LEDE: AFWESIG MET VERLOF / AMALUNGU:</u> <u>ABEKWIKHEFU</u>

None / Geen / Azikho

### 3.3 <u>MEMBERS: ABSENT WITHOUT LEAVE / LEDE: AFWESIG SONDER VERLOF / AMALUNGU:</u> <u>ANGEKHO KWIKHEFU</u>

Cllr / Rdl / Ceba JC Lambaatjeen

4 NOTING THE PROVISIONS OF SCHEDULE 1 (CODE OF CONDUCT FOR COUNCILLORS) OF THE LOCAL GOVERNMENT MUNICIPAL SYSTEMS ACT, ACT 32 OF 2000 / KENNISNAME VAN DIE VOORSKRIFTE VAN SKEDULE 1 (GEDRAGSDKODE VIR RAADSLEDE) VAN DIE PLAASLIKE REGERING MUNISIPALE STELSELSWET, WET 32 VAN 2000 / UQWALASELO LWEZIBONELELO ZOLUHLU 1 (INDELA YOKUZIPHATHA KOCEBA) ZE LOCAL GOVERNMENT MUNICIPAL SYSTEMS ACT, ACT 32 OF 2000

Noted / Kennis / Ithathelwe ingqlelo

### 5. <u>DISCLOSURE OF INTERESTS BY COUNCILLORS AND OFFICIALS / VERKLARING VAN BELANGE</u> <u>DEUR RAADSLEDE EN AMPTENARE / UKUCHAZWA NGOKUBANOMDLA NGOCEBA KUNYE</u> <u>NAMAGOSA</u>

None / Geen / Azikho

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### 6. <u>COMMUNICATIONS BY THE EXECUTIVE MAYOR / MEDEDELINGS DEUR DIE</u> <u>UITVOERENDEBURGEMEESTER / UNXIBELELWANO LUKA SODOLOPHU</u>

None / Geen / Azikho

### 7. <u>COMMUNICATIONS BY THE MUNICIPAL MANAGER / MEDEDELINGS DEUR DIE MUNISIPALE</u> <u>BESTUURDER / UNXIBELELWANO LOMPHATHI MASIPALA</u>

None / Geen / Azikho

### 8. <u>CONFIRMATION OF MINUTES: 30 OCTOBER 2020/ BEKRAGTIGING VAN NOTULE GEDATEER: 30</u> <u>OKTOBER 2020 / UKUQINISEKISWA KWEMIZUZU: 30 KWEYEDWARHA 2020 (pg. 6-22)</u>

#### <u>Resolved</u>

That the Executive Mayoral Committee approves the minutes of the Executive Mayoral Committee meeting dated 30 October 2020.

#### <u>BESLUIT</u>

Dat die Uitvoerende Burgemeesterskomitee die notule van die Uitvoerende Burgemeesterskomiteevergadering gedateer, 30 Oktober 2020, goedkeur

#### <u>ISIGQIBO</u>

Sesokuba iKomiti Kasododlophu Obekekileyo iphumeze imizuzu yentkangansio yekomiti Kasodolophu Obekekileyo yangomhla 30 KweyeDwarha 2020.

#### 9. <u>MINUTES OF SECTION 79 COMMITTEES (FOR NOTIFICATION) / NOTULES VAN ARTIKEL 79</u> <u>KOMITEES (VIR KENNISNAME) / IMIZUZUZ YEKOMITI KASODOLOPHU KUNYE NEZINYE IKOMITI</u> <u>ZOMHLATHI 79 (ITHATHELWE INGQALELO)</u>

NONE / GEEN / AZIKHO

#### 10. STANDING ITEMS / STAANDE ITEMS / IMIBA EMISIWEYO

#### 10.1 <u>APPOINTMENTS, SERVICE EXITS AND LABOUR RELATIONS INFORMATION FOR OCTOBER 2020 /</u> <u>AANSTELLINGS, UITDIENSTREDINGS EN ARBEIDSVERHOUDINGE INLIGTING VIR OKTOBER 2020</u> <u>/ ABAQASHIWEYO, ABASHIYE UMSEBENZI KUNYE NEMICIMBI YEZABASEBENZI KWINYANGA</u> KWEYEDWARHA 2020

Refer: Report from the Executive Manager: Corporate Services (B Holtzhausen) /Acting HR Manager (Adv S Magekeni) (pg 23 – 30)

#### RESOLVED TO RECOMMEND TO COUNCIL

That the information on the appointments, service exits and labour relations matters for October 2020, be noted.

#### BESLUIT OM BY DIE RAAD AAN TE BEVEEL

Dat kennis geneem word van die aanstellings, uitdienstredings en arbeidsverhoudinge inligting vir Oktober 2020.

#### ISIGQIBO SOKUNDULULA KWIBHUNGA

Sesokuba ulwazi ngokuqashwa, ukuphuma kwinkonzo kunye nemicimbi yezabasebenzi kwinyanga KweyoDwarha 2020 kuthathelwe inggalelo.

#### MATTERS FOR CONSIDERATION / SAKE VIR OORWEGING / IMIBA EKUFUNEKA IQWALASELWE

### 11 <u>ITEMS FROM THE SPEAKER / ITEMS VOORGELÊ VANAF DIE SPEAKER / IMIBA EVELA</u> <u>KUSOMLOMO</u>

### 11.1 <u>REPORT ON THE COUNCIL RESOLUTION REGISTER FOR THE MONTH OCTOBER 2020 / VERSLAG</u> <u>RAKENDE DIE RAADSRESOLUSIE REGISTER VIR DIE MAAND VAN OKTOBER 2020 / INGXELO</u> <u>NGOLUHLU LWEZIGQIBO ZEBHUNGA KWIXESHA LWENYANGA KWEYEDWARHA 2020</u>

Refer: Report dated 13 November 2020 from the Executive Manager Corporate Services (B Holtzhausen)(pg 31-41)

#### RESOLVED TO RECOMMEND TO COUNCIL

That Council takes note of the report on the execution of Council resolutions for the period October 2020.

#### BESLUIT OM BY DIE RAAD AAN TE BEVEEL

Dat die Raad kennis neem van die Raads Resolusie Register vir die periode van Oktober 2020.

#### ISIGQIBO SOKUNDULULA KWIBHUNGA

Sesokuba iBhunga lithathele ingqalelo isimo sezigqibo zeBhunga kwixesha lenyanga eyeDwarha 2020.

### 12 <u>ITEMS FROM THE EXECUTIVE MAYOR / ITEMS VOORGELÊ VANAF DIE UITVOERENDE</u> <u>BURGEMEESTER / IMIBA ESUKA KUSODOLOPHU OBEKEKILEYO</u>

12.1 <u>2ND ADDITIONAL ALLOCATION ADJUSTMENT BUDGET 2020/2021 MTREF (MEDIUM TERM REVENUE AND EXPENDITURE FRAMEWORK / VERSLAG: 2DE ADDISIONELE TOEKENNING AANSUIWERINGSBEGROTING 2020/2021 MEDIUM TERMYN EN INKOMSTE EN UITGAWE RAAMWERK (MTIUR) / ULONGEZELELO LWESIBONELELO KULUNGELELWABISO LOLWABIWO-MALI LUKA 2020/2021 MRTREF(INGENISON YEXESHA ELIFUTSHANE KUNYE NOBUME BEZENCITHO)</u>

Refer: Report dated 16 November from the Executive Mayor (M Booysen) (pg 42-78)

#### RESOLVED TO RECOMMEND TO COUNCIL

- (1) That the 2<sup>nd</sup> adjustments budget (additional allocation) of Garden Route District Municipality for the financial year 2020/2021 as set out in the schedules contained in Section 4 be **approved**:
- vi. Table B1 Adjustments Budget Summary;
- vii. Table B2 Adjustments Budget Financial Performance (by standard classification);

- viii. Table B3 Adjustments Budget Financial Performance (by municipal vote);
- ix. Table B4 Adjustment Budget Financial Performance (revenue by source); and
- x. Table B5 Adjustment Budget Capital Expenditure (by municipal vote and funding source)
- (2) That Council approves the Adjustment Operating Expenditure Budget of R409,638,887.
- (3) That Council approves the Adjustment Operating Revenue Budget of R400,579,025.
- (4) That Council approves the Adjustment Capital Budget of R8,135,000 (no adjustments).
- (5) That a revised Service Delivery and Budget Implementation Plan (SDBIP) for the 2020/21 financial year be compiled and tabled to the Executive Mayor for approval.

# BESLUIT OM BY DIE RAAD AAN TE BEVEEL

- (1) Dat die 2de Aangepaste Begroting (addisionele toekenning) van Garden Route Distriksmunisipaliteit vir die finansiële jaar 2020/2021 soos vervat in die skedules van Seksie 4 goedgekeur word:
- vi. Tabel B1 Aangepaste Begrotings Opsomming;
- vii. Tabel B2 Aangepaste Begroting Finansiele Prestasie (volgens standaard klassifikasie);
- viii. Tabel B3 Aangepaste Begroting Finansiële Prestasie (volgens pos);
- ix. Tabel B4 Aangepaste Begroting Finansiele Prestasie (volgens finansieringsbron); en
- x. Tabel B5 Aangepaste Kapitale Begroting (volgens pos en finansieringsbron)
- (2) Dat die Raad die Aangepaste Uitgawe Begroting van R409,638,887 goedkeur.
- (3) Dat die Raad die Aangepaste Inkomste Begroting van R400,579,025 goedkeur.
- (4) Dat die Raad die Aangepaste Kapitaal Begroting van R8,135,000 goedkeur.

(5) Dat die hersiende Dienslewerings- en Begrotings Implementerings Plan vir 2020/2021 opgestel en aan die Uitvoerende Burgermeester voorgelê word vir goedkeuring.

### ISIGQIBO SOKUNDULULA KWIBHUNGA

- Sesokuba ulungelelwaniso lwesibini lolwabiwo-mali(izibonelelo ezongezelelweyo) loMasipala Wesithili se Garden Route kunyakamali ka 2020/2021 njengoko kudandalazisiwe kuluhlu oluqulathwe kuMhlathi 4 luphunyezwe:
  - i. Table B1 Ushwankathelo Lolungelelwaniso lolwabiwo-Mali
  - ii. Table B2 Ulungelelwaniso Lolwabiwo-Mali loMsebenzi Wezemali(ngokumiselwa ngokufanelekileyo);
  - iii. Table B3 Ulungelelwaniso Lolwabiwo-Mali loMsebenzi Wezemali (ngokwe voti yomasipala);
  - iv. Table B4 Ulungelelwaniso Lolwabiwo-Mali loMsebenzi Wezemali (ingeniso ngokovimba); kunye,
  - v. Table B5 Ulungelelwaniso Lolwabiwo-Mali Incitho Eyinkunzi (ngokwevoti yomasipala kunye novimba wesibonelelo).
  - (2) Sesokuba iBhunga liphumeze uLungelelwaniso Lolwabiwo-Mali Lwencitho Eqhubayo neyi R409,638,887.
  - (3) Sesokuba iBhhunga liphumeze uLungelelwaniso Lolwabiwo-Mali LWengeniso eQhubayo neyi R400,579,025.
  - (4) Sesokuba iBhunga liphumeze uLungelelwaniso Lolwabiwo-mali Oluyinkunzi lwe R8,135,000.(akhukho lungelelwaniso).
  - (5) Sesokuba Isicwangciso Sonikezelo Lwenkonzo kunye Nokumiselwa Kolwabiwo-Mali(SDBIP) sonyakamali ka 2020/21 siqulunqwe kwaye sithiwe thaca kuSodolophu Obekekileyo ukuze siphunyezwe.

# 13 ITEMS FROM THE MUNICIPAL MANAGER / ITEMS VANAF DIE MUNISIPALE BESTUURDER / IMIBA ESUKA KUMPHATHI MASIPALA

### 13.1 <u>REVISED PERFORMANCE MANAGEMENT POLICY/FRAMEWORK(ORGANIZATIONAL AND</u> <u>INDIVIDUAL) 2020/2022/HERSIENDE PRESTASIE BESTUUR BELEID/RAAMWERK(ORGANISATORIES</u> <u>AND INDIVIDUEEL) 2020/2022 / UMGAQO WOLAWULO LOMSEBENZI</u> <u>OLUNGELELANISIWEYO/UBUME(ESEQUMRHU KUNYE NESEZIQU) 2020/2022</u>

Refer: Report dated 13 November from the Municipal Manager (MG Stratu) / Manager Performance Management (IG Saaiman) (pg 79 - 136)

RESOLVED TO RECOMMEND TO COUNCIL

That Council approves the Policy/Framework.

BESLUIT OM BY DIE RAAD AAN TE BEVEEL

Dat die Raad die Beleid/Raamwerk goekeur.

ISIGQIBO SOKUNDULULA KWIBHUNGA

Sesokuba iBhunga liphumeze uMgaqo/Ubume.

13.2 <u>DELEGATIONS AND AUTHORIZATIONS DURING COUNCIL'S RECESS PERIOD / DELEGASIES EN</u> <u>MAGTIGINGS GEDURENDE DIE RAAD SE RESESTYDPERK / ABACHONGWA KUNYE</u> <u>NAMAGUNYA NGETHUBA OOCEBA BETHATHE IKHEFU</u>

Refer: Report dated 20 November from the Municipal Manager (MG Stratu) (pg 137 – 141)

#### RESOLVED TO RECOMMEND TO COUNCIL

- 5.1.1 That Council will be in recess for the period 12 December 2020 until 15 January 2021.
- 5.12. That the Executive Mayor, Cllr M Booysen and the Municipal Manager, Mr MG Stratu, or his successor in title, be delegated and authorized to perform all official Council duties, responsibilities and functions during the recess period 12 December 2020 until 15 January 2021 with the exception of those powers and functions as set out Section 160 (2) of the Constitution namely:
  - a) the passing of by-laws
  - b) the approval of budgets
  - c) the imposition of rates and other taxes, levies and duties; and
  - d) the raising of loans
  - e) disposal of Council properties in terms of section 14 of the MFMA

- f) appointment and dismissal of the municipal manager and section 56 managers in terms Section 56 of the Systems Act
- g) all functions which are according to legislation reserved for Council only.

# BESLUIT OM BY DIE RAAD AAN TE BEVEEL

- 5.2.1 Dat die Raad in reses sal wees vir die periode 12 Desember 2020 tot 15 Januarie 2021.
- 5.22. Dat die Uitvoerende Burgemeester, Rdl M Booysen en die Munisipale Bestuurder, Mnr MG Stratu, of sy opvolger in titel, gedelegeer en gemagtig word om die Raad se amptelike verpligtinge, verantwoordelikhede en funksies vir die reses periode van 12 Desember 2020 tot 15 Januarie 2021, uit te voer met die uitsondering van die ondergenoemdes soos in Artikel 160 (2) van die Grondwet vervat:
  - a) die aanname van verordeninge;
  - b) die goedkeuring van begrotings;
  - c) die oplegging van eiendomsbelasting en ander belastings, heffings en regte en
  - d) die verkryging van lenings.
  - e) vervreemding van raadseiendom in terme van artikel 14 van die MFMA
  - f) aanstelling en skorsing van die Munisipale Bestuurder en Artikel 56 bestuurders in terme van Artikel 56 van die Munisipale Stelselswet
  - g) Alle funksies wat in terme van wetgewing slegs vir die Raad gereseveer is.

# ISIGQIBO SOKUNDULULA KWIBHUNGA

- 5.31. Sokuba iBhunga lizooba sekhefini ukususela ngomhla we 12 kweyoMnga 2020 de kubengumhla we 15 kweyoMqungu 2021.
- 5.3.2. Sokuba uSodolophi, uCeba M Booysen kunye noMphathi Masipala uMnu, MG Stratu,okanye lowo ungene endaweni yakhe, anikwe igunya nelungelo lokwenza yonke imicimbi esemthethweni yeBhunga,uxanduva kunye nemicimbi yonke ngethuba lekhefu eliqala ngomhla wesi 12 kweyoMnga 2020 de ibengumhla we 15 kweyeMqungu 2021 igunya elo alichaphazeli ezingongoma zibhalwe kwiSebe 160 (2) loMgaqo Siseko woMzantsi Afrika ka 1996, ezizezi:

- a) uKuphunyezwa kwemithethwana yedolophi
- b) uKuphunyezwa kohlahlo lwabiwo-mali
- c) uKummisela irhafu yezakhiwo kwakunye naluphi na uhlobo lwerhafu
- d) uKwenza iimali-mboleko (amatyala)
- e) ukuthengisa imihlaba nezakhiwo zeBhunga, kunye no
- f) kuqesha nokugxotha uMphathi Masipala kunye neemanejala eziqeshwe ngokweSebe 56 loMthetho, ngokweSebe 56 loMthetho I Municipal Systems Act
- g) Lomiba ibekelwe kanye ibhunga lomasipala.

# 14. <u>ITEMS FROM THE FINANCIAL SERVICES DEPARTMENT / ITEMS VANAF DIE FINANSIËLE DIENSTE</u> DEPARTEMENT / IMIBA YESEBE LENKONZO ZEMALI

# 14.1 <u>DEBT WRITE-OFF REPORT 2020/21: QUARTER 1 / SKULD AFSKRYWINGSVERSLAG 2020/21:</u> <u>KWARTAAL 1 / INGXELO YOKUCINYWA KWETYALA 2020/21: IKOTA YOKQALA</u>

Refer: Report dated 13 November 2020 from the Executive Manager Financial Services (JW de Jager)(pg 142-147))

# RESOLVED TO RECOMMEND TO COUNCIL

That Councils approves the write-off of debtors balances outstanding per category with a total of R17 403,88.

# BESLUIT OM BY DIE RAAD AAN TE BEVEEL

Dat die Raad die afskrywing van debiteure met balanse uitstaande per kategorie met 'n totaal van R17 403,88, goedkeur.

### ISIGQIBO SOKUNDULULA KWIBHUNGA

Sesokuba iBhunga liphumeze ukucinywa kwamatyala angekahlawulwa ngokwebakala nayimali eyi R17 403,88.

#### 14.2 <u>COST CONTAINMENT REPORTING – QUARTER 1 OF 2020/21/ KOSTE INPERKINGSVERSLAG –</u> <u>KWARTAAL 1 VAN 2020/21 / UMGAQO WOKUNCIPHISA INDLEKO-IKOTA YOKUQALA KA</u> 2020/21

Refer: Report dated 13 November 2020 from the Executive Manager Financial Services (JW de Jager)(pg 148-152)

### RESOLVED TO RECOMMEND TO COUNCIL

That Council notes the measures implemented and aggregate amounts saved in quarter one of the current financial year through the implementation of cost containment measures.

### BESLUIT OM BY DIE RAAD AAN TE BEVEEL

Dat die Raad kennis neem van die maatreëls wat geïmplementeer is en die totale besparings in die eerste kwartaal van die huidige finansiële jaar deur die implementering van kostebeperkingsmaatreëls.

#### ISIGQIBO SOKUNDULULA KWIBHUNGA

Sesokuba iBhunga lithathele ingqalelo amanyathelo amiselweyo kunye nemali ezongiweyi kwikota yokuqala yonyakamali omileyo ngokumiselwa kwamanyathelo okuncitshiswa kwendleko.

# 14.3 DEVIATION REPORT: IMPLEMENTATION OF THE SUPPLY CHAIN MANAGEMENT POLICY FOR THE PERIOD 01 OCTOBER 2020 TO 31 OCTOBER 2020/ AFWYKINGSVERSLAG: IMPLEMENTERING VAN DIE VOORSIENINGSKANAALBELEID VIR DIE PERIODE 01 OKTOBER 2020 TOT 31 OKTOBER 2020 / INGXELO YOTYESHELO: UKUMISELWA KOMGAQO WOLAWULO LWENCITHO KWIXESHA UMHLA 01 KWEYEDWARHA 2020 UYAKUTSHO KUMHLA WE 31 KWEYEDWARHA 2020

Refer: Report from the Executive Manager Financial Services (JW de Jager)(pg 153 – 158)

### RESOLVED TO RECOMMEND TO COUNCIL

5.1.3 That the implementation of Section 36 of the Municipal Supply Chain Regulation in terms of the deviations for the period 1 October 2020 to 31 October 2020, be noted.

5.1.2 That it be noted that in terms of Section 114 of the Municipal Finance Management Act, Act 56 of 2003, there was no approval of tenders not recommended in the normal course of implementing Supply Chain Management policy of a municipality.

#### BESLUIT OM BY DIE RAAD AAN TE BEVEEL

- 5.2.3 Dat die kennis geneem word van die implementering van Artikel 36 van die Voorsieningskanaal beleid in terme van die afwykings vir die periode van 1 Oktober 2020 tot 31 Oktober 2020.
- 5.2.4 Dat kennis geneem word dat in terme van Artikel 114 van die Munisipale Finansiële Bestuurswet, Wet 56 van 2003, dat daar geen goedkeuring was van tenders wat nie toegeken is in die normale implementering van die Voorsieningskanaalbeleid van die munisipaliteit nie.

### ISIGQIBO SOKUNDULULA KWIBHUNGA

- 5.3.3 Sesokuba ukumisela komhlathi Wamashumi Amathathu Anesithandathu (36) kwemiqathango Womthetho Wezencitho zoMasipala kutenxo ukususela kumhla Wokuqala (1) uyakutsho kumhla Wamashumi Amathathu Ananye (31) ngeyeDwarha (2020), kuthathelwe ingqalelo.
- 5.3.4 Sesokuba kuthathelwe ingqalelo ukuba ngokwemiqathango yoMhlathi (114) lolawulo Lwezemali zikaMasipala, uMthetho Wamashumi Amahlanu Anesithandathu (56) wango (2003), uthathelwe ingqalelo ukuba akukhange kuphunyezwe zinikisi maxabiso ezingandululwanga kwinkqubo efanelekileyo ekumiselweni kwencitho yomgaqo wolawulo lomasipala.

# 15 <u>ITEMS FROM THE CORPORATE SERVICES DEPARTMENT / ITEMS VANAF DIE KORPORATIEWE</u> <u>DIENSTE DEPARTEMENT / IMIBA YESEBE LENKONZO ZOLAWULO</u>

# 15.1 <u>CLOSURE FOR FESTIVE SEASON AND SALARY PAYMENT DATE FOR DECEMBER 2020 / SLUITING</u> <u>VIR FEESSEISOEN EN DESEMBER 2020 SALARIS BETAALDATUM / UKUVALELWA IHOLIDE ZEHLOBO</u> <u>KUNYE NOKUHLAWULWA KWEMIVUZO YENYANGA YOMNGA 2020</u>

Refer: Report dated 04 November 2020 from the Executive Manager Corporate Services (B Holtzhausen)/ Acting Human Resources Manager (Adv S Maqekeni)(pg 159-163)

### RESOLVED TO RECOMMEND TO COUNCIL

- 5.1.1 That the December 2020 salary payment date be Friday, 18 December 2020.
- 5.1.2 That the Roads Services Department be closed from 15 December 2020 @ 12:00 8 January 2021, opening on Monday, the 11<sup>th</sup> of January 2021 @ 07:30, which is 15.50 days annual leave.
- 5.1.3 That the rest of the GRDM Departments will be closed from 18 December 2020 @
   12:00 31 December 2020, opening on Monday, the 4<sup>th</sup> of January 2021 @ 07:30, which is 8.5 days annual leave.
- 5.1.4 That an annual leave global transaction be processed by the HR Conditions of Service unit, excluding emergency staff.
- 5.1.5 That the list of deadlines as set out in the table by the Finance department be adhered to.

### BESLUIT OM BY DIE RAAD AAN TE BEVEEL

- 5.2.1 Dat die Desember 2020 salaris betaaldatum Vrydag, 18 Desember 2020 sal wees.
- 5.2.2 Dat die Paaie Dienste Departement vanaf 15 Desember 2020 om 12:00 8 Januarie 2021 sluit en weer oopmaak op Maandag, 11 Januarie 2021 om 07:30, wat 15.50 vakansieverlof dae is.
- 5.2.3 Dat die res van die GRDM departemente vanaf 18 Desember 2020 om 12:00 31 Desember 2020 sluit en weer oopmaak op Maandag, 4 Januarie 2021 om 07:30, wat 8.5 vakansieverlof dae is.

- 5.2.4 Dat 'n globale vakansieverlof transaksie deur die MH Diensvoorwaarde Afdeling geprosesseer word, nooddienste personeel uitgesluit.
- 5.2.5 Dat die lys van sperdatums soos uiteengesit in die tabel deur die Finansies departement aan gehoor gegee word.

### ISIGQIBO SOKUNDULULA KWIBHUNGA

- 5.3.1 Sesokuba intlawulo zemivuzo yenyanga yoMnga 2020 ihlawulwe ngoLwesihlanu, 18 kweyoMnga 2020.
- 5.3.2 Sesokuba iSebe Lenkonzo Zezendla livalwe ukususela ngomhla 15 kweyoMnga 2020 ngentsimbi ye 12:00-08 kweyoMqungu 2021, zivulwe ngoMvulo, umhla 11 kweyoMqungu 2021.
- 5.3.3 Sesokuba onke amaSebe e GRDM avalwe ngomhla 18 kweyoMnga 2020 ngentsimbi ye 12:00-ukuya 31 kweyoMnga 2020, avulwe ngoMvulo, umhla 4 kweyoMqungu 2021 nge 07:30, nezintsuku eziyi 8.5 zeholide yonyaka.
- 5.3.4 Sesokuba kwenziwe ingqokelela yomntu wonke yekhefu licandelo le Zimo Zenknoz le HR, ngokuqukwa kwabasebenzi benkonxo zokungxamisekileyo.
- 5.3.5 Sesokuba uluhlu lwemihla yokuvalwa njengoko kuqulathwe lisebe lezeMali luthotyelwe.

# 15.2 <u>REPORT ON HUMAN RESOURCE POLICIES FROM THE CORPORATE SERVICES DEPARTMENT 2020</u> / VERSLAG RAKENDE DIE MENSLIKE HULPBRONNE BELEIDE VAN DIE KORPORATIEWE DIENSTE DEPARTMENT 2020 / INGXELO NGEMIGAQO YECANDELO LEZENGQESHO ESUKA KWISEBE LENKONZO LEZOLAWULO 2020

Refer: Report dated 13 November 2020 from the Executive Manager Corporate Services (B Holtzhausen)/ Acting Human Resources Manager (Adv S Maqekeni)(pg 164-224)

### RESOLVED TO RECOMMEND TO COUNCIL

That the following Human Resource Policies be approved by Council:

- Sexual Harassment Policy
- HIV/AIDS Policy
- Leave Policy

# BESLUIT OM BY DIE RAAD AAN TE BEVEEL

Dat die volgende Menslike Hulpbron beleide goedgekeur word deur die Raad.

- Seksuele Teistering Beleid
- HIV / VIGS Beleid
- Verlofbeleid

# ISIGQIBO SOKUNDULULA KWIBHUNGA

Sesokuba lemiGaqo ilandelayo yeCandelo Lezengqesho iphunyezwe liBhunga:

- Umgaqo Wesicwaso Ngezesondo
- Umgaqo we HIV/AIDS
- Umgaqo Wekhefu

# 16 <u>ITEMS FROM THE COMMUNITY SERVICES DEPARTMENT / ITEMS VANAF DIE</u> <u>GEMEENSKAPSDIENSTE DEPARTEMENT / IMIBA YESEBE LENKONZO ZOLUNTU</u>

### 16.1 <u>PROGRESS REPORT WITH REGARDS TO THE ESTABLISHMENT OF A DISTRICT FOODBANK /</u> <u>VORDERINGSVERSLAG MET BETREKKING TOT DIE DAARSTEL VAN 'N DISTRIKSVOEDSELBANK /</u> <u>INGXELO NGOMSEBENZI OSELE WENZIWE MALUNGA NOKUMISELWA KWEBANKI YOKUTYA</u> <u>KWISITHILI</u>

Refer: Report dated 13 November 2020 from the Executive Manager Community Services (C Africa)(pg 225-233)

# RESOLVED TO RECOMMEND TO COUNCIL

- 5.1.1 That Council takes note of the progress with regards to the establishment of a District Food Pantry.
- 5.1.2 That the Garden Route District Municipality provide the total funding required for the initial start-up costs towards the establishment of the District Food Pantry for the first three months (Dec 2020 – February 2021) and then be recovered from the local municipal contributions once their formal commitments is received.
- 5.1.3 That the operational cost for the establishment of a District Food Pantry be shared between the GRDM and all the B-Municipalities for the initial establishment period of three years, thereafter the District Food Pantry must operate independently.

### BESLUIT OM BY DIE RAAD AAN TE BEVEEL

- 5.2.1 Dat die Raad kennis neem van die vordering wat reeds gemaak is tot die vestiging van 'n Distrik Voedsel bank.
- 5.2.2 Dat die Garden Route Distriksmunisipaliteit vir die eerste drie maande (Desember 2020 tot Februarie 2021) die totale koste tot die vestiging van die Distrik Voedsel bank voorskiet en dan terug verhaal uit die bydraes van die deelnemende plaaslike owerhede, sodra hul bydraes ontvang word.
- 5.2.3 Dat die operasionele kostes tot die vestiging van 'n Distrik Voedel bank verdeel word tussen die Garden Route Distriksmunisipaliteit en al die B-Owerhede in die distrik vir 'n periode van drie jaar, waarna die Distrik Voedsel bank onafhanklik moet kan funksioneer.

### ISIGQIBO SOKUNDULULA KWIBHUNGA

- 5.3.1 Sesokuba iBhunga lithathele ingqalelo umsebenzi osele wenziwe malunga nokumiselwa Kwebanki Yokutya Yesithili.
- 5.3.2 Sesokuba uMasipala Wesithili se Garden Route unikezele ngemalinxao epheleleyo efunekayo kwiphulo lendleko zokumiselwa kweBanki Yokutya yesiThili kwiinyanga ezintathu zokuqala(kweyoMnga 2020-kweyoMdumba 2021) ze emveni koko imali ibuyiswe ngezibonelelo zomasipala basekuhlaleni emveni keziqinisekiso kokuzubophelelwa kwabo ngokusesikweni.
- 5.3.3 Sesokuba indleko zomsebenzi ngokumiselawa kweBanki Yokutya Yesithili kwahlulwe phakathi kwe GRDM kunye nabo bonke ooMasipala basekuhlaleni kwiphulo lokumiselwa kwayo kwixesha leminyaka emithathu, ze emveni koko iBanki Yokutya yesiThili funeka iqhube ngokuzimeleyo.

# 16.2 UPDATE REPORT ON THE ACTIONS TAKEN BY THE DISTRICT COVID-19 COMMAND COUNCIL TO ADDRESS THE COVID-19 PANDEMIC / OPDATERINGS VERSLAG RAKENDE DIE AKSIE STAPPE WAT REEDS DEUR DIE COVID-19 DISTRIK BEHEERRAAD IN PLEK GESTEL IS OM DIE COVID-19 PANDEMIE AAN TE SPREEK / INGXELO ENTSHA NGAMANYATHELO AYE ATHATYATHWA LIBHUNGA LOLAWULO LESITHILI SE COVID-19 OKUJONGANA NOBHUBHANE COVID-19

Refer: Report (10/1/3/4) dated 13 November 2020 from the Executive Manager Community Services (C Africa) / Manager Disaster Management (G Otto)(pg 234-251)

RESOLVED TO RECOMMEND TO COUNCIL

That Council takes note of the report.

BESLUIT OM BY DIE RAAD AAN TE BEVEEL

Dat die Raad kennis van die verslag.

ISIGQIBO SOKUNDULULA KWIBHUNGA

Sesokuba iBhunga lithathele ingqalelo ingxelo.

# 17 ITEMS FROM THE ROADS AND TRANSPORT PLANNING SERVICES DEPARTMENT / ITEMS VANAF DIE PAAIE EN VERVOER BEPLANNINGSDIENSTE DEPARTEMENT / IMIBA YESEBE LENKONZO ZENDLELA KUNYE NEZICWANGCISO KWEZOTHUTHO

17.1 NONE / GEEN / AZIKHO

# 18 ITEMS FROM THE PLANNING AND ECONOMIC DEVELOPMENT DEPARTMENT / ITEMS VANAF DIE BEPLANNING EN EKONOMIESE DIENSTE DEPARTEMENT / IMIBA YESEBE LEZOCWANGCISO KUNYE NOPHUHLISO LOQOQOSHO

## 18.1 <u>MEMORANDUM OF UNDERSTANDING REGARDING TRANSFER OF PROPERTIES BETWEEN</u> GARDEN ROUTE DISTRICT MUNICIPALITY AND MOSSEL BAY MUNICIPALITY / MEMORANDUM VAN OOREENKOMS RAKENDE DIE OORDRAG VAN EIENDOMME TUSSEN GARDEN ROUTE DISTRIKSMUNSIPALITEIT EN MOSSELBAAI MUNISIPALITEIT / ISIVUMELWANO SOKUQONDANA MALUNGA NOKUNIKEZELWA KWEMIHLABA PHAKATHI KOMASIPALA WESITHILI SE GARDEN ROUTE NOMASIPALA WASE MOSSEL BAY

Refer: Report dated 18 November 2020 from the Executive Manager Planning & Economic Development Services (L Menze) (pg 252-277)

### RESOLVED TO RECOMMEND TO COUNCIL

- 5.1 That Council takes note discussions that unfolded between Garden Route Municipality and Mossel Bay Municipality (MBM) and Approve that the MoU be entered into to.
- 5.2 That any prior Council resolutions regarding the transfer of properties listed in this report between the two parties, is hereby rescinded.
- 5.3 That the following erven be transferred from the GRDM to the MBM in terms of section 16 of the Deeds Registries Act 47 of 1937 (as amended) as the properties relate to a function of a local municipality:
  - 5.3.1 Erf 488 Tergniet in extent 5 499m<sup>2</sup> currently utilised and under the control of Mossel Bay Municipality as a parking area, ablution facility and a waste transfer station.
  - 5.3.2 Erf 76, Little Brak River in extent of 2 230 m<sup>2</sup> currently utilised and under the control of Mossel Bay Municipality as a cemetery.
  - 5.3.3 Erf 77 Little Brak River in extent 2 230m<sup>2</sup> currently utilised and under the control of Mossel Bay Municipality as a cemetery.
  - 5.3.4 Erf 78 Little Brak River in extent 14 211m<sup>2</sup> currently utilised and under the control of Mossel Bay Municipality as a community hall.
  - 5.3.5 Erf 238 Little Brak River in extent 15 026m<sup>2</sup> currently utilised and under the control of Mossel Bay Municipality as a public street.
  - 5.3.6 Erf 1040 Little Brak River in extent 6 500m<sup>2</sup> currently utilised and under the control of Mossel Bay Municipality as a reservoir.

- 5.4 Mossel Bay Municipality will submit a formal offer to purchase Erf 99 Glentana in extent 47 057m<sup>2</sup> currently utilised and under the control of Mossel Bay Municipality as a parking area, ablution facility and picnic/braai area.
- 5.5. That the following portions of land be transferred from GRDM to MBM (relates to properties to be subdivided and transferred)
  - 5.5.1 A portion South of Morrison Road, Portion 2 of the Farm Hoogekraal No.23, now referred to as erf 832, Glentana, such portion being in extent about 4 531m<sup>2</sup> as per annexure A to this agreement;
  - 5.5.2 A portion North-North-West of Impala Avenue of erf 271, Reebok, such portion being in extent about 6 800m<sup>2</sup> as per annexure B to this agreement.
- 5.6 That in respect of erf1206 Mossel Bay in extent 1 188 m<sup>2</sup>, which is utilised by GRDM as Health Services Offices, the parties agree that the erf with all improvements thereon will be transferred in terms of section 16 of the Deeds Registries Act 47 of 1937 (as amended) from the MBM to the GRDM with all rights, risk, title and interest to vest in the GRDM as from date of signing of the Transfer Agreement to be entered into irrespective of the date of registration of the transfer.
- 5.7 That in respect of erf 3 803 Mossel Bay, in extent 17 131m2, currently used as Fire and Rescue Station by MBM, the parties agree as follows:
  - 5.7.1 that the property be subdivided in a North and a South portion of equal size
  - 5.7.2 That the North portion will vest in the MBM and the South portion will vest the GRDM
  - 5.7.3 MBM will appoint a land surveyor and transfer attorneys by Supply Management Process or from a panel after following a Supply Management Process and will see to the survey, subdivision and registration of the new erven.
  - 5.7.4 The use and rights to the cell phone tower on the North portion of the property will remain with the GRDM and the MBM will grant a servitude to the GRDM in this regard to be registered against the Title Deed, at the cost of the GRDM.

- 5.8 That in respect of erf 271 Reebok, currently in extent 413 333m<sup>2</sup>, but excluding the portion referred to at 4.2 above (refer to MoU), and erf 264 Reebok, in the extent 17 131m<sup>2</sup>, the parties agree as follows:
  - 5.8.1 That the two erven should be developed as a unit;
  - 5.8.2 The development of this unit must conform to the development standards of the surrounding area; and
  - 5.8.3 The development must ensure a green lung with linkages to other green areas.
- 5.9 In respect of erven 271 and 264 Reebok (hereinafter referred to as the Reebok erven) the parties agree as follows:
  - 5.9.1 The MBM will be responsible for obtaining the necessary environmental and planning approvals of which the costs will be equally shared between GRDM and MBM.
  - 5.9.2 GRDM will provide MBM and its appointed representatives and/or professionals with the necessary written Powers of Attorney to proceed with the applications.
  - 5.9.3 GRDM and MBM will have equal interest in the development;
  - 5.9.4 The development with development rights will be put out for tender to private developers by the GRDM and MBM will be part of the Bid Specification Committee;
  - 5.9.5 Such tender must include a business plan to ensure the upkeep and maintenance of all open space areas not earmarked for development;
  - 5.9.6 The developer must agree to register servitudes, at its cost, in favour of MBM, in respect of all existing infrastructure
- 5.10 That Erf 118 Herbertsdale, in extent 542m<sup>2</sup> will remain the property in extent of GRDM.

### BESLUIT OM BY DIE RAAD AAN TE BEVEEL

- 5.1 Dat die Raad kennis neem van die besprekings tussen Garden Route Distriksmunisipaliteit en Mosselbaai Munisipaliteit (MBM) en goedkeuring verleen om die ooreenkoms aan te gaan.
- 5.2 Dat enige vorige raadsbesluite rakende die oordrag van eiendomme in hierdie verslag tussen die twee partye, hiermee herroep word.
- 5.3 Dat die volgende erwe vanaf GRDM na MBM oorgedra word in terme van artikel 16 van die Wet op Aktes, 1937 (Wet 47 van 1937) [soos gewysig] aangesien die erwe aan die funksie van 'n plaaslike munisipaliteit:
  - 5.3.1 Erf 488 Tergniet, ongeveer 5 499 m² groot, huidiglik gebruik en onder die beheer van Mosselbaai Munisipaliteit as 'n parkeerarea, toiletgeriewe en 'n afvalstasie.
  - 5.3.2 Erf 76, Klein Brakrivier, ongeveer 2 230 m<sup>2</sup>, huidiglik gebruik en onder die beheer van Mosselbaai Munisipaliteit as 'n begrafplaas.
  - 5.3.3 Erf 77, Klein Brakrivier, ongeveer 2 230 m<sup>2</sup>, huidiglik gebruik en onder die beheer van Mosselbaai Munisipaliteit as 'n begrafplaas.
  - 5.3.4 Erf 78, Klein Brakrivier, ongeveer 14 211 m², huidiglik gebruik en onder die beheer van Mosselbaai Munisipaliteit as 'n gemeenskapsaal.
  - 5.3.5 Erf 238 Klein Brakrivier, ongeveer 15 026 m², huidiglik gebruik en onder die beheer van Mosselbaai Munisipaliteit as 'n publieke straat.
  - 5.3.6 Erf 1040 Klein Brakrivier, ongeveer 6 500 m², huidiglik gebruik en onder die beheer van Mosselbaai Munisipaliteit as 'n opvangsdam.

- 5.4 Mosselbaai Munisipaliteit sal 'n formele aanbod maak vir Erf 99, Glentana, ongeveer 47 057m<sup>2</sup> groot, huidiglik gebruik en onder die beheer van Mosselbaai Munisipaliteit as 'n parkeerarea, toiletgeriewe en piekniek/braai area.
- 5.5 Dat die volgende gedeeltes van erwe vanaf GRDM na MBM oorgedra word (eiendomme wat onderverdeel en oorgedra moet word):
  - 5.5.1 'n Gedeelte suid van Morrisonstraat, Gedeelte 2 van die Plaas Hoogekraal No 23, nou daarna verwys as erf 832, Glentana, ongeveer 4 531 m<sup>2</sup> groot soos per Aanhangsel A tot die ooreenkoms;
  - 5.5.2 'n Gedeelte Noord-noordwes van Impalalaan van erf 271, Reebok, ongeveer 6 800 m<sup>2</sup> groot soos per Aanhangsel B tot die ooreenkoms.
- 5.6 Dat erf 1206 Mosselbaai, ongeveer 1 188 m², wat huidiglik deur GRDM as kantore gebruik word deur die Munisipale Gesondheidsdienste, die partye ooreenkom dat die erf, met alle verbeteringe daarop, in terme van artikel 16 van die Wet op Aktes, 1937 vanaf MBM na GRDM oorgedra word met alle regte, risiko's, titel en belange in GRDM gevestig word vanaf datum van ondertekening van die Oordragsooreenkoms aangegaan tussen die partye vanaf datum van registrasie van die oordrag.
- 5.7 Dat erf 3803 Mosselbaai, ongeveer 17 131 m², huidiglik gebruik as die Brandweerstasie van MBB, die partye as volg ooreenkom:
  - 5.7.1 dat die eiendom onderverdeel word in 'n noordelike en 'n suidelike gedeelte in gelyke grootte;
  - 5.7.2 dat die noordelike gedeelte in MBM sal vestig en die suidelike gedeelte in GRDM sal vestig;
  - 5.7.3 MBM sal 'n landmeter en oordragsprokureurs in terme van hul Verskaffings voorsieningskanaal of van 'n paneel nadat 'n verskaffings- voorsieningsproses afgehandel is en sal toesien tot die opname, onderverdeling en registrasie van die nuwe erwe.
  - 5.7.4 Dat die regte en gebruik van die selfoontoring op die noordelike gedeelte van die eiendom met GRDM sal bly en dat MBM 'n servituut sal registreer tot die Titelakte, vir die koste van GRDM.

- 5.8 Dat erf 271 Reebok, ongeveer 413 333 m<sup>2</sup> groot, uitsluitend die gedeelte soos verwys in 4.2 bo (verwys na die Ooreenkoms), en erf 264 Reebok, ongeveer 17 131 m<sup>2</sup> groot, die partye as volg ooreenkom:
  - 5.8.1 dat die twee erwe as 'n eenheid ontwikkel moet word;
  - 5.8.2 dat die ontwikkeling van die eenheid moet voldoen aan die ontwikkelingstandaarde van die omliggende area; en
  - 5.8.3 die ontwikkeling moet inskakel met ander groen areas.
- 5.9 Met betrekking tot erwe 271 en 264 Reebok (hierna verwys word as die Reebok erwe) die partye as volg ooreenkom:
  - 5.9.1 die MBM verantwoordelik sal wees vir die verkryging van die nodige omgewings- en beplanningsgoedkeurings waar die kostes in gelyke gedeeltes tussen GRDM en MBM verdeel sal word.
  - 5.9.2 GRDM sal aan MBM en hul aangewyse verteenwoordigers en/of professionele persone met die nodige geskrewe Magtigings te voorsien om voort te gaan met die aansoeke.
  - 5.9.3 GRDM en MBM sal gelyke aanspraak he in die ontwikkeling;
  - 5.9.4 die ontwikkeling met ontwikkelingsregte sal deur GRDM uitgesit word per tender aan privaat ontwikkelaars en MBM sal deel vorm van die Bid Spesifikasieskomitee;
  - 5.9.5 die tender moet die besigheidsplan insluit wat die instandhouding van alle publieke openbare spasies verseker; wat nie geoogmerk is vir ontwikkeling nie.
  - 5.9.6 die ontwikkelaar moet toestem om servitude te registreer, teen hul kostes, ten gunste van MBM, met betrekking tot alle bestaande infrastruktuur.
  - 5.10 Dat erf 118 Herbertsdale, ongeveer 542 m<sup>2</sup> groot, die eiendom van GRDM sal bly.

#### ISIGQIBO SOKUNDULULA KWIBHUNGA

- 5.1 Sesokuba iBhunga lithathele ingqalelo iingxoxo eziqhubekayo phakathi koMasipala Wesithili se Garden Route kunye noMasipala wase Mossel Bay kwaye uphumeze I MoU ekuvunyelwene ngayo.
- 5.2 Naziphi na izindululo zangaphambilini ngokunikezelwa kwemihlaba phakathi kwamahlakani amabini iyarhoxiswa kungoku nje
- 5.3 Sesokuba lemihlaba ilandelayo isuswe ku GRDM inikezelwe ku MBM ngokwemiqathango yomhlathi 16 Wokubhaliswa Kobunini uMthetho 47 wango 2937(njengoko ulungisiwe) nanjengoko lemihlaba iyamaniswa nomsebenzi womasipala wasekihlaleni:
  - 5.3.1 Erf 488 Terniet nobukhulu buyi 5 499m² nosetyenziswayo wakye uphantsi kolawulo loMasipala wase Mossel Bay njengenawo yokumisa izithuthi, indawo yogutyulo kunye nesikhululo sokunikezelwa kwenkunkuma.
  - 5.3.2 Erf 76, e Little Brak River nobukhulu obuyi 2 230 m² nokungoku osetyenziswa kwaye nophantsi kolawulo loMasipala wase Mossel bay njengendawo yamadlaka.
  - 5.3.3 Erf 77 e Little Brak River nobukulu obuyi 2 230 m² nokungoku osetyenziswa kwaye nophantsi kolawulo loMasipala wase Mossel bay njengendawo yamadlaka.
  - 5.3.4 Erf 78 e Little Brak River nobukhulu buyi 14 211m<sup>2</sup> nokungoku osetyenziswa kwaye nophantsi kolawulo loMasipala wase Mossel bay njengeholo yoluntu.
  - 5.3.5 Erf 238 Little Brak River nobukhulu obuyi 15 026m<sup>2</sup> nokungoku osetyenziswa kwaye nophantsi kolawulo loMasipala wase Mossel bay njengesitalato.

- 5.3.6 Erf 1040 Little Brak River nobukhulu obuyi 6 500m² nokungoku osetyenziswa kwaye nophantsi kolawulo loMasipala wase Mossel bay njengedawo yamanzi.
- 5.4 UMasipala wase Mossel Bay uzakufaka isicelo sentengo esemthethweni sika Erf 99 e Glentana nobukhulu buyi 47 057m² nokungoku osetyenziswa kwaye nophantsi kolawulo loMasipala wase Mossel bay njengedawo yokumisa iimoto, indawo yogutyulo kinye nendawo yokuzonwabiso/yokojela.
- 5.5 Sesokuba izabelo ezilandelayo zomhlaba zinikezelwe ngu GRDM ku MBM( amaxabiso emihlaba yahlulahlulwe kwaye inikezelwe)
  - 5.5.1 Isabelo zumazantsi e Morrison Road, Isabelo 2 se Farm Hoogerkaal No.23, nekungoku sibizwa erf 832 e Glentana, isabelo nesibukhulu obuyi 4 531m² ngokwesifakelo A kwesisivumelwano;
  - 5.5.2 Isabelo Somntla-kuMntla Ntshona e Impala Avenue erf 271, e Reebok sabelo eso esibukhulu obuyi 6 800m² ngokwesifakelo B kwesi sivumelwano.
- 5.6 Sesokuba ngokumalunga no erf 206 e Mossel bay nobukhulu obuyi 1 188 m<sup>2</sup>, nesetyenziswa ngu GRDM njenge Ofisi Yenkonzo Zezempilo, amaqela avumelane ukuba le erf kunye nazo zonke izinto ezilungisiweyo uzakunikezelwa ngokwemigathango yomhlathi 16 Woluhlu lobunini uMthetho 47 wango 1937(njengoko ulungisiwe) usuka ku MBM unikezelwa u GRDM nawo onke amalunge, okusengciphekweni, ubunini kunye nomdla obanakaliswe GRDM ukususela ngomhla wokutyikitywa ngu kweSivumelwano Sokunikezelwa ekufikelelwe kuso nokuba kungowuphi umhla ukubhaliswa kuye kwenziwa ngawo.
- 5.7 Sesokuba ngokumalunga no erf 3 803 e Mossel bay, nobukhulu obuyi 17 131m2, nokungoku usetyenziswa njengeSikhululo soMlilo kunye Nohlangulo ngu Masipala wase Mossel Ba, amaqela avumelane ngokulandelayo:
  - 5.7.1 okokuba lomhlaba uzakwehlula kabini ngoikoMntla kunye NoMzantsi izabelo ezilinganayo

- 5.7.2 okokuba Isabelo soMntla izakuba sesoMasipala wase Mossel May ze uMzantsi sabelo ibeseso Masipala Wesithili se Garden Route.
- 5.7.3 uMasipala wase Mossel bay aqashe ingcali yezomhlaba namagqwetha okunikezela ngomhlaba inkqubo Yolawulo Lwencitho okanye kwiqonga emveni kwenkqubo Yezolawulo Lwencitho nezakujonga ulwahlulo lomhlaba, ulwahlulo lwawo kunye nokubhaliswa kwemihlaba emitsha.
- 5.7.4 Ukusetyenziswa kunye namalungelo kumanxiwa emfonomfono kwisabelo soMntla omhlaba azakuhlala kuMasipala Wesithili se Garden Route kwaye umasipala wase Mossel Bay uyakuvumela oko kuMasipala we Garden Route malunga noku ukuze kungabhaliswa kubinini, nokuzakuchaphazela umasipala we Garden Route.
- 5.8 Sesokuba ngokumalunga no erf 271 e Reebok, nokungoku unobukhulu obuyi
  413 333m², kodwa akubandakanywanga kwisabelo ekubhekiswe kuso ku
  4.1 (ngokubhekise kwi MoU) kunye no erf 264 e Reebok, nobukhulu obuyi 17
  131m², amaqela avumelani ngokulandelayo:
  - 5.8.1 Okokuba lemihlaba mibini iphuhliswe ngokubambiseneyo;
  - 5.8.2 Uphuhliso lwayo kufuneka ithobele imiqathango yezophuhliso yengingqi eziyingqongileyo;kwaye
  - 5.8.3 Uphuhliso kufuneka liqinisekise ukuba ubuhlaza obayamaniswa nezinye ingingqi eziluhlaza
- 5.9 Ngokumalunga no erven 271 kunye 264 e Reebok(apha emveni kokuba ubizwa njenge Reebok erven) amaqela avumelane ngokulandelayo:
  - 5.9.1 UMasipala wase Mossel Bay ibenguye ofumana ukuphunyezwa okufanelekileyo ngokusingqongileyo kunye nezicwangciso nendlela zoko zizakwabelwa ngokulinganayo ngabo bobabini uMasipala Wesithili se Garden noMasipala wase Mossel Bay.

- 5.9.2 uMasipala Wesithili se Garden Route uzakunika uMasipala wase Mossel bay kunye nabameli bawo kunye/okanye namagosa afanelekileyo ngencwadi Yengqiniseko ukuze aqhubekeke ngesicelo.
- 5.9.3 UMasipala Wesithili se Garden Route kunye noMasipala wase Mossel Bay banenjongo ngokulinganayo kuphihliso;
- 5.9.4 Uphuhliso kunye namalungelo ophuhliso zakunikezelwa kwiziniki maxabiso kubaphuhliso babucala nguMasipala Wesithili se Garden Route kunye noMasipala wase Mossel bay izakuba yinxalenye Yengcaciso Zokimiti ye Bid;
- 5.9.5 Isiniki maxabiso esikumila kunje kufuneka siquke isicwangciso sezoshishino ukuqinisekisa ukumelana kunye nokulungiswa zonke ingingqi zendawo ezivulekileyo ezibekelwe uphuhliso;
- 5.9.6 Sesokuba umphuhlisi kufuneka avume ukubhalise unikezelo nkonzo, nendleko zalo, ngokulungela uMasipala wase Mossel Bya, ngokumalunga nobuxhakaxhaka obukhoyo.
- 5.10 Sesokuba u erf 118 e Herbertsdale, nobukhulu buyi 542m<sup>2</sup> uzakuhlala ungumhlaba woMasipala Wesithili se Garden Route.

# 19 MOTIONS OF EXIGENCY / DRINGENDE MOSIES / IMIBA ENGXAMISEKILEYO NONE / GEEN / AYIKHO

# 20 NOTICES OF MOTIONS / KENNISGEWING VAN MOSIES / ISAZISO SEZIPHAKAMISO NONE / GEEN / AYIKHO

21 IN CLOSED SESSION / IN GESLOTE SESSIE / KWI-SASHONI YASEKHUSINI NONE / GEEN / AYIKHO

# **CLOSURE / SLUITING / UQUKUNJELO**

The meeting closed at 09:22 / Die vergadering sluit om 09:22 / Intlanganiso ivalwe nge 09:22.

.....

EXECUTIVE MAYOR CLLR M BOOYSEN

.....

DATE / DATUM / UMHLA



### **DISTRICT COUNCIL**

#### 22 JANUARY 2021

### 1. <u>APPOINTMENTS, SERVICE EXITS AND LABOUR RELATIONS INFORMATION FOR</u> <u>DECEMBER 2020 / AANSTELLINGS, UITDIENSTREDINGS EN ARBEIDSVERHOUDINGE</u> <u>INLIGTING VIR DESEMBER 2020 / ABAQASHIWEYO, ABASHIYE UMSEBENZI KUNYE</u> <u>NEMICIMBI YEZABASEBENZI KWINYANGA KWEYEMNGA 2020</u>

### 2 PURPOSE

To report on the appointments, service exits and labour relations matters for December 2020.

### 3. DELEGATED AUTHORITY

Council

### 4. EXECUTIVE SUMMARY

The purpose of the report is to provide a summary of permanent and contract appointments, how the appointments promote employment equity objectives, number of retired officials and an overview of related labor matters for the period December 2020.

#### 5. **RECOMMENDATIONS**

That the information on the appointments, service exits and labour relations matters for December 2020, be noted.

#### **AANBEVELING**

Dat kennis geneem word van die aanstellings, uitdienstredings en arbeidsverhoudinge inligting vir Desember 2020.

#### **ISINDULULO**

Sesokuba ulwazi ngokuqashwa, ukuphuma kwinkonzo kunye nemicimbi yezabasebenzi kwinyanga yeKhala 2020 kuthathelwe inqgalelo.

## 6. Background

The Human Resource Department is responsible for the management of discipline and other labour related issues in the organization. One of the responsibilities of the department includes the appointment of employees and service exits in the organization. This report will therefore, focus on the following:

### **APPOINTMENTS: DECEMBER 2020**

The following employees were appointed permanently in December 2020 and their conditions of service and benefits implemented accordingly:

NR	DEPARTMENT	DESIGNATION	STATION	NAME	RACE & GENDER	FROM DEMOGRAPHIC AREA
1	CORPORATE SERVICES	SNR COMMITTEE OFFICER	GEORGE	R MATTHEWS (Internal)	C/F	GEORGE

### SERVICE EXITS: DECEMBER 2020

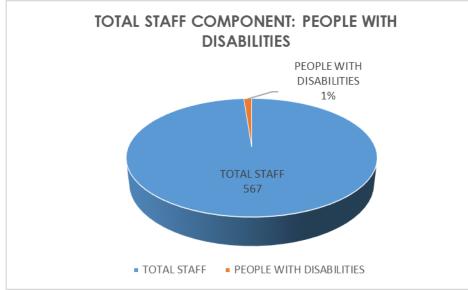
NR	DEPARTMENT DESIGNATION				RACE & REASON GENDER		TERMINATION DATE
1	ROADS SERVICES DEPARTMENT	WORKER	RIVERSDALE	LC HANS	C/F	RETIRED	11/12/2020
2	ROADS SERVICES DEPARTMENT	WORKER	CALITZDORP	BB WINSTER	C/F	RETIRED	31/12/2020
3	ROADS SERVICES DEPARTMENT	WORKER	GEORGE	IJ WINDWAAI	C/M	RETIRED	31/12/2020
4	ROADS SERVICES DEPARTMENT	OPERATOR: GRADER	OUDTSHOORN	M PEDRO	C/M	DECEAS ED	29/12/2020

### **EMPLOYMENT EQUITY STATISTICS**

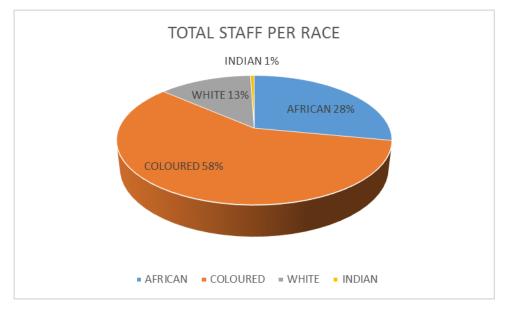
#### **APPOINTMENTS**

NR	DEPARTMENT	DESIGNATION	STATION	STATION NAME		EMPLOYMENT CATEGORY
1	CORPORATE SERVICES	SNR COMMITTEE OFFICER	GEORGE	R MATTHEWS (Internal)	I/F	PROFESSIONAL

# **EMPLOYMENT EQUITY STATS**

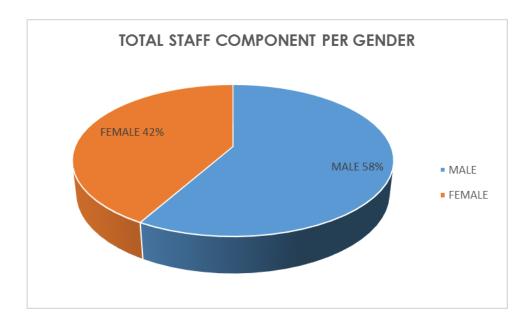


**Description note**: Seven (7) – percentage (1%) People with disabilities so far appointed.



# Description note: Staff establishment per race.

Coloured	: 331 – 58%
African	: 159 – 28%
White	: 74 – 13%
Indian	: 3-1%



# **Description note: Per Gender**

Males : 330 - 58% Females : 237 - 42%

### **Description note:**

To improve the number of people with disabilities, adverts are also emailed to disability organizations nationally. Further all advertisements contain a paragraph whereby people with disabilities are encouraged to apply for vacant positions.

Both the Recruitment and Selection Policy as well as the Employment Equity Policy were recently approved by Council to strengthen the recruitment of applicants from the designated groups. Further improvements are envisaged in the revised Recruitment and Selection Policy.

# LABOUR RELATIONS: DECEMBER 2020

	DISCIPLINARY HEARINGS										
N O	DEPART	DATE	NATURE OF DISCIPLINARY HEARING	PROGRESS MADE	OUTCOMES						
1	Roads Dept	27 Aug 2020	Theft	In process	Disciplinary hearing is scheduled for the 06th October 2020. The hearing was cancelled,						

					due availability of the chairperson and union rep. Awaiting a new date.
2	Roads Dept	23 Sept 2020	Gross insubordination, Absenteeism	In process	Disciplinary hearing is scheduled 13th -15th January 2021
3	Roads Dept	10 Oct 2020	Absent	In Process	Disciplinary hearing is scheduled 21st January 2021.
4	Roads Dept	03 Nov 2020	Absent	Finalized	The disciplinary hearing took place on the 4th Dec 2020. The employee was found guilty and his verdict is 12 month finale written warning and 10days suspension without pay.
5	Finance Dept	08 Dec 2020	Absent	In Process	The disciplinary hearing will take place on 18 & 19 Jan 2021.

	GRIEVANCES										
NO	DEPART	DATE	NATURE OF GRIEVANCE	PROGRESS MADE	OUTCOMES						
1.	Community Services	07 Aug 2019	Extra hours Remuneration on extra hours	In Process	Meeting schedule for 11th September 2020. The employee must indicate if he is satisfied with the outcomes before the 02 November 2020. The employee is not happy with step 2 outcomes and refer the matter to step 3. Awaiting date from MM office.						
2.	Roads	21 Aug 2019	Spreading of false statements	In process	HOD resolved to refer the matter a formal investigation before 31 Jan 2021						
3.	Roads	05 Feb 2020	Unfair labour Practise	In Process	HOD resolved to refer the matter a formal investigation before 31 Jn 2021						

4	Roads Dept	03 Nov 2020	Sexual harassment	In Process	Step 1 was held on the 24th Nov 2020, it was agreed that a chairperson from another department should deal with the grievance.
5	Community Services	05 Nov	Unfair Labour Practise	In Process	Awaiting date from the MM office
6	Roads	12 Nov 2020	Unfair Labour Practise	In Process	Step 1 is schedule for 18 <sup>th</sup> January 2021.
7	Corporate Services	12 Dec 2019	Unfair Labour Practise	In Process	Referred to step 3 and awaits new date from MM office.
			INCAPACITY IN	VESTIGATIONS	
NO	DEPART	DATE	NATURE OF INCAPACITY	PROGRESS MADE	OUTCOMES
1	Roads	12 Jun 2019	Ankle injury	In process	Follow up meeting scheduled for 18 Jan 2021
2.	Roads	07 Sept 2020	Heart condition	In Process	First meeting was held on the 14th December 2020, HR must make an appointment with Dr Van Niekerk to give a full report on the employee condition. Awaits feedback from specialist.
3	Roads	11 Nov 2020	Trauma	In Process	Awaits feedback from speciliast in January 2021

DISPUTES					
NO	DEPART	DATE	NATURE OF DISPUTES	PROGRES S MADE	OUTCOMES
1.	Planning and Development	15 Mar 2018	Transportation of Night shift employees as per the BCEA.	In process	Matter not resolved and depends on aggrieved parties to refer matter for continuation of arbitration process

2	External	26 2020	June	Unfair Discrimination	In process	Conciliation/Arbitration was held on the 25th Nov 2020.
						Employer opposes condonation application. Awaits feedback from Commissioner in Jan 2021.

# CONTRACT APPOINTMENTS: DECEMBER 2020

NR	INITIALS & SURNAME	POSITION	DEPARTMENT	STATION	RACE & GENDER	PERIOD
1						01/12/20 -
	BUMA Z	MGIP-HR	CORPORATE	GEORGE	F/A	31/01/21
2		WORKER-			-	08/12/20 -
	WYNE Z	EPWP	PLANNING	SWARTVLEI	F/A	08/01/21
3		WORKER-				15/12/20 -
	LEWIS E	EPWP	PLANNING	CALITZDORP	F/C	20/01/21
4	WITBOOI	WORKER-				15/12/20 -
	HJ	EPWP	PLANNING	CALITZDORP	M/C	20/01/21
5		WOKER-				07/12/20 -
	ESAU VO	EPWP	PLANNING	VICBAY	F/C	15/01/21
6	HENDRIKS	WORKER-				07/12/20 -
	L	EPWP	PLANNING	VICBAY	M/C	15/01/21
7		WORKER-				15/12/20 –
	FLOORS R	EPWP	PLANNING	DE HOEK	M/C	10/01/21
8	COETZEE	WORKER-				15/12/20 -
	JL	EPWP	PLANNING	DE HOEK	F/C	10/01/21
9	WITBOOI	WORKER-				15/12/20 –
	MA	EPWP	PLANNING	DE HOEK	F/C	10/01/21
10	FORTUIN	WORKER-				15/12/20 –
	HE	EPWP	PLANNING	DE HOEK	M/C	10/01/21
11		WORKER-				15/12/20 –
	EWERTS Y	EPWP	PLANNING	DE HOEK	F/C	10/01/21
12	HARTNICK	WORKER-				02/12/20 -
	N	EPWP	PLANNING	SWARTVLEI	M/C	05/01/21
13		WORKER-				02/12/20 -
	ΥΟΚΟ Τ	EPWP	PLANNING	SWARTVLEI	F/A	05/01/21
14	HARDRICK	WORKER-				07/12/20 -
	D	EPWP	PLANNING	SWARTVLEI	M/C	08/01/21
15		WORKER-				07/12/20 -
	MOYO E	EPWP	PLANNING	SWARTVLEI	F/A	08/01/21
16	STUURMAN	WORKER-				08/12/20 -
	М	EPWP	PLANNING	SWARTVLEI	M/C	08/01/21
17		WORKER-				14/12/20 -
	MTYEBI B	EPWP	PLANNING	SWARTVLEI	F/A	15/01/21
18		WORKER-				14/12/20 -
	APPELS M	EPWP	PLANNING	SWARTVLEI	F/C	15/01/21

# 6.2 Discussion

As stipulated in the report.

# 6.3 Financial Implications

As per budget for each position.

# 6.4 Legal Implications

# **RELEVANT LEGISLATION**

CONSTITUTION OF REPUBLIC OF SOUTH AFRICA, 1996 BASIC CONDITIONS OF EMPLOYMENT ACT, ACT 56 OF 2003 LABOUR RELATIONS ACT, ACT 66 OF 1995

# 6.5 Staff Implications

No Staff implications.

# 6.6 Previous / Relevant Council Resolutions:

There are no previous or relevant Council resolutions related to this matter.

### 6.7 Risk Implications

There are no forseen risks associated with the proposed decision for Council to not implement the Directions.

# 6.8 Comments from Executive Management:

6.8.1 Executive Manager: Roads and Transport Planning Services

None

6.8.2 Executive Manager: Planning and Economic Development

None

- 6.8.3 Executive Manager: Community Services None
- 6.8.4 Executive Manager: Corporate Services
  None
- 6.8.5 Executive Manager: Financial Services None
- 6.8.6 Manager: Legal Services

None

**BACK TO AGENDA** 

## DISTRICT COUNCIL

### 22 JANUARY 2021

# 1. <u>REPORT: SECTION 52 – RESPONSIBILITIES OF MAYOR / VERSLAG: ARTIKEL 52</u> <u>VERANTWOORDELIKHEDE VAN DIE BURGEMEESTER / INGXELO: U MHLATHI 52 -</u> <u>UXANDUVA LUKA SODOLOPHU (1121692)</u>

(6/18/7)

18 January 2021

# REPORT FROM THE EXECUTIVE MAYOR (M BOOYSEN)

### 2. PURPOSE OF THE REPORT

The report is tabled to Council in terms of Section 52(d) as required in terms of the Municipal Finance Management Act 56 of 2003.

### 3. DELEGATED AUTHORITY

Council

### 5. <u>RECOMMENDATION</u>

5.1.1 That Council notes the quarterly report on the implementation of the budget and the financial affairs of the municipality for the year to date and the quarter ending 31 December 2020.

### **AANBEVELING**

5.2.1 Dat die Raad kennis neem van die kwartaalverslag rakende die implementering van die begroting en die finansiële posisie van die munisipaliteit vir die jaar tot datum en die kwartaal geëinding 31 Desember 2020.

# <u>ISINDULULO</u>

5.3.1 Sesokuba iBhunga lithathele ingqalelo ingxelo ngokumiselwa kolwabiwomali kunye nemicimbi yezemali zomasipala zonyaka uzakuthi ga ngoku kunye nexesha eliphela ngomhla 30 kweyoMnga 2020.

# 6. DISCUSSION / CONTENTS

# 6.1 BACKGROUND

Section 52 of the Municipal Finance Management Act 2003 (No.56) (MFMA) requires the Mayor to report to Council on the financial affairs of the municipality.

# Section 52 (d)

# The mayor of a municipality -

Must, within 30 days of the end of each quarter, submit a report to the council on the implementation of the budget and the financial state of affairs of the municipality

# 6. DISCUSSION / CONTENTS

# 6.1 BACKGROUND

Section 52 of the Municipal Finance Management Act 2003 (No.56) (MFMA) requires the Mayor to report to Council on the financial affairs of the municipality.

# Section 52 (d)

# The mayor of a municipality –

Must, within 30 days of the end of each quarter, submit a report to the council on the implementation of the budget and the financial state of affairs of the municipality

# 6.3 FINANCIAL IMPLICATIONS

As contained in the attached report.

# 6.4 LEGAL IMPLICATIONS

None. The following legislation applies:

- Municipal Finance Management Act, No 56 of 2003, section 52
- Municipal Budget and Reporting Regulations, 17 April 2009

6.5 STAFF IMPLICATION

None

# 6.6 **PREVIOUS / RELEVANT COUNCIL RESOLUTIONS:**

There are no previous or relevant Council resolutions related to this matter.

# 6.7 <u>RISK IMPLICATIONS</u>

There are no foreseen risks

# 6.8 **COMMENTS FROM EXECUTIVE MANAGEMENT:**

6.8.1 EXECUTIVE MANAGER: ROADS AND TRANSPORT PLANNING SERVICES

None

- 6.8.2 EXECUTIVE MANAGER: PLANNING AND ECONOMIC DEVELOPMENT None
- 6.8.3 EXECUTIVE MANAGER: COMMUNITY SERVICES
- 6.8.4 EXECUTIVE MANAGER: CORPORATE SERVICES
- 6.8.5 EXECUTIVE MANAGER: FINANCIAL SERVICES

None

6.8.6 MANAGER: LEGAL SERVICES

None

# <u>ANNEXURE</u>

Section 52 Report



2020/2021 FINANCIAL YEAR



SECTION 52 QUARTERLY FINANCIAL MANAGEMENT REPORT – Q2 ended 31 DECEMBER 2020

Garden Route District Municipality Head Office: 54 York Street, George, 6530 Tel: 044 803 1300, Fax: 086 555 6303 Www.gardenroute.gov.za Table of Contents

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#### Glossary

**Annual Budget** – Prescribed in section 16 of the MFMA - the formal means by which a Municipality approve official budget for the next three years.

**Adjustment Budget –** Prescribed in section 28 of the MFMA – the formal means by which a Municipality may revised its annual budget during the year.

**Allocations (Transfers – see DORA) –** Money received from Provincial or National Government.

**Budget Related Policy (ies)** – Policies of a Municipality affecting or affected by the budget, examples include Tariff Policy, Rates Policy, Credit Control and Debt Collection Policies.

**Capital Expenditure** - Spending on assets such as land, buildings and machinery. Any capital expenditure must be reflected as an asset on the Municipality's balance sheet and must be included in the asset register.

**Cash Flow Statement –** A statement showing when actual cash will be received and spent by the Municipality. Payments do not always coincide with budgeted expenditure timings - for example, when an invoice is received by the Municipality it is shown as expenditure in the month it is received, even though it may not be paid in the same period.

**DORA** – Division of Revenue Act. Annual legislation that shows the total allocations made by national to provincial and local government (see Allocations / Transfers).

**Equitable Share –** A general grant paid to municipalities. It is predominantly targeted to help with free basic services.

**Fruitless and Wasteful Expenditure –** Expenditure that was made in vain and would/should have been avoided had reasonable care been exercised.

**GFS** – Government Finance Statistics. An internationally recognised classification system that facilitates like for like comparison between municipalities.

**GRAP** – Generally Recognised Accounting Practice. The new standard for municipal accounting.

**IDP –** Integrated Development Plan. The main strategic planning document of the Municipality

**MBRR** – Local Government: Municipal Finance Management Act (56/2003): Municipal Budget and Reporting Regulations dated April 2009.

**MFMA –** The Municipal Finance Management Act – Act No. 56 of 2003. The principle piece of legislation relating to municipal financial management.

**MSCOA –** Municipal Standard Chart of Accounts

**MTREF** – Medium Term Revenue and Expenditure Framework. A medium term financial plan, usually 3 years, based on a fixed first year and indicative further two years' budget allocations. Also includes details of the previous and current years' financial position.

**Operating Expenditure –** The day-to-day expenses of the Municipality such as salaries and wages.

**Rates** – Local Government tax based on the assessed value of a property. To determine the rates payable, the assessed rateable value is multiplied by the rate in the Rand.

**SDBIP** – Service Delivery and Budget Implementation Plan. A detailed plan comprising quarterly performance targets and monthly budgeted estimates.

**Strategic Objectives** – The main priorities of the Municipality as set out in the IDP. Budgeted spending must contribute towards the achievement of the strategic objectives.

**Unauthorised Expenditure –** Generally, spending without, or in excess of, an Approved Budget.

Virement – A transfer of funds.

