



**Western Cape
Government**

Environmental Affairs &
Development Planning



**Annual Report
2019/20**

WESTERN CAPE GOVERNMENT

**DEPARTMENT OF
ENVIRONMENTAL AFFAIRS
AND DEVELOPMENT PLANNING**



**VOTE 9
ANNUAL REPORT
2019/20**

View of Noordhoek Beach from Silvermine Nature Reserve, Cape Peninsula, South Africa
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PART A: **GENERAL** **INFORMATION**

1. DEPARTMENT GENERAL INFORMATION

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2. LIST OF ABBREVIATIONS/ACRONYMS

The following acronyms, with their associated meanings, are used in this report:

AML	Atmospheric Emission License
AGSA	Auditor-General South Africa
AO	Accounting Officer
APP	Annual Performance Plan
B-BBEE	Broad-Based Black Economic Empowerment
BCP	Business Continuity Planning
Ce-I	Centre for e-Innovation
CFO	Chief Financial Officer
CGRO	Corporate Governance Review and Outlook
CoCT	City of Cape Town
CoE	Compensation of Employees
DPSA	Department of Public Service and Administration
DTPW	Department of Transport and Public Works
DRP	Disaster Recovery Plan
EAC	Environmental and Culture
EHW	Employee Health and Wellness Programme
EPWP	Expanded Public Works Programme
ERM	Enterprise Risk Management
ICT	Information Communication Technology
NEMA	National Environmental Management Act
NGO	Non-governmental Organisation
NGP	New Growth Path
NPA	National Prosecuting Authority
PFMA	Public Finance Management Act
PSP	Provincial Strategic Plan
SANBI	South African National Biodiversity Institute
WCG	Western Cape Government

3. FOREWORD BY THE MINISTER

At the time of writing this Foreword, the Western Cape was still in the grip of the COVID-19 pandemic. Following the President's decision on 23 March 2020 to implement a nationwide lockdown from 27 March 2020, the key risk was to identify how the COVID-19 pandemic has exacerbated the already present challenges faced by our country, Province and Departmental internal challenges.

Another focus area as a Department, was to partner and work with other departments and government spheres towards determining an adequate response and preparedness, to ensure business continuity and the safety of our citizens and employees.

The COVID-19 pandemic and Disaster Management Regulations in respect of the National Lockdown Alert levels, led to several knock-on effects on some existing risks and impacts. The good news is our provincial structures, built up over years and managed carefully, have held up to date and show the difference between building on rock versus building on sand.

The COVID-19 pandemic has been prioritised in the Department's Business Continuity Plan (BCP) in respect of its response strategy assessing the impact of the pandemic has on service delivery and performance.

The 2019/20 Annual Report was compiled during these uncertain times and the real impact of COVID-19 on the Department will be reflected in next year's Annual Report. There are enormous tasks at hand and challenges to overcome, made very difficult by continued budgetary constraints. The impact of the budgetary constraints presents a real challenge towards adequately resourcing the Department for the tasks at hand.

Despite the capacity and budgetary constraints, the Department still managed to achieve over 90% of its planned targets in the 2019/20 Financial year.

I want to end by acknowledging the hard work and selfless efforts by all our disaster responders and provincial officials, who have simply responded to the call to help and have been working non-stop since day one to tackle this global pandemic. Thank you for your selfless efforts.



ANTON BREDELL

Minister of Local Government, Environmental Affairs and Development Planning
30 October 2020



4. REPORT OF THE ACCOUNTING OFFICER

OVERVIEW OF THE OPERATIONS OF THE DEPARTMENT

On 16 March 2020, the media released reports of the first COVID-19 positive patient in Kwazulu-Natal, South Africa. Initial reports of COVID-19 from China and the first local case prompted urgent consideration of the pandemic response within the BCP given that the review was already underway. Moreover, on 16 March 2020, the DPSA Circular 7 of 2020 obligated all government departments to conduct risk assessments, health and safety provisions, establishment of a departmental COVID-19 Steering Committee and the development of guidelines, action plans and protocols. The afore-mentioned prompted further formal consideration and review of the BCP to include a COVID-19 Pandemic Response Plan. The COVID-19 elements were discussed during a departmental Senior Management Meeting and this has had an impact on the Annual Report deliverable dates. A COVID-19 OHS Policy and a Workplace Plan were also approved to ensure business continuity during the pandemic.

OVERVIEW OF THE RESULTS AND CHALLENGES FOR 2019/20

The Department has focussed its resources on the key Annual Performance Plan (APP) priorities, which include the Department's response to the implementation of Provincial Strategic Plan (PSP) 2014 - 2019, particularly in respect to the final year of the PSP.

The period 2019/20 has seen the Department deliver services under budget constraints which has had an impact on service delivery and the ability of the Department to do more with less, but as a Department we have embraced the patterning model and it has worked well, as we have achieved more than 90% of our planned targets.

The Department has a fully functional Gender Mainstreaming Forum (GMF), which purpose is to instil genuine gender mainstreaming, while at the same time fulfilling relevant policy requirements. The GMF deals with issues in which gender and gender stereotypes play a key role. The forum seeks to encourage inclusivity in all forms within the workplace. I wish to highlight the work done within the GMF, as it has delivered on all its 2019/20 activities even within a constrained fiscal environment, by using innovative ways to ensure that the GMF's purpose can be met and to be a project which adds value to all staff.

The Department has gender reporting obligations to the Department of Public Service and Administration (DPSA) and the National Department of Environment, Forestry and Fisheries (DEFF). Elements of the gender portfolio of evidence and gender disaggregated data is included in the following reporting structures:

- Gender Equality Implementation Plan Report
- Quarterly Gender Environmental Sector Plan Reporting
- Employment Equity Report
- Human Resource report included in the Annual Report template
- DPSA Women's Month Report
- Ad hoc information requests from Department of Women, Youth and People with Disabilities, National Treasury and Department of Planning, Monitoring and Evaluation.

Since the first Monitoring and Evaluation Report on the Western Cape Climate Change Response Strategy was published, the Western Cape has experienced a considerable onset of several climate-related disasters, drought being the most far reaching and economically and socially devastating. As these climate related disasters are experienced in the Province, the time is now to translate reactive,

short term, largely expensive disaster responses, into proactive long-term planning that will prove to be cost-effective in the long term.

On an international level, the Western Cape Government (WCG) committed to responding to climate change, as a regional government by joining 'The Climate Group - States and Regions Alliance', an international non-profit network of likeminded regional governments determined to contribute to the international response to climate change to keep the global average temperature increase below 2°C. As part of this, the WCG signed the subnational Global Climate Leadership MOU 'Under2MOU' and committed to developing a 2050 emissions pathway, as a contribution to reduce global greenhouse gas emissions to net-zero by 2050.

DROUGHT MANAGEMENT AND WATER SECURITY INITIATIVES

SUSTAINABLE WATER MANAGEMENT PLAN (SWMP)

The Sustainable Water Management Plan (SWMP) provides the framework for coordination of integrated water management within the Province.

With the drought conditions that continue to persist in the Western Cape Province (and the country as a whole) and the ongoing impact of climate change which predicts a drying climate for the Western Cape, there is a strong focus on the importance of protecting and restoring ecological infrastructure, diversifying water supply options, developing sustainable alternative financing mechanisms for water services, and stronger integration of development and water supply planning.

The SWMP is supported by the phased development and implementation of catchment focused plans called Environmental Resource Protection Plans (ERPP) (previously called River Improvement Plans). As such, the Berg River Improvement Plan (BRIP) was developed in 2012 with implementation commencing in 2013, followed by the Breede ERPP which was developed in 2017 with implementation commencing in 2017/18. These are long term programmes focusing on strategic and innovative interventions aimed at improving the water quality of the water resources, as well as promoting stewardship to ensure the ecological integrity of the rivers and catchments to sustain economic growth.

BREEDER ENVIRONMENTAL RESOURCE PROTECTION PLANS

This plan advocates the development of a water stewardship programme through which government departments and agencies work collaboratively with the private and non-governmental organisation (NGO) sector, on improving and sustaining our shared environmental and water resources. The objective is to ensure that the value for ecosystem services is recognised, and in doing so to promote growth and development and sustainable use of water.

The objectives of the Breede River ERPP are to:

- Promote sustainable land-use practices across all sectors.
- Reduce the negative impact of polluted waters from municipal urban areas, particularly informal settlements and wastewater treatment works.
- Reduce the negative impact of agriculture on the Breede River's water quality to acceptable.
- Ensure sustainable resource use efficiency and ecological integrity.
- Promote knowledge of the value of water and ways of managing and enhancing this value.
- Promote innovative bioremediation technologies and solutions.

These objectives contribute significantly towards water security and will be realised through the implementation of specific projects identified as part of the implementation of the Breede ERPP.

BERG RIVER IMPROVEMENT PLAN (BRIP)

The riparian rehabilitation programme has to date seen the production of more than half a million-plant species for use in the active rehabilitation of riparian areas of approximately 40 Hectares, cleared of alien invasive plant species. This has continued with active riparian rehabilitation in supporting and enhancing greater water stewardship by actively placing indigenous riparian plant species, improving biodiversity, mitigating secondary invasions of invasive alien plants and improving ecosystem services related to buffering land-use activities and river bank stabilisation. The programme also places a focus on empowering and offering work opportunities to rural communities, who benefit economically from the contracted work undertaken.

The monitoring of water quality variables across the Berg and Breede Catchments is crucial to understand the dynamics of both catchments, in terms of water quality and pollution and to address areas of concern. Furthermore, the monitoring programme will continue to provide a basis upon which to measure the efficacy of the implementation of interventions to reduce pollution and improve ecological integrity. Such a monitoring programme will continue to manage sampling, data collection and analysis of identified sites across the two catchments, while supporting decision-making in terms of pollution risks, as well as enforcement and regulatory monitoring requirements.

WASTE MANAGEMENT

The implementation of the 2nd generation Western Cape Integrated Waste Management Plan has revealed several challenges that relate to the rapid increase in urbanisation, limited institutional capacity, financial sustainability, coordination and participation, stakeholder inclusivity, resource inefficiency and limited integrated waste management infrastructure. These challenges are exacerbated by some waste legislation, having unintended consequences of placing significant financial and concomitant environmental consequences on municipalities to be compliant. Littering, illegal dumping and inappropriate waste disposal practices remain a challenge, contributing to climate change and impacting negatively on our scarce water resources.

The governance of waste management has improved through active engagements at the Waste Management Officers' Forum, the district waste forums, and local government structure engagements such as the Municipal Infrastructure Grant, Integrated Development Plans, Local Government Medium Term Expenditure Committee and the South African Local Government Association events, specifically to address waste services, budgeting and infrastructure requirements.

Partnerships were also strengthened through engagement with industry, via the Western Cape Recycling Action Group (WCRAAG), Industry Waste Management Forum, the Western Cape Institute for Waste Management, GreenCape and academia.

The Department focused on organic, construction and demolition (C&D) waste as well regionalisation of waste management facilities to deal with the severe landfill airspace shortage in the Western Cape. A guideline for green waste was developed to compliment the Status Quo Analysis Report on Green Waste, which was developed in the previous year. This guideline was workshopped in two regions with the green waste industry, to assist with providing solutions for this waste type. A guideline on the management C&D waste to assist municipalities was developed.

Attention was also given to hazardous waste management and E-waste. A Waste Status Quo Report was developed to get a better understanding of this waste type and to guide future interventions. Diversion targets for organic waste are set, which will reduce the impacts of waste on climate change and water resources and will also promote the beneficiation of this waste type. The beneficiation of this waste type will stimulate the green economy and create jobs. A State of Waste Management Report was also developed to showcase the status of waste management in the Province.

BIODIVERSITY MANAGEMENT

The 1st Provincial Biodiversity Strategy and Action Plan implementation report was concluded during March 2018 and highlighted the delivery of biodiversity conservation objectives, biodiversity mainstreaming with partner sectors and the implementation of the biodiversity economy programme. The 2019/20 financial year saw the second report on the implementation of the Provincial Biodiversity Strategy and Action Plan submitted in March 2019. The report reflected on the Province's responsibility towards biodiversity management and progress was noted on several key aspects of the strategy including but not limited to protected area expansion, implementation of the provincial Biodiversity Spatial Plan, development of several biodiversity economy projects, ensuring resilience in ecological infrastructure (including water security), developing an Ecological Infrastructure Investment Framework and Alien Invasive Species Strategy and the crafting of a coherent Biodiversity Bill in order to unify and provide the respective mandates of the Department and its implementing agent CapeNature.

The Provincial Biodiversity Economy Strategy (PBES) and its associated programme, completed in March 2017, aligns with national and global strategies and aims to strengthen and expand the biodiversity economy, while recognising and valuing the economic contribution of ecological services sustainably and inclusively to the Province and its inhabitants. The PBES was implemented during the 2017/18 financial year and culminated in the first implementation report submitted during March 2018. The second report on the implementation of the PBES was submitted during March 2019. A key outcome was enhancing job creation and establishing trade ready SMME's. Progress was noted on several key aspects of the strategy including but not limited to work in the Bioprospecting and natural products sector, ecological infrastructure (including water pricing or payment for ecosystem services), thereby emphasizing the need for biodiversity economies and climate change/carbon initiatives.

Quarterly oversight meetings were held to track progress on CapeNature's APP deliverables. This led to quarterly reports and a monitoring and evaluation framework assessment, as well as a cumulative Annual Report on the performance of CapeNature. Cooperative planning was conducted, and alignment sought between the respective objectives of both the Department and CapeNature.

COASTAL AND ESTUARY MANAGEMENT

The Province is advancing the implementation of the Provincial lead agency role, and most often leading such approaches nationally. Many of the challenges involve complex and sometimes competing stakeholder interests and converging sectoral government mandates.

There has been satisfactory implementation of the Provincial Coastal Management Plan despite reduction of operational and cost of employees funding.

RAPID URBANISATION & SPATIAL UPGRADING AND SOCIAL INTEGRATION

INSTITUTIONALISATION OF THE REGIONAL SOCIO-ECONOMIC PROJECTS PROGRAMME

The Violence Prevention through Urban Upgrading Programme is nearing completion, as the main thrust of the programme was terminated in June 2018. However, some projects are still being completed and furthermore, exchange rate gains on the remaining German Development Bank (KfW) funds provide opportunities for additional projects in Villiersdorp, Paarl and the City of Cape Town (CoCT). The final remaining projects are being completed in the Drakenstein Municipality (two projects) and Theewaterskloof Municipality (three projects). These projects are being finalised by the end of the 2019/20 financial year.

LAND ASSEMBLY, CATALYTIC INITIATIVES & REGENERATION PROGRAMME

During the 2019/20 financial year, the efforts to strengthen land assembly capacity continued with a specific focus on strengthening the Integrated Human Settlements and Transit-Oriented Development

Partnerships between the WCG, the CoCT as well as between the WCG and other Municipalities. The roll-out of the Integrated Urban Development Framework and the Small-Town Regeneration Programme in the Province together with the WCG partners, National Treasury, the Department of Cooperative Governance, the Department of Rural Development and Land Reform, the SALGA, WC Municipalities and other partners remains a key focus area. Current land assembly, catalytic initiatives and regeneration projects initiated during the previous financial year are continuing.

PROVINCIAL AND REGIONAL SPATIAL PLANNING SUPPORT

At a municipal level the Department continued to provide support to municipalities to improve the resilience, sustainability, quality and inclusivity of urban and rural settlements through improved integration of and improved implementation of municipal Spatial Development Frameworks, Integrated Transport Plans, Human Settlement Plans, Infrastructure and Growth plans and Integrated Waste Management Plans. The Department also provided direct human resource capacity to assist in the development of many municipal SDF's. The support to municipalities is spearheaded by the Spatial Development and Infrastructure Planning Committee.

Similarly, under the umbrella of the Integrated Work Plan, the Department continued to assist all WCG Departments to work towards long term plans and budgets that are spatially aligned, sequenced and integrated with one another, through an initiative to create a single integrated Provincial Pipeline of projects.

INTEGRATED PLANNING ENGAGEMENTS

The next phase of the reviewed Integrated Work Plan will be rolled out. The next phase continues to focus on improved coordination of Provincial Planning, and the further strengthening of the Integrated Planning Engagements.

Key focus areas during 2019/20:

- Improved coordination of relevant evidence for provincial planning and timeously release the latest intelligence;
- Improved coordination of Provincial Planning through means of inter alia introduction of Gate 0 planning approach and Pipeline of projects for human settlements approach by PSG4 Work Group 4;
- Strengthening of the Integrated Planning Engagements and process to ensure integrated planning, budgeting and delivery with an enhanced focus on joint implementation and performance; and
- Improved participation of the national departments, the CoCT and State-Owned Enterprises, through means such as the Integrated Urban Development Framework process; and participation in the CoCT Built Environment Performance Plan processes.

ENVIRONMENTAL COMPLIANCE AND LAW ENFORCEMENT

The National Environmental Management Act, 1998 (NEMA) provides legislative mechanisms that deals with compliance and enforcement, including section 28 (Directives), section 31L (Compliance Notices), section 24G (Rectification of unlawful commencement) and section 31C (for the Designation of Environmental Management Inspectors) provisions.

NEW SECTION 24G FINE REGULATIONS

The Department has developed a section 24G application process in line with the section 24G Fine Regulations promulgated on 20 July 2017. The relevant section 24G application process and applicable forms are available on the Departmental website and have been updated to reflect the requirements of the section 24G Fine Regulations, 2017.

ENVIRONMENTAL MANAGEMENT INSPECTORATE (“GREEN SCORPIONS”)

The Environmental Management Inspectors (EMIs) are a national network of environmental enforcement officials from various government departments at national, provincial and municipal level, including national and provincial public entities.

Common offences in the Province are the illegal clearing of indigenous vegetation (critical areas include the Sandveld and Cape Winelands), which is mainly for illegal farming practices, water abstraction and storage, and significantly increased in the illegal dumping of building rubble resulting from increased development. The Department focuses on the implementation of a SANBI-sponsored illegal clearing of indigenous vegetation project in the Cape Winelands District Municipality. The project aims to halt such illegal clearing through intergovernmental operations in the form of blitzes with other organs of state like CapeNature, the District Municipality and local municipalities and the Breede-Gouritz Catchment Management Agency.

Proactive awareness training on the importance of conserving biodiversity and following the correct procedures to obtain environmental authorisation to prevent illegal clearing activities from occurring or continuing, includes farmers in the District Municipality.

The main offences targeted are the illegal clearing of indigenous and critically endangered indigenous vegetation.

The Department continues to promote the WC Environmental Crime Forum and municipal forums to improve inter-governmental relations amongst the different sectors in Government.

OVERVIEW OF THE FINANCIAL RESULTS OF THE DEPARTMENT:

Departmental receipts

DEPARTMENTAL RECEIPTS	2019/2020			2018/2019		
	Estimate	Actual Amount Collected	(Over)/Under Collection	Estimate	Actual Amount Collected	(Over)/Under Collection
	R'000	R'000	R'000	R'000	R'000	R'000
Sale of goods and services other than capital assets	598	595	3	566	634	(68)
Transfers received	-	-	-	-	50	(50)
Fines, penalties and forfeits	1,400	2,273	(873)	3,334	1,978	1,356
Interest, dividends and rent on land	-	18	(18)	-	3	(3)
Sale of capital assets	-	65	(65)	-	38	(38)
Financial transactions in assets and liabilities	106	177	(71)	100	145	(45)
TOTAL	2,104	3,128	(1,024)	4,000	2,848	1,152

Revenue collected by the Department amounted to R3,128 million, which represents an over collection of R1,024 million when compared to the own revenue budget. The over collection is chiefly in respect of the National Environmental Management Act, Section 24G transgressions.

The tariff register, reviewed annually, are done on certain principles although the majority are determined by national legislation. These include access to information, fines in terms of Section 24G of the National Environmental Management Act and commission on insurance.

No free services were rendered by the Department in the 2019/20 financial year.

PROGRAMME EXPENDITURE

PROGRAMME NAME	2019/2020			2018/2019		
	Final Appropriation	Actual Expenditure	(Over)/Under Expenditure	Final Appropriation	Actual Expenditure	(Over)/Under Expenditure
	R'000	R'000	R'000	R'000	R'000	R'000
Administration	78,796	78,796	-	72,566	71,622	944
Environmental Policy, Planning and Coordination	18,890	17,971	919	20,306	19,435	871
Compliance and Enforcement	27,710	27,456	254	26,530	26,494	36
Environmental Quality Management	88,298	84,399	3,899	86,893	81,738	5,155
Biodiversity Management	329,642	326,744	2,898	306,889	306,242	647
Environmental Empowerment Services	1,883	1,306	577	1,228	1,228	-
Development Planning	89,540	88,197	1,343	71,124	68,753	2,371
TOTAL	634,759	624,869	9,890	585,536	575,512	10,024

For the year under review, the Department's original budget amounted to R639,689 million which was adjusted to R634,759 million during the adjustment estimates. The Department spent R624,869 million or 98.4% of its budget and this translates into an underspending of R9,890 million. The underspending is partially on the Compensation of Employees (R3,936 million) and primarily on projects such as the Berg River Improvement Plan, Water for Sustainable Growth and Development and Climate Change, Biodiversity and Coastal Management projects that were not completed by 31 March 2020.

VIREMENTS

Virements were effected as follows:

MAIN DIVISION (FROM)	MAIN DIVISION (TO)	R'000	PURPOSE
2. Environmental Policy, Planning and Coordination	1. Administration	62	Replacement of computer equipment which were not Windows 10 compatible, and which were due for renewal.
	7. Development Planning	89	Replacement of computer equipment which were not Windows 10 compatible, and which were due for renewal.
3. Compliance and Enforcement	7. Development Planning	101	Replacement of computer equipment which were not Windows 10 compatible, and which were due for renewal.
4. Environmental Quality Management	1. Administration	1,375	Penalty for early retirement, paid for communication and replacement of computer equipment which were not Windows 10 compatible, and which were due for renewal.
	2. Environmental Policy, Planning and Coordination	509	Penalty for early retirement.
	3. Compliance and Enforcement	1,004	Mainly for legal fees and computer services.
6. Environmental Empowerment Services	1. Administration	15	Penalty for early retirement.
TOTAL		3,155	

The virements were approved on 7 July 2020 by the Accounting Officer in terms of Section 43 (1) of the PFMA and the virements were kept within the 8% limitation in terms of Section 43 (2) of the PFMA. Virements have been applied from Programme 2 (Machinery & Equipment) to Programmes 1 and 7 (Machinery & Equipment), from Programme 3 (Machinery & Equipment) to Programme 7 (Machinery & Equipment), from Programme 4 (Compensation of Employees, Goods and Services as well as Machinery & Equipment) to Programmes 1, 2 and 3 (Goods and Services, Machinery & Equipment and Households) and from Programme 6 (Households) to Programme 1 (Households) for reasons as stipulated above.

Roll-over to the value of R4,850 million has been requested from the 2019/20 financial year to the 2020/21 financial year as follows:

PROGRAMME	R'000	PURPOSE
1. Administration	103	Procuring of promotional and branding materials
1. Administration	42	Laptop and monitor
2. Environmental Policy, Planning and Coordination	117	Procurement of a HP DesignJet T1600 Ek12A Large Format Printer (Plotter)
2. Environmental Policy, Planning and Coordination	450	AFOLU Sector Emissions Profile and Mitigation Measures
4. Environmental Quality Management	323	Envivas Ultimate Software with 12 months local call-in support (7 units) for use on loggers within the WCG Ambient Air Quality Monitoring Network
4. Environmental Quality Management	50	Sound Level Meter Equipment Calibration
4. Environmental Quality Management	876	Water quality equipment
4. Environmental Quality Management	310	Water for Sustainable Growth and Development: Upgrade informal settlements through innovative interventions: Villiersdorp bioremediation
4. Environmental Quality Management	1,574	Berg River Improvement Plan: Development and application of a Benchmarking tool and implementation strategy for the transition towards a Water Sensitive City for the City of Cape Town.
5. Biodiversity Management	233	Development of an Ecological Infrastructure Investment Framework and Alien Invasive Species Strategy for the Western Cape Province.
5. Biodiversity Management	108	Water quality Instruments
5. Biodiversity Management	203	An underwater Bathymetry Survey for the Klein Brak and Groot Brak Estuaries
5. Biodiversity Management	300	Breede River Estuary Management Plan Implementation
5. Biodiversity Management	161	Coastal Management Programme Implementation: Integration of Coastal Overlays into Municipal Zoning Schemes

UNAUTHORISED, FRUITLESS AND WASTEFUL EXPENDITURE.

No unauthorised, fruitless and wasteful expenditure incurred by the Department.

FUTURE PLANS FOR THE DEPARTMENT

To ensure delivery of the Five-Year Strategic Plan 2015 – 2020.

PUBLIC PRIVATE PARTNERSHIPS

No public private partnerships were entered by the Department during the 2019/20 financial year.

DISCONTINUED ACTIVITIES/ACTIVITIES TO BE DISCONTINUED

No activities were discontinued during the 2019/20 financial year.

NEW OR PROPOSED ACTIVITIES

None.

SUPPLY CHAIN MANAGEMENT

During the last quarter of the financial year the total value of payments made by the Department amounted to R 11,53 million of which:

- 41.83% was paid to suppliers with a B-BBEE Contributor status level.
- 58.17% was paid to suppliers with a Non-Compliant Contributor B-BBEE status.

A further analysis of these payments indicates that:

- 55.89% of total expenditure was paid to Exempted Micro Enterprises (EME's) or Qualifying Small Enterprises (QSE's) which is at least 51% owned by black people.
- 8.34% of total expenditure was paid to EME's or QSE's which is at least 51% owned by black people who are youth.
- 11.97% of total expenditure was paid to EME's or QSE's which is at least 51% owned by black people who are women.
- 0% of total expenditure was paid to EME's or QSE's which is at least 51% owned by black people with disabilities.

GIFTS AND DONATIONS RECEIVED IN KIND FROM NON-RELATED PARTIES

Refer to Part B, Section 7 Donor Funding and Part E Annexure 1E.

EXEMPTIONS AND DEVIATIONS RECEIVED FROM THE NATIONAL TREASURY

On 31 March 2020, the Minister of Finance, TT Mboweni, gazetted an exemption, to institutions for the 2019/2020 financial year, from complying with the deadlines in— (a) sections 8(1)(b), 8(5), 19(1)(b), 19(5), 40(1)(c), 40(1)(d), 55(1)(c), 55(1)(d) and 65(2) of the Public Finance Management Act (Act No. 1 of 1999 as amended). This exemption state that if the lockdown regarding the movement of persons and goods as a result of the national state of disaster is extended, institution must comply with a provision referred to in subparagraph (1) within two months after the deadline in the applicable provision. Therefor this Annual Report, inclusive of the Annual Financial Statements is submitted for auditing on 31 July 2020.

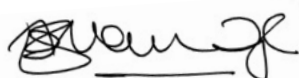
EVENTS AFTER THE REPORTING DATE

The Department is not a frontline COVID-19 response department, however performs a crucial support role in combatting this pandemic. This include responding to air pollution, with an increasing trend in ground level ozone and particulate matter, which especially during the COVID-19 Pandemic, poses a risk to human health, particularly in poverty-stricken areas (underlying social conditions). Furthermore, waste management is a critical service in the interventions to prevent and slow the spread of COVID-19 infections to citizens, and the reduction of impacts of waste to human health and the environment in general.

The Department has assessed the impact of the COVID-19 pandemic that resulted in a Country lock-down. No further reporting of information in the 2019/20 Annual Financial Statements is deemed material to COVID-19.

ACKNOWLEDGEMENT/S OR APPRECIATION AND CONCLUSION

I would like to take this opportunity to express my sincere gratitude to my Senior Management Team and supporting staff. I wish to thank all our external and internal stakeholders that have been working closely with my Department, to ensure we achieved our targets.



PIET VAN ZYL

Accounting Officer

Department of Environmental Affairs and Development Planning

30 October 2020

5. STATEMENT OF RESPONSIBILITY AND CONFIRMATION OF ACCURACY FOR THE ANNUAL REPORT

To the best of my knowledge and belief, I confirm the following:

All information and amounts disclosed throughout the Annual Report are consistent.

The Annual Report is complete, accurate and is free from any omissions.

The Annual Report has been prepared in accordance with the Guidelines on the Annual Report as issued by National Treasury.

The Annual Financial Statements (Part E) have been prepared in accordance with the modified cash standard and the relevant frameworks and guidelines issued by the National Treasury.

The Accounting Officer is responsible for the preparation of the Annual Financial Statements and for the judgements made in this information.

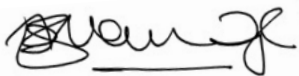
The Accounting Officer is responsible for establishing and implementing a system of internal control that has been designed to provide reasonable assurance as to the integrity and reliability of the performance information, the human resources information and the Annual Financial Statements.

The external auditors are engaged to express an independent opinion on the Annual Financial Statements.

In my opinion, the Annual Report fairly reflects the operations, the performance information, the human resources information and the financial affairs of the Department for the financial year ended 31 March 2020.

Yours faithfully

ACCOUNTING OFFICER



PIET VAN ZYL

Accounting Officer

Department of Environmental Affairs and Development Planning

30 October 2020

6. STRATEGIC OVERVIEW

VISION

A resilient, sustainable, quality and inclusive living environment.

MISSION

To promote a resilient, sustainable, quality and inclusive living environment in support of human well-being.

VALUES

The Department endorses the values of the Western Cape Government, and commits itself to delivering services according to the following values.



CARING

TO CARE FOR THOSE WE SERVE AND WORK WITH

- We value all employees and citizens and treat them with dignity and respect.
- We listen actively and display compassion towards employees and citizens.
- We provide support to - and show interest in each other as employees and the citizens, caring for all our wellbeing.
- We show appreciation and give recognition to employees and citizens.



COMPETENCE

THE ABILITY AND CAPACITY TO DO THE JOB APPOINTED TO DO

- We are able to do the job we are appointed to do, and always strive for excellence.
- We develop and grow our people, enabling and empowering them to do their job in support of service delivery.
- We empower employees to - and focus on rendering an excellent service to the people in the Western Cape.



ACCOUNTABILITY

WE TAKE RESPONSIBILITY

- We have a clear understanding of our vision, mission, strategic objectives, roles, delegations and responsibilities.
- We all deliver on our outcomes and targets with quality, on budget and in time.
- We hold each other accountable as Public Servants and know we can trust each other to deliver.
- We individually take responsibility and ownership for our work, actions and decisions.



INTEGRITY

TO BE HONEST AND DO THE RIGHT THING

- We create an ethical environment by being honest, showing respect and living out positive values.
- We seek the truth and do the right things in the right way in each situation.

- We are reliable and trustworthy and behave consistently in word and in action.
- We act with Integrity at all levels in all instances with zero tolerance for corruption.



INNOVATION

TO CONTINUOUSLY LOOK FOR BETTER AND MORE COST-EFFECTIVE WAYS TO RENDER SERVICES

- We strive to be innovative in how we render our services.
- We will always be cost-effective in rendering our services.
- We will continuously investigate global and local best practices to enhance our own service delivery.
- We will facilitate a culture of research and development as an integral part of conducting business.
- We will actively integrate intelligence management as part of our business practice.



RESPONSIVENESS

TO SERVE THE NEEDS OF OUR CITIZENS AND EMPLOYEES

- Our focus is the citizen, building relationships that allow us to anticipate their needs and deal with them proactively.
- We take each other and citizens seriously, being accessible, listening and hearing their voice.
- We respond with timeous action and within agreed timeframes.
- We collaborate with each other and stakeholders, providing appropriate and reliable information and sharing it responsibly.

