

## Who are we?

We are the Department of Local Government: in the Western Cape, tasked by the Constitution with the responsibility of monitoring and supporting municipalities, to deliver services to communities. This responsibility has been institutionalised in the Department through its vision and mission.

## Our Vision and Mission



### Who is in charge?

Our Minister is **Anton Bredell**. He is an elected politician, responsible for directing the Department's activities in line with the National and Provincial Government policies.

The Head of the Department is **Dr Hildegard Fast** who is a public servant appointed to ensure that the Department implements the Ministerial and Governmental directives effectively and efficiently.

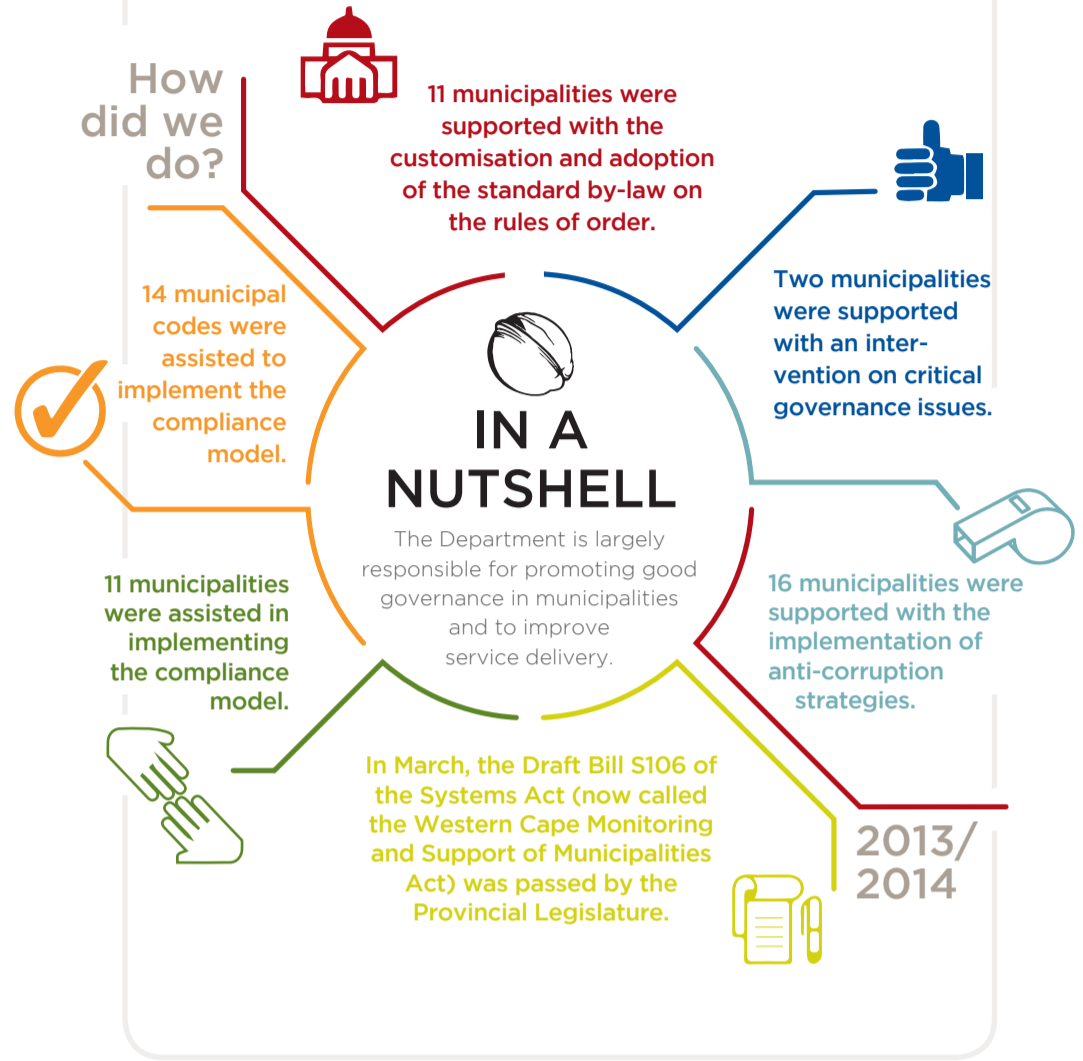


## How did we do in 2013/2014?

We were able to deliver on each of our promises made. Here is a glimpse of some of our achievements as contained in our 2013/14 Annual Report. Visit our departmental website to download the full report.

### Support to municipalities on governance

The department has provided the following support to municipalities:



## CITIZEN'S REPORT 2013/14



Each year, we work to improve public services and delivery in your area. We will make the Western Cape **BETTER TOGETHER**



**How to contact us:**  
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Provincial website: [www.westerncape.gov.za](http://www.westerncape.gov.za)

- Other References:**
- Departmental Service Delivery Charter
  - Annual Performance Plan 2013/14
  - Annual Report 2013/14

**Improving our service**  
The upcoming 2015/16 financial year will mark the beginning of the new five-year period for government. Over the past five-year period the Department achieved most of its targets. Going forward, we will deepen the impact of our work done over the past five years and strengthen our partnership with Provincial Treasury and the Department of Environmental Affairs and Development Planning. We will ensure government departments plan together for maximum impact in communities.



## Promoting communication between municipalities and communities

Communication between municipalities and communities is an important cornerstone of our democracy. Over the past financial year, the Department placed an emphasis on its support to municipalities. This was to ensure functional and effective ward committees, and effective communication between municipalities and communities.

- Based on requests, capacity building initiatives on communication were rolled out to eight municipalities. Six of these municipalities were supported with the development and implementation of their communication strategies.