**Virement Policy -** The policy that sets out the rules for budget transfers. Virements are normally allowed within a vote. Transfers between votes must be agreed by Council through an Adjustments Budget.

**Vote –** One of the main segments into which a budget is divided. In Garden Route District this means the different GFS classification the budget is divided.

# Legislative Framework

This report has been prepared in terms of the following enabling legislation:

#### The Municipal Finance Management Act – Act No. 56 of 2003

- Section 52: Quarterly budget statements

Local Government: Municipal Finance Management Act (56/2003): Municipal budget and reporting regulations

#### PART 1 – IN-YEAR REPORT

#### **SECTION 1 – MAYORAL FOREWORD**

Honourable Speaker, leaders of the opposition, honourable members of the Garden Route

District Council on both sides of the house, the Municipal Manager and his Executive Management Team, staff members, members of the media, interest groups and the citizens of the Garden Route District, I would like to express a hearty warm welcome to you all.

As this is our first council meeting for 2021 let me take the opportunity to wish all a prosperous and heathy 2021 and let us not lose hope, but have the strength and courage to endeavour the pandemic that we are battling.

But before we go to the figures, herewith an overview of the 2<sup>nd</sup> Quarter's events which has been mostly overshadowed by the current COVID-19 pandemic:

Our thoughts and deepest condolences go out to all the families in the District and country that has been affected by COVID-19.

We can all attest that the National Lockdown has kept us all more indoors than ever before. With the gradual opening of the Tourism sector, we finally had the chance to slowly dip our toes in the sparkling ocean experiencing the fresh, crisp and clean air inhaling the perfume of fynbos. Then, just as we were approaching the holiday season and visitors were gearing themselves to travel to the Garden Route our beaches were closed and the tourism sector faced yet another blow.

Our beaches might have been closed since 15 December 2020 to 15 January 2021, the Garden Route continued to offer a countless number of experiences. Holiday makers still flocked from all corners of South Africa to our beautiful and diverse region to experience its offerings. From scenic drives, delectable locally produced cuisine and washing it down with award winning wine, craft beer and indigenous fynbos gin before the country's move to alert level three where we saw the closing of the alcohol industry, to blood pumping adrenaline rushing adventures, world class golfing.

The Garden Route and Klein Karoo continues to offer a multitude of outdoor adventures and is truly so much more than just its beaches.

GRDM and its Regional Tourism Office, Garden Route and Klein Karoo Tourism, would like to thank all the tourism stakeholders in the region for their vigorous and continuous work in ensuring that the region remains the tourism destination of choice. This year has shown that we truly are a region who perseveres through the toughest times. To the visitors, we wish to thank you for your support by visiting our region while we've been classified as a COVID-19 hotspot.

Thank you to everyone who continues to comply to the "new norms" we are required to adhere to.

While it's still summer, and schools are still closed, be sure to expect plenty of sunshine – here is what you can still experience in the Garden Route under the risk adjusted level 3 restrictions:

- Golfing at one of South Africa's top golf courses
- Kayaking/kloofing/canoeing
- Bungee jumping/ziplining
- Paragliding
- Hiking/biking
- Historical caves
- Horse riding
- Big 5 and nature drives
- Get lost in our Indigenous forests
- Coffee culture
- Enjoy some much needed "R&R" and pamper time at a spa.

Although we are in the middle of the second wave of the COVID 19 pandemic and numbers are increasing in both the positive cases as well as fatalities, let us not forget the basic rules of mask wearing, hand sanitizing/washing and social distancing to protect ourselves and our loved ones. Further let us remember the three C's that must be avoided: close contact, confined spaces, crowded places. If we stand united and work together we will get through the pandemic together.

These figures are presented in terms of Section 52 of the MFMA. The information is presented for the 2<sup>nd</sup> Quarter ending 31 December 2020.

Herewith an executive summary of the performance of the Council for the 2<sup>nd</sup> Quarter ending 31 December 2020. The actual and budgeted figures reported, includes the Roads Operational Budget.

#### Revenue by source

The total revenue received by source for the 2<sup>nd</sup> quarter amounts to **R104,217,881**, against an adjusted budget of **R400,944,011 (including Roads Agency)**. This represents **26%** recording of revenue for the second quarter, this is in line with the expected performance of 25% per quarter because the municipality received the second instalment amount of Equitable Share and the Roads Agency Services revenue were also accounted for on a monthly basis, which accounts for over 50% of the revenue budget. However the revenue expected to be derived from the resorts have not materialized due to the COVID pandemic and will need to be adjusted downwards in the adjustment budget.

#### **Operating Expenditure by source**

For the second quarter of the financial year the municipality recorded expenditure performance of **R99,511,588** against an adjusted budget of **R410,004,313** (including Roads Agency), representing **24%** of expenditure for the second quarter, this is just below the expected performance of 25% for the quarter, the variance of -1% can be attributed to the national lockdown as a result of the COVID-19 pandemic e.g. travel are limited to a minimum and other means of communication for example zoom meetings are used to conduct meetings, etc., and due to non-cash items (e.g. debt impairment and post-retirement benefits) that is only accounted for at year-end. However expenditure on PPE, sanitizing materials, etc. related to COVID has increased and will need to be increased in the adjustment budget.

The salary related expenditure for the second quarter was **R70,103,586** to an adjusted budget of **R241,479,888** (which includes contributions to post retirement benefits), representing **29%** spending of the budget for the second quarter. It should be noted that staff yearly bonuses were paid out in the second quarter and resulted in the higher spending.

The councillor remuneration expenditure for the second quarter amounted to **R2,226,868** to an adjusted budget of **R13,360,009**, representing **17%** of the budget. There was a variance of -8% in

the quarter's actual performance versus the 25% expected quarterly performance mainly due to the fact that an increase has been budgeted for, but we are still awaiting the formal increase to be issued by National Treasury.

Spending on contracted services was **R7,380,663** in the second quarter representing **19%** spending of an adjusted budget of **R38,021,778** for the quarter. The variance of -6% of quarter's actual performance versus the 25% expected quarterly performance is as a result of the national lockdown due to the COVID-19 pandemic and conducting business via various other electronic means, thus saving on the cost of travelling, accommodations, etc.

Spending on other expenditure was **R11,584,297** in the second quarter representing **20%** spending of an adjusted budget of **R58,944,000** (including Roads Budget) for the quarter. It should be noted the roads department was on annual leave for a month in December/January, and as per amended level 3 restrictions, only 50% of the roads workforce is at work.

The expenditure in respect of the roads agency function is integrated in the financial system and is reported as a department of the GRDM financial system from the 1<sup>st</sup> of July 2020.

#### **Capital Expenditure**

The adjusted capital budget for the financial year amounts to **R8,135,000.** For the second quarter, capital expenditure was **R386,990**, representing **5%** of the budget. There is a variance of -20% versus the expected performance of 25% per quarter, however the actual year to date expenditure amounts to 56% spending for the first 2 quarters of the budget. The total year to date expenditure amounts to R4,579,798.70.

Refer to detailed capital expenditure performance on page 31.

#### **SECTION 2 – RESOLUTIONS**

# Municipal Financial Management Act, 56 of 2003 - SECTION 52: General responsibilities of the Mayor

This is the resolution being presented to Council in the quarterly report on the implementation of the budget and the financial state of affairs of the municipality as required in terms of section 52 of the Municipal Finance Management Act 56 of 2003.

#### **RECOMMENDATION:**

That Council takes note of the quarterly report on the implementation of the budget and the financial affairs of the municipality for the year to date and the quarter ending 31 December 2020.

#### **SECTION 3 – EXECUTIVE SUMMARY**

#### 3.1 Introduction

These figures are presented in terms of section 52(d) of the MFMA. The information is presented for the 2<sup>nd</sup> quarter ending 31 December 2020.

# 3.2 Consolidated performance

#### 3.2.1 Against annual budget (adjusted)

#### The actual and budgeted figures reported, includes the Roads Budget.

#### Revenue by source

For the second quarter the municipality records revenue performance of **R104,217,881** against an adjusted budget of **R400,944,011** representing **26%** recording of revenue for the second quarter, this is in line with the expected performance of 25% per quarter because the municipality received the second instalment amount of Equitable Share and the Roads Agency Services revenue were also accounted for on a monthly basis, which accounts for over 50% of the revenue budget.

#### Operating Expenditure by type

For the second quarter of the financial year the municipality recorded expenditure performance of **R99,511,588** against an adjusted budget of **R410,004,313** (including Roads Agency), representing **24%** of expenditure for the second quarter, this is just below the expected performance of 25% for the quarter, the deviation of -1% is as a result of the national lockdown due

to the COVID-19 pandemic e.g. travel are limited to a minimum and other means of communication for example zoom meetings are used to conduct meetings, etc., and due to non-cash items (e.g. debt impairment and post-retirement benefits) that is only accounted for at year-end.

#### **Capital Expenditure**

The adjusted capital budget for the financial year amounts to **R8,135,000**. For the second quarter, capital expenditure was **R386,990**, representing **5%** of the budget. There is a variance of -20% versus the expected performance of 25% per quarter, however the actual year to date expenditure amounts to 56% spending for the first 2 quarters of the budget. The total year to date expenditure amounts to R4,579,798.70.

#### 3.3 Material variances from SDBIP

Attached to this report as Annexure is the SDBIP report for the 2<sup>nd</sup> quarter ending 31 December 2020.

Management of the SDBIP and achievement of actuals against KPI target are done via the Performance Management Section situated in the Office of the Municipal Manager.

#### 3.4 Conclusion

Detailed analysis of the municipal performance for the 2<sup>nd</sup> quarter ending 31 December 2020 will be presented under the different sections of the report. More information regarding the municipal performance and explanations will be provided below.

# SECTION 4 – IN-YEAR BUDGET STATEMENT TABLES

#### 4.1 Monthly budget statements

# 4.1.1 Table C1: s71 Monthly Budget Statement Summary

<b>DC4 Garden Route</b>	- Table C1 Monthl	y Budget Statement	t Summary - Q2 Second Quarter
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	2019/20 Budget Year 2020/21										
Description	Audited	Original	Adjusted	Monthly	YearTD	YearTD	YTD	YTD	Full Year		
	Outcome	Budget	Budget	actual	actual	budget	variance	variance	Forecast		
R thousands Financial Performance								%			
Property rates	_	_	_	_	_	_	_		_		
	-	-	_	_	_	_	-		-		
Service charges	-	-	-			- 7.040	-	700/	-		
Investment revenue	12 945	14 091	14 091	47	1 582	7 046	(5 463)		14 09		
Transfers and subsidies Other own revenue	73 348	174 269	34 252	932	5 062	17 126 176 301	(12 064)		34 25		
Total Revenue (excluding capital transfers	273 290 359 583	203 812 392 172	352 601 400 944	66 215 67 195	202 896 209 540	200 472	26 595 9 068	15% <b>5%</b>	352 60 400 94		
and contributions)	229 202	392 172	400 544	0/ 195	209 340	200 472	9 000	J 76	400 94		
Employ ee costs	149 735	239 508	241 480	21 496	128 404	120 740	7 664	6%	241 48		
Remuneration of Councillors	10 097	13 360	13 360	707	4 647	6 680	(2 033)		13 36		
Depreciation & asset impairment	4 543	3 930	3 930	389	2 334	1 965	(2 000) 369	19%	3 93		
Finance charges	- 0+0	0 500	0.000	- 000	2 004			1370	0.00		
Materials and bulk purchases	3 387	51 197	51 197	2 301	10 912	25 599	(14 686)	-57%	51 19		
Transfers and subsidies	1 161	1 230	1 230	2 301	567	23 399 615	(14 000) (48)	-8%	1 23		
Other expenditure	183 972	92 007	98 807	6 298	33 115	49 403	(16 288)		98 80		
Total Expenditure	352 894	401 232	410 004	31 333	179 979	205 002	(10 200) (25 023)		410 00		
Surplus/(Deficit)	6 690	(9 060)	(9 060)	35 862	29 561	(4 530)	34 092	-753%	(9 06		
Transfers and subsidies - capital (monetary alloc		(9 000)	(9 000)	- 33 002	29 301	(4 330)	J4 U3Z	-1 33 /6	(9 00		
Contributions & Contributed assets	- 424	_	-	_	_	_	-		-		
	7 114			35 862	29 561	(4 530)	34 092	-753%	(9 06		
Surplus/(Deficit) after capital transfers & contributions	7 114	(9 060)	(9 060)	30 002	29 301	(4 330)	34 U9Z	-755%	(9.00		
Share of surplus/ (deficit) of associate	- 7 114	- (0.060)	- (0.060)	25.062	-	(4 520)	- 34 092	-753%	- (0.06		
Surplus/ (Deficit) for the year	7 114	(9 060)	(9 060)	35 862	29 561	(4 530)	34 092	-755%	(9 06		
Capital expenditure & funds sources											
Capital expenditure	7 763	8 135	8 135	238	4 580	4 068	512	13%	8 13		
Capital transfers recognised	3 435	-	-	-	-	-	-		-		
Borrowing	-	-	-	-	-	-	-		-		
Internally generated funds	4 328	8 135	8 135	238	4 580	4 068	512	13%	8 13		
Total sources of capital funds	7 763	8 135	8 135	238	4 580	4 068	512	13%	8 13		
Financial position											
Total current assets	158 711	173 685	173 685		249 175				173 68		
Total non current assets	248 198	314 316	314 316		219 303				314 31		
Total current liabilities	20 253	74 604	74 604		46 537				74 60		
Total non current liabilities	90 666	144 852	144 852		78 557				144 85		
Community wealth/Equity	295 989	268 545	268 545		343 384				268 54		
Cash flows											
Net cash from (used) operating	(51 371)	(3 288)	(3 288)	35 862	29 561	(1 644)	(31 206)	1898%	(3 28		
Net cash from (used) investing	(7 763)	(8 135)	· · ·	8 090	3 748	(2 712)	· · · ·		(8 13		
Net cash from (used) financing	-	_	-	-	_	· – ′	-				
Cash/cash equivalents at the month/year end	110 634	143 131	143 131	-	203 131	150 199	(52 932)	-35%	158 39		
Debtors & creditors analysis	0-30 Days	31-60 Days		91-120 Days	121-150 Dys		181 Dys- 1 Yr	Over 1Yr	Total		
Debtors Age Analysis							111				
Total By Income Source	1 400	824	746	406	980	1 576	6 276	25 132	37 34		
rotal By Income Source Creditors Age Analysis	1 400	024	/40	400	900	10/0	0210	20 102	57 34		
	20	050	40	_		454	250		4 50		
Total Creditors	39	859	43	3	34	151	356	24	1 50		

# 4.1.2 Table C2: Monthly Budget Statement - Financial Performance (standard classification)

	Ĭ	2019/20	2019/20 Budget Year 2020/21							
Description	Ref	Audited	Original	Adjusted	Monthly	YearTD	YearTD	YTD	YTD	Full Year
		Outcome	Budget	Budget	actual	actual	budget	variance	variance	Forecast
R thousands	1								%	
Revenue - Functional										
Governance and administration		208 430	217 258	226 030	55 878	145 824	113 015	32 809	29%	226 030
Executive and council		207 582	217 030	225 802	55 878	145 794	112 901	32 893	29%	225 802
Finance and administration		848	228	228	-	30	114	(84)	-74%	228
Internal audit		-	-	-	-	-	-	-		-
Community and public safety		6 415	9 330	9 330	433	1 234	4 665	(3 431)	-74%	9 330
Community and social services		-	-	-	-	-	-	-		-
Sport and recreation		6 021	8 656	8 656	411	1 084	4 328	(3 245)	-75%	8 656
Public safety		-	-	-	-	-	-	-		-
Housing		-	-	-	-	-	-	-		-
Health		393	674	674	22	151	337	(186)	-55%	674
Economic and environmental services		144 927	165 584	165 584	10 884	62 482	82 792	(20 310)	-25%	165 584
Planning and development		-	-	-	-	-	-	-		-
Road transport		144 851	165 473	165 473	10 875	62 428	82 736	(20 308)	-25%	165 473
Environmental protection		76	111	111	9	54	56	(2)	-3%	111
Trading services		236	-	-	-	-	-	-		-
Energy sources		-	-	-	-	-	-	-		-
Water management		-	-	-	-	-	-	-		-
Waste water management		-	-	-	-	-	-	-		-
Waste management		236	-	_	-	_	-	-		-
Other	4	-	-	-	-	_	-	-		-
Total Revenue - Functional	2	360 008	392 172	400 944	67 195	209 540	200 472	9 068	5%	400 944
Expenditure - Functional										
Governance and administration		113 858	129 355	132 185	9 284	60 780	66 093	(5 313)	-8%	132 185
Executive and council		37 979	49 165	51 495	2 140	18 169	25 748	(7 579)	-29%	51 495
Finance and administration		73 727	77 489	77 989	6 958	41 145	38 995	2 151	6%	77 989
Internal audit		2 152	2 702	2 701	186	1 465	1 351	115	8%	2 701
Community and public safety		77 975	85 264	86 536	7 162	38 690	43 268	(4 578)	-11%	86 536
Community and social services		11 334	12 914	12 994	1 239	5 892	6 497	(605)	-9%	12 994
Sport and recreation		11 470	13 494	13 494	909	4 707	6 747	(2 040)	-30%	13 494
Public safety		24 475	26 063	26 063	1 912	11 069	13 031	(1 962)	-15%	26 063
Housing		-	-	-	-	-	-	-		-
Health		30 696	32 793	33 985	3 102	17 022	16 992	29	0%	33 985
Economic and environmental services		156 692	179 235	181 404	14 272	76 628	90 702	(14 074)	-16%	181 404
Planning and development		7 393	7 087	7 087	733	4 042	3 543	499	14%	7 087
Road transport		146 151	168 818	170 987	13 318	71 182	85 493	(14 312)	-17%	170 987
Environmental protection		3 149	3 330	3 330	221	1 404	1 665	(261)	-16%	3 330
Trading services		3 565	4 606	7 106	496	3 033	3 553	(520)	-15%	7 106
Energy sources		-	-	-	-	-	-			-
Water management		_	_	-	_	_	-	-		-
Waste water management		-	-	-	_	_	-	-		_
Waste management		3 565	4 606	7 106	496	3 033	3 553	(520)	-15%	7 106
Other		2 104	2 773	2 773	119	847	1 386	(539)	-39%	2 773
Total Expenditure - Functional	3	354 194	401 233	410 004	31 333	179 978	205 002	(25 024)	-12%	410 004
Surplus/ (Deficit) for the year		5 814	(9 060)	(9 060)	35 862	29 562	(4 530)	34 092	-753%	(9 060

DC4 Garden Route - Table C2 Monthly Budget Statement - Financial Performance (functional classification) - Q2 Second Quarter

This table reflects the operating budget (Financial Performance) in the standard classifications that is the Government Finance Statistics Functions and Sub-function. The main functions are Governance and Administration, Community and Public Safety, Economic and Environmental Services and Trading services.

#### **Operating Revenue:**

Table C2 reflects the financial performance per Standard Classification and shows that most of the municipal funds are received under the Executive and Council classification and the roads transport for the roads function performed on behalf of province. This is because the municipality budget most of its income under the Governance and administration function of the Government Financial Statistics (GFS) classification.

Operational performance for the revenue budget totals **R104,217,881** for the second quarter ending 31 December 2020. Based on the adjusted budget of **R400,944,011**, this represents **26%** recording of revenue for the second quarter, this is in line with the expected performance of 25% per quarter because the municipality received the second instalment amount of Equitable Share and the Roads Agency Services revenue were also accounted for on a monthly basis, which accounts for over 50% of the revenue budget. However revenue derived from resorts did not materialise as budgeted for due to COVID 19, this revenue must be adjusted with the adjustment budget.

#### **Operating Expenditure**

Operational performance for the expenditure budget totals **R99,511,588** for the second quarter ending 31 December 2020. Based on the adjusted budget of **R410,004,313**, this represents **24%** of budgeted expenditure. The year to date expenditure amounts includes the Roads Agency Function.

More details regarding the operational expenditures are included in the report below under expenditure by type.

In Table C3, Financial Performance is reported by municipal vote:

# 4.1.3 Table C3: Monthly Budget Statement - Financial Performance (revenue and expenditure by municipal vote)

Vote Description		2019/20	Budget Year 2020/21							
	Ref	Audited	Original	Adjusted	Monthly	YearTD	YearTD	YTD	YTD	Full Year
	Kei	Outcome	Budget	Budget	actual	actual	budget	variance	variance	Forecast
R thousands									%	
Revenue by Vote	1									
Vote 1 - Executive and Council		207 582	217 030	225 802	55 878	145 794	112 901	32 893	29,1%	225 802
Vote 2 - Budget and Treasury Office		-	-	-	-	-	-	-		-
Vote 3 - Corporate Services		848	228	228	-	30	114	(84)	-73,7%	228
Vote 4 - Planning and Development		-	-	_	-	-	-	_		-
Vote 5 - Public Safety		-	-	_	_	_	-	-		-
Vote 6 - Health		393	674	674	22	151	337	(186)	-55,3%	674
Vote 7 - Community and Social Services		-	_	-	-	_	_	_		-
Vote 8 - Sport and Recreation		6 021	8 656	8 656	411	1 084	4 328	(3 245)	-75,0%	8 656
Vote 9 - Waste Management		236	-	-	-	-	-	-		-
Vote 10 - Roads Transport		-	-	-	-	-	-	-		-
Vote 11 - Waste Water Management		-	-	-	-	-	-	-		-
Vote 12 - Water		-	-	-	-	-	-	-		-
Vote 13 - Environment Protection		76	111	111	9	54	56	(2)	-3,2%	111
Vote 14 - Roads Agency Function		144 851	165 473	165 473	10 875	62 428	82 736	(20 308)	-24,5%	165 473
Vote 15 - Electricity		-	-	-	-	-	-	-		-
Total Revenue by Vote	2	360 008	392 172	400 944	67 195	209 540	200 472	9 068	4,5%	400 944
Expenditure by Vote	1									
Vote 1 - Executive and Council		40 928	52 598	54 928	2 742	21 372	27 464	(6 092)	-22,2%	54 928
Vote 2 - Budget and Treasury Office		21 844	24 275	24 675	2 306	12 923	12 337	585	4,7%	24 675
Vote 3 - Corporate Services		40 538	42 386	42 486	3 427	21 823	21 243	580	2,7%	42 486
Vote 4 - Planning and Development		22 663	23 512	23 512	1 976	11 107	11 756	(649)	-5,5%	23 512
Vote 5 - Public Safety		30 670	33 222	33 302	2 610	14 235	16 651	(2 416)	-14,5%	33 302
Vote 6 - Health		33 216	34 993	36 185	3 326	18 193	18 092	100	0,6%	36 185
Vote 7 - Community and Social Services		_	_	-	-	_	_	_		_
Vote 8 - Sport and Recreation		11 470	13 494	13 494	909	4 707	6 747	(2 040)	-30,2%	13 494
Vote 9 - Waste Management		3 565	4 606	7 106	496	3 033	3 553	(520)	-14,6%	7 106
Vote 10 - Roads Transport		-	3 345	5 514	-	1 300	2 757	(1 457)	-52,8%	5 514
Vote 11 - Waste Water Management		-	-	-	-	-	-	-		-
Vote 12 - Water		-	-	-	-	-	-	-		-
Vote 13 - Environment Protection		3 149	3 330	3 330	221	1 404	1 665	(261)	1 '	3 330
Vote 14 - Roads Agency Function		144 851	165 473	165 473	13 318	69 882	82 736	(12 855)	-15,5%	165 473
Vote 15 - Electricity		-	-	-	-	_	-	-		-
Total Expenditure by Vote	2	352 894	401 233	410 004	31 333	179 978	205 002	(25 024)	}	410 004
Surplus/ (Deficit) for the year	2	7 114	(9 060)	(9 060)	35 862	29 562	(4 530)	34 092	-752,6%	(9 060)

DC4 Garden Route - Table C3 Monthly Budget Statement - Financial Performance (revenue and expenditure by municipal vote) - Q2 Second Quarter

Revenue and expenditure reflects the operating performance per municipal vote. This is in accordance with the Government Financial Statistics (GFS) classification of the National Treasury.

Most of the municipal income is budgeted under the Executive and Council function and roads agency function. Sport and Recreation (Resorts) is the other main municipal function where income budgeting is recorded.

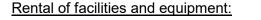
Expenditure per municipal vote is distributed to ensure that the municipal expenditure reflects the functions where expenditure is allocated. This is done to ensure implementation of the Integrated Development Plan (IDP) and for Annual Reporting.

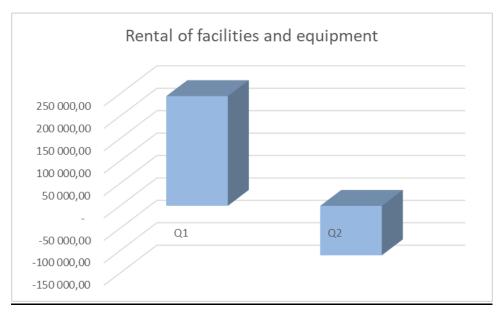
# 4.1.4 Table C4: Monthly Budget Statement - Financial Performance (revenue and expenditure)

		2019/20		Budget Year 2020/21							
Description	Ref	Audited	Original	Adjusted	Monthly	YearTD	YearTD	YTD	YTD	Full Year	
		Outcome	Budget	Budget	actual	actual	budget	variance	variance	Forecast	
R thousands			-	-			-		%		
Revenue By Source	1										
Property rates								-			
Service charges - electricity revenue								-			
Service charges - water revenue								-			
Service charges - sanitation revenue								-			
Service charges - refuse revenue								-			
Rental of facilities and equipment		1 142	1 614	1 614	82	134	807	(673)	-83%	1 614	
Interest earned - external investments		12 945	14 091	14 091	47	1 582	7 046	(5 463)	-78%	14 091	
Interest earned - outstanding debtors		3 234	3 710	3 710	231	1 356	1 855	(499)	-27%	3 710	
Dividends received		-	-				-	-		-	
Fines, penalties and forfeits		-	-				-	-		-	
Licences and permits		76	111	111	9	54	56	(2)	-3%	111	
Agency services		163 461	184 673	184 673	12 086	69 558	92 336	(22 778)	-25%	184 673	
Transfers and subsidies		73 348	174 269	34 252	932	5 062	17 126	(12 064)	-70%	34 252	
Other rev enue		105 378	13 704	162 493	53 807	131 793	81 246	50 547	62%	162 493	
Gains on disposal of PPE								-		-	
Total Revenue (excluding capital transfers and		359 583	392 172	400 944	67 195	209 540	200 472	9 068	5%	400 944	
contributions)											
Expenditure By Type											
Employ ee related costs		149 735	239 508	241 480	21 496	128 404	120 740	7 664	6%	241 480	
Remuneration of councillors		10 097	13 360	13 360	707	4 647	6 680	(2 033)	-30%	13 360	
Debt impairment		1 198	1 841	1 841	_	17	921	(904)	-98%	1 841	
Depreciation & asset impairment		4 543	3 930	3 930	389	2 334	1 965	369	19%	3 930	
			0 000	- 3 350	- 505	2 304	- 1 303	- 505	1370	0 000	
Finance charges			-			-				-	
Bulk purchases		-	-	-	-	-	-	-		-	
Other materials		3 387	51 197	51 197	2 301	10 912	25 599	(14 686)	-57%	51 197	
Contracted services		13 201	32 272	38 022	2 915	11 473	19 011	(7 538)	-40%	38 022	
Transfers and subsidies		1 161	1 230	1 230	140	567	615	(48)	-8%	1 230	
Other ex penditure		169 573	57 894	58 944	3 383	21 625	29 472	(7 847)	-27%	58 944	
Loss on disposal of PPE								-			
Total Expenditure	1	352 894	401 232	410 004	31 333	179 979	205 002	(25 023)	-12%	410 004	
Surplus/(Deficit)	1	6 690	(9 060)	(9 060)	35 862	29 561	(4 530)	34 092	(0)	(9 060)	
Transiers and subsidies - capital (monetary allocations)											
(National / Provincial and District)								-			
(National / Provincial Departmental Agencies,											
Households, Non-profit Institutions, Private Enterprises,											
Public Corporatons, Higher Educational Institutions)		424						_			
Transfers and subsidies - capital (in-kind - all)								_			
Surplus/(Deficit) after capital transfers &		7 114	(9 060)	(9 060)	35 862	29 561	(4 530)			(9 060)	
contributions	1	, 114	(5 000)	(5 000)	JJ 002	23 301	(+ 330)			(3 000)	
								_			
Tax ation			/0.000	/0.0001			(1	-		10.000	
Surplus/(Deficit) after taxation	1	7 114	(9 060)	(9 060)	35 862	29 561	(4 530)			(9 060)	
Attributable to minorities											
Surplus/(Deficit) attributable to municipality		7 114	(9 060)	(9 060)	35 862	29 561	(4 530)			(9 060)	
Share of surplus/ (deficit) of associate											
Surplus/ (Deficit) for the year		7 114	(9 060)	(9 060)	35 862	29 561	(4 530)			(9 060)	

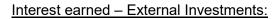
# Revenue by Source

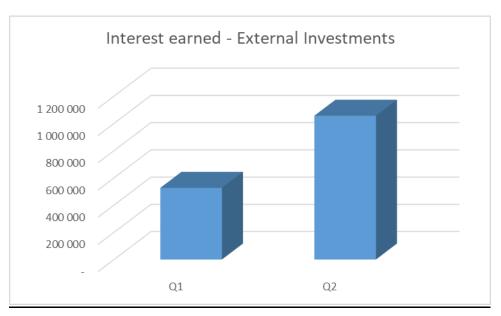
Revenue by source explains the types of income budgeted for and the performance of these items individually:



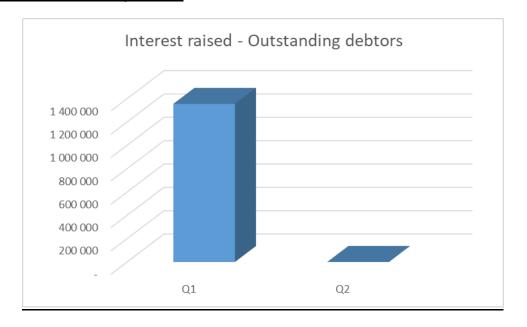


Rental of facilities and equipment for the second quarter ending 31 December 2020 amounted to (R110,239.64). The resorts were closed after the outbreak of the COVID 19 in South Africa and the declaration of a national disaster, and as a result the municipality presented COVID-relief to the lessees at the resorts. However, the correcting journals for this COVID-relief was only passed during the month of November 2020, which resulted in the net debit balance on the rental of facilities and equipment vote. The actual performance is -83% off the year-to-date budget, with the movement back to lockdown level three, it will be necessary to revise the rental of facilities and equipment revenue budget downwards.





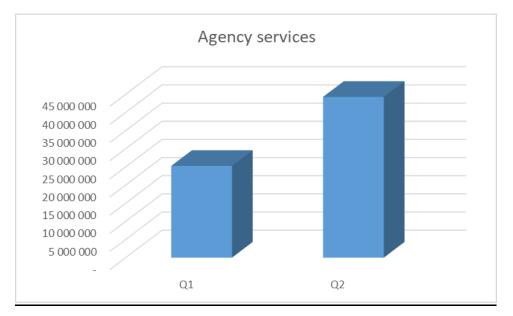
Reflects the interest earned in respect of surplus funds not immediately needed in the operations of the municipality over the short-term period. Interest on external investments received for the second quarter ending 31 December 2020 amounted to R1,056,038, the investment balance of the municipality amounted to R198m for the month ended 31 December 2020 and was invested for a period longer than 30 days to optimize interest received on investments. The actual performance is -78% off the year-to-date budget as a result of bulk of investments that have not matured yet, it is invested for more than 30 days, and the interest will only be realised on the date of maturity hence the reason for the under performance against budgeted amount versus actual year-to-date.



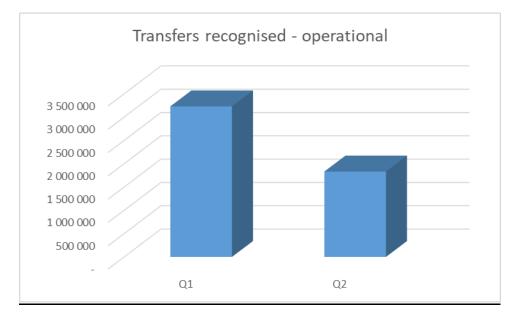
Interest raised – Outstanding debtors

Interest on outstanding debtors for the second quarter ending 31 December 2020 amounted to R1 049.67. Majority of the debtors are firefighting debtors. The resorts were closed after the outbreak of the COVID 19 in South Africa and the declaration of a national disaster, and as a result the municipality presented COVID-relief to the lessees at the resorts. However, the correcting journals for this COVID-relief was only passed during the month of November 2020, which resulted in the decrease in interest raised – outstanding debtors in comparison to quarter 1.

#### Agency services

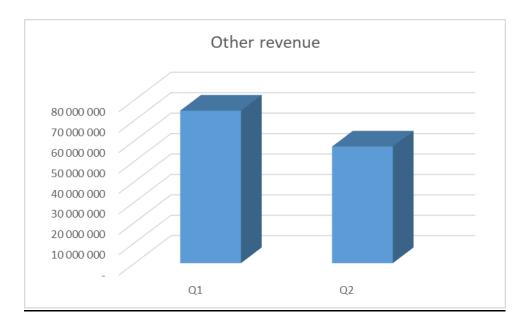


The municipality performs an agency function on behalf of the Department of Transport – Roads department. Monthly agency fees are collected from the department. 12% Admin fee is received on the original allocation and 6% on any additional allocations. An amount of R44,284,381 was recorded for the second quarter ending 31 December 2020, the amount includes the admin fee as well as the revenue recognised in relating to the actual expenditure.



#### Transfers recognised - operational

The transfers recognised represents the allocations as promulgated in the National and Provincial Division of Revenues Act's respectively. The first instalment of R73,116,000 for the Equitable Share was received during July 2020. The Local Government Finance Management grant of R1,000,000 and the first instalment of R518,000 for Expanded Public Works Programme was received during August 2020. The municipality received its first instalment of R1,712,000 for the Rural Roads Assets Management Grant during September 2020. The fuel levy share budgeted amount were moved to other revenue, the municipality received instalments as per agreement and the performance for the year to date is in line with the budgeted expected amounts. The municipality received R900,000 for Integrated Transport Planning from Provincial Treasury during October 2020. For the month ended 31 December 2020 the municipality have received the second instalment of the EPWP grant amounting to R932,000, as well as the Equitable share second instalment to the amount of R51,971,000. The Equitable share line item are mapped under 'Other revenue' when the data string are uploaded to the NT database and therefore the municipality has reported it as such, this issue was noted in a letter from the municipality to NT/PT during previous verification processes.

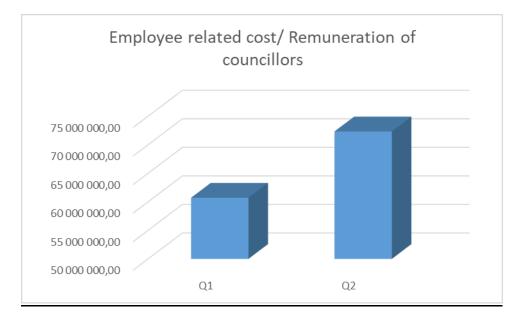


#### Other revenue / Sundry income

Other revenue reflects an amount of R57,105,153 for the second quarter ending 31 December 2020. Other revenue consists of the following: Other revenue mostly consists of the following: Fire Services and Health Services. The Equitable share line item are mapped under 'Other revenue' when the data string are uploaded to the NT database and therefore the municipality has reported it as such, this issue was noted in a letter from the municipality to NT/PT during previous verification processes.

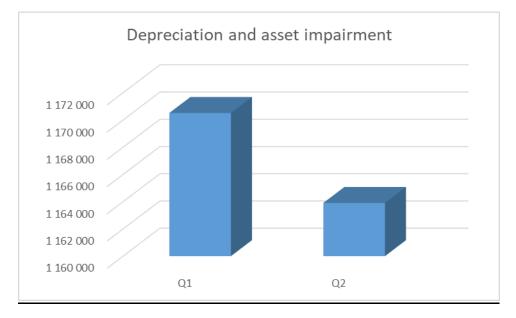
#### Expenditure by Type

Expenditure by type reflects the operational budget per main type/category of expenditure:



Employee Related cost / Remuneration of councillors

Remuneration related expenditure for the second quarter ending 31 December 2020 amounted to R72,330,453 of an adjusted budgeted amount of R254,839,897 that represents 28% of the budgeted amount. The reason for the increase from quarter 1 to quarter 2, is mainly due to annual bonuses that were paid out during November and December 2020.



Debt Impairment / Depreciation and asset impairment

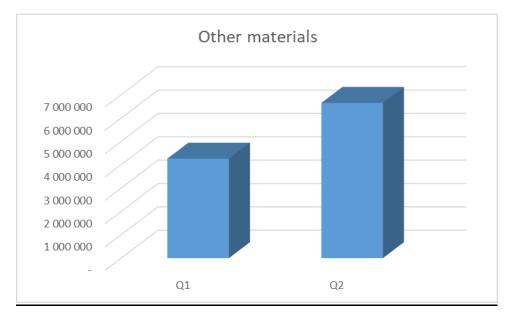
Depreciation recorded for the quarter ending 31 December 2020 amounted to R1,163,908.

These items account for non-cash budgeted items. The fixed asset register module must still be implemented at Garden Route DM by the service provider of the financial system. The municipality are awaiting the service provider to implement the new fixed asset management system as the previous asset management system provider (Market Demand) terminated its services under the mSCOA contract. Phoenix had to develop a new asset register (at no additional cost to municipalities, as this was an mSCOA requirement when National Treasury awarded the transversal tender for financial systems). Garden Route DM must first test the new proposed asset register extensively to ensure it meets the requirements of mSCOA and GRAP and fully integrates seamlessly and correctly with the financial system before it can be implemented.

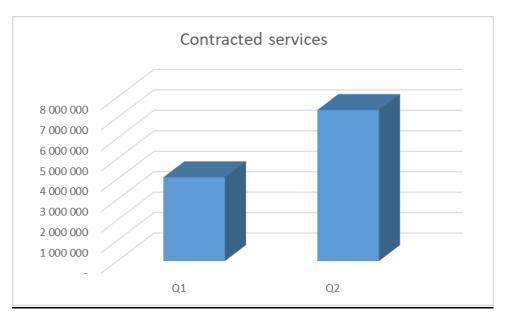
#### Finance charges

The municipality have no outstanding loans but it is envisioned that potentially a loan might be taken out for the financing of the regional landfill site to be constructed.

#### Other materials

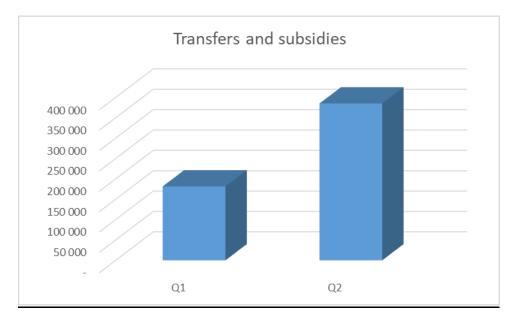


Other materials consists of all inventory consumed purchases for materials and supplies and amounts to R6,650,600 for the second quarter ended 31 December 2020 against an adjusted budgeted amount of R51,197,233. The municipality were closed since lockdown and gradually returned to work as the lockdown levels were eased. The actual performance is -57% off the year-to-date budget, the procurement of goods and services are expected to increase over the next 2 quarters.



#### Contracted services

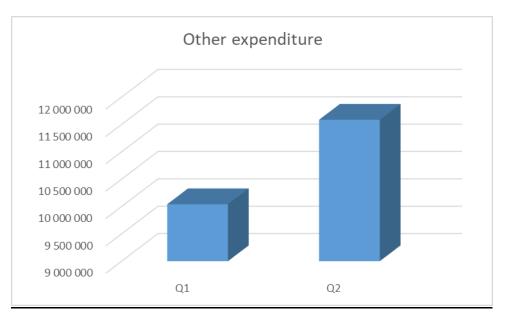
Contracted services amounted to R7,380,663 for the second quarter ending 31 December 2020. The municipality were closed since lockdown and gradually returned to work as the lockdown levels were eased. The actual performance is -40% off the year-to-date budget, the procurement of goods and services are expected to increase over the next 2 quarters.



#### Transfers and subsidies

The transfers and subsidies expenditure for the second quarter ended 31 December 2020 amounts to R385,000 against an adjusted budgeted amount of R1,230 000. The municipality were closed since lockdown and gradually returned to work as the lockdown level were eased. The actual performance is -8% off the year-to-date budget, the procurement of goods and services are expected to increase over the next 2 quarters.

#### Other expenditure



Other expenditure reflects all other expenses not specifically mentioned and amounts to R11,584,297 for the second quarter ended 31 December 2020. The municipality were closed since lockdown and gradually returned to work as the lockdown levels were eased. The actual performance is -27% off the year-to-date budget, the procurement of goods and services are expected to increase over the next 2 quarters.

The other expenditure consists of the following:

- Operating costs
- Operating Projects (own funds)

# 4.1.5 Table C5: Monthly Budget Statement - Capital Expenditure (municipal vote, standard classification and funding)

Variances explained in Supporting Table C5

DC4 Garden Route - Table C5 Monthly Budget Statement - Capital Expenditure (municipal vote, functional classification and funding) - Q2 Second Quarter

		2019/20 Budget Year 2020/21										
Vote Description	Ref	Audited	Original	Adjusted	Monthly	YearTD	YearTD	YTD	YTD	Full Year		
		Outcome	Budget	Budget	actual	actual	budget	variance	variance	Forecast		
R thousands	1								%			
Multi-Year expenditure appropriation	2											
Vote 1 - Executive and Council		-	5 000	5 000	-	4 012	2 500	1 512	60%	5 000		
Vote 2 - Budget and Treasury Office		19	-	-	-	-	-	-		-		
Vote 3 - Corporate Services		1 231	-	-	-	-	-	-		-		
Vote 4 - Planning and Development		-	-	-	-	-	-	-		-		
Vote 5 - Public Safety		-	-	-	-	-	-	-		-		
Vote 6 - Health		-	-	-	-	-	-	-		-		
Vote 7 - Community and Social Services		-	-	-	-	-	-	-		-		
Vote 8 - Sport and Recreation		-	1 500	1 500	-	-	750	(750)	-100%	1 500		
Vote 9 - Waste Management		-	-	-	-	-	-	-		-		
Vote 10 - Roads Transport		-	-	-	-	-	-	-		-		
Vote 11 - Waste Water Management		-	-	-	-	_	_	-		-		
Vote 12 - Water		_	_	_	_	_	_	_		_		
Vote 13 - Environment Protection		_	_	_	_	_	_	_		_		
Vote 14 - Roads Agency Function		-	_	_	_	_	_	_		_		
Vote 15 - Electricity		_	_	_	_	_	_	_		_		
Total Capital Multi-year expenditure	4,7	1 251	6 500	6 500	-	4 012	3 250	762	23%	6 500		
Single Year expenditure appropriation	2											
Vote 1 - Executive and Council	-	70	30	30	_	_	15	(15)	-100%	30		
Vote 2 - Budget and Treasury Office		1	_	-	_	_	-	-		-		
Vote 3 - Corporate Services		97	1 575	1 575	238	544	788	(244)	-31%	1 575		
Vote 4 - Planning and Development		14	30	30	_	24	15	9	61%	30		
Vote 5 - Public Safety		3 775	_	-	-	-	_	_		_		
Vote 6 - Health		2 255	-	-	-	_	_	-		-		
Vote 7 - Community and Social Services		-	-	-	-	-	-	-		-		
Vote 8 - Sport and Recreation		245	-	-	-	-	-	-		-		
Vote 9 - Waste Management		27	-	-	-	_	-	-		-		
Vote 10 - Roads Transport		-	-	-	-	-	-	-		-		
Vote 11 - Waste Water Management		-	-	-	-	-	-	-		-		
Vote 12 - Water		-	-	-	-	-	-	-		-		
Vote 13 - Environment Protection		28	-	-	-	-	-	-		-		
Vote 14 - Roads Agency Function		-	-	-	-	-	-	-		-		
Vote 15 - Electricity		-	-	-	-	-	-	-				
Total Capital single-year expenditure	4	6 512	1 635	1 635	238	568	818	(250)	-31%	1 635		
Total Capital Expenditure		7 763	8 135	8 135	238	4 580	4 068	512	13%	8 135		

The adjusted capital budget for the financial year amounts to **R8,135,000**. For the second quarter, capital expenditure was **R386,990** representing **5%** of the budget. Provincial treasury required the municipality to provide more information in terms of the commitments of capital items on the budget. Refer to Section 11 for more details regarding the progress of the spending of capital budget projects.

# 4.1.6 Table C6: Monthly Budget Statement - Financial Position

DC4 Garden Route - Table C6 Monthly Budget Statement - Financial Position - Q2 Second Quarter

DC4 Garden Koute - Table Co Montiny But		2019/20	Budget Year 2020/21						
Description	Ref	Audited	Original	Adjusted	YearTD	Full Year			
		Outcome	Budget	Budget	actual	Forecast			
R thousands	1								
ASSETS									
Current assets									
Cash		144 849	143 131	143 131	21 131	143 131			
Call investment deposits		-	-	-	182 000	-			
Consumer debtors		10 863	-	-	44 190	-			
Other debtors		269	23 956	23 956	(1 429)				
Current portion of long-term receivables			3 867	3 867		3 867			
Inv entory		2 731	2 731	2 731	3 282	2 731			
Total current assets		158 711	173 685	173 685	249 175	173 685			
Non current assets									
Long-term receivables			59 705	59 705		59 705			
Investments		27	27	27	26	27			
Investment property		86 108	86 108	86 108	54 126	86 108			
Investments in Associate									
Property, plant and equipment		159 923	166 336	166 336	164 352	166 336			
Biological									
Intangible		2 139	2 139	2 139	798	2 139			
Other non-current assets									
Total non current assets		248 198	314 316	314 316	219 303	314 316			
TOTAL ASSETS		406 909	488 001	488 001	468 478	488 001			
LIABILITIES									
Current liabilities									
Bank overdraft									
Borrow ing		698			223	-			
Consumer deposits		1 052			2 266	_			
Trade and other payables		1 199	37 449	37 449	31 561	37 449			
Provisions		17 304	37 155	37 155	12 488	37 155			
Total current liabilities		20 253	74 604	74 604	46 537	74 604			
Non current liabilities									
Borrowing		28	28	28	169	28			
Provisions		90 638	144 823	144 823	78 388	144 823			
Total non current liabilities		90 666	144 852	144 852	78 557	144 852			
TOTAL LIABILITIES		110 920	219 456	219 456	125 094	219 456			
NET ASSETS	2	295 989	268 545	268 545	343 384	268 545			
COMMUNITY WEALTH/EQUITY									
Accumulated Surplus/(Deficit)		264 663	249 572	249 572	245 048	249 572			
Reserves		31 326	18 973	18 973	98 336	18 973			
		01 020	10 31 3	10 313	50 550	10 37 3			

The financial position of Council is recorded at the end of the second quarter ending 31 December 2020.

#### 4.1.7 Table C7: Monthly Budget Statement - Cash Flow

DC4 Garden Route - Table C7 Monthly Budget Statement - Cash Flow - Q2 Second Quarter

		2019/20				Budget Year	2020/21			
Description	Ref	Audited	Original	Adjusted	Monthly	YearTD	YearTD	YTD	YTD	Full Year
		Outcome	Budget	Budget	actual	actual	budget	variance	variance	Forecast
R thousands	1								%	
CASH FLOW FROM OPERATING ACTIVITIES										
Receipts										
Property rates								-		
Service charges								-		
Other revenue		172 185	200 102	203 329	65 984	201 540	101 665	99 875	98%	203 329
Government - operating		170 090	174 269	179 813	932	5 062	89 907	(84 845)	-94%	179 813
Government - capital							-	-		-
Interest		16 264	17 801	17 801	279	2 938	8 901	(5 962)	-67%	17 801
Dividends							-	-		
Payments										
Suppliers and employ ees		(405 126)	(394 231)	(403 002)	(31 193)	(179 412)	(201 501)	(22 089)	11%	(403 002)
Finance charges		-	-			-	-	-		-
Transfers and Grants		(4 784)	(1 230)	(1 230)	(140)	(567)	(615)	(48)	8%	(1 230)
NET CASH FROM/(USED) OPERATING ACTIVITIES		(51 371)	(3 288)	(3 288)	35 862	29 561	(1 644)	(31 206)	1898%	(3 288)
CASH FLOWS FROM INVESTING ACTIVITIES										
Receipts										
Proceeds on disposal of PPE								-		-
Decrease (Increase) in non-current debtors		_						- 1		-
Decrease (increase) other non-current receivables			_				_	-		
Decrease (increase) in non-current investments		_	_		8 328	8 328		8 328	#DIV/0!	
Payments										
Capital assets		(7 763)	(8 135)	(8 135)	(238)	(4 580)	(2 712)	1 868	-69%	(8 135)
NET CASH FROM/(USED) INVESTING ACTIVITIES	********	(7 763)	(8 135)	(8 135)	8 090	3 748	(2 712)	(6 460)	238%	(8 135)
CASH FLOWS FROM FINANCING ACTIVITIES										
Receipts										
Short term loans								-		
Borrowing long term/refinancing								_		
Increase (decrease) in consumer deposits								_		
Payments										
Repayment of borrowing								_		
NET CASH FROM/(USED) FINANCING ACTIVITIES		-	-	-	-	-	-	-		-
		(50 124)	(11 422)	(11 422)	43 952	33 310	(1 256)			(11 423)
NET INCREASE/ (DECREASE) IN CASH HELD Cash/cash equivalents at beginning:		(59 134) 169 768	(11 423) 154 555	(11 423) 154 555	43 902	169 821	<b>(4 356)</b> 154 555			(11 <b>423)</b> 169 821
Cash/cash equivalents at beginning: Cash/cash equivalents at month/year end:		110 634	154 555	154 555			154 555			158 398
Cash/cash equivalents at month/year end:	I	110 034	143 131	143 131		203 131	150 199			108 398

The municipal bank balance at 31 December 2020 totals R5 131 020.17 and the short term deposits balance was R198 000 000.00, therefore the total cash and cash equivalents amounts to R203 131 020.20.

More detailed information regarding the cash position is tabled below that is giving a breakdown of the commitments against the cash of council:

REPORTING MONTH:	31 DECEMBER 20	20
Commitments agai	nst Cash & Cash Equ	ivalents
	Previous	Current
	Month	Month
ITEM	R'000	R'000
Bank balance as at 31 December 2020	31 821 427,06	5 131 020,17
Other Cash & Cash Equivalents: Short		
term deposits	138 000 000,00	198 000 000,00
Total Cash & Cash Equivalents:	169 821 427,06	203 131 020,17
LESS:	84 004 353,35	128 518 556,59
Unspent Conditional Grants	5 207 021,15	5 207 021,15
Provision for staff leave	13 904 229,27	13 904 229,27
Provision for bonus	3 924 018,00	3 924 018,00
Post Retirement Benefits	37 463 916,00	37 463 916,00
Performance Bonus	1 131 246,00	1 131 246,00
Grant received in advance	-	38 978 250,00
Trade Payables	2 487 682,68	2 886 444,00
YTD Unspent Capital budget	-	-
YTD Unspent Operational budget	19 886 240,25	25 023 432,17
Sub total	85 817 073,71	74 612 463,58
PLUS:	10 158 539,00	10 158 539,00
VAT Receivable	2 148 048,00	2 148 048,00
	8 010 491,00	8 010 491,00
Receivable Exchange	95 975 612,71	84 771 002,58
	55 575 012,71	04 771 002,30
LESS OTHER MATTERS:		
Capital Replacement Reserve	31 856 144,00	31 856 144,00
Employee Benefits Reserves	33 429 212,00	33 429 212,00
	20 000 250 74	
Sub Total	30 690 256,71	19 485 646,58
LESS: CONTINGENT LIABILITIES	7 503 441,00	7 503 441,00
Barry Louis Rae Trust	4 500 000,00	4 500 000,00
Portion of Portion 2 of Farm 238,		
Hooggekraal	353 441,00	353 441,00
Labour disputes	2 650 000,00	2 650 000,00
Recalculated available cash balance	23 186 815,71	11 982 205,58

# PART 2 – SUPPORTING DOCUMENTATION

# **SECTION 5 – DEBTORS' ANALYSIS**

# Supporting Table SC3

DC4 Garden Route - Supporting Table SC3 Monthly Budget St Description	1						Budget	Year 2020/21					
R thousands	NT Code	0-30 Days	31-60 Days	61-90 Days	91-120 Days	121-150 Dys		181 Dys-1 Yr	Over 1Yr	Total	Total over 90 days	Debts Written Off against	Impairment - Bad Debts i.t.o Council Policy
Debtors Age Analysis By Income Source													
Trade and Other Receivables from Exchange Transactions - Water	1200	-	-	-	-	-	-	-	-	-	-		
Trade and Other Receivables from Exchange Transactions - Electricity	1300	-	-	-	- 1	-	-	-	-	-	-		
Receivables from Non-exchange Transactions - Property Rates	1400	-	-	-	- 1	-	-	-	-	-	-		
Receivables from Exchange Transactions - Waste Water Management	1500	-	-	-	- 1	-	-	-	-	-	-		
Receivables from Exchange Transactions - Waste Management	1600	-	-	-	- 1	-	- 1	-	-	-	-		
Receivables from Exchange Transactions - Property Rental Debtors	1700	-	-	-	-	0	60	-	(48)	12	12		
Interest on Arrear Debtor Accounts	1810	231	227	229	228	222	233	1 766	2 273	5 408	4 721		
Recoverable unauthorised, irregular, fruitless and wasteful expenditure	1820	-	-	-	-	-	-	-	-	-	-		
Other	1900	1 169	597	517	178	758	1 283	4 509	22 907	31 919	29 636		
Total By Income Source	2000	1 400	824	746	406	980	1 576	6 276	25 132	37 340	34 369	-	-
2019/20 - totals only										-	-		
Debtors Age Analysis By Customer Group													
Organs of State	2200	(108)	200	32	103	57	254	476	1 267	2 279	2 156		
Commercial	2300	-	-	-	-	-	-	-	-	-	-		
Households	2400	(1)	-	-	0	-	-	-	-	(1)	0		
Other	2500	1 510	624	715	303	923	1 323	5 800	23 865	35 062	32 214		
Total By Customer Group	2600	1 400	824	746	406	980	1 576	6 276	25 132	37 340	34 369	-	-

Long outstanding debtors that mainly consist of old sundry debt and fire accounts, remains a concern for the municipality and management will continue to report in terms of progress made.

The majority of the firefighting accounts are disputed with regards to the origin of the fire and who is responsible for the payment of the account. The fire section have implemented an electronic system which will assist in the future with disputes.

The municipality are required to submit debtors aged analysis data strings on a monthly basis.

Currently the debtor section initiated debt collection processes and will report quarterly to the financial services committee on the debt collection process.

#### **SECTION 6 – CREDITORS' ANALYSIS**

#### Supporting Table C4

DC4 Garden Route - Supporting Table SC4 Monthly Budget Statement - aged creditors - Q2 Second Quarter

Description	NT		Budget Year 2020/21												
Description	Code	0 -	31 -	61 -	91 -	121 -	151 -	181 Days -	Over 1	Total	totals for chart				
R thousands	Code	30 Days	60 Days	90 Days	120 Days	150 Days	180 Days	1 Year	Year		(same period)				
Creditors Age Analysis By Customer	Гуре														
Bulk Electricity	0100	-	-	-	-	-	-	-	-	-					
Bulk Water	0200	-	-	-	-	-	-	-	-	-					
PAYE deductions	0300	-	-	-	-	-	-	-	-	-					
VAT (output less input)	0400	-	-	-	-	-	-	-	-	-					
Pensions / Retirement deductions	0500	-	-	-	-	-	-	-	-	-					
Loan repayments	0600	-	-	-	-	-	-	-	-	-					
Trade Creditors	0700	39	859	31	3	34	151	356	24	1 497					
Auditor General	0800	-	-	-	-	-	-	-	-	-					
Other	0900	-	-	12	1	-	-	-	-	12					
Total By Customer Type	1000	39	859	43	3	34	151	356	24	1 509	-				

The municipality are required to submit creditors aged analysis data strings on a monthly basis.

The reason for long outstanding creditors are due to invoices not submitted by either suppliers or user departments, other reasons also include disputes on certain invoices.

The municipality are continuously working towards resolving outstanding disputes on invoices and obtaining outstanding invoices.

# SECTION 7 - INVESTMENT PORTFOLIO ANALYSIS

#### 7.1 Investment monitoring information

The municipality invest access funds on a 30 days' short-term investment period in order to maximise the interest received and to have cash readably available when needed and is done in line with the Cash Management and Investment Policy of council.

Departments provide cash flow projections on spending to the finance department, which enables the finance department to accurately perform cash flow projections.

This should be done in line with the Cash Management and Investment policy of council.

		Mover	ents for the mon	th			
	Balance as at 01 December 2020		Investments made	Interest capitalised	Balance as at 31 December 2020	Interest earned	Interest earned
						Month	Year to date
Garden Route District Municipality							
Interest Received YTD					-		
Standard Bank	46 000 000,00	-	20 000 000,00		66 000 000,00	-	383 480,81
Investec Bank	-	-	-		-	-	48 497,25
ABSA	40 000 000,00	-	-		40 000 000,00	-	309 759,24
Nedbank	46 000 000,00	-	20 000 000,00		66 000 000,00	-	312 833,42
FNB	6 000 000,00	-	20 000 000,00		26 000 000,00		15 623,00
Standard Bank - Bank Guarantee investment investment	_				-	-	-
BANK DEPOSITS	138 000 000,00	-	60 000 000,00	-	198 000 000,00	-	1 070 193,72

# SECTION 8 – ALLOCATION AND GRANT RECEIPTS AND EXPENDITURE

# 8.1 Supporting Table C6

DC4 Garden Route - Supporting Table SC6 Monthly Budget Statement	- transfers and grant receipts - Q2 Second Quarter
--	--

		2019/20				Budget Year 2	2020/21			
Description	Ref	Audited	Original	Adjusted	Monthly	YearTD	YearTD	YTD	YTD	Full Year
		Outcome	Budget	Budget	actual	actual	budget	variance	variance	Forecast
R thousands									%	
RECEIPTS:	1,2									
Operating Transfers and Grants										
National Government:		157 166	168 297	172 793	52 903	129 249	86 397	42 234	48,9%	172 793
Local Government Equitable Share		151 237	162 480	165 707	51 971	125 087	82 854	42 234	51,0%	165 707
Finance Management		1 000	1 000	1 000	-	1 000	500			1 000
Municipal Systems Improvement		-	300	300			150			300
EPWP Incentive		1 021	2 072	2 072	932	1 450	1 036			2 072
NT - Rural Roads Asset Management Systems		2 425	2 445	3 714	-	1 712	1 857			3 714
Fire Service Capacity Building Grant	3	1 483						-		-
								-		
								-		
								-		
								-		
Other transfers and grants [insert description]								-		
Provincial Government:		14 810	3 400	7 676	-	900	3 838	(2 738)	-71,3%	7 676
PT - Integrated Transport Plan		1 800	900	1 800	-	900	900	-		1 800
PT - WC Support Grant		1 450	400	400			200			400
PT - Disaster Management Grant		10 000		80			40	(40)	-100,0%	80
PT - WC Support Grant	4	360		2 473			1 237	(1 237)	-100,0%	2 473
PT - Safety Plan Implementation (WOSA)		1 200	2 100	2 923	-		1 461	(1 461)	-100,0%	2 923
PT - WC Support Grant - Risk Management								-		
District Municipality:		-	-	-	-	-	-	-		-
[insert description]								-		
								-		
Other grant providers:		-	-	-	-	-	-	-		-
[insert description]								-		
								_		
Total Operating Transfers and Grants	5	171 976	171 697	180 469	52 903	130 149	90 234	39 496	43,8%	180 469

Performance reporting on grants will be enhanced to ensure compliance with the Division of Revenue Act.

# 8.2 Supporting Table C7

DC4 Garden Route - Supporting Table SC7(1) Monthly Budget Statement - transfers and grant expenditure - Q2 Second Quarter

		2019/20				Budget Year 2	2020/21			
Description	Ref	Audited	Original	Adjusted	Monthly	YearTD	YearTD	YTD	YTD	Full Year
		Outcome	Budget	Budget	actual	actual	budget	variance	variance	Forecast
R thousands									%	
EXPENDITURE										
Operating expenditure of Transfers and Grants										
National Government:		161 684	168 297	172 793	364	2 735	86 397	(83 662)	-96,8%	172 793
Local Government Equitable Share		157 370	162 480	165 707			82 854	(82 854)	-100,0%	165 707
Finance Management		1 000	1 000	1 000	58	364	500	(136)	-27,1%	1 000
Municipal Systems Improvement		-	300	300	39	298	150	148	98,8%	300
EPWP Incentive		1 629	2 072	2 072	266	2 072	1 036	1 036	100,0%	2 072
NT - Rural Roads Asset Management Systems			2 445	3 714	-		1 857	(1 857)	-100,0%	3 714
Fire Service Capacity Building Grant		1 685						-		-
Other transfers and grants [insert description]								-		
Provincial Government:		14 810	3 400	7 676	324	324	3 838	(3 514)	-91,6%	7 676
PT - Integrated Transport Plan		1 800	900	1 800	-		900	(900)	-100,0%	1 800
PT - Disaster Management Grant		10 000		80	-		40	(40)	-100,0%	80
PT - WC Support Grant		1 450	400	400	73	73	200	(127)	-63,4%	400
PT - Safety Plan Implementation (WOSA)		1 200	2 100	2 923	-	-	1 461	(1 461)	-100,0%	2 923
PT - WC Support Grant - Risk Management		360		2 473	251	251	1 237	(986)	-79,7%	2 473
District Municipality:		-	-	-	-	-	-	-		-
								-		
[insert description]								-		
Other grant providers:		-	-	-	-	-	-	-		-
								-		
[insert description]								-		
Total operating expenditure of Transfers and Grants:		176 494	171 697	180 469	687	3 058	90 234	(87 176)	-96,6%	180 469

Performance reporting on grants will be enhanced to ensure compliance with the Division of Revenue Act that stipulates reporting on all grant performance should be done from the receiving officer. RSC Equitable Share is an unconditional grant hence the day-to-day running of the business are dependent on it.

# SECTION 9 – EXPENDITURE ON COUNCILLOR AND BOARD MEMBERS ALLOWANCES AND EMPLOYEE BENEFITS

#### Supporting Table C8

DC4 Garden Route - Supporting Table SC8 Monthly Budget Statement - councillor and staff benefits - Q2 Second Quarter

	1	2019/20 Budget Year 2020/21											
Summary of Employee and Councillor remuneration	Ref	Audited	Original	Adjusted	Monthly	YearTD	YearTD	YTD	YTD	Full Year			
		Outcome	Budget	Budget	actual	actual	budget	variance	variance	Forecast			
R thousands			-	-			-		%				
	1	A	В	С			******			D			
Councillors (Political Office Bearers plus Other)													
Basic Salaries and Wages		9 340	11 298	11 298	641	4 229	5 649	(1 420)	-25%	11 298			
Pension and UIF Contributions		54	242	242	8	42	121	(79)	-65%	242			
Medical Aid Contributions		49	78	78	8	39	39	(0)	0%	78			
Motor Vehicle Allow ance		86	776	776	-	26	388	(362)	-93%	776			
Cellphone Allowance		568	515	515	51	311	258	54	21%	515			
Housing Allow ances		_	451	451	_	_	226	(226)	-100%	45			
Other benefits and allow ances		_											
Sub Total - Councillors		10 097	13 360	13 360	707	4 647	6 680	(2 033)	-30%	13 360			
% increase	4		32,3%	32,3%				(= 000)		32,3%			
			02,070	02,070						02,070			
Senior Managers of the Municipality	3												
Basic Salaries and Wages		4 442	4 390	4 390	487	2 833	2 195	638	29%	4 390			
Pension and UIF Contributions		161	161	161	0	15	80	(66)	-82%	161			
Medical Aid Contributions		124	105	105	4	24	53	(28)	-54%	105			
Overtime		-	-	-	-	-	-	-		-			
Performance Bonus		838	-	-	-	-	-	-		-			
Motor Vehicle Allow ance		805	804	804	41	285	402	(117)	-29%	804			
Cellphone Allowance		111	142	142	9	54	71	(17)	-24%	142			
Housing Allow ances		194	-	-	-	-	-	-		-			
Other benefits and allowances		(211)	770	770	0	1	385	(384)	-100%	770			
Payments in lieu of leave		-	-				-	-		-			
Long service awards			-				_	_		-			
Post-retirement benefit obligations	2		-				_	-		-			
Sub Total - Senior Managers of Municipality		6 464	6 371	6 371	542	3 212	3 185	27	1%	6 371			
% increase	4		-1,4%	-1,4%						-1,4%			
Other Municipal Staff													
Other Municipal Staff		00,000	4.47.050	447 704	40.000	70.000	70.004	4.070	7%	447 704			
Basic Salaries and Wages		86 899	147 256	147 721	13 026	78 833	73 861	4 972		147 721			
Pension and UIF Contributions		13 210	24 724	24 724	2 202	11 332	12 362	(1 030)	8	24 724			
Medical Aid Contributions		10 314	19 854	19 854	1 384	7 544	9 927	(2 382)	-24%	19 854			
Overtime		3 045	4 080	4 080	360	1 285	2 040	(755)	-37%	4 080			
Performance Bonus	1	-	-		-	-	-	-		-			
Motor Vehicle Allow ance		6 906	9 079	9 079	794	5 714	4 539	1 174	26%	9 079			
Cellphone Allow ance		198	122	122	9	48	61	(13)	-21%	122			
Housing Allowances		1 311	2 351	2 351	200	1 062	1 175	(113)		2 351			
Other benefits and allow ances	1	2 641	17 379	17 379	1 805	11 178	8 689	2 489	29%	17 379			
Payments in lieu of leave		6 064	-	-	641	4 977	-	4 977	#DIV/0!	-			
Long service awards		-	-	-	-	-	-	-		-			
Post-retirement benefit obligations	2	2 866	8 292	8 292	532	3 217	4 146	(929)	-22%	8 292			
Sub Total - Other Municipal Staff		133 454	233 137	233 602	20 955	125 192	116 801	8 391	7%	233 602			
% increase	4		74,7%	75,0%						75,0%			
Total Parent Municipality		150 014	252 868	253 333	22 204	133 050	126 666	6 384	5%	253 333			

Remuneration related expenditure for the 2<sup>nd</sup> quarter ended 31 December 2020 amounted to **R72,330,453** of an adjusted budgeted amount of **R254,839,897** that represents **28%** of the budgeted amount.

### SECTION 10 - MATERIAL VARIANCES TO THE SERVICE DELIVERY AND BUDGET IMPLEMENTATION PLAN

The measurement of performance of the Municipality in terms of the implementation of the Service Delivery and Budget Implementation plan are dealt with separately.