7. LEGISLATIVE AND OTHER MANDATES

The Western Cape Government (WCG) DEA&DP and its delivery agent, CapeNature (CN) are responsible for administering the constitutional functional areas of legislative competencies in terms of the applicable environmental, planning and conservation/biodiversity legislation, as well as a number of other legislative frameworks (inclusive of all promulgated sub-ordinate legislation) such as the following:

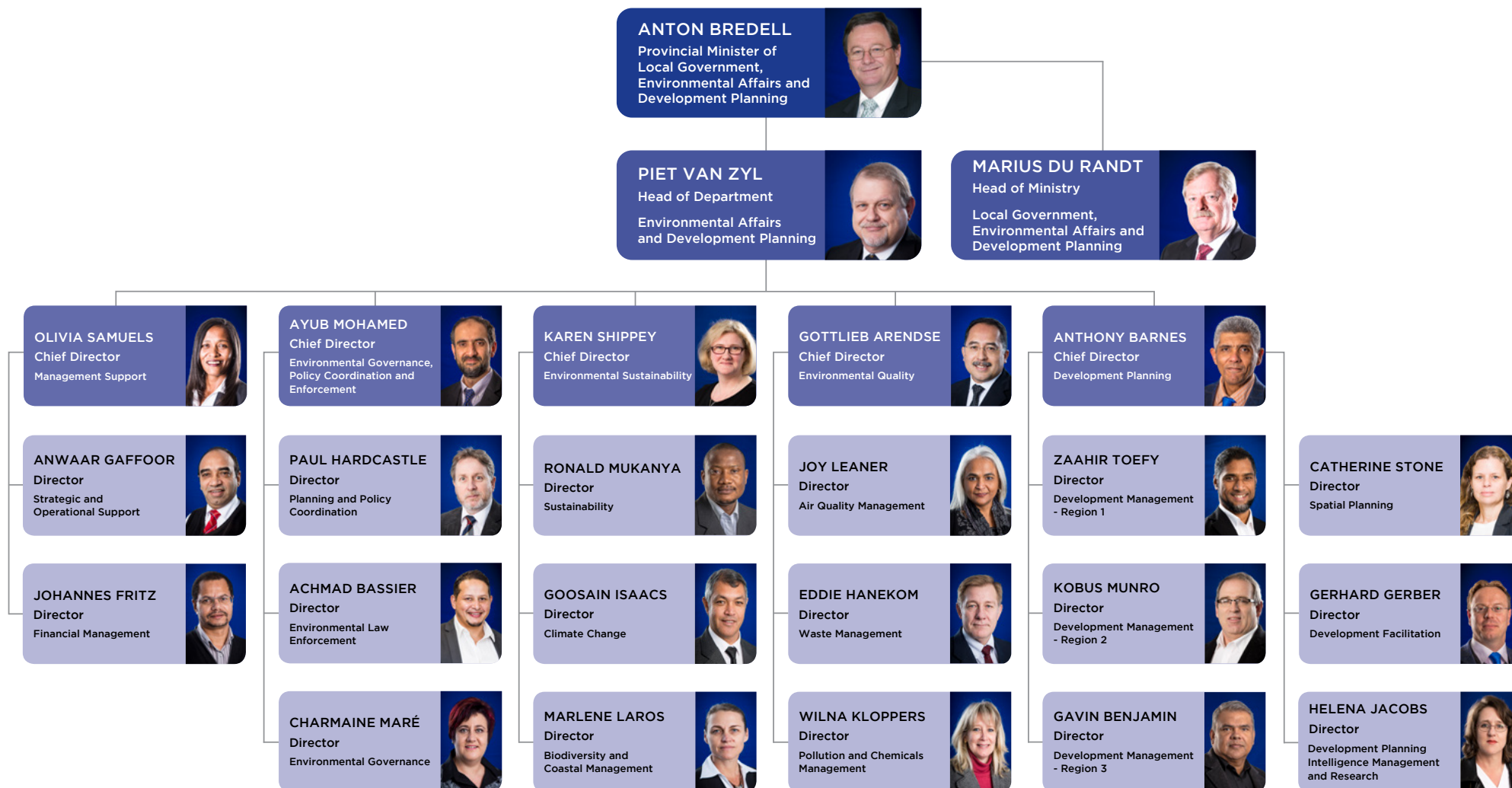
Constitution of the Republic of South Africa, 1996 Constitution of the Western Cape, 1996.

- Local Government: Municipal Systems Act, 2000 (Act No. 32 of 2000)
- Local Government: Municipal Structures Act, 1998 (Act No. 117 of 1998)
- Local Government: Municipal Planning and Performance Management Regulations, 2001
- Municipal Ordinance, 1974 (Ordinance No. 20 of 1974) Nature Conservation Ordinance, 1974 (Ordinance No. 19 of 1974)
- National Environmental Management Act, 1998 (Act No. 107 of 1998)
- National Environmental Management: Air Quality Act, 2004 (Act No. 39 of 2004)
- National Environmental Management: Biodiversity Act, 2004 (Act No. 10 of 2004)
- National Environmental Management: Integrated Coastal Management Act, 2008 (Act No. 24 of 2008)
- National Environmental Management: Protected Areas Act, 2003 (Act No. 57 of 2003)

- National Environmental Management: Waste Act, 2008 (Act No. 59 of 2008)
- National Heritage Resources Act, 1999 (Act No. 25 of 1999)
- Protection of Personal Information Act, 2013 (Act No. 4 of 2013)
- Promotion of Access to Information Act, 2000 (Act No. 2 of 2000)
- Promotion of Administrative Justice Act, 2000 (Act No. 3 of 2000)
- Provision of Land and Assistance Act, 1993 (Act No. 126 of 1993)
- Public Finance Management Act, 1999 (Act No. 1 of 1999)
- Public Service Act, 1994 (Proclamation No. 103 of 1994)
- Spatial Data Infrastructure Act, 2003 (Act No. 54 of 2003)
- Subdivision of Agriculture Land Act, 1970 (Act 70 of 1970)
- Spatial Planning and Land Use Management Act, 2013 (Act No. 16 of 2013)
- Western Cape Biosphere Reserves Act, 2011 (Act No. 6 of 2011)
- Western Cape Health Care Waste Management Act, 2007 (Act No. 7 of 2007)
- Western Cape Land Use Planning Act, 2014 (Act No. 3 of 2014)
- Western Cape Nature Conservation Board Act, 1998 (Act No. 15 of 1998)
- Western Cape Monitoring and Support of Municipalities Act, 2014 (Act No. 2 of 2014)

8. ORGANISATIONAL STRUCTURE

AS AT 31 MARCH 2020



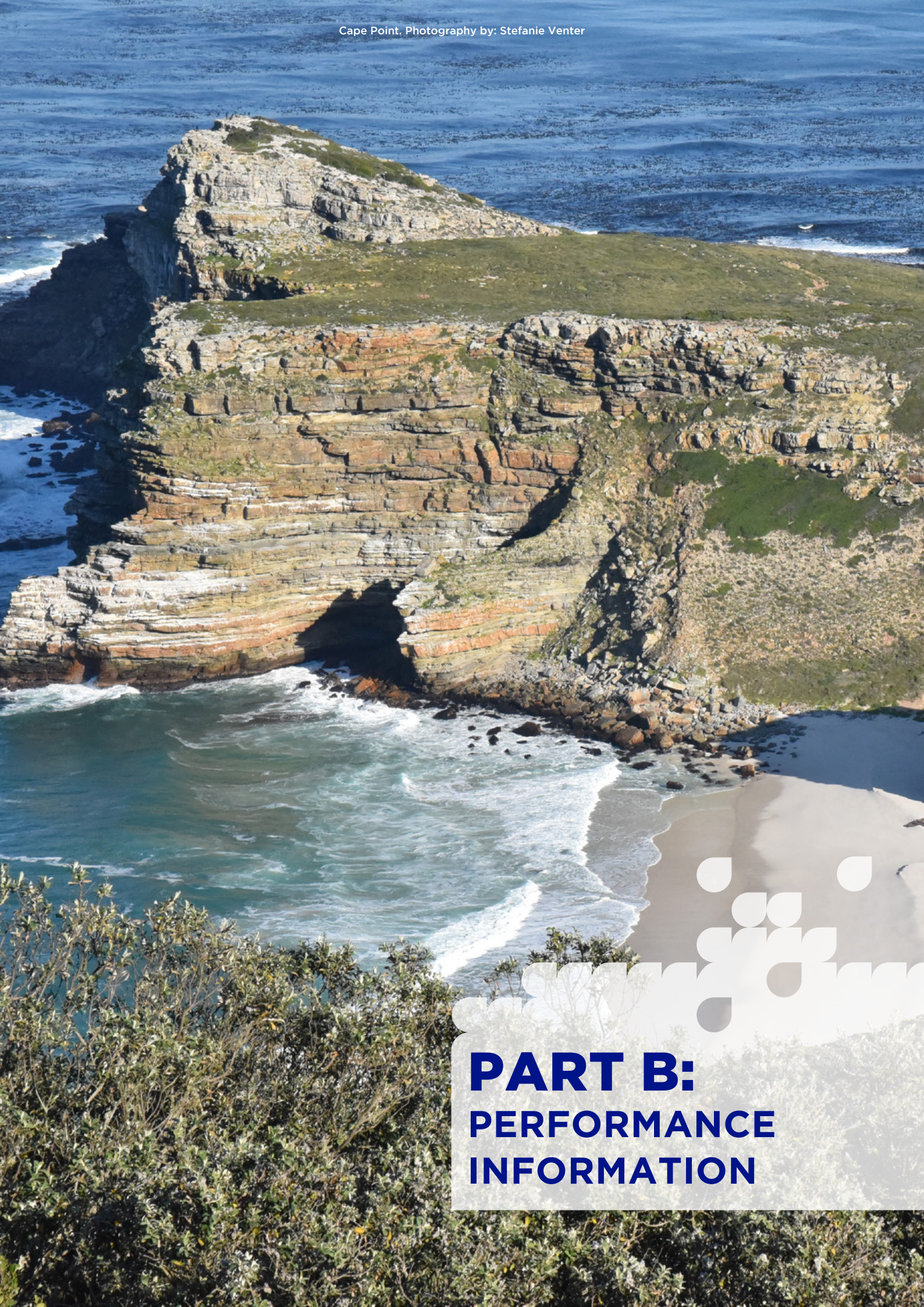
9. ENTITIES REPORTING TO THE MINISTER

The table below indicates the entity that reports to the Minister.

NAME OF ENTITY	LEGISLATIVE MANDATE	FINANCIAL RELATIONSHIP	NATURE OF OPERATIONS
Western Cape Nature Conservation Board (CapeNature)	Western Cape Nature Conservation Board Act, 1998 (Act 15 of 1998)	Schedule 3C provincial public entity	The objectives of the Western Cape Nature Conservation Board are to: a) promote and ensure nature conservation and related matters in the Province, b) render services and provide facilities for research and training in connection with nature conservation and related matters in the Province, and c) ensuring the objectives set out in paragraphs (a) and (b), to generate income.

The table below indicates the entity that has been provided for in the Western Cape Constitution, but not activated as yet:

NAME OF ENTITY	LEGISLATIVE MANDATE	FINANCIAL RELATIONSHIP	NATURE OF OPERATIONS
Commissioner for the Environment	Western Cape Constitution (s71)	Schedule 3C provincial public entity	The Commissioner for the Environment is listed as a Schedule 3, Part C (PFMA) public entity, has not yet been established. During the tenure of the 5 th Provincial Parliament of the Western Cape, the Constitution of the Western Cape First Amendment Bill (B 5—2018) was published on 12 September 2018 (PN 119/2018), that amongst other aspects, proposed repealing the provisions establishing the Commissioner for the Environment. This legislative process was not concluded and will be reconsidered by the 6 th Provincial Parliament of the Western Cape. For this reason, the Commissioner has not been appointed by successive governments of the Western Cape Province, since 1998.



PART B: **PERFORMANCE** **INFORMATION**

1. AUDITOR GENERAL'S REPORT: PREDETERMINED OBJECTIVES

The AGSA currently performs certain audit procedures on the performance information to provide reasonable assurance in the form of an audit conclusion. The audit conclusion on the performance against predetermined objectives is included in the report to management, with material findings being reported under the Predetermined Objectives heading in the Report on other legal and regulatory requirements section of the auditor's report.

Refer to page 124 of the Report of the Auditor General, included in Part E: Financial Information.

2. OVERVIEW OF DEPARTMENTAL PERFORMANCE

The past year was spent on ensuring delivery of the Department's Strategic Plan 2015–2020. The Department is the project manager of the Provincial flagship project for the WCG RSEP/VPUU Programme. The Programme embraces the "whole-of-society" approach and is about partnering with active citizens, communities and stakeholders to promote social and economic inclusion, and reduce poverty. This approach will provide practical application to building safe and sustainable neighbourhoods, reducing social, cultural, economic and institutional exclusion of former townships and improving the quality of life in these areas.

2.1 SERVICE DELIVERY ENVIRONMENT

CLIMATE CHANGE

The Western Cape has, over the last few years, experienced considerable climate-related disasters, the recent drought and fires being the most far reaching and economically and socially devastating. As such, the transition to a low carbon and climate resilient Western Cape through the implementation of the Western Cape Climate Change Response Strategy becomes increasingly important. The scientific predictions relating to the global window of opportunity to slow the impacts of climate change is rapidly closing and the next decade provides us with a short timeframe within which to turn things around. This window of opportunity presents us with exciting and innovative growth paths for the Western Cape as flagged in the Western Cape Climate Change Economic Assessment study.

The transversal Western Cape Climate Change Response Strategy launched in 2014 together with an implementation framework, is now in the process of being revised and updated. A few significant developments and changes have taken place in the climate change arena and taking place at a swift pace; and it is therefore opportune to update the Strategy to ensure alignment with international and national priorities and ensure that the actions identified are appropriate for the Western Cape context.

The WCG, under the leadership of the Department, continues its global contributions under The Climate Group – States and Regions Alliance and the Under2 Coalition, in responding to climate change as a regional government, by announcing that it would undertake a 2050 Emissions Pathway Analysis. The 2050 Emissions Pathway Analysis will be used to identify actions that need to be implemented by 2050 to support the just transition to a low carbon economy.

The Department has a mandate to coordinate and mainstream climate change response in the Western Cape. To do this, multiple research products have been commissioned to inform sector decision-making, as well as supporting various departments to develop their relevant sector plans; however, disseminating the key messages from these products have been challenging. As such, a communications product content based on climate change research over the past decade was developed, to support the communication of climate change impacts and recommended responses in the Western Cape, by making them more accessible and understandable to officials from all 13 WCG Departments, to assist in adjusting the way of doing business to respond to climate change.

The pace of uptake of the recommendations and research findings across the Provincial and Local Government is however slow, as there is administrative inertia, silo-thinking about mandates, under-capacitated and under-resourced mandates which are already not delivering well. Officials feel this is an added extra requiring innovation, new approaches and energy which simply is not available in an already overstretched environment. A frightening sense that environmental issues are “someone else’s problem” means there is a lack of urgency and reprioritisation of resources and action to respond to the advice on how to reduce our region’s vulnerability to climate change and ecological infrastructure crises.

The Climate Change Directorate remains unfunded by more than 50% of its approved posts and is therefore severely limited in its ability to advise and support the WCG Departments and district and local municipalities, as well as influence National Climate Change policy and law which will impact the Province. It is widely accepted that after the International Paris Climate Change Agreement in 2015 significant Climate Change financing is available, however large scale bankable projects need to be developed, to attract donors and funders. There needs to be committed human resources supporting the development of such climate resilient projects, with the responsible departments and applying for/ accessing suitable finance options. To overcome some of the capacity constraints, strategic partnerships have been formed with international NGOs, The Climate Group, ICLEI Africa, the local Universities and Provincial Disaster Management.

SUSTAINABILITY

The Environmental Implementation Plan (EIP) 3rd edition, and its fourth Annual Compliance Report, which is also the last compliance report in this cycle, was submitted in the 2019/20 financial year and reported on EIP compliance for the 2018/19 financial year. Over this 2014-2019 period, the focus was the planning, piloting and investing in the creation of a framework for implementing the transition to an environmentally sustainable and low-carbon economy in South Africa. With respect to Provincial Government’s implementation of the programmes, plans and policies that have a significant effect on the environment of the Western Cape, 87% of the priority indicators included in the 3rd Edition EIP were over-achieved for the said financial year. This leaves 7% of the indicators having been under-achieved, excluding the 6% of the indicators for which updated information was available by the time of publishing this compliance report.

In unpacking the Provincial Government’s implementation of the programmes, plans and policies in terms of the broad strategic priorities as set out in the Environmental Implementation Plan (as gazetted in 2015), the Province’s overall achievement was subdivided according to the identified strategic priorities, to gain understanding which strategic goals were on-track and which strategic goals may be facing more challenges and obstacles, translating into lowered achievement levels. Climate change and Sustainable Communities have performed best, whilst Green Economy, Management of Ecosystems and Resources; and Governance Systems and Capacities have performed well, but with small percentages of underachievement. These have been reported on in the fourth Annual Compliance Report and are being taken forward in the review of the 3rd Edition Environmental Implementation Plan.

The ‘SmartProcurement’ Sustainable Public Procurement (SPP) programme is under development and concluded its research and analysis phase in the 2019/20 financial year. It included two reports that equally serve as departmental resources: Sustainable Procurement Analysis for the Western Cape and Case Studies of Sustainable Public Procurement Implementation in the Western Cape. In the 2019/20 financial year, the SPP programme has built on the Analysis findings that within the Western Cape, there is growing interest in SPP across municipalities. As is evident from an earlier review of the implementation of sustainable procurement in the Western Cape, the understanding of sustainable procurement and its inclusion in policy is varied across the Province, but with notable progress in awareness. Although it is important to focus on the progress, one of the key points of the Directorate’s SPP Programme is to generate resources and tools that will unlock the identified SPP implementation challenges. Therefore, a review of limitations was undertaken and has identified skills and knowledge limitations, accessible tools to make use of, along with the governance and institutional environments that need strengthening.

This is where the Case Studies are applied, as working examples of how SPP can be implemented – in this case – in public infrastructure. Having identified the need to focus communication and multi-stakeholder decision-making, regulations outlining appropriate evaluation criteria to permit deviation from lowest cost suppliers in procurement, education and skills development, and incentives for officials and suppliers, the SPP programme are taking this forward in the Implementation Phase with set goals and targets on how to progress SPP implementation across the Western Cape.

As an additional value-add to the SPP programme, and through the research conducted in the SPP 2019/20 cycle, the Directorate was invited by the United Nations Environment Programme (UNEP) to join the pilot testing of SDG 12.7.1 target indicator on sustainable public procurement. This has actively contributed to the methodology for measuring progress on SDG indicator 12.7.1 for sustainable public procurement to be reclassified as Tier II at a global level.

The 2019/20 financial year concluded with the communication of this progress to identified SPP stakeholders and in preparation of SPP implementation and the development of a SPP Training Manual and Toolkit in the 2020/21 financial year.

The Green Economy Indicator report had its 5th iteration in the 2019/20 financial year where it reflected steady progress on several fronts, particularly with regards to water efficiency. The period also saw the development and implementation of the interdepartmental Economic Procurement Policy (EPP), with a focus on identifying strategic goods and service across WCG departments in line with the Sustainable Public Procurement programme that is mainstreaming local, SMME and green procurement (key components of the WCG SPP strategy).

Further to this, the Green Economy team has initiated a Green Municipal Finance programme that has a focus on unlocking project finance, in order to roll-out green infrastructure projects outside of the metro and another focus on the Environmental, Social and Governance (ESG) impacts of the underlying assets of WCG financial investments.

Under the first focus area, the Green Economy unit in DEA&DP spearheaded the creation of SIDAFF (Sustainable Infrastructure and Finance Facility) which aims to develop a pipeline of sustainable, catalytic, impactful and integrated infrastructure projects and programmes. This includes taking these projects from pre-feasibility to bankability and for them to be funded on a long-term and competitively priced basis using a blended finance approach (i.e. combining concessional with commercial based finance), which is an approach that accesses the debt capital markets and development finance institutions as laid out in National Treasury's new Municipal Borrowing Policy Framework (2018). A complementary objective is to be able to include green investment in part of the programme, to raise green financing. Once fully developed the SIDAFF Programme process should enable the targeted Intermediate City municipalities to integrate and achieve a more programmatic approach to:

- spatial and development planning;
- budget development;
- Capital Expenditure and Investment Framework development;
- project development and technical assistance;
- supply chain management;
- project finance; and
- ESG (Environment, Social & Governance) performance criteria, green/climate criteria and reporting framework.

Under the second focus area, the Green Economy unit has initiated a process of investigation of the ESG impacts of the underlying assets of WCG financial investments in partnership with Provincial Treasury. Recent financial data shows that financial assets that have strong ESG performance are less risky and out-perform lower ESG performing assets. The programme is in line with both the WCG Risk Management Framework, as well as the National Treasury's "Financing a Sustainable Economy" framework.

The Alien Biomass Value Addition programme was initiated in June 2019, when the Western Cape Alien Vegetation Biomass Expo was held at the Stellenbosch Town Hall, as a sub-component of the Ecological Infrastructure Investment Framework (EIIF). The expo highlighted the potential opportunities available in alien vegetation clearing and biomass production. After the event several initiatives have been developed by DEA&DP and private sector partners, including palletisation projects, furniture products, biochar production and the advancement of a study into the feasibility of production of bio-jet fuel for the European market.

The Green Economy unit is also working with the Department of Human Settlements (DoHS) to pilot the inclusion of a climate resilience component in the Informal Settlement Support (ISSP) Programme. Working in partnership with DoHS, the climate resilience pilot will explore pathways to integrating, food, water and energy security measures into practical training components of informal settlements training programmes focused on Grabouw.

The Environmental Education and Awareness team initiated the roll out of the Moodle-based Education for Sustainable Development (ESD) Resource Toolkits eLearning for Intermediate Phase Natural Science and Technology, which it developed in consultation with the Western Cape Education Department (WCED) and aligned to the National Curriculum and Assessment Policy Statement (CAPS). The aim of the Programme is to capacitate Intermediate Phase (IP) Natural Sciences and Technology (NST) teachers to integrate Education for Sustainable Development (ESD) and to improve the digital literacy of teachers using the existing e-Learning platform developed by DEA&DP. Over the course of its current roll out, it aims to also reach technical schools and special need schools. The programme started with subject advisors and lead teachers across the WCED Districts and from 2019/20 will start working with school level educators.

The ESD Moodle eLearning Platform Development Goals include:

- To contribute to improving the quality of education in South African schools by building teachers' competency in teaching science with a focus on ESD.
- To capacitate teachers to implement transformative environmental learning. This will be achieved by using the Active Teaching and Learning Framework and other appropriate ESD strategies via the eLearning ESD Moodle Toolkit.
- To improve the digital literacy of teachers. This eLearning intervention will be achieved by expanding the range of pedagogic strategies teachers are able to employ in the IP science classroom when teaching a particular topic using digital resources.
- To engage teachers in sharing and collaboration of their collective experiences via digital archives.

ENVIRONMENTAL IMPACT MANAGEMENT

ENVIRONMENTAL IMPACT ASSESSMENT

During 2019/20 the Department continued to implement the Provincial Environmental Impact Management System and the annual evaluation of the System was completed during the fourth quarter. As part of the system, regular meetings of the Departmental Environmental Management Coordination Meetings (EMCOM) were held as well as regular engagements with Municipalities as part of the Municipal Outreach Programme (MOP). As part of the System, numerous capacity building events were also presented or participated.

COMPLIANCE AND ENFORCEMENT

COMPLIANCE WITH ENVIRONMENTAL LEGISLATION

Despite the proliferation of environmental laws, the lack of resources and capacity to investigate and enforce environmental legislation amongst environmental enforcement agencies, remains a challenge. To cope with the challenges and improve on the effectiveness of environmental compliance and enforcement, the Directorate: Environmental Law Enforcement has adopted a more focused approach by tackling the myriad of environmental threats affecting the province, particularly in respect of our loss of biodiversity and ecosystems, pollution of inland waters, degradation of marine and coastal environment, unlawful waste management activities, and pollution to land. By focusing on the aforementioned environmental sectors, the Directorate will assess the nature of complaints received based on the level of seriousness, which would determine the responsiveness of the investigation, such as environmental harm which poses a serious danger to the health and wellbeing of people and the environment being priority; while environmental harm that is significant but not posing an imminent threat to the environment will not have an immediate response time.

The Directorate has also focused on tailored compliance and enforcement solutions within particular sectors by forming strategic partnerships with and other stakeholders in which resources, expertise and responsibilities are shared. These relate to illicit waste management activities; pollution and degradation of natural resources (i.e. watercourse, estuaries, wetlands); and loss of biodiversity. An example of such a partnership was with the South African National Biodiversity Institute (SANBI) to combat the illegal clearing of indigenous vegetation within the Cape Winelands District Municipality (CWDM). With the additional capacity and expertise, compliance inspections and investigations were conducted, and Intergovernmental Blitz operations were executed whilst Environmental Awareness Initiatives/ Programmes were hosted in the CWDM. These actions resulted in Administrative Enforcement Notices issued specifically in terms of this project.

In terms of criminal prosecution cases, the Department in conjunction with other organs of state, achieved 3 successful convictions for which the Department and these partners received confiscation orders and fine payments in the following matters:

- S vs Tierhoek Boerdery (Pty) Ltd. (3 separate matters combined into 1);
- S vs Kleinkor Nege (2 separate matters combined into 1); and
- S vs GL Conradie and 4 others.

The orders specify that the funds be solely, utilised for environmental law enforcement activities. This is one of the innovative ways in which the Directorate had to seek other sources of income to fill the void due to significant financial constraints.

ENVIRONMENTAL QUALITY MANAGEMENT

AIR QUALITY MANAGEMENT

The key focus is to ensure effective air quality management institutions and planning/reporting mechanisms, inclusive of cost-effective options and opportunities for decreasing emissions of air pollutants and greenhouse gases in the Province. The Department continued to implement the 2nd Generation Western Cape Air Quality Management Plan (AQMP), with aspects of its implementation informing the development of the Western Cape State of Air Quality Management Report 2018, which was finalised.

The Department maintained 12 ambient air quality monitoring stations across the Province, which are in Mossel Bay (previously in Dana Bay), George, Hermanus, Hout Bay, Khayelitsha, Malmesbury, Oudtshoorn, St Helena Bay, Stellenbosch, Driftsands (previously in Vissershok), Worcester and Paarl. The Worcester and George ambient air quality monitoring stations have been included in the South African

Air Quality Information System (SAAQIS) for real time data reporting and provides real time air quality information, as part of the National Air Quality Index (NAQI). This NAQI information is available online at <http://saaqis.environment.gov.za>. There are challenges in maintaining a fully operational Western Cape Ambient Air Quality Monitoring Network, due to the age of the infrastructure in the network. Many analysers at the monitoring stations are either close to or at their end of their lifecycle in terms of its operation. This has resulted in increased analyser downtime (and hence lower data recovery), and has increased the need for costly repairs.

In terms of the NEM: AQA, all Municipalities have a responsibility to monitor ambient air quality in their jurisdictional areas. Although good strides have been made in terms of monitoring ambient air quality within the Western Cape, its reach in the Province is still very limited, with most of the Municipal ambient air quality monitoring stations located within the City of Cape Town Metropolitan Municipal area. A total of 14 ambient air quality monitoring stations is operated by the City of Cape Town. The Saldanha Bay Municipality operated two ambient air quality monitoring stations in Saldanha Bay and Vredenburg, while the West Coast District Municipality has located one ambient air quality monitoring station in Veldrift.

Overall, air quality in the Province is good; however, in recent years, an increasing trend in particulate matter and ground level ozone has been observed. The ambient air quality monitoring undertaken provides invaluable information that can be used towards air quality planning, airshed planning and resolving complex air quality complaints in an area. Municipalities in the Western Cape are therefore encouraged to motivate for funding for either passive or continuous sampling in their jurisdictional areas, while at Provincial level, funding and resources will be prioritised to replace the ageing infrastructure of the Western Cape Ambient Air Quality Monitoring Network, while additional human resource capacity to manage the latter are also required.

The Department also continued to implement Phase 2 of the Western Cape Human Health Risk Assessment Study (HHRA), which focused on exploring the interface between the development of emission inventories and increasing air quality monitoring. Thus, additional air quality monitoring was undertaken at Shelley Point (West Coast District Municipality), via a portable air quality monitor as this was identified as an area for increased air quality monitoring. The portable air quality monitoring unit measurements was identified as a screening tool for air quality in the greater St Helena Bay area. The Department continues to work closely with the West Coast District and Saldanha Bay Local Municipalities, as well as industry and the citizens in the area to resolve and manage any air quality matters that may arise in the greater St Helena Bay area, inclusive of Shelley Point. The commissioning of the ambient air quality monitoring station in Paarl (Cape Winelands District Municipality) also formed part of the recommendations of the HHRA. However, due to financial constraints, the station is currently measuring only sulphur dioxide, nitrogen dioxide and ozone. Funding has been prioritised during 2020/2021 to procure infrastructure to measure particulate matter in the future. Similarly, the Driftsands ambient air quality monitoring station was located, in line with the recommendations of the HHRA.

The Department also coordinates the Province's air quality management via the Provincial Air Quality Officers' Forums (AQOFs), hosted on a quarterly basis. The forums are attended by Municipal Air Quality Officers (AQOs), of whom 30 have been designated in the Province (viz. 29 Municipal and 1 Provincial). The AQOFs serve as a platform where the AQOs develop a common understanding and approach to managing air quality in the Province, particularly as it relates to air pollution and air quality regulatory processes, inclusive of noise, dust and offensive odour management. A Noise Control Forum, inclusive of noise training has created a platform to capacitate the AQOs on managing noise complaints in the Province.

The Department continued to work closely with the Beaufort West Local Municipality on their Municipal Air Quality Management Plan (AQMP), as this is the only outstanding Municipal AQMP in the Province. To date, 30 AQMPs have been adopted (viz. 29 Municipalities and 1 Provincial) and are currently being implemented in the Western Cape. Various capacity building sessions on air quality planning and

regulatory processes were hosted across the Province. Moreover, the Department engages municipalities to develop and adopt Air Quality Management By-laws to ensure alignment of air quality compliance measures and intervention strategies in the Province.

The Department started to roll out its SMART-air Programme, which is a recognition programme, as mandated by Section 31 of the NEM: AQA, to serve as the main vehicle through which:

- emission reduction best practice in industry, commerce and communities are recognised;
- raising awareness on air quality matters linked to climate change international commitments;
- facilitating training on industrial processes to reduce air pollutant and greenhouse gas emissions; and
- provide skilling opportunities to government officials, youth and entrepreneurs.

In line with the SMART-air Programme, the Department continued to implement a partnership project with the Free State of Bavaria on Climate-friendly Refrigeration and Air Conditioning (RAC). The project links closely to the commitments made in the 2016 Kigali Amendment to the Montreal Protocol: Hydrofluorocarbons (HFC) Phase-down and contributes towards achieving the Paris Agreement commitments as it focuses on alternative gases such as propane, butane and CO₂ that are more climate-friendly, than conventional refrigerant gases. A switch to natural refrigerant gases also has an added energy saving benefit. A Green Cooling Solutions Technical Workshop was successfully hosted at Elsenburg Training College, Western Cape, where experts from Bavaria shared their learning of RAC systems with delegates over a 2-day period during June 2019. "Green Cooling Solutions" refers to equipment that uses natural refrigerants, thereby minimizing its environmental impact in respect of climate change.