- Ten municipalities were supported with the **Know Your Ward Committee** campaign, ward committee summits and public participation workshops.
- 11 municipalities were assisted with the development of ward operational plans.
- Nine municipalities were supported with ward committee training and capacity building.

**7 748**  
CDW work opportunities created

The Department played an oversight role on the Community Worker Programme which is managed by the National Department of Co-operative Governance. In 2013/14, 13 municipalities implemented this programme and 7 748 work opportunities were created.

## Bringing government services closer to the people



**1.2 million**  
people assisted through Thusong Centres across the Province

Development in communities can only happen if government services,

geared towards bringing about the desired changes within those communities, are actually able reach the intended recipients. A lack of information means that many communities are often unaware of the assistance they can receive from government. In many instances, they have no means to access government services because of geographical distances and high transportation costs.

To this end, the Department (through the **Community Development Worker Programme** and the **Thusong Programme**) worked proactively with the public sector and other partners to ensure that communities can access a wide range of public services.

In the previous financial year, the Thusong programme achieved the following:

- Four municipalities were supported to establish new Thusong Centres.
- 28 Thusong outreach projects were held and 31 440 people were reached.

**24 826**  
cases referred

**62**  
community projects supported

**549**  
information sessions held

**44**  
additional initiatives launched

The Community Development Worker Programme achieved the following:

- 24 826 cases relating to issues such as Unemployment Insurance Fund, Cooperatives, Skills Development, Education and Housing were referred to government services.
- 549 information sessions (covering everything from accessing Government Social Grants to Housing Consumer Education and Domestic Violence) were conducted. A further 44 initiatives conducted by other government departments were supported.

- 62 community projects – ranging from feeding programmes and entrepreneurship to soup kitchens and cooperatives – were supported.

**25**  
municipalities supported with the MPRA

## Supporting the capacity of municipalities

The Department is mandated by the Constitution to support municipalities in order for them to deliver on their mandate. Capacity in municipalities has a direct effect on service delivery as it impacts on the ability of a municipality to comply with its legislative mandate.