# SECTION 11 – CAPITAL PROGRAMME PERFORMANCE

The table below provides information on capital budget spending:

		Cast				Chabus of the	At what store is each	Anu shallon and identified that is	Without an ensurement of the state of the
SCOA config	Nr 🗹 Project description	Cost Cost	Adjusted budget R'	YTD Expenditure R'	Year to date Budge 🝸	Status of the project	At what stage is each project currently	Any challenges identified that is resulting in delays?	What measures are in place to Termedy the existing challenges.
SCOA coming		centre	Aujusteu buuget n		Teal to date budge	project			Monthly all project managers will report to the BTO progress i.t.o the progress on their
						In Process	In Process	No expected challenges anticipated	projects. This report will be tabled to the Management committee and the Finance portfolio
71018103001	1 Land	1018	4 800 000,00	3 964 879,32	2 400 000,00				commitee to ensure accountability is enforced.
						Not started yet	Not started yet	No expected challenges anticipated	Monthly all project managers will report to the BTO progress i.t.o the progress on their projects. This report will be tabled to the Management committee and the Finance portfolio
71110240001	2 Office Chair	1018	30 000,00		15 000,00	Not started yet	Not started yet	No expected chancinges anticipated	committee to ensure accountability is enforced.
									Monthly all project managers will report to the BTO progress i.t.o the progress on their
71307102403	3 Upgrade outdated Disaster Recovery Hardware	1307	317 300,00		158 650,00	In Process	Order issued to supplier	No expected challenges anticipated	projects. This report will be tabled to the Management committee and the Finance portfolio
/150/102405	s opgrade outdated Disaster Recovery Hardware	1507	317 300,00		100,000				commitee to ensure accountability is enforced. Monthly all project managers will report to the BTO progress i.t.o the progress on their
						In Process	In Process	No expected challenges anticipated	projects. This report will be tabled to the Management committee and the Finance portfolio
71307102418	4 Replace Access Control and Time and Attendance devices to ha	1307	282 163,00	19 130,40	141 081,50				commitee to ensure accountability is enforced.
						Constant	Constant	No	Monthly all project managers will report to the BTO progress i.t.o the progress on their
71307102422	5 Additional Laptops (15)	1307	199 837.00	199 836,00	99 918,50	Completed	Completed	No expected challenges anticipated	projects. This report will be tabled to the Management committee and the Finance portfolio committee to ensure accountability is enforced.
				,					Monthly all project managers will report to the BTO progress i.t.o the progress on their
						Completed	Completed	No expected challenges anticipated	projects. This report will be tabled to the Management committee and the Finance portfolio
71307104107	6 Replace outdated Access Points	1307	10 300,00	10 260,87	5 150,00				commitee to ensure accountability is enforced.
						Not started yet	Not started yet	No expected challenges anticipated	Monthly all project managers will report to the BTO progress i.t. the progress on their projects. This report will be tabled to the Management committee and the Finance portfolio
71307104118	7 Printers	1307	29 700,00		14 850,00	not stanted yet	norstance yer	no expected dialenges undeputed	committee to ensure accountability is enforced.
									Monthly all project managers will report to the BTO progress i.t.o the progress on their
71308102201	8 Pool Vehicle	1308	300 000,00	233 559,00	150 000,00	In Process	Order issued to supplier	No expected challenges anticipated	projects. This report will be tabled to the Management committee and the Finance portfolio
/1308102201	8 Pool venicle	1308	300 000,00	233 559,00	150 000,00				commitee to ensure accountability is enforced. Monthly all project managers will report to the BTO progress i.t.o the progress on their
						Not started yet	Not started yet	No expected challenges anticipated	projects. This report will be tabled to the Management committee and the Finance portfolio
71314410001	9 Big Scanner Machine and Projector	1314	30 000,00		15 000,00	,			commitee to ensure accountability is enforced.
						1. D	Orden internet in a second in a	No	Monthly all project managers will report to the BTO progress i.t.o the progress on their
71316102401	10 Ergonomic Chairs for employees with special needs	1316	50 000,00	14 429,00	25 000,00	In Process	Order issued to supplier	No expected challenges anticipated	projects. This report will be tabled to the Management committee and the Finance portfolio committee to ensure accountability is enforced.
71010102101		1010	50 000,00	11 120,00	25 000,00				Monthly all project managers will report to the BTO progress i.t.o the progress on their
						Not started yet	Not started yet	No expected challenges anticipated	projects. This report will be tabled to the Management committee and the Finance portfolio
71316103101	11 Fire Alarm System (Mission street): OHS	1316	250 000,00		125 000,00				committee to ensure accountability is enforced.
						In Process	In Process	No expected challenges anticipated	Monthly all project managers will report to the BTO progress i.t.o the progress on their projects. This report will be tabled to the Management committee and the Finance portfolio
71316240001	12 Evacuation Chairs	1316	20 000,00	6 903,04	10 000,00		in rocess	no expected dialenges undeputed	committee to ensure accountability is enforced.
									Monthly all project managers will report to the BTO progress i.t.o the progress on their
71402240001	13 Furniture: LED/Tourism	1402	30 000,00	24 154,85	15 000,00	In Process	In Process	No expected challenges anticipated	projects. This report will be tabled to the Management committee and the Finance portfolio
71402240001	15 Furniture: LED/Tourism	1402	30 000,00	24 154,65	15 000,00				commitee to ensure accountability is enforced. Monthly all project managers will report to the BTO progress i.t.o the progress on their
						Not started yet	Not started yet	No expected challenges anticipated	projects. This report will be tabled to the Management committee and the Finance portfolio
72205160001	14 Calitzdorp Spa Roof's	2205	1 500 000,00		750 000,00		-		commitee to ensure accountability is enforced.
						Constant	Constant	No	Monthly all project managers will report to the BTO progress i.t.o the progress on their
71307104119	15 24 prt Gigabyte POE injectors	1307	11 970,00	11 965,22	5 985,00	Completed	Completed	No expected challenges anticipated	projects. This report will be tabled to the Management committee and the Finance portfolio commitee to ensure accountability is enforced.
									Monthly all project managers will report to the BTO progress i.t.o the progress on their
						Completed	Completed	No expected challenges anticipated	projects. This report will be tabled to the Management committee and the Finance portfolio
71307104120	16 QNAP 8-Bay NAS	1307	43 730,00	42 801,00	21 865,00				committee to ensure accountability is enforced.
						In Process	Order issued to supplier	No expected challenges anticipated	Monthly all project managers will report to the BTO progress i.t.o the progress on their projects. This report will be tabled to the Management committee and the Finance portfolio
71307104121	17 Insurance / Uneconomical to repair	1307	30 000,00	4 940,00	15 000,00		order issued to supplier	no expected dialenges undeputed	committee to ensure accountability is enforced.
									Monthly all project managers will report to the BTO progress i.t.o the progress on their
71018104102	18 Upgrading of Multimedia Council Chambers	1018	80 000,00	46 940,00	40 000,00	In Process	Order issued to supplier	No expected challenges anticipated	projects. This report will be tabled to the Management committee and the Finance portfolio
71018104102		1010	80 000,00	40 940,00	40 000,00				commitee to ensure accountability is enforced. Monthly all project managers will report to the BTO progress i.t.o the progress on their
						Not started yet	Not started yet	No expected challenges anticipated	projects. This report will be tabled to the Management committee and the Finance portfolio
71018102405	19 Office Furniture: Bitou - Mayor Office	1018	50 000,00	0,00	25 000,00				commitee to ensure accountability is enforced.
							No	No	Monthly all project managers will report to the BTO progress i.t.o the progress on their
71018104006	20 Laundry Machines	1018	65 000,00	0.00	32 500,00	Not started yet	Not started yet	No expected challenges anticipated	projects. This report will be tabled to the Management committee and the Finance portfolio committee to ensure accountability is enforced.
			00000	0,00	52 330,00				Monthly all project managers will report to the BTO progress i.t.o the progress on their
						Not started yet	Not started yet	No expected challenges anticipated	projects. This report will be tabled to the Management committee and the Finance portfolio
71018104007	21 Key Safe Boxes	1018	5 000,00	0,00					commitee to ensure accountability is enforced.
Totals			8 135 000,00	4 579 798,70	4 067 500,00				
		+							
Decide at a tank of the	project is in the SCM areases of height and a little		notification advantation			l.		1	
	project is in the SCM process of being procured. Please state in which stag	e (planning, <u>s</u>	pecification, advertising, etc)						
	Commitments against capital for the month December 2020 17 Insurance / Uneconomical to repair	1307	10 738.00						
71307104121 71307102418	Insurance / Uneconomical to repair     Replace Access Control and Time and Attendance devices to ha	1307	262 337,47			1			
71307102418	Keplace Access Control and Time and Attendance devices to na     Upgrade outdated Disaster Recovery Hardware	1307	262 337,47 315 693,76						
, 130/ 102403	Total Commitments	1.507	515 693,76 588 769,23						
L					ļ	ļ		+	

#### SECTION 12 – OPERATIONAL PROJECTS PERFORMANCE

Refer to table below for the actual expenditure against the budgeted amounts for the largest operational projects budgeted for in the 2020/21 financial year:

Ducient code 8 mana	Total Adjusted Budget 2020/21	Year to date actual at the end of the 2nd Quarter 2020/21	M Grout
Project code & name COM01 Blue Flag Beach application and operational costs	2020/21	Quarter 2020/21	% Spent 0,00%
COM01 Bide Flag Beach application and operational costs	71 052,00	-	0,00%
COM02 Incentives and awareness	110 000,00	-	0,00%
COM04 Annual Garden Route Environmental forum	22 500,00	-	0,00%
COM00 Almua Garden Route Livinonmenta Torum COM07 GREF database maintenance and development	100 000,00	41 680,00	0,00%
COM32 Awareness Campaign: Home Composting Pilot Project	30 000,00	7 952,83	26,51%
COM32 Integrated Waste Management Plan Review	78 000,00	7 932,63	0,00%
COM34 Waste minimization strategy	1 816 550,00	16 075,00	0,88%
COR11 External Bursaries	205 000,00	196 550,00	95,88%
COR13 Training	1 050 000,00	687 120,41	65,44%
COR33 Medical Examination	110 000,00	77 459,48	70,42%
COR41 Unemployed Training (EPWP)	200 000,00	179 342,76	89,67%
MM005 Barnowl Risk System	49 200,00	-	0,00%
MM007 Organisational Performance Management	516 000,00	312 000,00	60,47%
MM020 Christmas Hampers	150 000,00	-	0,00%
MM023 Women in Business	80 000,00	6 575,00	8,22%
MM024 Grant in Aid	100 000,00	5 000,00	5,00%
MM025 Donations and Sponsor of Sport Equipment	200 000,00	40 000,00	20,00%
MM038 Youth Development	140 000,00	-	0,00%
PED01 SCEP	100 000,00	100 000,00	100,00%
PED02 Growth & Development Strategy	75 000,00	75 000,00	100,00%
PED03 Film Office	150 000,00	150 000,00	100,00%
PED05 SME Support Programme	900 000,00	400 000,00	44,44%
PED12 Namibia Tourism Expo	10 000,00	-	0,00%
PED17 Cater Care Project	400 000,00	-	0,00%
PED22 Fresh produce market	500 000,00	-	0,00%
PED29 IDP Rep Forum	112 500,00	52 883,39	47,01%
PED30 Public Participation	5 000,00	650,00	13,00%
PED62 EPWP Grant	2 072 000,00	2 224 327,24	107,35%
PED63 EPWP Manager section (running costs)	3 357 511,00	340 501,28	10,14%
Totals:	12 736 313,00	4 913 117,39	38,58%

# **SECTION 13 – SECTION 11 WITHDRAWALS**

Non- North And	PROVINCIAL TREASURY Withdrawals from Municipal Bank Accounts In accordance with Section 11, Sub-section 1 (b) to (j)										
NAME OF MUNICIPAL	ITY:	GARDEN ROUTE DIS	STRICT MUNICIPALITY								
MUNICIPAL DEMARCA		DC4	A contract monitori ALITT								
QUARTER ENDED:		31 DECEMBER 2020									
Quintin EntoED.		Amount	Deesen for with the st								
the <i>chief financial officer</i> o senior financial <i>official</i> of t written authority of the <i>acco</i> money or authorise the with the <i>municipality</i> 's bank acco			Reason for withdrawal								
26(4);	uthorised in terms of section										
authorised in terms of section											
section 12. to make paya accordance with subsection	account opened in terms of ments from the account in (4) of that section;	none									
received by the <i>municipality</i> organ of state, including -	on or organ of state money y on behalf of that person or	none									
person or organ of state by a		none									
municipality for that person		none									
(f) to refund money incorrec	etly paid into a bank account;	none									
(g) to refund guarantees, sur	eties and security deposits;	none									
accordance with section 13;	and <i>investment</i> purposes in enditure in terms of section	R 108 000 000,00	Investments made for the 2nd Quarter								
(j) for such other purposes a	s may be menorited	D 00 511 500 10	0								
	must within 30 days after the	Name and Surnam	Quarter 2 expenditure e: M Stratu								
of all withdrawals made in ( j) during that <i>quarter</i> ; and	<i>ouncil</i> a consolidated report terms of subsection (1)(b) to	Rank/Position:	Municipal Manager								
b) submit a copy of the report reasury and the Auditor-Ge	ort to the relevant <i>provincial</i> eneral.	Signature:									
<b>Fel number</b>	Fax number	Email Address									
044 803 1340		geraldine@gardenroute.gov.za									

The completed form must reach Mr Edwin Nkuna at the Provincial Treasury, Private Bag x 9165, 7 Wale Street, Cape Town, 8000, Tel: 021 483 8662, Fax 021 483 8623, Email: enkuna@pgwc.gov.za on or before the 15th of the month following the end of each quarter.

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# SECTION 14 – MUNICIPAL MANAGER'S QUALITY CERTIFICATE



54 York Street,	PO Box 12,	Tel: 044 803 1300
George	George,	Fax: 086 555 6303
Western Cape	Western Cape	E-mail: info@gardenroute.gov.zo
6529	6530	www.gardenroute.gov.za

Enquiries:Jan-Willem De JagerReference:6/1/1 - 20/21Date:6 January 2021

Provincial Treasury Local Government Budget Analysis Private Bag X9165 CAPE TOWN 8000

National Treasury Local Government Budget Analysis Private Bag X115 PRETORIA

Sir / Madam

#### QUALITY CERTIFICATE

I, MG STRATU, the accounting officer of **GARDEN ROUTE DISTRICT MUNICIPALITY (DC4**), hereby certify that the-

- □ The monthly budget statement
- Quarterly report on the implementation of the budget and financial state of affairs of the municipality
- Mid- year budget and performance assessment

for the quarter ended **31 December 2020**, has been prepared in accordance with the Municipal Finance Management Act (Act 56 of 2003) and regulations made under the Act.

Print Name MSAMAA MEMLE

Accounting Officer of GARDEN ROUTE DISTICT MUNICIPALITY (DC4). Signature or knor Date -7

Jarden Route STRICT MUNICIPALITY I UMASIPALA WESITHILI I DISTRIKSMUNISIPALITEIT

# PERFORMANCE MANAGEMENT

Quarter 2

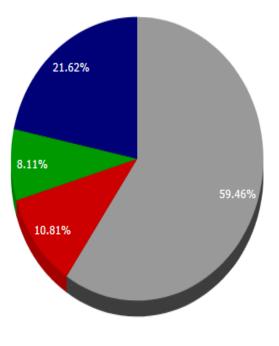
October – December 2020

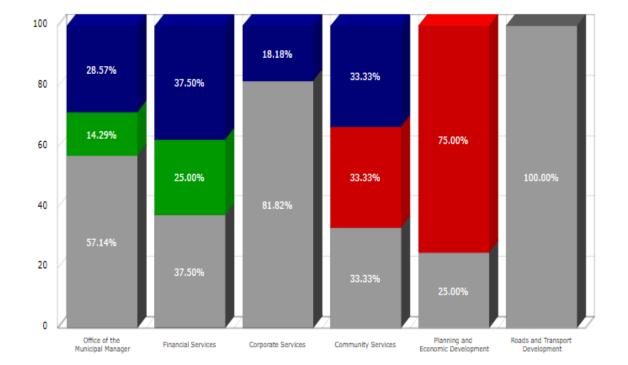
# Top Layer KPI Report Report drawn on 10 January 2021 at 20-54

Report drawn on 10 January 2021 at 20-54 for the months of Quarter ending December 2020 to Quarter ending December 2020.

#### Garden Route District Municipality

#### **Responsible Directorate**





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				Responsible	e Directorate	orate					
	Garden Route District Municipality	Office of the Municipal Manager	Financial Services	Corporate Services	Community Services	Planning and Economic Development	Roads and Transport Development				
Not Yet Applicable	22 (59.46%)	4 (57.14%)	3 (37.50%)	9 (81.82%)	1 (33.33%)	1 (25.00%)	4 (100.00%)				
Not Met	4 (10.81%)	-	-	-	1 (33.33%)	3 (75.00%)	-				
Almost Met	-	-	-	-	-	-	-				
Met	3 (8.11%)	1 (14.29%)	2 (25.00%)	-	-	-	-				
Well Met	-	-	-	-	-	-	-				
Extremely Well Met	8 (21.62%)	2 (28.57%)	3 (37.50%)	2 (18.18%)	1 (33.33%)	-	-				
Total:	37	7	8	11	3	4	4				
	100%	18.92%	21.62%	29.73%	8.11%	10.81%	10.81%				

The detailed breakdown of this performance is recorded under Annexure A below.

Annexure A

		OFFICE OF THE MUNICIPAL	L MANAGER					
КРІ	KPI	Unit of Measurement	Strategic	Baseline		Quarter er	nding D	ecember 2020
Ref	KF1	Unit of Measurement	Objective	Daseille	Target	Actual	R	Corrective Measures
TL1	Submit an OPCAR progress report to the MANCOM on a quarterly basis	Number of progress reports submitted to MANCOM quarterly	Good Governance	4	1	1	G	
TL2	Submit the Top layer SDBIP for 2020/21 for approval by the Mayor within 14 days after the budget has been approved	Top Layer SDBIP for 2020/21 submitted to the Mayor within 14 days after the budget has been approved	Good Governance	1	0	0	N/A	
TL3	Draft the annual performance report for 2019/20 and submit to the Auditor General by 31 August 2020	Annual performance report for 2019/20 drafted and submitted to the Auditor General by 31 August 2020	Good Governance	1	0	1	В	
TL4	Develop Individual Performance Management Score cards for the three levels of the Employment Equity Categories by June 2021	Number of Individual Performance Management Scorecards developed by June 2021	Good Governance	0	120	220	В	
TL5	Review the organizational strategic risk register(top 10) and submit to Council by 31 May 2021	Reviewed organizational strategic risk register submitted to Council by 31 May 2021	Good Governance	0	0	0	N/A	
TL6	Review the Risk based audit plan (RBAP) for 2021/22 and submit to the Audit Committee for consideration by 30 June 2021	RBAP for 2021/22 reviewed and submitted to the Audit Committee by 30 June 2021	Good Governance	1	0	0	N/A	
TL7	The percentage of the municipal capital budget spent on capital projects by 30 June 2021 (Actual amount spent on capital projects /Total amount budgeted for capital projects)	% of capital budget spent by 30 June 2021	Financial Viability	95.00%	0.00%	0.00%	N/A	

		CORPORATE SERVI	ICES					
KPI	KPI	Unit of Measurement	Strategic	Baseline		Quarter er	nding Dec	cember 2020
Ref	NF1	one of measurement	Objective	Dasenne	Target	Actual	R	Corrective Measures
TL8	Report quarterly to Council on the revision of the Human Resource Policies of the Organization	Number of reports submitted to Council	Good Governance	4	1	3	В	
TL9	Number of people from employment equity target groups that will be appointed in the three highest levels of management during the 2020/21 financial year in compliance with the municipality's approved employment equity plan(senior officials & managers	Number of people that will be appointed in the three highest levels of management in compliance with a municipality's approved employment equity plan(senior officials & managers,professionals,technicians and associate professionals)	A Skilled workforce and Community	1	0	0	N/A	
TL10	Spent 0.5% of personnel budget on training by 30 June 2021 (Actual total training expenditure divided by total personnel budget)	% of the personnel budget spent on training by June 2021	A Skilled workforce and Community	0.5%	0%	0%	N/A	
TL11	Limit vacancy rate to 10% of budgeted post by 30 June 2021 (Number of funded posts vacant divided by number of budgeted funded posts)	% vacancy rate	A Skilled workforce and Community	10%	0%	0%	N/A	
TL12	Review the organizational structure and submit to Council by 30 June 2021	Organizational structure reviewed and submitted to Council by 30 June 2021	A Skilled workforce and Community	1	0	0	N/A	
TL13	Compile a Fleet Management Policy for the Organization and submit to Council for approval by March 2021	Fleet Management Policy developed and submitted to Council by March 2021	Good Governance	1	0	0	N/A	

		CORPORATE SERV	ICES					
КРІ	KPI	Unit of Measurement	Strategic	Baseline	Quarter ending December 2020			
Ref	NF1	om of weasurement	Objective	Daseille	Target	Actual	R	Corrective Measures
TL14	Award 16 external bursaries to qualifying candidates by 31 March 2021	Number of external bursaries awarded by March 2021	A Skilled workforce and Community	16	0	0	N/A	
TL15	Create training opportunities for EPWP employees(hard labour) by June 2021	Number of training opportunities created for EPWP appointees by June 2021	A Skilled workforce and Community	50	0	0	N/A	
TL16	Develop a security policy for the municipality and submit to Council for adoption by 30 March 2021	Developed security policy submitted to Council by 30 March 2021	Good Governance	1	0	0	N/A	
TL17	Report to Council on the execution of Council resolutions quarterly	Number of reports submitted to Council on a quarterly basis	Good Governance	4	1	2	В	
TL18	Develop a implementation plan for the Skills Mecca concept and submit to Mancom by 30 June 2021	Implementation Plan Developed and submitted to Mancom by 30 June 2021	A Skilled workforce and Community	1	0	0	N/A	

		PLANNING AND ECONOMIC I	DEVELOPMENT					
КРІ	KPI	Unit of Measurement	Strategic	Baseline		Quarter er	nding D	ecember 2020
Ref	KPI	Unit of Measurement	Objective	Daseine	Target	Actual	R	Corrective Measures
TL19	Development of a Growth and Development Strategy and submit to Council by December 2020	Growth and Development Strategy developed and submitted to Council by December 2020	Local Economic Development	0	1	0	R	Target has been partially achieved Draft 3 of the Document has been completed. Consultation had to be postponed due to Covid 19. Document will serve at
								Council by March 2021
TL20	Create job opportunities through the Expanded Public Works Programme (EPWP) for the organization (GRDM) by 30 June 2021	Number of Job opportunities created through the Expanded Public Works Programme (EPWP) by 30 June 2021	Grow an Inclusive District Economy	325	0	0	N/A	
TL21	Development of an Investment Prospectus and submit to Council by December 2020	An Investment Prospectus developed and submitted to Council by December 2020	Grow an Inclusive District Economy	New KPI	1	0	R	Investment Prospectus has been completed but has not yet served at Council. Will serve at Council in February 2021
TL22	Compile and submit the final annual report and oversight report for 2019/2020 to Council by 31 December 2020	Final annual report and oversight report for 2019/2020 submitted to Council by 31 December 2020	Good Governance	1	1	0	R	The Draft unaudited 2019/2020 Annual Report was tabled to Council on 30 October 2020. Due to COVID- 19 National Treasury issued a notice on 5 August 2020 to give exemption to comply with the MFMA which gave permission to municipalities to

	PLANNING AND ECONOMIC DEVELOPMENT								
КРІ	КРІ	Unit of Measurement	Strategic	Baseline	C	Quarter ending Dece		ecember 2020	
Ref	KPI	Unit of Measurement	Objective	buschile	Target	Actual	R	Corrective Measures	
								comply within two months after the deadline provided in the MFMA. Final Annual Report and oversight report will be tabled in March 2021. The target for this KPI will be adjusted to align it with the submission requirements.	

		COMMUNITY SERV	ICES					
КРІ	KPI	Unit of Measurement	Strategic	Baseline	Quarter ending December 2020			
Ref	NPI	One of Measurement	Objective	Daseille	Target	Actual	R	Corrective Measures
TL23	Job creation through the construction and operation of the Regional Landfill facility	Number of Jobs created by 30 June 2021	A Skilled workforce and Community	New KPI	50	0	R	The Landfill site is not yet operational and the reasons for the delays have been communicated to council and relevant stakeholders. This target might not be achieved.
TL24	Compile a strategy to address the inadequate emergency equipment and submit to MANCOM by 31 March 2021	Strategy submitted to MANCOM by March 2021	Promote sustainable environmental management and public safety	New KPI	0	0	N/A	
TL25	Raise Public Health Covid 19 awareness through 8 sessions with the communities by 30 June 2021	Number of sessions held by 30 June 2021	Healthy and Socially Stable Communities	New KPI	2	5	В	

		ROADS AND TRANSPORT	SERVICES					
КРІ	КРІ	Unit of Measurement	Strategic Objective	Baseline	Quarter ending December 2020			
Ref					Target	Actual	R	Corrective Measures
TL26	Job creation through the Roads Services by June 2021	Number of Jobs created by 30 June 2021	A Skilled workforce and Community	New KPI	0	0	N/A	
TL27	Spent 95% of the roads budget allocation by 30 June 2021(Actual expenditure divided by approved allocation received)	% of the roads spent by 30 June 2021	Financial Viability	94%	0	0	N/A	
TL28	Reseal 31.24 km of roads by 30 June 2021	Number of km's of roads resealed	Bulk Infrastructure and Co-ordination	26.31	0	0	N/A	
TL29	Regravel 32.73 km of roads by 30 June 2021	Number of km's of roads re-graveled by 30 June 2021	Bulk Infrastructure and Co-ordination	33.06	0	0	N/A	

		FINANCIAL SERV	VICES					
KPI	KPI	Unit of Measurement	Strategic	Baseline		Quarter	ending	December 2020
Ref		Onit of Weasurement	Objective	Dasenne	Target	Actual	R	<b>Corrective Measures</b>
TL30	Financial viability measured in terms of the available cash to cover fixed operating expenditure by 30 June 2021 ((Cash and Cash Equivalents - Unspent Conditional Grants - Overdraft) + Short Term Investment) / Monthly Fixed Operational Expenditure excluding	Number of months that available cash is sufficient to cover the monthly operating expenditure(Audit AFS)	Financial Viability	5.20	3	6.60	В	
TL31	Submit the review of the Long Term Financial Plan to Council to address the financial sustainability of Garden Route District Municipality by December 2020	Long Term Financial Plan submitted to Council by December 2020	Financial Viability	0	1	1	G	
TL32	Achieve a current ratio of 1 (Current assets : Current liabilities)	Number of times the municipality can pay back its short term-liabilities with its short- term assets	Financial Viability	1	1	5	В	
TL33	Develop a Strategic Plan to address the minimization of the use of Consultants within the Department and submit to MANCOM by December 2020	Strategic Plan submitted to MANCOM by December 2020	Good Governance	0	1	1	G	
TL34	Financial viability measured in terms of the municipality's ability to meet its service debt obligations by 30 June 2021((Short Term Borrowing + Bank Overdraft + Short Term Lease + Long Term Borrowing + Long Term Lease) / Total Operating Revenue - Op	% of debt coverage	Financial Viability	30.00%	0.00%	0.00%	N/A	
TL35	Compilation of mid-term(first six months of the financial year)Financial Statements(AFS) for the 2020/2021 financial year and submit to Mancom by 28 February 2021	Compilation and submission of the AFS by 28 February 2021	Financial Viability/Good Governance	1	0	0	N/A	

	FINANCIAL SERVICES											
КРІ	KPI Unit of Measurement	Unit of Measurement	Strategic	Baseline	Quarter ending December 2020							
Ref		Objective	Dusenne	Target	Actual	R	<b>Corrective Measures</b>					
TL36	Compilation of the Annual Financial Statements(AFS) for the 2019/2020 financial year and submit to the Auditor General(AG) by 31 August 2020	Compilation and submission of the AFS to the AG by 31 August 2020	Financial Viability/Good Governance	1	0	1	В					
TL37	Annual review of the SCM policy to consider appropriate amendments to support the EPWP mandate(report submitted to Council in May)	Annual review of the SCM policy and report submitted to Council by May 2021	A Skilled workforce and Community	0	0	0	N/A					

BACK TO AGENDA

1. REPORT: SECTION 72 MID-YEAR BUDGET AND PERFORMANCE ASSESSMENT 31 DECEMBER 2020 / VERSLAG: ARTIKEL 72 HALFJAARLIKSE BEGROTING EN PRESTASIE ASSESSERING: 31 DESEMBER 2020 / INGXELO: UMHLATHI 72 ULWABIWOMALI-LOMBINDI NYANKA KUNYE NOQWALASELO LOMSEBENZI 31 KWEYOMNGA 2020

# **REPORT FROM THE EXECUTIVE MAYOR (M BOOYSEN)**

# 2. PURPOSE OF THE REPORT

The report is tabled to Council in terms of section 72 as required in terms of the Municipal Finance Management Act 56 of 2003.

## 3. DELEGATED AUTHORITY

Council

# 5. <u>RECOMMENDATIONS</u>

- 5.1.1 That Council takes note of the mid-year budget and performance report in terms of Section 72 of the Municipal Finance Management Act;
- 5.1.2 That Council takes note of the SDBIP performance report for the six months ending 31 December 2020.
- 5.1.3 That Council takes note that an adjustment budget will be tabled in February 2021 for consideration.

# **AANBEVELINGS**

- 5.2.1 Dat die Raad kennis neem van die halfjaarlikse Prestasieverslag voorgelê in terme van Artikel 72 van die Munisipale Finansiële Bestuurswet, en
- 5.2.2 Dat die Raad kennis neem van die SDBIP Prestasieverslag vir die eerste ses maande van die jaar geeindig 31 Desember 2020.
- 5.2.3 Dat die Raad kennis neem dat 'n aangepaste begroting voorgelê gaan word vir oorweging in Februarie 2021.

# **ISINDULULO**

- 5.3.1 iBhunga lithathele ingalelo ulwabiwo-mali lombindi nyaka kunye noqwalaselo lomsebenzi ngokwemithetho yoMhlathi 72 woMthetho woLawulo Lwemali zoMasipala;
- 5.3.2 iBhunga lithathele ingqalelo ingxelo yomsebenzi we SDBIP kwinyanga ezintandathu eziphela ngomhla 31 kweyoMnga 2019.
- 5.3.3 iBhunga lithathele ingqalelo ukuba kuzakuthiwa thaca ulungelelwaniso lolwabiwo-mali ukuze luqwalaselwe.

# 6. DISCUSSION / CONTENTS

# 6.1 BACKGROUND

Municipal Finance Management Act 56 of 2003

**Section 72 (1)** The accounting officer of a municipality must submit the report by the 25<sup>th</sup> of January each year –

- (a) Assess the performance of the municipality during the first half of the financial year taking into account –
- i. The monthly financial statements referred to in section 71 for the first half of the financial year;

- The municipal service delivery performance during the first half of the financial year and the service delivery targets as well as performance indicators set in the service delivery and budget implementation plan;
- iii. The previous year annual report and the progress on resolving problems identified in the annual report; and
- (b) Submit a report on such assessment to
- *i.* The mayor of the municipality
  - ii. The National Treasury
  - iii. The relevant provincial treasury

(2) The statement referred to in section 71(1) for the sixth month of a financial year must be incorporated into the report referred to in subsection 1(b) of the section.
(3) The accounting officer must, as part of the review –

- a) Make recommendations as to whether an adjustment budget is necessary; and
- **b)** Recommend revised projections for revenue and expenditure to the extent that this may be necessary.

After my review performed, it is recommended that an adjustment budget is needed.

# 6.3 FINANCIAL IMPLICATIONS

To be addressed in 2020/21 Fourth Adjustment Budget report.

# 6.4 LEGAL IMPLICATIONS

None. The following legislation applies:

- Municipal Finance Management Act, No 56 of 2003, section 52
- Municipal Budget and Reporting Regulations, 17 April 2009

# 6.5 STAFF IMPLICATION

None

# 6.6 PREVIOUS / RELEVANT COUNCIL RESOLUTIONS:

There are no previous or relevant Council resolutions related to this matter.

# 6.7 <u>RISK IMPLICATIONS</u>

There are no foreseen risks

# 6.8 **COMMENTS FROM EXECUTIVE MANAGEMENT:**

- 6.8.1 EXECUTIVE MANAGER: ROADS AND TRANSPORT PLANNING SERVICES
  None
- 6.8.2 EXECUTIVE MANAGER: PLANNING AND ECONOMIC DEVELOPMENT None
- 6.8.3 EXECUTIVE MANAGER: COMMUNITY SERVICES

None

6.8.4 EXECUTIVE MANAGER: CORPORATE SERVICES

None

6.8.5 EXECUTIVE MANAGER: FINANCIAL SERVICES

None

6.8.6 MANAGER: LEGAL SERVICES

None

# **ANNEXURE**

Section 72 Mid-year Budget and Performance Report for the period ending 31 December 2020.

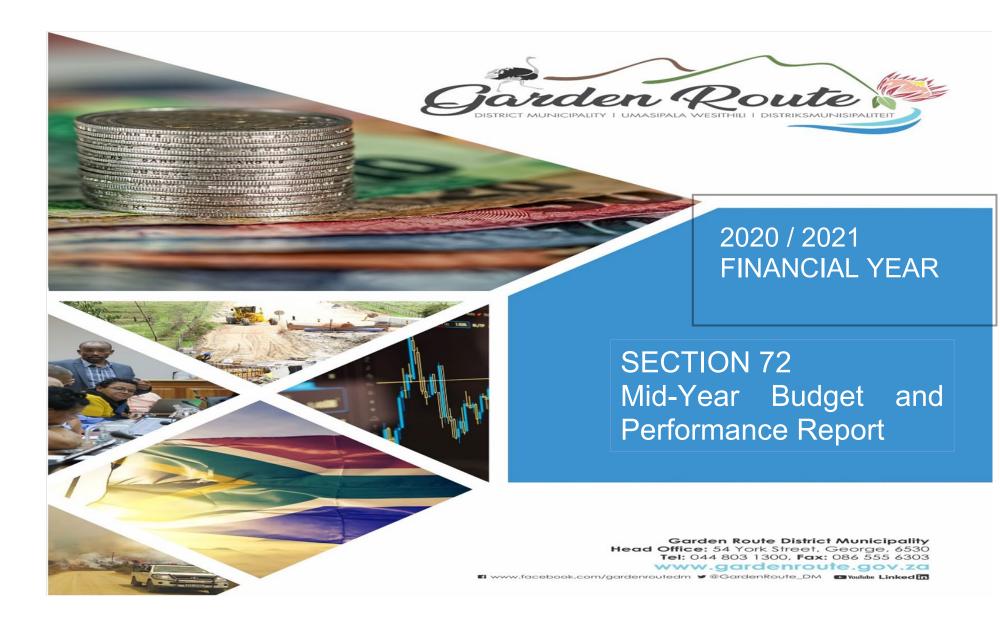


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# PART 3 SDBIP

31

## Glossary

**Annual Budget** – Prescribed in section 16 of the MFMA - the formal means by which a Municipality approve official budget for the next three years.

**Adjustment Budget –** Prescribed in section 28 of the MFMA – the formal means by which a Municipality may revise its annual budget during the year.

**Allocations (Transfers – see DORA) –** Money received from Provincial or National Government.

**Budget Related Policy (ies)** – Policies of a Municipality affecting or affected by the budget, examples include Tariff Policy, Rates Policy, Credit Control and Debt Collection Policies.

**Capital Expenditure** - Spending on assets such as land, buildings and machinery. Any capital expenditure must be reflected as an asset on the Municipality's balance sheet and must be included in the asset register.

**Cash Flow Statement –** A statement showing when actual cash will be received and spent by the Municipality. Payments do not always coincide with budgeted expenditure timings - for example, when an invoice is received by the Municipality it is shown as expenditure in the month it is received, even though it may not be paid in the same period.

**DORA** – Division of Revenue Act. Annual legislation that shows the total allocations made by national to provincial and local government (see Allocations / Transfers).

**Equitable Share** – A general grant paid to municipalities. It is predominantly targeted to help with free basic services and to compensate for the loss of RSC levies.

**Fruitless and Wasteful Expenditure –** Expenditure that was made in vain and would/should have been avoided had reasonable care been exercised.

**GFS** – Government Finance Statistics. An internationally recognised classification system that facilitates like for like comparison between municipalities.

**GRAP** – Generally Recognised Accounting Practice. The new standard for municipal accounting.

**IDP –** Integrated Development Plan. The main strategic planning document of the Municipality

**MBRR** – Local Government: Municipal Finance Management Act (56/2003): Municipal Budget and Reporting Regulations dated April 2009.

**MFMA –** The Municipal Finance Management Act – Act No. 56 of 2003. The principle piece of legislation relating to municipal financial management.

**MTREF** – Medium Term Revenue and Expenditure Framework. A medium term financial plan, usually 3 years, based on a fixed first year and indicative further two years' budget allocations. Also includes details of the previous and current years' financial position.

**Operating Expenditure** –The day to day expenses of the Municipality such as salaries and wages.

**Rates** – Local Government tax based on the assessed value of a property. To determine the rates payable, the assessed rateable value is multiplied by the rate in the Rand.

**SDBIP** – Service Delivery and Budget Implementation Plan. A detailed plan comprising quarterly performance targets and monthly budgeted estimates.

**Strategic Objectives** – The main priorities of the Municipality as set out in the IDP. Budgeted spending must contribute towards the achievement of the strategic objectives.

**Unauthorised Expenditure –** Generally, spending without, or in excess of, an Approved Budget.

**Virement –** A transfer of funds.

**Virement Policy -** The policy that sets out the rules for budget transfers. Virements are normally allowed within a vote. Transfers between votes must be agreed by Council through an Adjustments Budget.

**Vote –** One of the main segments into which a budget is divided. In Garden Route District this means the different GFS classification the budget is divided.

# Legislative Framework

This report has been prepared in terms of the following enabling legislation:

# The Municipal Finance Management Act – Act No. 56 of 2003

Section 71: Monthly budget statements

Local Government: Municipal Finance Management Act (56/2003): Municipal budget and reporting regulations

#### PART 1 – IN-YEAR REPORT

#### SECTION 1 – MAYORAL SPEECH

Honourable Speaker, leaders of the Opposition, honourable members of the Garden Route District Council on both sides of the house, The Municipal Manager and his Executive Management Team, the Members of the Media, interest groups and the citizens of the Garden Route District Municipality.

I would like to express a hearty warm welcome to you all and express my warm wishes to you and your families for 2021. 2020 was a testing year for all of us, our thoughts and deepest condolences go out to all the families in the District and country that has been affected by COVID-19.

It was not a normal festive season and certainly not business as usual, our beaches were closed and the tourism sector faced yet another blow. This was all to keep loved ones and family safe during these uncertain times. However, there is some light at the end of the tunnel, there are various vaccines against COVID-19 available in the market and South Africa are expected to receive its first batch of vaccines during 2021.

The matriculants, the class of 2020, was also affected by the COVID-19 pandemic and their results are expected to be released on 22 February 2021. We trust that the class of 2020 would have done extremely well in their Matric exams under the circumstances, and we also trust that the doors of Higher Learning will be opened to allow them to shape their destiny. Those that have not done well, we wish to encourage them to take on the year with more vigour and excitement; they must know that they still have an opportunity to learn and improve their lives and those of their communities.

Although this is a new year, 2021, feels like a new beginning, however, in terms of our fiscal year we are half way through the 2020/21 financial year already; therefore, like any house that has intensions to prosper we need to do some introspections on the 6 months gone to ensure that we can rectify the errors of the past and improve on the success we have achieved thus far.

The actual and budgeted figures reported, includes the Roads Budget.

### Revenue by source

The total adjusted revenue budget for 2020/21 year totals **R400,944,011 (including Roads Agency)**. Performance for the mid-year ending 31 December 2020 totals **R209,540,103**. This represents a total of **52%** of the budgeted revenue, this is in line with expected performance of 50% for the first 6 months.

The majority of revenue is from Transfers and subsidies received to date to the amount of **R130,149,000**, which is **62%** of the revenue received for the first 6 months and the majority relates to the roads agency income.

The revenue in respect of the roads agency function is integrated on a monthly basis in the financial records and this amount is included under 'Agency services'.

# **Operating expenditure**

The total adjusted expenditure budget for 2020/21 totals **R410,004,313 (including Roads Agency).** Performance for the mid-year ending 31 December 2020 totals **R179,978,724**.

This represents a **44%** spending based on the budgeted expenditure, this is lower than 50% mainly due to non-cash items (e.g. debt impairment and actuarial losses) that is only accounted for at year-end.

The majority of these expenditure totals include Employee and Councillors related cost of **R133,050,435**, Contracted services of **R11,472,990** and Other expenditure of **R21,612,302**.

The expenditure in respect of the roads agency function is integrated on a monthly basis in the financial records and this amount is included under 'Other expenditure'.

# Capital Budget performance

The adjusted capital budget for the financial year amounts to **R8,135,000.** For the first 6 months, capital expenditure was **R4,579,800** representing **56%** of the budget, this is in line with expected performance of 50% for the first 6 months.

Refer to detailed capital expenditure performance on pages 34 – 37.

# - SDBIP:

# Highlights

- The Top Level SDBIP was approved by the Mayor within the legislative required timeframe. The Departmental SDBIP was approved by the Municipal Manager also within legislative required timeframe. Adhering to all legislative requirements as stipulated below: -
- Approval of the Top Level SDBIP -
- Publication of the Top Level website -
- Approval of the Departmental SDBIP -
- All sec 56/57 contracts entered into and signed within the required timeframes -
- Submission of the Section 72 and the adjusted Top Level SDBIP Started with the basis for the compilation of System Descriptions for the Top Level SDBIP –
- Individual Performance is due for full implementation by June 2021.

## Challenges

- Personnel shortage in the Performance Unit

I wish you a great 2021 and trust that the second half of the fiscal year will be nothing short of success.

I would therefore like to recommend to council the following:

It is recommended that:

- Council takes note of the mid-year budget and performance report in terms of Section
   72 of the Municipal Finance Management Act;
- Council takes note of the SDBIP performance report for the six months ending 31 December 2020.
- **iii.** Council takes note that an adjustment budget will be tabled in February 2021 for consideration.

## **SECTION 2 – RESOLUTIONS**

#### SECTION 72 - MID YEAR BUDGET & PERFORMANCE ASSESSMENT REPORT

These are the resolutions being presented to Council in the mid-year report on the implementation of the budget and the financial state of affairs of the municipality as required in terms of section 72 of the Municipal Finance Management Act, Act 56 of 2003.

## **RECOMMENDATION:**

It is recommended that:

- Council takes note of the mid-year budget and performance report in terms of Section
   72 of the Municipal Finance Management Act;
- Council takes note of the SDBIP performance report for the six months ending 31 December 2020.
- **iii.** Council takes note that an adjustment budget will be tabled in February 2021 for consideration.

## SECTION 3 – EXECUTIVE SUMMARY

#### 3.1 Introduction

These figures are presented in terms of Section 72 of the MFMA. The information is presented for the mid-year ending 31 December 2020.

### 3.2 Consolidated Performance

## 3.2.1 Against Annual Budget (original)

## The actual and budgeted figures reported, includes the Roads Budget.

#### Revenue by source

The total revenue received for the first 6 months ending 31 December 2020 amounts to **R209,540,103**, in comparison to an adjusted budgeted figure of **R400,944,011 (including Roads Agency)** representing **52%** of budgeted revenue, this is in line with expected performance of 50% for the first 6 months.

## Operating Expenditure by type

Operating expenditure for the first 6 months ending 31 December 2020 amounts to **R179,978,724**, which is reported against an adjusted budget of **R410,004,313 (including Roads Agency)**, representing **44%** of budgeted expenditure, this is below 50% mainly due to non-cash items (e.g. debt impairment and actuarial losses) that is only accounted for at year-end.

#### Capital Expenditure

The adjusted capital budget for the financial year amounts to **R8,135,000**. For the first 6 months, capital expenditure was **R4,579,800** representing **56%** of the budget, this is in line with expected performance of 50% for the first 6 months.

See attached capital expenditure progress report on page 34-37.

# 3.3 Material variances from SDBIP (Service Delivery and Budget Implementation Plan)

Variances and deficiencies will be explained in terms of the SDBIP and will be reported on by the Performance Management Unit, situated in the Office of the Municipal Manager. The Service Delivery and Budget Implementation Plan (SDBIP) performance of the municipality is attached as Part 3 to this report. This report reflects the municipal performance on the non-financial information for the period 1 July 2020 to 31 December 2020.

# 3.5 Annual Report

The Annual Report 2019/20 is not finalised yet due to the extended deadlines due to the COVID-19 pandemic.

# 3.6 Long-term financial sustainability

A Service provider was appointed to develop a Long Term Financial Plan, funding was received from Provincial Treasury in the form of the Western Cape Financial Management Support Grant to fund this project. The municipality established a revenue enhancement committee to create a platform to discuss the way forward with the findings contained in the report.

# 3.7 Remedial or corrective steps

Remedial actions and corrections will be instituted and changes recommend by the Performance Management Unit.

This will be dealt with during the adjustment budget process in February 2021. Detailed explanations of the remedial or corrective steps will be provided as part of the budget report to Council.

A report will be tabled with the adjustments required to the Service Delivery and Budget Implementation Plan (SDBIP). As explained above, the adjustments to the Operational Revenue and Expenditure budgets will be dealt with in the budget report.

# 3.8 Conclusion

Detailed analysis of the municipal performance for the year to date ending 31 December 2020 will be presented under the different sections of the report.

# SECTION 4 - IN-YEAR BUDGET STATEMENT TABLES

# 4.1 Monthly budget statements

# 4.1.1 Table C1: S71 Monthly Budget Statement Summary

DC4 Garden Route - Table C1 Monthly B	2019/20 Budget Year 2020/21											
Description	Audited	Original	Adjusted	Monthly	YearTD	YearTD	YTD	YTD	Full Year			
	Outcome	Budget	Budget	actual	actual	budget	variance	variance	Forecast			
R thousands								%	1			
Financial Performance									I			
Property rates	-	-	-	-	-	-	-		-			
Service charges	-	-	-	-	-	-	-		-			
Investment revenue	12 945	14 091	14 091	47	1 582	7 046	(5 463)	-78%	14 091			
Transfers and subsidies	73 348	174 269	34 252	932	5 062	17 126	(12 064)	-70%	34 252			
Other own revenue	273 290	203 812	352 601	66 215	202 896	176 301	26 595	15%	352 601			
Total Revenue (excluding capital transfers	359 583	392 172	400 944	67 195	209 540	200 472	9 068	5%	400 944			
and contributions)									I			
Employ ee costs	149 735	239 508	241 480	21 496	128 404	120 740	7 664	6%	241 480			
Remuneration of Councillors	10 097	13 360	13 360	707	4 647	6 680	(2 033)	-30%	13 360			
Depreciation & asset impairment	4 543	3 930	3 930	389	2 334	1 965	369	19%	3 930			
Finance charges	-	-	-	-	-	-	-		-			
Materials and bulk purchases	3 387	51 197	51 197	2 301	10 912	25 599	(14 686)	-57%	51 197			
Transfers and subsidies	1 161	1 230	1 230	140	567	615	(48)	-8%	1 230			
Other expenditure	183 972	92 007	98 807	6 298	33 115	49 403	(16 288)	-33%	98 807			
Total Expenditure	352 894	401 232	410 004	31 333	179 979	205 002	(25 023)	-12%	410 004			
Surplus/(Deficit)	6 690	(9 060)	(9 060)	35 862	29 561	(4 530)	34 092	-753%	(9 060)			
Transfers and subsidies - capital (monetary alloc	-	-	-	_	-	-	_					
Contributions & Contributed assets	424	-	-	-	-	-	-					
Surplus/(Deficit) after capital transfers &	7 114	(9 060)	(9 060)	35 862	29 561	(4 530)	34 092	-753%	(9 060)			
contributions			. ,									
Share of surplus/ (deficit) of associate	-	-	-	_	-	-	_		-			
Surplus/ (Deficit) for the year	7 114	(9 060)	(9 060)	35 862	29 561	(4 530)	34 092	-753%	(9 060)			
Capital expenditure & funds sources			. ,			. ,			. ,			
Capital expenditure	7 763	8 135	8 135	238	4 580	4 068	512	13%	8 135			
Capital transfers recognised	3 435	0 133	0 133	-	4 JOU	4 000	J12	13 /0	0 133			
	5 455	_	_		_	_	_		-			
Borrowing	-		-	-	-	-	-	400/	-			
Internally generated funds	4 328	8 135	8 135	238	4 580	4 068	512	13%	8 135			
Total sources of capital funds	7 763	8 135	8 135	238	4 580	4 068	512	13%	8 135			
Financial position									1			
Total current assets	158 711	173 685	173 685		249 175				173 685			
Total non current assets	248 198	314 316	314 316		219 303				314 316			
Total current liabilities	20 253	74 604	74 604		46 537				74 604			
Total non current liabilities	90 666	144 852	144 852		78 557				144 852			
Community wealth/Equity	295 989	268 545	268 545		343 384				268 545			
Cash flows												
Net cash from (used) operating	(51 371)	(3 288)	(3 288)	35 862	29 561	(1 644)	(31 206)	1898%	(3 288)			
Net cash from (used) investing	(7 763)	(8 135)	(8 135)	8 090	3 748	(2 712)		5 8	(8 135)			
Net cash from (used) financing	-	_	_	_	_	_	_		· -			
Cash/cash equivalents at the month/year end	110 634	143 131	143 131	_	203 131	150 199	(52 932)	-35%	158 398			
·····,···,····,····,····,····,···												
Debtors & creditors analysis	0-30 Days	31-60 Days	61-90 Days	91-120 Days	121-150 Dys	151-180 Dys	181 Dys- 1 Yr	Over 1Yr	Total			
Debtors Age Analysis									******			
Total By Income Source	1 400	824	746	406	980	1 576	6 276	25 132	37 340			
Creditors Age Analysis									1			
Total Creditors	39	859	43	3	34	151	356	24	1 509			
	00	000 1		0	0-	[ 131	300	{ <u>27</u>	1 000			

DC4 Garden Route - Table C1 Monthly Budget Statement Summary - Mid-Year Assessment

# 4.1.2 Table C2: Monthly Budget Statement - Financial Performance (standard classification)

DC4 Cardon Pouto Table C2 Month	v Rudget Statement Einangial Parformance	(functional classification) Mid Year Accessment
DC4 Galuell Roule - Table CZ Wolltin	y Duuyet Statement - Financial Performance	(functional classification) - Mid-Year Assessment

	Ref	2019/20				Budget Year 2				
Description		Audited	Original	Adjusted	Monthly	YearTD	YearTD	YTD	YTD	Full Year
		Outcome	Budget	Budget	actual	actual	budget	variance	variance	Forecast
R thousands	1								%	
Revenue - Functional										
Governance and administration		208 430	217 258	226 030	55 878	145 824	113 015	32 809	29%	226 03
Executive and council		207 582	217 030	225 802	55 878	145 794	112 901	32 893	29%	225 80
Finance and administration		848	228	228	-	30	114	(84)	-74%	22
Internal audit		-	-	-	-	-	-	-		-
Community and public safety		6 415	9 330	9 330	433	1 234	4 665	(3 431)	-74%	9 33
Community and social services		-	-	-	-	-	-	- 1		-
Sport and recreation		6 021	8 656	8 656	411	1 084	4 328	(3 245)	-75%	8 65
Public safety		-	-	-	-	-	-	-		-
Housing		-	-	-	-	-	-	-		-
Health		393	674	674	22	151	337	(186)	-55%	67
Economic and environmental services		144 927	165 584	165 584	10 884	62 482	82 792	(20 310)	-25%	165 58
Planning and development		_	-	-	_	_	-	-		-
Road transport		144 851	165 473	165 473	10 875	62 428	82 736	(20 308)	-25%	165 47
Environmental protection		76	111	111	9	54	56	(2)	-3%	11
Trading services		236	-	-	_	-	-	-		-
Energy sources		_	_	-	_	_	_	_		-
Water management		_	-	_	_	_	_	_		_
Waste water management		_	-	_	_	_	_	_		_
Waste management		236	-	_	_	_	_	_		_
Other	4	-	-	_	_	_	_	_		_
Total Revenue - Functional	2	360 008	392 172	400 944	67 195	209 540	200 472	9 068	5%	400 94
Expenditure - Functional								(5.040)		
Governance and administration		113 858	129 355	132 185	9 284	60 780	66 093	(5 313)	-8%	132 18
Executive and council		37 979	49 165	51 495	2 140	18 169	25 748	(7 579)	-29%	51 4
Finance and administration		73 727	77 489	77 989	6 958	41 145	38 995	2 151	6%	77 9
Internal audit		2 152	2 702	2 701	186	1 465	1 351	115	8%	2 7
Community and public safety		77 975	85 264	86 536	7 162	38 690	43 268	(4 578)	-11%	86 5
Community and social services		11 334	12 914	12 994	1 239	5 892	6 497	(605)	-9%	12 9
Sport and recreation		11 470	13 494	13 494	909	4 707	6 747	(2 040)	-30%	13 4
Public safety		24 475	26 063	26 063	1 912	11 069	13 031	(1 962)	-15%	26 0
Housing		-	-	-	-	-	-	-		
Health		30 696	32 793	33 985	3 102	17 022	16 992	29	0%	33 9
Economic and environmental services		156 692	179 235	181 404	14 272	76 628	90 702	(14 074)	-16%	181 4
Planning and development		7 393	7 087	7 087	733	4 042	3 543	499	14%	7 0
Road transport		146 151	168 818	170 987	13 318	71 182	85 493	(14 312)	-17%	170 9
Environmental protection		3 149	3 330	3 330	221	1 404	1 665	(261)	-16%	3 3
Trading services		3 565	4 606	7 106	496	3 033	3 553	(520)	-15%	71
Energy sources		-	-	-	-	-	-	-		
Water management		-	-	-	-	-	-	-		
Waste water management		-	-	-	-	-	-	-		
Waste management		3 565	4 606	7 106	496	3 033	3 553	(520)	-15%	71
Other		2 104	2 773	2 773	119	847	1 386	(539)	-39%	27
otal Expenditure - Functional	3	354 194	401 233	410 004	31 333	179 978	205 002	(25 024)	-12%	410 0
Surplus/ (Deficit) for the year	1	5 814	(9 060)	(9 060)	35 862	29 562	(4 530)	34 092	-753%	(9 0

This table reflects the operating budget (Financial Performance) in the standard classifications that is the Government Finance Statistics Functions and Sub-function. The main functions are Governance and Administration, Community and Public Safety, Economic and Environmental Services and Trading services.

# **Operating Revenue:**

Table C2 reflects the financial performance per Standard Classification and shows that most of the municipal funds are received under the Executive and Council classification. This is because the municipality budgets most of its income under the Governance and administration function of the Government Financial Statistics (GFS) classification.

The municipality reported a **52%** performance for Revenue for the first 6 months ending 31 December 2020, this is in line with expected performance of 50% for the first 6 months. The majority of the revenue consist of grants and mainly the equitable share and roads agency function allocation.

#### **Operating Expenditure**

The municipality reported a **44%** performance for Expenditure for the first 6 months ending 31 December 2020, this is below 50% mainly due to non-cash items (e.g. debt impairment and actuarial losses) that is only accounted for at year-end.

Adjustments to the budget will be tabled to council during February 2021 in order to improve performance and enhance service delivery.

More details regarding the operational expenditure below.

Vote Description		2019/20	Budget Year 2020/21									
	<b>D</b> -4	Audited	Original	Adjusted	Monthly	YearTD	YearTD	YTD	YTD	Full Year		
	Ref	Outcome	Budget	Budget	actual	actual	budget	variance	variance	Forecast		
thousands									%			
Revenue by Vote	1											
Vote 1 - Executive and Council		207 582	217 030	225 802	55 878	145 794	112 901	32 893	29,1%	225 80		
Vote 2 - Budget and Treasury Office		-	-	-	-	-	-	-		-		
Vote 3 - Corporate Services		848	228	228	-	30	114	(84)	-73,7%	22		
Vote 4 - Planning and Development		-	-	-	-	-	-	-		-		
Vote 5 - Public Safety		-	-	-	-	-	-	-		-		
Vote 6 - Health		393	674	674	22	151	337	(186)	-55,3%	67		
Vote 7 - Community and Social Services		_	_	-	-	_	_	-		_		
Vote 8 - Sport and Recreation		6 021	8 656	8 656	411	1 084	4 328	(3 245)	-75,0%	8 65		
Vote 9 - Waste Management		236	-	-	-	-	-	-		-		
Vote 10 - Roads Transport		-	-	-	-	-	-	-		-		
Vote 11 - Waste Water Management		-	-	-	-	-	-	-		-		
Vote 12 - Water		-	-	-	-	-	-	-		-		
Vote 13 - Environment Protection		76	111	111	9	54	56	(2)	-3,2%	11		
Vote 14 - Roads Agency Function		144 851	165 473	165 473	10 875	62 428	82 736	(20 308)	-24,5%	165 4		
Vote 15 - Electricity		-	-	-	-	-	-	-		-		
otal Revenue by Vote	2	360 008	392 172	400 944	67 195	209 540	200 472	9 068	4,5%	400 94		
xpenditure by Vote	1											
Vote 1 - Executive and Council		40 928	52 598	54 928	2 742	21 372	27 464	(6 092)	-22,2%	54 92		
Vote 2 - Budget and Treasury Office		21 844	24 275	24 675	2 306	12 923	12 337	585	4,7%	24 6		
Vote 3 - Corporate Services		40 538	42 386	42 486	3 427	21 823	21 243	580	2,7%	42 48		
Vote 4 - Planning and Development		22 663	23 512	23 512	1 976	11 107	11 756	(649)	-5,5%	23 5		
Vote 5 - Public Safety		30 670	33 222	33 302	2 610	14 235	16 651	(2 416)	-14,5%	33 3		
Vote 6 - Health		33 216	34 993	36 185	3 326	18 193	18 092	100	0,6%	36 1		
Vote 7 - Community and Social Services		-	-	-	-	_	-	-	.,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,			
Vote 8 - Sport and Recreation		11 470	13 494	13 494	909	4 707	6 747	(2 040)	-30,2%	13 4		
Vote 9 - Waste Management		3 565	4 606	7 106	496	3 033	3 553	(520)	-14,6%	71		

# 4.1.3 Table C3: Monthly Budget Statement - Financial Performance (revenue and expenditure by municipal vote)

Revenue and expenditure reflects the operating performance per municipal vote. This is in accordance with the Government Financial Statistics (GFS) classification of the National Treasury.

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3 330

165 473

401 233

(9 060)

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3 149

144 851

352 894

7 114

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Vote 10 - Roads Transport

Vote 12 - Water

Vote 15 - Electricity Total Expenditure by Vote

Surplus/ (Deficit) for the year

Vote 11 - Waste Water Management

Vote 13 - Environment Protection

Vote 14 - Roads Agency Function

5 514

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3 330

165 473

410 004

(9 060)

(1 457)

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(261)

(12 855)

(25 024)

-52,8%

-15,7%

-15.5%

-12,2%

34 092 -752,6%

5 514

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3 330

165 473

410 004

(9 060)

2 757

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1 665

82 736

205 002

(4 530)

1 300

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1 404

69 882

179 978

29 562

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221

13 318

31 333

35 862

Most of the municipal income is budgeted under the Executive and Council functions. Sport and Recreation (Resorts) is the other main municipal function where income budgeting is recorded.

Expenditure per municipal vote is distributed to ensure that the municipal expenditure reflects the functions where expenditure is allocated. This is done to ensure implementation of the Integrated Development Plan (IDP) and for Annual Reporting.

# 4.1.4 Table C4: Monthly Budget Statement - Financial Performance (revenue and expenditure)

DC4 Garden Route - Table C4 Monthly Budget Statement - Financial Performance (revenue and expenditure) - Mid-Year Assessment

	Ref	2019/20 Budget Year 2020/21								
Description		Audited	Original	Adjusted	Monthly	YearTD	YearTD	YTD	YTD	Full Year
		Outcome	Budget	Budget	actual	actual	budget	variance	variance	Forecast
R thousands									%	
Revenue By Source										
Property rates								-		
Service charges - electricity revenue								-		
Service charges - water revenue								-		
Service charges - sanitation revenue								-		
Service charges - refuse revenue								-		
Rental of facilities and equipment		1 142	1 614	1 614	82	134	807	(673)	-83%	1 614
Interest earned - external investments		12 945	14 091	14 091	47	1 582	7 046	(5 463)	-78%	14 091
Interest earned - outstanding debtors		3 234	3 710	3 710	231	1 356	1 855	(499)	-27%	3 710
Dividends received		-	-				-	-		-
Fines, penalties and forfeits		-	-		0	54	-	-	00/	-
Licences and permits		76 163 461	111 184 673	111 184 673	9 12 086	54 69 558	56	(2)	-3% -25%	111 184 673
Agency services		163 461 73 348	184 673 174 269	184 673 34 252	12 086 932	69 558 5 062	92 336	(22 778)	-25%	
Transfers and subsidies Other revenue		73 348 105 378	174 269 13 704	34 252 162 493	932 53 807	5 062 131 793	17 126 81 246	(12 064) 50 547	-70% 62%	34 252 162 493
Gains on disposal of PPE		105 576	13704	102 493	55 607	131 / 93	01 240	50 547	02 /0	102 493
Total Revenue (excluding capital transfers and	<u>†</u>	359 583	392 172	400 944	67 195	209 540	200 472	9 068	5%	400 944
contributions)		333 303	552 172	400 344	07 135	203 340	200 472	3 000	576	400 544
Expenditure By Type	t									
Employee related costs		149 735	239 508	241 480	21 496	128 404	120 740	7 664	6%	241 480
Remuneration of councillors			13 360	13 360				8		13 360
		10 097			707	4 647	6 680	(2 033)	-30%	
Debt impairment		1 198	1 841	1 841	-	17	921	(904)	-98%	1 841
Depreciation & asset impairment		4 543	3 930	3 930	389	2 334	1 965	369	19%	3 930
Finance charges		-	-	-	-	-	-	-		-
Bulk purchases		-	-	-	-	-	-	-		-
Other materials		3 387	51 197	51 197	2 301	10 912	25 599	(14 686)	-57%	51 197
Contracted services		13 201	32 272	38 022	2 915	11 473	19 011	(7 538)	-40%	38 022
Transfers and subsidies		1 161	1 230	1 230	140	567	615	(48)	-8%	1 230
Other expenditure		169 573	57 894	58 944	3 383	21 625	29 472	(7 847)	-27%	58 944
Loss on disposal of PPE								· _ ·		
Total Expenditure	1	352 894	401 232	410 004	31 333	179 979	205 002	(25 023)	-12%	410 004
Surplus/(Deficit)	t	6 690	(9 060)	(9 060)	35 862	29 561	(4 530)	34 092	(0)	(9 060
mansiers and subsidies - capital (monetary allocations)		0 050	(5 000)	(5 000)	33 002	25 501	(4 550)	34 032	(0)	(5 000
(National / Provincial and District)								-		
(National / Provincial Departmental Agencies,										
Households, Non-profit Institutions, Private Enterprises,										
Public Corporatons, Higher Educational Institutions)		424						_		
Transfers and subsidies - capital (in-kind - all)		-21						_		
,		7 114	(9 060)	(9 060)	35 862	29 561	(4 530)			(9 060)
Surplus/(Deficit) after capital transfers &		/ 114	(9 000)	(9 000)	33 00Z	29 301	(4 550)			(9 000
contributions										
Tax ation			/0.0	/				-		<i>/• c</i>
Surplus/(Deficit) after taxation		7 114	(9 060)	(9 060)	35 862	29 561	(4 530)			(9 060
Attributable to minorities										
Surplus/(Deficit) attributable to municipality		7 114	(9 060)	(9 060)	35 862	29 561	(4 530)			(9 060
Share of surplus/ (deficit) of associate										
Surplus/ (Deficit) for the year	-	7 114	(9 060)	(9 060)	35 862	29 561	(4 530)			(9 060

## Revenue by Source

Revenue by source explains the types of income budgeted for and the performance of these items individually.

#### Rental of facilities and equipment:

Rental of facilities and equipment for the first 6 months ending 31 December 2020 amounted to R134,389 against an adjusted budget of R1,614,000, representing 8,3% year to date received. The resorts were closed after the outbreak of the COVID 19 in South Africa and the declaration of a national disaster, and as a result the municipality presented COVID-relief to the lessees at the resorts. However, the correcting journals for this COVID-relief was only passed during the month of November 2020, which resulted in the net debit balance on the rental of facilities and equipment vote. The actual performance is -83% of the year-to-date budget, with the movement back to lockdown level three, it will be necessary to revise the rental of facilities and equipment revenue budget downwards in the February adjustment budget.

#### Interest earned – External Investments:

Reflects the interest earned in respect of surplus funds not immediately needed in the operations of the municipality over the short-term period. Interest on external investments received for the first 6 months ending 31 December 2020 amounted to R1,582,276, against an adjusted budget of R14,091,000, which represents 11,2% interest received year to date. The investment balance of the municipality amounted to R198m for the month ended 31 December 2020 and was invested for a period longer than 30 days to optimize interest received on investments. The actual performance is -78% off the year-to-date budget as a result of bulk of investments that have not matured yet, it is invested for more than 30 days, and the interest will only be realised on the date of maturity hence the reason for the under performance against budgeted amount versus actual year-to-date.

#### Interest raised – Outstanding debtors

Interest on outstanding debtors for the first 6 months ending 31 December 2020 amounted to R1,356,119,against an adjusted budget of R3,710,000, which represents 37% interest received year date. Majority of the debtors are firefighting debtors.

#### Agency services

The municipality performs an agency function on behalf of the Department of Transport – Roads department. Monthly agency fees are collected from the department. 12% Admin fee

is received on the original allocation and 3% on the cost of additional reseal projects. An amount of R69,558,151 was recorded for the first 6 months ending 31 December 2020, the amount includes the admin fee as well as the revenue recognised in relating to the actual expenditure.

#### Transferred recognised - operational

The transfers recognised represents the allocations as promulgated in the National and Provincial Division of Revenues Act's respectively. The first instalment of R73,116,000 for the Equitable Share was received during July 2020. The Local Government Finance Management grant of R1,000,000 and the first instalment of R518,000 for Expanded Public Works Programme was received during August 2020. The municipality received its first instalment of R1,712,000 for the Rural Roads Assets Management Grant during September 2020. The fuel levy share budgeted amount were moved to other revenue, the municipality received instalments as per agreement and the performance for the year to date is in line with the budgeted expected amounts. The municipality received R900,000 for Integrated Transport Planning from Provincial Treasury during October 2020. For the month ended 31 December 2020 the municipality have received the second instalment of the EPWP grant amounting to R932,000, as well as the Equitable share second instalment to the amount of R51,971,000.

#### Other revenue / Sundry income

Other revenue reflects an amount of R131,793,323, against an adjusted budget of R162,493,000, representing 81% for the first 6 months ending 31 December 2020. Other revenue consists of the following: Roads income (incorporated on a monthly basis by means of a journal), Interest on current account and resorts income.

#### Expenditure by Type

Expenditure by type reflects the operational budget per main type/category of expenditure.

#### Employee Related cost / Remuneration of councillors

Remuneration related expenditure for the first 6 months ending 31 December 2020 amounted to R133,050,435. The councillor remuneration expenditure for the first 6 months

amounted to R4,646,751 to an adjusted budget of R13,360,009, representing 35% of the budget. An annual increase has been budgeted for, but we are still awaiting the formal increase to be issued by National Treasury for processing

#### Debt Impairment / Depreciation and asset impairment

These items account for non-cash budgeted items. The fixed asset register module must still be implemented at Garden Route DM by the service provider of the financial system. The municipality are awaiting the service provider to implement the new fixed asset management system as the previous asset management system provider (Market Demand) terminated its services under the mSCOA contract. Phoenix had to develop a new asset register (at no additional cost to municipalities, as this was an mSCOA requirement when National Treasury awarded the transversal tender for financial systems). Garden Route DM must first test the new proposed asset register extensively to ensure it meets the requirements of mSCOA and GRAP and fully integrates seamlessly and correctly with the financial system before it can be implemented. R2,351,130 were recorded for the first 6 months ending 31 December 2020 for depreciation against an adjustment budget of R5,771,000, which represents 40% for the 6 months.

#### Finance charges

The municipality have no outstanding loans however a loan might be taken up for the construction of the regional landfill site.

#### **Contracted services**

Contracted services amounted to R11,472,990, against an adjusted budget of R38,022,000, which represents 30% for the first 6 months ending 31 December 2020.

#### Other expenditure

Other expenditure reflects all other expenses not specifically mentioned and amounted to R21,612,302, against an adjustment budget of R58,944,000, which represents 37% for the first 6 months ending 31 December 2020. The other expenditure consists of the following, Operating costs, Operating Projects (own funds) and Roads expenditure.

# 4.1.5 Table C5: Monthly Budget Statement - Capital Expenditure (municipal vote, standard classification and funding)

DC4 Garden Route - Table C5 Monthly Budget Statement - Capital Expenditure (municipal vote, functional classification and funding) - Mid-Year
Assessment

		2019/20				Budget Year 2	2020/21			
Vote Description	Ref	Audited	Original	Adjusted	Monthly	YearTD	YearTD	YTD	YTD	Full Year
		Outcome	Budget	Budget	actual	actual	budget	variance	variance	Forecast
R thousands	1								%	
Multi-Year expenditure appropriation	2									
Vote 1 - Executive and Council		-	5 000	5 000	-	4 012	2 500	1 512	60%	5 000
Vote 2 - Budget and Treasury Office		19	-	-	-	-	-	-		-
Vote 3 - Corporate Services		1 231	-	-	-	-	-	-		-
Vote 4 - Planning and Development		-	-	-	-	-	-	-		-
Vote 5 - Public Safety		-	-	-	-	-	-	-		-
Vote 6 - Health		-	-	-	-	-	-	-		-
Vote 7 - Community and Social Services		-	-	-	-	-	-	-		-
Vote 8 - Sport and Recreation		-	1 500	1 500	-	-	750	(750)	-100%	1 500
Vote 9 - Waste Management		-	-	-	-	-	-	_		-
Vote 10 - Roads Transport		-	-	-	-	-	-	- 1		-
Vote 11 - Waste Water Management		-	-	-	-	-	-	- 1		-
Vote 12 - Water		-	-	-	_	_	_	_		-
Vote 13 - Environment Protection		-	_	-	_	-	_	_		-
Vote 14 - Roads Agency Function		_	_	-	_	_	_	_		_
Vote 15 - Electricity		_	_	-	_	_	_	_		_
Total Capital Multi-year expenditure	4,7	1 251	6 500	6 500	-	4 012	3 250	762	23%	6 500
Single Year expenditure appropriation	2									
Vote 1 - Executive and Council		70	30	30	-	-	15	(15)	-100%	30
Vote 2 - Budget and Treasury Office		1	-	-	-	-	_	-		-
Vote 3 - Corporate Services		97	1 575	1 575	238	544	788	(244)	-31%	1 575
Vote 4 - Planning and Development		14	30	30	-	24	15	9	61%	30
Vote 5 - Public Safety		3 775	-	-	-	-	-	-		-
Vote 6 - Health		2 255	-	-	-	-	-	-		-
Vote 7 - Community and Social Services		-	-	-	-	-	-	-		-
Vote 8 - Sport and Recreation		245	-	-	-	-	-	-		-
Vote 9 - Waste Management		27	-	-	-	-	-	-		-
Vote 10 - Roads Transport		-	-	-	-	-	-	-		-
Vote 11 - Waste Water Management		-	-	-	-	-	-	-		-
Vote 12 - Water		-	-	-	-	-	-	-		-
Vote 13 - Environment Protection		28	-	-	-	-	-	-		-
Vote 14 - Roads Agency Function		-	-	-	-	-	-	-		-
Vote 15 - Electricity		-	-	_	-	-	-			-
Total Capital single-year expenditure	4	6 512	1 635	1 635	238	568	818	(250)	-31%	1 635
Total Capital Expenditure		7 763	8 135	8 135	238	4 580	4 068	512	13%	8 135

#### Variances explained in Supporting Table C5

For the first 6 months, capital expenditure was **R 4,579,800**, against an adjusted budget of R8,135,000 representing **56%** of the budget, this is in line with expected performance of 50% for the first 6 months.

# 4.1.6 Table C6: Monthly Budget Statement - Financial Position

į į		2019/20	Budget Year 2020/21							
Description	Ref	Audited	Original	Adjusted	YearTD	Full Year				
		Outcome	Budget	Budget	actual	Forecast				
R thousands	1									
<u>ASSETS</u>										
Current assets										
Cash		144 849	143 131	143 131	21 131	143 131				
Call investment deposits		-	-	-	182 000	-				
Consumer debtors		10 863	-	-	44 190	-				
Other debtors		269	23 956	23 956	(1 429)					
Current portion of long-term receivables			3 867	3 867		3 867				
Inv entory		2 731	2 731	2 731	3 282	2 731				
Total current assets		158 711	173 685	173 685	249 175	173 685				
Non current assets										
Long-term receivables			59 705	59 705		59 705				
Investments		27	27	27	26	27				
Investment property		86 108	86 108	86 108	54 126	86 108				
Investments in Associate										
Property , plant and equipment		159 923	166 336	166 336	164 352	166 336				
Biological										
Intangible		2 139	2 139	2 139	798	2 139				
Other non-current assets										
Total non current assets		248 198	314 316	314 316	219 303	314 316				
TOTAL ASSETS		406 909	488 001	488 001	468 478	488 001				
LIABILITIES										
Current liabilities										
Bank overdraft										
Borrow ing		698			223	-				
Consumer deposits		1 052			2 266	-				
Trade and other pay ables		1 199	37 449	37 449	31 561	37 449				
Provisions		17 304	37 155	37 155	12 488	37 155				
Total current liabilities		20 253	74 604	74 604	46 537	74 604				
Non current liabilities										
Borrow ing		28	28	28	169	28				
Provisions		90 638	144 823	144 823	78 388	144 823				
Total non current liabilities		90 666	144 852	144 852	78 557	144 852				
TOTAL LIABILITIES		110 920	219 456	219 456	125 094	219 456				
NET ASSETS	2	295 989	268 545	268 545	343 384	268 545				
COMMUNITY WEALTH/EQUITY										
		264 663	249 572	249 572	245 048	249 572				
Accumulated Surplus/(Deficit)						210 012				
Accumulated Surplus/(Deficit) Reserves		31 326	18 973	18 973	98 336	18 973				

Table C6 reflects the effect of the combination of the capital and operating implementation of the budget on council's Financial Position.

# 4.1.7 Table C7: Monthly Budget Statement - Cash Flow

Boy Garden Koule - Table of Monthly Budget		2019/20				Budget Year	2020/21			
Description	Ref	Audited	Original	Adjusted	Monthly	YearTD	YearTD	YTD	YTD	Full Year
		Outcome	Budget	Budget	actual	actual	budget	variance	variance	Forecast
R thousands	1								%	
CASH FLOW FROM OPERATING ACTIVITIES										
Receipts										
Property rates								-		
Service charges								-		
Other revenue		172 185	200 102	203 329	65 984	201 540	101 665	99 875	98%	203 329
Gov ernment - operating		170 090	174 269	179 813	932	5 062	89 907	(84 845)	-94%	179 813
Gov ernment - capital							-	-		-
Interest		16 264	17 801	17 801	279	2 938	8 901	(5 962)	-67%	17 801
Dividends							-	-		
Payments										
Suppliers and employees		(405 126)	(394 231)	(403 002)	(31 193)	(179 412)	(201 501)	(22 089)	11%	(403 002)
Finance charges		-	-			-	-	-		-
Transfers and Grants		(4 784)	(1 230)	(1 230)	(140)	(567)	(615)	(48)	8%	(1 230)
NET CASH FROM/(USED) OPERATING ACTIVITIES		(51 371)	(3 288)	(3 288)	35 862	29 561	(1 644)	(31 206)	1898%	(3 288)
CASH FLOWS FROM INVESTING ACTIVITIES										
Receipts										
Proceeds on disposal of PPE								-		-
Decrease (Increase) in non-current debtors		-						-		-
Decrease (increase) other non-current receivables			-				-	-		
Decrease (increase) in non-current investments		-	-		8 328	8 328		8 328	#DIV/0!	
Payments										
Capital assets		(7 763)	(8 135)	(8 135)	(238)	(4 580)	(2 712)	1 868	-69%	(8 135)
NET CASH FROM/(USED) INVESTING ACTIVITIES		(7 763)	(8 135)	(8 135)	8 090	3 748	(2 712)	(6 460)	238%	(8 135)
CASH FLOWS FROM FINANCING ACTIVITIES										
Receipts										
Short term loans								-		
Borrow ing long term/refinancing								-		
Increase (decrease) in consumer deposits								-		
Payments										
Repayment of borrowing								-		
NET CASH FROM/(USED) FINANCING ACTIVITIES		-	_	_	-	_	_	_		-
NET INCREASE/ (DECREASE) IN CASH HELD		(59 134)	(11 423)	(11 423)	43 952	33 310	(4 356)			(11 423)
Cash/cash equivalents at beginning:		169 768	154 555	154 555		169 821	154 555			169 821
Cash/cash equivalents at month/year end:		110 634	143 131	143 131		203 131	150 199			158 398

The municipal bank balance at 31 December 2020 totals R 5,131,020 and the short term deposits made amounts to R 198,000,000, therefore the total cash and cash equivalents amounts to R 203,131,020.