The oversight role and the technical expertise in air quality management, monitoring and regulatory processes provided to the municipalities are critically important in terms of continuing to manage air quality in an integrated manner in the Province, whilst also responding to climate change.

WASTE MANAGEMENT

The implementation of the 2nd generation Western Cape Integrated Waste Management Plan and the alignment of municipal integrated waste management plans is a key priority for the WCG. The Department continue to influence the industry waste management plans which is currently being developed in the following sectors: packaging, lighting and e-waste. The focus is also on building resilience into the current plans and into waste management service delivery.

In creating an enabling environment for integrated waste management services, planning needs to be informed by accurate information. Therefore, emphasis was placed on municipal integrated waste management plans and improving waste information management. The successful implementation of these plans relies on the allocation of adequate budgets that must be informed by full-cost accounting and appropriated tariff setting to be efficient, affordable and to meet compliance and regulatory obligations to sustain these services.

Valorisation of waste as a resource is crucial towards creating jobs, reduce the environmental impacts, enhancing the waste economy and protect the limited available landfill airspace. Regionalisation of waste management services coincide with this and was further driven by the Department. The facilitation of regional cooperation concept regarding waste management services and facilities continued.

The role of small and micro enterprises is recognised and was further supported because thriving small and micro enterprises will assist municipalities in diverting waste, creating jobs, enhance the waste economy and reduce the environmental impacts of waste.

Maintaining and enhancing the current waste management governance platforms received attention to ensure effective coordination, collaboration, partnerships and nurture innovation in waste management.

The efforts to influence national policy and legislation to reduce the cost of waste management services continued.

Attention was given to waste minimisation and setting of targets for priority waste streams which will save landfill airspace, reduce the environmental impacts of waste, contribute towards job creation and stimulate the waste economy. The utilisation of alternative waste treatment technologies in the province was further explored and assistance provided to municipalities to take it up and diversify waste technology use in the province. This bodes well for resource efficiency, resilience and an inclusive secondary materials economy. To cater for the demand for integrated waste management services, the provision of integrated waste management infrastructure must be improved, which will improve the recovery of waste material to unlock the economic potential of this secondary resource to drive the circular economy.

A key element in building a resource-efficient society is to unlock the potential value of waste as a resource by driving behaviour change in all the sectors of society through increased awareness, education and capacity building to ensure that it becomes social norm.

Littering, illegal dumping and inappropriate waste management practices remain a challenge, contributing to climate change and impacting negatively on our scarce water resources.

POLLUTION AND CHEMICALS MANAGEMENT

The overall focus is on water for growth and development in the Province whilst ensuring long term sustainability of the environment. This is done through the continued coordination and implementation of the Sustainable Water Management Plan (SWMP) for the Western Cape Province as a pro-active and collaborative approach to water management.

The overarching goals of the SWMP are:

- **Goal 1: Governance**
Enable effective cooperative governance and institutional planning for sustainable water management.
- **Goal 2: Water Availability**
Enable the sustainability of water resources for growth and development.
- **Goal 3: Water Quality**
Enable integrity and sustainability of socio-ecological systems.
- **Goal 4: Communication**
Enable effective and appropriate information management, reporting and awareness-raising of sustainable water management.

As part of the implementation of the SWMP, catchment-based River Improvement Plans, known as Environmental Resource Protection Plans, were developed for the Berg and Breede Catchments.

BERG RIVER CATCHMENT

The vision of the Berg River Improvement Plan (BRIP) is for the enhancement and entrenchment of a water stewardship initiative to ensure the ecological integrity of the catchment to sustain economic growth and contribute to the Green Economy. The following projects are being implemented in support of this vision:

- Ongoing monitoring of Water Quality in the Berg River and Estuary to identify and address pollution sources and trends and to monitor the effectiveness of interventions implemented.
- Continued implementation of the Riparian Zone Rehabilitation programme in the Berg and upper Breede catchments.

- The Water Sensitive Cities Benchmarking and Implementation strategy was initiated as a joint project between the Department and the CoCT.
- The project for the economic assessment of the abatement (lessening) of pollution impacts on water resources, is focusing on the Valuation of the Berg River Estuary in terms of the goods and services it provides and specifically its importance in terms of driving economic development in different sectors, including the environment.
- The support for the development of the Water Hub is set to continue. This process would include ongoing discussions with both private and public-sector entities to determine the best way to successfully achieve the core objectives of the facility – research, demonstration and training.

BREEDERIVER CATCHMENT.

The Environmental Resource Protection Plan (ERPP) for the Breederiver catchment aims to address the challenge of water security and environmental sustainability in the Western Cape, and specifically the Breederiver catchment in terms of its water quality and quantity and its ecological functioning, driving economic growth and creating jobs in rural areas. A key focus of the plan is to ensure that waste water as well as stormwater and agricultural runoff is well managed to ensure that water quality is protected.

Key activities of the Breederiver ERPP include:

- Promotion of sustainable land-use practices across all sectors.
- Ongoing monitoring of the Water Quality in the Breederiver and Estuary in collaboration with the Breeder-Gouritz Catchment Management Agency (BGCMA).
- Ensuring sustainable resource use efficiency and ecological integrity.
- Promotion of knowledge of the value of water and environmental resources and ways of managing and enhancing this value through the implementation of the project on the Valuation of wetlands in the catchment of the Theewaterskloof Dam.
- Reduction of the negative impact of polluted waters from Municipal urban areas, particularly informal settlements and Wastewater Treatment Works (WWTW) as well as agriculture.
- Promotion of innovative bioremediation technologies and solutions, (similar to the Genius of SPACE (Systems for Peoples Access to a Clean Environment) Project in Langrug (Franschhoek) in the informal settlement of Villiersdorp in collaboration with the Theewaterskloof Municipality.
- Enhancement of alien clearing within strategically important areas such as head waters and manage the rehabilitation of areas cleared of alien vegetation.

Integrated Pollution Management is also a key focus and includes pro-active measures to prevent pollution and responding to complaints and incidents to rectify any pollution. The management and control of the remediation of contaminated land also forms an important part of this function.

WATER SECURITY

There is growing competition for water between the agricultural, industrial and domestic sectors. Water is a key enabler of future provincial economic growth and ecosystem health. Although surface water resources are still the WC's primary source of water supply, the recent drought initiated a move to greater diversity of supply. Through the Provincial Disaster Management Centre (PDMC) structures, the WCG has coordinated and completed various projects at schools and hospitals to increase water security with groundwater supply. The WCG has also assisted many municipalities to install boreholes and temporarily appointed groundwater specialists to advise municipalities on groundwater management and monitoring. There has also been focused support to the agricultural and business sectors as well as considering social and humanitarian support and safety and security issues.

The Western Cape Sustainable Water Management Plan forms the overall strategy for water management in the Province and defines a strategic and incremental approach towards the sustainable management of water in the Western Cape. Aligning goals and objectives with the natural cycle of water, the Plan takes a systems approach to water security, promoting good water management practice from source to sea. The focus is on the importance of protecting and restoring ecological infrastructure, promoting water resilience in all sectors, diversifying water supply options and stronger integration of development and water supply planning. To achieve this requires stronger transversal, transdisciplinary and “whole-of-government” and “whole-of-society approaches”. The Environmental Resource Protection Plans also serve as a vehicle through which these priorities are implemented in the catchments.

Water has been identified as an Enterprise Risk for WCG, together with Climate Change, and as such all departments and public entities will need to incorporate this into their risk management activities and plans.

BIODIVERSITY MANAGEMENT

The recent drought has highlighted the reality that biodiversity and ecological infrastructure are the foundation of long-term ecological resilience in the Province, providing critical goods and services for water resources. The biodiversity component, together with CapeNature have prioritised the provision of improved spatial planning and decision support through the implementation of the Provincial Biodiversity Spatial Plan (BSP) and the release of an overview document to familiarise people with the contents of the BSP. Resilience has also been leveraged through the development of a provincial-level Ecological Infrastructure Investment Framework (EIIF) which will enable risk reduction for water, fire and flooding through spatial targeting for investment. This flows from the Provincial Biodiversity Strategy and Action Plan (PBSAP) of 2015/16 and its subsequent Implementation plan submitted in March 2017. The first PBSAP implementation report was submitted in March 2018 and highlighted the delivery of biodiversity conservation objectives, biodiversity mainstreaming with partner sectors and the implementation of the biodiversity economy programme. This financial year saw the third report on the implementation of the PBSAP submitted in March 2020.

The Provincial Biodiversity Economy Strategy (PBES) and its associated implementation programme completed in March 2017 aligns with national and global strategies and aims to strengthen and expand the biodiversity economy while recognising and valuing the economic contribution of ecological services sustainably and inclusively to the province and its inhabitants. The PBES was implemented during the 2017/18 period and culminated in annual implementation reports submitted in March 2018, 2019 and 2020.

COASTAL AND ESTUARY MANAGEMENT

The Western Cape Government and this Department is continuing to advance the implementation of the current Provincial Coastal Management Programme (2016) and our role as the Provincial lead agent. Many challenges converge in the coastal and estuarine spaces with at times complex and competing priorities for both government organisations and our stakeholders. However, the WCG and this Department has continued to progress in all nine priority areas with the limited resources and capacity allocated. During 19/20 the Organisational Design process for the Biodiversity and Coastal management functions in the Province, including CapeNature was not concluded, even though the major outputs like the service delivery model, the functional structure and the post establishment structure was approved by the Minister for consultation with labour in May 2019 already, significant delays have been experienced in concluding the process with labour by the Department of the Premier.

The Estuary Management Programme in the Western Cape forms a priority area within the Provincial Coastal Management Programme and Municipal Coastal Management Programmes. Sections 38(2)(a), (b), (g) and (h) of the NEM: ICMA further empower the Provincial lead agency to ensure the enforcement of the provisions of the Act, amongst other. The Department and CapeNature work closely together in the development and implementation of the Western Cape Estuary Management Programme in

partnership with the National Department of Environmental Affairs, South African National Parks, Municipalities, Non-Government Organisations and Estuary Advisory Forums. During the 19/20 financial year the three-year Estuary Management Framework Implementation Strategy project was concluded.

The Coastal Economy continues to be a focus of international and national economic development strategies. This is emulated at a National level in the identification of the Coastal Economy as a focus of Phase 1 of Operation Phakisa, undertaken by the Presidency and the National Department of Environmental Affairs in 2014. Critical capacity shortages to deliver on the provincial coastal management mandate have been highlighted, including in the compliance management and enforcement of ICMA.

Additionally, the Sub-directorate Coastal management has focussed on enabling spatial resilience through its work on the determinations of Coastal Management Lines (CML). The Sub-directorate is piloting the establishment of the CML for the City of Cape Town and will roll out the process to our other Districts in due time. An Annual Implementation Report (19/20) on both the Coastal and Estuary Management programme has been approved and provides an overview of accomplishments and challenges for this Sub-directorate.

DEVELOPMENT PLANNING

During 2019/20 the Department continued to roll-out the following:

- Provincial Development Planning Intelligence Management Framework;
- Spatial Planning and Land Use Management Support and Capacity Building Strategy;
- Environmental Support and Capacity Building Strategy;
- Regional Planning and Management Implementation Strategy;
- Regional Socio-Economic Project/Violence Prevention through Urban Upgrading (RSEP/VPUU) Programme;
- Land Assembly, Catalytic Initiative and Regeneration Programme; and
- Municipal Support and Capacity Building Strategy.

In terms of the Provincial Development Planning Intelligence Management Framework (DPIMF), the annual evaluation of the Framework was completed at the end of the fourth quarter in 2019/20. The DP_iMF goal is to give guidance, provide useful data, information and research as an evidence base for informed policy, integrated planning, decision-making and municipal empowerment, that aids in effective implementation and service delivery. The Framework has laid a foundation to give direction towards an enabling knowledge economy and supporting innovation. It remains work in progress and improved progressively. In terms of the adjustments made, an Executive Summary is added to the Framework, addition of a clear DP_iMF Purpose Statement, addition of clear DP_iMF Vision and Mission statements, updating of the section that deals with legislative and policy mandates, including alignment with Knowledge Management, Business Intelligence and other transversal data initiatives, and aligning and incorporating the annual planning and budgeting cycle of events as contained in the Provincial Integrated Work Plan.

In term of the Environmental Support and Capacity Building Strategy the Department during 2019/20 continued to participate in the implementation of the Environmental Sector's Local Government Support Strategy (LGSS), to monitor the progress with all the public sector environmental permit applications and to provide support where required and presented and participated in a few environmental capacity building events. The annual review of the strategy was completed.

Implementation of the Provincial Spatial Planning objectives, as expressed in the Provincial Spatial Development Framework (PSDF) and the supporting three Regional Spatial Implementation Frameworks, has been pursued within the Western Cape Governance systems during the period 2019-20 in the following ways:

- Strategic input was given into the preparation of the Provincial Strategic Plan, informing the development of the 'Mobility and Spatial Transformation' Vision Inspired Priority.
- Recommendations were made on how the new Departmental Strategic Plans and Annual Performance Plans could better reflect the PSDF, including specific guidance to each relevant Department on implementation actions to be incorporated from the Regional Spatial Implementation Frameworks.
- Participation in the Provincial Government Medium-Term Expenditure Committee (PGMTEC) process sought to understand the spatial logic of investment decisions and further alignment opportunities.
- Ongoing facilitation of a transversal inter-departmental forum (the Spatial Development and Infrastructure Committee) to share information, plans and planning, investment programmes in order to seek better alignment in pursuit of spatial plans.

Similarly, we engaged and supported the municipal spatial planning system in the following ways:

- We reviewed Municipal Spatial Development Frameworks (MSDF), draft IDPs and budgets to understand the extent of IDP and budget planning to the municipality's long term spatial development plan, noting misalignment or opportunities for improved alignment – providing input into the structured process of provincial – local inter-governmental engagement that is run throughout the year.
- We have promoted better integration of spatial planning with IDP processes and infrastructure and sector planning through engagements with the IDP Managers Forum and the Municipal Waste Managers Forum, as well as convening a Capital Expenditure Framework Knowledge Exchange Workshop and designing a programme to support municipalities in the development of their Capital Expenditure Frameworks (CEFs). The Development Bank of South Africa was also engaged as a significant funder of local government infrastructure planning.
- Local government was also supported in its engagement with the national process to identify Priority Housing Development Areas to ensure alignment with the PSDF and MSDFs.
- The Western Cape Government's Joint District Approach (JDA) (aligned to the national One District Plan initiative) has also presented an opportunity to implement provincial, regional and local spatial plans through their implementation plans.
- The direct support of the Directorate: Spatial Planning for municipalities preparing and implementing their MSDFs has also meant the Department has been well placed to promote planning alignment and the implementation of spatial planning objectives and more specifically, spatial transformation in local government.

The work done in this year to set in place a new Departmental Strategic Plan has advanced the focus of this work to promote a spatial governance system that implements the provincial and municipal spatial plans in a more specific way towards improved governance for spatial transformation and more resilient and spatially transformed Western Cape settlements.

In terms of the Regional Planning and Management Implementation Strategy, in 2019 the Department finalised the work on the Regional Spatial Implementation Frameworks (RSIFs) for the three growth nodes identified in the PSDF, namely the functional regions of the Cape Metro, Saldanha and the Southern Cape – moving into the implementation of these RSIFs. The Inter-Governmental Committee for the Greater Cape Metro RSIF was re-established to drive its implementation and provide a planning platform for ongoing information sharing and coordination in this metro region. The Garden Route RSIF formed the basis of the Garden Route District's initiative to produce a Garden Route Growth and Development Strategy. The Greater Saldanha RSIF has informed the West Coast JDA's implementation planning.

The RSEP/VPUU Programme continued to be one of the Western Cape Government's priority strategic initiatives. The Programme is supporting (financially, operationally and/or technically) a large number (and huge variety) of projects across 10 municipalities. During 2019/20 the VPUU Sub-Programme concluded its involvement in the City of Cape Town, Drakenstein Municipality and Theewaterskloof Municipality. The RSEP Programme was rolled-out in the following municipalities:

- Swartland
- Breede Valley
- Saldanha Bay
- Bergrivier
- Witzenberg
- Mossel Bay
- Cape Agulhas
- Prince Albert
- Bitou
- Stellenbosch

Highlights of the past year were:

- the completion of Local Economic Development (LED) and Youth hub in Mossel Bay;
- the Zwelethemba neighbourhood corridor;
- the Indoor/Outdoor Centre in Malmesbury; and
- various projects in Touwsrivier including a pedestrian bridge.

The Department, through the RSEP Programme Office, also continued to participate and provide support to the "whole-of-society" approach initiatives in the City of Cape Town (Manenberg/Hanover Park), Saldanha Bay Municipality and Drakenstein Municipality.

The annual review of the RSEP/VPUU Programme was completed by the end of the fourth quarter in 2019/20.

In terms of the Integrated Land Assembly, Catalytic Initiatives and Regeneration Programme, during 2019/20 the Two Rivers Urban Park (TRUP) Programme and Artscape/Founder's Garden Precinct Development Project continued to receive priority attention. Continued assisted with land assembly and development facilitation in terms of Education Infrastructure, Health Infrastructure, Roads Infrastructure, General Infrastructure, and Integrated Human Settlements (including the Informal Settlements Support Plan) also continued during 2019/20. The annual evaluation of the Land Assembly, Catalytic Initiatives and Regeneration Programme was completed by the end of the fourth quarter in 2019/20.

In terms of the Municipal Support and Capacity Building Strategy the Department during 2019/20 continued to participate in the implementation of the national Local Government Support Strategy (LGSS) as well as the Western Cape Government's Joint District Approach (JDA); and a Municipal Support Plan was developed for each one of the 30 Western Cape Municipalities. The Department also continued to actively participate in the South Africa Local Government Association (SALGA) Work Groups. The annual review of the strategy was completed by the end of the fourth quarter.

2.2 SERVICE DELIVERY IMPROVEMENT PLAN

The Department has completed a Service Delivery Improvement Plan (SDIP) for 1 April 2019 to 31 March 2020. The tables below highlight the service delivery plan and the achievements to date.

MAIN SERVICES AND STANDARDS

MAIN SERVICES	BENEFICIARIES	CURRENT/ACTUAL STANDARD OF SERVICE	DESIRED STANDARD OF SERVICE	ACTUAL ACHIEVEMENT
Conduct Waste Management Officers' Forum Meetings	30 Municipalities	3 Waste Management Officers' Forum Meetings	3 Waste Management Officers' Forum Meetings	3 Waste Management Officers' Forum Meetings March 2019 August 2019 November 2019
Develop Municipal Support Plans	30 Municipalities	30 Municipal Support Plans developed (in Quarter 1 of 2019/20) 100% of Municipal Support Plans implemented	30 Municipal Support Plans developed 100% of Municipal Support Plans implemented	30 Municipal Support Plans developed 100% of Municipal Support Plans implemented

BATHO PELE ARRANGEMENTS WITH BENEFICIARIES (CONSULTATION ACCESS ETC.)

CURRENT/ACTUAL STANDARD OF SERVICE	DESIRED STANDARD OF SERVICE	ACTUAL ACHIEVEMENT
Conduct Waste Management Officers' Forum Meetings		
Consultation		
Clients are consulted through: <ul style="list-style-type: none"> E-mail Telephonic Official letter Citizen Report (1 per year) Annual Report Forum meetings Site Visits (No technical site visits were conducted during the 2019-2020 financial year due to time constraints) 	Clients are consulted through: <ul style="list-style-type: none"> E-mail Telephonic Official letter Citizen Report (1 per year) Annual Report Forum meetings Site Visits 	Clients are consulted through: <ul style="list-style-type: none"> E-mail Telephonic Official letter Citizen Report (1 per year) Annual Report Forum meetings Site Visits
Access		
The service was accessible: <ul style="list-style-type: none"> At 1 Dorp Street, Cape Town, Operating times: Mon-Fri, 07:30 – 16:00 Via visits to the Office Via telephone Via e-mail: enquiries.eadp@westerncape.gov.za Via departmental website: www.westerncape.gov.za/eadp/ 	The service is accessible: <ul style="list-style-type: none"> At 1 Dorp Street, Cape Town, Operating times: Mon-Fri, 07:30 – 16:00 Via visits to the Office Via telephone Via e-mail: enquiries.eadp@westerncape.gov.za Via departmental website: www.westerncape.gov.za/eadp/ 	The service is accessible: <ul style="list-style-type: none"> At 1 Dorp Street, Cape Town, Operating times: Mon-Fri, 07:30 – 16:00 Via visits to the Office Via telephone Via e-mail: enquiries.eadp@westerncape.gov.za Via departmental website: www.westerncape.gov.za/eadp/
Courtesy		
Courtesy was measured and reported via: <ul style="list-style-type: none"> Senior Management Head of Communication E-mail Telephonic engagements Written correspondence Face-to-face Complaints were recorded by communications and forwarded to the relevant officials for action Communication to all stakeholders were sent out timeously before meetings and any new information presented at the meeting was shared with all stakeholders 	Courtesy is measured and reported via: <ul style="list-style-type: none"> Management Head of Communications E-mail Telephonic engagements Written correspondence Face-to-face Complaints are recorded by communications and forwarded to the relevant officials for action Communication to all stakeholders are sent out timeously before meetings and any new information presented at the meeting is shared with all stakeholders 	Courtesy is measured and reported via: <ul style="list-style-type: none"> Senior Management Head of Communication E-mail Telephonic engagements Written correspondence Face-to-face Complaints were recorded by communications and forwarded to the relevant officials for action Communication to all stakeholders were sent out timeously before meetings and any new information presented at the meeting was shared with all stakeholders

CURRENT/ACTUAL STANDARD OF SERVICE	DESIRED STANDARD OF SERVICE	ACTUAL ACHIEVEMENT
Openness and transparency		
<p>The following mechanisms are in place:</p> <ul style="list-style-type: none"> Written feedback from Officials, minutes of meetings were made available along with Agendas. <p>Openness and transparency is further achieved through:</p> <ul style="list-style-type: none"> The publication/distribution (in 3 Official languages of the Province and obtainable via the Client Service Centre and the departmental website) of the: <ul style="list-style-type: none"> Department's Annual Citizen's Report Service Access Booklet (Reviewed Annually) Service Charter Service Standard Schedule 	<p>The following mechanisms are in place:</p> <ul style="list-style-type: none"> Written feedback from Officials, minutes of meetings are made available along with Agendas. <p>Openness and transparency is further achieved through:</p> <ul style="list-style-type: none"> The publication/distribution (in 3 Official languages of the Province and obtainable via the Client Service Centre and the departmental website) of the: <ul style="list-style-type: none"> Department's Annual Citizen's Report Service Access Booklet (Reviewed Annually) Service Charter Service Standard Schedule 	<p>The following mechanisms are in place:</p> <ul style="list-style-type: none"> Written feedback from Officials, minutes of meetings were made available along with Agendas. <p>Openness and transparency is further achieved through:</p> <ul style="list-style-type: none"> The publication/distribution (in 3 Official languages of the Province and obtainable via the Client Service Centre and the departmental website) of the: <ul style="list-style-type: none"> Department's Annual Citizen's Report Service Access Booklet (Reviewed Annually) Service Charter Service Standard Schedule
Value for money		
<ul style="list-style-type: none"> Clients get useful and useable information at no cost. The component is constantly examining ways to continuously improve its services and be innovative about saving costs. The service is offered for "free", so for the municipalities it is definitely value for money to attend. For the Department effecting our mandatory function by providing support to municipalities, so the value for money in this service cannot be costed but the effects of the intervention can be measured over time by seeing the change in focus of the Municipal IDP's. 	<ul style="list-style-type: none"> Clients get useful and useable information at no cost. The component is constantly examining ways to continuously improve its services and be innovative about saving costs. The service is offered for "free", so for the municipalities it is definitely value for money to attend. For the Department effecting our mandatory function by providing support to municipalities, so the value for money in this service cannot be costed but the effects of the intervention can be measured over time by seeing the change in focus of the Municipal IDP's. 	<ul style="list-style-type: none"> Clients get useful and useable information at no cost. The component is constantly examining ways to continuously improve its services and be innovative about saving costs The service is offered for "free", so for the municipalities it is definitely value for money to attend. For the Department effecting our mandatory function by providing support to municipalities, so the value for money in this service cannot be costed but the effects of the intervention can be measured over time by seeing the change in focus of the Municipal IDP's.
Develop Municipal Support Plans		
Consultation		
<p>Clients were consulted through:</p> <ul style="list-style-type: none"> The strategic priorities were identified during the IDP and LGMTEC 3 assessments in 2019/20 and the support needs identified were included in the Municipal Support Plans as required. The Department served on various committees such as other IGR forums included the DEA&DP-DEA-SALGA Municipal Support Coordination Committee meeting, the tabling of the collated departmental inputs in terms of the performance information at the DEA Local Government Support Forum and the DEA&DP Municipal Support and Capacity Building Committee meeting. 	<p>Clients are consulted through:</p> <ul style="list-style-type: none"> The strategic priorities in terms of Municipal support and capacity building are identified during the IDP and LG MTEC engagements, with the consultation happening through these and other Intergovernmental Relations (IGR) platforms. The Department also serves on the SALGA Workgroups and the DEA&DP-DEA-SALGA Municipal Support Coordination Committee meeting, the tabling of the collated departmental inputs in terms of the performance information at the DEA Local Government Support Forum and the DEA&DP Municipal Support and Capacity Building Committee meeting. 	<p>Clients are consulted through:</p> <ul style="list-style-type: none"> The strategic priorities were identified during the IDP and LGMTEC 3 assessments in 2019/20 and the support needs identified were included in the Municipal Support Plans as required. The Department served on various committees such as other IGR forums included the DEA&DP-DEA-SALGA Municipal Support Coordination Committee meeting, the tabling of the collated departmental inputs in terms of the performance information at the DEA Local Government Support Forum and the DEA&DP Municipal Support and Capacity Building Committee meeting.
Access		
<p>The Service was made accessible via:</p> <ul style="list-style-type: none"> At 1 Dorp Street, Cape Town, Operating times: Mon-Fri, 07:30 – 16:00 Via visits to the office Via telephone Via e-mail: enquiries.eadp@westerncape.gov.za Via departmental website: www.westerncape.gov.za/eadp/ 	<p>The service was made accessible via:</p> <ul style="list-style-type: none"> At 1 Dorp Street, Cape Town, Operating times: Mon-Fri, 07:30 – 16:00 Via visits to the office Via telephone Via e-mail: enquiries.eadp@westerncape.gov.za Via departmental website: www.westerncape.gov.za/eadp/ 	<p>The service is accessible:</p> <ul style="list-style-type: none"> At 1 Dorp Street, Cape Town, Operating times: Mon-Fri, 07:30 – 16:00 Via visits to the office Via telephone Via e-mail: enquiries.eadp@westerncape.gov.za Via departmental website: www.westerncape.gov.za/eadp/

CURRENT/ACTUAL STANDARD OF SERVICE	DESIRED STANDARD OF SERVICE	ACTUAL ACHIEVEMENT
Courtesy		
<p>Courtesy was measured and reported via:</p> <ul style="list-style-type: none"> E-mail Telephonic Management Head of Communications Written Correspondence Face-to-face Complaints were recorded by communications and forwarded to the relevant officials to actions. Communications to all stakeholders were sent out timeously before meetings and any new information presented at the meeting is shared with all stakeholders. 	<p>Courtesy is measured and reported via:</p> <ul style="list-style-type: none"> E-mail Telephonic Engagements Management Head of Communications Written Correspondence Face-to-face Complaints are recorded by communications and forwarded to the relevant officials to actions. Communications to all stakeholders are sent out timeously before meetings and any new information presented at the meeting is shared with all stakeholders. 	<p>Courtesy is measured and reported via:</p> <ul style="list-style-type: none"> E-mail Telephonic Management Head of Communications Written Correspondence Face-to-face Complaints were recorded by communications and forwarded to the relevant officials to actions. Communications to all stakeholders were sent out timeously before meetings and any new information presented at the meeting is shared with all stakeholders.
Openness and transparency		
<p>The following mechanisms are in place:</p> <ul style="list-style-type: none"> Written feedback from Officials, minutes of meetings were made available along with Agendas. <p>Openness and transparency were further achieved through:</p> <ul style="list-style-type: none"> The publication/distribution (in 3 Official languages of the Province and obtainable via the Client Service Centre and the departmental website) of the: <ul style="list-style-type: none"> Department's Annual Citizen's Report Service Access Booklet (Reviewed Annually) Service Charter Service Standard Schedule 	<p>The following mechanisms are in place:</p> <ul style="list-style-type: none"> Written feedback from Officials, minutes of meetings are made available along with Agendas. <p>Openness and transparency is further achieved through:</p> <ul style="list-style-type: none"> The publication/distribution (in 3 Official languages of the Province and obtainable via the Client Service Centre and the departmental website) of the: <ul style="list-style-type: none"> Department's Annual Citizen's Report Service Access Booklet (Reviewed Annually) Service Charter Service Standard Schedule 	<p>The following mechanisms are in place:</p> <ul style="list-style-type: none"> Written feedback from Officials, minutes of meetings were made available along with Agendas. <p>Openness and transparency is further achieved through:</p> <ul style="list-style-type: none"> The publication/distribution (in 3 Official languages of the Province and obtainable via the Client Service Centre and the departmental website) of the: <ul style="list-style-type: none"> Department's Annual Citizen's Report Service Access Booklet Service Charter (Reviewed Annually) Service Standard Schedule
Value for money		
<ul style="list-style-type: none"> Clients received useful and useable information at no cost. The component was constantly examining ways to continuously improve its services and be innovative about saving costs. The function was performed in- house and no additional costs were incurred. The function was performed in- house and no additional costs were incurred. 	<ul style="list-style-type: none"> Clients get useful and useable information at no cost. The component is constantly examining ways to continuously improve its services and be innovative about saving costs. The service is offered for "free", so for the Municipalities it is definitely value for money to attend. For the Department effecting our mandatory function by providing support to Municipalities, so the value for money in this service cannot be costed but the effects of the intervention can be measured over time by seeing the change in focus of the Municipal IDP's. 	<ul style="list-style-type: none"> Clients get useful and useable information at no cost. The component Development Facilitation (DDF) constantly examined ways to continuously improve its services and be innovative about saving costs. The function was performed in- house and no additional costs were incurred.