Through its Capacity Building Programme, the Department assisted municipalities in the following ways:

- On a co-funded basis, seven municipalities were assisted with capacity building initiatives ranging from Organisational Design, productivity assessment and task evaluation to Performance Management System.
- 25 municipalities were supported with the implementation of the Municipal Property Rates Act (MPRA).
- 27 municipalities were assessed on the state of ICT.

## Support with reporting requirements

As required by legislation, the Department held workshops with all Municipalities which focused on measurement and reporting of consistent performance, strengthening Monitoring and Evaluation and pre-determined objectives. The Department produced quarterly reports on the state of performance of municipalities which culminated in the compilation of a consolidated Annual Municipal Performance Report.

## Support on infrastructure related issues

Infrastructure is critical in ensuring service delivery to communities. This is an area where municipalities are experiencing challenges relating to shortage of skills and resources necessary for infrastructure planning, development and management.

In 2013/14, the Department provided the following support:

- Five municipalities were supported with bulk infrastructure planning and implementation.
- 24 municipalities were supported to spend their Municipal Infrastructure Grant.

**100%**  
MIG  
expenditure achieved

For four consecutive years, the province has achieved more than 98% on Municipal Infrastructure Grant expenditure. This expenditure reached 100% for the period ending June 2013, making it the only province to reach this level of expenditure.

## Support on Integrated Development Planning

Integrated Development Plans (IDP) is the foundation for the delivery of services to communities. The Department provides support to municipalities to ensure that the IDPs are of a high standard and that they are implementable.

The following support was provided:

- IDPs for all 30 municipalities were assessed to ensure that they are implementable. A total of 15 provincial and national departments and agencies participated in this assessment.
- To improve the quality of the IDPs, the Department provided 18 different support actions where municipal officials received IDP training.
- Eight municipalities were supported to develop and implement area/ neighbourhood based development plans. These plans are ward- and service-level improvement plans aimed at responding to the specific needs of communities in a particular ward.
- 55 departments and municipalities engaged on IDP priorities, implementation and budget alignment.

## Preparedness for disasters

The Western Cape is prone to fires and floods which disrupt the lives of people in various communities. Through the Disaster Management Centre, the Department has a responsibility of co-ordinating disaster preparedness and response in the Province.



The following was achieved in 2013/14:

- Eight provincial departments, municipalities and state-owned enterprises were assisted in developing disaster preparedness plans.
- Nine disaster recovery incidents and disasters were supported and monitored.
- Six municipalities were supported to develop applicable Disaster Management Chapters in their IDPs.
- Five municipalities were supported with District assessments in risk and vulnerability.
- The Wildland firefighting capacity was increased with fire and flood awareness campaigns conducted in six municipalities in identified risk areas. Aerial firefighting was also provided in high risk areas.

**9**  
disaster recovery incidents supported

## Our organisation and staffing

As at 31 March 2014, the Department employed 345 staff members.

Presentation in terms of salary bands are as follows:

Salary Bands	Number of Employees appointed at that level
Lower skills (Levels 1-2)	2
Skilled ( Levels 3-5)	36
Highly skilled production (Levels 6-8)	241
Highly skilled supervision (Levels 9-12 )	115
Senior management (Levels 13-16)	17

## Our budget

We received a total budget of R175 million. The Department utilised R172 million of the adjusted allocation, which reflected an under-spending of R3 million.

## Breakdown of the budget allocation:

Economic Classification	Total
Compensation of employees	R120 million
Goods and services	R41 million
Transfers and subsidies	R8,2 million
Capital assets	R3,8 million
Financial assets	R200 000
<b>Total</b>	<b>R175 million</b>

## Breakdown of the budget per programme:

Programme	Budget Allocated
Administration (Programme 1)	R31,6 million
Local governance (Programme 2)	R98,2 million
Development and planning (Programme 3)	R45,6 million
<b>Total</b>	<b>R175 million</b>