More detailed information regarding the cash position is tabled below that is giving a breakdown of the commitments against the cash of council:

REPORTING MONTH:	31 DECEMBER 20	20			
Commitments agai	nst Cash & Cash Equ	ivalents			
ITEM	Previous Month R'000	Current Month R'000			
Bank balance as at 31 December 2020	31 821 427,06	5 131 020,17			
Other Cash & Cash Equivalents: Short	51 021 427,00	5 151 020,17			
term deposits	138 000 000,00	198 000 000,00			
Total Cash & Cash Equivalents:	169 821 427,06	203 131 020,17			
LESS:	84 004 353,35	128 518 556,59			
Unspent Conditional Grants	5 207 021,15	5 207 021,15			
Provision for staff leave	13 904 229,27	13 904 229,27			
Provision for bonus	3 924 018,00	3 924 018,00			
Post Retirement Benefits	37 463 916,00	37 463 916,00			
Performance Bonus	1 131 246,00	1 131 246,00			
Grant received in advance	-	38 978 250,00			
Trade Payables	2 487 682,68	2 886 444,00			
YTD Unspent Capital budget	-	-			
YTD Unspent Operational budget	19 886 240,25	25 023 432,17			
Sub total	85 817 073,71	74 612 463,58			
PLUS:	10 158 539,00	10 158 539,00			
VAT Receivable	2 148 048,00	2 148 048,00			
Receivable Exchange	8 010 491,00	8 010 491,00			
	95 975 612,71	84 771 002,58			
LESS OTHER MATTERS:					
Capital Replacement Reserve	31 856 144,00	31 856 144,00			
Employee Benefits Reserves	33 429 212,00	33 429 212,00			
		,			
Sub Total	30 690 256,71	19 485 646,58			
LESS: CONTINGENT LIABILITIES	7 503 441,00	7 503 441,00			
Barry Louis Rae Trust	4 500 000,00	4 500 000,00			
Portion of Portion 2 of Farm 238,	353 441,00	353 441,00			
Hooggekraal Labour disputes	2 650 000,00	2 650 000,00			
Recalculated available cash balance	23 186 815,71	11 982 205,58			
necalculated available cash balance	23 100 013,/1	11 902 203,38			

# PART 2 – SUPPORTING DOCUMENTATION

# Section 5 – Debtors' analysis

# Supporting Table SC3

DC4 Garden Route - Supporting Table SC3 Monthly Budget Statement - aged debtors - Mid-Year Assessment

Description							Budget	Year 2020/21					
R thousands	NT Code	0-30 Days	31-60 Days	61-90 Days	91-120 Days	121-150 Dys	151-180 Dys	181 Dys-1 Yr	Over 1Yr	Total	Total over 90 days	Actual Bad Debts Written Off against Debtors	Impairment - Bad Debts i.t.o Council Policy
Debtors Age Analysis By Income Source													
Trade and Other Receivables from Exchange Transactions - Water	1200	-	-	-	-	-	-	-	-	-	-		
Trade and Other Receivables from Exchange Transactions - Electricity	1300	-	-	-	-	-	- 1	-	-	-	-		
Receivables from Non-exchange Transactions - Property Rates	1400	-	-	-	-	-	- 1	-	-	-	-		
Receivables from Exchange Transactions - Waste Water Management	1500	-	-	-	-	-	-	-	-	-	-		
Receivables from Exchange Transactions - Waste Management	1600	-	-	-	-	-	-	-	-	-	-		
Receivables from Exchange Transactions - Property Rental Debtors	1700	-	-	-	-	0	60	-	(48)	12	12		
Interest on Arrear Debtor Accounts	1810	231	227	229	228	222	233	1 766	2 273	5 408	4 721		
Recoverable unauthorised, irregular, fruitless and wasteful expenditure	1820	-	-	-	-	-	- 1	-	-	-	-		
Other	1900	1 169	597	517	178	758	1 283	4 509	22 907	31 919	29 636		
Total By Income Source	2000	1 400	824	746	406	980	1 576	6 276	25 132	37 340	34 369	-	-
2019/20 - totals only										-	-		
Debtors Age Analysis By Customer Group													
Organs of State	2200	(108)	200	32	103	57	254	476	1 267	2 279	2 156		
Commercial	2300	-	-	-	-	-	-	-	-	-	-		
Households	2400	(1)	-	-	0	-	- 1	-	-	(1)	0		
Other	2500	1 510	624	715	303	923	1 323	5 800	23 865	35 062	32 214		
Total By Customer Group	2600	1 400	824	746	406	980	1 576	6 276	25 132	37 340	34 369	-	-

Long outstanding debtors that mainly consist of old sundry debt and fire accounts, remains a concern for the municipality and management will continue to report in terms of progress made.

The majority of the firefighting accounts are disputed with regards to the origin of the fire and who is responsible for the payment of the account.

The municipality are required to submit debtors aged analysis data strings on a monthly basis.

Currently the debtor section initiated debt collection processes and will report quarterly to the financial services committee on the debt collection process.

# Section 6 – Creditors' analysis

# Supporting Table C4

DC4 Garden Route - Supporting Table SC4 Monthly Budget Statement - aged creditors - Mid-Year Assessment

Description	NT		Budget Year 2020/21										
Description	Code	0 -	31 -	61 -	91 -	121 -	151 -	181 Days -	Over 1	Total	totals for chart		
R thousands	Coue	30 Days	60 Days	90 Days	120 Days	150 Days	180 Days	1 Year	Year		(same period)		
Creditors Age Analysis By Customer Type													
Bulk Electricity	0100	-	-	-	-	-	-	-	-	-			
Bulk Water	0200	-	-	-	-	-	-	-	-	-			
PAYE deductions	0300	-	-	-	-	-	-	-	-	-			
VAT (output less input)	0400	-	-	-	-	-	-	-	-	-			
Pensions / Retirement deductions	0500	-	-	-	-	-	-	-	-	-			
Loan repayments	0600	-	-	-	-	-	-	-	-	-			
Trade Creditors	0700	39	859	31	3	34	151	356	24	1 497			
Auditor General	0800	-	-	-	-	-	-	-	-	-			
Other	0900	-	-	12	1	-	-	-	-	12			
Total By Customer Type	1000	39	859	43	3	34	151	356	24	1 509	-		

The municipality are required to submit creditors aged analysis data strings on a monthly basis.

The reason for long outstanding creditors are due to invoices not submitted by either suppliers or user departments, other reasons also include disputes on certain invoices.

The municipality are continuously working towards resolving outstanding disputes on invoices and obtaining outstanding invoices.

#### Section 7 – Investment portfolio analysis

#### 7.1 Investment monitoring information

		Moven	ents for the mont	h			
	Balance as at 01 December 2020	Investments matured	Investments made	In terest capitalise d	Balance as at 31 December 2020	Interestearned	Interest earned
						Month	Year to date
Garden Route District Municipality							
Interest Received YTD					-		
Standard Bank	46 000 000,00	-	20 000 000,00		66 000 000,00	-	383 480,81
Investec Bank	-	-	-		-	-	48 497,25
ABSA	40 000 000,00	-	-		40 000 000,00	-	309 759,24
Nedbank	46 000 000,00	-	20 000 000,00		66 000 000,00	-	312 833,42
FNB	6 000 000,00	-	20 000 000,00		26 000 000,00		15 623,00
Standard Bank - Bank							
G uarantee investment							
investment	-				-	-	-
BANK DEPOSITS	138 000 000,00	-	60 000 000,00	-	198 000 000,00	-	1 070 193,72

Total invested funds at the end of 31 December 2020 totals R198,000,000 as reflected above.

The municipality invest access funds on a 30 days' short-term investment period in order to maximise the interest received and to have cash readably available when needed and is done in line with the Cash Management and Investment Policy of council.

# Section 8 – Allocation and grant receipts and expenditure

# 8.1 Supporting Table C6

DC4 Garden Route - Supporting Table SC6 Monthly Budget Statement - transfers and grant receipts - Mid-Year Assessment

		2019/20				Budget Year 2	2020/21			
Description	Ref	Audited	Original	Adjusted	Monthly	YearTD	YearTD	YTD	YTD	Full Year
		Outcome	Budget	Budget	actual	actual	budget	variance	variance	Forecast
R thousands									%	
RECEIPTS:	1,2							1		
Operating Transfers and Grants										
National Government:		157 166	168 297	172 793	52 903	129 249	86 397	42 234	48,9%	172 793
Local Government Equitable Share		151 237	162 480	165 707	51 971	125 087	82 854	42 234	51,0%	165 707
Finance Management		1 000	1 000	1 000	-	1 000	500			1 000
Municipal Systems Improvement		-	300	300			150			300
EPWP Incentive		1 021	2 072	2 072	932	1 450	1 036			2 072
NT - Rural Roads Asset Management Systems		2 425	2 445	3 714	_	1 712	1 857			3 714
Fire Service Capacity Building Grant	3	1 483						-		_
								-		
								_		
								_		
								_		
Other transfers and grants [insert description]								_		
Provincial Government:		14 810	3 400	7 676	_	900	3 838	(2 738)	-71,3%	7 676
PT - Integrated Transport Plan		1 800	900	1 800	_	900	900	(2.700)	11,070	1 800
PT - WC Support Grant		1 450	400	400			200			400
PT - Disaster Management Grant		10 000	100	80			40	(40)	-100,0%	80
PT - WC Support Grant	4	360		2 473			1 237	(1 2 3 7)	8 1	2 473
PT - Safety Plan Implementation (WOSA)	· ·	1 200	2 100	2 923	_		1 461	(1 461)	8	2 923
PT - WC Support Grant - Risk Management		1 200	2 100	2 020			1 101	(1 101)	100,070	2 020
District Municipality:		_	_	_	_	_		_		_
[insert description]								_		
								_		
Other grant providers:		-	-	-	-	-	-	-		-
[insert description]								-		
								-		
Total Operating Transfers and Grants	5	171 976	171 697	180 469	52 903	130 149	90 234	39 496	43,8%	180 469

DC4 Garden Route - Supporting Table SC7(1) Monthly Budget Statement - transfers and grant expenditure - Mid-Year Assessment

		2019/20				Budget Year 2	2020/21			
Description	Ref	Audited	Original	Adjusted	Monthly	YearTD	YearTD	YTD	YTD	Full Year
		Outcome	Budget	Budget	actual	actual	budget	variance	variance	Forecast
R thousands									%	
EXPENDITURE										
Operating expenditure of Transfers and Grants										
National Government:		161 684	168 297	172 793	364	2 735	86 397	(83 662)	-96,8%	172 793
Local Government Equitable Share		157 370	162 480	165 707			82 854	(82 854)	-100,0%	165 707
Finance Management		1 000	1 000	1 000	58	364	500	(136)	-27,1%	1 000
Municipal Systems Improvement		-	300	300	39	298	150	148	98,8%	300
EPWP Incentive		1 629	2 072	2 072	266	2 072	1 036	1 036	100,0%	2 072
NT - Rural Roads Asset Management Systems			2 445	3 714	-		1 857	(1 857)	-100,0%	3 714
Fire Service Capacity Building Grant		1 685						-		-
Other transfers and grants [insert description]								-		
Provincial Government:		14 810	3 400	7 676	324	324	3 838	(3 514)	-91,6%	7 676
PT - Integrated Transport Plan		1 800	900	1 800	-		900	(900)	-100,0%	1 800
PT - Disaster Management Grant		10 000		80	-		40	(40)	-100,0%	80
PT - WC Support Grant		1 450	400	400	73	73	200	(127)	-63,4%	400
PT - Safety Plan Implementation (WOSA)		1 200	2 100	2 923	-	-	1 461	(1 461)	-100,0%	2 923
PT - WC Support Grant - Risk Management		360		2 473	251	251	1 237	(986)	-79,7%	2 473
District Municipality:		-	-	-	-	-	-	-		-
								-		
[insert description]								-		
Other grant providers:		-	-	-	-	-	-	-	[	-
								-		
[insert description]								-		
Total operating expenditure of Transfers and Grants:		176 494	171 697	180 469	687	3 058	90 234	(87 176)	-96,6%	180 469

Performance reporting on grants will be enhanced to ensure compliance with the Division of Revenue Act.

#### Section 9 – Expenditure on councillor and board members allowances and employee benefits

# Supporting Table C8

DC4 Garden Route - Supporting Table SC8 Monthly Budget Statement - councillor and staff benefits - Mid-Year Assessment

DC4 Garden Koute - Supporting Table SC6 Month	<u> </u>	2019/20				Budget Year				
Summary of Employee and Councillor remuneration	Ref	Audited	Original	Adjusted	Monthly	YearTD	YearTD	YTD	YTD	Full Year
		Outcome	Budget	Budget	actual	actual	budget	variance	variance	Forecast
R thousands			Ū	Ū			Ū		%	
	1	A	В	С						D
Councillors (Political Office Bearers plus Other)										
Basic Salaries and Wages		9 340	11 298	11 298	641	4 229	5 649	(1 420)	-25%	11 298
Pension and UIF Contributions		54	242	242	8	42	121	(79)	-65%	242
Medical Aid Contributions		49	78	78	8	39	39	(0)	1 1	78
Motor Vehicle Allowance		86	776	776	_	26	388	(362)	1 1	776
Cellphone Allow ance		568	515	515	51	311	258	54	21%	51
Housing Allow ances		-	451	451	_	-	226	(226)	-100%	45 <sup>.</sup>
Other benefits and allow ances		-					_			
Sub Total - Councillors		10 097	13 360	13 360	707	4 647	6 680	(2 033)	-30%	13 36
% increase	4		32,3%	32,3%						32,3%
Contine Management of the Municipality	2		,							,
Senior Managers of the Municipality	3	1.110	4 000	4 000	407	0.000	0.405	000	000/	4.000
Basic Salaries and Wages		4 442	4 390	4 390	487	2 833	2 195	638	29%	4 390
Pension and UIF Contributions		161	161	161	0	15	80	(66)	1 1	16
Medical Aid Contributions		124	105	105	4	24	53	(28)	-54%	105
Ov ertime		-	-	-	-	-	-	-		-
Performance Bonus		838	-	-	-	-	-	-		-
Motor Vehicle Allowance		805	804	804	41	285	402	(117)	8 8	804
Cellphone Allow ance		111	142	142	9	54	71	(17)	-24%	142
Housing Allow ances		194	-	-	-	-	-	-		-
Other benefits and allow ances		(211)	770	770	0	1	385	(384)	-100%	77(
Payments in lieu of leave		-	-				-	-		-
Long service awards			-				-	-		-
Post-retirement benefit obligations	2		-				-	-		-
Sub Total - Senior Managers of Municipality		6 464	6 371	6 371	542	3 212	3 185	27	1%	6 371
% increase	4		-1,4%	-1,4%						-1,4%
Other Municipal Staff										
Basic Salaries and Wages		86 899	147 256	147 721	13 026	78 833	73 861	4 972	7%	147 72 <sup>-</sup>
Pension and UIF Contributions		13 210	24 724	24 724	2 202	11 332	12 362	(1 030)	-8%	24 724
Medical Aid Contributions		10 314	19 854	19 854	1 384	7 544	9 927	(2 382)	-24%	19 854
Overtime		3 045	4 080	4 080	360	1 285	2 040	(755)	-37%	4 080
Performance Bonus		-	-		-	-	-	-		-
Motor Vehicle Allowance		6 906	9 079	9 079	794	5 714	4 539	1 174	26%	9 079
Cellphone Allow ance		198	122	122	9	48	61	(13)	-21%	122
Housing Allow ances		1 311	2 351	2 351	200	1 062	1 175	(113)		2 35 <sup>-</sup>
Other benefits and allow ances		2 641	17 379	17 379	1 805	11 178	8 689	2 489	29%	17 379
Payments in lieu of leave		6 064	-	-	641	4 977	-	4 977	#DIV/0!	-
Long service awards		-	_	_	_	-	-	-		_
Post-retirement benefit obligations	2	2 866	8 292	8 292	532	3 217	4 146	(929)	-22%	8 293
Sub Total - Other Municipal Staff		133 454	233 137	233 602	20 955	125 192	116 801	8 391	7%	233 602
-					•					75,0%
% increase	4		74,7%	75,0%						15,070

Salary and remuneration of councillors expenditure totals 52% of all operational expenditures for the period ending 31 December 2020.

#### Section 10 – Material variances to the service delivery and budget implementation plan

The measurement of the performance of the municipality in terms of the implementation of the Service Delivery and Budget Implementation plan are dealt with separately. A separate report will be tabled with regards to the SDBIP.

Information regarding this is not dealt with under this section of the report.

# Section 11 – Capital programme performance

The adjusted capital budget for the financial year amounts to **R 8,135,000.** For the first 6 months, capital expenditure was **R 4,579,800** representing **56%** of the budget, this is in line with expected performance of 50% for the first 6 months.

# 

			Cost				Status of the	At what stage is each	Any challenges Identified that is	What measures are in place to
SCOA config	* Nr *	Project description	* centre *	Adjusted budget R' 🛛 🝸	YTD Expenditure R' 🚬	Year to date Budge	project	project currently	resulting in delays?	reme dy the existing challenges.
71018108001	1	Land	1018	4 500 000,00	3 964 879, 32	2 400 000,0	In Process	In Process	No expected challenges anticipated	Monthly all project managers will report to the BTO progress i.t.o the progress on their projects. This report will betabled to the Management committee and the Finance portfolio committee to ensure accountability is enforced.
71110240001	2	Office Chair	1018	30 000,00		15 000,0	Not started yet	Not started yet	No expected challenges anticipated	Monthly all project managers will report to the BTO progress i.t.o the progress on their projects. This report will betabled to the Management committee and the Finance portfolio committee to ensure accountability is enforced.
71307102408	3	Upgrade outdated Disaster Recovery Hardware	1307	317 300,00		158 650,0	In Process	Order issued to supplier	No expected challenges anticipated	Monthly all project managers will report to the BTO progress i.t.o the progress on their projects. This report will betabled to the Management committee and the Finance perdolio committee tensure accountability is refored.
71307102418	4	Replace AccessControl and Time and Attendance devices to ha	1307	282 163,00	19130,40	141 081,50	In Process	In Process	No expected challenges anticipated	Monthly all project managers will report to the BTO progress i.i.o.the progress on their projects. This report will betabled to the Management committee and the Finance portfolio committee to ensure accountability is enforced.
71307102422		Additional Laptops (15)	1307	199 837,00	199 836,00	99 918,50	Completed	Completed	No expected challenges anticipated	Monthly all project managers will report to the BTO progress i.t.o the progress on their projects. This report will be tabled to the Management committee and the Finance portfolio
71307104107		Replace outdated Access Points	1307	10 300,00	10260,87	5 150,0	Completed	Completed	No expected challenges anticipated	committee to ensure accountability is enforced. Monthly all project managers will report to the BTO progress i.t.o the progress on their projects. This report will betabled to the Management committee and the Finance portfolio committee to ensure accountability is enforced.
71307104118	7	Printers	1307	29 700,00	1010407	14 850,0	Not started yet	Not started yet	No expected challenges anticipated	Monthly all project managers will report to the BTO progress i.t.o the progress on their projects. This report will betabled to the Management committee and the Finance portfolio committee to ensure accountability is enforced.
71308102201	8	Pool Vehicle	1308	300 000,00	233 559,00	150 000,0	In Process	Order issued to supplier	No expected challenges anticipated	Monthly all project managers will report to the BTO progress i.t.o the progress on their projects. This report will betabled to the Management committee and the Finance portfolio committee to ensure accountability is enforced.
71314410001		Big Scanner Machine and Projector	1314	30 000,00		15 000,0	Not started yet	Not started yet	No expected challenges anticipated	Monthly all project managers will report to the BTO progress i.t.o the progress on their projects. This report will be tabled to the Management committee and the Finance portfolio committee to ensure accountability is refored.
71316102401		Ergonomic Chairs for employees with special needs	1316	50 000,00	14429,00	25 000,0	In Process	Order issued to supplier	No expected challenges anticipated	Monthly all project managers will report to the BTO progress i.t.o the progress on their projects. This report will betabled to the Management committee and the Finance per folio committee to ensure accountability is and/orced.
71316108101	11	Fire Alarm System (Mission street) : OHS	1316	250 000,00		125 000,0	Not started yet	Not started yet	No expected challenges anticipated	Monthly all project managers will report to the BTO progress i.t.o the progress on their projects. This report will betabled to the Management committee and the Finance per Solio committee to ensure accountability is enforced.
71316240001	12	Evacuation Chairs	1316	20 000,00	6903,04	10 000,0	In Process	In Process	No expected challenges anticipated	Monthly all project managers will report to the BTO progress i.t.d the progress on their projects. This report will betabled to the Management committee and the Finance portfolio committee tensure accountability is enforced.
71402240001	13	Fumiture: LED/Tourism	1402	30 000,00	24154,85	15 000,0	In Process	In Process	No expected challenges anticipated	Monthly all project managers will report to the 8TO progress i.t.o the progress on their projects. This report will betabled to the Management committee and the Finance portfolio committee to ensure accountability is reforced.
72205160001	14	Calitzdorp Spa Roof's	2205	1 500 000,00		750 000,0	Not started yet	Not started yet	No expected challenges anticipated	Monthly all project managers will report to the BTO progress i.t.d the progress on their projects. This report will be tabled to the Management committee and the Finance portfolio committee to ensure accountability is enforced.
71307104119	15	24 prt Gigabyte POE injectors	1307	11 970,00	11965,22	5 985,0	Completed	Completed	No expected challenges anticipated	Monthly all project managers will report to the BTO progress i.t.o the progress on their projects. This report will betabled to the Management committee and the Finance portfolio committee to ensure accountability is enforced.
71307104120	16	QNAP 8-Bay NAS	1307	43 730,00	42 801,00	21 865,0	Completed	Completed	No expected challenges anticipated	Monthly all project managers will report to the BTO progress i.t.o the progress on their projects. This report will betabled to the Management committee and the Finance portfolio committee to ensure accountability is enforced.
71307104121	17	Insurance / Uneconomical to repair	1307	30 000,00	4940,00	15 000,0	In Process	Order issued to supplier	No expected challenges anticipated	Monthly all project managers will report to the BTO progress i.t.o the progress on their projects. This report will betabled to the Management committee and the Finance portfolio committee to ensure accountability is enforced.
71018104102	18	Upgrading of Multimedia Council Chambers	1018	80 000,00	45940,00	40 000,0	In Process	Order issued to supplier	No expected challenges anticipated	Monthly all project managers will report to the BTO progress i.e. to the progress on their projects. This report will betabled to the Management committee and the Finance portfolio committee to ensure accountability is enforced.
71018102405	19	Office Fumiture: Bitou - Mayor Office	1018	50 000,00	0.00	25 000,0	Not started yet	Not started yet	No expected challenges anticipated	Monthly all project managers will report to the BTO progress i.e. the progress on their projects. This report will betabled to the Management committee and the Finance portfolio committee to ensure accountability is enforced.
71018104006	20	Laundry Machines	1018	65 000,00	0.00	32 500,0	Not started yet	Not started yet	No expected challenges anticipated	Monthly all project managers will report to the BTO progress i.t.o.the progress on their projects. This report will betabled to the Management committee and the Finance portfolio committee to ensure accountability is enforced.
71018104007	21	Key Safe Boxes	1018	5 000,00	0.00	2 500,01	Not started yet	Not started yet	No expected challenges anticipated	Monthly all project managers will report to the BTO progress i.t.o.the progress on their projects. This report will betabled to the Management committee and the Finance portfolio committee to ensure accountability is enforced.
Totals				8 135 000,00	4 579 798, 70	4 057 500,0	D			
	-									
Project status: If the	e projec	L ct is in the SCM process of being procured. Please state in which sta	ge (planning, sp	pecification, advertising, etc)			r.	1	L.	
	Comm	itments against capital for the month December 2020								
71307104121		Insurance / Uneconomical to repair	1307	10 738,00			1			
71307102418	4	Replace Access Control and Time and Attendance devices to ha Upgrade outdated Disaster Recovery Hardware	1307 1307	262 337,47 315 693,76						
71307102408	3									

54 York Street, George Western Cape 6529 PO Box 12, George, Western Cape 6530 Tel: 044 803 1300 Fax: 086 555 6303 E-mail: info@gardenroute.gov.za www.gardenroute.gov.za

#### OFFICE OF THE MUNICIPAL MANAGER

Enquiries: Reference: Date: Louise Hoek 6/1/1 – 19/20 6 January 2021

Provincial Treasury Local Government Budget Analysis Private Bag X9165 CAPE TOWN 8000

National Treasury Local Government Budget Analysis Private Bag X115 PRETORIA

Sir / Madam

#### QUALITY CERTIFICATE

I, MG STRATU, the accounting officer of **GARDEN ROUTE DISTRICT MUNICIPALITY (DC4**), hereby certify that the-

- The monthly budget statement
- Quarterly report on the implementation of the budget and financial state of affairs of the municipality
- Mid- year budget and performance assessment

for the period ended **31 DECEMBER 2020**, has been prepared in accordance with the Municipal Finance Management Act (Act 56 of 2003) and regulations made under the Act.

Print Name MUSAMDA MEMZE

Accounting Officer of GARDEN ROUTE DISTICT MUNICIPALITY (DC4).

Signature Date





Non Financial Performance Report



#### 159

# MID-YEAR PERFORMANCE ASSESSMENT FOR GARDEN ROUTE DISTRICT MUNICIPALITY

#### General

#### Purpose of Report

To submit to the Executive Mayor an assessment report on the Municipality's Performance covering the period

1 July 2020 to 31 December 2020.

#### 1. Summary

In terms of Section 72 (1) of the Local Government: Municipal Finance Management Act, 2003 (Act 56 of 2003), the accounting officer of a municipality must, by 25 January of each financial year, assess the performance of the municipality during the first half of the financial year and submit a report on such an assessment to the Mayor of the municipality, the National Treasury and the relevant provincial treasury. The Mayor must in turn, comply with the provisions of Section 54, which includes submitting the report to Council by 31 January of each year.

#### 2. Constitutional and Policy Implications

The process is currently driven by legislation. A reviewed policy has been approved.

#### 3. Legal Implications

3.1 Section 72 (1), Local Government: Municipal Finance Management Act, 2003 (Act 55 of 2003), referred to as the MFMA

3.2 Local Government: Municipal Systems Act, 2000 (Act 32 of 200) (Chapter 6 and sections 16 and 26 of Chapters 4 and 5, respectively), as read with the Local Government: Municipal Systems Amendment Act, 2003 (Act 44 of 2003)

#### 4. Background

- 4.1 In terms of Section 72 (1) of the MFMA, the accounting officer of a Municipality must by 25 January of each year;
  - (a) assess the performance of the municipality during the first half of the financial year, taking into account-
    - (i) the monthly statements referred to in section 71 for the first half of the financial year;
    - (ii) the municipality's service delivery performance during the first half of the financial year, and the service delivery targets and the performance indicators set in the service delivery and budget implementation plan;
    - (iii) the past year's annual report, and progress on resolving problems identified in the annual report; and
    - (iv) the performance of every municipal entity under the sole and shared control of the municipality, taking into account report in terms of section 88 from any such entity; and
  - (b) submit a report on such assessment to-
    - (i) the Mayor of the municipality
    - (ii) the National Treasury; and
    - (iii) the relevant Provincial Treasury
- 4.2 Thereafter, the mayor must, in terms of Section 54 (1)-
  - (a) consider the report
  - (b) check whether the municipality's approved budget is implemented in accordance with the service delivery and budget implementation plan;
  - (c) consider and, if necessary, make any revisions to the service delivery and budget implementation plan, provided that the revisions to the service delivery targets and performance indicators in the plan may only be made with the approval of the council following approval of an adjustment budget;
  - (d) issue any appropriate instructions to the accounting officer to ensure-
    - (i) that the budget is implemented in accordance with the service delivery and budget implementation plan; and

- (ii) that spending of funds and revenue collection proceed in accordance with the budget;
- (e) identify any financial problems facing the municipality, including any emerging or impending financial problems; and
- (f) submit the report to the council by 31 January of each year

5. Top Level Service Delivery and Budget Implementation Plan (SDBIP)

6. Notification for Council

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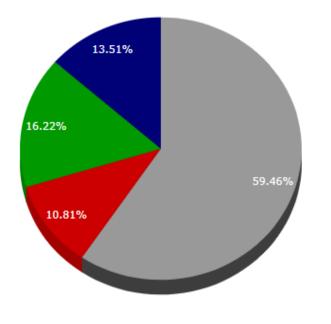
5. Top Level Service Delivery and Budget Implementation Plan (SDBIP)

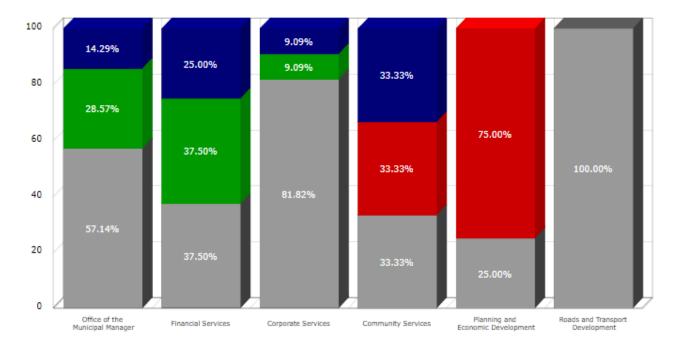
# Top Layer KPI Report Report drawn on 10 January 2021 at 20-57

for the months of Quarter ending September 2020 to Quarter ending December 2020.

#### Garden Route District Municipality

#### **Responsible Directorate**





				Responsible	e Directorate	2	
	Garden Route District Municipality	Office of the Municipal Manager	Financial Services	Corporate Services	Community Services	Planning and Economic Development	Roads and Transport Development
Not Yet Applicable	22 (59.46%)	4 (57.14%)	3 (37.50%)	9 (81.82%)	1 (33.33%)	1 (25.00%)	4 (100.00%)
Not Met	4 (10.81%)	-	-	-	1 (33.33%)	3 (75.00%)	-
Almost Met	-	-	-	-	-	-	-
Met	6 (16.22%)	2 (28.57%)	3 (37.50%)	1 (9.09%)	-	-	-
Well Met	-	-	-	-	-	-	-
Extremely Well Met	5 (13.51%)	1 (14.29%)	2 (25.00%)	1 (9.09%)	1 (33.33%)	-	-
Total:	37	7	8	11	3	4	4
	100%	18.92%	21.62%	29.73%	8.11%	10.81%	10.81%

Explanation of Colour Coding;

- Grey (N/A) KPI's with targets that are not set for the period under review
- Red (R) KPI's which were not met for the period under review, 0% < = Actual/Target < = 74.9%
- Orange (O) KPI's that were almost met, 75% < = Actual/Target < = 99%
- Green (G)– KPI's where targets are achieved, Actual/Target = 100%
- Dark Green (G2) KPI's that are well met,(over achievement) 100% < = Actual/Target , = 149%
- Dark Blue (B) KPI's that are extremely well met, (over achievement) 150% < = Actual /Target

#### 6. Notification for Council

Council will note that some Departmental targets are only measured annually and this has been raised before. As part of this council agenda, we have submitted a report which seeks to rectify that.

# 

# Annexure A

		OFFICE OF THE MUNICIPAL MAN	AGER				
KPI Ref	КРІ	Unit of Measurement	Strategic Objective	Baseline	ending S		e for Quarter )20 to Quarter per 2020
					Target	Actual	R
TL1	Submit an OPCAR progress report to the MANCOM on a quarterly basis	Number of progress reports submitted to MANCOM quarterly	Good Governance	4	2	2	G
TL2	Submit the Top layer SDBIP for 2020/21 for approval by the Mayor within 14 days after the budget has been approved	Top Layer SDBIP for 2020/21 submitted to the Mayor within 14 days after the budget has been approved	Good Governance	1	0	0	N/A
TL3	Draft the annual performance report for 2019/20 and submit to the Auditor General by 31 August 2020	Annual performance report for 2019/20 drafted and submitted to the Auditor General by 31 August 2020	Good Governance	1	1	1	G
TL4	Develop Individual Performance Management Score cards for the three levels of the Employment Equity Categories by June 2021	Number of Individual Performance Management Scorecards developed by June 2021	Good Governance	0	120	220	В
TL5	Review the organizational strategic risk register(top 10) and submit to Council by 31 May 2021	Reviewed organizational strategic risk register submitted to Council by 31 May 2021	Good Governance	0	0	0	N/A
TL6	Review the Risk based audit plan (RBAP) for 2021/22 and submit to the Audit Committee for consideration by 30 June 2021	RBAP for 2021/22 reviewed and submitted to the Audit Committee by 30 June 2021	Good Governance	1	0	0	N/A
TL7	The percentage of the municipal capital budget spent on capital projects by 30 June 2021 (Actual amount spent on capital projects /Total amount budgeted for capital projects)	% of capital budget spent by 30 June 2021	Financial Viability	95.00%	0.00%	0.00%	N/A

		CORPORATE SERVICES					
KPI Ref	КРІ	Unit of Measurement	Strategic Objective	Baseline	ending S en	eptember 20 ding Decemb	
					Target	Actual	R
TL8	Report quarterly to Council on the revision of the Human Resource Policies of the Organization	Number of reports submitted to Council	Good Governance	4	2	5	В
TL9	Number of people from employment equity target groups that will be appointed in the three highest levels of management during the 2020/21 financial year in compliance with the municipality's approved employment equity plan(senior officials & managers	Number of people that will be appointed in the three highest levels of management in compliance with a municipality's approved employment equity plan(senior officials & managers,professionals,technicians and associate professionals)	A Skilled workforce and Community	1	0	0	N/A
TL10	Spent 0.5% of personnel budget on training by 30 June 2021 (Actual total training expenditure divided by total personnel budget)	% of the personnel budget spent on training by June 2021	A Skilled workforce and Community	0.5%	0.00%	0.00%	N/A
TL11	Limit vacancy rate to 10% of budgeted post by 30 June 2021 (Number of funded posts vacant divided by number of budgeted funded posts)	% vacancy rate	A Skilled workforce and Community	10%	0.00%	0.00%	N/A
TL12	Review the organizational structure and submit to Council by 30 June 2021	Organizational structure reviewed and submitted to Council by 30 June 2021	A Skilled workforce and Community	1	0	0	N/A
TL13	Compile a Fleet Management Policy for the Organization and submit to Council for approval by March 2021	Fleet Management Policy developed and submitted to Council by March 2021	Good Governance	1	0	0	N/A
TL14	Award 16 external bursaries to qualifying candidates by 31 March 2021	Number of external bursaries awarded by March 2021	A Skilled workforce and Community	16	0	0	N/A

		CORPORATE SERVICES					
KPI Ref	КРІ	Unit of Measurement	Strategic Objective	Baseline	ending S		e for Quarter )20 to Quarter per 2020
					Target	Actual	R
TL15	Create training opportunities for EPWP employees(hard labour) by June 2021	Number of training opportunities created for EPWP appointees by June 2021	A Skilled workforce and Community	50	0	0	N/A
TL16	Develop a security policy for the municipality and submit to Council for adoption by 30 March 2021	Developed security policy submitted to Council by 30 March 2021	Good Governance	1	0	0	N/A
TL17	Report to Council on the execution of Council resolutions quarterly	Number of reports submitted to Council on a quarterly basis	Good Governance	4	2	2	G
TL18	Develop a implementation plan for the Skills Mecca concept and submit to Mancom by 30 June 2021	Implementation Plan Developed and submitted to Mancom by 30 June 2021	A Skilled workforce and Community	1	0	0	N/A

		PLANNING AND ECONOMIC DEVELO	PMENT				
KPI Ref	КРІ	Unit of Measurement	Strategic Objective	Baseline	ending S		e for Quarter )20 to Quarter per 2020
					Target	Actual	R
TL19	Development of a Growth and Development Strategy and submit to Council by December 2020	Growth and Development Strategy developed and submitted to Council by December 2020	Local Economic Development	0	1	0	R
TL20	Create job opportunities through the Expanded Public Works Programme (EPWP) for the organization (GRDM) by 30 June 2021	Number of Job opportunities created through the Expanded Public Works Programme (EPWP) by 30 June 2021	Grow an Inclusive District Economy	325	0	0	N/A
TL21	Development of an Investment Prospectus and submit to Council by December 2020	An Investment Prospectus developed and submitted to Council by December 2020	Grow an Inclusive District Economy	New KPI	1	0	R
TL22	Compile and submit the final annual report and oversight report for 2019/2020 to Council by 31 December 2020	Final annual report and oversight report for 2019/2020 submitted to Council by 31 December 2020	Good Governance	1	1	0	R

		COMMUNITY SERVICES						
KPI Ref	КРІ	Unit of Measurement	Strategic Objective	Baseline	ending S	Overall Performance for Quart nding September 2020 to Quar ending December 2020		
					Target	Actual	R	
TL23	Job creation through the construction and operation of the Regional Landfill facility	Number of Jobs created by 30 June 2021	A Skilled workforce and Community	New KPI	50	0	R	
TL24	Compile a strategy to address the inadequate emergency equipment and submit to MANCOM by 31 March 2021	Strategy submitted to MANCOM by March 2021	Promote sustainable environmental management and public safety	New KPI	0	0	N/A	
TL25	Raise Public Health Covid 19 awareness through 8 sessions with the communities by 30 June 2021	Number of sessions held by 30 June 2021	Healthy and Socially Stable Communities	New KPI	4	9	В	

		ROADS AND TRANSPORT SERVI	CES					
KPI Ref	KPI	КРІ	Unit of Measurement	Strategic Objective	Baseline	Overall Performance for Quarter ending September 2020 to Quarter ending December 2020		
					Target	Actual	R	
TL26	Job creation through the Roads Services by June 2021	Number of Jobs created by 30 June 2021	A Skilled workforce and Community	New KPI	0	0	N/A	
TL27	Spent 95% of the roads budget allocation by 30 June 2021(Actual expenditure divided by approved allocation received)	% of the roads spent by 30 June 2021	Financial Viability	94%	0%	0%	N/A	
TL28	Reseal 31.24 km of roads by 30 June 2021	Number of km's of roads resealed	Bulk Infrastructure and Co-ordination	26.31	0	0	N/A	

TL29	Regravel 32.73 km of roads by 30 June 2021	Number of km's of roads regravelled by 30 June 2021	Bulk Infrastructure and Co-ordination	33.06	0	0	N/A
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		FINANCIAL SERVICES					
KPI Ref	КРІ	Unit of Measurement	Strategic Objective	Baseline	ending S en	e for Quarter 20 to Quarter 2020	
TL30	Financial viability measured in terms of the available cash to cover fixed operating expenditure by 30 June 2021 ((Cash and Cash Equivalents - Unspent Conditional Grants - Overdraft) + Short Term Investment) / Monthly Fixed Operational Expenditure excluding (Depreciation, Amortisation, and Provision for Bad Debts, Impairment and Loss on Disposal of Assets)	Number of months that available cash is sufficient to cover the monthly operating expenditure(Audit AFS)	Financial Viability	5.20	Target 3	<b>Actual</b> 6.60	B
TL31	Submit the review of the Long Term Financial Plan to Council to address the financial sustainability of Garden Route District Municipality by December 2020	Long Term Financial Plan submitted to Council by December 2020	Financial Viability	0	1	1	G
TL32	Achieve a current ratio of 1 (Current assets : Current liabilities)	Number of times the municipality can pay back its short term-liabilities with its short- term assets	Financial Viability	1	1	5	В
TL33	Develop a Strategic Plan to address the minimization of the use of Consultants within the Department and submit to MANCOM by December 2020	Strategic Plan submitted to MANCOM by December 2020	Good Governance	0	1	1	G
TL34	Financial viability measured in terms of the municipality's ability to meet its service debt	% of debt coverage	Financial Viability	30.00%	0.00%	0.00%	N/A

		FINANCIAL SERVICES							
KPI Ref	КРІ	Unit of Measurement	Strategic Objective	Baseline	ending September 2020 to Qua ending December 2020				
					Target	Actual	R		
	obligations by 30 June 2021((Short Term Borrowing + Bank Overdraft + Short Term Lease + Long Term Borrowing + Long Term Lease) / Total Operating Revenue - Op								
TL35	Compilation of mid-term(first six months of the financial year)Financial Statements(AFS) for the 2020/2021 financial year and submit to Mancom by 28 February 2021	Compilation and submission of the AFS by 28 February 2021	Financial Viability/Good Governance	1	0	0	N/A		
TL36	Compilation of the Annual Financial Statements(AFS) for the 2019/2020 financial year and submit to the Auditor General(AG) by 31 August 2020	Compilation and submission of the AFS to the AG by 31 August 2020	Financial Viability/Good Governance	1	0	1	G		
TL37	Annual review of the SCM policy to consider appropriate amendments to support the EPWP mandate(report submitted to Council in May)	Annual review of the SCM policy and report submitted to Council by May 2021	A Skilled workforce and Community	0	0	0	N/A		

# BACK TO AGENDA

#### DISTRICT COUNCIL

#### 22 JANUARY 2021

1. INAUGURATION OF ANC COUNCILLOR: GARDEN ROUTE DISTRICT COUNCIL: CLLR F.N. MDUMISO AND INDEPENDENT CIVIC ORGANISATION OF SOUTH AFRICA (ICOSA) COUNCILLOR: HD RUITERS / INHULDIGING VAN ANC RAADSLID: RDL F.N. MDUMISO EN "INDEPENDENT CIVIC ORGANISATION OF SOUTH AFRICA" (ICOSA) RAADSLID: HD RUITERS/ UKUFUNGISWA KOCEBA WE ANC: IBHUNGA LESITHILI SE GARDEN ROUTE: UCEBA F.N. MDUMISO KUNYE INDEPENDENT CIVIC ORGANISATION OF SOUTH AFRICA (ICOSA) UCEBA: HD RUITERS

#### 2 PURPOSE

To inform Council of the replacement of the late ANC PR councilor, Cllr M.P. Mapitiza who passed away on 02 December 2020 and DA Cllr JP Johnson, who was recalled by Kannaland Municipality on 04 November 2020.

#### 3. DELEGATED AUTHORITY

Council

#### 4. EXECUTIVE SUMMARY

A vacancy occurred on the Garden Route District Council as a result of the passing away of the African National Congress (ANC) PR Councillor on the Garden District Council, Cllr. M. P. Mapitiza and DA Cllr JP Johnson, who was recalled by Kannaland Municipality on 04 November 2020.

#### 5. **RECOMMENDATIONS**

- 5.1.1 That cognizance be taken of the notices from the IEC, dated 15 January 2021.
- 5.12. That Cllrs Francis Nxolo Mdumiso and Hyrin David Ruiters, be inaugurated as a Councilors of Garden Route District Council with effect from 15 January 2021.
- 5.1.3. That Cllr. Francis Nxolo Mdumiso and Cllr Hyrin David Ruiters be requested to take the Oath of Office, as required in terms the Municipal Structures Act, 1998.

#### AANBEVELINGS

- 5.1.1 Dat kennis geneem word van die kennisgewings van die OVK, gedateer 15 Januarie 2021.
- 5.1.2 Dat Rdle. Francis Noxolo Mdumiso en Hyrin David Ruiters, met ingang van 15 Januarie 2021 as Raadslede van die Gardenroute Distriksmunisipaliteit ingehuldig word.
- 5.1.3 Dat Rdl. Francis Noxolo Mdumiso en Rdl Hyrin David Ruiters, versoek word om 'n eed van die kantoor te neem, soos vereis ingevolge die Wet op Munisipale Strukture, 1998.

# IZINDULULO

- 5.1.1 Sesokuba kuthathelwe ingqalelo isaziso se IEC, sangomhla 15 KweyeMqungu 2021.
- 5.1.2 Sesokuba uCeba. Francis Nxolo Mdumiso kunye Hyrin David Ruiters, afungiswe njengo Ceba weBhunga loMasipala Wesithili se Garden Route ukususela ngomhla 15 KweyeMqungu 2021.
- 5.1.3 Sesokuba uCeba. Francis Noxolo Mdumiso kunye Hyrin David Ruiters, acengwe ukuba athathe Isifungo se Ofisi njengoko kufunwa yi Municipal Structures Act, 1998.

#### 6. DISCUSSION / CONTENTS

#### 6.1. Background

Vacancies occurred on the Garden Route District Council as a result of the passing away of the African National Congress (ANC) PR Councillor on the, Cllr. M. P. Mapitiza and due to the fact that Kannaland Municipality recalled Cllr JP Johnson.

Item 11(1)(a) of Schedule 2 of the Municipal Structures Act, 1998 Act 117 of 1998, the Electoral Commission determines as follows;

"11 Filling of vacancies

(1)(a) If a councillor elected from a party list ceases to hold office, the chief electoral officer, must subject to item 13, declare in writing the person whose name is on top of the applicable party list to be elected in the vacancy." Item 13 of the said Act reads as follows;

"13 Filling of vacancies and changing the order

(1) A party may supplement, change or increase its list at any time, provided that if a councillor elected according to a party list, ceases to hold office, the party concerned may supplement, change or increase its list by not later than 21 days after the councillor has ceased to hold office. The vacancy must be filled as soon as the party in question has supplemented, changed or increased its list, but not later than 14 days expiry of the 21-day period."

The Provincial Independent Electronic Commission was informed of the vacancies as prescribed by item 11 of Schedule 2 of the Municipal Structures Act, Act 117 of 1998.

The IEC has advised Council that Cllr. F.N. Mdumiso (ID No 790704 0974 080) being the councillor for the African National Congress (ANC), has been declared elected to the Garden Route District Council with effect from 15 January 2021 and that Cllr H.D. Ruiters being the councillor for the Independent Civic Organisation of South Africa (ICOSA) has been declared elected to the Garden Route District Council with effect from 15 January 2021. Copies of the notices from the IEC is attached as **Annexure A**.

#### 6.2 Discussion

The IEC has advised Council that Cllr. F.N. Mdumiso (ID No 790704 0974 080) being the councillor for the African National Congress (ANC), has been declared elected to the Garden Route District Council with effect from 15 January 2021 as well as Cllr H.D Ruiters (ID No 730228 5115 088) being the councillor for the Independent Civic Organisation of South Africa (ICOSA). A copy of the notices from the IEC is attached as **annexure A**.

# 6.3 Financial Implications

As per the notice on the determination for upper limits for Councillors.

# 6.4 Relevant legislation

Schedule 2 of the Local Government Municipal Structures Act, 1998 (Act 117 of 1998).

#### 6.5 Staff Implications

None

# 6.6 Previous / Relevant Council Resolutions:

There are no previous or relevant Council resolutions related to this matter.

#### 6.7 Risk Implications

There are no forseen risks associated with the proposed decision for Council to not implement the Directions.

#### 6.8 Comments from Senior Management:

6.8.1 Executive Manager: Roads and Transport Planning Services

None

6.8.2 Executive Manager: Planning and Economic Development

None

- 6.8.3 Executive Manager: Community Services None
- 6.8.4 Executive Manager: Corporate Services
  None
- 6.8.5 Executive Manager: Financial Services
  None
- 6.8.6 Manager: Legal Services

None

1	
N	
	IEG
SOUTH	AFRICA
000111	Memorandum
То:	The Municipal Manager: Garden Route District Municipality
From:	B Heuvel
CC:	G Abrahams; C Sampson; D Marco; B Mbeleni; K Simelane
Date:	15 January 2021
Re:	Replacement of the African National Congress (ANC) PR Councillor
	Mapitiza: DC4 – Garden Route District Council
Urgent	□ For Review □ Please Comment □ Please Reply □ Please Recycle

1998 (Act. No. 117 of 1998), that Francis Noxolo Mdumiso, ID No. 790704 0974 080, being the candidate at the top of the party list for the African National Congress (ANC) has been declared elected to Garden Route District Council.

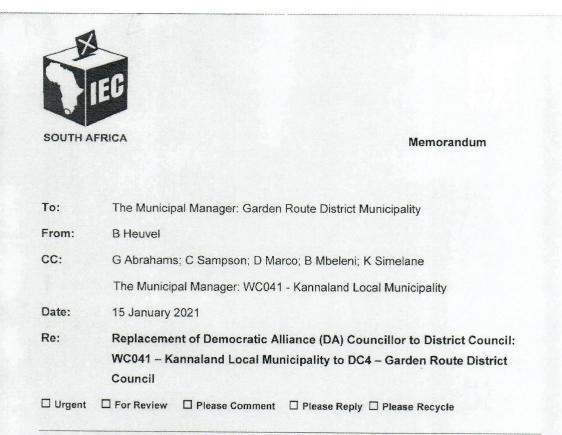
Councillor Mdumiso replaces Mputumi Patco Mapitiza, ID No. 740608 5670 083, who ceased to hold office of Councillor in the District Council.

Sincerely

B Heuvel Manager: Voter Registration and Party Liaison

# **Electoral Commission**

Commissioners: Mr V.G. Machinini (Chairpercon) | Ms J.Y. Love (Vice-Chairpercon) | Dr N.P. Masuku | Mr M. Moepya | Judge D. Pillay National Office: Election House, Riverside Office Park, 1303 Heuwel Avenue, Centurion, 0157 | P/Bag X112, Centurion, 0046 info@elections.org.za | www.elections.org.za Tel (+27) 12 622 5700 | Fax (+27) 622 5784



Please note that Hyrin David Ruiters, ID No. 730228 5115 088, being the councillor for the Independent Civic Organisation of South Africa (ICOSA) in Kannaland Local Municipality, has been declared elected to the Garden Route District Council, as prescribed in item 23 of Schedule 2 of the Municipal Structures Act, 1998 (Act. No. 117 of 1998).

Sincerely

B Heuvel Manager: Voter Registration and Party Liaison

# **Electoral Commission**

Ensuring Free and Fair Elections

Commissioners: Mr V.G. Mashinini (Chairperson) | Ms J.Y. Love (Vice-Chairperson) | Dr N.P. Masuku | Mr M. Moepya | Judge D. Pillay National Office: Election House, Riverside Office Park, 1303 Heuwel Avenue, Centurion, 0157 | P/Bag X112, Centurion, 0046 Info@elections.org.za | www.elections.org.za Tel (+27) 12 622 5700 | Fax (+27) 622 5784



| MUNICIP JNISIPALITEIT

Date:

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argiewe@kannaland.gov.za Tel : (028) 551 1023 Fax : (028) 551 1766

Kerkstr. 32 Church St. LADISMITH 6655

Verwysing: Navrae: 3/R Reference: Enquiries.

R. Stevens

Datum: 19 November 2020

# **OFFICE OF THE** MUNICIPAL MANAGER

Garden Route District Municipality The Municipal Manager 54 York Street George 6530

mayor@gardenroute.gov.za

Dear Mr Booysen,

KANNALAND MUNICIPAL COUNCIL REPRESENTATIVE TO GARDEN ROUTE DISTRICT MUNICIPAL COUNCIL

Kannaland Municipal Council resolved at a Special Council meeting held on Wednesday 4 November 2020 to recall Clir Joslyn Johnson as the Representative of the Kannaland Municipal Council to the Garden Route District Municipality.

At the same meeting the Kannaland Municipal Council replaced Clir Johnson with Cllr Hyrin Ruiters as the Representative of the Kannaland Municipal Council to the Garden Route District Municipality.

Please find the council resolution attached.

Yours sincerely

(

**R STEVENS MUNICIPAL MANAGER** 

Rig allekorrespondensieaan die MunisipaleBestuurder • Address all correspondence to the Municipal Manager

#### UITTREKSEL UIT NOTULE VAN 'N SPESIALE RAADSVERGADERING VAN KANNALAND MUNISIPALITEIT SOOS GEHOU OP WOENSDAG, 04 NOVEMBER 2020 KERKSTRAAT 32 TE LADISMITH.

#### COUNCIL 11/11/20: NOTICE OF MOTION TO REMOVE THE REPRESENTATIVE: GARDEN ROUTE DISTRICT MUNICIPALITY

#### <u>BESLUIT</u>

- 1. Dat Rdl. H. Ruiters die nuut verkose verteenwoordiger van die Kannaland Munisipale Raad by die Garden Route Distrik Munisipale Raad is.
- 2. Dat Rdl. Johnson deur Rdl. H Ruiters vervang word as verteenwoordiger by Garden Route Distrik Munisipale Raad.

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# **BACK TO AGENDA**

#### 22 JANUARY 2021

1. **REPORT – REQUESTED/SUGGESTED ADJUSTMENTS ON THE SERVICE DELIVERY AND** BUDGET IMPLEMENTATION PLAN OF 2020/2021 /VERSLAG AANVRAAG/VOORGESTELDE VERANDERINGE OP DIE DIENSLEWERINGS EN BEGROTINGSIMPLEMENTERINGSPLAN VIR 2020/2021 ISIPHAKAMISO 1 NGOKULUNGISWA KWENKONZO ZOLUNTU NOKUPHUNYEZWA KOHLAHLO LWABIWO-MALI LIKA2020/2021

#### 2. PURPOSE

**DISTRICT COUNCIL** 

The report is tabled to Council in terms of section 54 (1) (c) as required in terms of the Municipal Finance Management Act 56 of 2003.

## 3. DELEGATED AUTHORITY

Council

#### 4. EXECUTIVE SUMMARY

The requested adjustments must be read in conjunction with the System Descriptions for the Top Level SDBIP.

#### 5. **RECOMMENDATION**

That Council approves the requested/suggested adjustments for the 2020/2021 financial year.

#### AANBEVELING

Dat die Raad die aanvraag/voorgestelde veranderinge vir 2020/2021 finansiële jaar, goedkeur.

#### IZINDULULO

Sesokuba iqumrhu liyavumelana nokuphakanyisiweyo kunyakamali wonyaka ka 2020/2021.

#### 6. DISCUSSION / CONTENTS

# 6.1 Background

Municipal Finance Management Act 56 of 2003

**Section 54 (1) (c)** On receipt of a statement or report submitted by the accounting officer of the municipality in terms of section 71 or 72, the mayor must –

(c) consider and, if necessary, make any provisions to the service delivery and budget implementation plan, provided that revisions to the service delivery targets and performance indicators in the plan may only be made with the approval of the council following approval of an adjustments budget;

An adjustment budget was tabled and approved by council in December 2020.

# 6.2 Discussion

Due to COVID-19, National Treasury issued a notice on 5 August 2020 to give exemption on compliance with section 126(a) of MFMA, which required that the Annual Financial Statement be submitted for audit on or before 31 August each year. This deadline was moved to 31 October 2020. This extension was also applicable to the submission of the Annual Performance Report to the Office of the Auditor General.

These changes also had an impact on the submission and the finalization of the annual report and the oversight report. The impact of the extension was that the audit will now be completed by 28 February 2021 instead on 30 November 2020. By implication, the annual report and the oversight report can only be finalised once the audit is concluded.

Within our Top Level SDBIP we have KPI's and targets that relate to the above processes. The changes in the legislated timelines has necessitated the changes to the targets. The KPI's will not change, however the target will have to be aligned to the new dates which were as a result of the exemtions mentioned above.

Council is therefore requested to approve the following changes to the Top Level SDBIP:

The following adjustments are hereby presented for approval;

#### Organizational Changes

• TL3 – Submission of the Annual Performance Report

The **target** for the submission of Annual Performance Report should be moved from August 2020 to October 2020 in adherence to the exemption granted and to address the reliability of performance information reported

### • TL22 - Submission of Final Annual Report and Oversight Report

The target for the submission of these documents be move from December 2020 to March 2021, as the audit report will only be available by 28 February 2021. Further to that these are two different documents form different sources, therefor this KPI should be split into two.

The Final Annual report will remain within the said department, but the Oversight Report will move to the Office of the Municipal Manager.

In Roads and Transport Services, all their target are annual target and thefore to address that the following adjustment is proposed:

• TL7 - 95 % Capital Expenditure by 30 June 2021

This target will only be measures in June 2021. It is proposed that the target for December 2020 be changed from zero (0) to 35% and the remaining 60% be a target for the second half of the year.

#### • TL 26 – Number (60) of Jobs created by 30 June 2021

This target will also only be measured in June 2021. It is proposed that the target for December 2020 be changed from zero (0) to 15 and the remaining 45 jobs be a target for the second half of the year.

In addition to the above the following adjustment is proposed for the Municipal Manager's Office:

• TL36(Annual Financial Statements): The target of August 2020 must move to

October 2020 in adherence to the exemption granted and to address the

reliability of performance information reported

After approval, a Revised SDBIP will be placed on our website for perusal

#### 6.5 Financial Implications

There will be no financial implications for the municipality adjusting the KPI's on the SDBIP

#### 6.6 Legal Implications

None

#### 6.5 Staff Implications

None

#### 6.6 Previous / Relevant Council Resolutions:

There are no previous or relevant Council resolutions related to this matter.

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#### 6.7 Risk Implications

There are no forseen risks associated with the proposed request for Council

#### 6.8 Comments from Senior Management:

6.8.1 Executive Manager: Roads and Transport Planning Services

None

- 6.8.2 Executive Manager: Planning and Economic Development None
- 6.8.3 Executive Manager: Community Services
  None
- 6.8.4 Executive Manager: Corporate Services None
- 6.8.5 Executive Manager: Financial Services

None

6.8.6 Manager: Legal Services

None



#### DISTRICT COUNCIL

#### 22 JANUARY 2021

1. DEVIATION REPORT: IMPLEMENTATION OF THE SUPPLY CHAIN MANAGEMENT POLICY FOR THE PERIOD 1 NOVEMBER 2020 TO 30 NOVEMBER 2020 / AFWYKINGSVERSLAG: VOORSIENINGSKANAALBELEID VIR DIE PERIODE 1 NOVEMBER 2020 TOT 30 NOVEMBER 2020 / INGXELO YOTYESHELO: UKUMISELWA KOMGAQO WOLAWULO LWENCITHO KWIXESHA UMHLA 01 NGEYENKANGA 2020 UKUYA 30 NGEYENKANGA 2020 (1137794)

#### 2 PURPOSE

To inform the Council of the deviations approved for the period 1 November 2020 to 30 November 2020.

#### 3. DELEGATED AUTHORITY

Council

#### 4. EXECUTIVE SUMMARY

The accounting officer must record the reasons for any deviations in terms of suregulation (1)(a) & (b)and report them to the next meeting of council. The report is for the month of November 2020.

#### 5. **RECOMMENDATIONS**

- 5.1 That the implementation of Section 36 of the Municipal Supply Chain Regulation in terms of the deviations for the period 1 November 2020 up to 30 November 2020, be noted.
- 5.2 That it be noted that in terms of Section 114 of the Municipal Finance Management Act, Act 56 of 2003, there was no approval of tenders not recommended in the normal course of implementing Supply Chain Management policy of a municipality.

#### AANBEVELINGS

5.1 Dat die kennis geneem word van die implementering van Artikel 36 van die Voorsieningskanaal beleid in terme van die afwykings vir die periode van 1 November 2020 tot 30 November 2020. 5.2 Dat kennis geneem word dat in terme van Artikel 114 van die Munisipale Finansiale Bestuurswet, Wet 56 van 2003, daar geen goedkeuring was van tenders wat nie toegeken is in die normale implementering van die Voorsieningskanaalbeleid van die

#### IZINDULULO

munisipaliteit nie.

- 5.1 Sesokuba ukumisela komhlathi Wamashumi Amathathu Anesithandathu (36) kwemiqathango Womthetho Wezencitho zoMasipala kutenxo ukususela kumhla Wokuqala (1) uyakutsho kumhla Wamashumi Amathathu (30) ngeyeNkanga 2020, kuthathelwe ingqalelo.
  - 5.3 Sesokuba ngokwemiqathango yoMhlathi (114) lolawulo Lwezemali zikaMasipala, uMthetho Wamashumi Amahlanu Anesithandathu (56) wango (2003), uthathelwe ingqalelo ukuba akukhange kuphunyezwe zinikisi maxabiso ezingandululwanga kwinkqubo efanelekileyo ekumiselweni kwencitho yomgaqo wolawulo lomasipala

#### 6. DISCUSSION / CONTENTS

#### 6.1 Background

Section 36 of the Municipal Supply Chain Regulation states:

- 1) A supply chain management policy may allow the accounting officer
  - a) To dispense with the official procurement processes established by the policy and to procure any required goods or services through any convenient process, which may include direct negotiations, but only –
    - i) In an emergency
    - ii) If such goods or services are produced or available from a single provider only;
    - iii) For the acquisition of special of special works of art or historical objects where specifications are difficult to compile;
    - iv) Acquisition of animals for zoos; or
    - v) In any other exceptional case where it is impractical or impossible to follow the official procurement processes;
  - b) To ratify any minor breaches of the procurement processes by an official or committee acting in terms of delegated powers or duties which are purely of a technical nature.

2) The accounting officer must record the reasons for any deviations in terms of sub regulation (1) (a) and (b) and report them to the next meeting of the council, or board of directors in the case of a municipal entity, and include as a note to the annual financial statements."

#### 6.2 Discussion

Section 114 of the Municipal Finance Management Act, Act 56 of 2003 states:

- (1) If a tender other than the one recommended in the normal course of implementing the supply chain management policy of a municipality or municipal entity is approved, the accounting officer of the municipality or municipal entity must, in writing, notify the Auditor General, the relevant provincial treasury and the National Treasury and, in the case of a municipal entity, also the parent municipality, of the reasons for deviating from such recommendation.
- (2) Subsection (1) does not apply if a different tender was approved in order to rectify an irregularity.

#### 6.3 Financial Implications

The total deviations for the period 1 November 2020 to 30 November 2020 amounts to *R58 585.70* (VAT included). Refer to *Annexure A* 

#### Main Expenditure for Deviation in November 2020

None

#### Trend Analysis Based on Successive Month to Month Comparison

APPROVED DEVIATIONS DEVIATIONS AS PER SECTION 36 OF THE SCM REGULATIONS						
Oct-20		Nov-20				
Department		Department	Amount			
Community Services	3 650,10	Community Services	3 065.79			
Corporate Services	0,00	Corporate Services	0.00			
Financial Services	10 838,75	Financial Services	0.00			
Office of the MM	0,00	Office of the MM	0.00			
Planning and Economic Development	0,00	Planning and Economic Development	0.00			
Roads and Transport Planning Services	19 456,93	Roads and Transport Planning Services	55 519.91			
Total Deviations	33 945,78	Total Deviations	58 585.70			

#### 6.4 Legal Implications

None, failure to report to council will result in non compliance.

#### 6.5 Staff Implications

None

#### 6.6 Previous / Relevant Council Resolutions:

Council meeting of the 26 November 2020

#### 6.7 Risk Implications

None

#### 6.8 Comments from Senior Management:

- 6.8.1 Executive Manager Financial Services None
- 6.8.2 Executive Manager Corporate Services

None

6.8.3 Executive Manager Planning & Economic Development None

#### 6.8.4 Executive Manager Community Services

None

- 6.8.5 Executive Manager Roads & Transport Planning Services None
- 6.8.6 Manager Legal Services

None

				DEVI	ANNEXURE: A ATIONS AS PER SECTION 36 OF THE SCM REGULATIONS				
COMMUNITY SERVICES									
tem No	Ref No	Name	Req Date	Deviation Category	Deviation Motivation	Deviation Approval Date	Payment Amt	Order Number	
1	1129876	George Lawnmowers	2020-11-10	Impractical Procurement Process	George Lawnmowers was the cheapest for strip and quote to repair the generators per hour rate, therefore generators was taken to George Lawnmowers to repair. Due to nature of strip and quote, it is not possible to get quotation for parts in advance.	2020-11-25	3 065,79	D0001998	
em									
•	KET NO	Name	Req Date		Deviation Motivation		Payment Amt	Order Number	
2	1120609	Name GALLIE SWEIS	<b>Req Date</b> 2020-10-13	Deviation Category Impractical Procurement Process	Deviation Motivation         PA 169 118 is a Burquip trailer and Gallie Sweis is a certified trailer builder for this specific brand.         Gallie Sweis as per Burquip letter attached is the only supplier for this trailer type which is a Burquip trailer.	Deviation Approval Date 2020-11-04	Payment Amt           22 310,00	Number	
2 3				Category Impractical Procurement	PA 169 118 is a Burquip trailer and Gallie Sweis is a certified trailer builder for this specific brand. Gallie Sweis as per Burquip letter attached is the only supplier for	Approval Date			

5	1126490	ALERT PATROL - SECURITY SERVICES (WITSAND CARAVAN PARK)	2020-11-02	Impractical Procurement Process	There was an order made out for security services, but Genela Security Services did not attend to the site on the requested time, which left the site unattended so we had to arrange with the previous service provider to stand in since they were already on site.	2020-11-02	20 631,00	D0001589
6	1126719	Xerox	2020-11-02	Impractical Procurement Process	This contract expired but we are still using the machine. Tender for new machine is in process	2020-11-10	2 627,22	D0001684
7	1132219	Short's Commercial Vehicles	2020-11-17	Single Supplier	PA 180 229 is a UD Tipper Truck and Manufactured by Nissan, Short's is the agent for Nissan	2020-11-26	1 769,49	D0002035

58 585,70

BACK TO AGENDA

#### 22 JANUARY 2021

1. REPORT ON THE DRAFT PROPOSED SCHEDULE OF MEETINGS FOR 2021 IN RESPECT OF COUNCIL AND COMMITTEES FOR THE PERIOD JANUARY UNTIL JUNE 2021 / VERSLAG RAKENDE DIE KONSEP VOORGESTELDE SKEDULE VAN VERGADERINGS VIR 2021 VIR DIE TYDPERK JANUARIE TOT JUNIE 2021 TEN OPSIGTE VAN RAAD EN KOMITEES / INGXELO NGOYILO LWESIPHAKAMISO SOLUHLU LWENTLANGANISO ZIKA 2021 NGOKUPHATHELENE NEBHUNGA KUNYE NEEKOMTI KWIXESHA LENYANGA YOMQUNGU UKUYA KWEYESILIMELA 2021

#### 2 PURPOSE

The purpose of this report is to obtain permission from Council to approve the proposed scheduled meeting dates for the period January until June 2021.

#### 3. DELEGATED AUTHORITY

Council

#### 4. EXECUTIVE SUMMARY

In order for Garden Route District Municipality to determine the meeting dates for 2021, this Council has to obtain the meeting dates of the B-municipalities and from SALGA. The meeting dates of all the municipalities has been received, but is still awaiting the schedule from SALGA, therefore only a 6 month draft schedule has been compiled.

#### 5. **RECOMMENDATIONS**

- 1. That the draft proposed schedule of dates for Council and Committee meetings for the period January untill June 2021, be approved.
- 2. That the closing dates for submission of reports strictly be adhered to.
- 3. That it be noted that the schedule is subject to changes due to the awaiting dates for meetings from SALGA.

#### AANBEVELINGS

- 1. Dat die konsep voorgestelde skedule van vergaderingdatums vir Raad en komiteevergaderings vir 2021, goedgekeur word.
- 2. Dat die sluitingsdatums vir die indiening van verslae streng nagekom word.
- 3. Dat kennis geneem word dat die skedule onderhewig is aan veranderinge weens die afwagtende datums vir SALGA se vergaderings.

#### **ISINDULULO**

- 1. Sesokuba izicwangciso eziphakanyisiweyo zeentlanganiso zebhunga kunye nekomiti kumnyaka weyoMqungu ukuya kweYesilimela 2021 ziphakanyiswe
- 2. Sesokuba intsuku zokuvalwa kokungeniswa kwengxelo kuthotyelwe.
- 3. That it be noted that the schedule is subject to changes due to the awaiting dates for meetings from SALGA. Sesokuba kuqwalaselwe ukuba izicwangciso zinako ukutshintshwa ngenxa yentsuku ezisuka kuSALGA.

#### 6. DISCUSSION / CONTENTS

#### 6.1 Background

The proposed calendar for this year is informed by the meeting dates of the Local Municipalities in our district. The calendar of meeting dates from Local Municipalities has been approved and has been received, and now places this Council in a position to schedule meetings.

#### 6.2 Discussion

During November and December of 2020, all the Local Municipalities in our area were approached for their approved meeting schedules. These schedules were gathered and collated in order to determine the appropriate meeting dates (as per attached annexure). It has to be noted that the proposed dates is subject to change once Council has taken receipt of the SALGA meeting schedule.

#### 6.3 Financial Implications

There will be no financial implications for the municipality if it decides to not implement.

### 6.4 Legal Implications

The following Section applies :

"Section 11 of the Rules of Order Regulating the Conduct of Meetings as promulgated in Provincial Gazette No. 6469, dated Friday, 28 September 2007".

### 6.5 Staff Implications

A decision to not implement will have no Staff implications.

### 6.6 Previous / Relevant Council Resolutions:

There are no previous or relevant Council resolutions related to this matter.

#### 6.7 Risk Implications

The risks involved are primary related to delayed decision making, i.e. If meetings does not take place there are very real implications for Council which includes IDP related deadlines being missed as well as financial implications relating to the approval of the budget and the continuity of Council with regards to projects that are approved or not approved.

### 6.8 Comments from Executive Management:

## 6.8.1 <u>Executive Manager: Roads and Transport Planning Services</u> None

### 6.8.2 Executive Manager: Economic Development and Planning

None

### 6.8.3 Executive Manager: Community Services

None

6.8.4 Executive Manager: Corporate Services

None

### 6.8.5 Executive Manager: Financial Services

None

### **ANNEXURE**

• GRDM proposed schedule of meetings for the period January ill June 2021.