SERVICE DELIVERY INFORMATION TOOL

CURRENT/ACTUAL INFORMATION TOOLS	DESIRED INFORMATION TOOLS	ACTUAL ACHIEVEMENTS
Conduct Waste Management Officers' Forum Meetings		
<p>Information was communicated through:</p> <ul style="list-style-type: none"> • Web services • Direct contact via telephone, fax and e-mail • Publications: 30 Municipal Support Plans and the LGMTEC Assessment Reports • Annual Report Information • One-on-one meetings • No Media reports • Quarterly Meetings • IGR forums: DEA Local Government Support Forum, DEA&DP-DEA-SALGA MSCC, • Department's Service Charter • Circulars <p>Additional Achievement</p> <ul style="list-style-type: none"> • Minutes and presentations were circulated at the forums 	<p>Information is communicated through:</p> <ul style="list-style-type: none"> • Web services • Direct contact via telephone, fax and e-mail • Publications: 30 Municipal Support Plans and the LGMTEC Assessment Reports • Annual Report Information • One-on-one meetings • No Media reports • Quarterly Meetings • IGR forums: DEA Local Government Support Forum, DEA&DP-DEA-SALGA MSCC, • Department's Service Charter • Circulars 	<p>Information is communicated through:</p> <ul style="list-style-type: none"> • Web services • Direct contact via telephone, fax and e-mail • Social media • Publications: Green Ambassador • Annual Report • One-on-one meetings • Media reports • Quarterly Meetings • Department's Service Charter • Circulars <p>Additional Achievement</p> <ul style="list-style-type: none"> • Minutes and presentations were circulated at the forums
Develop Municipal Support Plans		
<p>Information was communicated through:</p> <ul style="list-style-type: none"> • Web services • Direct contact via telephone, fax and email • Publications: Green Ambassador • Annual Report • One-on-one meetings • Media Reports • Quarterly Meetings (e.g. Municipal Coordination Committee and SALGA Workgroups) • IGR forums (e.g. IDP/LGMTEC) • Department Service Charter • Circulars <p>Additional Achievement</p> <ul style="list-style-type: none"> • IGR forums (e.g. IDP/LGMTEC) 	<p>Information is communicated through:</p> <ul style="list-style-type: none"> • Web services • Direct contact via telephone, fax and email • Publications: Green Ambassador (Issued Monthly) • Annual Report • One-on-one meetings • Media reports (Ongoing) • Quarterly Meetings • Social Media • Department's Service Charter • Circulars 	<p>Information was communicated through:</p> <ul style="list-style-type: none"> • Web services • Direct contact via telephone, fax and email • Publications: Green Ambassador • Annual Report • One-on-one meetings • Media reports • Quarterly Meetings (e.g. Municipal Coordination Committee and SALGA Workgroups) • Social Media • Department's Service Charter • Circulars <p>Additional Achievement</p> <ul style="list-style-type: none"> • IGR forums (e.g. IDP/LGMTEC)

COMPLAINTS MECHANISM

CURRENT/ACTUAL COMPLAINTS MECHANISM	DESIRED COMPLAINTS MECHANISM	ACTUAL ACHIEVEMENTS
Conduct Waste Management Officers' Forum Meetings		
<p>Redress was offered via responses to the following channels:</p> <ul style="list-style-type: none"> • Contact Centre • Phone, fax and email • Social media • Written feedback • Online (website) feedback mechanisms • Log formal complaints to Senior Managers, HOD • Appeal processes in terms of PAJA and other legislation <p>Each meeting allows Municipalities to table any issues or challenges they have</p>	<p>Redress is offered via responses to the following channels:</p> <ul style="list-style-type: none"> • Contact Centre • Phone, fax and email • Social media • Written feedback • Online (website) feedback mechanisms • Log formal complaints to Senior Managers, HOD • Appeal processes in terms of PAJA and other legislation <p>Each meeting allows Municipalities to table any issues or challenges they have</p>	<p>Redress is offered via responses to the following channels:</p> <ul style="list-style-type: none"> • Contact Centre • Phone, fax and email • Social media • Written feedback • Online (website) feedback mechanisms • Log formal complaints to Senior Managers, HOD • Appeal processes in terms of PAJA and other legislation <p>Each meeting allows Municipalities to table any issues or challenges they have</p>

CURRENT/ACTUAL COMPLAINTS MECHANISM	DESIRED COMPLAINTS MECHANISM	ACTUAL ACHIEVEMENTS
Develop Municipal Support Plans		
<p>Redress was offered via responses to the following channels:</p> <ul style="list-style-type: none"> • Contact Centre not utilised (Not required) • Phone, fax and e-mail • Social media not utilised (not required) • Written feedback • Online (website) feedback mechanisms not utilised (not required) • No complaints received • Appeal processes to PAJA and other legislation – not used (not required) • IGR forums: DEA Local Government Support Forum, DEA&DP-DEA-SALGA MSCC <p>No other channels were utilised by the service beneficiaries</p>	<p>Redress is offered via responses to the following channels:</p> <ul style="list-style-type: none"> • Contact Centre • Phone, fax and e-mail • Social media • Written feedback • Online (website) feedback mechanisms • Log formal complaints to Senior Managers, HOD • Appeal processes in terms of PAJA and other legislation • Each meeting allows Municipalities to table any issues or challenges they have • Inter-Governmental Relations (IGR) Framework 	<p>Redress was offered via responses to the following channels:</p> <ul style="list-style-type: none"> • Contact Centre not utilised (not required) • Phone, fax and e-mail • Social media not utilised (not required) • Written feedback • Online (website) feedback mechanisms not utilised (not required) • Log formal complaints to Senior Managers, HOD • Appeal processes in terms of PAJA and other legislation not utilised (not required) • IGR forums: DEA Local Government Support Forum, DEA&DP-DEA-SALGA MSCC, • Meetings as required which allows for Municipalities to table issues or challenges they have

2.3 ORGANISATIONAL ENVIRONMENT

During 2019/20, Organisational Development (OD) conducted evaluations on the institutionalisation of the RSEP/VPUU function and programme, and the Berg River and Breede River programmes, into the Department's organisation structure. Additionally, a comprehensive review of the Directorate: Biodiversity and Coastal Management, in conjunction with these functional units in CapeNature, was also undertaken in the 2019/20 year.

Both the Biodiversity and Coastal Management review, and the Berg River and Breede River programme institutionalisation, must be tabled at the Public Service Coordinating Bargaining Council of the Western Cape. All three organisational evaluation and review processes will be concluded upon final approval by the Department of Public Service and Administration.

2.4 KEY POLICY DEVELOPMENTS AND LEGISLATIVE CHANGES

Relevant legislation/policies gazetted during the 2019/20 financial year for implementation:

- Regulations laying down the procedure to be followed for the adoption of spatial tools or environmental management instruments in terms of the National Environmental Management Act, 1998, published in GG42380 GN542 on 5 April 2019.
- Declaration of Sites within the Bo-Kaap National Heritage Sites published in GG42429 GN622 on 30 April 2019.
- Marine Spatial Planning Act, 2018, published in GG42444 GN641 on 6 May 2019.
- National Environmental Management: Air Quality Act, 2004 Strategy to Address Air Pollution in Dense Low-Income Settlements, published in GG42464 GN666 on 17 May 2019.
- Amendments to the Listed Activities and Associated Minimum Emission Standards Identified in terms of Section 21 of the National Environmental Management Air Quality Act, 2004, published in GG42476 GN687 on 22 May 2019.
- Carbon Tax Act, 2019, published in GG42483 GN800 on 23 May 2019.
- Adoption of the Sandveld Environmental Management Framework published in PN8105 on 7 June 2019.

- Notice of the requirement to submit a report generated by the national web based environmental screening tool in terms of the National Environmental Management Act, 1998, published in GNs 960 & 961 in GG42561 on 5 July 2019.
- Regulations to Phase-out the Use of Persistent Organic Pollutants, 2019 published in terms of the National Environmental Management Act, 1998, published in GG42693 GN1150 on 10 September 2019.
- Completion of Consideration of Section 28(1) Industry Waste Tyre Management Plans Submitted to the Minister for Approval, published in GG42695 GN1151 on 11 September 2019.
- Advisory Committee to Review Policies, Legislation and Practices on Matters related to the Management, Breeding, Hunting, Trade and Handling of Elephant, Lion, Leopard and Rhinoceros, published in GG42761 GN1317 on 10 October 2019.
- Integrated Resource Plan, 2019, published in GG42784 GN1360 on 18 October 2019.
- Notice of Declaration of Particular Groups of Trees “Champion Trees” under the National Forests Act, 1998, as Amended, published in GG42775 GN553 on 18 October 2019.
- Carbon Offset Regulations, 2019, published in GG42873 GN1556 on 29 November 2019.
- List of All Protected Tree Species under Section 12 of National Forests Act, 1998, published in GG42887 GN635 on 6 December 2019.
- Biodiversity Management Plan for the Bontebok (*Damaliscus Pygargus*), published in terms of the National Environmental Management Biodiversity Act, 2004, published in GG42887 GN1567 on 6 December 2019.
- Delegation of powers and duties under section 87A(3)(b) of the National Environmental Management Biodiversity Act, 2004, published in GG42887 GN1568 on 6 December 2019.
- Withdrawal of the s28 Notice Calling for Paper and Packing Industry, Electrical and Electronic Industry and Lighting Industry Waste Management Plans to the National Environmental Management Waste Act, 2008, published in GG42909 GN1659 on 13 December 2019.
- Notice to s49(3)(A) of the Mineral and Petroleum Resources Development Act to Lift a Restriction or Prohibition on Granting of Applications for Reconnaissance Permits, Technical Cooperation Permits, Exploration Rights and Production Rights, published in GG42915 GN1664 on 20 December 2019.
- Financial Provisioning Regulations, 2015 in terms of the National Environmental Management Act, 1998, as published in GG42956 GN24 on 17 January 2020.
- Notice of exclusion of certain waste streams or portions of waste streams from the definition of ‘waste’ for beneficial use published in terms of the National Environmental Management Waste Act, 2008, published in GG42990 GN85 on 3 February 2020.
- 7 February 2020 as the date of commencement of section 11 of the National Environmental Management: Integrated Coastal Management Act, 2008, published in GG42999 GN93 on 7 February 2020.
- Procedures for the assessment and minimum criteria for reporting on identified environmental themes in terms of sections 24(5)(a) and (h) and 44 of the National Environmental Management Act, 1998, (Act No. 107 of 1998) when applying for environmental authorisation, published in GG43110 GN320 on 20 March 2020.
- Amendment of listed activities and associated minimum emission standards identified in terms of section 21 of the National Environmental Management: Air Quality Act, 2004, published in GG43174 GN421 on 27 March 2020.

3. STRATEGIC OUTCOMES-ORIENTATED GOALS OF THE DEPARTMENT

The table below outline the Department's Strategic Outcome Orientated Goals:

STRATEGIC OUTCOME ORIENTATED GOAL 1	Sustaining the Ecological and Agricultural Resource-bases.
Goal Statement	To enable and promote growth and sustainable development in the Western Cape through sustaining the ecological and agricultural resource bases.
STRATEGIC OUTCOME ORIENTATED GOAL 2	Sustainable and Integrated Urban and Rural Settlements.
Goal Statement	Enhance service delivery through the development and use of innovative systems and processes in environmental management and integrated development planning within the Province that are effective and efficient.
STRATEGIC OUTCOME ORIENTATED GOAL 3	Good Governance and Integrated Management.
Goal Statement	<p>The Department will enable and promote growth and sustainable development in the Western Cape through:</p> <ul style="list-style-type: none"> • Efficient, effective and responsive Provincial governance. • Strategic partnerships – nationally, internationally and inter-sectorally. • Facilitating accessibility for the public, with effective community engagement processes. • Providing transversal leadership for policy alignment and integrated planning, budgeting and implementation. • Spatial governance targeting and performance.
STRATEGIC OUTCOME ORIENTATED GOAL 4	Increased Economic Opportunity through Low-carbon Development, Resource Efficiency and the Biodiversity Economy.
Goal Statement	<p>To increase opportunities for resource efficient and low-carbon development and to establish a viable Biodiversity Economy that enables investment for the restoration, conservation, and sustainable use of ecosystem goods and services, and ecological infrastructure.</p> <p>The Department will undertake this through:</p> <ul style="list-style-type: none"> • Leadership and participation in the EPWP Environment and Culture Sector. • Research to support Green Economy expansion within the areas of the Department's mandates. • Formulating the emissions mitigation scenarios for the Western Cape Province. • Coordinating efforts to establish a Western Cape Biodiversity Economy inter-governmental structure. • Coordinating support to the Waste Recovery Economy. • Promoting and facilitating Sustainable Public Procurement mainstreaming efforts.

PROGRESS MADE TOWARDS ACHIEVING THE STRATEGIC OUTCOME ORIENTATED GOALS

The midterm targets which inform these outcome-oriented goals has been reviewed and the Department is on track to meet these outcomes.

WESTERN CAPE ENVIRONMENTAL EDUCATION FORUM (WCEEf)

To integrate sustainability practices into education and training environments through its Environmental Education and Sustainability Awareness (EEA) mandate, the Directorate: Sustainability has formalised Environmental Education strategic discussions and interventions by establishing the Western Cape Environmental Educators' Forum (WCEEf), which meets quarterly. DE&ADP's WCEEf, functions to strengthen efforts of cooperative governance, minimising duplication of EEA projects, programmes and various activities across the Province. Driven by the Intergovernmental Relations Framework Act, No.13 of 2005, the forum has expanded to embody a network of intergovernmental entities that have environmental education as their mandate. For 2019/20, the Teacher Support Environmental Education Programme (TSEEP) National Curriculum and Assessment Policy Statement (CAPS) aligned e-Learning ESD Moodle Toolkit initiative was implemented as part of Teacher Professional Development from a sectoral lens, training 30 teachers per strand per term (in the applicable subject themes: Earth and Beyond, Life and Living, Matter and Material, Energy and Change) in 2019/20 using the DEA&DP developed South African Council for Educators (SACE) accredited short course and e-Learning Education for Sustainable Development (ESD) Moodle Toolkit. This contributes towards improving the quality of Education in the Western Cape Education Department (WCED) schools by building teachers' competency in teaching science with a focus on Education for Sustainable Development (ESD). In 2019/20 the e-Learning program has also been successfully tested in Building an inclusive Education for Sustainable Development in Special Needs Education Environments. ESD is recognised as a key element of quality education and

a crucial enabler for sustainable development. The Sustainable Development Goals (SDGs), adopted by the global community which South Africa is a part of, recognise the importance of education in achieving their targets by 2030.

WOMEN IN THE GREEN ECONOMY

DEA&DP undertook a “Women in Green Economy” workshop, with the objective to increase the participation and leadership of women in the Green Economy, by unlocking opportunities for them to engage in and take advantage of the increasing focus on sustainable economic development, which aligns with the goal of facilitating efforts in the Green Economy of the Western Cape. Reaching out to Western Cape women in the environment and culture (EAC) sector, who have either already established green businesses, or wish to do so, including Small Medium & Micro Enterprises (SMME’s) in the EAC. The 40 attendees were from the Cape Metro, Overberg and West Coast, representing businesses from wood harvesting, construction, aquaculture, livestock and mushroom farming, alien invasive removal, recycling, food security to organic composting.

JOB CREATION – EXPANDED PUBLIC WORKS PROGRAMME (EPWP)

The Expanded Public Works Programme (EPWP) is one of government’s key programmes aimed at providing poverty and income relief through temporary work for the unemployed. EPWP is a nationwide programme covering all spheres of government and SOEs. The programme provides an important avenue for labour absorption and income transfers to poor households, in the short to medium-term. EPWP projects employ workers on a temporary or ongoing basis with government, contractors, or other non-governmental organisations under the Ministerial Conditions of Employment for the EPWP or learnership employment conditions. It also provides training and enterprise development support, at a sub-programme level.

EPWP creates work opportunities in four sectors, namely infrastructure, non-State, environment and culture and social, by:

- increasing the labour intensity of government-funded infrastructure projects;
- creating work opportunities through the Non-Profit Organisation programme and Community Work Programme;
- creating work opportunities in public environment and culture programmes; and
- creating work opportunities in public social programmes.

DEA&DP as the lead Provincial Department for the Environment and Culture (EAC) Sector of the Expanded Public Works Programme (EPWP), contributed to environmental outcomes and job creation through overall EAC sector coordination in the Western Cape, as well as the river rehabilitation work of the Berg River Improvement Plan (BRIP). The EAC sector in the Western Cape achieved its set provincial target for 2019/20. This was achieved in partnership with its conservation implementation agency, CapeNature and other sectoral public bodies in the Province.

CLIMATE CHANGE

There is a need to gain clarity on roles and responsibilities of provincial and local governments in the Climate Change Bill that is currently being gazetted for public consultation. This together with capacity constraints within the Directorate, resulted in limited support being provided to municipalities in terms of the Climate Change Municipal Support Programme. The Department has however been liaising with municipalities as well as participating in the LGMTEC process and the review of the Integrated Development Plans to ensure that climate change considerations are integrated into municipal planning. Additional ad hoc climate change support was provided to municipalities in the Province as requested.

The third iteration of the Western Cape Climate Change Response Strategy M&E report, highlighting

the implementation efforts of multiple stakeholders in responding to climate change in the Western Cape, has been finalised. The report includes updates for all focus chapters, although in most cases, up-to-date data remains a challenge.

The development of a 2050 Emissions Pathway analysis for the Western Cape, which is being undertaken as part of the WCG's commitment to the Under2Coalition and expected to conclude in 2021, did not commence due to budgetary constraints. The revised outsourced component of the project has been scaled back to cover work pertaining to the Agriculture, Forestry and Other Land Use sector. The Climate Change Directorate has also successfully secured international support under The Climate Group - Future Fund for collaboration on this project.

The Assessment of the Economic Risks and Opportunities of Climate Change Resilience, investigated the future of mainstreaming climate change in the Western Cape. To this effect, a climate change sector strategy for the transport sector is planned for the Department of Transport and Public Works (DTPW) with support from our Department. In the interim, a Cape Higher Education Consortium Transport and Climate Change Research project is underway, that will focus on a literature review of climate change and the transport sector, and should feed into the development of a Climate Change Sector Strategy for Transport.

An independent implementation evaluation of the Western Cape Climate Change Response Strategy (2014) was undertaken in 2018/19. The findings of this evaluation will be used to direct the review of the Climate Change Strategy and inform the necessary changes that need to be made to the document. The updated draft document - climate change advisories covering climate change impacts, responses and actions for sectors and departments - lays the platform for engaging sectors in the 2020/21 financial year and concluding the update having all stakeholders comfortable with the content and commitments outlined in the new Strategy.

BIODIVERSITY AND COASTAL MANAGEMENT

The initiation of the Organisation Design investigation into the biodiversity and coastal management functions in the Province has included a review of the collective capacity within the Department and CapeNature to adequately respond to legal mandate and strategic priorities. This process continues into 2019/20.

The key achievements which have contributed towards the delivery on Outcome 10 have included a range of legislative, policy, programme and strategy developments, including progress on the legal reform process, the implementation of the Provincial Biodiversity Strategy and Action Plan (PBSAP) and the Provincial Biodiversity Economy Strategy (PBES). These strategic frameworks drive delivery and alignment of the Departmental and CapeNature mandates.

The legal reform process for biodiversity in the Province has seen the Draft Biodiversity Bill gazetted for public comment in May 2019. The PBSAP continued the drive of key strategic objectives and saw the finalisation of a simplified document providing a brief overview of the Provincial Biodiversity Spatial Plan (BSP) and its associated handbook to familiarise users with its content and how to access it. The Sub-Directorate: Biodiversity continued with mainstreaming of the BSP throughout the period during engagements and workshops with relevant stakeholders.

The Ecological Infrastructure Investment Framework (EIIF) as a critical response to water risk is at an advanced stage of development, with the current focus on developing a Monitoring and Implementation Plan. This Framework will be both the basis for spatial prioritisation and strategic investment strategies to secure the ecosystem provisioning services of key water catchments of the Province. An Alien Invasive Species Strategy Discussion Document has also been produced, which will be taken forward into a stakeholder engagement process to develop a draft strategy for public comment. A catchment prioritisation report was completed for the province, which identified the catchments that require urgent

investments into ecological infrastructure. Based on this prioritisation a catchment-specific project has been initiated in the Keurbooms catchment, to investigate the design of a Payment for Ecosystem Service (PES) model to manage alien invasive species as well as general water security, biodiversity and disaster management in this area.

A further achievement during this period was the finalisation of the first phase of the Biodiversity Business Information Requirements (BBIR) initiative. The Department intends to understand the biodiversity related data and information needs of the various stakeholders and role players in the province. The first phase of the project sought to identify existing biodiversity data and inherent gaps for a functional and effective management of biodiversity management in the Western Cape, updating of the Biodiversity Stakeholder database and identification of synergies and linkages with other institutions active in biodiversity management; and to explore opportunities to collaboratively contribute to the State of the Environment and State of Biodiversity reports for the Province.

The Department gave prominence to the United Nations Educational, Scientific and Cultural Organisation: Man And Biosphere principles and supports the implementation of the Biosphere Reserves programme in the Province. This includes the Kogelberg, Cape West Coast, Winelands, Gouritz Cluster and Garden Route Biosphere Reserves. The DEA&DP funds the five individual Biosphere Reserves in the Province within a limited budget, mainly for logistical support such as operational expenses and instituted an oversight committee together with CapeNature to track and support the performance of Biosphere Reserves. The Biosphere Reserves continue to deliver significant dividends to the Department in terms of conservation, logistics (research and knowledge management) as well as sustainable development considering their broad reach into the Western Cape landscape and its communities.

The PBES on the other hand is seen as a transversal initiative which is driving a programme of implementation of priority value chains under several pilot projects. This includes projects associated with the EIIIF like the Keurbooms PES approach mentioned previously and the development of training and capacity-building materials to roll out and implement training on how to use the Wild Honeybush Harvesting Field Guide which was developed previously. Through the Honeybush Community of Practice (HCoP) the Department is also driving the development and implementation of the Honeybush Biodiversity Management Plan.

The wild bee population of the Western Cape remained a concern amid increasing threats related to forage availability, disease, overharvesting (swarming), pesticides and climate change. Some controversy was sparked among experts, scientists and conservationists in terms of the “Plan Bee” pilot bee conservation proposal which aimed at addressing the threats mentioned above. The Department made use of the opportunity to galvanise the divergent opinions and initiate a process moving towards developing an expert group that can coherently work together toward solutions for resilience of the wild bee population in the province. The Bitou Agroforestry business concepts for trade in natural products delivered significant benefits to local community members in terms of improved revenue and food security. During this period the expansion of the projects was conceptualised and discussed with the communities to include a broader representation and enhance value chain opportunities to improve livelihoods. The concepts of developing organic and permaculture approaches to enhance pricing and health as well as instituting a “microjobbing” approach. This will see to increased opportunities for other community members to participate as outgrowers for established markets. Achievements by the province in all nine priority areas is continuing to advance the implementation of the approved Provincial Coastal Management Programme despite financial constraints and caps on cost of employment which have hampered achievements of some targets. Some key deliverables from the coastal sub-directorate include the following:

- The Provincial Minister of Local Government, Environmental Affairs and Development Planning has approved the publication of the notice of intent to proceed with the establishment of the Coastal Management Lines (CML) for the City of Cape Town as well as the proposed process ahead for all

District and Local Municipalities, implementation of the CMLs over the next three years will focus on embedding the CML and associated risk information (coastal overlays) within SDFs as well as Zoning Schemes as a development management overlay.

- Following on the completion of the Western Cape Provincial Coastal Access Strategy and Plan, an Audit of Coastal Access of the West Coast District and the alignment of the Garden Route Coastal access project has been concluded. The Western Cape has therefore completed a coastal access audit for its entire coastline excluding the Metro (which conducted their own). This programme of work was conducted to support our District Municipalities. A pilot implementation project within the Overberg Municipal District was initiated to assist the District with regards to designation of coastal access. This project will continue into the 2020/21 financial year.
- The State of the Coast Report as well as information posters and popular materials was completed and delivered to the Department. The report presents information on nine coastal themes and shows a worrying decline in four (4) of the themes related to resource and protection. The Department must invest more resources into improving monitoring and information systems for the coast and to this end the Department is partnering with the Department of the Premier to develop web-based a State of the Coast Intelligence system. The Department submitted the final State of the Coast Report to the National Minister and is awaiting comments and endorsement.
- An important component for implementation of activities within the Provincial Coastal Management Plan is the provincial support provided in the form of the Western Cape Estuaries Management Programme, which was a three-year programme of work. This project has now been concluded and deliverables for this project include an Institutional Framework for development of management plans, regulations, guidelines and standard draft by-laws as well as development of over thirty estuary management plans for estuaries across the Western Cape. This is a substantial body of work which bears testament to the importance of partnerships and what can be accomplished if we pool our resources.
- A major achievement for the Province was the approval by the National Minister for Environmental Affairs of the Estuary Management Plan for the Breede River Estuary in July 2018. This approval allows the Department to implement actions as approved in the Breede EMP, however implementation may be hampered by resource and capacity constraints.

The Sub-directorate: Compliance and Enforcement has made some progress in terms of increasing its capacity for compliance inspections by sending four officials on the National Environmental Management Inspectorate course, all four officials passed and are expected to receive their EMI grading in the new year.

The development and implementation of the Western Cape Estuaries Management Programme has a significant scope within a challenging legal and institutional context. While good progress is being made in the development and implementation of the estuarine management programme, legal and institutional impediments have slowed uptake by local government. There is an important role for local and provincial government which must be appropriately resourced and enabled skilled capacity at the local-level. With the confirmation from the provincial Minister/MEC that we support the proposed changes to the National Estuarine Management Protocol, the Department as lead agency for the coast in the Province must prioritise establishment of effective capacity to deliver on this mandate; either through Implementation Protocols with local government or through ensuring sufficient capacity exists within the sub-directorate or in CapeNature. Regardless of institutional solution, significantly increased budgets for cost of employment and operations will be required.

Finally, enabling compliance with and enforcement of ICMA requires significant focus. The Organisational Design process for the biodiversity and coastal management functions in the Province has identified this as a critical mandate delivery gap along with other constraints on capacity which hampers the coastal Sub-Directorate achieving targets. The enforcement of ICMA and the capacity and resource constraints in the Department and the coastal Sub-Directorate must be addressed systematically.

POLLUTION AND WASTE MANAGEMENT

The Garden Route District regional waste disposal project, which started 13 years ago is becoming a reality. This is the first regional waste disposal facility in the country that is funded through a public private partnership and will be used as a blueprint in South Africa for other municipalities to follow. The Department played a strong facilitating role in navigating this regional cooperation project through a lot of challenges.

The compliance monitoring methodology of the waste management facilities was improved to assist in getting these facilities to compliance through providing weighting criteria, which was determined through a collaborative process, to the inspection scores. This will result in more accurate inspection reports, which can be used to compare the compliance of different waste management facilities in the Province and the different district municipalities. This inspection methodology was also adopted by the national Department of Environment, Forestry and Fisheries.

An integrated waste management by-law was developed for municipalities through collaboration with municipalities. The by-law will ensure that municipal by-laws are aligned to the Waste Act, allow easier access for the private sector to secondary material and provide tools for municipal waste managers to manage waste more effectively.

AIR QUALITY MANAGEMENT

Capacity building courses were provided to municipalities on air quality management planning and atmospheric emission licensing throughout the financial year. Active engagement with authorities took place during the air quality management planning sessions, resulting in a draft municipal AQMPs for Beaufort West Local Municipality. To date, a total of 30 AQMPs have been adopted (viz. 29 municipalities and 1 provincial) and are being implemented in the Province.

The Western Cape AQMP introduced a recognition programme for reducing air pollution, viz. SMART-air Programme, as mandated by Section 31 of the National Environmental Management Air Quality Act (Act 39 of 2004; NEMA: AQA). The SMART-air addresses the following Thematic Areas:

1. SMART-air Emission Abatement and Mitigation Technologies
2. SMART-air Mentorship, Youth and Entrepreneurs
3. SMART-air 2Precious2Pollute Recognition Awards Ceremony
4. SMART-air Emissions Inventory
5. SMART-air Awareness Raising

Under the SMART-air Programme, a partnership project on Climate-Friendly Refrigeration and Air Conditioning (RAC) was undertaken between the Department and the Bavarian Ministry of the Environment and Consumer Protection. The RAC partnership project was introduced as part of the Western Cape AQMP's climate change response interventions to reduce ozone depleting substances and greenhouse gas (GHG) emissions, in line with national and international requirements. In June 2019, a RAC Workshop was hosted, the purpose of which was to bring together government, as well as manufacturers, distributors and servicing companies to discuss the requirements to unlock the market uptake of natural refrigerants and energy-efficient appliances in the Western Cape region, as well as initiating a Western Cape RAC Pilot Project, as part of the next phase of the partnership project during 2020-2021.

The Western Cape Licensing Authorities continued to implement the Atmospheric Emission Licensing system in the Province, through which Atmospheric Emission Licenses (AELs) have been granted to facilities that operate Section 21 Listed Activities in the Western Cape. In concert with this, the National Atmospheric Emissions Inventory System (NAEIS) was updated, with regulated facilities reporting their atmospheric emissions to the system. All municipal facilities with Section 21 Listed Activities that have

been granted AELs by the Department have complied with the NEM: AQA by reporting to the NAEIS. The emission inventory system remains an important tool that link air quality regulatory systems and climate management, in terms of managing and reducing greenhouse gases and other air pollutants in the Province.

The Department's Ambient Air Quality Monitoring Network, which comprises of 12 ambient air quality monitoring stations, located across the Province, contributed towards informing the National Air Quality Index, with the Department's Worcester and George stations providing real time ambient air quality information. Air quality monitoring data collected at the stations was verified and assessed before it was reported to the South African Air Quality Information System. Overall, the air quality in the Province is of a good quality; priority air pollutants were generally below the National Ambient Air Quality Standards (NAAQS). Where exceedances were observed, these were likely due to residential wood burning, refuse burning and dust from unpaved roads or construction. However, increasing trends in particulate matter and ground level ozone have been observed in recent years.

COMPLIANCE AND ENFORCEMENT

Without the implementation and enforcement of environmental legislation, the protection of our environment and scarce natural resources for future generations, as well as ensuring sustainable economic growth and development, cannot be achieved. To this end, the Compliance and Enforcement function continues to make inroads into combating environmental crimes, notwithstanding the lack of resources and capacity challenges. During the period under review the following was achieved:

ENFORCEMENT ACTIONS FINALISED TAKEN FOR NON-COMPLIANCE WITH ENVIRONMENTAL MANAGEMENT LEGISLATION:

252 Enforcement actions were taken for non-compliance with environmental legislation during the reporting period. This exceeds the MTSF annual target of 200 by 51. This achievement is due to the Department conducting and participating in various intergovernmental blitz operations, as well as the additional capacity received by the SANBI project, which primarily focused on the combating of illegal clearing of indigenous vegetation within the Cape Winelands District Municipality. This resulted in an increase in the number of administrative enforcement notices being issued. In addition, some environmental transgressions required that both a Pre-Compliance Notice/Compliance Notice and Pre-Directive/Directive be issued for the same matter, due to the nature of the offence which resulted in the unlawful commencement of a listed activity in terms of the NEMA EIA regulations and causing pollution and/or degradation of the environment.

CRIMINAL INVESTIGATIONS FINALISED

14 Criminal investigations were finalised during the reporting period and handed to the National Prosecuting Authority ("NPA"), thus achieving the MTSF annual target of 14. The criminal investigation cases finalised and referred to the NPA during this reporting period, resulted in: 3 matters on the court roll, 3 conviction, 0 acquittals and 2 which ended in a mediation agreement between the Department and the accused. The 3 convictions have resulted in the Department receiving confiscation orders and fine payments amounting to the following:

- S vs Tierhoek Boerdery (Pty) Ltd (3 separate matters combined into 1) - The confiscation order amount was R3,500,000, which was paid to three government institutions as follow:
- R1,250,000 to the national Department of Water and Sanitation for the exclusive use of the Directorate: Compliance Monitoring Enforcement; R1 250 000 to the DEA&DP for the exclusive use of the Directorate: Environmental Law Enforcement and R1,000,000 to the Asset Forfeiture Unit of the NPA for the Criminal Asset Recovery Account ("CARA") held at the Reserve Bank.