JANUARY 2021								
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday		
3	4 COUNCIL RE- OPENS	5	6	7	8	9		
10	11	12	13 Closing date for items for Mayco, Council at 12:00	14	15	16		
17	18 PRE-LIM AT 11:00	<b>19</b> Closing date for items for ETDC at 12:00	20	21	22 MAYCO AT 09h00 COUNCIL AT 11H00	23		
24	25	26	27	28 Closing date for items for Portfolio Committee meetings at 12:00	<b>29</b> Special Education, Training & Development at 10:00	30		
31								

			FEBRUARY 2021			
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	1	2	3	4	5 Closing date for items for APAC meeting at 12:00	6
7	8 Closing date for items for LLF meeting at 12:00	9 Closing date for items for council meeting at 12:00	1) Roads & Transport at 08:00; Community Serv at 09:00, Strategic Serv at 10:00, Property Man at 11:00, Economic Dev at 12:00, Finance at 13:00, Corporate Serv at 14:00	11	12	13
14	15	16 PRE – LIM at 09:00	17 LLF at 10:00	18	19 APAC at 10:00	20
21	22	23	24	25	26	27
	BUDGET STEERCOM AT 14:00	MAYCO at 09H00 SPECIAL COUNCIL at 11H00		Closing date for items for Training & Development and OHS meetings at 12:00	MPAC at 09:00	
28						

	MARCH 2021							
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday		
	1	2	3	<b>4</b> Closing date for Council workshop at 12:00	5	6		
7	8	<b>9</b> Education, Training & Development at 10:00	10	11 Occupational Health & Safety at 10:00	12 Closing date for items for council meeting at 12:00	13		
14	15 COUNCIL POLICY WORKSHOP AT 09:00	<b>16</b> Closing date for items for APAC meeting at 12:00	17	18 PRE-LIM at 09:00	19 Closing date for items for Governance items and for Portfolio Committee Meeting 1t 12:00	20		
21	22 Public Holiday: Humans Rights Day	23 BUDGET STEERCOM AT 14:00	24 LLF at 10:00	25	26 APAC at 10:00	27		
28	29 Governance Committee at 10:00	30 Mayco at 09:00 Council Meeting at 11:00	31					

	<b>APRIL 2021</b>							
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday		
				1 Roads & Transport at 08:00; Community Serv at 09:00, Strategic Serv at 10:00, Property Man at 11:00, Economic Dev at 12:00, Finance at 13:00, Corporate Serv at 14:00	2 Public Holiday: Good Friday	3		
4	5 Public Holiday: Family Day	6	<b>7</b> Closing date for items for council meeting at 12:00	8	9	10		
11	12	13	14 PRE-LIM AT 09:00	15	16	17		
18	19	20	21 MPAC at 09:00	22	23	24		
25	26 MAYCO AT 09:00 COUNCIL MEETING AT 11:00	27 Public Holiday: Freedom day	28	29 Closing date for items for ETDC & OHS meetings at 12:00	30 Public Holiday: Workers day			

			MAY 2021			
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
						1
2	3	4	5	6	7 Closing date for items for LLF 12:00	8
9	10	 Education, Training & Development at 10:00	12 Closing date for items for council meeting and Budget Steercom at 12:00	13 Occupational Health & Safety at 10:00	14	15
16	17 Closing date for items for APAC 12:00	18 PRE-LIM AT 09:00	19 COUNCIL POLICY WORKSHOP AT 09:00	20 Local Labour Forum at 10:00	21	22
23	24 Budget Steercom at 14:00	25 MAYCO AT 09:00 COUNCIL MEETING AT 11:00	26	27 Closing date for items for Portfolio Committee meetings at 12:00	28 APAC at 09:00	29
30	31					

	JUNE 2021							
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday		
		1	2	3	4	5		
6	7	8 Closing date for items for Mayco & Council meeting at 12:00	9	10 Roads & Transport at 08:00; Community Serv at 09:00, Strategic Serv at 10:00, Property Man at 11:00, Economic Dev at 12:00, Finance at 13:00, Corporate Serv at 14:00	11	12		
13	14 PRELIM AT 11:00	15	16 Public Holiday: Youth day	17	18	19		
20	21	22 MAYCO AT 09:00 & COUNCIL MEETING AT 11:00	23	24	25 MPAC AT 09:00	26		
27	28	29	30					

#### DISTRICT COUNCIL

#### 22 JANUARY 2021

#### 1. REPORT ON GENDER MAINSTREAMING CAPACITY BUILDING WORKSHOP WITH GARDEN ROUTE DISTRICT MUNICIPALITY / VERSLAG RAKENDE GESLAGS GELYKHEID KAPASITEIT WERKSWINKEL MET GARDEN ROUTE DISTRIKSMUNISIPALITEIT INGXELO NGOMBA **NOKUFUNDISANA** 1 NOKUXHOBISANA NGEZAKHONO KWISITHILI SIKA MASIPALA WASE-GARDEN ROUTE

#### 2 PURPOSE

The purpose of this report is to encapsulate the Gender Mainstreaming Capacity Building Workshop that took place on the 19<sup>th</sup> of October 2020.

#### 3. DELEGATED AUTHORITY

Council

#### 4. EXECUTIVE SUMMARY

In collaboration with representatives from the Department of Local Government and Commission for Gender Equality, a Gender Mainstreaming Capacity Building Workshop took place on the 19<sup>th</sup> of October 2020. The purpose of the workshop was to educate individuals' about gender, as well as gender-related terms; what gender mainstreaming is and why it matters in local government; and lastly, understanding the legislative framework surrounding gender mainstreaming, and how the 17 Sustainable Development Goals (SDGs) can be achieved and localised. These goals were made part of the 2030 programme for sustainable development. Points were raised about what local governments can do to achieve gender equality and empowerment for all woman and girls. It was stated that failure to implement these SDGs will result in non-compliance, which is ultimately a violation of human rights.

Attached find report and presentation as received from the Department of Local Government – Western Cape.

#### 5. **RECOMMENDATIONS**

- 5.1.1 That Council ensures that Garden Route District Municipality (GRDM) complies with the Gender Mainstreaming Mandate, which includes acts/legislations, as well as policies.
- 5.1.2 That Council localise Sustainable Development Goals (SDGs,) to support and fully support Gender Equality within Garden Route District Municipality (GRDM).

#### AANBEVELINGS

- 5.2.1 Dat die Raad toesien dat Garden Route Distriksmunisipaliteit (GRDM) aan die Geslagsgelykheid Kapasiteit mandaat, wat wette / wetgewing sowel as beleide, voldoen.
- 5.2.2 Dat die Raad die doelwitte vir volhoubare ontwikkeling lokaliseer om Geslagsgelykheid in die Garden Route Distrisksmunisipaliteit te ondersteun en ten volle uit te leef.

#### IZINDULULO

- 5.1.1 Sesokuba ibhunga liqinisekise ukuba uMasipala wesithili se Garden Route uyahambisana nomgaqo womba wokufundisana nokuxhobisa ngokwezakhono zesithili. Ezo ziqulathe imithetho kunye nemigaqo siseko.
- 5.1.2 Sesokuba ibhunga liziqhelanise nokukhulisa uphuhliso lweminqweno ukuxhasana ngokwezakhono kuMasipala wesithili sase Garden Route.

#### 6. DISCUSSION / CONTENTS

As outlined in the executive summary.

#### 6.1 Background

As outlined in the executive summary.

#### 6.2 Discussion

Participants did not raise any questions or state any comments, thus Ms Ngcobo suggested that the group discuss either the Stop Gender Based Violence Policy, or the Gender Mainstreaming Checklist of GRDM. Ms Ngcobo too suggested that a question and answer session be conducted so as to ascertain whether or not the participants understood the presentation. Questions surrounding the Legislative Mandate were asked, and participants answered it correctly. Ms Bingham stated that she will add her inputs to the Checklist, and asked that it be discussed a little later.

The Stop Gender Based Violence Policy had already been approved by Council, as stated by Mr Scheepers; however amendments to this policy were welcomed and could still be done. Ms Ngcobo asked whether or not it would be wise to discuss the policy now as inputs would not be considered, however only when it is up for review. Mr Scheepers then stated that inputs surrounding the policy were still welcomed and provided from the CGE and DLG, thereafter the updated and finalized version will be distributed to the relevant structures.

#### 6.3 Financial Implications

There were no financial implications for GRDM.

#### 6.4 Legal Implications

There were none.

#### 6.5 Staff Implications

The Gender Mainstreaming Capacity Building Workshop did not implicate staff members.

#### 6.6 Previous / Relevant Council Resolutions:

None.

#### 6.7 Risk Implications

There were no risks associated with the Gender Mainstreaming Capacity Building workshop.

### 6.8 Comments from Senior Management:

6.8.1 Executive Manager: Corporate Services

None

6.8.2 Executive Manager: Planning and Economic Development

None

6.8.3 Executive: Community Services

None

6.8.4 Executive Manager: Roads and Transport Planning Services

None

6.8.5 Executive Manager: Financial Services

None



Gender Mainstreaming Capacity Building Workshop

GARDEN ROUTE DISTRICT MUNICIPALITY 19 OCTOBER 2020

## CONTENTS

- 1. Purpose of the workshop
- 2. The Concept of Gender and Gender Equality
- 3. Mainstreaming Gender in Local Government
- 4. Localisation of Sustainable Development Goals



## PURPOSE

- Understanding of Gender and Gender Related Terms as the background concept to be understood (PART 1)
- What GENDER MAINSTREAMING and Why it matters in LOCAL GOVERNMENT (PART 2)
- Understanding Policy and Legislative Framework-Localisation of SDGs. (PART 3)

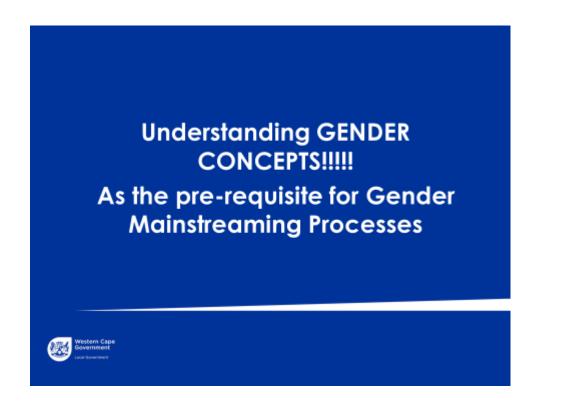


## CONCEPTS

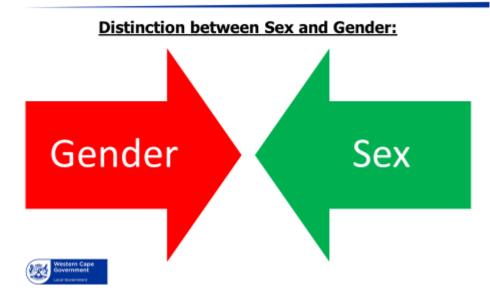
# PART 1

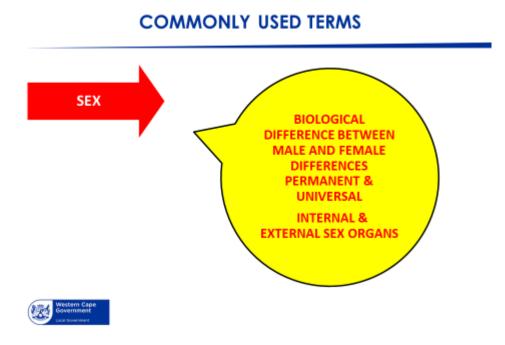
## **CONCEPT OF GENDER**



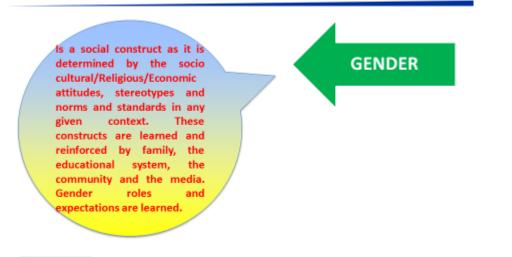


## COMMONLY USED TERMS





## COMMONLY USED TERMS



Western Cape Government

## SOCIALISATION

 Refers to norms, values, attitudes and perceptions associated with you being a female or male in a given context.



## **GENDER EQUALITY**

- Refers to norms, values, attitudes and perceptions required to attain equal status between women and men

   use the knowledge of gender differences in a given context to overcome biases in delivery - to ensure that they target and benefit both genders effectively in terms of their practical gender needs.
- It means <u>recognizing</u> that men and women often have different needs and priorities, face different constraints, have different aspirations and contribute to development in different ways.



### GENDER EQUALITY continued

- <u>Gender equality</u> refers to <u>EQUAL RIGHTS</u>, <u>RESPONSIBILITIES</u> and <u>OPPORTUNITIES</u>/BENEFITS of women and men and girls and boys;
- It is about <u>considering the interests, needs and</u> <u>priorities of both women and men</u>, recognizing the diversity of different groups of women and men (for example: urban, rural women; women belonging to ethnic minorities; lesbian women).



### GENDER EQUALITY continued

- <u>Equality</u> does not mean that women and men will become the same (physical/nature) but that women's and men's rights, responsibilities, opportunities as well as respect and dignity will not depend on whether they are born <u>male or female (sexual</u> <u>identity)</u>
- <u>Gender equality</u> is not a <u>women's issue</u> but should/must concern and fully engage men and women. Gender equality is both, a human rights principle and a precondition and indicator for sustainable & people-centred development.
- <u>Gender equality</u> is an issue that challenges <u>Traditional and</u> <u>Religious attitudes (personal identity)</u>, highly personal values and also established power <u>hierarchies</u> found in an organisation/family/communities.



## GENDER EQUITY

- Gender Equity is the process of allocating resources, programs and decision-making fairly to both males and females. This requires ensuring that everyone has access to a full range of opportunities to achieve their social, psychological and physical benefits.
- Does not necessarily mean making the same programs and facilities available to both males and females. Gender equity requires that girls and women be provided with a full range of activity, programs and choices that meet their needs, interests and experiences.
- Therefore, some activities may be the same as those offered to boys and men, some may be altered, and some may be altogether different



## COMMONLY USED TERMS

#### Gender Discrimination:

 Any distinction, exclusion, or restriction made on the basis of sex which has the effect or purpose of impairing or nullifying the recognition, enjoyment or exercise by women, irrespective of material status, on the basis of equality between women and men, of human rights or fundamental freedom in the political, economic, social and cultural, civil, legal or any other field. (CEDAW);

#### Gender Identity:

 Gender identity refers to one's sense of oneself as man or woman. As individuals we have <u>three related characteristics</u> having to do with your identity;

Culture: Religion: Economic:



## COMMONLY USED TERMS

 Patriarchy: Sexually Systemic structures that institutionalise male physical, social and economic power over women. The systematic subordination of women by both overarching and localized structures. These structures work to the benefit of men by constraining women's life choices and chances. The roots patriarchy seen to be located in women's reproductive role & sexual violence. Main sites patriarchal oppression – housework, paid work, the state, culture, sexuality, and violence. Behaviours that discriminate against women because of their gender – patriarchal 'practices'.



## GENDER MAINSTREAMING IN LOCAL GOVERNMENT

## PART 2

## WHAT IS GENDER MAINSTREAMING?



## UNDERSTANDING GENDER MAINSTREAMING

#### WHAT IS GENDER MAINSTREAMING?

- It is an <u>approach/a tool</u> use to <u>integrate women's</u> <u>and men's needs</u> into the <u>design</u>, implementation, <u>monitoring</u> and <u>evaluation</u> of <u>policies</u> and programs in all <u>Political</u>, Economic, Religious and Societal spheres so that women and men <u>benefit</u> <u>equally and that inequality is not perpetuated</u>.
- GM=STRATEGY
   Aims at accelerating progress toward equality
   between women and men by bringing gender
   <u>equality goal</u> and women's perspective into the Centre
   of Policy decision-making in all sectors.



## GENDER MAINSTREAMING continued

- GM= tool to remove such perceptions, stereotypes, beliefs that are social constructed and transferred/influenced also to our workplaces – result to benefit both Males and Females or the so called Man and Woman;
- GM= involves providing <u>training and capacity</u> <u>building/development</u> to enhance Gender <u>Management Skills</u> and raised gender levels of <u>Gender</u> <u>Awareness</u>. Gender mainstreaming involves simultaneous/real time or process of doing things the other way, process of <u>Institutionalisation/Organizational</u> <u>change or transformation</u>.

## GENDER MAINSTREAMING continued

## Gender Mainstreaming is a process & involve the following:

Strategy

- Principles
- Pre-determined requirements/prerequisites as follow:
  - Political will, knowledge of administration, budget & HR;
  - Statistics, Effective Participation of Women at all levels;
  - Comprehensive knowledge of Gender Relations.



## GENDER MAINSTREAMING continued

## GM IS A COMPLEX MATTER

- GM= It is a process/program to be planned through the basis of knowledge/knowledge management, understanding (gender & concepts), implementation, policy change influenced by Legislation or Treaties ratified by our Government/Country;
- GM= is <u>not a one day program</u> an event, it is a platform of change or transformation because it works with changing the mindset/perceptions of the designers & financial/budget.



### GENDER MAINSTREAMING continued

- GM= is not a <u>Women's thing</u>, it is a program that need to consider the incorporation of both men and women's practical needs into the design of the municipality. It needs substantive situational analysis that is engendered or gender disaggregated data;
- GM= is simultaneous real-time, strategy, diversity, counseling perception of men and women in transformation processes.



## GENDER MAINSTREAMING continued

- "Mainstreaming gender is <u>both a technical and</u> <u>political process</u> which requires <u>shifts in</u> <u>organizational cultures</u> and ways of thinking/doing things as well as in the goals, structures and resources allocation" (Kardam 1998);
- Mainstreaming involves ensuring that gender perspectives and attention to the goal of gender equality are <u>central to all activities</u> - policy development, research, advocacy/ dialogue, legislation, resource allocation, and planning, implementation, reporting, monitoring/evaluation of all programmes/projects.



QUESTION

## • WHY GENDER EQUALITY MATTER?



### WHAT IS THE GOAL TO ACHIEVE IN GENDER MAINSTREAMING

- Institutionalise GENDER EQUALITY & EQUITY through GM.
- Transform institutions simultaneously to sensitise gender equality and equity into the IDPs, policies internally and externally.
- Recognise the effective participation of women in all municipality's PROGRAMS AND LEVELS of Local Government.



## WHY GENDER MAINSTREAMING (GM)? continued

- To influence institutionalisation/incorporation of women and men's issues/needs into municipality programmes;
- To end a/the culture of <u>events-based approach</u> into a programme based approach in/on gender equality and understand that Gender equality is a legislated matter therefore it is a compliance matter for municipality.



# **PRACTICAL & STRATEGIC NEEDS**

#### Gender Needs:

The roles of men and women in existing societies and institutions are generally different

#### There are generally two types of needs :

- Practical needs (medium to short-term) which arise from the actual conditions which women and men experience because of the gender roles assigned to them in a given context (society/workplace).
- Strategic needs (long-term) are required to overcome the subordinate position of women to men in society and relate to the empowerment of women. They vary according to a particular social, economic and political context in which they are formulated. Addressing them entails a slow transformation of the traditional/religious customs and agreements of a society.



## **LEGISLATIVE MANDATE**

# PART 3

## THE MANDATE OF GENDER MAINSTREAMING IN OUR COUNTRY





### THE COMMISSION FOR GENDER EQUALITY

- The CGE is a <u>Constitutional</u> body established to strengthen Constitutional Democracy in South Africa. <u>Independent</u> body that makes sure that <u>Gender Equality</u> in SA is achieved, promoted, developed and protected;
- Section 187(1) of the Constitution of South Africa reads: " the Commission must promote respect for gender equality and the protection, development and attainment of gender equality".





# VISION

A society free from all forms of gender oppression and inequality;

# MISSION

 The CGE shall advance, promote and protect gender equality in South Africa through undertaking research, public education, policy development, legislative initiatives, effective monitoring and litigation.



# **GENDER EQUALITY IS A MANDATE**

### Gender equality is a mandate by our Government to be attained:

- Gender equality is Government legislated mandate therefore Local Government/Municipalities need to be in compliance with Acts/legislations and policies in their jurisdiction hence municipalities are government institutions/structures as follows:
- Local government is an important tier of government and has a significant impact on the lives of communities, because they provide a wide range of services and facilities to the communities in their municipality.
- Such services include property, economic, human, recreational and cultural services that are incorporated in the Integrated Development Plan of the Municipality (IDP)



# GENDER EQUALITY IS A MANDATE continued

- Overcoming gender inequalities and inequity requires Executive Municipality Managers, councilors, staff and organisations as a whole, to acknowledge difference and disadvantage and to challenge the stereotypes and attitudes that can lead to discrimination and marginalisation.
- Local Government Strategies include integrating a gender equality/equity strategy into council's core business that enables mapping and analysis of the potential impact of council policies and programs on women and men.



# GENDER EQUALITY IS A LEGISLATED MANDATE>GENDER MAINSTREAMING IS A TOOL?

- 1. Constitution of the RSA-1996
- Chapter 2, provides for equality, protection and advancement of all persons or categories of persons disadvantaged by unfair discrimination. Thus, Local Government has the role to play in ensuring that such rights are respected and entrenched within its mandate.
- Chapter 10, Section 195 requires that "all Public Institutions be broadly representative of all and governed by the democratic values and principles" therefore local government must also. As heads of administration, <u>Municipal</u> <u>Managers</u> are <u>accountable</u> for the appointment of staff in accordance with this Act. Considerations must be given to selection and recruitment policy, and targets for ensuring equal participation of women at all levels of decision making must be met.

2. The White Paper on Local Government 1998. Local Government defines developmental local government as local government committed to working with citizens and groups within the community to find sustainable ways to meet their social, economic and material needs and improve the quality of their lives.



# .....CONTINUES-GE IS A LEGISLATED MANDATE>GM IS A TOOL?

#### 3. The Municipal Structures Act (1998)

This piece of legislation requires **local government** to <u>incorporate equity and</u> <u>equality principles</u> in its provisions. The Act encourages all political parties to ensure that 50% of party candidates are women-50/50 Representation. The Act further <u>recommends</u> equal representation in the establishment of ward committees.

4. Municipal Systems Act, 2000 (No 32 of 2000),

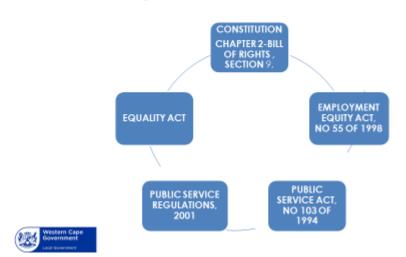
Chapter 4: requires municipalities to develop a culture that promotes participatory governance and create <u>enabling conditions</u> to achieve this.

4. Chapter 7: provides for the creation of a participatory democracy for the new local government dispensation based on a culture of representative government with a system of participatory government where community needs are assessed and realized.

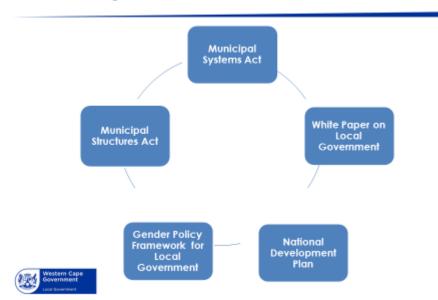
- Other relevant legislations in support of the legality of gender equality through gender mainstreaming-Slide 35, 36
- International Instruments and Localisation of SDGS-



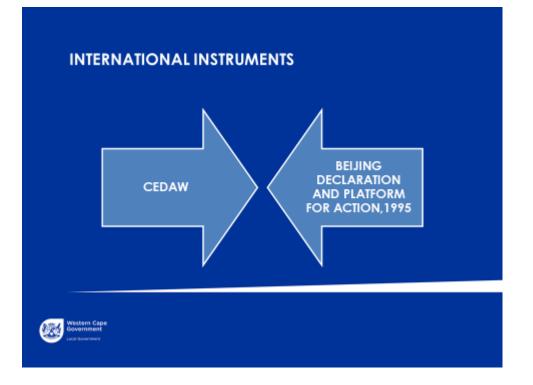
# **GENDER EQUALITY IS A MANDATE TO BE ATTAINED**



Government - Municipalities are Government Institutions:



# **GENDER EQUALITY IS A MANDATE TO BE ATTAINED**



# BACKGROUND ON SUSTAINABLE DEVELOPMENT GOALS

#### INTERNATIONAL INSTRUMENTS

- South Africa is a member of the United Nations (UN): These member States <u>signed agreements</u> on a number of <u>International Agreements to guide developments</u> in the world.
- SDG's were adopted by world leaders of the United Nations in September 2015 and implementation <u>started in January 2016</u>. More than 150 countries have pledged to mobilize efforts to end all forms of poverty, fight inequalities, and tackle climate change, while ensuring that no one is left behind.
- The SDGs build on the work of the Millennium Development Goals (MDGs) that were emphasized from 2000 to 2015. The SDGs are unique in that they're broader in their scope of eradicating all forms of poverty by calling for action by all countries, rich and poor, to promote prosperity while protecting the planet. The Future we Want. to resources, rights, remuneration, power and influence.



# WHY SOUTH AFRICA IS IMPLEMENTING SDG'S

- <u>In January 2016</u>: the Sustainable Development Goals(SDGs) replaced the Millennium Development Goals as the main international mechanism for guiding development in all United Nations member states until 2030, hence <u>SDGs are associated with Agenda 2030</u>.
- In the Continent of Africa SDGs are in alignment with Agenda 2063, in South Africa this agenda is aligned to the National Development Plan (NDP) at national level, linked to the Provincial Development Growth Plan and the Integrated Development Plans (IDPs) at local level.
- There is clear connection from global to local which basically affords <u>all</u> <u>citizens of the world to be part of one development agenda</u>.
   These global goals concern a wide range of targets, ranging from poverty alleviation, economic growth and environmental objectives



# What are SDGs?

### SUSTAINABLE DEVELOPMENT GOALS

One of the main outcomes from the UN Conference on Sustainable Development (Rio+20) in 2012 was the international agreement to negotiate a new set of global Sustainable Development Goals (SDGs) to guide the path of sustainable development in the world after 2015.

Sustainable development means <u>Economic</u>, <u>social</u> and <u>environmental</u> development that ensures human <u>well-being</u> and <u>dignity</u>, <u>ecological</u> <u>integrity</u>, <u>gender equality</u> and <u>social justice</u>, now and in the future.

The 17 Sustainable Development Goals are part of a wider 2030 Agenda for Sustainable Development. They were built on the Millennium Development Goals (MDGs) which were set by the United Nations back in 2000 to eradicate poverty, hunger, illiteracy and disease. The MDGs expired at the end of 2015.



# WHY LOCALISING SDG'S ?

The cornerstone of SDG's is to <u>LEAVE NO ONE BEHIND</u>...

#### they reaffirm key international agreements such as :

- the Beijing Platform for Action,
- the Cairo Declaration on Population and Development, adopted one year earlier, and
- The Convention to Eliminate All Forms of Discrimination Against Women (CEDAW).

#### Principles of women's empowerment.

The theme of women's empowerment and the links to sustainable development is considered through three principles.

- o universality,
- o intersectionality, and
- gender equality as a stand-alone and a cross-cutting sustainable development goal to all sectors.



# WHY LOCALISING SDG'S ?

- The cornerstone of SDG's is to LEAVE NO ONE BEHIND...
- National governments, cannot realise these ambitious goals on their own. Collective and individual efforts at local, provincial, national and international levels are necessary. Moreover, <u>governments will need the broad involvement of other</u> <u>stakeholders</u>, such as the private sector, the general public and civil society
- Localisation: is defined as the process of defining, implementing and monitoring strategies at the local level for achieving global, national and subnational development targets. It involves various concrete mechanisms, tools, innovations, platforms and processes to effectively translate the development agenda into results at a local level. The process of localising is critical for local governments as the front line of service delivery.
- The inclusion of Civil Society becomes vitally critical as CSO's play a crucial role in promoting accountability, transparency and mostly act as the agents of change... to resources, rights, remuneration, power and influence.



# WHY LOCALISING SDG'S ?

The cornerstone of SDG's is to LEAVE NO ONE BEHIND...

Their aspirations are transformative – with an absolute goal of <u>eliminating</u> <u>extreme poverty</u>, "leaving no one behind" in order to bring the benefits of sustainable development to all.

The injunction to "leave no one behind" gives women's rights groups and every other human being the power to negotiate.

The SDGs are also explicitly rights based, and are framed by the human rights norms and commitments made by Member States.

Gender equality and women's empowerment are recognized in the 2030 Agenda as "a crucial contribution to progress across all the Goals and fargets



# SUSTAINABLE DEVELOPMENT GOALS?

GOAL 1. End poverty in all its forms everywhere;

Goal 2. End hunger, achieve food security and improved nutrition and promote sustainable agriculture;

GOAL 3. Ensure healthy lives and promote wellbeing for all at all stages;

GOAL 4. Ensure inclusive and equitable quality education and promote lifelong learning opportunities for all;

GOAL 5. Achieve gender equality and empower all women and girls;

Goal 6. Ensure availability and sustainable management of water and sanitation for all;

Goal 7. Ensure access to affordable, reliable, sustainable and modern energy for all;
 Goal 8. Promote sustained, <u>inclusive and sustainable economic growth</u>, full and productive employment and <u>decent work for all</u>;

Goal 9. Build <u>resilient infrastructure</u>, promote inclusive and sustainable industrialization and foster innovation;

GOAL 10. Reduce inequality within and among countries.



# SUSTAINABLE DEVELOPMENT GOALS?

Goal 11. Make cities and human settlements inclusive, safe, resilient and sustainable;

Goal 12. Ensure sustainable consumption and production patterns;

Goal 13. Take urgent action to combat climate change and its impacts;

Goal 14. Conserve and sustainably use the oceans, seas and marine resources for sustainable development;

Goal 15. Protect, restore and promote sustainable use of terrestrial ecosystems, sustainably manage forests, combat desertification, and halt and reverse land degradation and halt blodiversity loss;

Goal 16. Promote peaceful and inclusive societies for sustainable development, provide access to justice for all and build effective, accountable and inclusive institutions at all levels;

Goal 17. Strengthen the means of implementation and revitalize the global partnership for sustainable development.



# What can local governments do to help achieve SDG 5?

- Act as a model of best practice for our communities.
- Local governments are on the frontline of tackling violence and harmful practices against women.
- Local governments must take action to improve female representation in elected, administrative and appointed office at the highest levels in our own institutions.
- Local and regional governments have a duty to ensure women's equal access to land and economic and natural resources.
- fully mainstream a gender perspective into local legislation, urban planning and policy-making



# CONSTRAINTS AND CHALLENGES IN IMPLEMENTING THE SDGs !!

 The SDG's are taking place at a time where the country is <u>faced with immense financial constraints</u>.

Planning and prioritisation: effects of drought, high levels of GBV, <u>high levels of unemployment</u>, women's participation in the economy? An urgent need to address the issue of technical skills needed for capacity building for training in defining indicators and data collection for reporting.

- The foundation of the SDG's is Human Rights Based Approach (HRBA) – that takes into account that communities have a right to the services –Rights Bearers and the structures of government have a duty to deliver on the rights – Duty Bearers.
- Therefore failure in the implementation of SDG's is a violation of human rights/non-compliance.



# **CONTACT DETAILS**

Ms Wendy Bingham Department of Local Government 80 Waldorf Building St George's Mall Cape Town 021 483 2565 [t]/Wendy.Bingham®westerncape.gov.za

Ms Prudence Ramnath Department of Local Government 80 Waldorf Building St George's Mall Cape Town 021 483 3333 (t)/Prudence.Ramnath@westerncape.gov.za

Mr Leonard Macakathi Commission for Gender Equality 132 Adderley Street, 5th Roor, ABSA Building Cape Town 021 426 4080 [t]/leonard@cge.org.za





#### SUMMARY REPORT

SUBJECT:	FEEDBACK REPORT FOR THE GENDER MAINSTREAMING CAPACITY BUILDING WORKSHOP WITH GARDEN ROUTE DISTRICT MUNICIPALITY						
						Western Cape-	
SCHEDULED:	DATE:	19/10/2020	PLACE:			Department of	
						Local Government,	
				VIRTUAL:	ORGANISED	The Commission for	
				ZOOM	BY:	Gender Equality	
						and Garden Route	
						District	
						Municipality.	
ATTENDEES:							

- Department of Local Government (DLG): Ms Wendy Bingham & Ms Prudence Ramnath;
- Commission for Gender Equality (CGE): Ms Sixolile Ngcobo & Mr Leonard Macakati;
- Garden Route District Municipality (GRDM): Mr Calvyn Scheepers, Ms Andrea Maart, Ms Lee-Anne LeKay, Ms Maymoonah Abrahams, Ms Melany Mc Kanering, Ms Thandokazi Fani, Ms Jessica Minnies, Ms Bulelwa Majombzi, Mr Mkhululi Mavukuza, Ms Faith Mdlulu, Ms Ellenore Visser, Ms Mhlontlo Nomkhitha, Mr Onke Jako, Ms Lee-Anne Eksteen, Ms Androlene Killian, Ms Monalisa Khanisi, Ms Debbie Smith, Mr Herman Pieters, Ms Monique Tiras, Ms Tracy Botha, Ms Sphosethu Ngolo, Ms Elandie Terreblanche, Ms Nolwando Sambokwe, Ms Valencia Leslie and Ms Desoree' Liberty.

#### OPENING AND WELCOME:

The opening and welcome was done by Mr Calvyn Scheepers.

### EXPECTATIONS:

None were indicated by the participants of GRDM.

#### WORKSHOP RULES:

Ms Ramnath presented the rules for the online workshop to ensure respect in terms of muting when speakers present and for meaningful participation.

#### PRESENTATION:

Ms Bingham facilitated the following sections:

- Purpose;
- Gender and Gender related concepts;
- Understanding Gender Mainstreaming (putting it into the Local Government context).

Mr Macakati facilitated the following sections:

- The role of the Commission for Gender Equality as a Chapter 9 institution;
- Legislative Mandate (International, Regional and Domestic);
- The Sustainable Development Goals. (Presentation Attached as Annexure A for aforementioned topics)

#### DISCUSSIONS/COMMENTS:

- There were no questions and comments on the presentation from the participants therefore Ms Ngcobo suggested that either the Stop Gender Based Violence Policy or the Gender Mainstreaming Checklist of GRDM be discussed;
- Ms Ngcobo then suggested that a question and answer session be undertaken to determine if the participants understood what was presented. Ms Bingham and Ms Ngcobo then asked questions on the Legislative Mandate which the participants answered correctly;
- Ms Bingham indicated that she will still add her inputs to the Checklist and proposed it be discussed later;
- Mr Scheepers indicated that the Stop Gender Based Violence Policy had already been approved at Council, but amendments can still be done on the said policy;
- Ms Ngcobo asked then if it would be wise to discuss the policy now, as then the inputs would not be considered now, but only when the policy would be up for review;
- Mr Scheepers added that inputs on the policy can still be provided from the CGE and DLG, thereafter he would forward the updated version of the policy, to the relevant structures.

#### FEEDBACK REPORT FOR THE GENDER MAINSTREAMING CAPACITY BUILDING WORKSHOP WITH GARDEN ROUTE DISTRICT MUNICIPALITY ON 19 OCTOBER 2020 VIRTUALLY ON ZOOM.

	WAY FORWARD:						
	• Mr Scheepers will forward to the Department and the CGE, the Stop Gender Based Violence						
	Policy for further inputs;						
		• The Department and CGE will coordinate inputs into the Gender Mainstreaming Checklist					
	and forward it to GRDM;						
	• Mr Scheepers will assist with coordinating the signing of the attendance registers at the						
	Municipality, and submit it to the Department;						
	• The Department will be in contact with Mr Scheepers regarding the Gender-Responsive						
	Budgeting Workshop and the Sexual Harassment Awareness Workshop.						
	NEXT STEPS AND ACTIONS REQUIRED	ACTION					
	ACTIONS	RESPONSIBILITY	DEADLINE				
1.	GRDM will forward to DLG and the CGE the	Mr Calvyn Scheepers -	N/A				
	Stop Gender Based Violence Policy for	GRDM.					
	inputs.						
2.	The DLG and the CGE will coordinate inputs	Ms Wendy Bingham &	N/A				
	into the Gender Mainstreaming Checklist	Ms Sixolile Ngcobo					
	and the Stop Gender Based Violence						
	Policy and forward it to GRDM.						
3.	Mr Scheepers will assist with coordinating	Mr Calvyn Scheepers-	N/A				
	the signing of the attendance registers at	GRDM.					
	the Municipality and forward it to DLG.						
4.	DLG will be in contact with Mr Scheepers	Ms Prudence	N/A				
	regarding the finalisation of dates for the	Ramnath - DLG and					
	Gender Responsive Budgeting Workshop	Mr Calvyn Scheepers -					
	and the Sexual Harassment Awareness	GRDM.					
	Workshop						
L	1	ļ	Į				

# FEEDBACK REPORT FOR THE GENDER MAINSTREAMING CAPACITY BUILDING WORKSHOP WITH GARDEN ROUTE DISTRICT MUNICIPALITY ON 19 OCTOBER 2020 VIRTUALLY ON ZOOM.

#### SUBMITTED BY: PRUDENCE RAMNATH

SIGNED: Prudence Ramnath Digitally signed by Prudence Ramnath Date: 2020;12:14 08:59:45 +02:00

#### ASSISTANT DIRECTOR: WENDY BINGHAM

SIGNED: Wendy Bingham Digitally signed by Wendy Bingham Date: 2020.12.14 09:39:22 +02:00'

#### DIRECTOR: CRAIG MITCHELL

SIGNED: Craig Mitchel

FEEDBACK REPORT FOR THE GENDER MAINSTREAMING CAPACITY BUILDING WORKSHOP WITH GARDEN ROUTE DISTRICT MUNICIPALITY ON 19 OCTOBER 2020 VIRTUALLY ON ZOOM.

**BACK TO AGENDA** 

# 1. REPORT ON SEXUAL HARASSMENT WORKSHOP / VERSLAG RAKENDE SEKSUELE TEISTERINGSWERKSWINKEL / INGXELO NGOKUXHATSHAZWA NGOKWESONDO KWINDAWO YOKUSEBENZA

### 2 PURPOSE

The purpose of this report is to appraise Council on the developments regarding Sexual Harassment within the workplace.

### 3. DELEGATED AUTHORITY

Council

### 4. EXECUTIVE SUMMARY

In collaboration with representatives from the Commission for Gender Equality and Department of Local Government – Western Cape, GRDM was selected as the preferred municipality in the Garden Route area, as a pilot project to be assisted in the institutionalization of gender mainstreaming into the organisation. This project will be rolled out over the next year and if necessary be extended with another year. The theme of this initiative was 'Workplace free from gender-based violence and discrimination', in which the sexual harassment workshop was conducted.

The sexual harassment workshop was held to inform employees of the GRDM about the rules and regulations regarding sexual harassment in **or** out of the workplace. It was aimed to provide the individual with a greater understanding of what is constituted as sexual harassment, the different types of sexual harassment and the effects it has on the work and personal lives of employees. This workshop also describes the different avenues in which employees may choose as a cause of action, if they experienced sexual harassment, as well as, the reporting lines in which victims of sexual harassment should follow in accordance with the Municipality's Human Resource Management – Sexual Harassment Policy and Code of Conduct. This workshop was held prior to the finalization and approval of the Sexual

Harassment Policy. Therefore, the inputs received from the participants was noted and taken into consideration in the finalization of the policy.

Attached find programme, sexual harassment report and presentation as received from the Department of Local Government – Western Cape.

# 5. **RECOMMENDATION**

That Council notes the content of the report.

# AANBEVELING

Dat die Raad kennis neem van die inhoud van die verslag.

# IZINDULULO

Iqumrhu liyinike ingqwalasela okuqulethwe yingxelo.

# 6. DISCUSSION / CONTENTS

As outlined in the executive summary.

# 6.1 Background

As outlined in the executive summary.

# 6.2 Discussion

For Council to take note of the progression made so far in relation to the institutionalisation of sexual harassment awareness into the organisation.

# 6.3 Financial Implications

There will be no financial implications for the municipality if it decides to implement and institutionalise sexual harassment policies into the organisation.

# 6.4 Legal Implications

None, to ensure alignment with policy directives.

# 6.5 Staff Implications

A decision to implement sexual harassment policies will currently have no Staff implications.

# 6.6 Previous / Relevant Council Resolutions:

None.

# 6.7 Risk Implications

There are no foreseen risks associated with the proposed decision to implement a Sexual Harassment Policy and awareness initiatives.

# 6.8 Comments from Senior Management:

6.8.1 Executive Manager: Corporate Services

None

- 6.8.2 Executive Manager: Planning and Economic Development None
- 6.8.3 Executive: Community Services
  None
- 6.8.4 Executive Manager: Roads and Transport Planning Services
  None
- 6.8.5 Executive Manager: Financial Services

None



SEXUAL HARASMENT WORKSHOP GRDM Municipality 16 NOVEMBER 2020

Leonard Macakati Public Education and Information Commission for Gender Equality Western Cape office



- The Background of the Commission for Gender Equality (CGE)
- Gender and Gender Equality/Equity
- What is sexual harassment?
- Types of Sexual Harassment and steps to be taken in reporting sexual harassment.
- · Reporting Sexual Harassment is increasing or decreasing, and why?
- · Employer's Obligation in reported cases of Sexual Harassment

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The Content

**House Rules?** 

# Expectations!!!!



# The Commission for Gender Equality

The CGE is a **Constitutional** body established to strengthen Constitutional Democracy in South Africa. **Independent** body that makes sure that **Gender Equality** in SA is achieved, promoted, developed and protected.

Section 187(1) of the Constitution of South Africa reads: " the Commission must promote respect for gender equality and the protection, development and attainment of gender equality". 3



.....continues

The CGE is empowered to ensure the attainment of gender equality. Section 187(2) grants the CGE " the power as regulated by the National <u>legislation</u>, necessary to perform its functions including the power to <u>monitor</u>, <u>investigate</u>, research, <u>educate</u>, lobby, <u>advise and report</u> on issues concerning gender equality".

The CGE also has the power in terms of Section 20(1)(f) to <u>institute proceedings</u> in terms of the <u>Promotion of Equality</u> <u>and Prevention of Unfair Discrimination Act 4, 2000</u> (PEPUDA)

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#### OUR VISION

A society free from all forms of gender oppression and inequality

#### OUR MISSION

To promote, protect, monitor and evaluate gender equality through

- research
- public education
- policy development
- legislative initiatives
- litigation



#### OUR MANDATE

According to the Commission on Gender Equality Act (No. 39 of 1996):

#### CGE must:

#### a. Monitor, evaluate and make recommendations, on

- policies and practices of organs of state, statutory bodies and functionaries, public bodies or private businesses, to promote gender equality.
- any existing law, including indigenous law and practices.
- government's compliance with international conventions with respect to gender equality.

#### b. Propose/recommend

new law that may impact on gender equality or the status of women.

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- f. Prepare and submit reports.
- · To Parliament on aspects relating to gender equality;

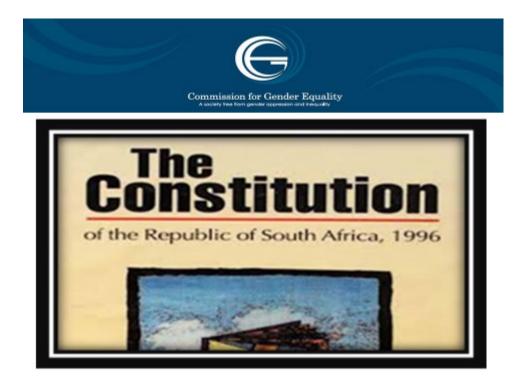
#### In addition, the CGE may:

- · Conduct or order research to be conducted;
- Consider recommendations, suggestions and requests from any source.

#### Comment on the mandate.

It is important, in implementing the strategic direction for the CGE, to clearly articulate how the institution sees itself delivering on this fairly broad mandate.

There has been debate about whether the mandate is simply too broad for the CGE to fulfil, or whether its wide scope provides sufficient space for the CGE to act strategically in combating gender discrimination.

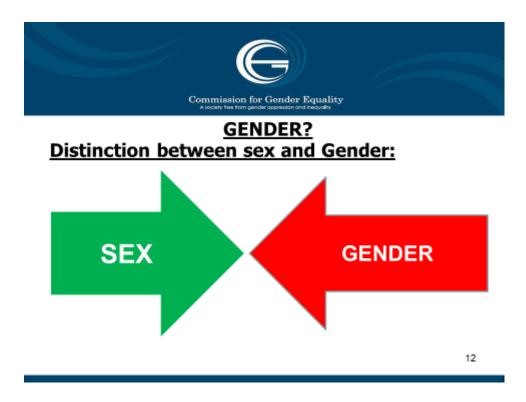






# CONCEPT OF GENDER and GENDER EQUALITY

# VIOLATION OF RIGHTS ON BASIS OF/ON GENDER>GBV

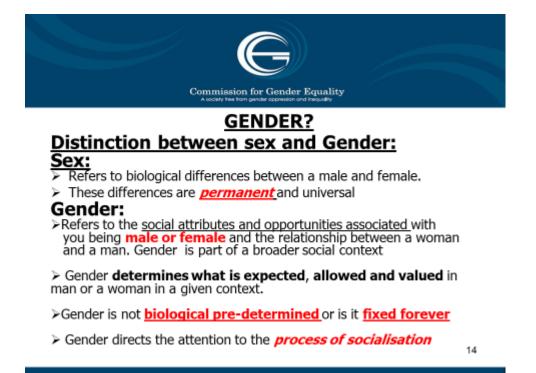




what is expected in a workplace in both genders?

# **What is a/the Man?**

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# TYPES OF GENDER BASED VIOLENCE?

Physical, sexual, emotional and psychological violence including battering that occurs due to the fact that you are a <u>female or male</u> is often called Gender Based Violence.

Sexual abuse of <u>female and girl children</u> in the household, marital rape, female genital mutilation, sex for jobs and other <u>traditional or</u> <u>religious practices</u> that are harmful or are without a consent to women or girl children/boys, and violence related to exploitation are often called Gender Based Violence.



# .....GBV continues

Violence occurring within the **general community**, **Including rape, sexual abuse, sexual harassment** and intimidation <u>at work or in educational institutions</u> and elsewhere are often called Gender Based Violence.

<u>Trafficking</u> in <u>women, girls and boys</u> as well as forced prostitution where the target is women, girl/boy children or even males is also a kind of gender based violence.



# What is sexual harassment



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# WHAT IS SEXUAL HARRASMENT?

If one looks at a **dictionary definition** of "<u>harassment</u>:" vex by repeated attacks, trouble, worry, it is clear such **behaviour towards your colleague is** <u>undesirable</u> and could <u>undermine morale and productivity</u>.

Sexual harassment can be any unwanted attention of sexual nature in a given context from someone at work, that <u>causes discomfort, humiliation</u>, offence or distress/or interferes with the job. Sexual harassment in the <u>working place</u> is a form of unfair discrimination and is prohibited on the grounds of sex, gender and sexual orientation.



#### .....continues

The **definition for sexual harassment** can be found in the **Code of Good Practice on the handling on Sexual Harassment as:** 

Sexual harassment is an *unwelcome conduct of a sexual nature* that *violates the rights* of an employee, & constitutes a barrier to <u>equity</u> and equality in the workplace, taking into account all of the following factors:

- whether the harassment is on the prohibited grounds of sex and/or
- the gender and/or sexual orientation;
- whether the sexual conduct was unwelcome;
- the nature and extent of the sexual conduct; and
- the impact of the sexual conduct to the <u>employee (victim)</u>.

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Definition SH: The behaviour is of a sexual nature and can be physical, verbal or non-verbal.

**Physical behaviour of a sexual nature**: This includes all physical contact between you and the other person that is sexual in nature. For example, the person touches you inappropriately.

Verbal behaviour of a sexual nature: This includes suggestions, hints, comments, jokes, whistling, phone calls or remarks that are sexual in nature. It also includes emails or messages with sexual content. For example, the person may make sexually-suggestive comments, or make inappropriate comments about your body.

**Non-verbal behaviour of a sexual nature**: This includes gestures, indecent exposure of the body, or sexually explicit pictures. For example, someone shows you their private parts, or sends you a picture with sexually graphic content.



# WHAT IS SEXUAL HARRASMENT?







# **Causes of sexual harassment**



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### Causes of sexual harassment?

The cause of sexual harassment **vary from person to person** and **from situation to situation**. Many of the causes mentioned are <u>interrelated</u> <u>and linked to culture, religion and values in the society or in</u> <u>companies.</u>

Deferent **roles**, **powers** and the <u>status of men and women</u> in companies are also a concerned.

#### Socialisation

The way in which men and women were brought up strongly influences their behaviour. women who were *brought up to believe women's highest calling is to please men*, find themselves as *dependent* on men or *lesser value* than men <u>find it difficult to handle harassers</u> or to complain about harassment in the workplace.



### .....Continues

#### POWER GAMES

Social and political changes in post apartheid years have changed power relationship. Some men feel threatened/uncomfortable by the career advancement of women and people of colour or new found independence.

Men, who got position of power in the workplace may try to prove themselves by harassing women subordinate, some men even regard it as "fringed benefit" such sexual favours form part of the power games played to their position.

Limited promotional positions/opportunities, retrenchments, personal stress, and pressure on performance can result in a real danger of sexual Harassment in the workplace.

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# .....continues

Moral values, divorce and cultural differences The prevalence of marital stress and divorce in our society means that some men and women come to work in a state of emotional distress that could make them vulnerable to sexual harassment.

# Credibility and victim-blaming

The **large majority of decent men** who treat women with respect and would never dream of taking such liberties, usually find it difficult to believe respected colleagues would abuse their position in this way.



<u>Management</u> may <u>take the word of a senior person</u> <u>rather than that of a subordinate</u> as they are likely to have **known the senior longer**, and a manager usually has more **credibility in a dispute than a subordinate**. The common tendency of **victim-blaming** often causes the plaintiff to end almost as the accused.

## Aggressiveness or bravado

Men in groups often behave differently from how they would as individuals, this can explain some of the "gang harassment" that occurs when a woman enters a plant or walks past a group of men workers at lunch <sup>27</sup>



# Lack of company policy

Many South African <u>companies and institutions</u> don't have clear policies in terms of complaint and disciplinary procedures in dealing with sexual harassment – or if they have those clear procedures they do not effectively implemented by the management.

In research studies conducted by a concerned man, discovered that 76% of the women respondents said they had been harassed at work, while few of their companies had relevant policies in place.





### Intersectional

An analytical tool that helps to **understand and respond** to the ways in which **multiple aspects of each person's social identity and status intersect** to **create unique experiences** of **oppression and privilege** 

The concept evolved- in part as a response to critiques that "women" as a **political category over-generalized** women's experiences, privileging white, middle class women, while **making invisible** the ways that *race, class, colonialism*, and other factors of discrimination contribute to the experience of oppression.



# **REPORTING SEXUAL HARASSMENT**



# When should you report sexual harassment to your employer?

You should try to report the sexual harassment as soon as **reasonably possible**.

If you have <u>delayed</u> in reporting the sexual Harassment because <u>you were not ready to do so</u>, or because <u>you were afraid of what would happen</u> to you once you report it, this will <u>not prevent</u> you or the employer in taking action against the harasser. **NOTE**: You cannot be dismissed or punished in any way for reporting sexual harassment to your employer if you did so in <u>good faith</u>



The Victim <u>must</u> keep a record of all the sexual harassing incidents, write down the following:

dates, times, places and who else was present and saw or heard anything of what was said or done to you. This recording will help to remind you of the details of the incidents and help you to prove your case during case proceedings.

<u>**Do not blame yourself**</u>. In general society tends to view sexual harassment as <u>playful or natural male</u> <u>behaviour</u>, as a result women lose confidence, self respect and esteem.



# Confront the harasser:

there are two ways of reporting Informal

Ask a witness, such as co-employee if you have one, to accompany you and speak directly to the harasser. You can also write a letter to the harasser asking him or her to stop the action.

# Formal

When the employee of the organisation follow the formal company procedures in terms of Sexual harassment policy/Labour Relation Act.



# Employer's obligation/Responsibility on reported sexual harassment case!!!!



#### Employer responsibility and accountable:

to develop and sustain-A culture of zero tolerance with regards to sexual harassment must be enforced in the workplace by having the following:

Policies in the workplace: Sexual Harassment policy (updated and reviewed regularly.

Well ordered/clear on the perspective of dealing with Sexual Harassment policy & <u>may be</u> in following order: 1.Definitions

2.Introduction

3. Purpose of the policy

### 4.Organisational Scope

### 5.Core principles

6.Behaviour constituting sexual harassment

7. Procedures to follow for complaints: informal procedure & formal procedure

#### 8.Investigations

9. Procedure to follow when convening a disciplinary hearing

10. After the disciplinary hearing



#### Employer responsibility:

A culture of zero tolerance with regards to sexual harassment must be enforced in the workplace by having the following:

11.Appeal process: against warning or against dismissal

12.Victimisation

13.Confidentiality

#### 14.Employee Wellness Programme

#### 15.Criminal and civil charges

16.Dispute resolution

17.Additional sick leave,

18.Preventing sexual harassment,

19.Consensual relationships,

20.Conclusion: <u>Employees are expected to respect one another's integrity</u>, <u>dignity, privacy and their right to equity in the workplace at all times</u> and to note that the organisation views sexual harassment in any form extremely seriously and disciplinary action including summary dismissal may result after following due process.



#### Employer responsibility when incident of SHR is reported:

- Consult all the relevant parties, take necessary steps to address the complaint in accordance with this code of conduct and the employer's policy.
- ~
- ✓ re-assure the complainant that she/he will not face job loss or any adverse consequences if she/he chooses to follow either the formal or informal procedure.
- √
- ✓ where reasonable practicable, employer should offer the complainant an advice, assistance and counselling.
- Employers are encouraged to address: patriarchal structures, barriers to the progress of women in the workplace, sexism in the workplace or demeaning conduct directed at subordinates who are females.
- statutory protection against sexual harassment also encompasses the protection of people of all genders and sexualities, it ultimately deals with the place of women in society, workplace and aims to combat the devaluation of women in the workplace.



## Employers need to adopting a pro-active approach

Given the increasing risk of extensive reputational damage and trial by media, employers can no longer afford to deal with issues of sexual harassment re-actively. There is a need for employers to adopt a pro-active approach to deal with sexual harassment.

# Adopting a pro-active approach as Sexual harassment as a safety issue!!!

Lessons to be learnt from occupational health and safety legislation:

Appointing responsible parties for driving safety outcomes

- Pro-actively identifying risk on a regular basis
- Training employees and management on specific risks identified
- Ensuring that policies are practically applicable.



#### Pro-active approach

Actively identify risk on ongoing basis.

Policy development with effective implementation and monitoring. Appointing responsible persons or a working committee/forum Raising Awareness or educational programmes Consider gender, cultural and mix of employees (diversity Management programmes to raise awareness on cultural and religious tolerance workplace).

Access organisational culture > Appoint <u>diversity champions</u> at various job levels. Themselves must be capable of approaching employees and can be approached more easily too.

#### **Reactive approach**

HRM is the point of contact for sexual harassment disputes and employees are simply referred to HR when issue arises Only investigate once issues arise.

Policy reviews conducted only when there are challenges.



## **CONSEQUENCES OF SEXUAL HARASSMENT**



Personal Cost The <u>victims usually suffer</u> the highest personal costs of her or his life and <u>serious psychological damage</u>.

It <u>may undermines their trust</u> in men and people in authority and women who are harassed at work usually resign. Women who <u>resist harassment or not to complain</u>, may be more victimised, thus can hold their career development and personal growth in the company.

The **harassers themselves** could <u>fall in bad behaviour/habit</u> if their behaviour <u>is allowed to continue</u>.



## COST TO COMPANY

Harassment costs companies money by reducing productivity, morale and motivation. Companies may lose valuable staff members and <u>many women may</u> resign than going through the unpleasantness of confrontation.

In such working environment women could only work for three to four months longer which could leave the company bankrupt by recruiting and training new staff members time and again and poor production may occur due to inexperienced staff members in production.



#### LEGAL COST

An employer undoubtedly has a duty to ensure that its employees are not subjected to this form of violation in the workplace. Where there are inadequate channels of complaint, an employer may be held liable even if there is no knowledge of harassment.

If the company has **no clear policy in place**, it may lead to the company <u>having problems in engaging</u> <u>harasser in disciplinary hearing</u>. Lack of **effective** policy implementation make it **easier for a harasser to take the company to court to appeal**. 43



Risks to the company: Undermines the values of your organisation

Sexual harassment as a form of <u>discrimination</u> "poisons the workplace"

Devalues the <u>contributions of women/men</u> in the workplace

Undermines diversity and acceptance in the workplace

Creates a workplace culture that is increasingly at odds with the values of society.

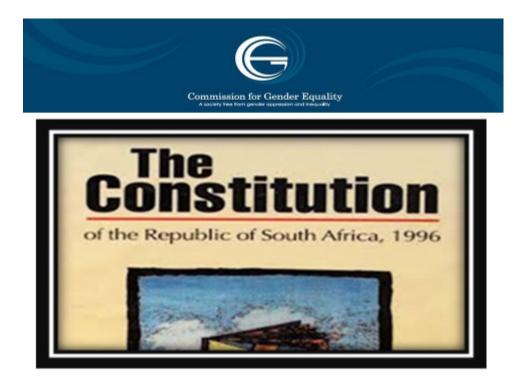


## The Law in the protection of Human Rights and prevention of Gender Based Violence-SH in the workplace !!!!



# Laws which speak to Sexual Harassment in the workplace

- > The Constitution of the Republic of South Africa 106 of 1998
- Article 6 of the International Covenant on Economic, Social and Cultural rights – The right to Work
- Code of good practice on handling of sexual harassment (Government Notice R1367 of 17 July 1998)
- Amended code of the good practice on handling of sexual harassment (Amended in 2005)
- The Labour Relations Act 66 of 1995
- The Employment Equity Act 55 of 1998
- The Promotion of Equality and Protection of Unfair Discrimination Act 4 of 2000







Thank You HAVE A GENDER RELATED COMPLAINT ???? REPORT IT TO

## 0800 007 709 Twitter Handle @ CGE info

*Twitter Handle* @ CGE info Facebook: Gender Commission of South Africa

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#### SUMMARY REPORT

SUBJECT:		CK REPORT FC T MUNICIPALI		UAL HARASSMEN	I WORKSHOP W	ITH GARDEN ROUTE
						Western Cape-
						Department of
						Local Government,
SCHEDULED:	DATE:	16/11/2020	PLACE:	VIRTUAL:	ORGANISED	The Commission for
SCHEDULED.	DATE.	10/11/2020	TLACE.	ZOOM	BY:	Gender Equality
						and Garden Route
						District
						Municipality.

#### ATTENDEES:

- Department of Local Government (DLG): Ms Wendy Bingham & Ms Prudence Ramnath;
- Commission for Gender Equality (CGE): Mr Leonard Macakati;
- Garden Route District Municipality (GRDM): Ms Amanda Booysen, Mr Tebello Mpuru, Ms Debbie Smith, Ms Landiswa Ntango, Mr Calvyn Scheepers, Ms Tracey Botha, Ms Monique Tiras, Ms Nadiema Davids, Mr Reginald Salmons, Ms Monalisa Klanisi, Ms Marisa Jacobsz, Ms Margaret Powell, Ms Lee-Anne Le Kay, Ms Maymoonah Abrahams, Ms Daleen Aucamp, Mr Desmond Paulse, Ms Valencia Leslie, Ms Caron-Anne Van Wyngaardt, Ms Faith Mdlulu, Ms Rehana Mathews, Mr Bonisile Desha, Ms Ellenore Visser, Ms Alvera Josephs.

NB: Attached is an attendance list that the Municipality extracted from Zoom as not all participants were able to complete the attendance registers electronically. Not all names indicated on the list above may be not the attendance register as some officials share technology in a training venue in line with COVID Protocols.

#### OPENING AND WELCOME:

Mr Calvyn Scheepers opened the workshop and welcomed everyone present.

#### **EXPECTATIONS/WORKSHOP RULES:**

No expectations were indicated by the participants of GRDM. Ms Ramnath presented the rules for the online workshop to ensure for a respectful and meaningful workshop.

#### OVERVIEW FROM THE DEPARTMENT OF LOCAL GOVERNMENT- MS WENDY BINGHAM:

Ms Bingham opened the session and indicated that GRDM is one of the Municipality's that the Department is supporting for the 2020/21 financial year. Furthermore, there have been meetings held with the Municipality as well as a Gender Mainstreaming Capacity Building Workshop that was held on 19 October 2020, and the Sexual Harassment Workshop is part of the support initiatives that the Department is rolling-out for the Municipality in partnership with the CGE.

#### INPUTS FROM THE MUNICIPALITY- MR CALVYN SCHEEPERS:

Mr Scheepers proceeded by thanking DLG and CGE for their support in terms of Gender Mainstreaming. Mr Scheepers indicated that their Sexual Harassment Policy was developed during 2019 and was discussed both at the Local Labour Forum and Council. He further stated that the policy will be reviewed at the Council Policy Workshop on 18 November 2020, and it will then be referred on 26 November 2020 to Council for approval. Mr Scheepers indicated that currently Gender Mainstreaming and Sexual Harassment resides within the Corporate Services Department, of which the head of the department is Ms Trix Holtzhausen. In terms of reporting of cases, it first goes to Ms Holtzhausen, to the HR Manager, then to the labour relations unit. In terms of incidence there is currently a low number of reported cases in terms of Sexual Harassment. Last year there was approximately two cases reported, as well as two for the current year. Mr Scheepers added that this is only a reflection on cases that have been reported. Mr Scheepers then stated that it is important that awareness is done, and with the planned HR roadshows that is starting the next day (17 November 2020), they will go out to the other departments, and create awareness on Sexual Harassment in the work place.

#### PRESENTATION - MR LEONARD MACAKATI - Presentation Attached as Annexure A.

 The Background of the Commission for Gender Equality (CGE); Gender and Gender Equality/Equity; What is Sexual Harassment? Types of Sexual Harassment and steps to be

#### FEEDBACK REPORT FOR THE SEXUAL HARRASMENT AWARENESS SESSION WITH GARDEN ROUTE DISTRICT MUNICIPALITY ON 16 NOVEMBER 2020 VIRTUALLY ON ZOOM.

taken in reporting Sexual Harassment; Reporting Sexual Harassment is increasing or decreasing, and why? Employer's Obligation in reporting cases of Sexual Harassment.

#### COMMENTS FROM THE MUNICIPALITY:

- Employees do not want to report cases of Sexual Harassment due to fear of victimisation;
- Employees who lack self-esteem are severely affected by Sexual Harassment; There is victimisation involved especially towards men;
- When there is a delay in terms of the investigations, it makes other people that are in the same situation despondent to report cases, as they don't see the results of investigations on reported cases; There is a need for more awareness around investigations and the outcomes, so that employees can feel more comfortable to report cases.
- There is a healing process for both the victim and the perpetrator as both parties are victims
  of something, therefore it is important to determine the state of mind of both parties in such
  instances. Questions that need to be asked is What was the intention of the perpetrator?
  Were there any signals/warning signs? If a perpetrator is not healed, he might take it out on
  his family or community, which may lead to more cases of GBV. Understanding the
  perpetrator could also lead to the process of forgiveness from the victim, which leads to
  healing;
- Mr Macakati responded and stated that it is common for the employer not to understand the background of the perpetrator during investigations, however, it is important to support the perpetrator so that the behaviour is not repeated, and the policy should also take cognisance of this aspect;
- The policy should state that employees should be clear with their actions/intentions when they are made to feel uncomfortable, to prevent a repeat of the same behaviour in the future;
- Mr Scheepers indicated that employees are covered under the scope of the policy even if the incident occurs when you not in office, and attending an out of office event or workshop;
- Mr Scheepers indicated that the policy does make provision for what is deemed as unwelcomed behaviour;
- Mr Macakati stated that Human Resources should take the responsibility to raise awareness on policies.

#### QUESTIONS:

• Would a delay in reporting not compromise the case if you wait long to report it?

#### FEEDBACK REPORT FOR THE SEXUAL HARRASMENT AWARENESS SESSION WITH GARDEN ROUTE DISTRICT MUNICIPALITY ON 16 NOVEMBER 2020 VIRTUALLY ON ZOOM.

- Mr Macakati responded and stated that there is no specific period within which to report
  cases of Sexual Harassment. It can be reported within a time-frame that is reasonable for the
  victim, as it also depends on the psychological trauma that the victim had to endure
  therefore, so this would lead to the delay. Mr Macakati indicated that even though there is
  a delay in reporting, it must still be dealt with as a Sexual Harassment case;
- What are the consequences for someone that has reported Sexual Harassment falsely?
- Mr Macakati responded and said that the Sexual Harassment Policy should be clear on false reporting, and the employer should be clear within the policy on penalties for false reporting;
- Mr Macakati added that it is therefore important that before policies are finalised, there is
  inputs and participation from the consumer of the policy, to ensure that there is inclusion;
  Furthermore, noting that when policies are disseminated for inputs, there should also be
  clarity in terms of a time-frame for feedback.
- Ms Bingham enquired as to whether Employee Wellness provides counselling for both parties, or if it is outsourced?
- Mr Scheepers responded and said that the Employee Wellness Programme does provide support, and there are referrals for counselling done externally as well;
- What happens when there are incidents when an employee reports to the employer that he/she is being harassed, but the organisation does not take any action?
- Mr Macakati indicated that it should be noted, that before you report to an external source, you should start by reporting it internally, and only if you do not receive proper feedback or you are not assisted, then you should follow the external route. He emphasised that the scope of the policy should indicate the method of reporting and the steps that will be followed. However, the victim cannot be stopped from reporting the crime externally from the beginning;
- Mr Scheepers responded and stated that the individual does have choices, and have the right to first report the matter to the police;
- Ms Bingham enquired how awareness raising is conducted on policies?
- Mr Scheepers indicated that all approved policies are on the Municipality's website, Mr Scheepers further stated that all newly appointed staff are made aware of the policies during their induction programme.

#### WAY FORWARD:

 Mr Scheepers indicated that there is a HR roadshow taking place this week (starting 17 November 2020) where policies will be presented to various departments;

FEEDBACK REPORT FOR THE SEXUAL HARRASMENT AWARENESS SESSION WITH GARDEN ROUTE DISTRICT MUNICIPALITY ON 16 NOVEMBER 2020 VIRTUALLY ON ZOOM.

	Mr Scheepers indicated that the Sexual	Harassment Policy will be	e discussed at the Council				
	Policy Workshop on 18 November 2020 c	and it will then be referred	d on 26 November 2020 to				
	Council for approval;						
	Comments made by participants and p	resenters during the work	shop must be assessed to				
	incorporate it in GRDM Sexual Harassmer	nt Policy.					
	NEXT STEPS AND ACTIONS REQUIRED	ACTION					
	ACTIONS	RESPONSIBILITY	DEADLINE				
1.	HR Department is conducting a roadshow	Mr Calvyn Scheepers-	N/A				
	on policies to departments during	GRDM.					
	November 2020.						
2.	The Sexual Harassment policy will be	Mr Calvyn Scheepers-	N/A				
	discussed at the Council Policy Workshop GRDM.						
	on 18 November 2020 - and will then be						
	referred on 26 November 2020 to Council						
	for approval.						
3.	GRDM to assess comments made by	Mr Calvyn Scheepers-	N/A				
	participants/presenters during workshop – if	GRDM.					
	it is a gap in the policy - to incorporate it						
	into their Sexual Harassment Policy.						

#### SUBMITTED BY: PRUDENCE RAMNATH

SIGNED: Prudence Ramnath

Digitally signed by Prudence Ramnath Date: 2020.12.11 13:50:05 +02'00'

#### ASSISTANT DIRECTOR: WENDY BINGHAM

SIGNED: Wendy Bingham Digitally signed by Wendy Bingham Digitally signed by Wendy Bingham Digitally signed by Wendy Bingham

#### DIRECTOR: CRAIG MITCHELL

SIGNED:

Craig Mitchell Digitally signed by Craig Mitchell Date: 2020.12.17 12:03:09 +02'00'

FEEDBACK REPORT FOR THE SEXUAL HARRASMENT AWARENESS SESSION WITH GARDEN ROUTE DISTRICT MUNICIPALITY ON 16 NOVEMBER 2020 VIRTUALLY ON ZOOM.

**BACK TO AGENDA** 

#### DISTRICT COUNCIL

#### 22 JANUARY 2021

## 1. REPORT ON AMENDMENT ON MICRO ORGANISATIONAL STRUCTURE OF GARDEN ROUTE DISTRICT MUNICIPALITY 2020/2021 / VERSLAG RAKENDE WYSIGING VAN DIE MIKRO ORGANISASIE STRUKTUUR VAN GARDEN ROUTE DISTRIKSMUNISIPALITEIT 2020/2021 / INGXELO YOKULUNGISA IMIBUTHO EMISELWEYO KA MASIPALA WESITHILI I-GARDEN ROUTE KU2020/2021

#### 2 PURPOSE

The purpose of this report is to consider the micro organisational structure amendment in the Corporate Services Department and Roads Services Department for 2020/2021 of the Garden Route District Municipality.

#### 3. DELEGATED AUTHORITY

Council

#### 4. EXECUTIVE SUMMARY

The Corporate Services Department and Roads Services Department structures are proposed to be amended to accommodate the role out of RRAMS (Rural Roads Asset Management Systems Grant) Project for a period of 3 years. Four new contract positions are proposed.

#### 5. **RECOMMENDATIONS**

- 5.1.1 That the proposed amendment for the 2020/2021 structure of the Roads Services Department be approved.
- 5.1.2 That the proposed amendment for the 2020/2021 structure of the Corporate Services Department be approved.

#### **AANBEVELINGS**

- 5.1.1 Dat die voorgestelde wysigings vir die Paaie Dienste Departement 2020/2021 struktuur, goedgekeur word.
- 5.1.2 Dat die voorgestelde wysigings vir die Korporatiewe Dienste Departement 2020/2021 struktuur, goedgekeur word.

## IZINDULULO

- 5.1.2 Okokuba izigqibo ezilungisiweyo kunyaka ka 2020/ 2021 ezimiselwe isebe lezendlela zivunywe.
- 5.1.2 Okokuba izigqibo ezilungiselelwe kunyaka ka2020/2021 ezimiselwe isebe lenkonzo zequmrhu zivunywe.

## 6. DISCUSSION / CONTENTS

## 6.1 Background

Attached is the confirmation for the funding of the RRAMS Project from Infrastructure Grants allocated to Municipalities as well as provision made within the Garden Route District Municipality's Budget.

## 6.2 Discussion

## **ROADS SERVICES DEPARTMENT**

The structure of the Roads Services Department is proposed to be amended as follows in the Technical Services Section:

- That 2 x Technicians (3 year contract on T11) be created to report directly to the Manager: Technical Planning and Public Transport.
- That 1 x Administrative Officer (3 year contract on T11) be created to report directly to the Manager: Technical Planning and Public Transport.

#### CORPORATE SERVICES DEPARTMENT

The structure of the Corporate Services Department is proposed to be amended as follows in the ICT Section:

• That 1 x GIS Technician (3 year contract on T11) be created to report directly to the GISc Technologist.

## 6.3 Financial Implications

According to the approved 2020/2021 Adjustment budget.

## 6.4 Legal Implications

Local Government Municipal Systems Act, 2000 (ACT 32 OF 2000)

#### 6.5 Staff Implications

New contract positions for 3 years.

## 6.6 Previous / Relevant Council Resolutions:

Council resolutions on approved 2020/2021 structure: 27 May 2020, E4/05/20

## 6.7 Risk Implications

There are no forseen risks at this stage.

## 6.8 Comments from Executive Management:

- 6.8.1 Executive Manager: Roads and Transport Planning Services None
- 6.8.2 Executive Manager: Planning and Economic Development None
- 6.8.3 Executive Manager: Community Services
  None
- 6.8.4 Executive Manager: Corporate Services
- 6.8.5 Executive Manager: Financial Services None
- 6.8.6 Manager: Legal Services None

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INFRASTRUCTURE GRANT ALLOCATIONS TO MUNICIPALITIES (SCHEDULE 4, PART B AND SCHEDULE 5, PART B) 1 OF 2

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**BACK TO AGENDA** 

#### DISTRICT COUNCIL

#### 22 JANUARY 2021

1. UPDATE REPORT ON THE ACTIONS TAKEN BY THE DISTRICT COVID-19 COMMAND COUNCIL TO ADDRESS THE COVID-19 PANDEMIC / OPDATERINGS VERSLAG RAKENDE DIE AKSIE STAPPE WAT REEDS DEUR DIE COVID-19 DISTRIK BEHEERRAAD IN PLEK GESTEL IS OM DIE COVID-19 PANDEMIE AAN TE SPREEK / INGXELO ENTSHA NGAMANYATHELO AYE ATHATYATHWA LIBHUNGA LOLAWULO LESITHILI SE COVID-19 OKUJONGANA NOBHUBHANE COVID-19

#### 2 PURPOSE

To inform Council about the actions taken by The District Covid-19 Command Council to address the Covid-19 Pandemic, as well as the amended regulations promulgated in terms of the Disaster Management Act, 2002 (Act no 57 of 2002, as amended).

#### 3. DELEGATED AUTHORITY

Council

#### 4. EXECUTIVE SUMMARY

The Head of the National Disaster Management Centre (NDMC), after assessing the potential magnitude and severity of the COVID-19 pandemic in the country, on 15 March 2020, classified the COVID-19 pandemic as a national disaster.

The Minister of Cooperative Governance and Traditional Affairs following the classification of the COVID-19 pandemic as a national disaster and a Cabinet meeting where the matter was discussed, on 15 March 2020, declared a national state of disaster recognising the need to augment the existing legislation and contingency arrangements to deal with the pandemic. On Wednesday the 11<sup>th</sup> of November the National Disaster declaration was extended to the 15<sup>th</sup> of December 2020. On the 3<sup>rd</sup> of December the President announced the the National Disaster Declaration will be extended till the 15<sup>th</sup> of January 2021. On the 13<sup>th</sup> of January 2021 the Minister of Cooperative Governance and Traditional Affairs, Dr Nkosazana Dlamini Zuma published in Government Gazette 43993 extended the National Sate of Disaster to the 15<sup>th</sup> of February 2021.