- S vs Kleinkor Nege (2 separate matters combined into 1) – the accused was ordered to rehabilitate the area of vegetation which was unlawfully cleared, establish a conservation corridor of 37 hectares, and pay a fine amount of R50,000 to the Department to be used for the enhancement and execution of its law enforcement duties and training.
- S vs GL Conradie and 4 others – The confiscation order amount was R300,000 which was paid to two government institutions as follow: R150,000 to the Department for the exclusive use of the Directorate: Environmental Law Enforcement and R150,000 to the Asset Forfeiture Unit of the NPA for the Criminal Asset Recovery Account (“CARA”) held at the Reserve Bank.

COMPLIANCE INSPECTIONS CONDUCTED

463 Compliance Inspections were conducted by Environmental Law Enforcement, 72 Waste, 4 Air Quality, 14 Section 24G and 12 Appeals management compliance inspections were conducted by the Department, totalling 565. This exceeds the MTSF annual target by 245. The significant increase in the number of compliance inspections conducted by the Directorate: Environmental Law Enforcement was primarily due to the compliance inspections conducted in respect of the administrative enforcement notices issued, to ascertain compliance with the notices and the effectiveness of the enforcement action.

Furthermore, the Directorate has operationalised the SANBI sponsored – illegal clearing of indigenous vegetation project, exclusive to the Cape Winelands District Municipality (“CWDM”), which has bolstered an additional staff compliment of 2 x EMIs and 3 x graduate interns. This has resulted in an increase in the number of compliance inspections being conducted in the CWDM. In addition, the Directorate has conducted 7 Intergovernmental Blitz Operations (i.e. 3 x SANBI Operations, 1 x Operation Phakisa, 1 x Sandveld, 1 x Philippi Horticultural Area, and 1 x Barrydale/Overberg area), which also resulted in the increase in the number of compliance inspections conducted.

ENVIRONMENTAL IMPACT ASSESSMENT

In terms of the Provincial Environmental Impact Assessment System the annual target was exceeded, 97% of EIA applications were finalised within legislated timeframes.

4. PERFORMANCE INFORMATION BY PROGRAMME

4.1 PROGRAMME 1: ADMINISTRATION

PURPOSE

To provide overall management of the Department and centralised support services.

LIST OF SUB-PROGRAMMES

- **Sub-programme 1.1:** Office of the Provincial Minister of Local Government, Environmental Affairs and Development Planning
- **Sub-programme 1.2:** Senior Management
- **Sub-programme 1.3:** Corporate Services
- **Sub-programme 1.4:** Financial Management

Strategic objectives, performance indicators planned targets and actual achievements.

STRATEGIC OBJECTIVES

- Efficient, Effective and Responsive Governance.

SIGNIFICANT ACHIEVEMENTS OF TARGETS FOR STRATEGIC OBJECTIVES AND PERFORMANCE INDICATORS

The Department has obtained an unqualified audit opinion with no findings for the 2018/19 financial year.

PERFORMANCE INDICATORS

Strategic objectives	Programme Performance Indicator	Actual Achievement 2016/2017	Actual Achievement 2017/2018	Actual Achievement 2018/2019	Planned Target 2019/2020	Actual Achievement 2019/2020	Deviation from planned target to Actual Achievement for 2019/2020	Comment on deviations
Efficient, Effective and Responsive Governance	1.1 Approved Departmental Communication Plan	1	Approved Departmental Communication Plan	1	1	1	0	None
	1.2 Audit opinion obtained in respect of previous financial year	Unqualified audit report	Unqualified audit report	1	1	1	0	None

STRATEGY TO OVERCOME AREAS OF UNDER PERFORMANCE

Not applicable.

CHANGES TO PLANNED TARGETS

No changes to planned targets.

LINKING PERFORMANCE WITH BUDGETS

During the 2019/20 financial year, Programme 1: Administration was allocated a financial resource envelope of R78,796 million. The expenditure recorded within this Programme is predominantly in respect of Compensation of Employees as it comprises management and support services. Expenditure in respect of Compensation of Employees is calculated at 73.9% of the final budget.

In terms of other major expenditure, paid for communication, audit fees and the daily tariffs of the GG vehicles are the main items within this Programme.

SUB- PROGRAMME NAME	2019/2020			2018/2019		
	Final Appropriation	Actual Expenditure	(Over)/Under Expenditure	Final Appropriation	Actual Expenditure	(Over)/Under Expenditure
	R'000	R'000	R'000	R'000	R'000	R'000
Office of the Provincial Minister of Local Government, Environmental Affairs and Development Planning	8,322	8,322	-	8,578	8,578	-
Senior Management	25,323	25,323	-	24,346	23,402	944
Corporate Services	26,942	26,942	-	23,274	23,274	-
Financial Management	18,209	18,209	-	16,368	16,368	-
TOTAL	78,796	78,796	-	72,566	71,622	944

4.2 PROGRAMME 2: ENVIRONMENTAL POLICY, PLANNING AND COORDINATION

PURPOSE

To ensure the integration of environment objectives in national, provincial and local government planning, including provincial growth and development strategies, local economic development plans and integrated development plans. This programme includes cross-cutting functions, such as research, departmental strategy, information management and climate change management.

LIST OF SUB-PROGRAMMES

- **Sub-programme 2.1:** Intergovernmental Coordination, Spatial and Development Planning
- **Sub-programme 2.2:** Legislative Development
- **Sub-programme 2.3:** Research and Development Support
- **Sub-programme 2.4:** Environmental Information Management
- **Sub-programme 2.5:** Climate Change Management

Strategic objectives, performance indicators planned targets and actual achievements.

STRATEGIC OBJECTIVES

- Efficient, Effective and Responsive Governance.
- Maintenance and sustainable use of agricultural and ecological resources and infrastructure.
- Improved climate change resilience and lower carbon province.

SIGNIFICANT ACHIEVEMENTS OF TARGETS FOR STRATEGIC OBJECTIVES AND PERFORMANCE INDICATORS

- The review of the WC Environmental Implementation Plan (EIP) and municipal Integrated Development Plans (IDP) were conducted.

NATIONALLY PRESCRIBED ENVIRONMENTAL SECTOR INDICATORS (PEPPM)

SUB-PROGRAMME 2.1: INTERGOVERNMENTAL COORDINATION, SPATIAL AND DEVELOPMENT PLANNING								
Strategic objectives	Programme Performance Indicator	Actual Achievement 2016/2017	Actual Achievement 2017/2018	Actual Achievement 2018/2019	Planned Target 2019/2020	Actual Achievement 2019/2020	Deviation from planned target to Actual Achievement for 2019/2020	Comment on deviations
Efficient, Effective and Responsive Governance.	2.1.1 Number of intergovernmental sector tools reviewed	1	2	2	2	2	0	None

*Review of the WC Environmental Implementation Plan (EIP) and municipal Integrated Development Plans (IDP)

STRATEGY TO OVERCOME AREAS OF UNDER PERFORMANCE

Not applicable.

CHANGES TO PLANNED TARGETS

No changes to planned targets.

NATIONALLY PRESCRIBED ENVIRONMENTAL SECTOR INDICATORS (PEPPM)

SUB-PROGRAMME 2.2: LEGISLATIVE DEVELOPMENT								
Strategic objectives	Programme Performance Indicator	Actual Achievement 2016/2017	Actual Achievement 2017/2018	Actual Achievement 2018/2019	Planned Target 2019/2020	Actual Achievement 2019/2020	Deviation from planned target to Actual Achievement for 2019/2020	Comment on deviations
Efficient, Effective and Responsive Governance	2.2.1 Number of legislative tools developed	0	4	Not reported on during this period	Not reported on during this period	Not reported on during this period	N/A	N/A

STRATEGY TO OVERCOME AREAS OF UNDER PERFORMANCE

Not applicable.

CHANGES TO PLANNED TARGETS

No changes to planned targets.

PERFORMANCE INDICATORS

SUB-PROGRAMME 2.3: RESEARCH AND DEVELOPMENT SUPPORT								
Strategic Objective	Programme Performance Indicator	Actual Achievement 2016/2017	Actual Achievement 2017/2018	Actual Achievement 2018/2019	Planned Target 2019/2020	Actual Achievement 2019/2020	Deviation from planned target to Actual Achievement for 2019/2020	Comment on deviations
Maintenance and sustainable use of agricultural and ecological resources and infrastructure	2.3.1 Number of Western Cape Green Economy Reports compiled	1	1	1	1	1	0	None

STRATEGY TO OVERCOME AREAS OF UNDER PERFORMANCE

Not applicable.

CHANGES TO PLANNED TARGETS

No changes to planned targets.

NATIONALLY PRESCRIBED ENVIRONMENTAL SECTOR INDICATORS (PEPPM)

SUB-PROGRAMME 2.3: RESEARCH AND DEVELOPMENT SUPPORT								
Strategic Objective	Programme Performance Indicator	Actual Achievement 2016/2017	Actual Achievement 2017/2018	Actual Achievement 2018/2019	Planned Target 2019/2020	Actual Achievement 2019/2020	Deviation from planned target to Actual Achievement for 2019/2020	Comment on deviations
Maintenance and sustainable use of agricultural and ecological resources and infrastructure	2.3.2 Number of environmental research projects completed	1	1	1	Not reported on during this period	Not reported on during this period	N/A	N/A

STRATEGY TO OVERCOME AREAS OF UNDER PERFORMANCE

Not applicable.

CHANGES TO PLANNED TARGETS

No changes to planned targets.

PERFORMANCE INDICATORS

SUB-PROGRAMME 2.4: ENVIRONMENTAL INFORMATION MANAGEMENT								
Strategic Objective	Programme Performance Indicator	Actual Achievement 2016/2017	Actual Achievement 2017/2018	Actual Achievement 2018/2019	Planned Target 2019/2020	Actual Achievement 2019/2020	Deviation from planned target to Actual Achievement for 2019/2020	Comment on deviations
Efficient, Effective and Responsive Governance	2.4.1 Number of departmental Geographic Information Services products maintained	2	3	3*	3	3	0	None

*Coastal Management GIS Website, SAMS (Spatial Application Management System) and Spatial Data of SDFs (Spatial Development Frameworks).

NATIONALLY PRESCRIBED ENVIRONMENTAL SECTOR INDICATORS (PEPPM)

SUB-PROGRAMME 2.4: ENVIRONMENTAL INFORMATION MANAGEMENT								
Strategic Objective	Programme Performance Indicator	Actual Achievement 2016/2017	Actual Achievement 2017/2018	Actual Achievement 2018/2019	Planned Target 2019/2020	Actual Achievement 2019/2020	Deviation from planned target to Actual Achievement for 2019/2020	Comment on deviations
Efficient, Effective and Responsive Governance	2.4.2 Number of functional environmental information management systems maintained	2	2	2	2	2	0	None

* WebGIS and IPWIS

STRATEGY TO OVERCOME AREAS OF UNDER PERFORMANCE

Not Applicable.

CHANGES TO PLANNED TARGETS

No changes to planned targets.

NATIONALLY PRESCRIBED ENVIRONMENTAL SECTOR INDICATORS (PEPPM)

SUB-PROGRAMME 2.5: CLIMATE CHANGE MANAGEMENT								
Strategic Objective	Programme Performance Indicator	Actual Achievement 2016/2017	Actual Achievement 2017/2018	Actual Achievement 2018/2019	Planned Target 2019/2020	Actual Achievement 2019/2020	Deviation from planned target to Actual Achievement for 2019/2020	Comment on deviations
Improved climate change resilience and lower carbon province.	2.5.1 Number of climate change response interventions implemented	Not reported on during this period	1	Not reported on during this period	1	1	0	None

STRATEGY TO OVERCOME AREAS OF UNDER PERFORMANCE

Not applicable.

CHANGES TO PLANNED TARGETS

No changes to planned targets.

LINKING PERFORMANCE WITH BUDGETS

- During the 2019/20 financial year, an amount of R18,890 million was appropriated for this Programme. Of this, Compensation of Employees accounted for R15,490 million, Goods and services were allocated R2,060 million, Transfers and subsidies amounted to R791,000 and Payment for capital assets were R549,000.
- Compensation of employees accounted for 86.2% of the Programme expenditure, Goods and services accounted for 8% whilst Transfers and subsidies accounted for 4.4% and Payment for capital assets equated to 1.4% of the expenditure. Projects that were paid within this Programme included the Smart Procurement Sustainable Public Procurement project and the pilot study to implement the Sandveld Environmental Management Framework and draft standards.
- The underspending reflected against this Programme mainly relates to the 2050 Emissions Pathway Project. The bid was cancelled due to all proposals received being over budget. The scope of work was subsequently revised with appointment only to be made in the 2020/21 financial year. Furthermore, a delay occurred in delivering a large format printer (plotter) from abroad. The international supplier was faced with a challenge as a result of international borders being closed due to the COVID-19 pandemic.

SUB- PROGRAMME NAME	2019/2020			2018/2019		
	Final Appropriation	Actual Expenditure	(Over)/Under Expenditure	Final Appropriation	Actual Expenditure	(Over)/Under Expenditure
	R'000	R'000	R'000	R'000	R'000	R'000
Intergovernmental Coordination, Spatial and Development Planning	4,450	4,425	25	4,085	4,039	46
Legislative Development	50	-	50	135	-	135
Research and Development Support	5,224	5,210	14	6,824	6,683	141
Environmental Information Management	4,897	4,596	301	3,380	3,380	-
Climate Change Management	4,269	3,740	529	5,882	5,333	549
TOTAL	18,890	17,971	919	20,306	19,435	871

4.3 PROGRAMME 3: COMPLIANCE AND ENFORCEMENT

PURPOSE

To ensure that environmental compliance monitoring systems are established and implemented, enforce legislation and environmental authorisations, building compliance monitoring and enforcement capacity through the establishment, training of environmental management inspectorates, acting on complaints and notifications of environmental infringements and acting to monitor these complaints and enforce environmental compliance where required.

Strategic objectives, performance indicators planned targets and actual achievements.

STRATEGIC OBJECTIVE

- Efficient, Effective and Responsive Governance.
- Maintenance and sustainable use of agricultural and ecological resources and infrastructure.

SIGNIFICANT ACHIEVEMENTS OF TARGETS FOR STRATEGIC OBJECTIVES AND PERFORMANCE INDICATORS

252 Administrative enforcement notices were issued for non-compliance with environmental legislation during the reporting period.

PERFORMANCE INDICATORS

SUB-PROGRAMME 3.1: ENVIRONMENTAL QUALITY MANAGEMENT COMPLIANCE AND ENFORCEMENT								
Strategic Objective	Programme Performance Indicator	Actual Achievement 2016/2017	Actual Achievement 2017/2018	Actual Achievement 2018/2019	Planned Target 2019/2020	Actual Achievement 2019/2020	Deviation from planned target to Actual Achievement for 2019/2020	Comment on deviations
Efficient, Effective and Responsive Governance	3.1.1 Number of litigation cases actively managed	53	57	66	35	51	+16	This is a demand driven indicator.
Efficient, Effective and Responsive Governance	3.1.2 Number of appeals and objections processed*	58	64	46	50	50	0	None

*Please note indicator title amendment. Was previously recorded as 'Number of appeals and objections finalised'

NATIONALLY PRESCRIBED ENVIRONMENTAL SECTOR INDICATORS (PEPPM)

SUB-PROGRAMME 3.1: ENVIRONMENTAL QUALITY MANAGEMENT COMPLIANCE AND ENFORCEMENT								
Strategic Objective	Programme Performance Indicator	Actual Achievement 2016/2017	Actual Achievement 2017/2018	Actual Achievement 2018/2019	Planned Target 2019/2020	Actual Achievement 2019/2020	Deviation from planned target to Actual Achievement for 2019/2020	Comment on deviations
Maintenance and sustainable use of agricultural and ecological resources and infrastructure	3.1.3 Number of administrative enforcement notices issued for non-compliance with environmental management legislation **	194	263	230	200	252	+52	This is a demand driven indicator. The number of administrative enforcement notices issued is dependent on the number of complaints received and/or Blitz operations conducted.

SUB-PROGRAMME 3.1: ENVIRONMENTAL QUALITY MANAGEMENT COMPLIANCE AND ENFORCEMENT								
Strategic Objective	Programme Performance Indicator	Actual Achievement 2016/2017	Actual Achievement 2017/2018	Actual Achievement 2018/2019	Planned Target 2019/2020	Actual Achievement 2019/2020	Deviation from planned target to Actual Achievement for 2019/2020	Comment on deviations
Maintenance and sustainable use of agricultural and ecological resources and infrastructure	3.1.4 Number of completed criminal investigations handed to the NPA for prosecution ***	16	12	14 ****	14	14	0	None
	3.1.5 Number of compliance inspections conducted	106	324*****	326	320*****	565	+245	This is a demand driven indicator. Overachievement due to additional inspections conducted in response to complaints received from the public and other organs of state that warrant administrative and/or criminal action.
Maintenance and sustainable use of agricultural and ecological resources and infrastructure	3.1.6 Number of S24G applications finalised	52	26	26	30	27	-3	This is a demand driven indicator. The delisting of activities and promulgation of the S24G Fine Regulations (July 2017) may have impacted on the number of applications received, resulting in the subsequent reduction of applications finalised.

** No administrative enforcement notices are issued in terms of Biodiversity in the Province

*** Indicator title amendment. Performance was previously recorded as part of 'Number of criminal investigations finalised'

**** No biodiversity criminal investigations are reported on by the Department

***** The nationally prescribed performance indicator short definition was amended to include the inspections arising from complaints and reports of non-compliance. These inspections were previously recorded as a Departmental performance indicator "Number of administrative investigations finalised"

***** No compliance inspections are conducted in terms of Biodiversity in the Province

STRATEGY TO OVERCOME AREAS OF UNDER PERFORMANCE

Not applicable.

CHANGES TO PLANNED TARGETS

No changes to planned targets.

LINKING PERFORMANCE WITH BUDGETS

During the 2019/20 financial year, an amount of R27,710 million was appropriated to this Programme. Of this, Compensation of Employees accounted for R21,717 million, Goods and services R5,670 million, Transfers and subsidies R2,000 and Payments for capital assets R321,000.

Compensation of employees accounted for 78.2% of the expenditure. Goods and services accounted for 20.6% for the final expenditure of the Programme whilst Transfers and subsidies and Payment for capital assets accounted for 1.2% of the expenditure.

Besides operational expenditure, the major cost drivers within this Programme relates to legal fees and computer services.

The underspending recorded on Programme 3 is in respect of Compensation of employees.

SUB- PROGRAMME NAME	2019/2020			2018/2019		
	Final Appropriation	Actual Expenditure	(Over)/Under Expenditure	Final Appropriation	Actual Expenditure	(Over)/Under Expenditure
	R'000	R'000	R'000	R'000	R'000	R'000
Environmental Quality Management Compliance and Enforcement	27,710	27,456	254	26,530	26,494	36
TOTAL	27,710	27,456	254	26,530	26,494	36

4.4 PROGRAMME 4: ENVIRONMENTAL QUALITY MANAGEMENT

PURPOSE

To implement legislation, policies, norms, standards and guidelines for environmental impact management, air quality management and management of waste and pollution at provincial and local spheres of government.

LIST OF SUB-PROGRAMMES

- **Sub-programme 4.1:** Impact Management
- **Sub-programme 4.2:** Air Quality Management
- **Sub-programme 4.3:** Pollution and Waste Management

Strategic objectives, performance indicators planned targets and actual achievements.

STRATEGIC OBJECTIVES

- Efficient, Effective and Responsive Governance.
- Maintenance and sustainable use of agricultural and ecological resources and infrastructure.
- Improved climate change resilience and lower carbon province.
- Improved settlement functionality, efficiencies and resilience.

SIGNIFICANT ACHIEVEMENTS OF TARGETS FOR STRATEGIC OBJECTIVES AND PERFORMANCE INDICATORS

- 97% of EIA applications finalised within legislated time-frames was achieved which was higher than the planned target of 95%.

PERFORMANCE INDICATORS

SUB-PROGRAMME 4.1: IMPACT MANAGEMENT								
Strategic Objective	Programme Performance Indicator	Actual Achievement 2016/2017	Actual Achievement 2017/2018	Actual Achievement 2018/2019	Planned Target 2019/2020	Actual Achievement 2019/2020	Deviation from planned target to Actual Achievement for 2019/2020	Comment on deviations
Efficient, Effective and Responsive Governance	4.1.1 Number of Provincial Environmental Impact Management System evaluation reports	1	1	1	1	1	0	None

NATIONALLY PRESCRIBED ENVIRONMENTAL SECTOR INDICATORS (PEPPM)

SUB-PROGRAMME 4.1: IMPACT MANAGEMENT								
Strategic Objective	Programme Performance Indicator	Actual Achievement 2016/2017	Actual Achievement 2017/2018	Actual Achievement 2018/2019	Planned Target 2019/2020	Actual Achievement 2019/2020	Deviation from planned target to Actual Achievement for 2019/2020	Comment on deviations
Efficient, Effective and Responsive Governance	4.1.2 Percentage of complete EIA applications finalised within legislated time-frames	98% (127)	98%	97%	95%	97%	+2%	More EIA applications were at a stage where a final decision could be made within legislated timeframes.

STRATEGY TO OVERCOME AREAS OF UNDER PERFORMANCE

Not applicable.

CHANGES TO PLANNED TARGETS

No changes to planned targets.

PERFORMANCE INDICATORS

SUB-PROGRAMME 4.2: AIR QUALITY MANAGEMENT								
Strategic Objective	Programme Performance Indicator	Actual Achievement 2016/2017	Actual Achievement 2017/2018	Actual Achievement 2018/2019	Planned Target 2019/2020	Actual Achievement 2019/2020	Deviation from planned target to Actual Achievement for 2019/2020	Comment on deviations
Improved settlement functionality, efficiencies and resilience	4.2.1 Report on the State of Air Quality Management	1 (2015)	1 (2016)	1 (2017)	1	1	0	None
Maintenance and sustainable use of agricultural and ecological resources and infrastructure.	4.2.2 Number of stations monitoring ambient air quality	11	11	12	12	12	0	None

NATIONALLY PRESCRIBED ENVIRONMENTAL SECTOR INDICATORS (PEPPM)

SUB-PROGRAMME 4.2: AIR QUALITY MANAGEMENT								
Strategic Objective	Programme Performance Indicator	Actual Achievement 2016/2017	Actual Achievement 2017/2018	Actual Achievement 2018/2019	Planned Target 2019/2020	Actual Achievement 2019/2020	Deviation from planned target to Actual Achievement for 2019/2020	Comment on deviations
Maintenance and sustainable use of agricultural and ecological resources and infrastructure	4.2.3 Percentage of Atmospheric Emission Licenses issued within legislated timeframes	100% (1)	100% (1)	N/A	100%	N/A	N/A	This is a demand driven target. No complete AEL applications were received during the financial year and as a result, none were finalised and therefore Not Applicable (N/A).

PERFORMANCE INDICATORS

SUB-PROGRAMME 4.3: POLLUTION AND WASTE MANAGEMENT								
Strategic Objective	Programme Performance Indicator	Actual Achievement 2016/2017	Actual Achievement 2017/2018	Actual Achievement 2018/2019	Planned Target 2019/2020	Actual Achievement 2019/2020	Deviation from planned target to Actual Achievement for 2019/2020	Comment on deviations
Maintenance and sustainable use of agricultural and ecological resources and infrastructure.	4.3.1 Number of river and estuarine sites monitored in respect of pollution control	30	40	42	42	42	0	None
	4.3.2 Report on Sustainable Water Management Plan	1	1	0	1	1	0	None
	4.3.3 Number of riverine sites targeted for rehabilitation	7	4	4	4	6	+2	A new contract specified 6 new sites in the first year, creating opportunities to target 6 sites.
	4.3.4 Number of inspections in respect of pollution control	5	9	5	5	5	0	None
	4.3.5 Number of closure letters issued in respect of S30 cases	Not reported on during this period	6	4	4	4	0	None

SUB-PROGRAMME 4.3: POLLUTION AND WASTE MANAGEMENT								
Strategic Objective	Programme Performance Indicator	Actual Achievement 2016/2017	Actual Achievement 2017/2018	Actual Achievement 2018/2019	Planned Target 2019/2020	Actual Achievement 2019/2020	Deviation from planned target to Actual Achievement for 2019/2020	Comment on deviations
	4.3.6 Number of decisions issued in respect of contaminated land cases received	Not reported on during this period	4	4	4	4	0	None
	4.3.7 Waste minimisation intervention(s) undertaken for priority waste streams	3	3	3	1	1	0	None
	4.3.8 Hazardous waste intervention(s) undertaken	1	1	1	1	1	0	None
	4.3.9 Waste management planning intervention(s) undertaken	1	2	1	1	1	0	None
	4.3.10 State of waste management report developed	1	1	1	1	1	0	None

NATIONALLY PRESCRIBED ENVIRONMENTAL SECTOR INDICATORS (PEPPM)

SUB-PROGRAMME 4.3: POLLUTION AND WASTE MANAGEMENT								
Strategic Objective	Programme Performance Indicator	Actual Achievement 2016/2017	Actual Achievement 2017/2018	Actual Achievement 2018/2019	Planned Target 2019/2020	Actual Achievement 2019/2020	Deviation from planned target to Actual Achievement for 2019/2020	Comment on deviations
Maintenance and sustainable use of agricultural and ecological resources and infrastructure.	4.3.11 Percentage of Waste License applications finalised within legislated timeframes	93% (12)	100%	100%	95%	94%	-1%	Not all licenses were at a stage to be finalized, and this resulted in the underachievement.

STRATEGY TO OVERCOME AREAS OF UNDER PERFORMANCE

Liaison with Department of Water Affairs to ensure that they improve their reaction time to issue Records of Decisions (RoD) because a waste management licence cannot be issued if the RoD is not received from the mentioned Department which results in not meeting legislative timeframes in the issuing waste management licences.

CHANGES TO PLANNED TARGETS

No changes to planned targets.

LINKING PERFORMANCE WITH BUDGETS

“During the 2019/20 financial year, an amount of R88,298 million was appropriated to Programme 4. Of this, Compensation of Employees amounted to R71,337 million, Goods and Services R15,838 million, Transfers and subsidies R163,000, Payments for capital assets R957,000 and Payment for financial assets R3,000.

Compensation of employees accounted for 82.7% of the final expenditure of the Programme. Goods and services accounted for 16.0% of the final expenditure of the Programme. The Goods and services expenses were primarily for the earmarked expenditure on Water for Sustainable Growth and Development and in respect of the Berg River Improvement Plan projects. In furtherance, expenditure was also incurred in respect of air quality monitoring equipment as well as the maintenance thereof.

The underspending relates to Compensation of Employees due to delays in filling of vacant posts and resignations. A further underspending was realised on the Berg River Improvement Plan: Development and Application of a benchmarking tool and implementation strategy for the transition towards a Water Sensitive City for the City of Cape Town. The process of appointment together with the Service Level Agreement took longer than anticipated, hence limited time was available to complete the required work before the end of the financial year. In furtherance, the delivery of the water quality instruments did not materialise since the international borders were closed due to the COVID-19 pandemic.

SUB- PROGRAMME NAME	2019/2020			2018/2019		
	Final Appropriation	Actual Expenditure	(Over)/Under Expenditure	Final Appropriation	Actual Expenditure	(Over)/Under Expenditure
	R'000	R'000	R'000	R'000	R'000	R'000
Impact Management	30,142	28,871	1,271	28,383	27,781	602
Air Quality Management	12,249	11,980	269	13,554	13,135	419
Pollution and Waste Management	45,907	43,548	2,359	44,956	40,822	4,134
TOTAL	88,298	84,399	3,899	86,893	81,738	5,155

4.5 PROGRAMME 5: BIODIVERSITY MANAGEMENT

PURPOSE

To promote equitable and sustainable use of ecosystem goods and services to contribute to economic development, by managing biodiversity, and its components, processes, habitats and functions.

LIST OF SUB-PROGRAMMES

- **Sub-programme 5.1:** Biodiversity and Protected Area Planning and Management
- **Sub-programme 5.2:** Western Cape Nature Conservation Board
- **Sub-programme 5.3:** Coastal Management

Strategic objectives, performance indicators planned targets and actual achievements

STRATEGIC OBJECTIVES

- Opportunities for the green economy and biodiversity economy established.
- Efficient, Effective and Responsive Governance.
- Maintenance and sustainable use of agricultural and ecological resources and infrastructure.

SIGNIFICANT ACHIEVEMENTS OF TARGETS FOR STRATEGIC OBJECTIVES AND PERFORMANCE INDICATORS

Programme 5 had the following significant achievements:

- The third PBSAP implementation report was submitted in March 2020.
- The PBES was implemented during the 2019/20 period and culminated in an implementation report submitted in March 2020.

PERFORMANCE INDICATORS

SUB-PROGRAMME 5.1: BIODIVERSITY AND PROTECTED AREA PLANNING AND MANAGEMENT								
Strategic Objective	Programme Performance Indicator	Actual Achievement 2016/2017	Actual Achievement 2017/2018	Actual Achievement 2018/2019	Planned Target 2019/2020	Actual Achievement 2019/2020	Deviation from planned target to Actual Achievement for 2019/2020	Comment on deviations
Efficient, Effective and Responsive Governance	5.1.1 Report on the implementation of the Western Cape Provincial Biodiversity Strategy and Action Plan (PBSAP)	PBSAP implementation plan developed	PBSAP implementation Report	1	1	1	0	None

STRATEGY TO OVERCOME AREAS OF UNDER PERFORMANCE

Not applicable.

CHANGES TO PLANNED TARGETS

No changes to planned targets.

PERFORMANCE INDICATORS

SUB-PROGRAMME 5.2: WESTERN CAPE NATURE CONSERVATION BOARD								
Strategic Objective	Programme Performance Indicator	Actual Achievement 2016/2017	Actual Achievement 2017/2018	Actual Achievement 2018/2019	Planned Target 2019/2020	Actual Achievement 2019/2020	Deviation from planned target to Actual Achievement for 2019/2020	Comment on deviations
Efficient, Effective and Responsive Governance	5.2.1 Compile oversight report on the performance of CapeNature	1	1	1	1	1	0	None
	5.2.2 Report on the implementation of the Provincial Biodiversity Economy Programme	N/A	N/A	N/A	1	1	0	None

NATIONALLY PRESCRIBED ENVIRONMENTAL SECTOR INDICATORS (PEPPM)

SUB-PROGRAMME 5.2: WESTERN CAPE NATURE CONSERVATION BOARD								
Strategic Objective	Programme Performance Indicator	Actual Achievement 2016/2017	Actual Achievement 2017/2018	Actual Achievement 2018/2019	Planned Target 2019/2020	Actual Achievement 2019/2020	Deviation from planned target to Actual Achievement for 2019/2020	Comment on deviations
	5.2.3 Number of Biodiversity Economy initiatives implemented*	N/A	1	1	Not reported on during this period	Not reported on during this period	N/A	N/A

* This is a five-year programme for the period 2016 – 2021.

STRATEGY TO OVERCOME AREAS OF UNDER PERFORMANCE

Not Applicable

CHANGES TO PLANNED TARGETS

No changes to planned targets.

PERFORMANCE INDICATORS

SUB-PROGRAMME 5.3: COASTAL MANAGEMENT								
Strategic Objective	Programme Performance Indicator	Actual Achievement 2016/2017	Actual Achievement 2017/2018	Actual Achievement 2018/2019	Planned Target 2019/2020	Actual Achievement 2019/2020	Deviation from planned target to Actual Achievement for 2019/2020	Comment on deviations
Maintenance and sustainable use of agricultural and ecological resources and infrastructure	5.3.1 Report on the Implementation of the Provincial Coastal Management Programme Summary published	Provincial Coastal Management Programme Summary published	1	1	1	1	0	None
	5.3.2 Report on the Implementation of the Western Cape Estuary Management Programme*	Report on the development and implementation of the Western Cape Estuary Management Programme compiled.	1	1	1	1	0	None

STRATEGY TO OVERCOME AREAS OF UNDER PERFORMANCE

Not applicable.

CHANGES TO PLANNED TARGETS

No changes to planned targets.

LINKING PERFORMANCE WITH BUDGETS

During the 2019/20 financial year, an amount of R329,642 million was appropriated to the Programme of which the actual expenditure amounted to R326,744 million. This translates to actual expenditure of 99.1% of the Programme's total budget. An amount of R314,474 million or 96.2% of the expenditure is in respect of the provincial public entity, CapeNature. A substantial part of the remaining expenditure relates to the Provincial Biodiversity Economy Strategy, Development of an Ecological Infrastructure Investment Framework and an Alien Invasive Species Strategy for the Western Cape Province, as well as Estuary Management and various other coastal management projects.

The underspending registered against this Programme is as a result of the delay in filling of posts as well as the completion of biodiversity and coastal management projects by 31 March 2020.

SUB- PROGRAMME NAME	2019/2020			2018/2019		
	Final Appropriation	Actual Expenditure	(Over)/Under Expenditure	Final Appropriation	Actual Expenditure	(Over)/Under Expenditure
	R'000	R'000	R'000	R'000	R'000	R'000
Biodiversity and Protected Area Planning and Management	7,883	6,584	1,299	8,632	8,060	572
Western Cape Nature Conservation Board	314,474	314,474	-	290,531	290,531	-
Coastal Management	7,285	5,686	1,599	7,726	7,651	75
TOTAL	329,642	326,744	2,898	306,889	306,242	647

4.6 PROGRAMME 6: ENVIRONMENTAL EMPOWERMENT SERVICES

PURPOSE

To implement and enhance programmes to interact with stakeholders and empower communities to partner with government in implementing environmental and social economic programmes.

LIST OF SUB-PROGRAMMES

- **Sub-programme 6.1:** Environmental Capacity Development and Support
- **Sub-programme 6.2:** Environmental Communication and Awareness Raising

Strategic objectives, performance indicators, planned targets and actual achievements.

STRATEGIC OBJECTIVES

- Efficient, Effective and Responsive Governance.
- Maintenance and sustainable use of agricultural and ecological resources and infrastructure.

SIGNIFICANT ACHIEVEMENTS OF TARGETS FOR STRATEGIC OBJECTIVES AND PERFORMANCE INDICATORS

The work opportunities of the EPWP often result in a fluctuation of additional capacity required at certain times of the year associated with planting and maintenance of rehabilitation sites at key times in the year, mostly before and after winter. Furthermore, as the EPWP rate is lower than that of more permanent employment, there is often a high turnover of general workers, resulting in the increase in number of job or work opportunities achieved.

PERFORMANCE INDICATORS

SUB-PROGRAMME 6.1: ENVIRONMENTAL CAPACITY DEVELOPMENT AND SUPPORT								
Strategic Objective	Programme Performance Indicator	Actual Achievement 2016/2017	Actual Achievement 2017/2018	Actual Achievement 2018/2019	Planned Target 2019/2020	Actual Achievement 2019/2020	Deviation from planned target to Actual Achievement for 2019/2020	Comment on deviations
Efficient, Effective and Responsive Governance	6.1.1 Review Departmental Environmental Support and Capacity Building Strategy	1	1	1	1	1	0	None

NATIONALLY PRESCRIBED ENVIRONMENTAL SECTOR INDICATORS (PEPPM)

SUB-PROGRAMME 6.1: ENVIRONMENTAL CAPACITY DEVELOPMENT AND SUPPORT								
Strategic Objective	Programme Performance Indicator	Actual Achievement 2016/2017	Actual Achievement 2017/2018	Actual Achievement 2018/2019	Planned Target 2019/2020	Actual Achievement 2019/2020	Deviation from planned target to Actual Achievement for 2019/2020	Comment on deviations
Efficient, Effective and Responsive Governance	6.1.2 Number of work opportunities created through environmental programmes	87	112	39	30	40	+10	More people employed but working different number of hours per day plus turnover of staff resulted in more work opportunities being created.
	6.1.3 Number of environmental capacity building activities conducted	63	63	62	55	65	+10	Additional capacity building activities were conducted for stakeholder development on new regulations and in response to requests.

STRATEGY TO OVERCOME AREAS OF UNDER PERFORMANCE

Not applicable.

CHANGES TO PLANNED TARGETS

No changes to planned targets.

NATIONALLY PRESCRIBED ENVIRONMENTAL SECTOR INDICATORS (PEPPM)

SUB-PROGRAMME 6.2: ENVIRONMENTAL COMMUNICATION AND AWARENESS RAISING								
Strategic Objective	Programme Performance Indicator	Actual Achievement 2016/2017	Actual Achievement 2017/2018	Actual Achievement 2018/2019	Planned Target 2019/2020	Actual Achievement 2019/2020	Deviation from planned target to Actual Achievement for 2019/2020	Comment on deviations
	6.2.1 Number of Greenest Municipality Competitions hosted	1	1	0	1	1	0	None
Maintenance and sustainable use of agricultural and ecological resources and infrastructure Opportunities for the green economy and biodiversity economy established	6.2.2 Number of environmental awareness activities conducted	20	23	21	14	14	0	None

STRATEGY TO OVERCOME AREAS OF UNDER PERFORMANCE

Not applicable.

CHANGES TO PLANNED TARGETS

No changes to planned targets.

LINKING PERFORMANCE WITH BUDGETS

The Programme promotes environmental capacity development and support as well as empowering the general public in terms of environmental management, through raising public awareness.

The underspending on this Programme mainly relates to the Wastepreneurs project due to the delay in the finalisation of the Business case and Terms of Reference which impacted on the procurement process.

SUB- PROGRAMME NAME	2019/2020			2018/2019		
	Final Appropriation	Actual Expenditure	(Over)/Under Expenditure	Final Appropriation	Actual Expenditure	(Over)/Under Expenditure
	R'000	R'000	R'000	R'000	R'000	R'000
Environmental Capacity Development and Support	1,049	472	577	1,035	1,035	-
Environmental Communication and Awareness Raising	834	834	-	193	193	-
TOTAL	1,883	1,306	577	1,228	1,228	-

4.7 PROGRAMME 7: DEVELOPMENT PLANNING

PURPOSE

To implement national and provincial spatial planning and land use management legislation, policies, norms and standards at the provincial sphere of government and to assist and support the municipal sphere of government with the implementation thereof. The programme further provides for a regional planning and management service and a development facilitation service to ensure provincial and municipal coherence and logic in terms of development planning through the inter-governmental and inter-sectoral coordination of plans, programmes and projects and the provision of project specific facilitation services and the provision of a development planning intelligence management service.

LIST OF SUB-PROGRAMMES

- **Sub-programme 7.1:** Development Facilitation
- **Sub-programme 7.2:** Spatial Planning and Land Use Management
- **Sub-programme 7.3:** Regional Planning and Management and Special Projects

Strategic objectives, performance indicators, planned targets and actual achievements

STRATEGIC OBJECTIVES

- Efficient, Effective and Responsive Governance.
- Improved settlement functionality, efficiencies and resilience.

SIGNIFICANT ACHIEVEMENTS OF TARGETS FOR STRATEGIC OBJECTIVES AND PERFORMANCE INDICATORS

DEVELOPMENT FACILITATION

In terms of the Land Assembly, Catalytic Initiatives and Regeneration Programme, during 2019/20 DEA&DP focussed on development facilitation and the creation of an enabling environment through:

- Improving the coordination, integration and alignment of national, provincial and Municipal plans, policies and strategies through the Provincial Spatial Development Framework that guide the location and form of both public and private sector investment.
- Ensuring alignment and improved sequencing through Municipal Integrated Development Plans (IDPs) and the Local Government Medium Term Expenditure Committee (LGMTEC) (including the roll-out of the new Joint District Approach (JDA)), and the Provincial Government MTEC processes.
- Improving implementation of strategically aligned and well-located projects through enhanced portfolio, programme and project coordination, sequencing, and scheduling through interventions at the project selection and preparation stages (project pipeline development) (with the Two Rivers Urban Park (TRUP) Programme and the redevelopment of ArtsCape/Founders Garden being key projects supported during the year).
- Facilitating regulatory processes for all public sector projects by providing early regulatory advice and support, monitoring the progress with regulatory processes, and timeously assisting when delays or challenges are experienced.

The provision of dedicated Land Assembly and Development Facilitation Service in terms of:

- Integrated Human Settlements Projects as part of the implementation of the Western Cape Integrated Human Settlements Framework and the Informal Settlements Support Plan (ISSP) (Department of Human Settlements).
- Roads Infrastructure (Department of Transport and Public Works).
- General Infrastructure (Department of Transport and Public Works).

- Health Infrastructure (Western Cape Department of Health and the Department of Transport and Public Works).
- Education Infrastructure (Western Cape Education Department and the Department of Transport and Public Works).

In terms of the Departmental Municipal Support and Capacity Building Strategy, during 2019/20 DEA&DP continued to:

- Work closely with the National Department of Environment, Forestry and Fisheries (DEFF) and the other provincial departments responsible for environmental affairs to implement the Environmental Sector Local Government Support Strategy and its associated annual Implementation Plan and continued to serve on the national Local Government Support Forum which coordinates the implementation of the Strategy and each annual Implementation Plan.
- Facilitate and actively participate in the DEA&DP-DEFF-SALGA Municipal Support Coordination Committee, which generally meets quarterly to coordinate national and provincial municipal support initiatives.
- Actively participate in the different SALGA Work Groups.
- Work with the Department of Local Government and other Western Cape Government Departments to enhance the Integrated Performance and Support System (IPSS) (which during 2019/20 was renamed the Western Cape Government's Municipal Evaluation System (MES)) and continue to monitor each municipality's compliance and performance, to in response to the outcomes of the IDP, LG MTEC and Joint District Approach (JDA) processes, develop and implement a responsive DEA&DP Municipal Support Plan for each one of the Municipalities in the Western Cape.

SPATIAL PLANNING AND LAND USE MANAGEMENT.

In terms of Land Use Management, the Department continued the administration and deciding of Provincial Land Use Management applications as legislated in terms of LUPA. During 2019 the Western Cape Land Use Planning Act, 2014 (Act 3 of 2014) Western Cape Land Use Planning Regulations, 2015 were amended by the Minister (with effect from 15 April 2019). The amended regulations brought greater clarity to the category of developments which require approvals in terms of LUPA and reduced the number of applications due to increased thresholds, particularly on developments involving agricultural land and mining activities. A new category for proposed shale gas developments was introduced, which will require all future proposals for shale gas development to obtain approval from the Minister, prior to commencement.

The Department commenced with a Municipal Land Use Management Performance Monitoring System to improve the empirical gathering of intelligence on Municipal Land Use Management Performance to inform the Spatial Planning and Land Use Management Support and Capacity Building Strategy. The Strategy is due for completion in 2020/21 and annual reports on the monitoring outcomes have been included in the APP's for the five years 2020 to 2024.

The Spatial Planning and Land Use Management Support and Capacity Building Strategy's implementation in terms of land use management continued with support to municipalities' Municipal Planning Tribunals (either as voting members or technical support), training through the various SALGA Work Groups, quarterly Municipal Planning Heads Forum as well as District Planning Forums. An increasing number of under capacitated municipalities are supported with professional planning reports on land use management applications and/or appeals.

Implementation of the Provincial Spatial Planning objectives, as expressed in the Provincial Spatial Development Framework (PSDF) and the supporting three Regional Spatial Implementation Frameworks, has been pursued within the Western Cape Governance systems during the period 2019-20 in the following ways:

- Strategic input was given into the preparation of the Provincial Strategic Plan, informing the development of the 'Mobility and Spatial Transformation' Vision Inspired Priority.
- Recommendations were made on how the new Departmental Strategic Plans and Annual Performance Plans could better reflect the PSDF, including specific guidance to each relevant Department on implementation actions to be incorporated from the Regional Spatial Implementation Frameworks.
- Participation in the Provincial Government Medium Term Expenditure Committee (PGMTEC) process sought to understand the spatial logic of investment decisions and further alignment opportunities.
- Ongoing facilitation of a transversal inter-departmental forum (the Spatial Development and Infrastructure Committee) to share information, plans and planning, investment programmes to seek better alignment in pursuit of spatial plans.

Similarly, the local governance system was engaged in the following ways:

- Reviewed Municipal Spatial Development Frameworks (MSDF), draft IDPs and budgets to understand the extent of IDP and budget planning to the municipality's long-term spatial development plan, noting misalignment or opportunities for improved alignment – providing input into the structured process of provincial – local inter-governmental engagement that is run throughout the year.
- Have promoted better integration of spatial planning with IDP processes and infrastructure and sector planning through engagements with the IDP Managers Forum and the Municipal Waste Managers Forum, as well as convening a Capital Expenditure Framework Knowledge Exchange Workshop and designing a programme to support municipalities in the development of their Capital Expenditure Frameworks (CEFs). The DBSA was also engaged as a significant funder of local government infrastructure planning.
- Local government was also supported in its engagement with the national process to identify Priority Housing Development Areas to ensure alignment with the PSDF and MSDFs
- The Western Cape Government's Joint District Approach (JDA) (aligned to the national District Coordination Model and One District Plan initiative) has also presented an opportunity to implement provincial, regional and local spatial plans through their implementation plans.
- The direct support of the Directorate: Spatial Planning for municipalities preparing and implementing their MSDFs has also meant the Department has been well placed to promote planning alignment and the implementation of spatial planning objectives and more specifically, spatial transformation in local government.

The work done in this year to set in place a new Departmental Strategic Plan has advanced the focus of this work to promote a governance system that implements the provincial and municipal spatial plans in a more specific way towards improved governance for spatial transformation and more resilient and spatially transformed Western Cape settlements.

REGIONAL PLANNING AND MANAGEMENT AND SPECIAL PROJECTS

A major focus area in respect of Development Planning Intelligence Management in the 2019/20 financial year, was on:

- Providing access to data, information, knowledge and intelligence in general and on request;
- In support of the various integrated planning, spatial governance, spatial alignment and spatial targeting initiatives relating to the Strategic Plan for 2020–2025, the APP requirements, PSG 4 and PSG 5 targets and deliverables; and

- The focus areas were on Integrated Planning and Budgeting processes through the LG MTEC and PG MTEC processes, involvement in the JDA Process and providing data and information for the drafting of District Profiles, the Growth Potential Study update at Municipal Level, continued partnerships, including partnering with Provincial Treasury in the OPMII (Overview of Provincial and Municipal Infrastructure Investment) publication, and ongoing data analysis in respect of the State of Development Planning fact sheets, to name a few.

Towards delivering on the Provincial SPLUM and Municipal development planning intelligence support agenda, planning instruments and tools developed have been used as part of the system of collecting, analysing and disseminating relevant development planning information (spatial, land use, demographic, economic, socio-economic and relevant environmental information). This includes the:

- The Growth Potential Study (GPS). The Growth Potential Study is one of the crucial instruments needed to develop capabilities for effective spatial decision-making and implementation. Although the study was originally conducted as an informant to the Western Cape Provincial Spatial Development Framework (PSDF), and still is, the GPS has wider application, serving as a support tool to inform strategic objectives, policy making and spatially targeted investment. It furthermore strengthens allocative decisions for integrated management, service delivery and spatial alignment within the Provincial and Municipal spheres of government in the Western Cape.
- Provincial Infrastructure Investment database for the MTEF, together with annual updates on adjustment estimates, spatially mapped and shared with all municipalities during December 2019, and the final budgets shared in March 2020 for IDP, SDF and PG MTEC and LG MTEC planning purposes.
- The information furthermore formed the basis of Chapter 3 in the “Overview of Provincial and Municipal Infrastructure Investment 2020” publication, and in collaboration with and in support to Provincial Treasury.

The RSEP/VPUU Programme was implemented in 13 municipalities as follows:

- RSEP: 10 municipalities.
- VPUU: Three municipalities. The VPUU involvement came to an end during 2019/20 and projects in these three municipalities have been finalised to ensure a smooth exit.
- Close contact with municipalities and the beneficiary communities were maintained throughout the 2019/20 year and guidance and advice provided. In many instances the RSEP Programme assisted with precinct planning, including corridor, recreational facilities and urban design initiatives, thereby saving municipalities time and money and serving the communities.

PERFORMANCE INDICATORS

SUB-PROGRAMME 7.1: DEVELOPMENT FACILITATION								
Strategic Objective	Programme Performance Indicator	Actual Achievement 2016/2017	Actual Achievement 2017/2018	Actual Achievement 2018/2019	Planned Target 2019/2020	Actual Achievement 2019/2020	Deviation from planned target to Actual Achievement for 2019/2020	Comment on deviations
Efficient, Effective and Responsive Governance	7.1.1 Number of Land Assembly, Catalytic Initiatives and Regeneration Programme evaluation reports	1	1 Report	1	1	1	0	None
	7.1.2 Number of Departmental Municipal Support and Capacity Building Strategy evaluation reports	1	1 Report	1	1	1	0	None
	7.1.3 Number of Provincial Development Planning Intelligence Management Framework evaluation reports	1	1 Report	1	1	1	0	None

STRATEGY TO OVERCOME AREAS OF UNDER PERFORMANCE

Not applicable.

CHANGES TO PLANNED TARGETS

No changes to planned targets.

PERFORMANCE INDICATORS

SUB-PROGRAMME 7.2: SPATIAL PLANNING AND LAND USE MANAGEMENT								
Strategic Objective	Programme Performance Indicator	Actual Achievement 2016/2017	Actual Achievement 2017/2018	Actual Achievement 2018/2019	Planned Target 2019/2020	Actual Achievement 2019/2020	Deviation from planned target to Actual Achievement for 2019/2020	Comment on deviations
Efficient, Effective and Responsive Governance	7.2.1 Number of Provincial Spatial Planning and Land Use Management Governance and Performance Management System evaluation reports	1	1 Report	1	1	1	0	None

SUB-PROGRAMME 7.2: SPATIAL PLANNING AND LAND USE MANAGEMENT								
Strategic Objective	Programme Performance Indicator	Actual Achievement 2016/2017	Actual Achievement 2017/2018	Actual Achievement 2018/2019	Planned Target 2019/2020	Actual Achievement 2019/2020	Deviation from planned target to Actual Achievement for 2019/2020	Comment on deviations
	7.2.2 Review Departmental Spatial Planning and Land Use Management Support and Capacity Building Strategy	1	1	1	1	1	0	None

STRATEGY TO OVERCOME AREAS OF UNDER PERFORMANCE

Not applicable.

CHANGES TO PLANNED TARGETS

No changes to planned targets.

PERFORMANCE INDICATORS

SUB-PROGRAMME 7.3: REGIONAL PLANNING AND MANAGEMENT AND SPECIAL PROJECTS								
Strategic Objective	Programme Performance Indicator	Actual Achievement 2016/2017	Actual Achievement 2017/2018	Actual Achievement 2018/2019	Planned Target 2019/2020	Actual Achievement 2019/2020	Deviation from planned target to Actual Achievement for 2019/2020	Comment on deviations
Improved settlement functionality, efficiencies and resilience	7.3.1 Number of Regional Planning and Management Implementation Strategy evaluation reports	1	1 Report	1	1	1	0	None
	7.3.2 Number of Municipalities within which the WCG RSEP/VPUU Programme is implemented	6	10 (Theewaterskloof; Drakenstein; Cape Town; Saldanha Bay; Swartland; Breede Valley; Bergrivier; Witzenberg; Mossel Bay and Cape Agulhas)	13 (Theewaterskloof; Drakenstein; Cape Town; Saldanha Bay; Swartland; Breede Valley; Bergrivier; Witzenberg; Mossel Bay and Cape Agulhas; Bitou; Stellenbosch and Prince Albert)	10	13 (Theewaterskloof; Drakenstein; Cape Town; Saldanha Bay; Swartland; Breede Valley; Bergrivier; Witzenberg; Mossel Bay and Cape Agulhas; Bitou; Stellenbosch and Prince Albert)	+3	Due to the extension of the WCG RSEP/VPUU Programme by another year, the programme was implemented at 3 additional municipalities.
	7.3.3 Number of RSEP/VPUU Programme annual review reports	1	1	1	1	1	0	None

STRATEGY TO OVERCOME AREAS OF UNDER PERFORMANCE

Not applicable.

CHANGES TO PLANNED TARGETS

No changes to planned targets.

LINKING PERFORMANCE WITH BUDGETS

During the 2019/20 financial year, an amount of R89,540 million was appropriated to the Programme of which the actual expenditure amounted to R88,197 million. This translates to actual expenditure of 98.5% of the Programme's total budget. An overview of the funds spent per economic classification is as follows:

- Compensation of employees accounted for R52,234 million or 59.2% of total expenditure;
- Goods and services accounted for R2,079 million or 2.4% of total expenditure;
- Transfers and subsidies accounted for R33,363 million or 37.8% of total expenditure; and
- Payments for capital assets amounted to R521,000 or 0.6% of total expenditure.

The transfers were mainly in respect of allocations to municipalities in respect of the Regional Socio-Economic Programme.

The underspending was predominantly incurred against Compensation of Employees because of delays in filling of posts.

SUB- PROGRAMME NAME	2019/2020			2018/2019		
	Final Appropriation	Actual Expenditure	(Over)/Under Expenditure	Final Appropriation	Actual Expenditure	(Over)/Under Expenditure
	R'000	R'000	R'000	R'000	R'000	R'000
Development Facilitation	20,803	20,650	153	19,602	19,602	-
Spatial Planning, Land Use Management and Municipal Support	26,698	26,158	540	24,826	24,515	311
Regional Planning and Management and Special Programmes	42,039	41,389	650	26,696	24,636	2,060
TOTAL	89,540	88,197	1,343	71,124	68,753	2,371

5 TRANSFER PAYMENTS

5.1 TRANSFER PAYMENTS TO PUBLIC ENTITIES

The table below reflects the transfer payments made for the period 1 April 2019 to 31 March 2020

NAME OF PUBLIC ENTITY	SERVICES RENDERED BY THE PUBLIC ENTITY	AMOUNT TRANSFERRED TO THE PUBLIC ENTITY	AMOUNT SPENT BY THE PUBLIC ENTITY	ACHIEVEMENTS OF THE PUBLIC ENTITY
Western Cape Nature Conservation Board, trading as CapeNature	<p>The objectives of the Western Cape Nature Conservation Board are to:</p> <ol style="list-style-type: none"> Promote and ensure nature conservation and related matters in the Province. Render service and provide facilities for research and training in connection with nature conservation and related matters in the Province. Ensuring the objectives set out in paragraphs (a) and (b) to generate income. 	R314,474,000	R314,474,000	During the 2019/20 reporting period, CapeNature responded to 18 indicators as per the Annual Performance Plan and 100% of the indicators were achieved.

5.2 TRANSFER PAYMENTS TO ALL ORGANISATIONS OTHER THAN PUBLIC ENTITIES

Total transfer payments over the financial year period were R352,169 million of which R314,474 million was in respect of CapeNature. The remainder of R37,695 million was transferred to municipalities, non-profit institutions and households as well as for TV licences.

The table below reflects the transfer payments made for the period 1 April 2019 to 31 March 2020:

NAME OF TRANSFEREE	TYPE OF ORGANISATION	PURPOSE FOR WHICH THE FUNDS WERE USED	DID THE DEPT. COMPLY WITH S 38 (1) (J) OF THE PFMA	AMOUNT TRANSFERRED (R'000)	AMOUNT SPENT BY THE ENTITY (R'000)	REASONS FOR THE FUNDS UNSPENT BY THE ENTITY
Swartland Municipality	Municipality	Implementation of the RSEP/ VPUU programme	Yes	4,000	757	<p>In Malmesbury the RSEP Programme is nearing its end. Three of the last four projects have been completed during the year, namely: an Indoor sport complex, an informal trading Hub, and a mini outdoor gym. The only outstanding project is the Outdoor sport fields (as part of the Indoor complex).</p> <p>Darling: the initial designs by students from Fontys University (from the Netherlands) in conjunction with students from the Cape Peninsula University for Technology, were approved and referred for detail design to engineers and landscape designers. These were received and approved and are ready for the tender process.</p> <p>The municipality should be able to spend the unspent amount by the end of June 2020, unless unforeseen circumstances occur.</p>
Breede Valley Municipality	Municipality	Implementation of the RSEP/ VPUU programme	Yes	5,100	4,557	<p>The funds are divided between three towns: Worcester, Touwsrivier and De Doorns.</p> <p>The RSEP Programme is nearing its end in Worcester. Approximately 99% of the projects are completed and the funds allocated to Worcester spent. The last major project – the Zwelethemba Commercial Corridor Project was completed.</p> <p>Touwsrivier: most of the projects are more than 70% completed. was completed during 2019/20.</p> <p>De Doorns: In the planning and design stages.</p> <p>The municipality should be able to spend the unspent amount by the end of June 2020, unless unforeseen circumstances occur.</p>
Saldanha Bay Municipality	Municipality	Implementation of the RSEP/ VPUU programme	Yes	4,200	-	<p>The funds are split between Vredenburg and town of Saldanha (Diazville and Middelpos).</p> <p>Vredenburg: the RSEP Programme is nearing its end in Vredenburg. In the Wesbank area the Live-Work Units were completed and occupied by tenants. Further pedestrian ways, an ECD centre and play areas must still be completed with municipal co-funding. The George Kerridge economic hub and Active box have been completed. Some informal trading areas and an anchor shop must still be completed by the municipality with municipal co-funding. The Witteklip Box Park (container park) must still be completed.</p> <p>Diazville: In Diazville a park (Cottager Park) has been identified for upgrading and developing into a recreational and mini sport complex.</p> <p>Middelpos: A site for a Box Park (similar to the Witteklip Box Park) was identified and prepared for development. The design and the specifications for the tender process are in progress.</p> <p>The municipality should be able to spend the unspent amount by the end of June 2020, unless unforeseen circumstances occur.</p>

NAME OF TRANSFEREE	TYPE OF ORGANISATION	PURPOSE FOR WHICH THE FUNDS WERE USED	DID THE DEPT. COMPLY WITH S 38 (1) (J) OF THE PFMA	AMOUNT TRANSFERRED (R'000)	AMOUNT SPENT BY THE ENTITY (R'000)	REASONS FOR THE FUNDS UNSPENT BY THE ENTITY
Bergvriervic Municipality	Municipality	Implementation of the RSEP/ VPUU programme	Yes	4,500	2,494	<p>Porterville: the Spruitjie Park, pedestrian walkways and trading stalls are making good progress. The designs have been finalised and the construction teams are currently on site. They are making good progress.</p> <p>Piketberg: Similarly, construction teams are on site in Piketberg for the construction of an "Active Box".</p> <p>The municipality should be able to spend the unspent amount by the end of June 2020, unless unforeseen circumstances occur.</p>
Cape Agulhas Municipality	Municipality	Implementation of the RSEP/ VPUU programme	Yes	2,145	997	<p>LED Units. Problems were experienced with the contractor, and his contract had to be terminated by the municipality. The municipality had to go through the supply chain management process again to appoint contractors to complete the outstanding work (approx. 30% outstanding). The Supply chain process has been finalised.</p> <p>Pedestrian bridge: Advertised during December 2019 and a Contractor has been appointed during March 2020. The municipality should be able to spend the unspent amount by the end of June 2020, unless unforeseen circumstances occur.</p>
Mossel Bay Municipality	Municipality	Implementation of the RSEP/ VPUU programme	Yes	2,755	2,755	All funds have been spent. The official opening of the project (Business Hub) is planned for July 2020.
Witzenberg Municipality	Municipality	Implementation of the RSEP/ VPUU programme	Yes	5,000	670	<p>Pedestrian walkways from Bella Vista to Ceres, and walkways from Nduli/Vredebees to Ceres: Only one contractor will be appointed for both areas. Unfortunate delays occurred at the municipality with Supply Chain Management processes.</p> <p>The municipality should be able to spend the unspent amount by the end of June 2020, unless unforeseen circumstances occur.</p>
Prince Albert Municipality	Municipality	Implementation of the RSEP/ VPUU programme	Yes	1,500	-	<p>Extension of the Thusong centre for municipal offices: Architectural designs were completed for a Phase 1 extension, and a Quantity Surveyor appointed. Tender documents were completed, for the appointment of a contractor.</p> <p>The municipality should be able to spend the unspent amount by the end of June 2020, unless unforeseen circumstances occur.</p>
Stellenbosch Municipality	Municipality	Implementation of the RSEP/ VPUU programme	Yes	1,500	1,130	<p>Stellenbosch: Kayamandi/Stellenbosch town; Taxi Rank LED Units Planning: 50% complete.</p> <p>Stellenbosch: Cloetesville: Outdoor Gym and Play Park: Contractor on site. Approx. 95% complete.</p> <p>The municipality should be able to spend the unspent amount by the end of June 2020, unless unforeseen circumstances occur.</p>
Bitou Municipality	Municipality	Implementation of the RSEP/ VPUU programme	Yes	2,600	-	<p>The New Horizon Public Square project is currently ongoing, and the contractor is on site.</p> <p>The municipality should be able to spend the unspent amount by the end of June 2020, unless unforeseen circumstances occur.</p>

NAME OF TRANSFEREE	TYPE OF ORGANISATION	PURPOSE FOR WHICH THE FUNDS WERE USED	DID THE DEPT. COMPLY WITH S 38 (1) (J) OF THE PFMA	AMOUNT TRANSFERRED (R'000)	AMOUNT SPENT BY THE ENTITY (R'000)	REASONS FOR THE FUNDS UNSPENT BY THE ENTITY
Kogelberg Biosphere Reserve Company	Non-Profit Institution	Operational expenses for the Biosphere Reserve Management entity	N/A	200	129	Resignation of Administrative Officer resulted in saving of salaries, payroll expenses, staff travel, internet, telephone and fax, corporate functions and marketing.
Cape West Coast Biosphere Reserve Company	Non-Profit Institution	Operational expenses for the Biosphere Reserve Management entity	N/A	200	200	N/A
Cape Winelands Biosphere Reserve Company	Non-Profit Institution	Operational expenses for the Biosphere Reserve Management entity	N/A	200	200	N/A
Gouritz Cluster Biosphere Reserve Company	Non-Profit Institution	Operational expenses for the Biosphere Reserve Management entity	N/A	200	200	N/A
Garden Route Biosphere Reserve	Non-Profit Institution	Operational expenses for the Biosphere Reserve Management entity	N/A	200	158	Due to the COVID-19 pandemic and the accompanying national lockdown, the Biosphere Reserve had to halt its participatory collaborative strategy development process and had to reassess the changing landscape.
Drakenstein Municipality	Municipality	Greenest Municipality Competition 1 st place	Yes	260	-	Funds were paid to the municipality during the last quarter of 2019/20.
Swartland Municipality	Municipality	Greenest Municipality Competition 2 nd place	Yes	140	140	N/A
Mossel Bay Municipality	Municipality	Greenest Municipality Competition 3 rd place	Yes	100	-	Funds were paid to the municipality during the last quarter of 2019/20.
South African Broadcasting Corporation (via DotP)	Funding transferred as part of Provincial transversal TV licences	TV licences	N/A	10	10	N/A

NAME OF TRANSFEREE	TYPE OF ORGANISATION	PURPOSE FOR WHICH THE FUNDS WERE USED	DID THE DEPT. COMPLY WITH S 38 (1) (J) OF THE PFMA	AMOUNT TRANSFERRED (R'000)	AMOUNT SPENT BY THE ENTITY (R'000)	REASONS FOR THE FUNDS UNSPENT BY THE ENTITY
Various professional doctors/hospitals	Medical service providers	Injury on duty	N/A	7	7	N/A
Various officials who exited the employ of the Department	Employees	Leave Gratuity	N/A	1,122	1,122	N/A
Two officials who took early retirement	Employees	Early Retirement Pension Penalty	N/A	1,756	1,756	N/A

6. CONDITIONAL GRANTS

The table/s below details the conditional grants and earmarked funds received during the period 1 April 2019 to 31 March 2020.