Date	COVID-19 Time-line
15 March 2020	National Declaration: State of Disaster Pandemic
17 March 2020	GRDM District Command Centre Activated
23 March 2020	National Alert Level 5 Lock Down announcement by
	President Ramaposa
27 March 2020	National Alert Level 5 Lock Down starts
	Duration 35 days
01 May 2020	National Alert Level 4 starts
	Duration 31 days
01 June 2020	National Alert Level 3 starts
	Duration 77 days
17 August 2020	National Alert Level 2 starts
	Duration 35 days
21 September 2020	National Alert Level 1 starts
	Duration 99 days
29 December 2020	National Amended Alert Level 3 re-implemented
	Currently on 17 Days

Table 1: COVID-19 Time-line in terms of Disaster declaration, Alert levels and the GRDM JOC activation.

This report provides oversight in terms of the activities of the Garden Route Disaster Management Centre from the 9<sup>th</sup> of December 2020 until 14 January 2021 as well as the latest updated Covid-19 statistics of the district being as follow:

Table 2: Current position in terms of Covid-19 positive cases within the GRDM

Date	Description	Oudtshoorn	Bitou	Knysna	George	Mossel Bay	Hessedua	Kannaland	GRDM
Wednesday	Positive Cases	3472	2517	4520	10902	6751	1630	661	30453
14/01/2021	Deaths	198	96	144	354	180	70	25	1067
	Active Cases	433	212	307	868	607	389	173	2989
	Recoveries	2841	2209	4069	9680	5964	1171	463	26397

## 5. **RECOMMENDATION**

That council takes note of the report.

## AANBEVELING

Dat die Raad kennis neem van die verslag.

## IZINDULULO

Sesokuba iBhunga lithathele ingqalelo lengxelo.

## 6. DISCUSSION / CONTENTS

#### 6.1 Background

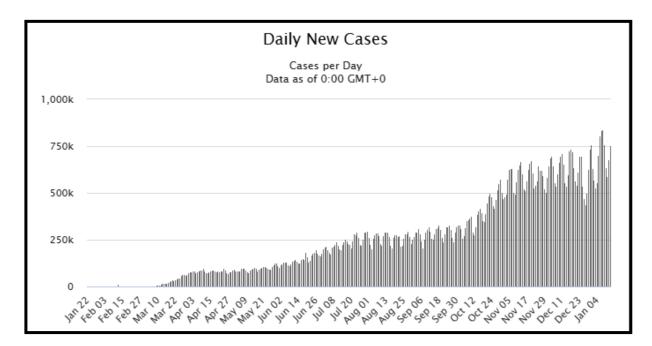
Today, 14 January 2021 is exactly **306** days since the declaration of a National state of Disaster due to the Covid-19 pandemic; it is day **17** of the National Amended Alert Level 3 COVID-19 Lockdown and day **304** of the GRDM District Command Centre activation.

## Overview on Covid-19 Cases International, South Africa, the Western Cape and the Garden Route District as on 14 January 2021:

## Internationally:

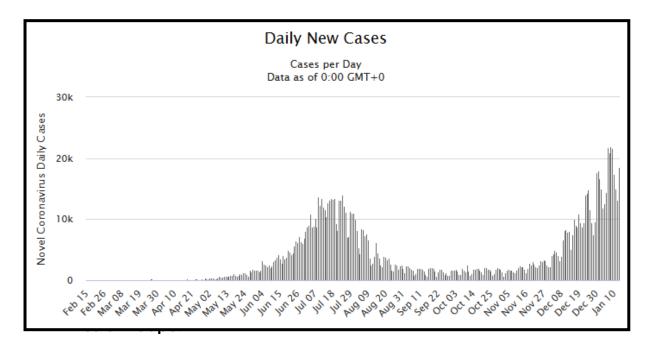
Internationally the total number of Coronavirus cases now exceeds the **93** million mark at **94,114,398** on Thursday (14/01/2021) with **1,993,578** people who lost their lives due to this virus. Fortunately, to date **66,530,589** people have recovered.

#### Graph 1: International Daily New Cases as on 14 January 2021



#### South Africa:

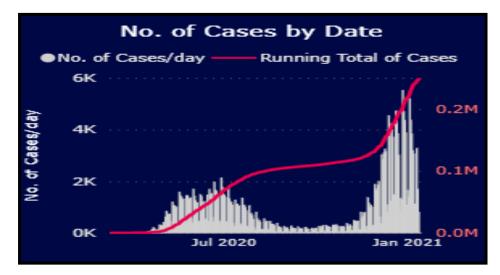
In South Africa we now have a total of **1,278,303** positive Coronavirus cases reported, of these cases **1,030,930** or **(80,64%)** of the infected people have recovered and to date **35,140** people lost their lives due to this virus.



Graph 2: South Africa Daily New Cases as on 14 January 2021

In the Western Cape the total number of positive Coronavirus cases reported is **247,806** of these **201,630 (81.36%)** have already recovered and the total amount of people who lost their lives due to this virus is at **8 789** people.

Graph 3: Western Cape Daily New Cases





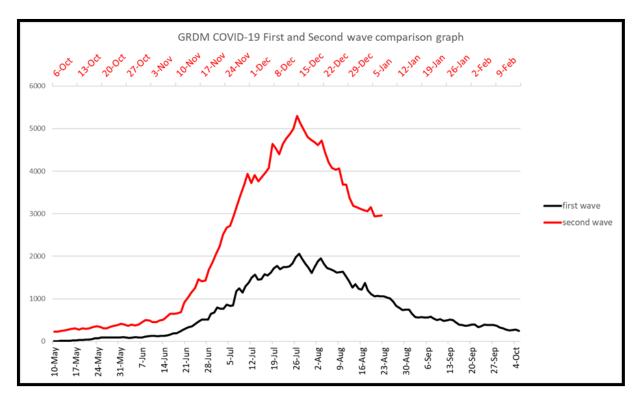


Table 2: Statistics in terms of Covid-19 positive cases within the GRDM from 11/12/2020 until 14/01/2021

Date	Description	Oudtshoorn	Bitou	Knysna	George	Mossel Bay	Hessedua	Kannaland	GRDM
Friday	Positive Cases	2190	1765	3412	7943	4342	595	238	20485
11/12/2020	Deaths	127	66	82	208	110	28	4	625
	Active Cases	316	454	863	1956	939	65	51	4644
	Recoveries	1747	1245	2467	5779	3293	502	183	15216
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Date	Description	Oudtshoorn	Bitou	Knysna	George	Mossel Bay	Hessedua	Kannaland	GRDM
<b>Date</b> Monday	<b>Description</b> Positive Cases	ordtshoo 2298	<b>Bito</b>	<b>wuskuy</b> 3559	<b>S</b> 392	<b>Hessow</b> 4627	Hessed 655	Kannalo 262	×ດະ ບັ 21659
Monday		-						_	
	Positive Cases	2298	1863	3559	8392	4627	655	265	21659

Date	Description	Oudtshoorn	Bitou	Knysna	George	Mossel Bay	Hessequa	Kannaland	GRDM
Friday	Positive Cases	2480	2001	3751	8889	4928	768	340	23157
18/12/2020	Deaths	133	74	96	246	129	31	6	715
	Active Cases	438	422	748	1902	1020	165	113	4808
	Recoveries	1909	1505	2907	6741	3779	572	221	17634
Date	Description	Oudtshoorn	Bitou	Knysna	George	Mossel Bay	Hessequa	Kannaland	GRDM
Monday	Positive Cases	2593	2038	3851	9153	5238	818	366	24057
21/12/2020	Deaths	138	76	105	258	134	33	7	751
	Active Cases	489	384	679	1723	1027	177	136	4615
	Recoveries	1966	1578	3067	7172	4077	608	223	18691
Date	Description	Oudtshoorn	Bitou	Knysna	George	Mossel Bay	Hessequa	Kannaland	GRDM
Thursday	Positive Cases	2767	2116	3982	9443	5480	924	409	25121
24/12/2020	Deaths	145	82	112	272	142	35	7	795
	Active Cases	460	344	604	1506	953	210	122	4199
	Active Cases Recoveries	460 2162	344 1690	604 3266	1506 7665	953 4385	210 679	122 280	4199 20127
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Monday	Recoveries Description Positive Cases Deaths	2162 <b>Liooustpho</b> 2901 156	1690 <b>Pota</b> 2201 83	3266 <b>buskuy</b> 4083 116	7665 <b>%</b> <b>%</b> <b>%</b> <b>%</b> <b>%</b> <b>%</b> <b>%</b> <b>%</b> <b>%</b> <b>%</b>	4385 <b>bg</b> <b>sow</b> 5725 149	679 <b>Photosof</b> <b>1062</b> 40	280 <b>Puppound</b> 2 4500 10	20127 2017 20
Monday	Recoveries Description Positive Cases Deaths Active Cases	2162 <b>LuooustphO</b> 2901 156 493	1690 <b>Pois</b> 2201 83 317	3266 <b>Busshuy</b> 4083 116 481	7665 <b>9719</b> 289 1185	4385 <b>bg</b> <b>ssow</b> 5725 149 805	679 <b>Phoese</b> 1062 40 275	280 <b>Proportugy</b> 2 4500 10 125	20127 2017 20
Monday 28/12/2021 <b>Date</b> Thursday	Recoveries Description Positive Cases Deaths Active Cases Recoveries	2162 <b>Livo</b> (156)	1690 <b>Pois</b> 2201 83 317 1801	3266 <b>puskuy</b> 4083 116 481 3486	7665 <b>9719</b> 289 1185 8245	4385 <b>bg</b> <b>ssow</b> 5725 149 805 4771	679 <b>Properties</b> <b>1062</b> 40 275 747	280 <b>Publouuby</b> 2 450 10 125 315 <b>Publouuby</b>	20127 2017 2
Monday 28/12/2021 Date	Recoveries Description Positive Cases Deaths Active Cases Recoveries Description	2162 <b>u</b> ooqtstpnO 2901 156 493 2252 <b>u</b> ooqtstpnO	1690 <b>Poig</b> 2201 83 317 1801 <b>Poig</b>	3266 <b>Buskuy</b> 4083 116 481 3486 <b>Buskuy</b>	7665 <b>97</b> 19 289 1185 8245 <b>95</b> <b>95</b> <b>95</b> <b>95</b> <b>95</b> <b>97</b> <b>97</b> <b>97</b> <b>97</b> <b>97</b> <b>97</b> <b>97</b> <b>97</b> <b>97</b> <b>97</b> <b>97</b> <b>97</b> <b>97</b> <b>97</b> <b>97</b> <b>97</b> <b>97</b> <b>97</b> <b>97</b> <b>97</b> <b>97</b> <b>97</b> <b>97</b> <b>97</b> <b>97</b> <b>97</b> <b>97</b> <b>97</b> <b>97</b> <b>97</b> <b>97</b> <b>97</b> <b>97</b> <b>97</b> <b>97</b> <b>97</b> <b>97</b> <b>97</b> <b>97</b> <b>97</b> <b>97</b> <b>97</b> <b>97</b> <b>97</b> <b>97</b> <b>97</b> <b>97</b> <b>97</b> <b>97</b> <b>97</b> <b>97</b> <b>97</b> <b>97</b> <b>97</b> <b>97</b> <b>97</b> <b>97</b> <b>97</b> <b>97</b> <b>97</b> <b>97</b> <b>97</b> <b>97</b> <b>97</b> <b>97</b> <b>97</b> <b>97</b> <b>97</b> <b>97</b> <b>97</b> <b>97</b> <b>97</b> <b>97</b> <b>97</b> <b>97</b> <b>97</b> <b>97</b> <b>97</b> <b>97</b> <b>97</b> <b>97</b> <b>97</b> <b>97</b> <b>97</b> <b>97</b> <b>97</b> <b>97</b> <b>97</b> <b>97</b> <b>97</b> <b>97</b> <b>97</b> <b>97</b> <b>97</b> <b>97</b> <b>97</b> <b>97</b> <b>97</b> <b>97</b> <b>97</b> <b>95</b> <b>95</b> <b>95</b> <b>95</b> <b>95</b> <b>95</b> <b>95</b> <b>95</b> <b>95</b> <b>95</b> <b>95</b> <b>95</b> <b>95</b> <b>95</b> <b>95</b> <b>95</b> <b>95</b> <b>95</b> <b>95</b> <b>95</b> <b>95</b> <b>95</b> <b>95</b> <b>95</b> <b>95</b> <b>95</b> <b>95</b> <b>95</b> <b>95</b> <b>95</b> <b>95</b> <b>95</b> <b>95</b> <b>95</b> <b>95</b> <b>95</b> <b>95</b> <b>95</b> <b>95</b> <b>95</b> <b>95</b> <b>95</b> <b>95</b> <b>95</b> <b>95</b> <b>95</b> <b>95</b> <b>95</b> <b>95</b> <b>95</b> <b>95</b> <b>95</b> <b>95</b> <b>95</b> <b>95</b> <b>95</b> <b>9</b> <b>9</b> <b>9</b> <b>9</b> <b>9</b> <b>9</b> <b>9</b> <b>9</b>	4385 <b>b</b> <b>b</b> <b>b</b> <b>b</b> <b>c</b> <b>c</b> <b>c</b> <b>c</b> <b>c</b> <b>c</b> <b>c</b> <b>c</b>	679 <b>D</b> <b>D</b> <b>D</b> <b>D</b> <b>D</b> <b>D</b> <b>D</b> <b>D</b>	280 <b>Publouuby</b> 2 450 10 125 315 <b>Publouuby</b>	20127 2017 2

	Recoveries	2405	1904	3622	8610	5028	882	338	22789
Date	Description	Oudtshoorn	Bitou	Knysna	George	Mossel Bay	Hessequa	Kannaland	GRDM
Monday	Positive Cases	3136	2358	4255	10225	6124	1284	537	27919
04/01/2021	Deaths	184	90	125	315	168	56	18	956
	Active Cases	405	285	365	945	624	288	140	3052
	Recoveries	2547	1983	3765	8965	5332	940	379	23911
Date	Description	Oudtshoorn	Bitou	Knysna	George	Mossel Bay	Hessedua	Kannaland	GRDM
Friday	Positive Cases	3293	2429	4414	10581	6404	1421	588	29130
08/01/2021	Deaths	191	93	135	329	174	63	20	1005
	Active Cases	440	234	364	937	615	242	123	2955
	Recoveries	2662	2102	3915	9315	5615	1116	445	25170
Date	Description	Oudtshoorn	Bitou	Knysna	George	Mossel Bay	Hessequa	Kannaland	GRDM
Monday	Positive Cases	3402	2486	4479	10771	6637	1537	644	29956
11/01/2021	Deaths	196	94	137	345	178	66	23	1039
	Active Cases	485	269	379	1029	765	454	185	3566
	Recoveries	2721	2123	3963	9397	5694	1017	436	25351

Date	Description	Oudtshoorn	Bitou	Knysna	George	Mossel Bay	Hessequa	Kannaland	GRDM
Thursday	Positive Cases	3472	2517	4520	10902	6751	1630	661	30453
14/01/2021	Deaths	198	96	144	354	180	70	25	1067
	Active Cases	433	212	307	868	607	389	173	2989
	Recoveries	2841	2209	4069	9680	5964	1171	463	26397

## 6.2 Discussion

During this reporting period (09 December 2020 – 14 January 2021) COVID-19 was discussed on several platforms namely:

Platform	Dates
DCC (District Command Centre)	10, 17, 24 and 31 December 2020
	7 and 14 January 2020
DCF (District Command Forum)	15, 24 and 31 December 2020
	14 January 2021
Western Cape Disaster Management	15, 17, 22, 24, 29 and 31
Centre JOC Meeting	December 2020
	5, 7, 12 and 14 January 2021
SAPS Provincial JOC	10, 15, 17, 22, 24, 29 and 30
	December 2020.
	5, 7, 12 and 14 January 2021
PCF ( Premiers Coordinating Forum	11, 22 and 29 December 2020
	5 and 12 January 2021

# The following is a list of actions taken and the most important situation updates up and until the 14<sup>th</sup> of January 2021:

## GRDM Covid-19 Command Centre:

- On the 10<sup>th</sup> of December 2020 it was reported that the health system in the Garden Route District Municipal area are under severe pressure and health staff is showing fatigue but are still coping.
- Hospitalizations in the Garden Route were a third more than during the first Covid-19 peak in June 2020
- A study indicated that the most likely manner in which Covid-19 is transmitted is through droplets in the air;
- MEC Anton Bredell requested that events that could lead to super spreader events should not be hosted or approved my local municipalities. Discretion should be applied when approving events, so that potential super spreader events are not approved;
- Age group that is also becoming more affected by new cases is 15-19 year olds, which is in line with the cases emanating from the super spreader events
- With regards to initiation practices a decision was taken by the Dept. of Traditional Affairs that no initiation ceremony will be allowed to take place in Garden Route District as well as the entire Western Cape, and local groups have been put in place to monitor whether initiation ceremonies are taking place;

- On the 17<sup>th</sup> of December 2020 the Chairman of the Garden Route District Command Centre reported that Ald. M Booysen (Mayor of GRDM) engaged in various interviews with regards to the President's announcement to re- consider the closing of beaches in our area.
- A company by the name of Spill Tech has been appointed by DEADP (Dept. of Environmental Affairs, Development and Planning to help with the clean-up of nurdles that has washed up along the Southern coast of South Africa and that the personnel of Spill Tech were denied access by Law Enforcement to clean the pallets (nurdles) on the beaches
- The capacity issue that was reported by the undertakers has been resolved and the issue with Department of Home Affairs regarding the issuing of death certificates has also been resolved.
- Feedback from Mr Ulrich von Bloemenstein from DEADP w.r.t the Nurdle cleanup along the Western Cape Shore-line:
  - 150 tons of Nurdle pallets have washed up along the Southern Coast, from the GRDM area and some parts in the Cape Town area;
  - > To clean up the Nurdles will take approximately 3 years;
  - A company by the name of Spill Tech has been appointed to clean up the leakage on the Southern coast but access to the beaches has been denied by Local Law Enforcement;
  - 380 personnel have been tasked to clean up between GRDM and Cape Town and all the necessary paper work that indicates why they are on the beaches were on them;
  - A request was made to Law Enforcement to please allow the Spill Tech teams to continue with the clean-up operations;
  - A list of all the beaches in our area that needs to be cleaned up was distribute it to the SAPS and Local Law Enforcement;
- On the 31st of December the Chairman of the Garden Route District Command Centre reported that the SANDF will be arriving in the Garden Route on Tuesday, 5th of January 2021 and will be deployed from Wednesday the 6th of January 2021. Preliminary figures indicate that 40 personnel will be deployed and will be stationed at Joodse Kamp (20) and Swartvlei(20). Those in Swartvlei would work in the East of the district and those in Joodse Kamp will be deployed to the West of the district.
- On the 5<sup>th</sup> of January 2021, during the PCF meeting Dr Keith Cloete elaborated on the current status regarding COVID-19, in the Western Cape, the following points were mentioned;
  - With regards to the Garden Route District, figures have stabilized and are reducing;
  - > The curve has now flattened and is showing a downward trend;
  - > Figures in the City of Cape Town are stabilizing;
  - > All other districts in the province are showing an increase;
  - > Police Minister Bheki Cele visited the area to check compliance;
  - Water recreation activities at the Mossel Bay Harbour were halted immediately by the Minister as they are regarded as recreational activities;

- On the 14<sup>th</sup> of January 2021 the Chairman of the Garden Route District Command Centre reported that there is a welcome reduction in Covid-19 Active cases. At the moment we are just under 3000 cases.
- The updated regulations was forwarded to all DCC members;
- 50 SANDF members was deployed to high crime areas;
- The Death profile of COVID-19 is similar to that of the first wave, elderly and people with co-morbidities still remain the bulk of people who succumbed to the virus;
- We received a complaint about the Correctional services, a site inspection was done by Mr. Africa and we can confirm that it is overcrowded but well managed. All Covid-19 protocols in place.
- Mr. Otto requested that a special Head of Centres (WC) meeting be held on 19 January 2021, specifically for planning of the 3rd wave of Covid-19 infections, possibly in April with a peak in May;
- Dr Keith Cloete confirmed that the current vaccinations will not prevent a 3rd wave of infections, it can only be changed by human behaviour and by following the prescribed health protocols;
- The following concerns was raised at the Oudtshoorn JOC meeting on the 13th of January 2021:
  - > Contact tracing is not done properly in Oudtshoorn;
  - Forensic department reported that the night shift staff at the provincial hospital does not deal with the deceased COVID people, they leave the body for the day staff;
  - Covid-19 test results takes up to 8 days;

## HEALTH CLUSTER - DEPT. OF HEALTH

#### Q&I Facility –PetroSA West Camp as on 14 January 2021

- ➢ 52 people in isolation
- > 2 people in quarantine
- On the 10<sup>th</sup> of December 2020 Dr Terence Marshall from the Dept. of Health explained what viral reproduction rate means:
  - The reproductive rate is the number used to see how fast transmission is spread, so if the reproductive rate is 1, it means 1 person will infect one person;
  - During the lockdown, in the beginning, total numbers were around 20 for weeks, which means reproductive rate was under 1;
  - When some restrictions were lifted, the reproductive rate for the province increased to 1,4;

- At level 1 and when free movement of people were allowed the reproductive rate rapidly increased and will continue to rise steeply if no interventions are implemented;
- In the beginning of December 2020 the reproduction rate were just under 2;
- On the 10<sup>th</sup> of December 2020 Dr Terence Marshall from the Dept. of Health also reported the following with regards to the health system:
  - > Deaths are also readily increasing ;
  - > 28% weekly increase of cases as compared to previous week:
  - > Western Cape increase is at 73% compared to previous week;
  - The rate of increases in the Garden Route is stabilizing and slowing down;
  - Tests conducted is 862 tests;
  - > Hospitalization is 269, of which 43 are in critical care;
  - George hospital was under tremendous pressure with no change as compared to the previous week;
  - > Knysna hospital slightly under more pressure as compared to last week;
  - Knysna received a new bulk oxygen tank;
  - > Knysna using 3 times more oxygen as compared to peak of first wave;
  - > 46 Staff members at George Hospital has tested positive for COVID-19;
  - Recruitment of nurses is still ongoing but the recruitment pool is getting smaller;
  - Private hospitals are also struggling to find suitable space for COVID-19 patients;
  - It was a wise decision not to develop field hospitals as there would be no human resources;
  - Gateway lodge has been commissioned as a quarantine and isolation facility;
  - Contact tracing remains a challenge and has to be revised as the numbers are increasing;
  - > 20 Beds have been added to Harry Comay Hospital but staff is needed;
- On the 17<sup>th</sup> of December 2020 Dr Terence Marshall from the Dept. of Health reported the following with regards to the health system:
  - > The numbers is steadily increasing;
  - Active cases per 1000 of population: 800 in comparison with 711 for last week;
  - In the Western Cape the number is 383. In Knysna and Bitou a small decrease has shown;
  - George 923 in comparison with 887 for the previous week;
  - > The last 3 days the numbers has slightly decreased;
  - > Hessequa 110 in comparison with 335 for the previous week;
  - Mossel Bay 938 in comparison with 1137 for the previous week;
  - > Kannaland 165 in comparison with 425 for the previous week;
  - In the GRDM the last 7 days shows a 10% increase in numbers: 3180 in comparison with the 2874 for the previous week;
  - The Western Cape has shown a 98% increase in numbers: 19 835 in comparison with 10 007 for the last 7 days;
  - Area of concern is Hessequa;

- Albertina with 9 active cases and the main concern is the staff from Riversdale health services being tested positive;
- In Mossel Bay both the private and Mossel bay hospitals are very busy and a large number of tests results are still outstanding;
- In Uniondale they have 29 active cases, and the biggest number is in Haarlem which has 15 active cases;
- In George, hospitals capacity is strained with 71 patients, all ventilators and high oxygen flow machines are being used. The private hospitals in George are also very busy;
- In Knysna and Bitou they have 39 active cases and have 90 beds available but still remain very busy;
- In Kannaland they are experiencing difficulty due to the number of staff testing positive;
- 4 deaths have been recorded in Kannaland and the previous night 1 more death has been reported;
- > In Oudtshoorn 20 patients have been discharged;
- The Private Hospital has been very busy and also the doctors in the hospitals being tested positive;
- On the 31<sup>st</sup> of December 2020 Dr Terence Marshall from the Dept. of Health reported the following with regards to the health system:
  - In the Garden Route there has been a 24% decrease in active cases, in comparison to last week's figures;
  - > In the Western Cape there has been a 11% increase in active cases;
  - There has been a welcome decrease in active cases per 100 000 in the whole sub-district except for Kannaland, which has remained the same, overall there are encouraging developments in the district;
  - For the first time in many weeks, the Western Cape has more active cases than the Garden Route;
  - All private hospitals are very busy and they are admitting positive patients from other provinces;
  - George hospital is very busy ;
  - Riversdale and Oudtshoorn Hospitals being the busiest hospitals in the district, with the first mentioned being severely under pressure;
  - > Knysna hospital has decreased its workload;
  - Last 7 days have shown a decrease compared to the previous 7-14 days;
  - There has been a dramatic decrease of those admitted to quarantine/isolation sites as people do not want to be admitted over the festive season;
  - Zoar clinic was also closed on the 31st of December 2020 due to decontamination;
  - On the 7<sup>th</sup> of January 2021 Dr Terence Marshall from the Dept. of Health reported the following with regards to the health system:
    - There has been a welcome decrease in active cases per 100000 for all sub-districts, except for Hessequa and Kannaland, which have both had an increase in cases;

- George Hospital is at full capacity for general COVID-19 beds and critical care beds;
- Riversdale and Oudtshoorn Hospitals are the busiest of the district hospitals, with the latter under severe pressure;
- > Other district hospitals are not under pressure at the moment;
- In the last 7 days, new cases have shown an increase compared to the previous 7-14 days, ongoing vigilance is still needed;
- On the 14<sup>th</sup> of December 2020 Dr Terence Marshall from the Dept. of Health reported the following with regards to the health system:
  - > The picture is similar to the previous week.
  - There was a welcome decrease in active cases per 100 000 for all subdistricts, except for Hessequa and Kannaland, which have increased.
  - Over the last 7 days the new cases has shown a small increase in comparison to the 7-14 days prior. Ongoing vigilance is still needed.
  - Over the last 24 hours there was a big decrease in mortalities from the George Hospital Critical Care unit.
  - George Hospital at full capacity for general COVID-19 beds and 75% of critical care beds.
  - Riversdale and Oudtshoorn Hospitals are the busiest of the district hospitals, under pressure, with about the same numbers as the previous week.
  - > Other district hospitals not under pressure at the moment.

## HEALTH CLUSTER – GRDM ENVIRONMENTAL HEALTH

- On the 10<sup>th</sup> of December 2020 the GRDM Environmental Health Services reported that they focused on inspections at churches, taxi ranks and health facilities and their focus for the following week will be on recreational facilities and accommodation establishments;
- 43 inspections were conducted to ensure adherence to protocols;
- Several businesses were closed due to non-adherence to protocols;
- Feedback from undertakers is that they are under pressure as two establishments had reached capacity.
- 600 people were visited to perform contact tracing
- From the 17<sup>th</sup> of December 2020 the GRDM Environmental Health Services focussed on holiday accommodation to ensure that they are adhering to COVID-19 protocols.
- On the 17<sup>th</sup> of December 2020 the GRDM Environmental Health Services reported that the issue with the undertakers has been resolved and the turnaround time for documentation has changed from 7 days to 3 days w.r.t the Department of Home Affairs issuing death certificates.
- Feedback from undertakers is received every two days regarding space available

- Crematoriums are also giving feedback every second day and on the 31<sup>st</sup> of December 2020 processing was 16-18 bodies per day.
- A concern was raised w.r.t waste management in the Bitou Municipal area due to protest actions.
- On the 14th of January 2021 the GRDM Environmental Health Services reported that capacity of funeral undertakers in district are as follows:
  - ➢ Bitou 95%
  - ➤ Knysna 66%
  - ➤ George 36%
  - > ODN 50%
  - ➢ MSB 47%
  - ➢ Hessequa 23%
  - > Kannaland 75%
- 172 SPAZA shops were visited during the previous week.
- Department of health wants focus to be on funeral gatherings and restaurants
- Contact tracing of 1126 people was done during the previous week

## **DISINFECTION and SANITATION TASK TEAM:**

Disinfection took place at the following facilities within the different Local Municipalities:

- Shops, SPAZA shops in Ladismith;
- Shops, SPAZA shops in the residential area of Rosemore, Lavalia and Protea Park;
- Huis Outeniqua (Juvenile school);
- Shops, SPAZA shops in Sedgefield (including Smutsville) & Touwsranten/Hoekwill;
- Shops, SPAZA shops in Heidelberg;
- Calitzdorp Spa;
- Shops, SPAZA shops etc. in Knysna;
- Shops, SPAZA shops etc. in Riversdale;
- Clinics in Riversdale;
- Calitzdorp Clinic;
- Residences in Pacaltsdorp & Levalia;
- Calitzdorp Clinic;
- SAPS George Station;
- Residence in Rosemore;
- Residence in Rosemore;
- Calitzdorp Clinic & Hospital;
- Bitou: Wittedrift SPAZA shops;
- Reenendal: 2 taverns, SPAZA shops, 2 x public bath rooms, 1 x play park, 1 gym;
- Crags: Taverns, shops, public bathrooms;
- Karatara: shops, liquor store, Game center ;
- Slangrivier, Heidelberg & Riversdale Clinics;
- Albertinia high school and Riversdale shops, spaza shops;

- Residence in Mosselbay;
- Albertinia Clinic, Post Office, Albertinia Shops;
- Stillbay Clinic, Melkhoutfontein Clinic;
- Knysna shops including Concordia, Bongani and White Location shops;
- Bitou: Kwonokotula Clinic;
- Sedgefield including Smutsville & Touwsranten/Hoekwil shops, SPAZA shops, liquor stores;
- SAPS Cluster Offices;
- Uniondale Hospital;
- Go George 2 offices and a vehicle;
- Correctional Facilities Slangrivier a few cells;
- Rosemore Diens Sentrum;
- Zoar Clinic;
- GRDM Head Office;
- SAPS Cluster Offices (2) & Vehicles (2);
- SAPS Accommodation (barracks) Still Bay, Forensic Services Riversdale;
- Go George Depo (Administrative Offices);
- GRDM SCM Offices Oudtshoorn;
- Melkhoutfontein (Still bay) Shops, Spaza Shops & Bus terminals;
- GRDM Swartvlei Resort & SCM Offices (George);
- Sedgefield Clinic;
- Go George Control Centre;
- Riversdale, Still bay and Slangrivier Clinics;
- Ladismith SAPS Offices;
- Grootbrak Clinic;
- ASLA and Mossel Bay CBD Taxi ranks;
- SCM offices at provincial hospital in Mossel Bay;
- Riversdale stores;
- SCM offices;
- Swartvlei Camping site;
- Riversdale funeral home;
- Calitsdorp Spa;

## SAFETY AND SECURITY CLUSTER

- On the 10<sup>th</sup> of December 2020 the safety and security cluster reported that the personnel in the Law Enforcement sector are under pressure with regards to staffing;
- Previous infections were mostly office staff but operational personnel are also affected, there is also a lot of staff in quarantine;
- Stations that are most affected is greater George with 3 stations that had to be closed for sanitation;
- Department of labour needs to be consistent with enforcing regulations;
- Challenges were experienced w.r.t the enforcement of regulations and the minimum the police can do to stop events when numbers are within the prescribed regulations;

- Formal businesses tend to lawyer up so it is a challenge to prosecute and the lack of prosecution of those businesses that are not adhering to Covid-19 regulations, is undermining the work of the police;
- A multi-stakeholder, multi-sectoral approach is needed to effectively deal with enforcing regulations;
- SAPS indicated that they are experiencing challenges regarding the closure of the beaches and the patrolling thereof to ensure that people abide the rules and regulations;
- On the 31<sup>st</sup> of December 2020 the safety and security cluster reported that there are 32 staff members who were positive and 58 were in quarantine and 5 have died;
- Daily Law Enforcement activities w.r.t COVID-19 regulations includes:
  - > More roadblocks especially during the curfew.
  - Visible policing and patrolling at beaches;
- Call to the public was made to be aware that other crimes still continues
  - > Public needs to be careful when using ATMs;
  - Business owners need to take precaution for break-ins, especially liquor outlets
- Fishing: provincial legal team will take the matter up to the National Office but is not allowed at this stage in the hotspots.
- Police Minister Bheki Cele was on a full day visit of the Garden Route and he was accompanied by the provincial commissioner;
- His visit started in George at Harolds Bay then went to Mossel Bay and in Mossel Bay there was an issue with water recreational activities which have now been banned as they are considered to be leisure activities;
- With regards to compliance at the beaches, there doesn't seem to be an issue and no people were on the beach;
- Discussions centred around the role of local law enforcement agencies in providing support to police and enforcing the beach ban;
- Provincial legal services have been requested to look at the powers of local municipal law enforcement officers;
- SANDF vehicle in Knysna is non-operational, they are looking at sorting the problem in next 24 hours.
- SANPARKS were told that they are able to still use their canoe's but there is people against this. Gen Reddy has issued an instruction that all this must operations must be stopped immediately. Legal action was instituted by kayaking operators for them not being able to operate.

• SAPS were deployed to focus on main beaches to ensure compliance.

## EDUCATION CLUSTER

- On the 10<sup>th</sup> of December the Education Cluster reported the following:
  - All schools in the Garden Route are open and functional. Final Quarterly Absenteeism, Progression and Promotion being performed with provided revised guidelines;
  - Weekly radio programme with a dedicated slot for Education on Eden FM on Wednesdays from 21h00 to 22h00 and link forwarded to Bitou area;
  - > Continuous communiques forwarded to schools to comply with guidelines;
  - Feeding: Average of 8626 learners fed over the past three days. The numbers are very low as learner attendance has dropped significantly (E.g. 17 schools did not feed at all due to non-attendance);
  - PPE materials and equipment availability, as well as requests for decontamination are managed closely;
- The summary for positive and possible cases per circuit as on 10 December 2020

## Circuit 1: Riversdale and Surrounds

School	Learners	Employees	Deceased
Melkhoutfontein Primary School		1	
Ladismith Secondary School		1	
Hoërskool Albertinia	2		
Amalienstein LB Primary School		1	
TOTALS	2	3	0

## Circuit 2: Mossel Bay and surrounds

School	Learners	Employees	Deceased
Laerskool Hartenbos		1	
St Blaize Primary School		1	
Ridgeview Primary School		6	
Imekhaya Primary School		1	
Groot Brakrivier Primary School	11	5	
Indwe Secondary School		1	
Hillcrest Secondary School		1	
TM Ndanda Primary School		2	
TOTALS	11	18	0

School	Learners	Employees	Deceased
Hoërskool Outeniqua		2	
Olympia School of Skills		2	
Franken VGK Primary School		2	
Denneoord Primary School		1	
Touwsranten Primary School		1	
Dellville Park Primary School	1		
Holy Cross Primary School	1	1	
Pacaltsdorp Secondary School	2		
Pacaltsdorp Primary School		1	
Herold Laerksool	1		
George Secondary School	4		
Kretzenshoop Primary School		1	
York High School	2		
TOTALS	11	11	0

## Circuit 3 and 8: George and surrounds

## Circuit 4: Knysna, Plettenberg Bay and surrounds

School	Learners	Employees	Deceased
Plettenberg Bay Secondary		1	
School			
Formosa Primary School		3	
Knysna Secondary School		5	
Concordia Primary School		1	
Wittedrift Primary School		1	
Concordia High School		1	
Bracken Hill Primary School	3		
Knysna Primary School		1	
TOTALS	3	13	0

## Circuit 5 and 6: Oudtshoorn and surrounds

School	Learners	Employees	Deceased
Eljada-Kairos Special School		1	
Bongolethu Primary School		2	
Dysselsdorp Secondary School	1		
Avontuur LB Primary School		1	
Oudtshoorn Hoërskool	1		
Colridge Primary School		1	
TOTALS	2	5	0

• On the 17th of December 2020 the Dept. of Education reported that 48 227 Food parcels has been delivered to learners;

- On the 31<sup>st</sup> of December 2020 the Dept. of Education reported that 3 school principals have passed away due to COVID-19 complications, 1 in Knysna and 2 in George;
- On the 4th of January 2021 education offices opened to process admissions and placements and on the 8th of January 2021 offices were fully operational;
- On the 14th of January 2021 the Dept. of Education reported that Schools are ready to open as planned;
- PPE was procured with funds that was made available;
- Official communication Circular 1 of 21 was send to confirm the amount of staff members present;

## SOCIAL SERVICES CLUSTER

- On the 10th of December the Dept. of Social Development reported that they had 6 staff members in isolation;
- 2 Offices were closed for decontaminated (Kannaland and George);
- 15 People in funded old age homes had tested positive, including staff and residents;
- 31 Recoveries in funded old age home;
- 19 Infections in private homes but no fatalities;
- W.r.t the homeless shelters only Knysna and Loeriepark submitted a request for assistance
- 75 Soup kitchens operational in the Garden Route District;
- In the process to collect 1100 food parcels which will be used for people infected and referred by The Dept. of Health;
- On the 17<sup>th</sup> of December 2020 the Dept. of Social Development reported the following:
  - > 30 staff members have tested positive;
  - 19 older persons from old age homes have tested positive, 4 recovered and 2 deaths have been reported;
  - Support has been given to 38 residents that requested support from Social Services;
  - > 1001 food parcels have been delivered between 9 -14 December.
  - 200 parcels in Oudtshoorn,
  - 200 in George,
  - 200 in Knysna / Bitou area
- W.r.t the homeless shelters only Loerie Park requested assistance;

- On the 31<sup>st</sup> of December 2021 the Dept. of Social Development reported the following:
  - > 2 staff members from the Department are in isolation and 3 has recovered;
  - > Most staff are on leave which poses a challenge for providing services;
  - Interventions on Social crime and disabilities are being implemented;
  - Funded old age homes have 22 people who have tested positive and there are 21 recoveries with 1 death;
  - > 174 people tested positive in the private homes;
- Safety and security at schools is being monitored;
- Marking of Matric papers still going well, at this stage no challenges experienced;
- Having challenges to admissions due to population growth;

## TRANSPORT AND LOGISTICS CLUSTER

- Mr James Robb from the Dept. of Transport reported on the 10<sup>th</sup> of December 2020 that the REDDOT transport numbers continues to remains high;
- Isolated complaints with regards to overloading in public transport were received;
- On the 17th of December 2020 it was reported that the visit from the Minister of Transport was well received;
- The Minister placed emphasis on the driver / operator to keep their masks on for the entire duration of the trip;
- The assistance from the EHP's at the roadblocks is appreciated and was very successful;
- Traffic officers will also help at the beaches, monitoring of the public and freight transport system in terms of regulations and operations and ongoing planning pertaining to quarantine and isolation sites;
- On the 17th of December 2020 it was reported that the Red dot transfers-Number of Trips are definitely down;
- Oudtshoorn, Knysna and Bitou patients have been taken to gateway Q&I site;
- 2 additional vehicles in George area dedicated for hospital to home and hospital transfer of patients and taking them home;
- Activation of Preekstoel site at Stilbaai underway. Logistics for red dot vehicle in process;

#### **BUSINESS, ECONOMY AND TOURISM CLUSTER**

- Garden Route Economic Recovery Plan Was supposed to serve at MMF of 08 December 2020, MMF was postponed to January 2021;
- Safety kits, a total of 727 has been distributed to the Local Municipalities for further distribution via the LED managers to Small business Awaiting registers as proof of receipt by beneficiaries;
- SMME Support programme evaluation in terms of criteria has been concluded. The Adjudication committee will assess the presentations from businesses in January 2021 to be recommended to MM for approval;
- On the 17<sup>th</sup> of December 2020 the Business Economy and Tourism Cluster reported that Lift Airways has landed in George for the first time on 10 December 2020 as was reported by the George Airport Manager, Brenda Vorster. Indeed very good for our region's economy;
- Flooded with enquiries from business community and tourism stakeholders and tourists regarding the closing of the beaches, the high amount of cancellations indicated, businesses suffering severely as a result of the announcement;
- Tourism Business Council making the irresponsible statement in the media regarding plans of municipalities to prevent overcrowding over the festive season that they would have liked to see, or of lack of plans. This was rectified, especially amongst the business community as it is a very damaging message, since our economy is already very fragile;
- To support our SMME's the GRDM has made funds available in the 2020/2021 financial year to assist with supplies, shortlisted SMME's will have an opportunity to present their needs on 21 and 22 January 2021, and assistance will be provided with a capped amount;

#### TOURISM

 Many enquiries have been received specifically regarding beaches and the message to the visitors were to explore other recreational activities within GRDM region, a digital flyer was created that mention the GR&KK tourism themes and the contact numbers for the tourism offices in each town should visitors like to enquire additional activities to do in the Garden Route & Klein Karoo;

#### COMMUNICATIONS CLUSTER

- Meeting was held with the joint law enforcement teams and if they need support with communication, they should indicate so;
- The following Television interviews were arranged:
  - 16 December 2020 ENCA
  - > 16 December 2020 SABC Full View

- > 17 December 2020 Newzroom Africa
- Radio interviews
  - I7 December 2020 CapeTalk 567AM with GRDM Executive Manager for Planning and Economic Development
- The following media queries were answered
  - Daily Sun Newspaper
  - Netwerk24 News
  - Weekend Argus
  - Cape Times
  - Sunday Times
  - George Herald
- News release issued:
  - > Intensifying COVID-19 monitoring and compliance inspections
  - > EHPs and law enforcement task teams at friendly roadblocks
  - Seasonal readiness plans in place (Hessequa)
  - Sanitising and disinfection calendar
  - Infographics for Tourism about alternative recreational activities in the region.
  - > Infographics for the public to embrace other types of recreational activities.
  - > Food pantry
  - > We will continue to extend a helping hand to small businesses
- Received infographics from National Government relating to MYTH BUSTING
- Posters was e-mailed to local municipalities as requested last week by Knysna about keeping other safe, grandparents, auntie, brother, washing hands etc. This was created a while ago by WC government but are still relevant.

#### JOINT LAW ENFORCEMENT TASK TEAMS

#### Mossel Bay

- SAPS requested to join in the joint operations;
- Population certificates were issued;
- Regulations for camping sites issued;
- Ongoing disinfection in taxi ranks and public spaces;
- Event organizers have indicated that they will not be hosting their events

#### Hessequa

- Joint Operations in Hessequa were busy with compliance visits as well as disinfections in Heidelberg;
- Non-compliant SPAZA shops were closed down;
- Compliance visit for CBD businesses in Riversdale;
- Education and awareness has taken place
- Recreational areas such as beaches dams and rivers are closed;

- SPAZA shops were visited, and 7 were compliant with only 3 being noncompliant;
- Awareness was undertaken through loud-hailing;
- 2 funeral homes were visited to check compliance;
- 209 close contacts were also visited.
- Disinfection in SPAZA shops, and bus stops was done.

#### Kannaland

- Inspections of Calitzdorp Spa resort;
- Visited taverns in the area;
- Loud hailing was conducted in Ladismith and Zoar;
- Multi-disciplinary team disinfected of public spaces;
- Ensuring social distancing in high risk places;

#### Oudtshoorn

- Awareness of covid-19 continues within the communities;
- Challenges include enforcing regulations for contact tracing;
- Enforcement of regulations has put a strain on the finances of the municipality;
- Lack of man power due to officials being off sick;
- Focus will be on enforcing curfew regulation;

#### George

- The number of people going to the beaches is fluctuating daily;
- Law enforcement and lifeguards have also been deployed to ensure adherence to by laws and;
- Challenge in enforcing regulations as they are not clear;
- There were inspection operations that were undertaken in Uniondale, pubs and bars were monitored in the George CBD, the family market as well as the Garden Route Mall were also visited;
- Funerals were also monitored;
- Sanitizers were also distributed at old-age homes;
- Caravan parks were visited to ensure adherence to protocols;
- Monitoring of public spaces continues, including, SPAZAS, taverns and bars;
- A few SPAZA shops were closed due to non-compliance;
- Few complaints were handled with regards to undertakers and them not adhering to regulations at funerals;
- Isolated cases of people on farms contracting covid-19;

#### Knysna

- Challenge exists in enforcing regulations but still managing and people are adhering to restrictions;
- No sitting, sunbathing etc. allowed on the estuary and all recreational activities have been put on hold and the regulations are being enforced;
- No kayaking allowed as it is a challenge regulating the entry points;
- Swartvlei River is also closed;
- Contact tracing and house visits being undertaken by EHP's;

- Funerals also being continually monitored;
- Deployment of the SANDF in the Knysna area is greatly welcomed. They have been actively involved in local roadblocks , beach monitoring and surveillance of SPAZA shops in the greater Knysna area.
- A collaborative blitz between GRDM Municipal Health Services, SAPS and Knysna Municipal Law enforcement was conducted last week in Keurhoek / Rheenendal area .
- 14 premises were inspected and 4 were closed (including an uncertified hairdresser);
- Other actions included the enforcement of mask wearing , illegal trading under the Liquor Act by SAPS and selling of Fire works by SPAZA shops ( conducted by local Municipal Law enforcement);
- Surveillance and inspections of SPAZA shops and formal food premises;
- Attendance of COVID-19 funerals;
- Inspections of funeral parlours;
- Daily health and hygiene awareness at relevant premises and venues;

#### Bitou

- Still implementing a multi-sectoral approach in terms of ensuring compliance to regulations;
- Busy with issuing permits for essential workers;

#### ENVIRONMENTAL HEALTH AND PORT HEALTH SERVICES

This report serves to inform council about the weekly activities conducted by the Municipal Health Department in the Garden Route District Municipality.

The report reflects the Planned Public Health Activities and Contact Tracing and Sampling Statistics from 09 December 2020 – 14 January 2021.

#### PLANNED PUBLIC HEALTH ACTIVITIES

FOOD PREMISES						
Name Premises	Number of premises inspected	Number of premises compliant	Number of premises non- compliant	Number of legal actions taken	Number of premises closed/ Given a closure notice	comply to COVI-19 regulations (sanitizing, social distancing and wearing of masks)
Food production facilities	8	8	-	-	-	7
Supermarkets	54	48	7	2	-	38
Restaurants	124	102	22	20	-	71
SPAZA shops	398	246	158	46	12	272
Informal Food traders	71	50	21	8	-	45

#### **Table 3: Municipal Health Public Activities**

Soup kitchens	5	5	-	-	-	]
School feeding schemes	1	1	-	-	-	1
Butcheries	18	12	6	6	-	5
Tshisanyamas	3	-	3	-	-	1
Dairy farms			-	-	-	

HEALTH SURVEILLAN	ICE OF PRE	MISES				
Name Premises	Number of premises inspected	Number of premises compliant	Number of premises non- compliant	Number of legal actions taken	Number of premises closed/ Given a closure notice	comply to COVI-19 regulations (sanitizing, social distancing and wearing of masks)
Retail Stores	49	42	7	-	-	37
Funeral undertakers	53	53	-	-	-	47
Taverns/Pubs/ Bottle stores	17	8	9	-	-	11
Crèches	5	5	1	-	-	5
Old Age Homes	6	6	-	-	-	6
Schools	-	-	-	-	-	-
Health Care Risk Waste Facilities	15	13	2	-	-	12
Hair salons/ Barbershop	2	2	-	-	-	1
Informal Settlements	6	6	2	-	-	2
Waste facilities (Landfill sites)	8	6	-	-	-	6
Informal settlements	13	10	3	-	-	7
Public toilets	35	35	-	-	-	19
Guest House/ Accommodation	22	21	11	1	-	21
Churches	2	2	2	-	-	2
Shopping centres/ Malls	26	25	1	-	-	21
Garages/ Petrol Stations	11	11	-	-	-	9
Taxi ranks	18	14	4			10
Prisons	-	-	-	-	-	_
Health establishments						
Clinics	15	14	-	-	-	12
Hospitals	6	6	-	-	-	6
Old Age Homes	11	9	2	-	-	9

Nursing Homes	-	-	-	-	-	-
Recreational facilities	-	-	-	-	-	-
Funeral Gatherings	34	39	3	1		39

HEALTH AND HYGIENE EDUCATION/AWARENESS			
Type of community	Number of awareness sessions conducted		
Churches	2		
Shopping Centres	25		
Garages/Petrol stations	7		
Taxi Ranks	17		
Health Establishments			
Clinics	10		
Hospitals	4		
Old Age homes	6		
Nursing homes	24		
Formal food premises	90		
Informal food Traders	52		
SPAZA Shops	190		
Surveillance and Prevention of Communicable Diseases	2113		
Total number of Awareness Sessions	2540		

SAMPLING (DRINKING WATER/ FINAL EFFLUENT/FOOD)					
Sample type	Number of	Com	Compliance		
	Number of samples	Compliant	Non-compliant	results	
Drinking water (WSA)	44	21	5	16	
Drinking water (NWSA)	2	2	-	-	
Finial effluent(WSA)	13	7	-	6	
Finial effluent(Private)	1	-	1		
Recreational	74	18	-	56	
Food	7	_	-	7	

DISINFECTION ACTIVITIES – GOVERNMENT PUBLIC SPACES	AND PRIVATE OWN	NED BUILDINGS AND			
Type of premises	Type of premises Number of Deep cleansing activities				
	Conducted by Conducted b				
	GRDM	private entities			
Food Premises	15	13			
Taxi Ranks	7	4			
Old Age Homes	3	2			
Police Stations	8	9			
Magistrate Courts	-	-			

Clinics	10	2
GRDM Buildings	2	-
Retail Stores	9	4
Residential Areas (homes)	7	-
SPAZA Shops	72	-
Prisons	3	3

EVENTS MANAGEMENT				
Type of event	Number of events			
Training	3			
Meeting	28			
Screening at Airport	30			
Roadblocks	18			

COVID-19 - CASE INFORMATION				
Number of Home Visit to COVID-19 Positive Cases	582			
Number of Contacts Traced - Physical	2609			
Number of Contacts Traced via Phone	980			
Number of Untraceable Cases/Contacts	65			

DECEDENT INFORMATION				
Number of deaths (all deaths)	570			
Number of COVID-19 deaths	594			
Number COVID-19 funerals attended	139			
Number of COVID-19 cremations	31			

EPWP INFORMATION				
Number EPWP in the region	49			
Actions taken by EPWP personnel (Short description)				
Conducting scanning and screening at the satellite offices of GRDM and well as				
assisting within our communities raising awareness				

CHALLENGES AND RECOMMENDATIONS	
Challenges	Recommendations
Businesses not complying with COVID-19 guidelines	Enforcement programmes with SAPS and local B- municipalities
Businesses and general public not adhering to /complying with COVID-19 guidelines	Enforcement programmes with SAPS and local B- municipalities
Public compliance to COVID 19 protocols	Continuous education and awareness on the prevention and spread of COVID 19
Public attitude and ignorance towards the disease	Continuous education and awareness on the prevention and spread of COVID 19

Social challenges – poor or non- provision of water	Proper provision of water and
and sanitation in certain areas.	sanitation
Cooling facilities constraints at funeral parlours.	Interventions at Dept. of
Regular complaints from funeral undertakers	Labour to speed up COVID
regarding the slow administrative processes at	19 deaths administrative
Dept. of Home Affairs (Registration of deaths)	processes.
Some funeral parlours do not provide available	Penalties to funeral
storage space information on time.	undertakers who do not
	provide the necessary
	information.

#### **Risks and Concerns**

- 1. Breakdown per municipality of SASSA grant beneficiaries is not available.
- 2. Staff challenges may result in some clinics or hearth activities halted or delayed.
- 3. Waste Management budgetary constraints
- 4. Budget challenges for communication drive

#### **COVID-19 Legislation and Regulations**

Since the 25<sup>th</sup> of March Dr Mmaphaka Tau, in his capacity as the Head of the National Disaster Management Centre, after assessing the potential magnitude and severity of the COVID- 19 pandemic in the country, in terms of section 23(1) (b) of the Disaster Management Act, 2002 (Act No. 57 of 2002, as amended), classified the COVID-19 pandemic as a national disaster.

Emanating from the classification of this occurrence as a national disaster, in terms of section 26, read with section 23(8) of the above mentioned Act, the primary responsibility to co-ordinate and manage the disaster, in terms of existing legislation and contingency arrangements, is designated to the national executive.

In terms of Section 15(2) (aA) of the Act, read with sections 23(8), Dr Tau called upon all organs of state to further strengthen and support the existing structures to implement contingency arrangements and to ensure that measures are put in place to enable the national executive to effectively deal with the effects of this disaster.

On the 15<sup>th</sup> of March Dr Nkosazana Dlamini Zuma, the Minister of Cooperative Governance and Traditional Affairs as designated under section 3 of the Disaster Management Act, 2002 (Act no 57 of 2002, as amended) in terms of section 27 (1) of the Act declared a national state of disaster. In terms of section 27(2) of the aforementioned act the minister may, when required, make regulations or issue directions, since the onset of the COVID-19 pandemic the regulations as well as disaster management guidelines and notices have been published.

**Annexures:** Attached as Annexure "A" COVID-19 Comparative Statistics from 30 October 2020 till 25 November 2020.

#### 6.3 Financial Implications

Thus far, all of the Covid-19 related expenses have been funded from:

Council's cash reserves;

Funding provided for in terms of the approved 2019/2020-adjustment budget;

Covid-19 Disaster Grant allocation to the value of R268 000 and the Provincial Social support grant to the value of R100 000.

#### 6.4 Legal Implications

Disaster Management Act, 2002 (Act No. 57 of 2002, as amended), sections as outlined in the above mentioned discussion.

#### 6.5 Staff Implications

No direct staff implications

#### 6.6 Previous / Relevant Council Resolutions:

Monthly COVID-19 update reports have been submitted to Council since April last year.

#### 6.7 Risk Implications

There are no foreseen risks associated with the proposed decision for Council to take note of this report.

#### 6.8 Comments from Executive Management:

6.8.1 Executive Manager: Roads and Transport Planning Services

None

6.8.2 Executive Manager: Planning and Economic Development

None

6.8.3 Executive Manager: Corporate Services

None

6.8.4 Executive Manager: Financial Services

None

6.8.5 Manager: Legal Services

None

# **Consolidated list**

# **Regulations and Directions issued ito COVID-19 response**

**SOUTH AFRICA** 



**Directorate: Legislation, Policy and Compliance** Management 15 January 2021

### 1. Introduction

The Head of the National Disaster Management Centre (NDMC), after assessing the potential magnitude and severity of the COVID-19 pandemic in the country, on 15 March 2020, classified the COVID-19 pandemic as a national disaster.

The Minister of Cooperative Governance and Traditional Affairs following the classification of the COVID-19 pandemic as a national disaster and a Cabinet meeting where the matter was discussed, on 15 March 2020, declared a national state of disaster recognising the need to augment the existing legislation and contingency arrangements to deal with the pandemic.

Ministers have since 18 March 2020, issued Regulations, Directives and Bills listed below in terms of Section 27(2) of the Disaster Management Act, 2002 (Act No. 57 of 2002)("the DMA") and other enabling legislation regarding the steps necessary to prevent an escalation of the disaster or to alleviate, contain and minimize the effects of the disaster.

Copies of the respective gazettes can be downloaded from the following websites: <u>https://www.gov.za/coronavirus/guidelines</u>

http://www.saflii.org/content/databases

# 2. Regulations made in terms of Section 27(2) of the DMA

- 2.1. Classification of COVID-19 pandemic as a national disaster published (GN 312 in *GG* 43096 of 15 March 2020) (p3)
- 2.2. Declaration of a national state of disaster published (GN 313 in *GG* 43096 of 15 March 2020) (p4)
- 2.3. Regulations regarding the steps necessary to prevent an escalation of the disaster or to alleviate, contain and minimise the effects of the disaster published in terms of s. 27 (2) (GN 318 in *GG* 43107 of 18 March 2020) (p3)
- 2.4. Regulations issued in terms of s. 27 (2) of the Act published (GN 318 in *GG* 43107 of 18 March 2020) (p3) and amended (GN R398 in *GG* 43148 of 25 March 2020 (p3) and GN R419 in *GG* 43168 of 26 March 2020 (p3) and Tswana translation published (GN 354 in *GG* 43128 of 23 March 2020) (p3)
- 2.5. Regulations issued in terms of s. 27 (2) of the Act amended (GN R446 in *GG* 43199 of 2 April 2020) (p3)
- 2.6. 'Lockdown Regulations' issued in terms of s. 27 (2) of the Act amended (GN R465 in *GG* 43232 of 16 April 2020) (p3)
- 2.7. Afrikaans and Setswana translations of amendments to 'Lockdown Regulations' published in GN R398 in *GG* 43148 of 25 March 2020, GN R419

in *GG* 43168 of 26 March 2020 and GN R446 in *GG* 43199 of 2 April 2020 published (GN R463 in *GG* 43228 of 14 April 2020) (p3)

- 2.8. 'Lockdown Regulations' issued in terms of s. 27 (2) of the Act amended (GN R471 in *GG* 43240 of 20 April 2020) (p3)
- 2.9. Regulations issued in terms of s. 27 (2) of the Act published (GN R480 in GG 43258 of 29 April 2020) (p3) and Regulations published in GN 318 in GG 43107 of 18 March 2020 as amended by GN R398 in GG 43148 of 25 March 2020, by GN R419 in GG 43168 of 26 March 2020, by GN R446 in GG 43199 of 2 April 2020, by GN R465 in GG 43232 of 16 April 2020 and by GN 471 in GG 43240 of 20 April 2020 repealed.
- 2.10. Regulations issued in terms of s. 27 (2) of the Act published in GN R480 in GG 43258 of 29 April 2020 amended with effect from 1 June 2020, unless otherwise indicated (GN 608 in GG 43364 of 28 May 2020) (p5)
- 2.11. Regulations issued in terms of s. 27 (2) of the Act published in GN R480 in GG 43258 of 29 April 2020 amended (GN 714 in GG 43476 of 25 June 2020) (p3)
- 2.12. Regulations issued in terms of s. 27 (2) of the Act published in GN R480 in GG 43258 of 29 April 2020 amended (GN 763 in GG 43521 of 12 July 2020) (p3)
- 2.13. Regulations issued in terms of s. 27 (2) of the Act published in GN R480 in GG 43258 of 29 April 2020 amended (GN 846 in GG 43577 of 31 July 2020) (p3)
- 2.14. Regulations issued in terms of s. 27 (2) of the Act published in GN R480 in GG 43258 of 29 April 2020 amended and Determination of Alert Level 2 published in GN 891 in GG 43620 of 17 August 2020 withdrawn with effect from 00h01 on 21 September 2020 (GN 999 in GG 43725 of 18 September 2020) (p3)
- 2.15. Regulations issued in terms of s. 27 (2) of the Act published in GN R480 in GG 43258 of 29 April 2020 amended with effect from 21 September 2020 (GN 1011 in GG 43727 of 20 September 2020) (p3)
- 2.16. Regulations issued in terms of s. 27 (2) of the Act published in GN R480 in GG 43258 of 29 April 2020 amended (GN 1053 in GG 43763 of 1 October 2020) (p3)
- 2.17. Regulations issued in terms of s. 27 (2) of the Act published in GN R480 in GG 43258 of 29 April 2020 amended with effect from 22 October 2020 (GN 1104 in GG 43825 of 21 October 2020) (p3)
- 2.18. Regulations issued in terms of s. 27 (2) of the Act published in GN R480 in GG 43258 of 29 April 2020 amended with effect from 12 November 2020 (GN 1199 in GG 43897 of 11 November 2020) (p3)
- 2.19. Regulations issued in terms of s. 27 (2) of the Act published in GN R480 in *GG* 43258 of 29 April 2020 amended with effect from 4 December 2020 (GN

1290 in *GG* 43964 of 3 December 2020) (p3) and explanatory note published (GN 1292 in *GG* 43966 of 3 December 2020) (p3)

- 2.20. Determination of Nelson Mandela Bay as a hotspot published (GN 1291 in *GG* 43965 of 3 December 2020) (p3)
- 2.21. Regulations issued in terms of s. 27 (2) of the Act published in GN R480 in *GG* 43258 of 29 April 2020 amended (GN 1346 in *GG* 43997 of 15 December 2020 (p3) and GN 1370 in *GG* 44009 of 17 December 2020 (p3)
- 2.22. Determination of alert levels and the Garden Route and Sarah Baartman Districts and the Nelson Mandela Bay Metro as hotspots published and GN 1291 in *GG* 43965 of 3 December 2020 withdrawn (GN 1345 in *GG* 43996 of 14 December 2020) (p3)
- 2.23. Determination of alert levels and hotspots published and GN 1345 in *GG* 43996 of 14 December 2020 withdrawn (GN R1424 in *GG* 44045 of 29 December 2020) (p3)
- 2.24. Regulations issued in terms of s. 27 (2) of the Act published in GN R480 in GG 43258 of 29 April 2020 amended (GN 1421 in GG 44042 of 24 December 2020 (p3), GN R1423 in GG 44044 of 29 December 2020 (p3) (Adjusted Alert Level 3) and GN R1435 in GG 44051 of 29 December 2020) (p3)
- 2.25. Regulations issued in terms of s. 27 (2) of the Act published in GN R480 in GG 43258 of 29 April 2020 amended (GN R11 in GG 44066 of 11 January 2021) (p3)
- 2.26. .....

# 3. Notices to extend the National State of Disaster in terms of Section 27(5)(c) of the DMA

- 3.1 Declaration of a national state of disaster published in GN 313 in GG 43096 of
   15 March 2020 extended to 15 July 2020 (GN 646 in GG 43408 of 5 June
   2020) (p4)
- 3.2 Declaration of a national state of disaster published in GN 313 in GG 43096 of 15 March 2020 extended to 15 August 2020 (GN 765 in GG 43524 of 13 July 2020) (p4)
- 3.3 Declaration of a national state of disaster published in GN 313 in GG 43096 of 15 March 2020 extended to 15 September 2020 (GN 889 in GG 43616 of 15 August 2020) (p3)
- 3.4 Declaration of a national state of disaster published in GN 313 in GG 43096 of 15 March 2020 extended to 15 October 2020 (GN 995 in GG 43713 of 14 September 2020) (p3)
- 3.5 Declaration of a national state of disaster published in GN 313 in GG 43096 of 15 March 2020 extended to 15 November 2020 (GN 1090 in GG 43808 of 14 October 2020) (p3)

- 3.6 Declaration of a national state of disaster published in GN 313 in *GG* 43096 of 15 March 2020 extended to 15 December 2020 (GN 1225 in *GG* 43905 of 14 November 2020) (p3)
- 3.7 Declaration of a national state of disaster published in GN 313 in *GG* 43096 of 15 March 2020 extended to 15 January 2021 (GN 1341 in *GG* 43993 of 11 December 2020) (p3)
- 3.8 Declaration of a national state of disaster published in GN 313 in *GG* 43096 of 15 March 2020 extended to 15 February 2021 (GN R15 in *GG* 44071 of 13 January 2021) (p3)
- 3.9 ....