6.1 CONDITIONAL GRANT - EXPANDED PUBLIC WORKS PROGRAMME:

DEPARTMENT WHO TRANSFERRED THE GRANT	National Department of Public Works
Purpose of the grant	To create employment opportunities for 61 EPWP participants that will contribute in biodiversity conservation initiatives.
Expected outputs of the grant	61 EPWP participants to be employed in 4 specified CapeNature Reserves.
Actual outputs achieved	66 participants were employed and 9 764 person days were generated that translates to 70 Work Opportunities.
Amount per amended DORA	R3,717 million
Amount received (R'000)	R3,717 million
Reasons if amount as per DORA was not received	N/A
Amount spent by the department (R'000)	R3,717 million
Reasons for the funds unspent by the entity	N/A
Reasons for deviations on performance	The target was exceeded by 5 participants. This was due to excellent implementation of the project and the fact that some operational activities were supplemented by other EPWP/ Board funding so that the Integrated Grant could focus more on direct employment of participants.
Measures taken to improve performance	Monitoring and evaluation was conducted in conjunction with the Department of Transport and Public Works. Training was delivered to the beneficiaries to be able to complete the projects.
Monitoring mechanism by the receiving department	There were compulsory site visits that ensured 100% compliance, excellent planning, regular and timeous reporting on the Expanded Public Works Programme Reporting System. This in turn allowed for desktop monitoring. Our commitment in compliance strives to achieving vulnerable targets. Good team work between public bodies (CapeNature), lead department and other participating provincial departments are fostered.

6.2 EARMARKED ALLOCATIONS:

DEPARTMENT WHO TRANSFERRED EARMARKED ALLOCATION	Provincial Treasury
Purpose of the earmarked funds	Urban Social and Spatial Upliftment, Whole of Government Approach and addressing Environmental Safety.
Expected outputs of the grant	The RSEP/VPUU Programme has been actively engaged in 13 municipalities (10 RSEP Municipalities and 3 VPUU Municipalities) during the 2019/20 financial year. The Roll Out in the Western Cape entails urban social and spatial upliftment and demonstrative projects benefitting communities directly. It promoted awareness of what municipalities can do in under-served communities and to integrate towns. Also, to promote integrated and aligned planning in the Western Cape and within municipalities informed by local learning. The RSEP Programme also contributed practically and conceptually to WoSA's implementation. It managed to create a footprint in municipalities and succeeded in promoting the WCG as a partner towards serving communities.
Actual outputs achieved	Achieved (as above)
Amount per amended DORA	N/A
Amount received (R'000)	R34,715 million
Reasons if amount as per DORA was not received	N/A
Amount spent by the department (R'000)	R 34,416 million
Reasons for the funds unspent by the entity	The total underspending amounts to R0,299m, of which R0,250m was planned for appointing a consultant/service provider (Economist). However, it was decided to first undertake further research in-house and with other departments with assistance from Provincial Treasury, before a consultant is appointed. The other underspending is on the operational budget.
Reasons for deviations on performance	N/A
Measures taken to improve performance	The Programme Office is continually looking at ways to improve its performance by using all lessons learnt through the interaction with the RSEP municipalities as well as other stakeholders. One way of improving performance is by getting all the right/relevant people in the room, in so doing silos are reduced, and everyone starts working towards the same goal/one game plan.
Monitoring mechanism by the receiving department	A Management Plan is completed monthly by each receiving municipality. Ad hoc site visits are also undertaken to monitor the progress.

DEPARTMENT WHO TRANSFERRED EARMARKED ALLOCATION	Provincial Treasury
Purpose of the earmarked funds	Water security
Expected outputs of the grant	<p>Contribute to Water for Sustainable Growth & Development in the Breede catchment through:</p> <ul style="list-style-type: none"> • Monthly water quality monitoring in the Breede river catchment. • Villiersdorp informal settlement green infrastructure project design. • Agricultural pollution: survey of obsolete chemicals. • Valuation of wetlands of the Theewaterskloof Dam. • Breede River estuary implementation. • Water stewardship programme: alien vegetation clearing in Elandskloof, Wit River and Titus River. • Ecological integrity: Huis River clearing. • Mbekweni artificial wetland design and business development. • Contaminated land management support: guideline.
Actual outputs achieved	<ul style="list-style-type: none"> • Monthly water quality monitoring in the Breede achieved. • Villiersdorp informal settlement green infrastructure project partially achieved. • Agricultural pollution: survey of obsolete chemicals not achieved. • Valuation of wetlands of the Theewaterskloof Dam achieved. • Breede River estuary implementation not achieved. • Water stewardship programme: alien vegetation clearing in Elandskloof, Wit River and Titus River achieved. • Ecological integrity: Huis River clearing not achieved. • Mbekweni artificial wetland design and business development not achieved. • Contaminated land management support: guideline not achieved.
Amount per amended DORA	N/A
Amount received (R'000)	R7,283 million
Reasons if amount as per DORA was not received	N/A
Amount spent by the department (R'000)	R4,535 million
Reasons for the funds unspent by the entity	<p>Underspending resulted from:</p> <ul style="list-style-type: none"> • delays experienced due to bid processes not being finalised as planned. • delays due to insufficient responses to bid advertisements despite several rounds of advertisement. • revision of bid specifications. • lack of sufficient HR capacity and resignation of task manager in 3rd quarter.
Reasons for deviations on performance	<p>Certain outputs were not achieved due to.</p> <ul style="list-style-type: none"> • Delays in procurement as mentioned above. • Difficulty in drafting specifications for innovative projects where the methodology is untested. • Lack of valid responses to bid advertisements. • Time required to develop partnerships before finalisation of Terms of Reference.
Measures taken to improve performance	<p>Meetings held with Supply Chain Management and Director: Finance to resolve procurement challenges.</p> <p>Savings on particular projects were reprioritised to fund a drought communication campaign in the Karoo and to buy water quality equipment. However, due to challenges with international transport because of the pandemic and sudden fluctuations in the exchange rate, it was not possible to procure the equipment before financial year end, even though the order was placed.</p>
Monitoring mechanism by the receiving department	<p>Monthly meetings to assess progress and address challenges.</p> <p>Quarterly reporting on progress and expenditure submitted to Provincial Treasury.</p>

DEPARTMENT WHO TRANSFERRED EARMARKED ALLOCATION	Provincial Treasury
Purpose of the earmarked funds	Promote equitable and sustainable use of ecosystem goods and services to contribute to economic development, by managing biodiversity, and its components, processes, habitats and functions. Effectively mitigate threats to biodiversity.
Expected outputs of the grant	Wildfire suppression operations implemented in order to ensure all legal and mandatory obligations are met to minimize risk to life, infrastructure and biodiversity for 2019/20. Specialised training and protective equipment provided.
Actual outputs achieved	69 Wildfires successfully suppressed during this financial year utilising and appointing Type 1 Fire crew. 336 CapeNature staff attended priority fire training in 2019/20.
Amount per amended DORA	R10,000 million
Amount received (R'000)	R10,000 million
Reasons if amount as per DORA was not received	N/A
Amount spent by the department (R'000)	R10,000 million
Reasons for the funds unspent by the entity	N/A
Reasons for deviations on performance	The entity did not deviate on performance. The expected output of the grant was achieved.
Measures taken to improve performance	The entity retained a dedicated professional Type 1 contract team to provide specialised fire-fighting capabilities. Key partnerships with role players in the sector were maintained to ensure appropriate responses to key events. Furthermore, the entity provided equipment and training to the participants to adequately respond to key events.
Monitoring mechanism by the receiving department	Monthly and quarterly financial reporting against the funds received.

7. DONOR FUNDS

7.1 DONOR FUNDS RECEIVED

Local and foreign assistance was received in cash or in kind.

NAME OF DONOR	International Conference on Mercury as a Global Pollutant
Full amount of the funding	R19,204
Period of the commitment	2019/20
Purpose of the funding	Air travel and accommodation costs sponsored for one official to attend the International Conference on Mercury as a Global Pollutant Scientific Steering Committee meeting during April 2019 held in Krakow, Poland.
Expected outputs	N/A
Actual outputs achieved	N/A
Amount received in current period	In kind
Amount spent by the department	In kind
Reasons for the funds unspent	N/A
Monitoring mechanism by the donor	N/A

NAME OF DONOR	Contarina S.P.A
Full amount of the funding	R30,986
Period of the commitment	2019/20
Purpose of the funding	Air travel, meals and accommodation costs sponsored for one official to attend a Separation at Source Study Tour during April and May 2019 in Italy.
Expected outputs	N/A
Actual outputs achieved	N/A
Amount received in current period	In kind
Amount spent by the department	In kind
Reasons for the funds unspent	N/A
Monitoring mechanism by the donor	N/A

NAME OF DONOR	Federal Ministry for Economic Cooperation and Development
Full amount of the funding	R27,932
Period of the commitment	2019/20
Purpose of the funding	Air travel and other transport and subsistence costs covered for one official who attended the Waste Management Delegation forum in Neumarkt, Germany during September 2019.
Expected outputs	N/A
Actual outputs achieved	N/A
Amount received in current period	In kind
Amount spent by the department	In kind
Reasons for the funds unspent	N/A
Monitoring mechanism by the donor	N/A

NAME OF DONOR	Government of the Federal Republic of Germany (Through the German Development Bank - KfW Entwicklungsbank)
Full amount of the funding	R9,725 million
Period of the commitment	2019/20
Purpose of the funding	Violence Prevention through Urban Upgrading Programme - funding by donor partner.
Expected outputs	N/A
Actual outputs achieved	N/A
Amount received in current period	In kind
Amount spent by the department	In kind
Reasons for the funds unspent	N/A
Monitoring mechanism by the donor	N/A

NAME OF DONOR	United Nations (Environmental Programme)
Full amount of the funding	R32,255
Period of the commitment	2019/20
Purpose of the funding	Air travel and accommodation costs sponsored for one official to attend a special event on Mercury Science in Geneva, Switzerland during November 2019.
Expected outputs	N/A
Actual outputs achieved	N/A
Amount received in current period	In kind
Amount spent by the department	In kind
Reasons for the funds unspent	N/A
Monitoring mechanism by the donor	N/A

NAME OF DONOR	German Development Institute
Full amount of the funding	R23,378
Period of the commitment	2019/20
Purpose of the funding	Air travel and accommodation costs sponsored for one official to attend the Dialogue and Transfer Forum on Sustainable Public Procurement in Bremen, Germany during October 2019.
Expected outputs	N/A
Actual outputs achieved	N/A
Amount received in current period	In kind
Amount spent by the department	In kind
Reasons for the funds unspent	N/A
Monitoring mechanism by the donor	N/A

NAME OF DONOR	14 th International Conference on Mercury as a Global Pollutant
Full amount of the funding	R15,596
Period of the commitment	2019/20
Purpose of the funding	Air travel cost and registration fees sponsored for one official to attend the International Conference on Mercury as a Global Pollutant Scientific Steering Committee meeting during September 2019 in Krakow, Poland.
Expected outputs	N/A
Actual outputs achieved	N/A
Amount received in current period	In kind
Amount spent by the department	In kind
Reasons for the funds unspent	N/A
Monitoring mechanism by the donor	N/A

NAME OF DONOR	Local Government Sector Education Training Authority (LGSETA)
Full amount of the funding	R12,213
Period of the commitment	2019/20
Purpose of the funding	Accommodation, Air travel and incidental costs sponsored for one official to attend the Official LGSETA Development meeting for the Air Quality Specialist Occupational Qualification in Johannesburg during June and September 2019.
Expected outputs	N/A
Actual outputs achieved	N/A
Amount received in current period	In kind
Amount spent by the department	In kind
Reasons for the funds unspent	N/A
Monitoring mechanism by the donor	N/A

8. CAPITAL INVESTMENT

8.1 CAPITAL INVESTMENT, MAINTENANCE AND ASSET MANAGEMENT PLAN

The buildings occupied by the Department are managed by DTPW.

Maintenance work for these buildings are generally undertaken by DTPW while the Department is responsible for smaller operational maintenance.



PART C: GOVERNANCE

1. INTRODUCTION

The Department is committed to uphold the requirements set out in the PFMA and the King IV Report on Corporate Governance. This is to provide Management with reasonable assurance that the internal controls are adequate and effective. This is achieved by a risk-based Internal Audit plan, Internal Audit assessing the adequacy of controls mitigating the risks and the Audit Committee monitoring implementation of corrective action. Progress has been made with the implementation of the Enterprise Risk Management Strategy and Implementation Plan, which was approved on 28 March 2019 and the strategic programme risks were rearticulated based on the Department's Strategic Objectives. Compliance with the Department's policies and procedures, laws and regulations, strong and efficient governance is considered key to the Department's success.

2. RISK MANAGEMENT

The Accounting Officer (AO) for the Department takes responsibility for implementing Enterprise Risk Management (ERM) in accordance with the National Treasury Public Sector Risk Management Framework (PSRMF) and the Directorate Enterprise Risk Management (D:ERM) in the Department of the Premier (DotP) provides a centralised service to the Department.

The Department established a Governance Committee (GOVCOM) to assist the Accounting Officer in executing his responsibilities relating to risk management.

2.1 GOVCOM RESPONSIBILITY

The GOVCOM reports that it has complied with its responsibilities arising from Section 38 (1)(a)(i) of the Public Finance Management Act, Treasury Regulation 3.2.1 and Public Service Regulations of 2016, Chapter 2, Part 1, 2 and 3. The GOVCOM also reports that it has adopted an appropriate formal Terms of Reference (approved by GOVCOM Chairperson on 8 May 2018) and regulated its affairs in compliance with this Terms of Reference and has discharged all its responsibilities as contained therein.

2.2 GOVCOM MEMBERS

The GOVCOM comprises of selected members of the Department's senior management team. As per its Terms of Reference the GOVCOM met four times (quarterly) during the year under review.

The table below discloses relevant information on GOVCOM members:

MEMBER	POSITION	SCHEDULED MEETINGS	ATTENDED	DATE APPOINTED
Mr P Van Zyl	Accounting Officer (GOVCOM Chairperson)	4	4	N/A
Mr T Gildenhuys	Chief Director: Management Support (CFO) - Retired on 31/01/2020	4	2	16/04/2018
Ms O Samuels	Chief Director: Management Support (CFO) - Appointed on 01/11/2020	4	2	06/03/2020
Mr A Barnes	Chief Director: Development Planning	4	4	16/04/2018
Mr A Mohamed	Chief Director: Environmental Governance, Policy Coordination and Enforcement	4	3*	16/04/2018
Mr G Arendse	Chief Director: Environmental Quality	4	4	16/04/2018
Ms K Shippey	Chief Director: Environmental Sustainability	4	3*	16/04/2018
Mr J Fritz	Director: Financial Management	4	3	16/04/2018
Mr A Gaffoor	Director: Strategic and Operational Support	4	3	16/04/2018
Ms M Kroese	Deputy Director: Corporate Relations Unit/Ethics Officer	4	1	16/04/2018

*Where the appointed member could not attend a meeting, a delegated secundi attended as per the approved Terms of Reference.

The following is an indication of other officials who attended the GOVCOM meetings for the year under review:

NAME	POSITION	MEETINGS ATTENDED
Ms V Simpson-Murray	Director: Internal Audit (DotP)	4
Ms S Carelse	Deputy Director: Internal Audit (DotP)	3
Ms A Haq	Director: Enterprise Risk Management (DotP)	3
Mr S Africa	Chief Risk Advisor: Enterprise Risk Management (DotP)	4
Ms T Mmuoe	Director: Provincial Forensic Services (DotP)	1
Ms B Cebekhulu	Deputy Director: Provincial Forensic Services (DotP)	4
Ms E de Bruyn	Director: Ce-I (DotP)	2
Mr E. Peters	Information Technology Governance and Risk Practitioner (DotP)	1
Mr S Smith	Deputy Director: Internal Control	2
Mr N Liphuko	Internal Control/Secretariat	4

GOVCOM KEY ACTIVITIES

The Accounting Officer is the Chairperson of the GOVCOM and the function of risk champion is delegated to the Director: Strategic and Operational Support.

In executing its function, the GOVCOM performed the following key activities during the year:

- Reviewed the Department's Risk Management Policy, Strategy and Implementation Plan for recommendation by the Audit Committee and approval by the Accounting Officer;
- Set, reviewed and applied appropriate risk appetite and tolerances, and recommended same for approval by the Accounting Officer;
- Reported to the Accounting Officer any material changes to the risk profile of the Department;
- Evaluated the extent and effectiveness of integration of risk management within the department;
- Assessed the implementation of the departmental Risk Management Policy, Strategy and Implementation Plan;
- Evaluated the effectiveness and mitigating strategies to address the material strategic, operational, ethics and economic crime risks;
- Reviewed the Fraud and Corruption Prevention Plan as well as the concomitant Implementation Plan and recommended for approval by the Accounting Officer;
- Monitored the implementation of the Fraud and Corruption Prevention Implementation Plan;
- Assessed the implementation of the departmental Ethics Management Implementation Plan; and
- Provided oversight on ethics management in the Department.

KEY RISKS CONSIDERED AND ADDRESSED DURING THE YEAR

The following are key strategic risks for the Department that were reviewed on a quarterly basis, including assessing the mitigations in place:

- Limitation by municipalities to ensure compliance with waste management authorisations and sufficient infrastructure by municipalities;
- Limited implementation and challenges with reporting by different spheres of Government on the Western Cape Sustainable Water Management Plan (SWMP);
- The Western Cape Air Quality Monitoring Network not operating effectively; and
- Limited provincial and municipal response to Climate Change Response & Sustainable Development opportunities.

- Unsustainable use of Western Cape natural resource base.
- Inability to support the management of sustainable urbanisation.

The above-mentioned risks are directly linked to the natural environment such as water, waste management, climate change, air quality, including urbanisation and other natural resources. Although the Department has the Provincial mandate to influence these risks, there is still a great reliance on National mandates as well as dependencies on third parties for the mitigation of risks (like municipalities). The Sustainable Water Management Plan (SWMP) remains a key mitigating measure to ensure long-term water security.

The effects of climate change are more and more visible and it is further exacerbated by the rapid growth in population and urbanisation. The Department remains hopeful that together with communities and key stakeholders, it will contain this risk, although it may take years before the effects of these risk mitigations come to fruition.

Each Chief Directorate's risks were deliberated/debated at the quarterly GOVCOM meetings. Chief Directors were required to provide feedback on progress with implementation of action plans to reduce the likelihood of risks materialising and/or the impact should they materialise. GOVCOM also referred risks back that should be analysed more extensively and recommended additional mitigations or actions to manage risks.

The Economic Cluster Audit Committee provided independent oversight of the department's system of risk management. The Audit Committee was furnished with Quarterly ERM progress reports and risk registers to execute their independent oversight role.

KEY EMERGING RISKS FOR THE FOLLOWING FINANCIAL YEAR

Following the President's decision on 27 March 2020 to implement a nationwide lockdown, the key risk was to identify how the COVID-19 pandemic has impacted the already present challenges faced by the Province and Department. The Department focussed on partnering and working with other departments and government spheres towards determining an adequate response and preparedness to ensure business continuity and the safety of our citizens and staff.

The COVID-19 pandemic and Disaster Management Regulations in respect of the National Lockdown Alert levels, led to several knock-on effects on some existing risks and impacts. The COVID-19 pandemic has been prioritised in the Department's BCP in respect of its response strategy assessing the impact of the pandemic has on service delivery and performance.

The 2019/20 Annual Report was compiled during these uncertain times and the real impact of COVID-19 on the Department will be reflected in next year's Annual Report. The impact of the continued budgetary constraints presents a real challenge towards adequately resourcing the Department for the tasks at hand. Despite the capacity and budgetary constraints, the Department still managed to achieve over 90% of its planned targets in the 2019/20 financial year."

3. FRAUD AND CORRUPTION

Fraud and corruption represent significant potential risks to the Department's assets and can negatively impact on service delivery efficiency and the Department's reputation.

The WCG adopted an Anti-Fraud and Corruption Strategy which confirms the Province's zero-tolerance stance towards fraud, theft and corruption. In line with this strategy the Department is committed to zero-tolerance with regard to corrupt, fraudulent or any other criminal activities, whether internal or external, and vigorously pursues and prosecutes by all legal means available, any parties who engage in such practices or attempt to do so.

The Department has an approved Fraud and Corruption Prevention Plan and a concomitant Implementation Plan which gives effect to the Prevention Plan.

Various channels for reporting allegations of fraud, theft and corruption exist and these are described in detail in the Provincial Anti-Fraud and Corruption Strategy, the WCG Whistle-blowing Policy and the Departmental Fraud and Corruption Prevention Plan. Each allegation received by the Provincial Forensic Services (PFS) Unit is recorded in a Case Management System which is used as a management tool to report on progress made with cases relating to the Department and to generate statistics for the WCG and the Department.

Employees and workers who blow the whistle on suspicions of fraud, corruption and theft are protected if the disclosure is a protected disclosure (i.e. meets statutory requirements of the Protected Disclosures Act, No. 26 of 2000 e.g. if the disclosure was made in good faith). The WCG Whistle-blowing Policy provides guidelines to employees and workers on how to raise concerns with the appropriate line management, specific designated persons in the WCG or external institutions, where they have reasonable grounds for believing that offences or improprieties have been or are being perpetrated in the WCG. The opportunity to remain anonymous is afforded to any person who would like to report acts of fraud, theft and corruption and, should they do so in person, their identities are kept confidential by the person to whom they are reporting.

If, after investigation, fraud, theft or corruption is confirmed, the employee who participated in such acts is subjected to a disciplinary hearing. The WCG representative initiating the disciplinary proceedings is required to recommend dismissal of the employee concerned. Where prima facie evidence of criminal conduct is detected, a criminal matter is reported to the South African Police Services.

For the year under review, PFS issued a Case Movement Certificate for the Department noting the following:

CASES	NUMBER OF CASES
Open cases as at 1 April 2019	0
New cases (2019/20)	0
Closed cases (2019/20)	0
Referred cases (2019/20)	0
Open cases as at 31 March 2020	0

4. MINIMISING CONFLICT OF INTEREST

The Department's 2019/20 Enterprise Risk Management Implementation Plan was fully implemented. Financial disclosures of Senior Management Services members were completed and submitted to the Public Service Commission (PSC) and the Department of Public Service and Administration (DPSA). The financial interest of staff members on PERSAL were regularly reconciled to the Western Cape Supplier Database. The policy on Remunerative Work Outside of the Public Service (RWOPS) was circulated to all staff. Staff members were required to apply for approval to the HOD for any remunerative work they may perform outside of the workplace. They were further cautioned to ensure that they have the necessary approval, and failing which, will result in disciplinary action.

To achieve conflict of interest coverage and prevention thereof, the Department cemented its stance in terms of ethical service delivery practices and ensured the following:

- All departmental bid committee members sign a declaration of interest for each bid/quotation and if any conflict may exist, the relevant members are required to recuse themselves from the meeting. This declaration also mitigates any potential confidentiality issues that may arise.

- Suppliers are required to complete a WCBD4 document, which requires them to disclose any family members that are involved in the procurement process or employed in the Department. The information on the WCBD4 is verified by the Department prior to the evaluation of a bid or quotation.
 - Declarations of interest completed by all staff inviting quotations for all procurement.
 - Ensure bidders are not listed on the register of tender defaulters.

The Department has an updated Gift Policy which was approved on 31 March 2017. The updated policy states that under no circumstances may an employee accept a gift where he/she could be compromised or be bound in his/her work or where his/her judgement could be influenced.

5. CODE OF CONDUCT

The Code of Conduct should act as a guideline to employees as to what is expected of them from an ethical point of view, both in their individual conduct and in their relationships with others. Compliance with the Code can be expected to enhance professionalism and help to ensure confidence in the Public Service.

The primary purpose of the Code is a positive one, viz. to promote exemplary conduct. Notwithstanding this, an employee shall be guilty of misconduct in terms of Section 20 (t) of the Public Service Act, 1994, and may be dealt with in accordance with the relevant sections of the Act if an employee contravenes any provision of the Code of Conduct or fails to comply with any provision thereof.

The Induction programme of the WCG includes training on the Code of Conduct. The induction programme is compulsory for all new employees on probation in the WCG.

The Department ensures that the Code of Conduct is circulated to all employees on an annual basis. If an employee contravenes the Code of Conduct, such employee shall be disciplined in terms of the relevant resolutions and transversal WCG policies.

The Department strives to promote high standards of professional ethics within the organisation. In pursuing an ethical environment, the Accounting Officer appointed Ethics Officers to promote integrity and ethical behaviour in the Department.

6. HEALTH SAFETY AND ENVIRONMENTAL ISSUES

In terms of Section 8 (1) of the Occupational Health and Safety Act, it is the responsibility of the employer to provide and maintain, as far as is reasonably practical, a working environment that is safe and without risk to the health of its employees.

To comply with the above provision, the Department implemented an Occupational Health and Safety Policy, to address the aspects pertaining to the employees' health and safety in the Department.

Emergency personnel have been appointed and trained to perform specific roles during an evacuation, real or simulated. Regular health and safety inspections are being conducted and status reports are submitted to the Head of Department. Most issues identified in these inspections are dependent on the cooperation of two external departments, namely the Department of Transport and Public Works and the Department of Community Safety.

Occupational Health and Safety matters are reported to the Department of the Premier on a quarterly basis as part of the Employee Health and Wellness reporting tool.

Regular occupational health and safety awareness sessions were conducted in order to capacitate staff members.

7. PORTFOLIO COMMITTEES

DATE	MATTER RAISED	COMMENTS/FURTHER ACTION
04 June 2019	Agenda item: Welcome and Election of Chairperson	
	That Mr Van der Westhuizen be Chairperson	RESOLVED
16 July 2019	Agenda item: 1. Introductory briefing and overview by the Department of Environmental Affairs and Development Planning and the Department of Agriculture on the following matters: 1.1 Organisational structure (Chief Directorates) and programmes 1.2 Reporting entities 1.3 Strategic priorities and challenges 1.4 Draft legislation (if applicable) 2. Consideration of Draft Committee Programme. 3. Consideration and adoption of Draft Committee Minutes of 4 June 2019. 4. Recommendations/Actions.	
	The Committee REQUESTED that the Department of Environmental Affairs and Development Planning provides it with a: 1.1 Strategy to implement waste recycling in informal settlements that are near riverbanks, clearly outlining its relationship with the Departments of Human Settlements and Agriculture in combatting the pollution of our rivers; 1.2 Response to the Department's ineffective Urbanisation Management Response Strategy clearly outlining the remedial steps undertaken or planned to ensure the Strategy's effectiveness; and 1.3 Response on how the Department will change the perception that conservation management is a stumbling block to spatial development.	RESOLVED
13 August 2019	Agenda item: 1. Briefing by the Department of Environmental Affairs and Development Planning on the Spatial Planning and Land Use Management Act, 2013 (Act 16 of 2013), and its implications for spatial planning processes in the province and municipalities. 2. Consideration and adoption of Draft Committee Minutes of 6 August 2019. 3. Recommendations/Actions.	
	The Committee REQUESTED that the Department provide it with the Provincial Spatial Development Framework.	RESOLVED
20 August 2019	Agenda item: 1. Briefing by the National Department of Water Affairs and Sanitation on the management of water in the Olifants River catchment area and construction of the Clanwilliam Dam project. 2. Briefing by the Western Cape Department of Agriculture and the Western Cape Department of Environmental Affairs and Development Planning on their role in the afore-mentioned catchment area and the potential economic opportunities associated with the project. 3. Consideration and adoption of Draft Committee Minutes of 13 August 2019. 4. Recommendations/Actions.	
	The Committee RESOLVED to conduct an oversight visit to the Clanwilliam and Brandvlei Dams.	Committee visited the Clanwilliam Dam on 11 February 2020. Committee to decide if it still wants to visit the Brandvlei Dam.
24 October 2019	Agenda item: Deliberation on the Annual Reports of the Department of Environmental Affairs and Development Planning and CapeNature for the period 2018/2019.	
	The Committee REQUESTED that the Department provides it with the following: 1. The timeframes for completion of the nine regional waste management facilities; 2. The Environmental Impact Assessment (EIA) that was compiled for the Transhex Housing Development; 3. A document setting out the application process to be followed for environmental authorisations; and 4. The Third State of the Environment Outlook Report (2018).	RESOLVED

DATE	MATTER RAISED	COMMENTS/FURTHER ACTION
24 October 2019	Agenda item: Deliberation on the Annual Reports of the Department of Environmental Affairs and Development Planning and CapeNature for the period 2018/2019.	
	The Committee RESOLVED to confer with the Standing Committee on the Premier and Constitutional Matters on the state of the process with regard to the Commissioner for the Environment and request a briefing by the Department in this regard.	OPEN. Date to be agreed on by the Committees involved.
	The Committee RESOLVED to invite the Department to brief it on the RSEP/VPUU projects and to undertake an oversight visit to such projects.	RESOLVED. Briefing and Oversight visit took place on 28 January 2020.
	The Committee RESOLVED to invite the Department to brief it on the various climate change initiatives and projects associated thereto with specific reference to the following: 1. The Third Energy Consumption and Carbon Dioxide Emissions Database that was completed; 2. The assessment of the economic risks and opportunities of climate change resilience; 3. The desktop assessment of climate change risk and opportunities for health that was undertaken; and 4. The findings of the evaluation of the Western Cape Climate Change Response Strategy (2014).	OPEN. Date to be decided by the Committee.
31 October 2019	Agenda item: Briefing by CapeNature and the Department of Environmental Affairs and Development Planning on subordinate legislation relating to the National Environmental Management: Biodiversity Act, 2004 (Act 10 of 2004).	
	The Committee RESOLVED that it would submit the following comments to the relevant Select Committee at the National Council of Provinces (NCOP): 1. Chapter 5, Clause 18 of the Regulations, has reference: The Committee is of the view that the penalties as prescribed may not be sufficient to act as a real deterrent to transgressors; 2. The different penalty amounts for environmental crime contained in different pieces of legislation is of concern to the Committee; and 3. The Committee has also noted that this legislation will, in addition, cause added administrative responsibilities for provinces.	RESOLVED. The Comments were forwarded to the NCOP via the NCOP Liaison Officer on 1 November 2019.
	The Committee RECOMMENDED that the relevant Select Committee at the NCOP give consideration to clarify and increase the penalties, especially the monetary amount and that penalties imposed must be clear and not open to interpretation.	The Recommendation was forwarded to the NCOP via the NCOP Liaison Officer on 1 November 2019.
19 February 2020	Agenda item: Briefing by CapeNature and the Department of Environmental Affairs and Development Planning on subordinate legislation relating to threatened or protected terrestrial fish species and freshwater species made in terms of the National Environmental Management: Biodiversity Act, 2004 (Act 10 of 2004).	
	The Committee RESOLVED that it would submit the following comments to the relevant Select Committee at the National Council of Provinces (NCOP): 1. That the Committee supports the draft revised regulations pertaining to threatened or protected terrestrial and freshwater species and the list of species developed in terms of the National Environmental Management: Biodiversity Act, 2004 (Act No. 10 of 2004); 2. That the increased resource and capacity requirements for provinces to implement the regulations be noted and that National Treasury support such allocations; and 3. That the National Department of Environmental Affairs support the communities affected by the revised regulations through compliance promotion programmes and mechanisms. For example: The Committee is concerned about the ability of poor communities that grow and harvest honey-bush to comply with the revised regulations.	RESOLVED. Comments were forwarded to the NCOP Select Committee.
11 March 2020	Agenda item: Deliberation on Vote 9: Environmental Affairs and Development Planning in the Schedule to the Western Cape Appropriation Bill [B 3-2020].	
	The Committee REQUESTED that the Department provides it with the: 1. Ecological Infrastructure Investment Framework; and 2. Gender-focused research that was completed in terms of gender mainstreaming.	RESOLVED

8. SCOPA RESOLUTIONS

RESOLUTION NO.	SUBJECT	DETAILS	RESPONSE BY THE DEPARTMENT	RESOLVED (YES/NO)
13.3	That the Department briefs the standing committees on Agriculture, Environmental Affairs and Development Planning and the Premier and Constitutional Matters on the Department's compliance to the national prescripts in terms of the Western Cape Commissioner for the Environment.	The Committee RESOLVED to confer with the Standing Committee on the Premier and Constitutional Matters on the state of the process about the Commissioner for the Environment and request a briefing by the Department in this regard.	To be scheduled by the relevant standing committees.	No

9. PRIOR MODIFICATIONS TO AUDIT REPORTS

As per the 2018/19 AGSA Audit report, no matters of non-compliance were identified.