# 4. Directions issued

- 4.1 Directives to address, prevent and combat the spread of COVID-19 in all court precincts published (Notice 198 of 2020 in *GG* 43117 of 20 March 2020) (p3)
- 4.2 COGTA COVID-19 Disaster Response Directions, 2020 applicable to provinces, municipalities, and where indicated, institutions of Traditional Leadership published (GN R399 in *GG* 43147 of 25 March 2020) (p3)
- 4.3 Public Transport Services Directions, 2020 published (GN 412 in *GG* 43157 of 26 March 2020) (p3)
- 4.4 National Ports Act (COVID-19 Restrictions on the Movement of Persons and Crew) Directions, 2020 published (GenN 216 in *GG* 43163 of 26 March 2020) (p3)
- International Air Services (COVID-19 Restrictions on the Movement of Air Travel) Directions, 2020 published (GN 415 in GG 43160 of 26 March 2020) (p3)
- 4.6 Covid-19 Temporary Relief Scheme, 2020 published (GenN 215 in *GG* 43161 of 26 March 2020) (p3)
- 4.7 Home Affairs Directions to Prevent and Combat the Spread of COVID-19 published (GN 416 in *GG* 43162 of 26 March 2020) (p3)
- 4.8 Directions to address, prevent and combat the spread of COVID-19 in all courts, court precincts and justice service points published (GN R418 in *GG* 43167 of 26 March 2020) (p3)
- 4.9 Cross-Border Road Transport Special Dispensation (COVID-19 Restrictions on the movement of Cross-Border Road Transport Passengers) Directions, 2020 published (GN 413 in GG 43158 of 26 March 2020) (p3)
- 4.10 Electronic Communications, Postal and Broadcasting Directions published (GN 417 in *GG* 43164 of 26 March 2020) (p3)

- 4.11 Preventative Measures in the Railway Operations (COVID-19 Control Measures on the Operations by Rail) Regulations, 2020 published (GN 414 in GG 43159 of 26 March 2020) (p3)
- 4.12 Directions for all courts, court precincts and justice service points and GN R418 in GG 43167 of 26 March 2020 withdrawn (GN R440 in GG 43191 of 31 March 2020) (p3)
- 4.13 Social Development Directions to prevent and combat the spread of COVID-19 published (GN R430 in *GG* 43182 of 30 March 2020) (p3)
- 4.14 Tourism Directions published (GenN 235 in GG 43200 of 2 April 2020) (p3)
- 4.15 COGTA COVID-19 Disaster Response Directions, 2020 applicable to provinces, municipalities, and where indicated, institutions of Traditional Leadership published in GN R399 in GG 43147 of 25 March 2020 amended (GN R432 in GG 43184 of 30 March 2020) (p3)
- 4.16 Public Transport Services Directions, 2020 published in GN 412 in *GG* 43157 of 26 March 2020 amended (GN 431 in *GG* 43183 of 30 March 2020 (p3) and GN 436 in *GG* 43186 of 31 March 2020 (p3))
- 4.17 Public Transport Services Directions, 2020: Declaration of essential services (GN 431 in *GG* 43183 of 30 March 2020) (p5)
- 4.18 International Air Services (COVID-19 Restrictions on the Movement of Air Travel) Directions, 2020 published in GN 415 in GG 43160 of 26 March 2020 amended (GN 423 in GG 43176 of 27 March 2020 (p3) and GN 438 in GG 43189 of 31 March 2020 (p3)
- 4.19 Environmental Directions published (GN R439 in *GG* 43190 of 31 March 2020) (p3)
- 4.20 COGTA COVID-19 Disaster Response Directions, 2020 applicable to provinces, municipalities, and where indicated, institutions of Traditional Leadership published (GN R399 in *GG* 43147 of 25 March 2020) (p3)
- 4.21 Public Transport Services Directions, 2020 published (GN 412 in *GG* 43157 of 26 March 2020) (p3)
- 4.22 National Ports Act (COVID-19 Restrictions on the Movement of Persons and Crew) Directions, 2020 published (GenN 216 in GG 43163 of 26 March 2020) (p3)
- 4.23 International Air Services (COVID-19 Restrictions on the Movement of Air Travel) Directions, 2020 published (GN 415 in GG 43160 of 26 March 2020) (p3)
- 4.24 Covid-19 Temporary Relief Scheme, 2020 published (GenN 215 in *GG* 43161 of 26 March 2020) (p3)
- 4.25 Home Affairs Directions to Prevent and Combat the Spread of COVID-19 published (GN 416 in *GG* 43162 of 26 March 2020) (p3)
- 4.26 Directions to address, prevent and combat the spread of COVID-19 in all courts, court precincts and justice service points published (GN R418 in GG 43167 of 26 March 2020) (p3)

- 4.27 Cross-Border Road Transport Special Dispensation (COVID-19 Restrictions on the movement of Cross-Border Road Transport Passengers) Directions, 2020 published (GN 413 in GG 43158 of 26 March 2020) (p3)
- 4.28 Electronic Communications, Postal and Broadcasting Directions published (GN 417 in *GG* 43164 of 26 March 2020) (p3)
- 4.29 Preventative Measures in the Railway Operations (COVID-19 Control Measures on the Operations by Rail) Regulations, 2020 published (GN 414 in GG 43159 of 26 March 2020) (p3)
- 4.30 Directives issued by the Chief Justice published (GenN 187 in *GG* 43117 of 20 March 2020) (p3)
- 4.31 Covid-19 Temporary Relief Scheme, 2020 published in GenN 215 in GG 43161 of 26 March 2020 amended (GenN 240 in GG 43216 of 8 April 2020) (p3)
- 4.32 Electronic Communications, Postal and Broadcasting Directions published in GN 417 in GG 43164 of 26 March 2020 amended (GN 451 in GG 43209 of 6 April 2020) (p3)
- 4.33 Health directions to address, prevent and combat the spread of COVID-19 in South Africa published (GN 457 in *GG* 43217 of 8 April 2020) (p3)
- 4.34 Department of Transport: Declaration of essential services published (GN 453 in *GG* 43211 of 7 April 2020) (p7)
- 4.35 Directions determining extension of the validity period of operating licence and accreditation certification for public transport operators for purposes of the COVID-19 lockdown published (GN 454 in *GG* 43212 of 7 April 2020) (p5)
- 4.36 Directions regarding call centres providing essential services published (GN R459 in *GG* 43224 of 9 April 2020) (p3)
- 4.37 Directions regarding Sea Cargo Operations and Air Freight Operations published (GN 453 in *GG* 43211 of 7 April 2020) (p6)
- 4.38 National Ports Act (COVID-19 Restrictions on the Movement of Persons and Crew) Directions, 2020 published in GenN 216 in GG 43163 of 26 March 2020 amended (GN 453 in GG 43211 of 7 April 2020) (p3)
- 4.39 Public Transport Services Directions, 2020 amended (GN 454 in *GG* 43212 of 7 April 2020) (p3)
- 4.40 SMME Directions on the provision of essential goods and services published (GN R450 in *GG* 43208 of 6 April 2020) (p3)
- 4.41 Social Development Directions to prevent and combat the spread of COVID-19 published in GN R430 in GG 43182 of 30 March 2020 amended (GN R455 in GG 43213 of 7 April 2020) (p3)
- 4.42 Directions for correctional centres and remand detention facilities published (GN 460 in *GG* 43225 of 9 April 2020) (p3)
- 4.43 Extension of term of office of councils and boards of public entities and suspension of sport, arts and cultural events published (GN 461 in GG 43226 of 9 April 2020) (p3)

- 4.44 Mineral Resources and Energy: Directions to ensure fair processes, relating to licensing, consultation, appeals and compliance processes and reporting requirements during the lockdown period published (GN R462 in *GG* 43227 of 11 April 2020) (p3)
- 4.45 Water and Sanitation Emergency Procurement COVID-19 Disaster Response Directions, 2020 published (GN 464 in *GG* 43231 of 15 April 2020) (p3)
- 4.46 Directive relating to Essential Goods and Services for Higher Education Institutions published (GN R468 in *GG* 43237 of 17 April 2020) (p3)
- 4.47 Directives for the Management of Courts during the Lockdown Period published (GN 246 in *GG* 43241 of 21 April 2020) (p3)
- 4.48 COVID-19 Occupational Health and Safety Measures in Workplaces COVID-19 (C19 OHS), 2020 published (GN 479 in *GG* 43257 of 29 April 2020) (p3)
- 4.49 Directive relating to Essential Goods and Services for Higher Education Institutions published in GN R468 in GG 43237 of 17 April 2020 amended (GN R478 in GG 43255 of 29 April 2020) (p3)
- 4.50 Mineral Resources and Energy Directions: Measures for the Protection and Safety of Persons published (GenN 250 in *GG* 43256 of 29 April 2020) (p3)
- 4.51 COGTA COVID-19 Disaster Response Directions, 2020 applicable to provinces, municipalities, and where indicated, institutions of Traditional Leadership published in GN R399 in GG 43147 of 25 March 2020 amended (GN 510 in GG 43291 of 7 May 2020) (p3)
- 4.52 Covid-19 Temporary Relief Scheme, 2020 published in GenN 215 in *GG* 43161 of 26 March 2020 amended (GN R486 in *GG* 43265 of 4 May 2020) (p3)
- 4.53 Directions for all courts, court precincts and justice service points published and GN R440 in *GG* 43191 of 31 March 2020 repealed (GN R489 in *GG* 43268 of 4 May 2020) (p3)
- 4.54 Directions on Essential Financial Services published (GN 487 in *GG* 43266 of 4 May 2020) (p3)
- 4.55 Directions on Live Streaming of the Creative Sector Services in Support of COVID-19 (GN 490 in *GG* 43269 of 4 May 2020) (p3)
- 4.56 Directions on Once-off Long Distance Inter-Provincial Transport published (GN 483 in *GG* 43262 of 1 May 2020) (p3) and amended (GN 495 in *GG* 43274 of 4 May 2020) (p3)
- 4.57 Directions on the Once-off Movement of Persons published (GN 482 in *GG* 43261 of 30 April 2020)
- 4.58 Directions on the once-off movement of persons and the transportation of goods for purposes of relocation published (GN 513 in GG 43293 of 7 May 2020) (p3)
- 4.59 Directions on the Risk-Adjusted Strategy for the Communications and Digital Technologies Sector published (GN 484 in *GG* 43263 of 3 May 2020) (p3)

- 4.60 Directions on the extension of the validity period of a learner's licence, driving licence card, licence disc, professional driving permit and registration of a motor vehicle published and GN 431 in *GG* 43183 of 30 March 2020 repealed (GN 491 in *GG* 43270 of 4 May 2020) (p3)
- 4.61 Measures to Address, Prevent and Combat the Spread of COVID19: Air Freight Operations Directions, 2020 published (GN 492 in GG 43271 of 4 May 2020) (p3)
- 4.62 Public Transport Services Directions, 2020 published and GN 412 in *GG* 43157 of 26 March 2020 repealed (GN 493 in *GG* 43272 of 4 May 2020, amended by GN 504 in *GG* 43284 of 6 May 2020) (p3)
- 4.63 Preventative Measures in the Railway Operations (COVID-19 Control Measures on the Operations by Rail) Directions, 2020 published and GN 414 in GG 43159 of 26 March 2020 repealed (GN 494 in GG 43273 of 4 May 2020) (p3)
- 4.64 Sea Ports Directions, 2020 published and GenN 173 in *GG* 43103 of 18 March 2020 and GenN 216 in *GG* 43163 of 26 March 2020 as amended by GN 453 in *GG* 43211 of 7 April 2020 repealed (GN 496 in *GG* 43275 of 4 May 2020) (p3)
- 4.65 Covid-19 Temporary Relief Scheme, 2020 published in GenN 215 in GG 43161 of 26 March 2020 amended (GN R541 in GG 43330 of 15 May 2020) (p3)
- 4.66 Directions for Micro and Small Businesses Trading in Permitted Services published (GN R522 in *GG* 43306 of 12 May 2020) (p3)
- 4.67 Directions on the once-off movement of persons and the transportation of goods for purposes of relocation published and GN 513 in *GG* 43293 of 7 May 2020 repealed (GN 534 in GG 43320 of 14 May 2020)
- 4.68 Directions Regarding e-Commerce Sales during Alert Level 4 of the COVID-19 National State of Disaster published (GN R535 in *GG* 43321 of 14 May 2020) (p3)
- 4.69 Directions Regarding the Sale of Cars and Emergency Automobile Repairs During Alert Level 4 of the COVID-19 National State of Disaster published (GN R524 in GG 43308 of 12 May 2020) (p3)
- 4.70 Directions Regarding the Sale of Clothing, Footwear and Bedding during Alert Level 4 of the COVID-19 National State of Disaster published (GN R523 in GG 43307 of 12 May 2020) (p3)
- 4.71 Directions Relating to the Biodiversity Sector published (GN 537 in *GG* 43323 of 14 May 2020) (p3)
- 4.72 Directions Relating to the Freshwater and Marine Fishing Sectors published (GN 538 in *GG* 43324 of 14 May 2020) (p3)
- 4.73 Directions Relating to the Recycling of Waste published (GN 539 in *GG* 43325 of 14 May 2020) (p3)

- 4.74 Directions to Permit Travel and Recommencement of Studies for Final Year Medical Students Registered at South African Public Universities during the Academic Year 2020 published with effect from 8 May 2020 (GN 533 in GG 43319 of 13 May 2020) (p3)
- 4.75 Electronic Communications, Postal and Broadcasting Directions published in GN 417 in GG 43164 of 26 March 2020 amended (GN 516 in GG 43299 of 8 May 2020) (p3)
- 4.76 Home Affairs Directions to Prevent and Combat the Spread of COVID-19 published in GN 416 in *GG* 43162 of 26 March 2020 amended (GN R518 in *GG* 43301 of 9 May 2020) (p3)
- 4.77 Mineral Resources and Energy Directions on Permitted Goods and Services published (GN 542 in *GG* 43331 of 15 May 2020) (p3)
- 4.78 Preventative Measures in the Railway Operations (COVID-19 Control Measures on the Operations by Rail) Directions, 2020 published in GN 494 in GG 43273 of 4 May 2020 amended (GN 536 in GG 43322 of 14 May 2020) (p3)
- 4.79 Social Development Directions to prevent and combat the spread of COVID-19 published in GN R430 in GG 43182 of 30 March 2020 amended (GN R517 in GG 43300 of 9 May 2020) (p3)
- 4.80 Directions on the determination of the commencement of services and extension for the validity period of learner's licences, driving licence cards, licence discs, professional driving permits and the registration of motor vehicles published and GN 491 in *GG* 43270 of 4 May 2020 repealed (GN 544 in *GG* 43339 of 20 May 2020) (p3)
- 4.81 Public Transport Services Directions, 2020 published in GN 493 in *GG* 43272 of 4 May 2020 amended (GN R587 in *GG* 43348 of 22 May 2020) (p3)
- 4.82 Covid-19 Temporary Relief Scheme, 2020 published in GenN 215 in *GG* 43161 of 26 March 2020 amended (GN R595 in *GG* 43353 of 26 May 2020) (p3)
- 4.83 Determination of Alert Levels and Hotspots published (GN 608 in GG 43364 of 28 May 2020) (p3)
- 4.84 Directions on the Risk-Adjusted Strategy for the Communications and Digital Technologies Sector published in GN 484 in *GG* 43263 of 3 May 2020 amended (GN 590 in *GG* 43351 of 26 May 2020) (p3)
- 4.85 Directions regarding the re-opening of schools and measures to address, prevent and combat the spread of COVID-19 in the Department of Basic Education, all provincial education departments, all education district offices and all schools in the Republic of South Africa published (GenN 302 in GG 43372 of 29 May 2020) (p3)
- 4.86 Directions relating to norms and standards for religious gatherings published with effect from 1 June 2020 (GN 609 in *GG* 43365 of 28 May 2020) (p3)

- 4.87 Directions relating to the biodiversity sector published in GN 537 in *GG* 43323 of 14 May 2020 amended (GN 596 in *GG* 43355 of 26 May 2020) (p3)
- 4.88 Directions to permit travel and recommencement of studies for final year medical students registered at South African Public Universities during the academic year 2020 published with effect from 8 May 2020 and GN 533 in GG 43319 of 13 May 2020 replaced (GN 591 in GG 43352 of 26 May 2020) (p3)
- 4.89 Health directions regarding measures to address, prevent and combat the spread of COVID-19 published in GN 457 in *GG* 43217 of 8 April 2020 amended (GN 589 in *GG* 43350 of 25 May 2020) (p3)
- 4.90 Consolidated Direction on Occupational Health and Safety Measures in Certain Workplaces published and COVID-19 Occupational Health and Safety Measures in Workplaces COVID-19 (C19 OHS), 2020 published in GN 479 in GG 43257 of 29 April 2020 replaced (GN R639 in GG 43400 of 4 June 2020) (p3)
- 4.91 Directions for all courts, court precincts and justice service points published (GN 623 in *GG* 43383 of 2 June 2020) (p3)
- 4.92 Directions for the resumption of construction and related services in post school education and training institutions published with effect from 1 May 2020 (GN 617 in GG 43378 of 1 June 2020) (p3)
- 4.93 International Air Services (COVID-19 Restrictions on the Movement of Air Travel) Directions, 2020 published in GN 415 in GG 43160 of 26 March 2020 amended with effect from 1 June 2020 (GN 615 in GG 43375 of 30 May 2020) (p3)
- 4.94 Preventative Measures in the Railway Operations (COVID-19 Control Measures on the Operations by Rail) Directions, 2020 published in GN 536 in GG 43322 of 14 May 2020 amended with effect from 1 June 2020 (GN 613 in GG 43373 of 30 May 2020) (p3)
- 4.95 Public Transport Services Directions, 2020 published in GN 493 in GG 43272 of 4 May 2020 amended with effect from 1 June 2020 (GN 614 in GG 43374 of 30 May 2020) (p3)
- 4.96 Directions regarding the re-opening of schools and measures to address, prevent and combat the spread of COVID-19 in the Department of Basic Education, all provincial education departments, all education district offices and all schools in the Republic of South Africa published in GenN 302 in GG 43372 of 29 May 2020 amended (GenN 304 in GG 43381 of 1 June 2020) (p3)
- 4.97 Amendment of Regulations and Withdrawal of Directions Relating to the COVID-19 National State of Disaster, published (GN R667 in GG 43432 of 11 June 2020) (p3) as follows:

- a) Directions regarding call centres providing essential services published in GN R459 in GG 43224 of 9 April 2020 withdrawn;
- b) Directions Regarding the Sale of Cars and Emergency Automobile Repairs During Alert Level 4 of the COVID-19 National State of Disaster published in GN R524 in GG 43308 of 12 May 2020 withdrawn;
- c) Directions Regarding the Sale of Clothing, Footwear and Bedding during Alert Level 4 of the COVID-19 National State of Disaster published in GN R523 in *GG* 43307 of 12 May 2020 expired with effect from 31 May 2020 and are no longer of any force and effect;
- d) International Trade Administration Act 71 of 2002: COVID-19 Export Control Regulation published in GN R91 in *GG* 35007 of 10 February 2012 amended; and
- e) Competition Act 89 of 1998: Covid-19 Block Exemption for the Retail Property Sector, 2020 published in GN R358 in *GG* 43134 of 24 March 2020 amended
- 4.98 Directions on Live Streaming of the Creative Sector Services in Support of COVID-19 published in GN 490 in *GG* 43269 of 4 May 2020 amended (p3)
- 4.99 Directions on the Risk-Adjusted Strategy for the Communications and Digital Technologies Sector published in GN 484 in *GG* 43263 of 3 May 2020 amended (GN 671 in *GG* 43439 of 12 June 2020) (p3)
- 4.100 Directions on the Zero-rating of Content and Websites for Education and Health published (GN 651 in *GG* 43413 of 5 June 2020) (p3)
- 4.101 Directions regarding the national criteria for the phased-in return to campuses of public and private higher education institutions published with effect from 1 June 2020 (GN 652 in *GG* 43414 of 8 June 2020) (p3)
- 4.102 Directions Relating to National Environmental Management Permits and Licences (Alert Level 3) published and Environmental Directions published in GN R439 in GG 43190 of 31 March 2020 repealed (GN 650 in GG 43412 of 5 June 2020) (p3)
- 4.103 Directions Relating to the Biodiversity Sector (Alert Level 3) published (GN 647 in *GG* 43409 of 5 June 2020) (p3)
- 4.104 Directions Relating to the Forestry Sector (Alert Level 3) published (GN 649 in *GG* 43411 of 5 June 2020) (p3)
- 4.105 Directions Relating to the Freshwater and Marine Fishing Sectors (Alert Level 3) published (GN 648 in *GG* 43410 of 5 June 2020) (p3)
- 4.106 Extension of term of office of councils and boards of public entities and suspension of sport, arts and cultural events published in GN 461 in GG 43226 of 9 April 2020 amended (GN 669 in GG 43434 of 11 June 2020) (p3)
- 4.107 Home Affairs Directions to Prevent and Combat the Spread of COVID-19 published in GN 416 in GG 43162 of 26 March 2020 amended (GN 664 in GG 43420 of 10 June 2020) (p3)

- 4.108 Mineral Resources and Energy Directions published (GN 697 in *GG* 43460 of 19 June 2020) (p3)
- 4.109 Directions for correctional centres and remand detention facilities published and GN 460 in *GG* 43225 of 9 April 2020 withdrawn (GN 698 in *GG* 43463 of 22 June 2020) (p3)
- 4.110 Directions to provide protocols to mitigate and manage the COVID-19 outbreak amongst employees and customers in the personal care services industry published (GN R696 in *GG* 43459 of 19 June 2020) (p3)
- 4.111 Directions regarding the re-opening of schools and measures to address, prevent and combat the spread of COVID-19 in the National Department of Basic Education, and Provincial Departments of Education, and all schools in the Republic of South Africa published and GenN 302 in *GG* 43372 of 29 May 2020 withdrawn (GenN 343 in *GG* 43465 of 23 June 2020) (p3)
- 4.112 Health directions regarding measures to address, prevent and combat the spread of COVID-19 published in GN 457 in *GG* 43217 of 8 April 2020 amended (GN R716 in *GG* 43479 of 26 June 2020) (p3)
- 4.113 Mineral Resources and Energy Directions to provide for the continuous supply of energy and petroleum products to society and allow maintenance and construction work for energy projects published (GN 697 in GG 43460 of 19 June 2020) (p3)
- 4.114 Amendment to the International Air Services (COVID-19 Restrictions on the Movement of Air Travel) Directions, 2020 published in GN 438 in GG 43189 of 31 March 2020 amended (GN 726 in GG 43493 of 2 July 2020) (p3)
- 4.115 Directions for reopening of institutions offering qualifications registered on the Occupational Qualifications Sub-Framework (OQSF) as part of a riskadjusted strategy for a phased-in return of skills development activities published with effect from 1 June 2020 (GenN 355 in GG 43486 of 29 June 2020) (p3)
- 4.116 Directions regarding the re-opening of schools and measures to address, prevent and combat the spread of COVID-19 in the National Department of Basic Education, and Provincial Departments of Education, and all schools in the Republic of South Africa published in GenN 343 in *GG* 43465 of 23 June 2020 amended (GenN 357 in *GG* 43488 of 29 June 2020) (p3)
- 4.117 Social Development Directions to prevent and combat the spread of COVID-19 published in GN R430 in *GG* 43182 of 30 March 2020 amended (GN 727 in *GG* 43494 of 2 July 2020) (p3)
- 4.118 Tourism Directions published and GenN 235 in *GG* 43200 of 2 April 2020 withdrawn (Gen 356 in *GG* 43487 of 29 June 2020) (p3)
- 4.119 COGTA COVID-19 Disaster Response Directions, 2020 applicable to provinces, municipalities and institutions of Traditional Leadership published in GN R399 in *GG* 43147 of 25 March 2020 amended (GN 748 in *GG* 43503 of 3 July 2020) (p3)

- 4.120 Home Affairs Directions to Prevent and Combat the Spread of COVID-19 published in GN 416 in GG 43162 of 26 March 2020 amended (GN 749 in GG 43504 of 3 July 2020) (p3)
- 4.121 Resumption of contact and non-contact sport and the opening of places and premises for arts and cultural activities published and GN 461 in *GG* 43226 of 9 April 2020 amended (GN 751 in *GG* 43507 of 6 July 2020) (p3)
- 4.122 Directions regarding the re-opening of schools and measures to address, prevent and combat the spread of COVID-19 in the National Department of Basic Education, and Provincial Departments of Education, and all schools in the Republic of South Africa published in GenN 343 in GG 43465 of 23 June 2020 amended (GenN 370 in GG 43510 of 7 July 2020, corrected by GN 371 in GG 43511 of 8 July 2020) (p3)
- 4.123 Phased return of children to early childhood development programmes and partial care facilities published (GN 762 in *GG* 43520 of 10 July 2020)
- 4.124 Health directions regarding measures to address, prevent and combat the spread of COVID-19 published and GN 457 in GG 43217 of 8 April 2020 withdrawn (GN 796 in GG 43533 of 20 July 2020) (p3)
- 4.125 Directions on measures to address, prevent and combat the spread of COVID-19 in the public transport services, 2020 published and GN 493 in GG 43272 of 4 May 2020 withdrawn (GN 801 in GG 43538 of 22 July 2020) (p3)
- 4.126 Directions on the determination of the commencement of services and extension for the validity period of learner's licences, driving licence cards, licence discs, professional driving permits and the registration of motor vehicles published in GN 544 in *GG* 43339 of 20 May 2020 amended (GN 802 in *GG* 43539 of 22 July 2020) (p3)
- 4.127 International Air Services (COVID-19 Restrictions on the Movement of Air Travel) Directions, 2020 published in GN 415 in GG 43160 of 26 March 2020 amended (GN 814 in GG 43550 of 24 July 2020) (p3)
- 4.128 Directions regarding auctions and sales in execution conducted by Sheriffs of the Court published (GN R816 in *GG* 43553 of 27 July 2020) (p3)
- 4.129 Directions regarding livestock auctions published (BN 85 in *GG* 43571 of 31 July 2020) (p97)
- 4.130 Directions Relating to the Biodiversity Sector (Alert Level 3) published in GN 647 in GG 43409 of 5 June 2020 amended (GN 822 in GG 43564 of 28 July 2020) (p3)
- 4.131 Home Affairs: Fourth Amendment Directions to the Directions published in Government Gazette No. 43162, Government Notice No. 416 of 26 March 2020 published (GN 843 in GG 43572 of 31 July 2020) (p3)
- 4.132 Amendment of Directions published in GN 461 in *GG* 43226 of 9 April 2020 allowing sporting events, training and matches to resume, including opening

of libraries, museums, cinemas, theatres, galleries and archives published (GN 852 in *GG* 43584 of 6 August 2020) (p3)

- 4.133 Directions Relating to the Biodiversity Sector published in GN 647 in *GG* 43409 of 5 June 2020 amended (GN 870 in *GG* 43602 of 7 August 2020) (p3)
- 4.134 Directions regarding the criteria that will guide the determination of alert levels published (GN R867 in *GG* 43599 of 7 August 2020) (p3)
- 4.135 Directions regarding the re-opening of schools and measures to address, prevent and combat the spread of COVID-19 in the National Department of Basic Education, and Provincial Departments of Education, and all schools in the Republic of South Africa published in GenN 343 in *GG* 43465 of 23 June 2020 amended (GenN 411 in *GG* 43578 of 2 August 2020) (p3)
- 4.136 Directions relating to spatial planning, land use management and land development processes published (GenN 431 in GG 43598 of 7 August 2020) (p3)
- 4.137 Health directions regarding measures to address, prevent and combat the spread of COVID-19 published in GN 796 in *GG* 43533 of 20 July 2020 amended (GN R868 in *GG* 43600 of 7 August 2020) (p3)
- 4.138 Social Development Directions to prevent and combat the spread of COVID-19 published in GN R430 in *GG* 43182 of 30 March 2020 amended (GN 853 in *GG* 43588 of 6 August 2020) (p3)
- 4.139 Tourism Directions published in Gen 356 in *GG* 43487 of 29 June 2020 amended (GenN 414 in *GG* 43585 of 6 August 2020) (p3)
- 4.140 Covid-19 Temporary Relief Scheme, 2020 published in GenN 215 in GG 43161 of 26 March 2020 amended by Direction Extending COVID-19 TERS Benefits for Certain Categories of Employees published with effect from 27 June 2020 until 15 August 2020 (GN R878 in GG 43611 of 13 August 2020) (p3)
- 4.141 Sea Ports Directions, 2020 published in GN 496 in *GG* 43275 of 4 May 2020 amended (GN 895 in *GG* 43629 of 20 August 2020) (p3)
- 4.142 Amendment to the International Air Services (COVID-19 Restrictions on the Movement of Air Travel) Directions, 2020 published in GN 438 in *GG* 43189 of 31 March 2020 amended (GN 924 in *GG* 43651 of 25 August 2020) (p3)
- 4.143 Directions on measures to address, prevent and combat the spread of COVID-19 in the public transport services, 2020 amended (GN 925 in *GG* 43652 of 25 August 2020) (p3)
- 4.144 Home Affairs: Fourth Amendment Directions to the Directions published in *Government Gazette* No. 43162, Government Notice No. 416 of 26 March 2020 published (GN 923 in *GG* 43650 of 25 August 2020) (p3)
- 4.145 Proposed amendments to directions regarding the re-opening of schools and measures to address, prevent and combat the spread of COVID-19 in the National Department of Basic Education, and Provincial Departments of

Education, and all schools in the Republic of South Africa published in GenN 343 in *GG* 43465 of 23 June 2020 amended (GenN 448 in *GG* 43642 of 21 August 2020) (p3)

- 4.146 Directions on the resumption of sporting activities, arts and culture published and GN 461 in *GG* 43226 of 9 April 2020 amended (GN 943 in *GG* 43667 of 28 August 2020) (p3)
- 4.147 Tourism Directions published in Gen 356 in *GG* 43487 of 29 June 2020 amended (GenN 452 in *GG* 43653 of 25 August 2020) (p3)
- 4.148 Directions for Alert Level 2, to address, prevent and combat the spread of COVID-19 in all correctional centres and remand detention facilities in the Republic of South Africa published (GN 967 in GG 43688 of 4 September 2020) (p3)
- 4.149 Directions on measures to address, prevent and combat the spread of COVID-19 in the public transport services, 2020 published in GN 801 in GG 43538 of 22 July 2020 amended (GN 953 in GG 43679 of 2 September 2020) (p3)
- 4.150 Preventative Measures in the Railway Operations (COVID-19 Control Measures on the Operations by Rail) Directions, 2020 published in GN 494 in GG 43273 of 4 May 2020 amended (GN 950 in GG 43675 of 2 September 2020) (p3)
- 4.151 Covid-19 Temporary Relief Scheme, 2020 published in GenN 215 in GG 43161 of 26 March 2020 amended by Direction Extending COVID-19 TERS Benefits for Certain Categories of Employees published with effect from 16 August 2020 (GN R968 in GG 43693 of 7 September 2020) (p3)
- 4.152 Extension of timeframes for Directions Relating to National Environmental Management Permits and Licences ('Permitting Directions') published in GN 650 in GG 43412 of 5 June 2020 (GN 970 in GG 43696 of 9 September 2020) (p3)
- 4.153 International Air Services (COVID-19 Restrictions on the Movement of Air Travel) Directions, 2020 published in GN 415 in GG 43160 of 26 March 2020 amended (GN 969 in GG 43695 of 9 September 2020) (p3)
- 4.154 Determination of Alert Levels and Hotspots published (GN 998 in *GG* 43719 of 18 September 2020) (p3)
- 4.155 Directions for all courts, court precincts and justice service points published (GN 992 in *GG* 43709 of 11 September 2020) (p3)
- 4.156 Directions on measures to address, prevent and combat the spread of COVID-19 in the public transport services, 2020 published in GN 801 in GG 43538 of 22 July 2020 amended (GN 996 in GG 43716 of 16 September 2020) (p3)
- 4.157 Directions regarding the re-opening of schools and measures to address, prevent and combat the spread of COVID-19 in the National Department of Basic Education, and Provincial Departments of Education, and all schools

in the Republic of South Africa published in GenN 343 in *GG* 43465 of 23 June 2020 amended (GenN 503 in *GG* 43715 of 15 September 2020) (p3)

- 4.158 International Air Services (COVID-19 Restrictions on the Movement of Air Travel) Directions, 2020 published in GN 415 in *GG* 43160 of 26 March 2020 amended (GN 997 in *GG* 43717 of 16 September 2020) (p3)
- 4.159 Social Development Directions published and Directions regarding the phased return of children to early childhood development programmes and partial care facilities published in GN 762 in *GG* 43520 of 10 July 2020 withdrawn (GN 993 in *GG* 43710 of 11 September 2020) (p3)
- 4.160 Tourism Directions published in Gen 356 in *GG* 43487 of 29 June 2020 amended (GenN 514 in *GG* 43731 of 23 September 2020) (p3)
- 4.161 Consolidated Direction on Occupational Health and Safety Measures in Certain Workplaces published and GN R639 in *GG* 43400 of 4 June 2020 withdrawn (GN R1031 in *GG* 43751 of 1 October 2020) (p3)
- 4.162 Directions relating to norms and standards for religious gatherings published (GN 1052 in *GG* 43762 of 1 October 2020) (p3)
- 4.163 International Air Services (COVID-19 Restrictions on the Movement of Air Travel) Directions, 2020 published in GN 415 in GG 43160 of 26 March 2020 amended (GN 1032 in GG 43752 of 1 October 2020) (p3)
- 4.164 Measures to prevent and combat the spread of COVID-19 in cross-border road transport, 2020 (GN 1034 in *GG* 43754 of 1 October 2020)
- 4.165 Sea Ports Directions, 2020 published in GN 496 in *GG* 43275 of 4 May 2020 amended (GN 1033 in *GG* 43753 of 1 October 2020) (p3)
- 4.166 Sixth Amendment Directions to the Directions published in *Government Gazette* No. 43162, Government Notice No. 416 of 26 March 2020 published (GN 1029 in *GG* 43749 of 30 September 2020)
- 4.167 Directions for a National Framework for Tuition and Accommodation Fees for Academic Year 2020 in the Public Higher Education Institutions published (GN 1057 in GG 43772 of 5 October 2020) (p3)
- 4.168 Directions relating to biodiversity auctions published (GN 1064 in *GG* 43778 of 7 October 2020) (p3)
- 4.169 Directions relating to norms and standards for religious gatherings published in GN 1052 in GG 43762 of 1 October 2020 amended and GN 609 in GG 43365 of 28 May 2020 withdrawn (GN 1056 in GG 43771 of 3 October 2020) (p3)
- 4.170 Gatherings relating to sport, arts and culture activities published and GN 461 in GG 43226 of 9 April 2020 amended (GN 1062 in GG 43776 of 7 October 2020) (p3)
- 4.171 Social Development Directions to prevent and combat the spread of COVID-19 published in GN R430 in GG 43182 of 30 March 2020 amended (GN 1063 in GG 43777 of 7 October 2020) (p3)

- 4.172 Directions regarding the re-opening of schools and measures to address, prevent and combat the spread of COVID-19 in the National Department of Basic Education, and Provincial Departments of Education, and all schools in the Republic of South Africa published in GenN 343 in *GG* 43465 of 23 June 2020 amended (GenN 579 in *GG* 43826 of 21 September 2020) (p3)
- 4.173 Directions relating to biodiversity auctions translated (GN 1144 in *GG* 43846 of 26 October 2020) (p3)
- 4.174 Social Development Directions to prevent and combat the spread of COVID-19 published in GN R430 in GG 43182 of 30 March 2020 amended (BN 131 in GG 43866 of 2 November 2020) (p3)
- 4.175 Directions for Alert Level 1, to address, prevent and combat the spread of COVID-19 in all correctional centres and remand detention facilities in the Republic of South Africa published (GN 1197 in GG 43894 of 10 November 2020) (p3)
- 4.176 Directions on the determination of the commencement of services and extension for the validity period of learner's licences, driving licence cards, licence discs, professional driving permits and the registration of motor vehicles published in GN 544 in GG 43339 of 20 May 2020 amended (GN 1281 in GG 43958 of 3 December 2020) (p3)
- 4.177 Health directions regarding measures to address, prevent and combat the spread of COVID-19 published in GN 796 in *GG* 43533 of 20 July 2020 amended (GN 1278 in *GG* 43954 of 3 December 2020) (p3)
- 4.178 International Air Services (COVID-19 Restrictions on the Movement of Air Travel) Directions, 2020 published in GN 415 in GG 43160 of 26 March 2020 amended (GN 1279 in GG 43956 of 3 December 2020) (p3)
- 4.179 Sea Ports Directions, 2020 published in GN 496 in *GG* 43275 of 4 May 2020 amended (GN 1280 in *GG* 43957 of 3 December 2020) (p3)
- 4.180 Seventh Amendment Directions to the Directions published in *Government Gazette* No. 43162, Government Notice No. 416 of 26 March 2020 published (GN 1277 in *GG* 43953 of 3 December 2020) (p3)
- 4.181 Directions on measures to address, prevent and combat the spread of COVID-19 in the public transport services, 2020 published in GN 801 in GG 43538 of 22 July 2020 amended (GN 1344 in GG 43995 of 14 December 2020) (p3)
- 4.182 Health directions regarding measures to address, prevent and combat the spread of COVID-19 published in GN 796 in *GG* 43533 of 20 July 2020 amended (GN 1360 in *GG* 44004 of 15 December 2020) (p3)
- 4.183 Directions on measures to address, prevent and combat the spread of COVID-19 in the public transport services, 2020 published in GN 801 in GG 43538 of 22 July 2020 amended (GN 1420 in GG 44040 of 24 December 2020) (p3)

- 4.184 Directions regarding the re-opening of schools and measures to address, prevent and combat the spread of COVID-19 in the National Department of Basic Education, and Provincial Departments of Education, and all schools in the Republic of South Africa published in GenN 343 in *GG* 43465 of 23 June 2020 amended (GenN 748 in *GG* 44054 of 31 December 2020) (p3)
- 4.185 Gatherings relating to sport, arts and culture activities published and GN 461 in *GG* 43226 of 9 April 2020 amended (GN 1 in *GG* 44055 of 5 January 2021) (p3)
- 4.186 Home Affairs: Eighth Amendment Directions to the Directions published in Government Gazette No. 43162, Government Notice No. 416 of 26 March 2020 published (GN 16 in GG 44072 of 14 January 2021) (p3)
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- 5.1 National Ports Act (COVID-19 Restrictions on the movement of persons and crew) Regulations, 2020 published (GenN 173 in GG 43103 of 18 March 2020) (p3)
- 5.2 Ministerial Order regarding International Air Services (COVID-19 Restrictions on the Movement of Air Travel) Regulations, 2020 published (GenN 175 in *GG* 43105 of 18 March 2020) (p9)
- 5.3 Covid-19 Block Exemption for the Banking Sector, 2020 published (GN R355 in *GG* 43127 of 23 March 2020) (p3)
- 5.4 Notice on Compensation for Occupationally-Acquired Novel Corona Virus Disease (COVID-19) published (GenN 193 in GG 43126 of 23 March 2020) (p3)
- 5.5 Covid-19 Block Exemption for the Retail Property Sector, 2020 published (GN R358 in *GG* 43134 of 24 March 2020) (p3)
- 5.6 Ministerial Order regarding International Air Services (COVID-19 Restrictions on the Movement of Air Travel) Regulations, 2020 published in GenN 175 in GG 43105 of 18 March 2020 repealed (GenN 218 in GG 43166 of 26 March 2020) (p3)
- 5.7 National Ports Act (COVID-19 Restrictions on the movement of persons and crew) Regulations, 2020 published in GenN 173 in GG 43103 of 18 March 2020 repealed (GenN 217 in GG 43165 of 26 March 2020) (p3)
- 5.8 Covid-19 Block Exemption for the Hotel Industry, 2020 published (GN R422 in *GG* 43175 of 27 March 2020) (p3)
- 5.9 National Road Traffic Act 93 of 1996: Determination of extension of the validity period of a learner's licence, driving licence card, licence disc, professional driving permit and registration of a motor vehicle for purposes of COVID-19 lockdown published (GN 431 in *GG* 43183 of 30 March 2020) (p4)

- 5.10 Public Finance Management Act 1 of 1999: Exemption of relevant functionaries and institutions from certain provisions of the Act and Regulations (GN 437 in GG 43188 of 31 March 2020) (p3)
- 5.11 International Trade Administration Act 71 of 2002: International Trade Administration Commission of South Africa: COVID-19 Export Control Regulation published in GN R91 in *GG* 35007 of 10 February 2012 amended (GN R424 in *GG* 43177 of 27 March 2020)
- 5.12 Local Government: Municipal Finance Management Act 56 of 2003: Exemption of municipalities and municipal entities from the Act and Regulations for the duration of the national state of disaster published (GN 429 in *GG* 43181 of 30 March 2020) (p3)
- 5.13 Department of Transport: Province of Kwa-Zulu Natal: Supply Chain Management: Suspension of Site Meetings and Tender Closings during the Lockdown published (GN 442 in *GG* 43192 of 3 April 2020) (p23)
- 5.14 National Ports Act (COVID-19 Restrictions on the movement of persons and crew) Regulations, 2020 published in GenN 173 in GG 43103 of 18 March 2020 repealed (GenN 217 in GG 43165 of 26 March 2020) (p3)
- 5.15 Ministerial Order regarding International Air Services (COVID-19 Restrictions on the Movement of Air Travel) Regulations, 2020 published in GenN 175 in GG 43105 of 18 March 2020 repealed (GenN 218 in GG 43166 of 26 March 2020) (p3)
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- 5.17 Covid-19 Block Exemption for the Retail Property Sector, 2020 published (GN R358 in GG 43134 of 24 March 2020) (p3)
- 5.18 Covid-19 Block Exemption for the Banking Sector, 2020 published (GN R355 in GG 43127 of 23 March 2020) (p3)
- 5.19 Covid-19 Block Exemption for the Hotel Industry, 2020 published (GN R422 in GG 43175 of 27 March 2020) (p3)
- 5.20 Ministerial Order regarding International Air Services (COVID-19 Restrictions on the Movement of Air Travel) Regulations, 2020 published (GenN 175 in *GG* 43105 of 18 March 2020) (p9)
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- 5.23 COVID-19 Block Exemption for the Healthcare Sector, 2020 published (GN R349 in *GG* 43114 of 19 March 2020) (p3)

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- 5.27 Rules amended with effect from 23 March 2020 to provide for the exemption of foreign-going ships from the payment of duty on stores consumed on such ship in any port in the Republic or between any places in the Republic for the duration of national state of disaster (GN R458 in *GG* 43222 of 9 April 2020) (p3)
- 5.28 National Textile Bargaining Council: Extension to Non-parties of the COVID-19 Lockdown Collective Agreement (GN R452 in *GG* 43210 of 7 April 2020) (p3)
- 5.29 COVID-19 Block Exemption for the Healthcare Sector, 2020 published in GN R349 in *GG* 43114 of 19 March 2020 amended (GN R456 in *GG* 43215 of 8 April 2020) (p3)
- 5.30 Tribunal Rules for Covid-19 Excessive Pricing Complaint Referrals published (GN R448 in *GG* 43205 of 3 April 2020) (p3)
- 5.31 Independent Communications Authority of South Africa (ICASA): The ICT COVID-19 National Disaster Regulations published (GenN 238 in *GG* 43207 of 6 April 2020) (p3)
- 5.32 Fees Payable to the South African Nursing Council published in BN 80 in GG 42496 of 31 May 2019 amended to provide for Nurse Practitioners who wish to restore to the register for the sole purpose of rendering health services during the COVID-19 national state disaster to pay a restoration fee of R0.00 (BN 52 in GG 43223 of 9 April 2020) (p3)
- 5.33 South African Road Passenger Bargaining Council: Extension to Non-parties of the COVID-19 Temporary Relief Scheme Benefits Collective Agreement published (GN R466 in *GG* 43235 of 17 April 2020) (p3)
- 5.34 Independent Communications Authority of South Africa (ICASA): Harmonisation of Short Code '111' for COVID-19 National Emergency Services published (GenN 244 in *GG* 43229 of 15 April 2020) (p3)
- 5.35 Higher Education Act 101 of 1997 & Continuing Education and Training Act 16 of 2006: Exemption of all those public and private higher education institutions and public colleges to which these Acts apply and which have not yet complied with the prescribed date(s) and two-month extension granted (GN R467 in GG 43236 of 17 April 2020) (p3)
- 5.36 Association of Mineworkers and Construction Union v Minister of Mineral Resources and Energy and Others *LC J427/2020*, Standard Operating

Procedure for South African Mines Following Covid-19 Lockdown and Guiding Principles on Prevention and Management of COVID 19 in SAMI published (GenN 253 in *GG* 43282 of 5 May 2020)

- 5.37 Exclusion of Schedule 2, Schedule 3 and Schedule 4 substances from the operation of certain provisions of the Act published (GN 514 in *GG* 43294 of 7 May 2020) (p3)
- 5.38 National Bargaining Council for the Electrical Industry: Extension to Non-parties of the COVID-19 Lockdown Collective Agreement published (GN R485 in GG 43264 of 4 May 2020) (p3)
- 5.39 National Textile Bargaining Council: Extension to Non-parties of the COVID-19 Lockdown Collective Amending Agreement published (GN R488 in *GG* 43267 of 4 May 2020) (p3)
- 5.40 Covid-19 Block Exemption for the Banking Sector, 2020 in GN R355 in *GG* 43127 of 23 March 2020 amended (GN R502 in *GG* 43280 of 5 May 2020) (p3)
- 5.41 Sector Education and Training Authorities (SETAs) Grant Regulations, 2012: Extension for the submission of the 2020/2021 financial year applications for mandatory grants by levy paying employers published (GN 501 in *GG* 43278 of 5 May 2020) (p3)
- 5.42 Medical Schemes Act Regulations: Amendment, 2020 published (GN 515 in *GG* 43295 of 7 May 2020) (p3)
- 5.43 Independent Communications Authority of South Africa (ICASA): The ICT COVID–19 National Disaster Amendment Regulations published and GenN 238 in GG 43207 of 6 April 2020 amended (GenN 252 in GG 43279 of 5 May 2020) (p3)
- 5.44 Determination of Correctional Facilities as Places of Detention of Illegal Foreigners Pending Deportation published (GN 512 in *GG* 43292 of 7 May 2020) (p3)
- 5.45 Conditional exemption of municipalities and municipal entities from Regulations4 (3) and 29 (2) of the Municipal Supply Chain Management Regulations, 2005 published (GN 503 in *GG* 43281 of 5 May 2020)
- 5.46 Directives for the Management of Courts during the National State of Disaster Period published and GN 246 in GG 43241 of 21 April 2020 repealed (GenN 254 in GG 43283 of 6 May 2020) (p3)
- 5.47 Placement on parole of selected categories of sentenced offenders published (Proc 19 in GG 43298 of 8 May 2020) (p3)
- 5.48 Mine Health and Safety Inspectorate: Draft Guideline for the Compilation of a Mandatory Code of Practice for the Mitigation and Management of COVID-19 Outbreak published for comment (GenN 262 in *GG* 43304 of 11 May 2020) (p3)
- 5.49 Guideline for the Compilation of a Mandatory Code of Practice for the Mitigation and Management of COVID-19 Outbreak published with effect from 25 May 2020 (GenN 280 in *GG* 43335 of 18 May 2020) (p3)

- 5.50 International Trade Administration Commission of South Africa (ITAC): Notice of Expiration of Rebate Certificates issued under Rebate Item 412.11/00.00/01.00 of the Fourth Schedule to the Act published (GenN 296 in *GG* 43361 of 28 May 2020)
- 5.51 National Bargaining Council for the Clothing Manufacturing Industry: Cancellation of GN R403 in GG 43152 of 26 March 2020 and GN R588 in GG 43349 of 25 May 2020 replaced (GN R593 in GG 43354 of 26 May 2020) (p3). Extension to non-parties of the COVID-19 Lockdown II Collective Agreement: 'COVID-19 Lockdown Collective Agreement: A South African Clothing industry Love Story' published (GN R593 in GG 43354 of 26 May 2020) (p5)
- 5.52 Notice in respect of method or formula for purposes of determination of amount for purposes of para. (*b*) of the definition of 'living annuity' in s. 1 (1) of the Act published (GN 618 in *GG* 43379 of 1 June 2020) (p3) & (GN 636 in *GG* 43398 of 5 June 2020) (p36)
- 5.53 Notice in respect of amount of value of assets that may be paid in lump sum for purposes of para. (c) of the definition of 'living annuity' in s. 1 (1) of the Act published and all previous notices in terms of this paragraph withdrawn (GN 619 in GG 43380 of 1 June 2020) (p3)
- 5.54 Notice of extension by 6 months of the period of compliance prescribed in the Regulations for the Protection of the Karoo Central Astronomy Advantage Areas due to the restrictions imposed in terms of the Regulations made in terms of the Disaster Management Act 57 of 2002 as a result of the Covid-19 pandemic published (GN 629 in *GG* 43387 of 3 June 2020) (p3)
- 5.55 Exemption of relevant functionaries and institutions from certain provisions of the Act and Regulations published in GN 437 in *GG* 43188 of 31 March 2020 amended (GN 665 in *GG* 43430 of 11 June 2020) (p3)
- 5.56 Amended 2020 School Calendar for Public Schools published (GN 666 in *GG* 43431 of 11 June 2020) (p3)
- 5.57 National Bargaining Council for the Hairdressing Cosmetology Beauty and Skincare Industry: Extension to Non-parties of the Consolidated Collective Agreement published with effect from 22 June 2020 to 31 December 2020 (GN R663 in *GG* 43419 of 12 June 2020) (p23)
- 5.58 Exclusion of certain alcohol-based hand-rubs from the operation of specified provisions of the Act and Regulations for a period not exceeding 12 months published (GN R721 in *GG* 43484 of 26 June 2020) (p3)\
- 5.59 Exemption of authorised licensed medical device establishments selling electronically controlled ventilators (a Group III hazardous substance) for use in the Republic from the provisions of s. 3 (1) (*b*) of Act for a period not exceeding 18 months from the date of signature published (GN R722 in *GG* 43485 of 26 June 2020) (p3)
- 5.60 Authorisation of extension of employment of 20 000 members of the South African National Defence Force for service in cooperation with the South

African Police Service in order to maintain law and order, assist other State Departments and border line control within the Republic of South Africa over the period 27 June 2020 to 30 September 2020 published (GN 747 in *GG* 43502 of 3 July 2020) (p3)

- 5.61 National Bargaining Council for the Clothing Manufacturing Industry: Extension to Non-parties of the COVID-19 Personal Protection Equipment & Other Essential Products Collective Agreement published for the period 6 July 2020 to 31 May 2022 (GN R750 in GG 43506 of 6 July 2020) (p3)
- 5.62 Sector Education and Training Authorities (SETAs) Grant Regulations, 2012: Further extension for the submission of the 2020/2021 financial year applications for mandatory grants by levy paying employers published (GN 752 in *GG* 43508 of 6 July 2020) (p3)
- 5.63 Directive on compensation for workplace acquired novel corona virus disease (COVID-19) published and GenN 193 in *GG* 43126 of 23 March 2020 replaced (GenN 387 in *GG* 43540 of 23 July 2020) (p3)
- 5.64 Independent Communications Authority of South Africa (ICASA): Harmonisation of short codes for national emergency services: Notice of intention to review and withdraw the '111' short code as a COVID-19 emergency services code, and to re-mandate and reharmonise 103, 104, 105, 106, 118 or 139 for COVID-19 national emergency services published for comment (GenN 396 in GG 43555 of 27 July 2020) (p3)
- 5.65 Allied Health Professions Council of South Africa: AHPCSA Executive Committee SARS-Cov-2/Covid-19 Directives and Extraordinary Policy Decisions: 10 March 2020 to 22 June 2020 published (BN 95 in *GG* 43613 of 14 August 2020) (p50)
- 5.66 Amended 2020 School Calendar for Public Schools published (GenN 432 in *GG* 43609 of 11 August 2020) (p3)
- 5.67 Department of Transport: Procurement Process for COVID-19 published (GN 875 in *GG* 43607 of 8 August 2020) (p3)
- 5.68 Independent Communications Authority of South Africa (ICASA): ICT COVID-19 National Disaster Second Amendment Regulations published and GenN 238 in *GG* 43207 of 6 April 2020 amended (GenN 500 in *GG* 43707 of 11 September 2020) (p3)
- 5.69 Independent Communications Authority of South Africa (ICASA): Mandating of service code '139' for COVID-19 national emergency services during the National State of Disaster published (GenN 512 in GG 43729 of 22 September 2020) (p3)
- 5.70 DISASTER MANAGEMENT TAX RELIEF ACT 13 OF 2020 (GG 43883 of 5 November 2020) Date of commencement: 5 November 2020 Amends ss. 1, 4, 6, 7 & 10 of the Employment Tax Incentive Act 26 of 2013.

- 5.71 DISASTER MANAGEMENT TAX RELIEF ADMINISTRATION ACT 14 OF 2020 (GG 43884 of 5 November 2020) Date of commencement: 1 April 2020, unless otherwise indicated.
- 5.72 MEDICINES AND RELATED SUBSTANCES ACT 101 OF 1965. Exclusion of Schedule 2, Schedule 3 and Schedule 4 substances from the operation of certain provisions of the Act published in GN 514 in *GG* 43294 of 7 May 2020 amended (GN 1233 in *GG* 43913 of 20 November 2020) (p23)
- 5.73 Direction Extending COVID-19 TERS Benefits for Certain Categories of Employees published in GN R968 in *GG* 43693 of 7 September 2020 withdrawn with effect from 15 October 2020 (GN R1270 in *GG* 43943 of 27 November 2020) (p3)
- 5.74 ELECTRONIC COMMUNICATIONS ACT 36 OF 2005. Independent Communications Authority of South Africa (ICASA): ICT COVID-19 National Disaster Third Amendment Regulations published and GenN 238 in *GG* 43207 of 6 April 2020 amended (GenN 678 in *GG* 43945 of 27 November 2020) (p3)
- 5.75 INTERNATIONAL TRADE ADMINISTRATION ACT 71 OF 2002. (COVID-19 Export Control) Regulation published in GN R91 in *GG* 35007 of 10 February 2012 amended (GN R1268 in *GG* 43939 of 26 November 2020) (p3)
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# 6. Bills

- 6.1 Draft Disaster Management Tax Relief Bill, 2020 published for comment
- 6.2 Draft Disaster Management Tax Relief Administration Bill, 2020 published for comment
- 6.3 Draft Disaster Management Tax Relief Administration Bill, 2020, notice of intention to introduce and explanatory summary published (GN 674 in *GG* 43443 of 17 June 2020) (p3)
- 6.4 Division of Revenue Amendment Bill, 2020 [B9-2020]
- 6.5 Adjustments Appropriation Bill, 2020 [B10-2020]
- 6.6 Disaster Management Tax Relief Bill, 2020 [B11-2020]
- 6.7 Disaster Management Tax Relief Administration Bill, 2020 [B12-2020]
- 6.8 Draft Disaster Management Amendment Bill, 2020, notice of intention to introduce private member's bill and draft bill published for comment (GenN 601 in *GG* 43834 of 23 October 2020) (p510)
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# 7. Other legislation

7.1 DIVISION OF REVENUE ACT 4 OF 2020 (GG 43467 of 23 June 2020) Date of commencement: 23 June 2020. Repeals the Division of Revenue Act 16 of 2019, except ss. 16 and 26, and the Division of Revenue Amendment Act 30

of 2019 with effect from 23 June 2020 and *repeals* ss. 16 and 26 of the Division of Revenue Act 16 of 2019 with effect from 1 July 2020.

- 7.2 APPROPRIATION ACT 7 OF 2020 (GG 43468 of 23 June 2020) Date of commencement: 23 June 2020
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**BACK TO AGENDA** 

#### **DISTRICT COUNCIL**

#### 22 JANUARY 2021

#### 1 REPORT ON THE ATTENDANCE OF THE NAMIBIA TOURISM EXPO 2020 / VERSLAG RAKENDE DIE BYWONING VAN DIE NAMIBIE TOERISME EXPO 2020 / INGXELO MALUNGA NOKUZIMASA UMBONISO WEZOKHENKETHO WASENAMIBIA 2020

#### 2 PURPOSE

To provide feedback to the District Economic Development & Tourism Portfolio Committee of the attendance to the Namibia Tourism Expo in Windhoek from 04 – 07 November 2020.

#### 3. DELEGATED AUTHORITY

District Economic Development and Tourism Portfolio Committee

#### 4. EXECUTIVE SUMMARY

The Garden Route District Municipality is responsible for tourism marketing and development and runs a regional tourism office Garden Route and Klein Karoo tourism from where tourism is coordinated at a district level. The Garden Route and Klein Karoo Tourism office's main function is to promote tourism for the municipal area. In doing so the office is further more responsible for developing marketing material e.g. brochures, maps, banners, etc, to provide effective updated tourism information to travel and trade and to exhibit at various international and national tourism marketing platforms.

Garden Route and Klein Karoo Tourism was represented at the Namibia Tourism Expo from 04-07 November 2020 by Oudtshoorn and De Rust Tourism as part of the Service Level Agreement with Garden Route District Municipality.

The Namibia Tourism expo provides a great platform for Tourism attractions, marketing organisations and products to showcase their offering to the potential visitors.

## 5. **RECOMMENDATION**

That Council takes note of the attendance to the Namibia Tourism Expo that took place from 04 – 07 November 2020.

## AANBEVELING

Dat die Raad kennis neem van die bywoning van die Namibiese Toerisme Skou wat plaasgevind het vanaf 4 tot 7 November 2020.

## IZINDULULO

Sesokuba iqumrhu lithathe ingqalelo yokuzimasa umsitho wezokhenketho eNamibia kumnyaka ka 2020.

## 6. DISCUSSION / CONTENTS

## 6.1 Background

The 22nd Annual Namibia Tourism Expo was organized by Namibia Media Holdings.

The Expo was held from 4 – 7 November 2020 at SKW fields in Windhoek.

The Namibia Tourism expo's aim is to provide a platform for Namibia's tourism industry to promote and market their products and services to all involved in the industry, as well as the public.

Since its inception in 1999, the Namibia Tourism Expo has grown consistently and has earned a superb reputation for offering the only centralized marketing platform for Namibia's tourism industry. Apart from presenting a highly effective showcase for exhibitors active in tourism, the organizers have revitalized the exhibition year after year by expanding the showcase.

The Expo hosts exhibits by local, regional and international exhibitors and also features interactive chefs' demonstrations, food, beer and wine tasting, as well as a host of fun activities to attract travel enthusiasts, foodies, friends of tourism and the public. Tour operators, car rental companies and self-drive travellers can view a fullyfledged motor vehicle show, complete with motoring accessories, hosted under the banner of the Namibia Tourism Expo & Motor Show.

## **EXHIBITOR PROFILE**

The Expo is open to all in tourism & all tourism organizations, namely travel agencies, airlines, hotels, lodges, direct suppliers to the tourism industry, government tourism offices and tourism-related organizations and enterprises, as well as representatives of food and beverage companies supplying the tourism industry.

## **OBJECTIVES**

The Namibia Tourism Expo aims to:

- Provide a forum for the tourism industry and its suppliers to market new and exciting products and services, directly to the consumer and to the travel trade, both locally and internationally.
- Create public awareness of the importance of tourism and foster a sense of pride amongst Namibians.
- Encourage stakeholders in the industry to network and communicate with each other for the benefit of the tourism trade.

The Namibia Tourism Expo attracts visitors who are actively seeking information about the various industry suppliers, new products and recent developments in tourism. The event presents an ideal opportunity to those who wish to network with the industry and make face-to-face contact to identify new business prospects.

## 6.2 Discussion

The Garden Route District Municipality entered into a Memorandum of Agreement with Oudtshoorn & De Rust Tourism, a Local Tourism Organisation in terms of the Western Cape Tourism Act no 1 of 2004. The Bureau is responsible for destination marketing of the Oudtshoorn & De Rust region in the Klein Karoo and is a non-profit organisation and all funds allocated will be used for the below mentioned platforms for the purpose of Joint Marketing;

- Gauteng Getaway Show 2019
- Namibian Expo 2020

The Key Focus areas of the agreement include:

- Attendance at consumer shows (Gauteng Getaway Show and Namibia Tourism Expo)
- Familiarization trips with inbound operators into the Garden Route & Klein Karoo
- Marketing collateral (trade specific campaigns)
- Promotional items

As part of the above mentioned agreement, Oudtshoorn and De Rust Tourism represented the Garden Route and Klein Karoo region at the Namibia Tourism expo from 04 – 07 November 2020 in Windhoek, Namibia.

Attached hereto as **Annexure A**, find the Show attendance report.

## 6.3 Financial Implications

Funding to the amount of R280 000 (Gauteng Getaway Show – R100 000 and Namibia Tourism Expo – R180 000) in vote numbers 101405030156 and 101405040156 was paid to Oudtshoorn and De Rust Tourism as part of the Service Level Agreement.

Item	<u>Amount</u>
Cost of the Stand: 9m <sup>2</sup>	R12 789.96
+ Deposit	R3000.00
Build, Branding & Furniture of stand	R7 291.00
Courier Costs	N/A

Promotional items	R5 250.00
TOTAL COST:	<u>R28 330.96</u>

## 6.4 Legal Implications

None.

## 6.5 Staff Implications

None.

## 6.6 Previous / Relevant Council Resolutions:

There are no previous or relevant Council resolutions related to this matter.

## 6.7 Risk Implications

There are no foreseen risks associated with the proposed decision for Council to not implement the Directions.

## 6.8 Comments from Senior Management:

6.8.1 Executive Manager: Corporate Services

None

6.8.2 Executive Manager: Planning and Economic Development

None

6.8.3 Executive: Community Services

None

6.8.4 Executive Manager: Roads and Transport Planning Services

None

6.8.5 Executive Manager: Financial Services

None



Oudtshoorn & De Rust Tourism 80 Voortrekkerroad Oudtshoorn Tel.: +27 (0) 44 279 2532 E-mail: <u>info@oudtshoorn.co.za</u> Web: <u>www.oudtshoorn.com</u>

### **OUDTSHOORN & DE RUST TOURISM**

### REPORT

### Introduction

This report serves to inform Garden Route Municipality of the activities undertaken by Oudtshoorn & De Rust Tourism as per agreement with Garden Route Municipality. It also serves to inform how funds were applied as decided and approved by Garden Route Municipality, tourism department.

### 1. Marketing

### 1.1 Shows/Workshops & Expo's

### • Namibia Tourism Expo 2020

Stand costs was paid to Namibia Media Holdings and furniture was hired from Expo Studio Namibia, both establishments were paid in October 2020, that took place at the SKW in Windhoek in November 2020. Garden Route & Klein Karoo Tourism also bought promotional items for the show from Knysna Loving Local to showcase at the expo and to promote the region as a must visit destination.

Oudtshoorn & De Rust Tourism took some local product from Greater Oudtshoorn as promotional items for the stand.

The Namibian market are an important growing tourism market for the region.

Received many enquires for the region and it was great to hear that visitors that were supposed to come to the region during Winter did not cancel their holiday, but rather postponed it to later the year.

Also a big expo to sell unique products at, especially products that's not available in Windhoek and a huge opportunity to export products to Windhoek, as many agents walked around the hall looking for new products to import.

For example, in 2019 Oudtshoorn & De Rust tourism took some local Gin to the expo in Windhoek, products were not available in Namibia, this year one of the Liquor stores have the Gin and Rum in stock.

Due to Covid-19, the regulations were strict and the expo had all protocols in place to keep everyone safe.

We would recommend this expo for future marketing opportunities in Namibia.

Please see below two photos of the stand:



**BACK TO AGENDA** 

## 22 JANUARY 2021

## 1. REPORT REGARDING THE GARDEN ROUTE INVESTMENT PROSPECTUS / VERSLAG RAKENDE DIE GARDEN ROUTE BELEGGINGSPROSPEKTUS / INGXELO MALUNGA NENDLELA YOTYALO MALI LWESITHILI.

## 2 PURPOSE

To inform Council of the development of the Garden Route Investment Prospectus and recommend that Council officially adopts the prospectus as the district's investment promotion publication.

## 3. DELEGATED AUTHORITY

Garden Route District Council

## 4. EXECUTIVE SUMMARY

The District Economic Development unit embarked on a formal tender process for the appointment of a service provider to develop and compile an investment prospectus containing regional catalytic investment opportunities across the Garden Route. The purpose of the prospectus is to display the region's investment friendly climate and economic opportunities to the national and international business community and in so doing, attracting new investments and retaining and expanding existing investments in the Garden Route region. The project included the investment opportunities of all seven (7) municipalities within the boundaries of the region, as well as the District Municipality's specific opportunities.

The service provider completed the development, design and printing of the prospectus in December 2020 and delivered printed copies to the Head Office. The publication will be made available digitally and 200 printed copies are available for distribution to promote the Garden Route as an investment destination globally. Wesgro, the Western Cape's official tourism, trade and investment promotion agency is a partner in the promotion process. All images and content of the prospectus is the intellectual property of the Garden Route District Municipality.

## 5. **RECOMMENDATIONS**

- 1. That Council takes note of the content of the investment prospectus.
- 2. That Council adopts the Garden Route Investment Prospectus as the official investment promotion publication of the Garden Route district.

## AANBEVELINGS

- 1. Dat die Raad kennis neem van die inhoud van die beleggingsprospektus.
- 2. Dat die Raad die Garden Route Beleggingsprospektus as die amptelike publikasie vir beleggingsbevordering vir die Garden Route Distrik, aanvaar.

## IZINDULULO

- 1. Sesokuba ibhunga lithathe ingqalelo ngomxholo wotyalo-mali
- 2. Sesokuba ibhunga liqwalasela umxholo wotyalo mali-wesithili njengowona unokudala upapasho olusemthethweni lokukhuthaza utyalo-mali lwesithili sase Garden Route.

## 6. DISCUSSION / CONTENTS

## 6.1 Background

## **OBJECTIVES AND OUTPUT**

The objectives for the project were to:

- a) Attract investors to the Garden Route by publicising the range of investment opportunities available in the region.
- b) Facilitate ease of access for investors by providing information about the investment climate of the region.
- c) To encourage local municipalities to gear themselves towards investment readiness.
- d) Facilitating investment by pre-identifying and providing customized information packages to prospective investors regarding opportunities.

- e) Provide a platform where incentives can be shared with investors.
- f) To pursue business development and foster relations with prospective investors.

## The intended output was:

- a) A high quality print catalogue (see specifications below) of investment opportunities with photographs, and supported by a comprehensive database of information about the geographic location, contact person, permitting requirements, fees or costs, incentives available, type of access, capacity of the site and any other pertinent information.
- b) A digital file to be linked to the GRDM website, as well as to the websites of the local municipalities with all the information as outlined in (a) as above.

The Garden Route District Municipality requested proposals through a formal tender process from suitable service providers who can design and produce a catalogue with a database of investment opportunities in the Garden Route in digital and print copy format.

The project was expected to include at least the following components:

- Conduct desk top research taking into consideration all existing data on the regional investment climate and existing and potential opportunities of catalytic economic nature.
- > Review information about investment projects in the Garden Route,
- > Synthesize information according to the needs and priorities of investors,
- Collect information, photographs of the investment opportunities and projects identified and selected by the GRDM and local municipalities. Information should include:
  - Geographic location, physical constraints, access, services details and photographs.
  - Permit requirements, permission and costs.
  - Incentives
  - Contact details of relevant municipal official / opportunity owner
  - Suggested local services (accommodation, transport, technical services, catering) and service providers).
- > Develop, design and produce a printed catalogue and digital version.

- Quotations had to be provided for 100, 150 and 200 printed copies respectively.
- Opportunities per municipality to be featured was allocated as indicated in the table below .

Municipality	Number of investment opportunities
Garden Route DM	8
Bitou	6
George	6
Hessequa	4
Knysna	6
Mossel Bay	6
Oudtshoorn	5
Kannaland	4
TOTAL	45

## 6.2 Discussion

All projects included within the Investment Prospectus was signed off by the respective Municipal Managers. The Prospectus was presented at the District Coordinatiing Forum at 10 November 2020 with the outcome that, all municipalities to provide inputs by Monday, 16 November 2020 before the Investment Prospectus will be printed. Should no inputs be received by Monday, 16 November 2020, it is accepted that all municipalities approve the content. The only changes received was from Hessequa municipality and the content was amended accordingly.

Attached hereto as **Annexure A**, please find the Garden Route Investment Prospectus.

## 6.3 Financial Implications

Funding was budgeted to the amount of R320 000 in the Investment Prospectus vote number **11402110129** and paid to the service provider.

## 6.4 Legal Implications

None.

## 6.5 Staff Implications

None.

## 6.6 Previous / Relevant Council Resolutions:

There are no previous or relevant Council resolutions related to this matter.

## 6.7 Risk Implications

There are no foreseen risks associated with the proposed decision for Council to not implement the Directions.

## 6.8 Comments from Senior Management:

## 6.8.1 Executive Manager: Corporate Services

Support the initiative of a Investment Prospectus for GRDM

## 6.8.2 Executive Manager: Planning and Economic Development

Support

## 6.8.3 Executive: Community Services

I support the recommendation that Council adopts the Garden Route Investment Prospectus as the official investment promotion publication of the Garden Route district.

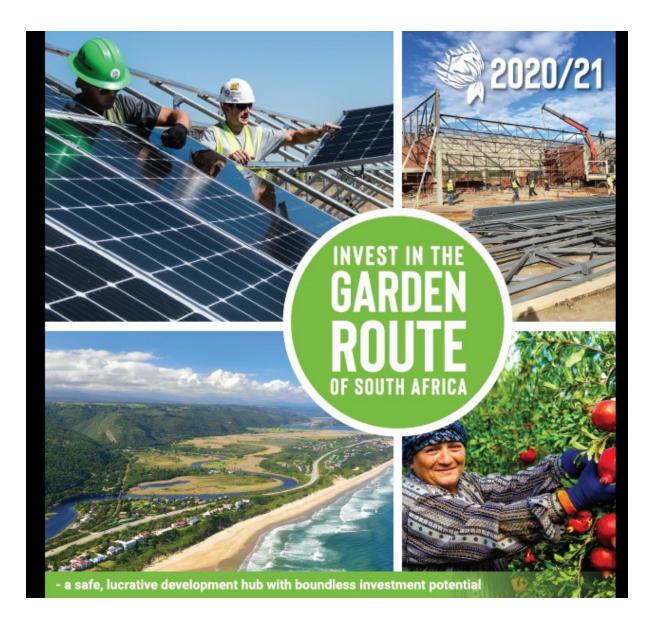
## 6.8.4 **Executive Manager: Roads and Transport Planning Services**

Support

## 6.8.5 Executive Manager: Financial Services

Project supported. Investment in Garden Route is vital for local economic development.

## 6.8.6 Manager: Legal Services Support





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# FOREWORD

### MESSAGE BY THE EXECUTIVE MAYOR: GARDEN ROUTE DISTRICT MUNICIPALITY, ALDERMAN MEMORY BOOYSEN

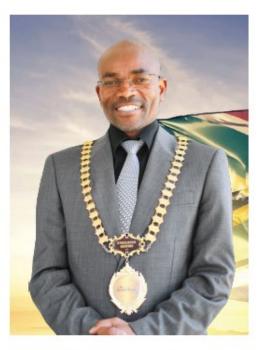
Growth and development is a key strategic pilar for the Garden Route District Municipality (GRDM) and the GRDM has therefore compiled a Garden Route Growth and Development Strategy (GRGDS) to facilisate development in the Garden Route district (GRD). Local Economic Devel-opment (LED) Departments in each municipality plays a pixotal role. LED is globally, but especially in developing countries, seen as the solution to improved quality of life, unemployment, poverty and inequality. Through a local economic development process, the GRDM seeks to empower local participants in order to effectively utilize business enterprise, labour, capi-tal and other local resources to achieve local priorities, including promo-ting quality icbs, reducing querent adalizing the local economy and gene ting quality jobs, reducing poverty, stabilizing the local economy and gene-rating municipal taxes to provide better services. The result is that more and more local businesses are now geared and ready for South African, African and international investments. The GRDM Planning and Economic Development Department encourages the public, private and civil society sectors to establish partnerships and collaboratively find solutions to common economic challenges.

The GRDM is approaching growth and development in a holistic nature looking at all sectors of the economy and how they are interlinked to achieve socio-economic growth. In doing this, the GRDM is looking at achieving the following:

- Attraction of both outward and inward investment
   Investment in both hard and soft infrastructure
- Making the business environment more conducive to business
- A participatory approach to LED
   Public Private Partnerships (PPPs)
- · A move towards community-based LED.

The GRDM has developed this investment prospectus containing regional catalytic investment opportunities across the Garden Route. The purpose of the prospectus is to display the region's investment-friendly climate and its economic activities and opportunities to the national and interna-tional business community and in so doing, attracting new investments and retaining and expanding existing investments in the Garden Route region. The prospectus includes the investment opportunities of all seven (7) municipalities within the boundaries of the region, as well as the District Municipality's specific opportunities.

Alderman Memory Booysen Executive Mayor



Sustainable development is the pathway to the future we want for all. It offers a framework to generate economic growth, achieve social justice, exercise environmental stewardship and strengthen governance - BAN KI-MOON

## INTRODUCING THE GARDEN ROUTE: PRIME INVESTMENT HUB

The GRDM is one of five District Municipalities (DMs) in the Western Cape Province of South Africa and the second largest economy outside of the Cape Metro. The Garden Route district (GRD) covers an area of 28 331 km<sup>2</sup> in the south-eastern part of the Western Cape, covering the regions known as the Garden Route and the Little Karoo. The N2 is a valuable transport route for goods and tourists alike and connects the GRD to the Overberg District and the Cape Metro area in the west and the Eastern Cape Province to the east, while the N12 and the R62 links the GRD with inland areas to the north.

The GRD is the Western Cape's largest and most significant rural district. The area covers one of the country's best-known scenic tourism areas and boasts a relatively broad-based, steadily expanding regional economy. Agriculture, tourism, wholesale and retail trade, business and financial services, construction and manufacturing are key sectors of the RED economy are finance, insurance, real estate and business services, followed by wholesale and retail, and manufacturing. Combined, these three sectors contributed 60, 07 per cent to the total Gross Value Added (GVA) generated by the GRD economy in 2016, an increase from 67,78 per cent in 2001. The increase in the GVA is attributed to a sharp increase of 104, 2 per cent in the contribution of finance, insurance, real estate and business services to the GVA. Over the same period, the contribution of the manufacturing sector to GVA decreased from 16, 19 per cent to 13, 96 per cent. Wholesale and retail trade contribution to the GVA of the GRD economy remain relatively stable over the period, hovering between 17 per cent and 18 per cent from 2001 to 2016. The economic growth and development of the GRD depends on monopolising on its competitive advantages. The GRD has a wide range of competitive advantages namely the coastal line, with opportunities of ocean economy and coastal tourism; large forestry, arable land for agriculture and farming, and effective natural resources.

The GRDM is pursuing projects that include the establishment of a development agency, bulk infrastructure provision, products value chain development, renewable energy, enterprise development, integrated waste management and other projects as identified within the GRGDS. These projects and programmes will enable the GRDM to fulfil its constitutional mandate and also address the UN-SDGs, but above all address the three ortical issues of poverty, unemployment and economic growth.

The district is well-known for its tourist's attractions and natural beauty. Pristine beaches (many with 'Blue Flag' status) and warm waters disaolve iniand into picturesque lagoons and lakes, tropical forests, rolling hills and, eventually, the Outenique and Taitaikamma mountain ranges. The GRD hosts two of the three biodiversity hotspots that have been identified in South Africa. These are the Cape Floristic region (CFR) and the Succulent Karoo (Sk) region.

The Garden Route is ideally located in terms of its competitive advantages of a diverse economy expanding towards a technologically apt and industrialised district, attracting investors and industries because of its location, existing infrastructure, good governance and growth potential.



'The Western Cape Government, in its five-year strategic plan, is working towards building a province that is safe and where everyone prospers.' -GRDM IDP 20/21

### LOCAL MUNICIPALITIES

The GRDM has an Integrated Development Plan (IDP), SDF and LED plan in place, incorporating the seven municipalities in the GRD. The GRDM Waste Management and Disaster Management Plans also include all the municipalities, and the GRDM recently applied for Water Authority and Energy Authority status. Plans to expand the Port of Mossel Bay, George Airport, the road and rail network together with the Municipal Economic Agendas make the Garden Route the preferred place for investment and business expansion.

The GRD is divided into the following seven local municipalities:

Name of municipality	Seat	Towns	Population	Area (km²)
Bitou	Plettenberg Bay	Plettenberg Bay, Keurboomstrand, Kurland, Kwanotkuthula, Nature's Valley and Wittednift	65 879	992
George	George	George, Wilderness, Hoekwil, Glentana, Herolds Bay, Victoria Bay, Haarlem, Uniondale, Herold and Noli	217 640	5 191
Hessequa	Riversdale	Albertinia, Still Bay, Riversdale, Heidelberg, Slangrivier and Witsand	53 030	5 733
Kannaland	Ladismith	Calitzdorp, Zoar, Ladismith and Van Wyksdorp	22.956	4 758
Knysna	Knysna	Knysna, Sedgefield, Brenton, Buffalo Bay, Krantzhoek and Rheenendal	76150	1 109
Mossel Bay	Mossel Bay	Boggorns Bay, Brandwag, Buisplaas, D'Almeida, Dana Bay, Glentana, Fraaiuitsig, Friemersheim, Great Brak River, Hartenbos, Herbertsdale, Hersham, KwaNonqaba, Little Brak River, Outeniqua Beach, Reebok, Ruiter- bos, Southern Cross, Tergniet and Vleesbaai	96 513	2011
Oudtshoorn	Oudtshoorn	De Rust, Dysselsdorp, Oudtshoorn and Volmoed	90.497	3 537
Total			622 663	23 331



# **GARDEN ROUTE DISTRICT**<sub>Municipality</sub>

## 1. SUSTAINABLE AND RENEWABLE ENERGY PROJECTS

Regional renewable energy options that are sustainable and can signifi-cantly reduce reliance on fossil fuels have been identified. These projects include solar, thermal and photovoltaic electricity generation, wind elec-tricity generation, biomass applications, wave power, hydropower and regional sludge-to-energy projects. Advantages include employment ore-ation, proximity to point-of-use and less reliance on concentrated sources of energy which in turn will create opportunities of local investment in infrastructure and development of energy security for the region. Upgrading and expansion of electricity infrastructure (such as substations, supply lines, internal reticulation and turbines) are equally important to ensure a stable electricity network. The GRDM is currently implementing a number of green energy projects, which all pose opportunities for investments. Waste-to-energy projects as well as the HACE Hydro project (to generate energy from sea swells), are further feasible investment opportunities.

### RENEWABLE ENERGY INVESTMENT OPPORTUNITIES INCLUDE:

- · Mossel Bay, (regional landfill facility, bio and wind energy, waste and biomass to energy plant to supply green base load energy and green fuels)
- Kannaland: (solar energy)
   Oudtshoorn: (Dysselsdorp proposed photovoltaic plant and solar energy)
- . George (George Biomass plant, solar and bioenergy)

- Hessequa: (biomass, wind and bioenergy)
   Bitou: (bioenergy)
   Knysna: (waste beneficiation and clean energy innovative technology to transform biomass into activated bio-carbon, wood vinegar and heat energy)



Name and background of applicant / developer	Garden Route District Municipality (GRDM)
Core focus sector	Sustainable and renewable energy
Total project investment	Capitalisation estimate: ZAR30 billion for the Garden Route Renewable energy projects over 3-5 years
Sources of funding	Public, private or donor funding
Possible incentives available	Yes, it differs per municipality. Incentives include payment holidays, rates and taxes incentives, bulk infrastructure supplied.
Project status	Pre-feasibility studies completed in most cases
Partnerships	Garden Route District promotes all forms of partnerships.
Full contact details of project lead	GRDM Planning and Economic Develop- ment Department; Passmore Dongi, +27 44 803 1357; +27 82 805 5285; passmore@gardenroute.gov.za
When investment is required	Immediately
Proposed completion date	Over 500 permanent jobs to be generated (2500+ family members impacted); 800s temporary construction jobs during Phase 1 (150MW of power)



(19

## 2. SUSTAINABLE WATER AND SANITATION ( PROJECTS AND INFRASTRUCTURE

The GRDM has prioritised improved water and sanitisation planning and is subsequently registered as a water service authority and water service provider. The District Bulk Water Master Plan investigates short-, mediumand long-term infrastructure developments, possible integration of water and waste water schemes and long-term future planning, alternative technology and optimisation of future interventions.

### PROJECTS INCLUDE:

water bottling

a mobile desaination plant,
 processing of wastewater treatment bi-products (i.e organic manure)

• smart metering and

biogas

Waste water treatment capacity is exceeded in a number of bulk waste water treatment facilities in the Garden Route District. Investment opportunities exist to upgrade inadequate waste management as it places an additional threat to critical water sources.

Name and background of applicant / developer	Garden Route District Municipality	
Core focus sector	Water and sanitation	
Total project investment	Capitalisation estimate is ZAR6 billion for the Garden Route Regional water projects over 5-10 years	
Sources of funding	Public, private or donor funding	
Possible incentives available	Incentives include service-related, rates- and charges-related incentives	
Project status	Pre-feasibility studies completed in most cases	
Partnerships	Garden Route District promotes all forms of partnerships.	
Full contact details of project lead	GRDM Planning and Economic Develop- ment Department; Passmore Dongi, +27 44 803 1357; +27 82 805 5285; passmore@gardenroute.gov.za	
When investment is required	Immediately	
Proposed completion date	Over 1000 permanent jobs to be generated (25000+ family members impacted); 5000s temporary construction jobs	

There is a need to leverage and build up on existing economic assels in the region as a uray of grouping the economy "

6



The prime objective behind this project is to train 150 unemployed ex-staff in the Hospitality and Tourism industry in the Garden Route, over a sixmonth period. Because of the impact of the lockdown on the Tourism and Hospitality industry, many staff have lost their jobs.

Francois Ferreira Academy (FFA) is sourcing funding to take these unemployed ex-staff members, and place them back with their ex-employers establishments as "students". The establishment will act as a mentor to their ex-employees, at very little cost to themselves, as the student will receive a monthly stipend, so saving money for the financially pressurised host employer. The student will receive formal training for one week a month, and will work for the remaining three weeks a month at their original guest house or restaurant. The hard-hit establishments will benefit by getting their retrenched yet trained staff back at very little cost to themselves.

The skills programmes are registered with the Culture, Arts, Tourism, Hospitality and Sports SETA (CATHSSETA), and upon successfully completing the various courses, students will receive certificates from CATHSSETA and FFA.

The areas where training will take place are Plettenberg Bay, Krysna, George, Mossel Bay and Oudtshoorn.

Name and background of applicant / developer	Eden Hospitality Service and Training Unit (Pty) Ltd Trading as Francois Ferreira Academy (FFA)
Core focus sector	Accredited training in the Hospitality and Tourism sector (Garden Route and Klein Karoo)
Total project investment	ZAR9 129 400
Sources of funding	Private, public and donor
Project status	Project is investment-ready, project imple- mentation strategy and plans completed.
Partnerships	Francois Ferreira Academy and Garden Route District Municipality
Full contact details of project lead	Director; Denise Lindley, +27 44 884 0765; +27 82 377 5228; denise@francoisferreira.com
When investment is required	1 October 2020
Proposed completion date	30 June 2021
Potential jobs created	150 full time plus 20 for a period of nine months

7

## 4. GARDEN ROUTE INTERNATIONAL FILM DEVELOPMENT PROJECT

Investment opportunities exist in the Garden Route film industry. The Garden Route Film Commission (GRFC) aims to promote the Garden Route on national and international level as a preferred filming destination outside of the major cities and also undertakes training to improve the number of skills available to this expanding industry.

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The Garden Route International Film Festival has attracted over 80 films from 27 countries during its first competition year. This on-line virtual platform aims at a national and international audience and has judges from around the world. Nine towns are earmarked for drivein cinemas. Curation is a vital component, the festival ensures that there are also local films represented to give further exposure to the region as a filming destination and to encourage young people to enter the film industry. The festival is a welcomed platform to the region as it benefits through the international marketing by this event.

Name and background of applicant / developer	Garden Route Film Commission
Core focus sector	Filming
Total project investment	ZAR1 million per full-length film; ZAR300 000 per short film
Sources of funding	Private, public or donor funding
Possible incentives available	Introduce a loyalty system to get discount for filmmakers.
Project status	Permits for locations and planning of loyalty system, training has started but due to Covid-19 and the lack of funding, social media marketing was mainly done.
Partnerships	Would join with the International Film Commission to attract international filming in our area
Full contact details of project lead	Patrick Walton, +27 82 475 1212; chairman@gardenroutefilmcommission.com
When investment is required	Immediately
Proposed completion date	As soon as funding becomes available
Potential jobs created	1-3 immediately and as required





### 5. PROPERTY DEVELOPMENT

### STUDENT ACCOMMODATION IN GEORGE

The Garden Route District Municipality Student Housing proposal (SHP) focuses on the viability of developing municipality-owned undergraduate and postgraduate residential apartments and university staff residential estates. A comprehensive new construction strategy was developed to increase the number of off-campus housing beds with 3000 during Phase 1 in 2021 to be achieved through:

construction of 1000 three-bedroom residential apartments

- common spaces, including recreational facilities such as a swimming pool, gymnasium, and study facility
- a new dining facility

Further similar phases may be introduced as the need arises. Serving both undergraduate and postgraduate students, the off-campus housing project will create a high-quality learning community that results in a transformed academic village. More appealing facilities for students will be constructed with population density minimised by using double occupancy rooms. External green spaces throughout the community will be enhanced and a dining facility will coincide with residential community enhancements.

Associated developments will include development of residential estates to accommodate the staff which in turn will attract and retain quality skill force in the region and ultimately setting the Garden Route as the leading producer of quality graduates that will assist in driving the vision of the region and in growth and development.

Funding and investment options provided by a joint venture can also increase the total investment capacity of the proposed development.

### MIXED-USE DEVELOPMENTS / CAMPING SITES

GRDM is availing quite a number of their assets that are strategically located for development types such as mixed-use, manufacturing and conferencing facilities.

Investment opportunities on some of these properties include: • Buffalo Bay; Walkers Point Farm 215 Portion 1, 2 and 3: hotel or resort

- and conference facility for the region • Rheebok; Erf 264 and 271 Mossel Bay: possible middle-income to highincome housing opportunities
- Calitzdorp Spa and De Hoek: investment opportunity to revamp,
- manage and operate these facilities (public-private partnership) • Victoria Bay:pieces of land available for development
- · A number of sites all over the region suitable for camping or caravan parks



## 6. GARDEN ROUTE SPECIAL (REGIONAL) **ECONOMIC ZONE (SEZ)**

A concept note for a specific, focused effort and drive to attract new investment to the Garden Route focusing primarily on the petrochemical (Mossel Bay) and agro-processing (George) industries and secondarily on the oceans economy (Mossel Bay and the greater Garden Route), has been tabled.

- THE FOLLOWING OUTCOMES WILL BE ACHIEVED THROUGH THE SEZ: Employment opportunities across a variety of disciplines with poverty alleviation as a result
- Human capital development through knowledge sharing by international
- partners and technical spill-over to the rest of the region Small and Medium Enterprise development and local preferred
- procurement implementation
- · Food security through agro-processing, marine aquaculture and fish processing
- Multiplier effect into other secondary and tertiary industries
- Attracting foreign and domestic direct investment through international trade opportunities and using the existing infrastructure (port, airport and rail system) to better effect
- Accelerating export and economic growth for the Garden Route and even cross boundary into the Eastern Cape Province and other districts.
- · Balanced regional development with the SEZ halfway between Atlantis on the West Coast and Coega in the Eastern Cape and allowing access to the SEZ by the Overberg and the Central Karoo Districts

Petrochemical	Agri-processing	Oceans economy
Upstream and down- stream activities for PetroSA     Biomass to syngas	Ostrich     Diary     Fruits and vegetables     Footwear	Ocean     Adventure tourism     Marine aquaculture     Processing
Biofuels     Aviation fuels     Speciality paraffins	Flowers / Honeybush     Wine and grapes     Nuts	Fish meal / leather     Minor ship repairs     Boat building
<ul> <li>Ethylene and deriva- tives</li> </ul>	Bees / honey     Aloe industry	Small harbour     development
Commodity chemicals     Alcohols     Fertilizer	<ul> <li>Spekboorn</li> <li>Crops and livestock</li> </ul>	
Oxygen / Nitrogen     / CO <sup>2</sup>		ET IN
<ul> <li>Propylene</li> <li>Waste reduction and recycling – waste to energy, refuse derived</li> </ul>		22
Fuels     Biogas	15	and the second

### THE SEZ WILL FOCUS ON THE FOLLOWING SECTORS:

- Petrochemical / pharmaceutical
- · Ocean economy / aquaculture
- Small boat harbours Boat building
- Ship repairs
- · Fish processing
- Agro-processing
- Waste conversion solutions

### THE SEZ WILL BE A COMBINATION OF:

- A free port (Port of Mossel Bay and George Airport)
   A free trade zone (including one or more areas within the port area), the tank farm and the Mossdustria (Mossel Bay) and Gwayang (George) industrial areas

Name and background of applicant / developer	Garden Route District Municipality, George Municipality and Mossel Bay Municipality supported by the Western Cape Provincial Government
Core focus sector	Economy
Total project investment	ZAR50 billion
Sources of funding	Public, private or donor funding
Possible incentives available	Preferential 15% corporate tax, employ- ment incentives, building allowance, access to the National Department of Tourism Transformation Fund and other Depart- ment of Trade and Industry incentive schemes
Project status	Local, provincial and national government study responsibilities mapped out, steering committee appointed to manage process. The GRIDM, George and Mossel Bay Mu- nicipalities' individual and combined stra- tegic agendas and readiness with regard to its integrated Development Plans, Spatial Development Frameworks and LED & Tourism strategies are in place.
Partnerships	Local, provincial and national government. Garden Route District promotes all forms of partnerships.
Full contact details of project lead	Paul Hoffman, +27 82 577 5302; paul@wcedp.co.za
When investment is required	SEZ is investment-ready, immediate investment
Proposed completion date	Thousands of jobs to be created



## 7. AGRO-PROCESSING AND FOOD SECURITY PROJECTS

The Agricultural Policy Action Plan (APAP) identified revitalising fresh produce markets as a key output to address trade and market opportunities for SMMEs including smallholder farmers. The market infrastructure would allow the producers to centrally bring in their produce, subject them to cleaning, managing post-harvest pests, grading, packaging, loading and transporting to markets in the region, nationally and exports if the prices are good. The proposed fresh produce markets facilities could also act as points of leverage, where market information, production information and extension services are discharged to the producers. It is against this background that GRDM conducted a feasibility study with a view to establish a fresh produce depot/market with packaging, grading, cold room and storage facilities in the region with possible export opportunities.

The outcome of the study is that there is a need for a national fresh produce market in the Garden Route; the necessary infrastructure needs to be in place in the region to support this. The fresh produce market therefore offers an infrastructure development investment opportunity, such as construction, roads, water for irrigation (especially for emerging farmers) and electricity services. The aim is to complement the establishment of a fresh produce market with infrastructure that is needed for food security, to stimulate the economy, create much-needed jobs as well as create market access for smallholder farmers. The partners are the GRDM, George National Fresh Produce Market, Garden Route Fresh Express Market, Property developers, Tikketai (emerging farmer model), ACSA and Mossel Bay port.

Plans for a feasibility study on regional abattoirs have also been tabled.



Name and background of	Garden Route District Municipality
applicant / developer	Agriculture
Core focus sector Total project investment	ZAR12 million over a period of 1-10 years Fresh produce market: ZAR150 million Abattoir ZAR120 million
Sources of funding	Private, public and donor sectors
Possible incentives available	Incentives include service-related, rates- and charges-related incentives
Project status	Pre-feasibility studies completed in most cases
Partnerships	Local, provincial and national government. Garden Route District promotes all forms of partnerships. SMME/co-operatives opportunities.
Full contact details of project lead	GRDM Planning and Economic Develop- ment Department; Passmore Dong, +27 44.803 1357; +27 82 805 5285; passmore@gardenroute.gov.za
When investment is required	Immediately
Proposed completion date	Over 3000 permanent jobs to be generated (15000+ family members impacted); 1300s temporary construction jobs during Phase 1. Seasonal jobs: 12 000

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## 8. ACCESSIBILITY PROJECTS AND INTEGRATED PUBLIC TRANSPORT SYSTEM FOR GARDEN ROUTE

It is necessary to establish an affordable and accessible integrated transport system that provides inkages across municipal boundaries to ensure that regional access is resilient. The Garden Route Spatial Development Framework directs the GRD to ensure improved accessibility between the klein Karoo and GRD, as well as within the GRDM by:

 establishing a clear primary and secondary regional route hierarchy, role and investment priorities (N2 versus R62);
 addressing connectivity between the coastal belt and inland areas; and
 enabling physical accessibility to improve access to apportunity and services.

### RAIL:

The GRD is part of the larger "coastal economy corridor" stretching between Richards Bay along the coast to Saldanha Bay and connecting a number of ports and integrated Development Zones. The revival of rail transport in the region is seen as a priority. Railway infrastructure investments could be developed with the aim of strengthening this national corridor and a logical alternative to the escalating cost of road mainte-nance. This could be achieved by extending the rail line between Oudtshoorn - Kippaart and Port Elizabeth towards Richard's Bay. The SEZ will bring rail transport forward in this region, especially if the rail can be used more for freight with the added benefit of tourism.

#### AIR:

George is envisaged as the primary regional ACSA commercial airport. Oudtshoom is envisaged to consolidate its role as a training airport, with prospects to serve as a freight airport in support of the new role envisaged for the R62. Mossel Bay serves as both a training airport and a local light aircraft tourism entry point.

Garden Route District Municipality in col- laboration with all district municipalities	
Transport	
Capitalisation estimate is ZAR15 billion over a period of 5-15 years	
Public and private	
Feasibility studies undertaken	
Local, provincial and national governme Garden Route District promotes all form of partnerships. SMME / cooperatives o portunities (construction, security, cleanin garden services, catering, transportation and logistics)	
GRDM Planning and Economic Development Department; Passmore Dongi, +27 44 803 1357; +27 82 805 5285 passmore@gardenroute.gov.za	
Immediately	
Over 110 000 permanent jobs to be genera- ted; 180 000 s temporary construction jobs Opportunities for SMMEs	



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Bitou is the gateway into the Western Cape from the eastern part of South Africa with the Bloukrans River on the eastern boundary dividing the Western and Eastern Cape. The economy of the Bitou municipal area is the second smallest in the GRD. The Bitou Municipal area's economy is mainly based on the wholesale and retail trade, catering and accommodation; construction; finance, insurance, real estate and business services; community, social and personal services, and agriculture and fisheries sectors. These sectors and services are underpinned by a healthy tourism sector that is seen to be the main economic driver in the area.

The Bitou LED strategy focuses on the agricultural and tourism sectors as the main local economic sectors. It includes growing the local agricultural sector (including honeybush tea farms and sceletium farming, agro-tourism, cattle, tunnel and poultry farming); forestry, oceans economy, construction activities, tourism and new resort and hotel developments.

### 1. COMING TOGETHER PROJECT (FINANCE AND BUSINESS SERVICES)

Bitou Municipality's various service departments are currently spread over a number of offices scattered around the town of Plettenberg Bay. The municipality now intends to assess the feasibility of establishing a consolidated working environment in order to improve efficiency, accessbillty and service delivery to the residents and community of Bitou Municipality. The land and buildings that become available in this process will be offered to private investors to create and enable economic development.

Name and background of applicant / developer	Bitou Municipality and private sector JV	
Core focus sector	Finance and Business Services	
Total project investment	ZAR100 million	
Project status	Pre-implementation	
Partnerships	Bitou Municipality and private sector	
Full contact details of project lead	Bitou Municipality, LED Department: Lesley Jacobs; ljacobs@plett.gov.za	
When investment is required	2020/21	
Proposed completion date	2030	
Potential jobs created	Thousands during construction; hundreds temporary	

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## 2. AIRPORT PRECINCT

The project requires the appropriate development of the Plettenberg Bay Airport facility to accommodate air traffic that does not compromise the nature of the town and that should be carefully managed over a 10-, 20-, and 30-year timeline.

Appropriate mechanisms can be put in place for the development of the terminal building with properly qualified partners, again on a build-operatetransfer basis. Specialist airport operators, such as ACSA, should be considered as partners. They bring vast technical and legal skil, access to resources, and well-established supplier networks, and importantly ensure airport neutrality, and fair access for all. They are also well positioned to ensure profitability, as the airport should be run as a business with a profit motive, and if properly run, it should make money. Development possibilities include a 260-meter runway extension, a new terminal building, development of new hangars, a light industrial park, improved let-down facilities, and an extension of the ramp and parking facilities.

Name and background of applicant / developer	Bitou Municipality and private sector JV	
Core focus sector	Transport and storage	
Total project investment	ZAR50 581 400	
Project status	Pre-implementation	
Partnerships	Municipality and private sector	
Full contact details of project lead	Bitou Municipality, LED Department: Lesiey Jacobs; ljacobs@plett.gov.za	
When investment is required	2020/21	
Proposed completion date	2030	
Potential jobs created	200 during construction, and 60 permanent and 100 temporary jobs	

## 3. PROPOSED PLETTENBERG BAY MULTI-

The objective is to construct a multi-purpose sporting facility including a wooden indoor velodrome, the Plett Cycling Velodrome, with cycling as the anchor-tenant. Such a world class facility presents many opportunities and will amplify Plettenberg Bay as a preferred destination with the added attraction of offering world class sporting events. As a flagship facility (not only in South Africa but on the African continent), it will greatly enhance the region's opportunities for hosting future national, continental and international events with the proven related economic benefits.

This will be an ideal facility for use not only by South African cyclists, but also as a training base for all African countries as well as attracting many European nations who flock to South Africa for training camps during their winter season.

A world-class velodrome opens up many opportunities for staging international track events, such as World Senies events and inter-continental events laying the foundation for the hosting of the prestigious World Track. Championships. The possibility of hosting an international cycling festival in the town encompassing all five disciplines is a huge opportunity as it has never been staged previously on the continent. Plettenberg Bay can be at the forefront of such a great initiative, taking the lead in globalising the sport. Plettenberg Bay and ultimately South Africa will be positioned as the Cycling Mecca with many riders flocking to the town for the numerous international events.

Name and background of applicant / developer	John Ruiters (local entrepreneur)	
Core focus sector	Infrastructure / Construction / Sport	
Sources of funding	Cycling South Africa and its Western Cape provincial and regional structures, South African Sports Confederation and Olym- pic Committee (SASCOC)	
Project status	Pre-feasibility	
Partnerships	Plettenberg Bay and Bitou Municipalities, Western Cape Government (Sport and Recreation, Finance, Economic Develop- ment and Tourism)	
Full contact details of project lead	Bitou Municipality, LED Department Lesley Jacobs; Ijacobs@plett.gov.za	
Potential jobs created	200	



## 4. COASTAL DEVELOPMENT CORRIDOR 🚮

The Bitou Municipality aims to develop the coastal corridor stretching from Piesang Valley to the Bitou River. The aim of this development is to develop a small-boat harbour with a supportive maintenance and repair industry, a waterfront development with retail rights (for example coffee shops, arts and curio shops) and a conference and entertainment hub. The envisaged outcomes of this development are an increase in high-end tourists, job creation, trade and investment opportunities and an extension of the tourism season. Bitou Municipality and the private sector will form a JV.

Name and background of applicant / developer	Bitou Municipality and private sector JV	
Core focus sector	Marine	
Total project investment	ZAR100 million	
Project status	Pre-feasibility	
Full contact details of project lead	Bitou Municipality, LED Department: Lesley Jacobs; ljacobs@piett.gov.za	
When investment is required	2020/21	
Proposed completion date	2030	
Potential jobs created	Thousands during construction, hundreds temporary	

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George has a sophisticated, diverse and dynamic economy, is a hub for entrepreneurship and innovation in the Garden Route and makes up 40% of the district economy. George, as well as being the main economic base for the Garden Route, also had the highest average economic growth rates over the past five years. George is the third largest municipality in the Western Cape. It is strategically located as the heart of the logistics and transport sectors along the N2, and is the fourth most important contributor to provincial employment among the Western Cape's 25 municipalities.

George has also consistently recorded higher economic growth rates than the district, the provincial and the national economy in the past five years with an average growth of 2.64% p.a., showing impressive resilience during a challenging period for South Africa. George is seen as the centre of activity for the financial and services sectors, with agriculture also a reasonable contributor.

## 1. PLANNED FUTURE SKILLS DEVELOP-

Several development initiatives aimed at skills development and innovation are envisaged and offered in George. The proposed Garden Route university precinct development at the Garden Route dam envisions a future campus with a university and / or research and innovation centre, a waterfront commercial development, hotel, medium density residential / group housing, apartments, student housing and sport recreation facilities encompassed by parks and natural areas. This proposed development seeks to strengthen George as an academic hub and will potentially stimulate investment in the rearby nodes.

Another development opportunity earmarked on a site situated 3km from the George CBD, north of the R102 en-route to the George Airport, is a new campus for South Cape College. This precinct offers some potential for mixed-use development, including residential, medical, research and conferencing. Hospital, commercial, social housing developments, regional facilities and other residential developments are being planned in the precinct.





Name and background of applicant / developer	George Municipality (development at the Garden Route dam); South Cape College (new campus for college)	
Core focus sector	Education, training and skills development	
Total project investment	ZAR1.8 billion	
Sources of funding	Public, private and donor funding	
Possible incentives available	George Municipality has an incentive policy in place and investors are encouraged to apply for incentives.	
Project status	Public participation processes for the uni- versity are in the process of being con- cluded. The planning for upgrading of services and roads infrastructure for the South Cape College precinct is at an advanced stage of completion. Land use and EIA applica- tions must still be undertaken for certain sites in the precinct.	
Partnerships	Public-private partnerships	
Full contact details of project lead	Project Management, Donald Gelderbloem, Manager Properties, George Municipality, dmgelderbloem@george.gov.za. Incentives; Pedro Oliphant, Manager. Eco- nomic Development, George Municipality; +27 44.801 9287; ploliphant@george.gov.za	
When investment is required	Immediately	



### 2.EASTERN COMMERCIAL NODE EXPANSION AREA

This area, commonly referred to as the Destiny Africa Development, is located to the south-eastern side of George between the N2 and the indian Ocean. The Garden Route Mail and Eden Meander shopping centres are located to the north on the opposite side of N2. The eastern node is identified as a medium to long term growth area. The project will combine business, learning and leisure into a so-called smart city. Precincts include a business park with an incubator, a university cluster and research centre, about 7 000 residential units, ecotourism, as well as medical facilities and retail opportunities at the Garden Route Mail and Eden Meander. A new crossing over the N2 is considered, linking existing development with the planned adjacent commercial node.

Further development opportunities also exist in existing developed area, commonly known as Eden Meander and includes the Garden Route Mall. It is located at the south-eastern entrance of George to the north west of the Knysna Road/ N2 Intersection, and opportunities include an office park, flats and Big Box retail.

Name and background of applicant / developer	Monteriva Investments 17 (Pty) Ltd (Destiny Africa / Salywood City); Laritza Investments 183 (Pty) Ltd, Cumulus Projects (Pty) Ltd, Fynbos Road Hole Investments (Pty) Ltd and Misty Mountain Investments (Pty) Ltd (Eden Meander Precinct)
Core focus sector	Commercial development
Total project investment	ZAR450 billion
Sources of funding	Private funding
Project status	Destiny Africa's rights have lapsed and an application for extension of rights have been submitted. Development has not yet commenced and property remains vacant. No services have been installed or are presently available. Updated services plans have been requested for the development. Eden Meander's rights have been imple- mented. Rights include Big Box retail, a hospital (6ha), limited offices (16000m2), and flats.
Partnerships	Public-private partnerships
Full contact details of project lead	Fred Brown, Chris van Zyl and Chris Roodt, +27 71 149 6498
When investment is required	Immediately



## 3. CBD SMALL BUSINESS DEVELOPMENT (🙆

The George Municipality is dedicated to maintaining and strengthening the CBD as George's primary economic activity centre and key spatial actions are aimed to retain business development and office occupancy in the CBD. As the George CBD is safe in comparison with other cities, the focus is to upgrade this area to ensure a vibrant, integrated and safe pedestrian environment and encourage private investment in the upgrading and redevelopment of the CBD's buildings. These initiatives will be supported by good planning and establishment of partnerships with the private sector in order to promote high quality urban design and improve the overall appeal of the CBD. Opportunities exist in the centre of town when the MediClinic and Geneva hospitals will relocate to other premises; an opportunity exists to use these existing properties in the CBD for small business purposes, corporate offices, call centres and additional medical suites.

Name and background of applicant / developer	George Municipality	
Core focus sector	Economic	
Sources of funding	Public and private	
Possible incentives available	George Municipality has an incentive policy in place and investors are encouraged to apply for incentives if they plan to invest in the CBD. The incentives are divided into two main categories namely, administrative ser- vice related, and rates and charges related.	
Project status	Zoning in place	
Partnerships	Public-private partnerships	
Full contact details of project lead	Pedro Oliphant, +27 44 801 9287; ploliphant@george.gov.za	
When investment is required	Immediately	
Proposed completion date	Ongoing infrastructure upgrades and maintenance	

## 4. GEORGE AIRPORT PRECINCT

approximately 264ha under ACSA (airport zone) and approximately 33ha indepentdent development land (airport support zone)

### AIRPORT ZONE:

This zone consists mostly of land that is currently owned by the Airport. Company and utilised for the airport and related structures. The airport maintains its own development framework, relating to the land which belongs to the Airport Company. Land uses within the zone need to be subsidiary and related to the basic functions of the airport and any proposals for development must be done in collaboration with the municipality. Significant extensions to the George Airport are in an advanced stage and include upgrading the terminal from six to eight boarding gates, additional lounge and concourse space as well as new cargo facilities to accommodate additional passenger and cargo activity.

### AIRPORT SUPPORT ZONE:

Plans are on the table for mixed spatial development east of the airpor with potential to accommodate support land uses that render suppor services to the airport facilities or that provide a direct service to tourists it is aimed at providing opportunities for land uses that are reconcilable with the airport, such as freight and logistics companies, manufacturing and tourist facilities. This zone is intended for the area between the existing R4D4 and the new future reaignment of the western by-pass

The planned Gwayang and Airport precincts ensures that the concept of a Regional SEZ takes shape and it is envisaged that the Agri-Processing sector as proposed may be accommodated in this development. The Gwayang development is also bordering the larger of George's waster water treatment plants, where investigations are under way to establish a Regional Anaerobic Organic Waste Digestor – manufacturing amongs others fertiliser for the agricultural sector and possible biogas applications.

132) Special Economic Zone (SEZ) Public and private funding George Municipality has an incentive policy in place and investors are encouraged to apply for incentives. George Airport presently has rights to de- velop a hotel and a service station on their property. The company has appointed consultants to develop a site development
Public and private funding George Municipality has an incentive policy in place and investors are encouraged to apply for incentives. George Airport presently has rights to de- velop a hotel and a service station on their property. The company has appointed
George Municipality has an incentive policy in place and investors are encouraged to apply for incentives. George Airport presently has rights to de- velop a hotel and a service station on their property. The company has appointed
policy in place and investors are encouraged to apply for incentives. George Airport presently has rights to de- velop a hotel and a service station on their property. The company has appointed
velop a hotel and a service station on their property. The company has appointed
plan for the airport to allow for the imple- mentation of existing rights which include airport related services, air cargo services, cold storage warehousing, car rental fleet management, hotels and restaurants. Dynarc Capital has rights to develop a ser- vice station, hotel and tourist facilities on
their properties. Access approvals to the property is at an advanced stage. Dynarc has submitted an application to accuire industrial rights (airport related industries) on Portion 130.
The development of the precinct is sub- ject to the GANEP roads master plan de- veloped for the George Municipality. The master plan has been adopted by Council. The EIA process relating to the GANEP is at an advanced stage. The master plan will ensure that developer contributions toward the building of new roads and upgrades to the existing road network is done fairly.
Public-private partnerships
Pedro Oliphant, Manager: Economic Development, George Municipality, +27 44.801 9287; pioliphant@george.gov.za
Immediately

## 5. INDUSTRIAL DEVELOPMENT

Industrial development is identified as a focus area for incentivized eco-nomic growth. The George Municipality offers incentives for industrial development in or on existing industrial areas in George. Privately-owned land is available in George Industria, Tamsul and Pacaltsdorp industrial ar-eas. These incentives focus on supporting new investments on the basis of their potential future contribution to economic growth within the mu-nicipal area. The incentives are divided into two main categories namely, administrative and service-related, and rates and charges related and five geographical areas in which development would be incentivised were iden-tified.

Nelson Mandela Boulevard Transportation Corridor
 Pacaltsdorp Central Business District (along Beach Road)
 Tamsui and Pacaltsdorp industrial areas

Name and background of applicant / developer	George Municipality	Plant
Core focus sector	Industrial development	. R . R
Total project investment	ZAR2.3 million for 2021	Mar Land
Sources of funding	Public and private	
Possible incentives available	George Municipality has an incentive policy in place and investors are encouraged to apply for incentives.	
Project status	The George Municipality has a few sites left in Pacaltsdorp Industria. They are also in the process of acquiring sites in the Tarnsui and George industrial areas in the 2020/2021 financial year. Smaller indus- trial properties are available along Nelson Mandela Boulevard, geared towards SMMEs.	A
Partnerships	Public-private partnerships	AN
Full contact details of project lead	ProjectManagement:DonaldGelderbloem, Manager Properties, George Municipality, dmgelderbloem@george.gov.za. Incentives: Pedro Oliphant, Manager: Eco- nomic Development, George Municipality, +27 44 801 9287; ploiphant@george.gov.za	
When investment is required	Immediately	

## 6. HEROLD MEANDER AGRICULTURE, AGRO PROCESSING AND AGRITOURISM

Herold is a secluded little rural settlement that is culturally and historically significant and has the potential to establish sustainable rural livelihoods in a picturesque little tourism village situated on a working farm. The Herold area is situated halfway between George and Oudtshoorn and can be accessed via the scenic, unaltered and historic Montagu Pass or via Route 62. It is situated within the Cape Floral Region that is a UNESCO World Heri-tage Site as well as within the Garden Route UNESCO-declared Biosphere Reserve.

Herold Meander proposes to develop portions of land in Herold that are suitable for honeybush tea, proteas, essential oils, aquaculture and aquaponics and agro processing.

The following agro processing facilities are being planned subject to all approvals:

- Honeybush tea processing facility options to export to Germany, etc.
   This will also be the first black-owned honeybush tea processing facility in the Western Cape. Funding applications will be submitted to DTI (Agro processing), AgriBEE and LandBank. • Proteas processing facility – options to export to the Netherlands. Funding applications will be submitted to DTI, AgriBEE and LandBank.
- Aquaculture and Aquaponics. Funding applications will be submitted to DTI (ADEP) and LandBank.

#### Herold Meander is in the process to establish the following agri-tourism attractions

- · Moertjiesklip Farm Stall and Coffee Shop
- Hats, formal dresses factory and wedding venue
- Spinning and weaving
   Pottery and painting
- Camping facilities
- Touch farming, nursery and other entertainment
   Microbrewery and essential oil facilities.





Name and background of applicant / developer	Herold Meander (Pty) Ltd, a 100% black- owned and Level 1 B-BBEE compliant entity, is the largest black commercial honeybush farmer in the Western Cape. It is a regis- tered member of the N12 Treasure Route (an initiative of the Department of Tourism), Outeniqua Tourism Association, George, Oudtshoorn and De Rust Tourism, and is registered with Route 62.
Core focus sector	Agriculture, Agro-processing & Agritourism
Total project investment	ZAR70 million via phased implementation process
Sources of funding	Public, private or donor funding
Possible incentives available	It is a compliant private farming develop- ment situated in hops-dominated farming area with competitive leases and govern- ment blended financing development options.
Project status	Received Operation Phakisa Phase 1 ap- proval for the proposed Aquaculture and Aquaponics project. Its Integrated Water Use License Application (IWULA) has been approved by Department of Human Settle- ments, Water and Sanitation. Heritage and environmental approvals have been ob- tained. The town planning application was submitted to George Municipality to es- tablish all the development rights. The Department of Environment, Forestry and Fisheries will facilitate the negotiations of a BioTrade Access Benefit. Sharing agree- ment with the Indigenous Knowledge Holders as per the Kyoto Protocol. By the end of May 2020, they would have established 20ha of honeybush tea (max 30ha) and 15ha of proteas.
Partnerships	Herold Meander's farming initiatives are supported by Western Cape Department of Agriculture via the Comprehensive Agricul- tural Support Programme (CASP), Depart- ment of Trade and Industry (DTI – Exports and Marketing) and the Agricultural Re- search Council (ARC).
Full contact details of project lead	Theo Adams, +27 44 873 5333; info@heraldmeander.co.za
When investment is required	Immediately
Proposed completion date	The ROD was granted for 20 years to ensure a phased implementation process.
Potential jobs created	Currently, 25 permanent and 10 temporary jobs have been created.



# HESSEQUAMunicipality

The region nestles in the shadow of the Langeberg Mountains and in the embrace of the warm Indian Ocean, stretching from the magnificent Breede River in the west to the majestic Gourits River in the east and covers a geographical area of +/- 5200km. The land use of this vast area varies from protected natural environments with a rich biodiversity to highly intensive agricultural use.

Hessequa Municipality consists of three large towns located on the N2 that passes through the municipal area from east to west and four coastal towns. Riversdale and Still Bay are the two towns with the largest contribution in terms of population and economic activity. There are four smaller communities, varying in size, located in the vast rural area of Hessequa. Each town in Hessequa has its own spatial development proposal in the SDF as well as growth management plans. These strategic planning tools create the foundation for the measurement of all investments in the municipal region.

The Hessequa economy can benefit through new business development that provide goods and services to travellers on the N2 that traverses the area. The N2 is an important transport corridor, for both freight and tourists. The three largest contributors to GDPR in the Hessequa municipal area are finance, insurance, real estate and business services (21.0 per cent), wholesale and retail trade, catering and accommodation (19.1 per cent), and manufacturing (14.1 per cent).

Key focus areas for investment are tourism, economic infrastructure, and agriculture and agro-processing.





## 1. STILL BAY DUNES MEDICAL RESORT VILLAGE

An excellent investment opportunity exists on a 3,8ha piece of land, located about 300m from the Still Bay beach and river. The first phase of the development, namely the Still Bay Private Hospital building, offering high-quality and comprehensive health care services, has been completed and can be commissioned. The hospital will eventually have 68 beds and the property zoning allows for an emergency unit, medical suites, an ambulance station, doctor's rooms, a pathology lab, radiology practice, theatres, a pharmecy and parking facilities. A Board of Directors and Management team have been appointed and the vision is to establish a world-renown health care institution that provides cost-effective health care service to patients and provides satisfactory returns to its investors. Further plans include a training or conference centre and residential apartments.

Name and background of applicant / developer	Stil Bay Dunes (Pty) Ltd; Hessequa Medical Centre
Core focus sector	Residential development and medical investment
Total project investment	Total development: ZAR325 million
Sources of funding	Private
Possible incentives available	Possible rebates on development contri- bution costs but still needs to be decided by Council
Project status	First phase completed and building (hospital) is completed.
Partnerships	Private property developer, Hessequa Municipality
Full contact details of project lead	Nico Viljoen, +27 82 820 4366; nico@stilbaaidunes.com
When investment is required	As soon as possible for the operational phase
Proposed completion date	2023
Potential jobs created	150 full-time jobs



It includes the development of Still Bay Small Harbour infrastructure, in-vestment in and upgrading of existing infrastructure, creation of local job opportunities, development of tourist attractions to broaden the tourism diversity and address seasonality and the creation of a business infrastructure / hub.

DEVELOPMENT

The development of the harbour has been earmarked as a flagship pro-Ject by Hessequa Municipality and engagements have already started with the Department of Public Works. The project entails the integrated development of the harbour mainly focusing on fishing activities as well as developing the adjacent area into mixed-use residential and commercial development.

Name and background of applicant / developer	Hessequa Municipality
Core focus sector	Marine, tourism [hospitality & recreational facilities], light industries
Total project investment	ZAR150 million [VAT inclusive]
Sources of funding	Public, private or donor
Possible incentives available	Possible rebates on development contri- bution costs but still needs to be decided by Council
Project status	Project proposal has been drafted and Council decision to proceed with the de- velopment. A project management team will be appointed to facilitate the project.
Partnerships	Department of Public Works, Department of Environmental Affairs and Development Planning
Full contact details of project lead	Hendrik Visser, +27 28 713 8000; hendrik@hessequa.gov.za
When investment is required	After project programme has been accepted by Council
Proposed completion date	2027
Potential jobs created	200 job opportunities during upgrade construction, 100 permanent jobs and 50 temporary job opportunities.

## 3. STILL BAY MAIN BEACH DEVELOPMENT

The Still Bay main beach development project will render 7200 square meters of real estate at the Lappiesbaai Blue Flag Beach for development on a 50-year rental basis. The development which will include a restaurant and klosk will attract investment as well as increased tourism to the area.

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Name and background of applicant / developer	Hessequa Municipality
Core focus sector	Tourism, property development and business
Total project investment	ZAR2 millon - 10 million
Sources of funding	Property developer who will tender for the project
Possible incentives available	Possible rebates on development contri- bution costs (still needs to be decided by Council)
Project status	The tender will be advertised in March / April 2021
Partnerships	Hessequa Municipality with the success- ful Property Developer
Full contact details of project lead	Albert Kleynhans, +27 28 713 8000; albert@hessequa.gov.za
When investment is required	After the tender process has been finalised
Proposed completion date	2022
Potential jobs created	40 job opportunities during the construc- tion of infrastructure (centre), 10 perma- nent jobs and five (5) temporary job op- portunities.



Biombos Cave is a world-famous archaeological site declared a provincial heritage site in 2015 and it is currently on the tentative serial nomination list of UNESCO world heritage sites. The proposed development of an interpretation / discoverity centre which capitalises on archaeological discoveries will unlock tourism in the region and will form part of the Western Cape Heritage Tourism Route, "The Cradle of Human Culture" which has been approved by the Western Cape Government and supported by Cabinet.

Name and background of applicant / developer	The Blombos and Fynbos Trust Pty Ltd, Stilbaai Archeological Society, Hessequa Municipality
Core focus sector	Tourism
Total project investment	ZAR50 million
Sources of funding	University of Bergen, Norway University of the Witwatersrand
Funding gap	ZAR40 million
Possible incentives available	Possible rebates on development contri- bution costs but still needs to be deaided by Council
Project status	Business Plan has been accepted by Municipality and the first phase of the building is planned, but rezoning process is currently underway
Partnerships	University of Bergen, Norway, University of the Witwatersrand, Western Cape Govern- ment, Hessequa Municipality, Biombos and Pynbos Trust Pty Ltd
Full contact details of project lead	Izak Venter, +27 28 754 1460; +27 82 808 3856; izakg.venter@gmail.com
When investment is required	As soon as possible
Proposed completion date	2023
Potential jobs created	100 job opportunities during construction of the infrastructure [centre], 50 perma- nent jobs and 30 temporary jobs and opportunities.

'The tourism potential, especially ocean and adventure tourism, of the region needs to be enhanced by developing and diversifying the tourism sector'



# KANNALAND

Kannaland Municipality is renowned for its cheese factories and the production of world-famous diary and wine products. Major beneficiation of agricultural products in the form of cheese, dairy, wine and port occurs at processing plants and wineries within its boundaries rather than the raw material being exported to value-adding enterprises elsewhere.

Kannaland Municipality is an area of outstanding natural beauty and bio-diversity significance with great appeal to the wilderness and adventure tourism market, such as eco-resorts and getaways, hiking, bird-watching, organised and informal mountain biking and self-drive and motorcycle touring.

## 1. RENEWABLE ELECTRICITY PROJECT (1)

Kannaland experiences insufficient electricity supply and has embarked on a renewable electricity project in partnership with a private company called inovasure. The project centres around the inovasure RMEMS (Energy Vault) which is effectively a large UPS (Uninterrupted Power Supply) and receives power during off-peak times during the day and introduces it back into the distribution network during peak times. The project was approved by National Treasury and is currently going through a public participation process. This project has the potential to improve electrical supply to the area which will act as a stimulus for economic growth in different sectors and it is estimated to create around 600 jobs in the Kannaland area.

Name and background of applicant / developer	Inovasure (partner to the South African LiveSure Living Security "Ensurance" and Technology Company
Core focus sector	Renewable energy
Total project investment	ZAR1,2 million
Sources of funding	Private and donor
Project status	Pre-feasibility
Partnerships	National Treasury, DBSA, GTAC, Biometrics Bank, Government agencies, Insurance Partnerships, Eskom, Kannaland Munici- pality, DTI, SALGA and COGTA.
Full contact details of project lead	Max Lourens, +27 11 348 1407; info@inovasure.com
When investment is required	Immediately
Potential jobs created	600





## 2. GARDEN ROUTE STEAM TRAIN 🛛 👔

This is a proposal which would provide tourist and commuter rail transport through a large area of the Garden Route. Classic Rail is currently in negotiations with Transnet Freight Rail and various divisions of local and provincial government to finalise a 20-year concession, which will allow the company to operate trains on the line.

In its original format, the proposal included Calitzdorp and Oudtshoorn only, but as the lines exist to Mossel Bay, it could be extended. Included is Calitzdorp (existing train turnsround with an ungraded station), Oudtshoorn, George and Mossel Bay, all on the existing railway network. Although the railway network already exists and on the whole is inacceptable condition, it may require repair and upgrading in some areas.

Name and background of applicant / developer	Calitzdorp Tourism
Core focus sector	Tourism
Total project investment	ZAR3 million for Tuk Tuks and steam train
Full contact details of project lead	Mike Muuren, +27 83 285 4751; mikemuuren20@gmail.com; Mr Fanus Truter, +27 44 802 0299; ftruter@grg.moorestephens.co.za
Million Incomence in the second second	terms adjusted a

When investment is required Immediately



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## **3. SUCCULENT INDUSTRY**

Ourrently the succulent industry is managed privately (different partners). The core focus is to establish a succulent hub in the area for growing and exporting for various use. This will introduce the beauty under one roof – for example, some succulents can be harvested or used for medicinal purposes, others for cosmetic use, or a botanical succulent garden can even be developed (depending on the area).

The aim is to ensure a healthy functioning natural system, and to restore and reinforce the natural beauty of the species.

Over the past decade, succulents have soared in popularity, thanks to the growing demand for alternative medicines, as well as gardeners seeking out drought-tolerant, easy-to-grow plants. The annual Vetplantfees (Succulent Festiva) hosted in Calitzdorp is a good opportunity to showcase many of South Africa's beautiful and rare succulents together with succulents from all over the world. This opportunity has the potential to attract local as well as international tourists as well as establish a thriving succulent industry in the region.

Name and background of applicant / developer	Succulent society (Calitzdorp) in joint venture with Department of Agriculture, Gouritz Cluster Biosphere Reserve, World Wide Fund for Nature and Kannaland Municipality
Core focus sector	Tourism and Nature conservation
Sources of funding	World Wide Fund for Nature, DLG (or relevant sector department) Department of Agriculture, Department of Rural De- velopment and Land Reform, Department of Environmental Affairs and Development Planning
Project status	Unprocessed
Partnerships	World Wide Fund for Nature, SALGA DLG (or relevant sector department), Department of Agriculture, Department of Rural Development and Land Reform, Department of Environmental Affairs and Development, Planning and SANBI
Full contact details of project lead	Mr Buck Hemenway, buckhem41@gmail.com
When investment is required	As soon as possible once land is identified and a proper feasibility study is introduced
Potential jobs created	To be confirmed (depending on the hec- tare of land and type of manufacturing)
1	Acres



Currently no affordable transport system exists that links Bergsig to the Calitzdorp town. People, therefore, have to walk town whether it is for work, shopping, interacting with the Municipality, attending the clinic or going to school. An affordable transport system will alleviate this burden, assist the population and facilitate business.

The Tuk Tuks will also help grow tourism as tourists will effectively have taxis that can transport them from Bed and Breakfasts (B&Bs) to restaurants and back. This will once again support and create jobs at the restaurants, cellars and B&Bs.

Name and background of applicant / developer	Municipal and Private Sector JV
Core focus sector	Tourism and transport
Total project investment	ZAR3 million for Tuk Tuks and steam train
Sources of funding	DTI, Department of Small Business De- velopment and Department of Transport
Possible incentives available	Creating jobs amongst the unemployed youth, Cost effective measure to contri- bute to transport
Project status	Pe-feasibility phase
Partnerships	GRDM, Kannaland Municipality, private sector and the local community
Full contact details of project lead	Mike Muuren, +27 83 285 4751; mikemuuren20@gmail.com
When investment is required	Immediately
Proposed completion date	Ongoing
Potential jobs created	For jobs for four Tuk Tuks (starting point)

Located almost exactly halfway along the Garden Route, Krysna is the geographical heart of the region. Fed by the Knysna River, the 18 km<sup>3</sup> Knysna Estuary is home to at least 200 species of fish and opens into the ocean between two towering sandstone cliffs known as The Heads. A rich history, world-class golf courses, gourmet restaurants, boutique vineyards, markets, farm visits and a variety of art and craft rambles, retreats and spas add to the choice of entertainment.

This municipality is one of the smallest municipalities of the seven that makes up the district, accounting for only 5% of its geographical area. The main economic sectors are wholesale and retail trade, catering and accommodation, finance, insurance, real estate and business.

## 1. REGENERATIVE AGRO-FORESTRY & 👾 URBAN AGRICULTURE INITIATIVE

This is a social and environmental impact investment opportunity focused on post-fire regenerative agro-forestry in the Knysna municipal area. A multi-disciplinary project team is in place and open to collaboration with impact investors interested in agro-forestry and urban agriculture focusing on cash crops.

Name and background of applicant / developer	Multi-disciplinary project team
Core focus sector	Agriculture
Total project investment	ZAR2 million
Sources of funding	Private funding
Project status	Pre-implementation
Partnerships	Public-private partnership
Full contact details of project lead	DeWilton Lombard and Gene Kruger, +27(82)770 7319, kruger@arborline.co.za
When investment is required	As soon as possible
Potential jobs created	205 over three years





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## 2. WASTE TO ENERGY INITIATIVE

The New Carbon Innovative Technology Biochar Plant which focuses on holistic green solutions that have true triple-p (people, planet, profit) benefits. The project is focused on the renewable energy, food security and rehabilitation sectors by transforming biomass and biomass waste into biochar and related products. Applying these products will accelerate and improve soil and livestock health and fertility in farming, soil rehabilitation, water and effluent purification as well as the production of energy from biomass to operate our technologies and meet the growing energy requirements of communities.

Name and background of applicant / developer	Local companies
Core focus sector	Renewable energy
Total project investment	ZAR3,3 million
Sources of funding	Private funding
Project status	Not yet initiated
Partnerships	Public-private partnership
Full contact details of project lead	Fumanekile Makuyekwe: Project Coordi- nator: Trade and Investment Promotion Knysna Municipality, 302 6388 (direct) or +27 44 302 6301 (switchiocard); fmakuyekwe@knysna.gov.za
When investment is required	As soon as possible
Potential jobs created	300 over two years

A Children it

The Karatara Hydroponics Community Farming and Development Project is a start-up, public-private community partnership on 21 hectares of land east of the vilage of Karatara. The aim is to farm as intensively as possible, producing vegetables and food crops from open field and tunnel outivation (high impact farming), fish production from aquaponics operations (water efficiency), essential oils distilled from cultivated crops as well as harvest concessions of indigenous plants in local timber plantations (high value product beneficiation). The project plan has identified several phases of development which will result in the creation of numerous investment opportunities and job creation for the local community. The project is currently mid-way through start-up operations and open for investment partners going forward.

Name and background of applicant / developer	Applicant / project management: Direct Solutions oc (DeWilton Lombard and Gene Kruger), Property owner. Krysna Municipaity, Beneficiaries: Karatara Community Trust.
Core focus sector	Agriculture
Total project investment	Commercial capacity: ZAR900 000 Commercial expansion (1): ZAR4,5 million Commercial expansion (2): ZAR9,8 million
Sources of funding	Private funding
Project status	Feasibility stage
Partnerships	Knysna Municipality, Casidra and private sector
Full contact details of project lead	DeWilton Lombard and Gene Kruger, +27 82 770 7319; gkruger@arborline.co.za
When investment is required	As soon as possible
Potential jobs created	204 over five years





## 4. MARITIME MANUFACTURING CLUSTER ( 👌

Knysna has a rich history of boatbuilding and related maritime services with a number of recognised yacht manufacturers, smaller boat builders, refurbishers, service and related suppliers. Against the backdrop of the Western Cape Maritime Cluster (which aims to strengthen and develop the maritime industrial sector), several industry development initiatives are in process with a positive growth outlook and resulting investment opportunities.

Name and background of applicant / developer	South African Boat Builders Export Council (SABBEX) and Knysna Yacht Club
Core focus sector	Maritime and small boat builders
Total project investment	ZAR1,3 million
Sources of funding	Government and private
Possible incentives available	Operation Pakisa
Project status	Pre-implementation
Partnerships	SABBEX, Knysna Yacht Club, Knysna Municipality and SANParks
Full contact details of project lead	Vanessa Davidson, +27 82 836 3996; vanessa@sabbex.co.za
When investment is required	As soon as possible
Proposed completion date	Ongoing
Potential jobs created	50 jobs over two years

## 5. ECO-TOURISM OPPORTUNITIES

The Knysna municipal area is a hub for eco-tourism and adventure activities, such as boat tours, whale watching, charters, safaris, hiding tours, the Knysna Marathon and Oyster Festival and Simola Hillclimb (a premier motorsport lifestyle event) and a number of mountain-biking competitions. Increased tourism investment opportunities exist over a broad spectrum of established as well as new eco-tourism ventures in the area.

Other tourism opportunities include festivals, such as the Knysna Speed Festival, the Timber Festival and Notor Show. Knysna also boasts some world-class golf oourses (Simola Golf Course, Pezula Champion Golf Course, and Knysna Golf Course), gourmet restaurants, boutique vineyards, markets, farm visits and a variety of art and craft rambles, retreats and spas add to the choice of entertainment. Up close and personal animal encounters in dedicated wildlife sanctuaries include the Elephant Sanctuary and Knysna Elephant Park, Birds of Eden and the Brenton Blue Butterfly Reserve.

6. ICT SMART TOWN CONC
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urban development visit

The ICT Smart Town concept encompasses an urban development vision that emphasizes the intelligent management of a town's resources for the purpose of solving urban challenges. This begins with the roll-out of fibre optic infrastructure in Knysna and then to the rest of the district. This project will enable development of business infrastructure, faster internet speeds and collaboration between different stakeholders, facilitating investment opportunities.

e f	Name and background of applicant / developer	Local industry
- 8	Core focus sector	Economy and business
l l	Total project investment	ZAR1 million
- e	Sources of funding	Government and private
u-	Project status	Pre-implementation
-	Partnerships	Public-private partnership
	Full contact details of project lead	Fumanekile Makuyekwe, Project Coordinator: Trade and Investment Promotion Krysma Municipality, +27 44 302 6301 (switchboerd) or 302 6388 (direct); fmakuyekwe@krysna.gov.za
111	When investment is required	As soon as possible
()	Potential jobs created	100 jobs over two years

applicant / developer	1000
Core focus sector	Tourism
Total project investment	ZAR1,23 million
Sources of funding	Private funding
Project status	Active
Partnerships	Knysna Municipality, Garden Route District Municipality, Provincial Government, National Government
Full contact details of project lead	Fumanekile Makuyelowe, Project Coordinator. Trade and Investment Promotion Knysna Municipality, +27.44.302.6301 (switchlocard) or 302.6388 (direct): fmakuyelowe@knysna.gov.za

f Local tourism entities / business



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# MOSSEL BAY Municipality

The Mossel Bay municipal district is situated along the southern coast of South Africa. Mossel Bay has the second largest economy in the GRD municipal area. Its main economic activities are agriculture (aloes, cattle, dairy, ostriches, sheep, timber, vegetables and wine), fishing, light industry, petrochemicals and tourism.

The Mossel Bay Municipality, at its 2018 strategic workshop, identified economic development, to address unemployment, as one of two specific required interventions. The economy of the Mossel Bay municipal area is dominated by the wholesale and retail trade, catering and accommodation, finance, insurance, real estate and business services, and manufacturing sectors. Collectively these sectors make up 60 per cent (R4.2 billion) of the Mossel Bay municipal economy.

Mossel Bay is home to PetroSA and the Port of Mossel Bay and is central to the planned seven phases for the network of gas pipelines in South Africa. The town has the largest manufacturing sector in the district: it includes Petro SA's industry but also the food and beverage processing industry. Mossel Bay also has a noticeably large construction sector that contributed 11 per cent to its GDP.

## 1. TECHNOLOGY

Mossel Bay has a vibrant local economic development focus and several catalytic interventions are in the pipeline to stimulate and augment the local economy. In today's world, the information technology (IT) plays a vital role in commerce and business and it is one of the backbones of most developed countries. Advancement in IT minimizes the required time for working in the business field. Electronic storage, protection of records and faster communication are benefits of IT.

On the practical and job creation side call centres to service any product/ inclustry in the universe can be established here. Mossel Bay has enough people material to be used in call centres. At present companies are introducing fibre to all areas of Mossel Bay. In the past, the larger IT companies avoided Mossel Bay because of the lack of fast enough speed to service the different systems.

Programme and system developers can work from here. No specialised raw materials, except human and brain power is needed. Mossel Bay boasts a hub of "grey matter" of retired and semi-retired people who can contribute to the knowledge needed by the millennials that are trained in the IT field.

#### SPECIFIC AREAS:

App development and Techno Park
 Digital Training Academy





Name and background of applicant / developer	Private sector and the Mossel Bay Municipality
Core focus sector	Manufacturing / Business / Construction
Total project investment	Design-dependent
Sources of funding	Private investors
Funding gap	Unknown
Possible incentives available	Incentives as per incentives policy
Project status	Pre-feasibility
Partnerships	Recommendations from investors
Full contact details of project lead	Gwynne Harding, +27 44 606 5000; gharding@mosseibay.gov.za
When investment is required	12 months
Proposed completion date	Investor-dependent
Potential jobs created	Investor-dependent

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2. MARINE AND AVIATION MANUFACTURING

#### MARINE

Mossel Bay has a very active international yacht community that visit the bay on a regular basis. The harbour is the only one between Cape Town and Port Elizabeth and at present there is a dry dock (very limited activities) in the harbour, but no designated yacht components (e.g. masts) or yacht maintenance are available. Vessels need to be towed to one of the mentioned harbours for repairs.

Supply vessels frequently visit the harbour and local components for these vessels are available through a local supplier. Other possibilities are the fishing industry that also need repairs and the replacing of components.

Plans have been discussed for a multimillion-rand transformation of the harbour that would include a mixed-use waterfront development, a dock for cruise line passengers to disembark and various other business opportunities that could include retail, commercial and industrial facilities.

#### AVIATION

The town also has a very active aviation industry and boasts training facilities for international helicopters as well as fored wing pilots. The existing airfield has a tarred surface and has lights for 24-hour landings. The possbility is there for these facilities to be upgraded and the runway extended for bigger aircraft to land. Before COVID-19 the George airport serviced approximately 55 000 passengers per month. A large percentage of these are "semi-grants," business people living in the area, but working in Gauteng and other provinces. This represents an outside source of income for the area.

Mossel Bay Council has adopted a development plan and is currently considering a business and management model.

Specialised components for both these growing industries are imported (either from abroad or from other provinces) for repairs. The necessary infrastructure is available, and the area lends itself for the building of manufacturing plants.

The Total Brulpadda project, which is envisaged for the future, will open a number of new manufacturing opportunities in the ol and gas industry. Engineering works and the manufacturing of components immediately jumps to mind.



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Name and background of applicant / developer	Mossel Bay Municipality
Core focus sector	Manufacturing / Business / Tourism
Total project investment	Design-dependent
Sources of funding	Private investors
Funding gap	ZAR9 million
Possible incentives available	Incentives as per incentives policy
Project status	Pre-feasibility
Full contact details of project lead	Gwynne Harding, +27 44 606 5000; gharding@mosselbay.gov.za
When investment is required	Investor-dependent
Proposed completion date	Investor-dependent
Potential jobs created	Investor-dependent

### **3. SOUTHERN CAPE ECONOMIC OPTIMISATION INITIATIVE**



Mossel Bay has a vibrant local economic development focus and several catalytic interventions are in the pipeline to stimulate and augment the local economy. These include oil, gas, biofuels and downstream products from PetroSA - speciality paralfin products. Products currently imported, such as ethylene and derivatives, may augment the production of chemical and related products (such as commodity chemicals, alcohol, and ferti-liser). Special Economic Zone (SEZ) tax incentives are also on the table with VAT and customs relief, employment tax incentives, building allowances and reduced corporate income tax rates.

#### SEZ INITIATIVES IDENTIFIED, INCLUDE:

- Agri processing Acuaculture
- · Aviation related operations (training, maintenance, supplies) · Business Processing Unit (Contact Centre, outsourced shared service)
- Clean energy
   Corporate head offices
- · Manufacturing (light, clean and hi-tech)
- Ocean economy
- Oil and gas
- Research and development Skills development
- Tourism
- Water desalination

## SPECIFIC AREAS OF INTEREST (APPROXIMATELY 1600 HECTARES) IDENTIFIED IN MOSSEL BAY, INCLUDE: • Port of Mossel Bay

- · Container holding and distribution area at Voorbaai
- Corporate Park development Aalwyndal Area
   Existing tank farm with oil and gas distribution infrastructure
- Existing PetroSA and Eskom infrastructure area
- Parts of Mossdustria

#### N2 INDUSTRY (MOSSDUSTRIA, DIAZDUSTRIA)

These mixed-use industrial areas located next to the N2 freeway enable light industrial or business economic activities in order to promote eco nomic growth and export as well as support for existing oil and gas industries in the area.

#### TECHNO PARKS

Business Parks with clean and green manufacturing and sampling plants with the aim to export goods to the rest of South Africa and internationally are envisaged. This will be in line with the realities of the Fourth Revolution. and a new way of doing business.

#### AQUACULTURE ZONE INITIATIVE

Mossel Bay is regarded as the site in South Africa best suited for marine finish acquire and can be the impetus the local economy needs to provide job opportunities and better living conditions for a community that has for ages been dependent upon the sea for survival. The idea is to attract direct foreign investment; the initiative focuses on empowerment, job creation, skills development and enterprise development. The National Department of Environment, Forestry and Fisheries has initiated an EIA. process which is at tender stage

#### OIL, GAS AND RELATED PRODUCTS

Due to the historical significance of the Mossgas project, the area is suited for several related industries such as off-shore petrol bunkering, oil and gas exploration, rig repair and container trans-shipment through the port of Mossel Bay.

Name and background of applicant / developer	Sarbana Jurong
Core focus sector	Manufacturing / Business / Construction
Total project investment	Design dependent (ZAR3D billion)
Sources of funding	Private investors
Possible incentives available	Incentives as per incentives policy
Project status	Pre-feasibility
Partnerships	Recommendations from investors
Full contact details of project lead	Gwynne Harding, +27 44 606 5000; gharding@mosselbay.gov.za
When investment is required	12 months
Proposed completion date	Investor dependent
Potential jobs created	Investor dependent



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## 4. CBD TOURISM PROJECT

The Mossel Bay CBD project has shifted from being the main economic node within the larger Mossel Bay municipal area to being one of five secondary economic nodes. The aim of the project is to facilitate the repurposing of the Mossel Bay CBD node as 'n tourism node which is identified in the Mossel Bay SDF. The projects proposed will all contribute towards this goal.

#### ART / TOURISM ROUTE

The greater Mossel Bay area abounds in specialty shops and verues, such as the Mossel Bay War Museum, the Bartolomeu Dias Museum Complex, the Old Post Office Tree, Munro's Cottages and Ochre Barn where arts, crafts and a wide variety of exclusive items can be obtained.

#### ADVENTURE TOURISM

Adventure tourism, which include quad biking, parachuting, hiking, bungee jumping, abselling, surfing, sailing, deep-sea fishing, tandem skydiving, jet ski-ing, speed boat rides, sailboat cruises and shark cage diving.

#### POINT DISCOVERY CENTRE

The Municipality of Mossel Bay has set aside a piece of land next to the Cape St Blaize Cave (the site of South Africa's first scientific archaeological dig in 1932) for the construction of The Point Discovery Centre which will include display areas, research facilities, entertainment and education facilities.

#### EVENTS AND FESTIVALS (INCLUDING DIAZ AND PORT FESTIVALS)

Mossel Bay hosts the annual Diaz and Port festivals with excellent entertainment for the whole family.

#### RAILWAY / TRAM

The Diaz Express, a fun rail experience for the whole family, run on the existing Transnet rail network in the Garden Route region between Mossel Bay, Santos Beach, Great Brak River, Glentana and Maalgate.

#### ST BLAIZE HIKING TRAIL

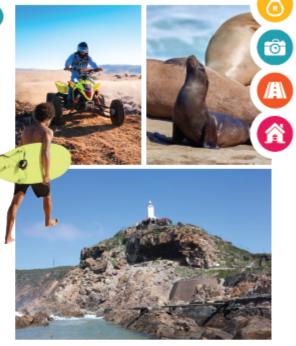
This hiking trail of 13 km, also known as the Rotary Walk, starts at the Cave, runs around the back of the promontory, hugging the edges of the high cliffs and ends at Dana Bay with beautiful gorge, lovely fynbos and breathtaking sea and cliff views.

#### SEAL ISLAND

This island is about 2km from the harbour and at present there are some 4500 to 5000 seals on the island which can be viewed from the Ramona Saliboat cruises.

#### REJUVENATION OF HARRY GIDDY PARK

Existing area will be upgraded to include a coffee shop, zip slide, a toboggan track, market stalls and playground.



Name and background of applicant / developer	Mossel Bay Tourism Association
Core focus sector	Tourism
Total project investment	Design-dependent
Sources of funding	Private investors
Funding gap	ZAR9 million
Possible incentives available	Incentives as per incentives policy
Project status	Implementation
Full contact details of project lead	Gwynne Harding, +27 44 606 5000; gharding@mosselbay.gov.za
When investment is required	Investor-dependent
Proposed completion date	Investor-dependent
Potential jobs created	Investor-dependent

## 5. MOTORSPORT MECCA

Mossel Bay Municipality is in the process to obtain approval for a Motorsport Mecca facility located in the Mossdustria area. The Mecca facility is intended for regional, provincial and national enthusiastic motorsport fans. The main aim of the Mecca is to altract fanatic motorsport fans to enjoy different sporting codes such as 4x4, spinning and drifting, drag strip and oval track. This will attract many spectators in town thereby boosting the economy and tourism of the town. The facility will also have about 80 double storey workshops with a large turning circle for heavy vehicles, with the opportunity for owners to kit out their workshop units to their needs. Plenty parking spaces, a variety of retail spaces and klosks, medical and security facilities as well as pit areas designated for each of the respective sporting codes are envisaged. The Municipality already commenced with Municipality will avail land of about 30 hectares on a long term lease to a non-profit company, representatives of various sport codes and provide certain bulk services, while the various motorsport codes will erect and operate their respective facilities.

Name and background of applicant / developer	Private sector and the Mossel Bay Municipality
Core focus sector	Manufacturing / Business / Construction / Tourism
Total project investment	ZAR50 million
Sources of funding	Private investors, various sporting codes and Municipality for Infrastructure
Possible incentives available	Incentives as per incentives policy
Project status	Draft lay-out, environmental authorisation process
Partnerships	Motor sporting codes, recommendations from investors
Full contact details of project lead	Gwynne Harding, +27 44 606 5000; gharding@mosselbay.gov.za
When investment is required	12 months
Proposed completion date	investor-dependent
Potential jobs created	investor-dependent

## 6. MEDICAL FACILITIES

Mossel Bay is a well-known medical hub in South Africa and boasts private as well as public hospitals and stepdown facilities. The private hospital annually rates under the Top 10 in South Africa. Some of the best specialists in an array of medical fields practice here and patients from all over the country and international travel to the town for their medical treatment. International patients visit the area for mainly cosmetic (plastic surgery) treatment because of the fact that it is so much cheaper (rand value) as in their countries. This also poses an excellent opportunity to invest in Medical Tourism. High quality accommodation and recovery facilities are available.

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The existing medical facilities are under much pressure because of the increased number of patients. The town is in dire need of more medical facilities (buildings) to accommodate the growing demand. Other medical groups need to be targeted to establish more medical as well as rehabilitation centres.

There is also a huge demand for training facilities in the medical field (i e nurses, frail care workers, paliative care, different rehabilitation care and more specialised services).

Name and background of applicant / developer	Mossel Bay Municipality
Core focus sector	Medical / Business / Construction
Total project investment	Design-dependent
Sources of funding	Private investors
Funding gap	Unknown
Possible incentives available	Incentives as per incentives policy
Project status	Pre-feasibility
Full contact details of project lead	Gwynne Harding, +27 44 606 5000; gharding@mosselbay.gov.za
When investment is required	Investor-dependent
Proposed completion date	Investor-dependent
Potential jobs created	Investor-dependent





The greater Oudtshoorn area is nestled at the foot of the Swartberg Mountains in the little Karoo region. It is described as a semi-desert area with a unique and sensitive natural environment.

The Oudtshoorn municipality's development strategy recognises the impact of being home to the world's largest ostrich population, which is a key component of their agricultural industry. Oudtshoorn is a centre of regional cultural, sport and art activities, as well as agriculture and tourism — including the Cango Caves, a popular tourist attraction since the 1800s.

Oudtshoorn's relatively higher development potential is directly linked to its geographic location on main transport routes, natural resource base, human resources, institutional centre function, and commercial services. Oudtshoorn was identified recently as one of the 14 important 'leader towns' in the Western Cape province. The construction sector in Oudtshoorn showed above average growth over the period 2011 to 2015. This is mainly attributed to the Riemvasmaak / Rosevalley housing development.

Ostrich farming, lucerne and livestock farming are listed as the main industries under the agriculture, forestry and fishing sector, which contributes to the GRD economy. Dairy production, processing of ostrich meat and products, and gas and fuel production are listed as the main industries contributing under the manufacturing sector. New industries, such as Business Process Outsourcing (BPO), are giving rise to new investment and are the main contributors under the finance, insurance, real estate and business services sector. Outshoorn contributes significantly under all of the above main industries and can be counted as a powerful influence in the district economy as a whole.





## 1. ARTS CAPITAL OF SOUTH AFRICA 🛛 🚺

Investment opportunities exist in establishing infrastructure in support of establishing Oudtshoom as Arts capital of South Africa. The excelent location of Oudtshoom as 'heart of the Karoo' makes it possible to present theatre and art festivals, attracting local and international lourists and visitors. Oudtshoom has, since 1994, been host to the national lourists and visitors. Oudtshoom has, since 1994, been host to the national lourists and visitors. Oudtshoom has, since 1994, been host to the nationally famous Klein Karoo Nasionale Kunstefees (KKNK), an arts festival held in Maroh/ April annually. A total of 411 temporary job opportunities were created directly by the ABSA KKNK, of which 76% were filled by black employees. The total economic impact of the ABSA KKNK is estimated at about R110 million. Investment opportunities include the development of an arts and outhure route (a 'golden mile' as a tourist attraction with pathways, tourism activities, street-front shops, architecture, craft markets focusing on local artists), a large-size hotel to accommodate local and even international buildings route (including bicycle path-ways and information boards).

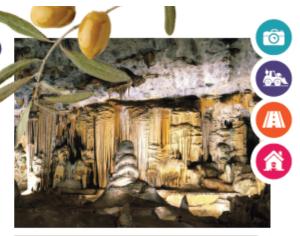
Name and background of applicant / developer	Oudtshoorn Municipality
Core focus sector	Tourism
Total project investment	±ZAR5 million
Sources of funding	Private
Funding gap	±ZAR6 million
Possible incentives available	None
Project status	Concept phase
Partnerships	Private
Full contact details of project lead	Greg Baartman, +27 44 203 3986; greg@oudtmun.co.za
When investment is required	As soon as possible
Proposed completion date	2023
Potential jobs created	±15

## 2. EXPAND PRODUCTION AND PROCES-SING OF AGRICULTURE PRODUCTS, AGRI-PARK DEVELOPMENT - LOGISTI-CAL AND PROCESSING INITIATIVES

The ourrent Oudtshoom Agri-Park with farmers production support units located in Dysselsdorp and Haarlem, is aimed at supporting smallholder farmers through the provision of capacity-building, mentorship, farm infrastructure, extension services, production inputs and mechanisation inputs. Expansion of services and products into areas, such as seed production, tobacco, olives as well as production of craft beers and gins, essential oils and food festivals will encourage investment as well as tourism for the area. The establishment of nutrition centres also poses an investment opportunity.

Name and background of applicant / developer	Oudtshoorn Municipality
Core focus sector	Agriculture
Total project investment	±ZAR150 million
Sources of funding	Public sector funding
Funding gap	±ZAR130 million
Possible incentives available	Yes, municipal development incentives and land available for companies to build factories and processing initiatives
Project status	Implementation
Partnerships	Any private company
Full contact details of project lead	Greg Baartman, +27 44 203 3986; greg@oudtmun.co.za
When investment is required	As soon as possible
Proposed completion date	Continuous
Potential jobs created	± 200





## 3. CANGO CAVES ENTERTAINMENT & FOOD COURT

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The famous Cango Caves is a major tourist attraction in the Oudtshoorn area. A successful turnaround strategy has been implemented in the past three years to make it commercially even more viable. Additional plans for the expansion of infrestructure, establishment of a theatre and conference facilities, restaurant area expansion and the creation of craft shops and entrainment areas with extended hours of operation will increase the number of tourists to area significantly.

Name and background of applicant / developer	Oudtshoorn Municipality
Core focus sector	Tourism
Total project investment	Not yet determined
Sources of funding	External
Possible incentives available	Oudtshoorn Municipality open to negotiate favourable terms and conditions with the investor including possible incentives
Project status	In planning phase
Partnerships	Any credible and experienced partner in the tourism and hospitality industry
Full contact details of project lead	Alison Moos (Manager: Cango Caves), +27 44 272 7410; alison@cangocaves.co.za
When investment is required	As soon as possible
Proposed completion date	As soon as possible
Potential jobs created	±47

## 4. NEW DAM/ WATER PURIFICATION

The Blossoms project aims to install a 22km pipeline and pumping infrastructure from existing boreholes that have been drilled in the Blossoms area, to the town's existing water network. This will supply up to 50% of the town's drinking water and will be linked to the existing Klein Karoo Rural Water Supply Scheme which provides some water to the Kannaland Municipality. The installation of Jojo tanks (water reservoirs) for each household is a priority, while sustainable bulk water supply, waste water management, water resource development and water purification facilities will positively support other planned development and therefore pre-sent tangible investment opportunities.

Name and background of applicant / developer	Oudtshoorn Municipality
Core focus sector	Water and infrastructure
Total project investment	±ZAR250 million
Sources of funding	Government
Funding gap	±ZAR120 million
Possible incentives available	None
Project status	Implementation
Partnerships	Government or any private company as part of social responsibility
Full contact details of project lead	Chris Swart, +27 44 203 3986; swartc@oudtmun.gov.za
When investment is required	As soon as possible
Proposed completion date	2022
Potential jobs created	In the construction phase ±230

## 5. DEVELOPMENT OF EXISTING RESORTS 😭

Expansion of existing resort facilities, such as the De Hoek and Cango Mountain resorts, poses opportunities for long-term investment. De Hoek Mountain Resort, tucked away in the Swartberg Mountains, is situated 36km from Oudtshoorn, on the road to Prince Albert and 5km from the Cango Caves. The Cango Mountain Resort is only 24 kilometers from Oudtshoorn and a mere 10 kilometers from the Cango Caves.

Name and background of applicant / developer	Oudtshoorn Municipality / Garden Route Municipality
Core focus sector	Tourism / Property development
Total project investment	To be determined
Sources of funding	Public private partnership
Funding gap	To be determined
Possible incentives available	Municipality open to negotiate favourable terms and incentives
Project status	Planning phase
Partnerships	And credible and financially viable partner in the tourism and hospitality sector
Full contact details of project lead	Zouwe Lesia, +27 44 203 3986; zouwe@oudtmun.gov.za
When investment is required	As soon as possible
Proposed completion date	2025
Potential jobs created	±115