There were no prior year modifications to the audit report.

10. INTERNAL CONTROL UNIT

Internal Control is a multi-dimensional interactive process of on-going tasks and activities that ensures adherence to policies and systems. An effective internal control system ensures that management and those charged with governance have reasonable assurance that operations are managed efficiently and effectively, financial and non-financial reporting is reliable, and laws and regulations are complied with. The leadership of an organisation sets the tone from the top regarding the importance of internal controls and expected standards of conduct. This establishes the control environment, which is the foundation for the other components of internal control and provides discipline, process and structure.

The Departmental Internal Control Unit embarked on a range of financial compliance inspections. The Unit conducted audits on high risk financial processes and also performed the secretariat function to the Departmental GOVCOM. The Internal Control Unit also coordinated the Departmental Management Improvement Plan (MIP) to monitor the Department's progress in addressing audit findings in the Auditor General's Management Report for 2018/19 and review compliance to legislative standards. The MIP progress reports were submitted quarterly to the Provincial Treasury and the Shared Economic Cluster Audit Committee.

11. INTERNAL AUDIT AND AUDIT COMMITTEES

Internal Audit provides management with independent, objective assurance and consulting services designed to add value and to continuously improve the operations of the Department. It should assist the Department to accomplish its objectives by bringing a systematic, disciplined approach to evaluate and improve the effectiveness of Governance, Risk Management and Control processes. The following key activities are performed in this regard:

- Assess and make appropriate recommendations for improving the governance processes in achieving the department's objectives;
- Evaluate the adequacy and effectiveness and contribute to the improvement of the risk management process;
- Assist the Accounting Officer in maintaining efficient and effective controls by evaluating those controls to determine their effectiveness and efficiency, and by developing recommendations for enhancement or improvement; and
- Internal Audit work completed during the year under review for the Department included four assurance engagements. Details of these engagements are included in the Audit Committee report.

The Audit Committee is established as an oversight body, providing independent oversight over governance, risk management and control processes in the Department, which include oversight and review of the following:

- Internal Audit function;
- External Audit function (Auditor General of South Africa - AGSA);
- Departmental Accounting and reporting;
- Departmental Accounting Policies;
- AGSA management and audit report;
- Departmental In year Monitoring;
- Departmental Risk Management;
- Internal Control;
- Pre-determined objectives; and
- Ethics and Forensic Investigations.

The table below discloses relevant information on the audit committee members:

NAME	QUALIFICATIONS	INTERNAL OR EXTERNAL	IF INTERNAL, POSITION IN THE DEPARTMENT	DATE APPOINTED	DATE RESIGNED	NO. OF MEETINGS ATTENDED
Mr Richard Rhoda (Chairperson)	CA(SA); CTA (UCT) Advanced Executive Program (Unisa); Tier1 IPFA (Public Finance and Auditing)	External	N/A	01 January 2019 (1 st term)	N/A	7
Ms Merle Kinnes	BA; LLB; Certificate Forensic Examination; Attorney of the High Court of SA	External	N/A	01 January 2019 (2 nd term)	N/A	7
Mr Linda Nene	BCom (Acc); Post Grad Dip Management (Corp Governance; CCSA, GIA (SA); FIIASA; CRMA; CCP (SA); Masters in International Business	External	N/A	01 January 2018 (1 st term)	N/A	7
Ms Annelise Cilliers	B Compt Hons CA (SA)	External	N/A	01 January 2019 (1 st term)	N/A	7

12. AUDIT COMMITTEE REPORT

We are pleased to present our report for the financial year ended 31 March 2020.

AUDIT COMMITTEE RESPONSIBILITY

The Audit Committee reports that it has complied with its responsibilities arising from Section 38 (1) (a) (ii) of the Public Finance Management Act and Treasury Regulation 3.1.13. The Audit Committee also reports that it has adopted appropriate formal terms of reference as its Audit Committee Charter, has regulated its affairs in compliance with these Terms and has discharged all its responsibilities as contained therein.

THE EFFECTIVENESS OF INTERNAL CONTROL

In line with the PFMA and the King IV Report on Corporate Governance requirements, Internal Audit provides the Audit Committee and Management with reasonable assurance that the internal controls are adequate and effective. This is achieved by an approved risk-based internal audit plan, Internal Audit assessing the adequacy of controls mitigating the risks and the Audit Committee monitoring implementation of corrective actions.

The following internal audit engagements were approved by the audit committee and completed by the internal audit during the year under review:

ASSURANCE ENGAGEMENTS:

- DPSA Delegations Framework;
- Transfer Payments: Biosphere Reserves;
- Greenest Municipality Competition; and
- Contract Management

The internal audit plan was completed for the year. The areas for improvements, as noted by internal audit during performance of their work, were agreed to by management. The Audit committee continues to monitor the actions on an on-going basis.

IN-YEAR MANAGEMENT AND MONTHLY/QUARTERLY REPORT

The Audit Committee is satisfied with the content and quality of the quarterly in-year management and performance reports issued during the year under review by the Accounting Officer of the Department in terms of the National Treasury Regulations and the Division of Revenue Act.

EVALUATION OF FINANCIAL STATEMENTS

The Audit Committee has:

- reviewed and discussed the Audited Annual Financial Statements to be included in the Annual Report;
- reviewed the AGSA's Management Report and management's response thereto;
- reviewed changes to accounting policies and practices as reported in the Annual Financial Statements;
- reviewed material adjustments resulting from the audit of the Department.

COMPLIANCE

The Audit Committee has reviewed the Department's processes for compliance with legal and regulatory provisions.

PERFORMANCE INFORMATION

The Audit Committee has reviewed the information on predetermined objectives as reported in the Annual Report.

REPORT OF THE AUDITOR-GENERAL SOUTH AFRICA

We have on a quarterly basis reviewed the Department's implementation plan for audit issues raised in the prior year. The Audit Committee has met with the AGSA to ensure that there are no unresolved issues that emanated from the regulatory audit. Corrective actions on the detailed findings raised by the AGSA are monitored by the Audit Committee on an a quarterly basis.

The Audit Committee concurs and accepts the AGSA's opinion regarding the Annual Financial Statements and proposes that these Audited Annual Financial Statements be accepted and read together with their report.



MR RICHARD RHODA

Chairperson of the Economic Cluster Audit Committee

Department of Environmental Affairs and Development Planning

2 October 2020

13. B-BBEE COMPLIANCE PERFORMANCE INFORMATION

The following table has been completed in accordance with the compliance to the BBEE requirements of the BBEE Act of 2013 and as determined by the Department of Trade and Industry.

HAS THE DEPARTMENT APPLIED ANY RELEVANT CODE OF GOOD PRACTICE (B-BBEE CERTIFICATE LEVELS 1 – 8) WITH REGARDS TO THE FOLLOWING:		
Criteria	Response Yes/No	Discussion (include a discussion on your response and indicate what measures have been taken to comply)
Determining qualification criteria for the issuing of licences, concessions or other authorisations in respect of economic activity in terms of any law?	Not applicable	Department does not issue licences, concessions or other authorisations in respect of economic activity.
Developing and implementing a preferential procurement policy?	No	<ol style="list-style-type: none"> When the 2017 Regulations were issued, the Provincial Treasury presented to Cabinet the implementation challenges which inter alia included the raising of the threshold of the 80/20 point scoring system from a threshold of R1 million to R50 million will result in a “premium” increase for preferencing; introduction of pre-qualification criteria; introduction of a negotiation process and a passing over provision as a corrective measure for procuring entities to deal with the potential distortion of market related prices as a result of the introduction of prequalification criteria; contradiction in terms of where it speaks to “if feasible [own emphasis] to sub-contract for a contract above R30 million, an organ of state must [own emphasis] apply subcontracting to advance designated group” and local production and content challenges. Cabinet approved the following strategy for WCG: <ol style="list-style-type: none"> The issuance of an interim strategy to deal with the requirements of the PPPRs, as well as supply chain management governance requirements via Provincial Treasury Instructions (PTIs) that makes provision for the WCG to: <ol style="list-style-type: none"> apply its discretion not to implement the pre-qualification criteria (i.e. regulation 4); apply its discretion not to implement regulation 6(9)(a)-(c) and 7(9)(a)-(c); conduct empowerment assessments for all procurement above R10 million (EME threshold), and further enabling departments to lower the threshold should its analysis so dictate; and implement regional indicators to target local suppliers using the e-procurement system and simultaneously consider the rotation of suppliers. The development and implementation of an Economic Procurement Policy, in partnership with the Departments of Economic Development and Tourism and the Department of the Premier, that is aligned to Provincial Strategic Goal 1 (which covers job creation and infrastructure development) and is aligned to the Medium-Term Budget Policy Statement. The EPP has been drafted and finalised for implementation. The development and implementation of a broader economic transformation policy that seeks to: <ol style="list-style-type: none"> promote private sector procurement towards targeted provincial economic growth areas; and further strengthen the partnership with the private sector by enabling access to the WCG supplier database. Specific commodity focused strategies that target economic transformation e.g. security and catering strategies (PT led initiatives to look at transversal strategies and transversal contracts) will be a key focus to implement strategic procurement initiatives. To date the Provincial Treasury has implemented a transversal security framework agreement in keeping with this for the Province. Leveraging the economies of scale principle by packaging projects into longer term contracts, longer than 3 years based on criteria such as a corporate social responsibility plan, quality of service, etc. The roll-out of the framework agreement model for goods and services and investigate contractor development in the context of goods and services.
Determining qualification criteria for the sale of state-owned enterprises?	N/A	This is not applicable as there has not been such a sale.
Developing criteria for entering into partnerships with the private sector?	Not applicable	The Department did not enter into any partnerships with the private sector.
Determining criteria for the awarding of incentives, grants and investment schemes in support of Broad Based Black Economic Empowerment?	No	The Department did not offered incentives, grants and investment schemes in support of Black Economic Empowerment.

A photograph of a person standing in a narrow, sunlit rock crevice. The person is silhouetted against the bright light coming from the opening of the crevice. The rock walls are layered and textured. A stylized white logo, consisting of several overlapping circles and semi-circles, is positioned above the text.

PART D: **HUMAN RESOURCE MANAGEMENT**

1. INTRODUCTION

Our contribution to the work of the Western Cape Government is as a result of the persistent, and often selfless, efforts of the people within the Department of Environmental Affairs and Development Planning.

To consistently deliver improved services to the citizens of the Western Cape Province is not without its own challenges. The modern people management landscape has shifted significantly in recent years and requires complex navigation between a range of competing variables.

Apart from the fact that these variables are inter-dependent and inter-related, they are also governed by stringent rules and regulations, which prove difficult when retention and attraction initiatives are explored.

These include balancing service delivery imperatives, the attraction and retention of critical and scarce skills, workforce empowerment, career management, succession planning, employment equity and creating an enabling environment where employees are able to thrive. Further to this, the Department is required to function within an austere environment, which demands that managers consider the impact of “doing more with less”.

Despite the changing patterns and demands impacting on the modern workplace, the consistent hard work of our people, has resulted in remarkable achievements and service delivery improvement during the year under review.

2. STATUS OF PEOPLE MANAGEMENT AT THE DEPARTMENT

2.1 DEPARTMENTAL WORKFORCE PLANNING PRIORITIES

- The role of Workforce Planning is important to ensure that the Department has the required number of people with the requisite skills, knowledge and attitudes to perform the work. Through this process the Department annually assesses its workforce profile against current and future organisational needs.
- The aim of this assessment is to identify to what extent the current workforce profile addresses the key people management outcomes that would guarantee service continuity and value.
- The Workforce Plan 2015-2020 is therefore aligned to the vision and mission of the Department's Strategic Plan, as well as the People Management Strategy.
- The assumptions on which this Workforce Plan was developed are still valid and the Action Plan was reviewed to ensure that strategies (as per the listed priorities) would achieve its outcomes:
 - An equitable workforce;
 - Competent people in the right numbers at the right place at the right time with the right attitude;
 - A performance conducive workplace;
 - More efficient E-Recruitment system (long list);
 - Negotiations around required amendments to the OSD;
 - Smarter ways of working (Innovation); and
 - Systematic Organisational/Job design processes.
- The Workforce Plan was reviewed to ensure that the Workforce Strategies and key activities remained valid and appropriate for the 2019/2020 financial year. The current Workforce Plan expires on 31 March 2020.

2.2 EMPLOYEE PERFORMANCE MANAGEMENT

The purpose of Performance Management is to increase performance by encouraging individual commitment, accountability and motivation.

All employees are required to complete a performance agreement before 31 May each year. The agreement is a contract between the employer and the employee containing the projects, programmes, activities, expectations and standards for the required delivery. To facilitate a standardised administration process, the Western Cape Government has devised an electronic system, namely PERMIS (Performance Management Information System), that allows for the entire performance management process to be captured, monitored and managed.

The performance management process requires that a mid-year review and an annual assessment is conducted, but that the operational targets and achievements linked to the performance agreement be monitored and communicated on an ongoing basis. In instances where targets or performance expectations are not met, the gaps are addressed through the management of poor performance. In this context, a performance consulting unit has been established within the Corporate Services Centre (Chief Directorate: People Management Practices) to assist line managers (people managers) in dealing with poor performance. The process is developmental, however, in instances where individuals have been identified as poor performers in terms of the legislative framework, they are required to subject themselves to a developmental plan or alternatively to disciplinary action.

2.3 EMPLOYEE WELLNESS

The WCG's transversal Employee Health and Wellness Programme (EHW) follows a holistic approach to employee well-being and is largely preventative in nature, offering both primary and secondary services.

The EHW Programme is monitored in the Department through monthly utilisation reports for primary services (24/7/365 telephonic counselling service, online e-Care service and reporting) and secondary services (face-to-face counselling, trauma and critical incidents, training and targeted intervention, executive coaching, advocacy).

A quarterly report is prepared by the Directorate: Organisational Behaviour within the Corporate Service Centre that provides a trend analysis of utilisation, risk identification and its impact on productivity. Furthermore, on-going reporting to the Department of Public Service and Administration (DPSA) is a requirement and such reporting focuses on four areas namely, HIV/AIDS, Health and Productivity, Wellness Management and Safety Health Environment Risk and Quality.

2.4 PEOPLE MANAGEMENT MONITORING

The Department, in collaboration with the CSC monitors the implementation of a range of people management compliance indicators. The Monthly Barometer Fact File, that is developed by the Chief-Directorate: People Management Practices within the CSC, provides the Department with regular updates on the workforce profile and other relevant people management data to enable decision-making. The indicators include, inter alia, staff establishment information, headcount, people expenditure projections, sick leave patterns, the monetary value of annual leave credits, discipline cases, vacancy rates, staff movement, employment equity etcetera.

3. PEOPLE MANAGEMENT OVERSIGHT STATISTICS

3.1 PERSONNEL RELATED EXPENDITURE

The following tables summarise final audited expenditure by programme (Table 3.1.1) and by salary bands (Table 3.1.2).

The figures in Table 3.1.1 are drawn from the Basic Accounting System and the figures in Table 3.1.2 are drawn from the PERSAL [Personnel Salary] system. The two systems are not synchronised for salary refunds in respect of staff appointments and resignations and/or transfers to and from other departments. This means there may be a difference in the total expenditure reflected on these systems.

The key in the table below is a description of the Programmes within the Department. Programmes will be referred to by their number from this point forward.

PROGRAMME	PROGRAMME DESIGNATION
Programme 1	Administration
Programme 2	Environmental Policy Planning and Coordination
Programme 3	Compliance and Enforcement
Programme 4	Environmental Quality Management
Programme 5	Biodiversity Management
Programme 6*	Environmental Empowerment Services
Programme 7	Development Planning

*Note: The Programme only caters for operational expenses whilst the personnel costs are carried against the relevant programmes as per the Departmental establishment.

TABLE 3.1.1: PERSONNEL EXPENDITURE BY PROGRAMME, 2019/20

Programme	Total Expenditure (R'000)	Personnel Expenditure (R'000)	Training Expenditure (R'000)	Goods & Services (R'000)	Personnel expenditure as a % of total expenditure	Average personnel expenditure per employee (R'000)	Number of Employees remunerated
Programme 1	78,796	58,219	662	13,778	73.9	431	135
Programme 2	17,971	15,490	98	1,442	86.2	574	27
Programme 3	27,456	21,463	240	5,670	78.2	499	43
Programme 4	84,399	69,783	340	13,534	82.7	537	130
Programme 5	326,744	8,192	16	2,642	2.5	585	14
Programme 6	1,306	-	283	806	-	-	-
Programme 7	88,197	52,234	457	2,079	59.2	757	69
TOTAL	624,869	225,381	2,096	39,951	36.1	539	418

Note: The number of employees refers to all individuals remunerated during the reporting period, including interns, and the Minister. The number is accumulative and not a snapshot as at a specific date.

TABLE 3.1.2: PERSONNEL EXPENDITURE BY SALARY BAND, 2019/20

SALARY BANDS	PERSONNEL EXPENDITURE (R'000)	% OF TOTAL PERSONNEL EXPENDITURE	AVERAGE PERSONNEL EXPENDITURE PER EMPLOYEE (R'000)	NUMBER OF EMPLOYEES
Interns	783	0,3	44	18
Lower skilled (Levels 1-2)	544	0,2	136	4
Skilled (Levels 3-5)	11 907	5,3	225	53
Highly skilled production (Levels 6-8)	39 067	17,2	369	106
Highly skilled supervision (Levels 9-12)	143 132	63,2	682	210
Senior management (Levels 13-16)	31 090	13,7	1 196	26
TOTAL	226 523	100,0	543	417

Note: The number of employees refers to all individuals remunerated during the reporting period, including interns, but excluding the Minister. The number is accumulative and not a snapshot as at a specific date.

The following tables provide a summary per programme (Table 3.1.3) and salary bands (Table 3.1.4), of expenditure incurred as a result of salaries, overtime, housing allowance and medical assistance. These tables do not make provision for other expenditure such as Pensions, Performance Bonus and other allowances, which make up the total personnel expenditure. In each case, the table provides an indication of the percentage of the personnel expenditure that was used for these items.

TABLE 3.1.3: SALARIES, OVERTIME, HOUSING ALLOWANCE AND MEDICAL ASSISTANCE BY PROGRAMME, 2019/20

PROGRAMME	SALARIES		OVERTIME		HOUSING ALLOWANCE		MEDICAL ASSISTANCE	
	Amount (R'000)	Salaries as a % of personnel expenditure	Amount (R'000)	Overtime as a % of personnel expenditure	Amount (R'000)	Housing allowance as a % of personnel expenditure	Amount (R'000)	Medical assistance as a % of personnel expenditure
Programme 1	40 059	17,7	326	0,1	1 134	0,5	2 219	1,0
Programme 2	11 517	5,1	-	-	248	0,1	678	0,3
Programme 3	16 713	7,4	-	-	435	0,2	837	0,4
Programme 4	51 523	22,7	-	-	1 219	0,5	2 773	1,2
Programme 5	5 786	2,6	-	-	118	0,1	263	0,1
Programme 7	37 002	16,3	-	-	423	0,2	991	0,4
TOTAL	162 600	71,8	326	0,1	3 577	1,6	7 761	3,4

TABLE 3.1.4: SALARIES, OVERTIME, HOUSING ALLOWANCE AND MEDICAL ASSISTANCE BY SALARY BAND, 2019/20

SALARY BANDS	SALARIES		OVERTIME		HOUSING ALLOWANCE		MEDICAL ASSISTANCE	
	Amount (R'000)	Salaries as a % of personnel expenditure	Amount (R'000)	Overtime as a % of personnel expenditure	Amount (R'000)	Housing allowance as a % of personnel expenditure	Amount (R'000)	Medical assistance as a % of personnel expenditure
Interns	773	0,3	-	-	-	-	-	-
Lower skilled (Levels 1-2)	363	0,2	5	0,0	33	0,0	70	0,0
Skilled (Levels 3-5)	8 381	3,7	129	0,1	544	0,2	789	0,3
Highly skilled production (Levels 6-8)	28 391	12,5	97	0,0	1 253	0,6	2 778	1,2
Highly skilled supervision (Levels 9-12)	104 021	45,9	95	0,0	1 747	0,8	3 849	1,7
Senior management (Levels 13-16)	20 671	9,1	-	-	-	-	275	0,1
TOTAL	162 600	71,8	326	0,1	3 577	1,6	7 761	3,4

3.2 EMPLOYMENT AND VACANCIES

The following tables summarise the number of active posts on the establishment, the number of employees (excluding interns and the Minister), and the percentage active vacant posts as at the end of the financial year. This information is presented in terms of three key variables, namely: Programme (Table 3.2.1), Salary Band (Table 3.2.2) and Critical Occupations (Table 3.2.3). All information in this section is provided as a snapshot as at the end of the financial year under review.

TABLE 3.2.1: EMPLOYMENT AND VACANCIES BY PROGRAMME, AS AT 31 MARCH 2020

PROGRAMME	NUMBER OF ACTIVE POSTS	NUMBER OF POSTS FILLED	VACANCY RATE %
Programme 1	110	107	2,7
Programme 2	28	25	10,7
Programme 3	37	37	-
Programme 4	125	120	4,0
Programme 5	14	12	14,3
Programme 7	68	63	7,4
TOTAL	382	364	4,7

TABLE 3.2.2: EMPLOYMENT AND VACANCIES BY SALARY BAND, AS AT 31 MARCH 2020

SALARY BAND	NUMBER OF ACTIVE POSTS	NUMBER OF POSTS FILLED	VACANCY RATE %
Lower skilled (Levels 1-2)	4	4	-
Skilled (Levels 3-5)	45	44	2,2
Highly skilled production (Levels 6-8)	112	105	6,3
Highly skilled supervision (Levels 9-12)	197	187	5,1
Senior management (Levels 13-16)	24	24	-
TOTAL	382	364	4,7

TABLE 3.2.3: EMPLOYMENT AND VACANCIES BY CRITICAL OCCUPATION, AS AT 31 MARCH 2020

CRITICAL OCCUPATIONS	NUMBER OF ACTIVE POSTS	NUMBER OF POSTS FILLED	VACANCY RATE %
Environmental Officer	137	129	5,8
GIS Technician	7	6	14,3
Town and Regional Planner	40	35	12,5
TOTAL	184	170	7,6

Note: Critical occupations - refer to occupations that are critical for service delivery. If these occupations are not present in the department, the function/services will collapse.

3.3 JOB EVALUATION

Job evaluation was introduced as a way of ensuring that work of equal value is remunerated equally. Within a nationally determined framework, executing authorities are required to evaluate each new post in his or her organisation or re-evaluate any post where the post mandate or content has significantly changed. This job evaluation process determines the grading and salary level of a post. It should be understood that Job Evaluation and Staff Performance Management differ in the sense that Job Evaluation refers to the value/weighting of the activities that are associated with the post and Staff Performance Management refers to the review of an individual's performance.

TABLE 3.3.1: JOB EVALUATION, 1 APRIL 2019 TO 31 MARCH 2020

SALARY BAND	NUMBER OF ACTIVE POSTS AS AT 31 MARCH 2020	NUMBER OF POSTS EVALUATED	% OF POSTS EVALUATED	POSTS UPGRADED	POSTS DOWNGRADED		
				Number	Posts upgraded as a % of total posts	Number	Posts downgraded as a % of total posts
Lower skilled (Levels 1-2)	4	-	-	-	-	-	-
Skilled (Levels 3-5)	45	4	1,0	-	-	1	0,3
Highly skilled production (Levels 6-8)	112	3	0,8	-	-	-	-
Highly skilled supervision (Levels 9-12)	197	11	2,9	5	1,3	-	-
Senior Management Service Band A (Level 13)	18	3	0,8	-	-	-	-
Senior Management Service Band B (Level 14)	5	1	0,3	-	-	-	-
Senior Management Service Band C (Level 15)	1	-	-	-	-	-	-
TOTAL	382	22	5,8	5	1,3	1	0,3

Note: The "Number of posts evaluated" per Salary Band reflects the Final Approved Post Level after Job Evaluation.

Posts have been upgraded or downgraded in this financial year as a result of national benchmarking/job evaluation processes which have taken place during previous financial years and implemented during the period under review.

TABLE 3.3.2: PROFILE OF EMPLOYEES WHOSE SALARY POSITIONS WERE UPGRADED DUE TO THEIR POSTS BEING UPGRADED, 1 APRIL 2019 TO 31 MARCH 2020

BENEFICIARIES	AFRICAN	COLOURED	INDIAN	WHITE	TOTAL
None					

Note: Table 3.3.2 is a breakdown of posts upgraded in table 3.3.1.

Table 3.3.3 summarises the number of cases where salary levels exceeded the grade determined by job evaluation or where higher notches awarded to employees within a particular salary level. Each salary level consists of 12 notches. Reasons for the deviation are provided in each case.

TABLE 3.3.3: EMPLOYEES WHO HAVE BEEN GRANTED HIGHER SALARIES THAN THOSE DETERMINED BY JOB EVALUATION PER MAJOR OCCUPATION, 1 APRIL 2019 TO 31 MARCH 2020

MAJOR OCCUPATION	NUMBER OF EMPLOYEES	JOB EVALUATION LEVEL	REMUNERATION ON A HIGHER SALARY LEVEL	REMUNERATION ON A HIGHER NOTCH OF THE SAME SALARY LEVEL	REASON FOR DEVIATION
None					

TABLE 3.3.4: PROFILE OF EMPLOYEES WHO HAVE BEEN GRANTED HIGHER SALARIES THAN THOSE DETERMINED BY JOB EVALUATION, 1 APRIL 2019 TO 31 MARCH 2020

BENEFICIARIES	AFRICAN	COLOURED	INDIAN	WHITE	TOTAL
None					

3.4 EMPLOYMENT CHANGES

Turnover rates provide an indication of trends in the employment profile of the Department during the year under review. The following tables provide a summary of turnover rates by salary band (Table 3.4.1) and by critical occupation (Table 3.4.2). This section does not include information related to interns.

TABLE 3.4.1: ANNUAL TURNOVER RATES BY SALARY BAND, 1 APRIL 2019 TO 31 MARCH 2020

SALARY BAND	NUMBER OF EMPLOYEES AS AT 31 MARCH 2019	TURNOVER RATE 2018/19	APPOINTMENTS INTO THE DEPARTMENT	TRANSFERS INTO THE DEPARTMENT	TERMINATIONS OUT OF THE DEPARTMENT	TRANSFERS OUT OF THE DEPARTMENT	TURNOVER RATE 2019/20
Lower skilled (Levels 1-2)	3	-	2	-	1	-	33,3
Skilled (Levels 3-5)	48	10,9	7	1	8	3	22,9
Highly skilled production (Levels 6-8)	105	14,4	15	1	11	1	11,4
Highly skilled supervision (Levels 9-12)	189	4,6	13	1	21	3	12,7
Senior Management Service Band A (Level 13)	19	16,7	-	-	1	-	5,3
Senior Management Service Band B (Level 14)	5	-	1	-	1	-	20,0
Senior Management Service Band C (Level 15)	1	-	-	-	-	-	-
TOTAL	370	8,6	38	3	43	7	13,5
			41		50		

Note: "Transfers" refer to the lateral movement of employees from one Public Service Department to another (both provincially and nationally).

TABLE 3.4.2: ANNUAL TURNOVER RATES BY CRITICAL OCCUPATION, 1 APRIL 2019 TO 31 MARCH 2020

CRITICAL OCCUPATION	NUMBER OF EMPLOYEES AS AT 31 MARCH 2019	TURNOVER RATE 2018/19	APPOINTMENTS INTO THE DEPARTMENT	TRANSFERS INTO THE DEPARTMENT	TERMINATIONS OUT OF THE DEPARTMENT	TRANSFERS OUT OF THE DEPARTMENT	TURNOVER RATE 2019/20
Environmental Officer	126	9,8	19	-	11	1	9,5
GIS Technician	7	-	-	-	2	-	28,6
Town and Regional Planner	39	-	1	-	3	-	7,7
TOTAL	172	7,3	20	-	16	1	9,9
			20		17		

TABLE 3.4.3: STAFF LEAVING THE EMPLOY OF THE DEPARTMENT, 1 APRIL 2019 TO 31 MARCH 2020

EXIT CATEGORY	NUMBER	% OF TOTAL EXITS	NUMBER OF EXITS AS A % OF TOTAL NUMBER OF EMPLOYEES AS AT 31 MARCH 2019
Death	1	2,0	0,3
Resignation *	19	38,0	5,1
Expiry of contract	13	26,0	3,5
Dismissal – operational changes	-	-	-
Dismissal – misconduct	-	-	-
Dismissal – inefficiency	-	-	-
Discharged due to ill-health	2	4,0	0,5
Retirement	3	6,0	0,8
Employee initiated severance package	-	-	-
Transfers to Statutory Body	-	-	-
Transfers to other Public Service departments	7	14,0	1,9
Promotion to another WCG Department	5	10,0	1,4
TOTAL	50	100,0	13,5

Note: Table 3.4.3 identifies the various exit categories for those staff members who have left the employ of the Department.

* Resignations are further discussed in tables 3.4.4 and 3.4.5.

TABLE 3.4.4: REASONS WHY STAFF RESIGNED, 1 APRIL 2019 TO 31 MARCH 2020

RESIGNATION REASONS	NUMBER	% OF TOTAL RESIGNATIONS
No Reason Provided	9	47,4
Other Occupation	4	21,1
Insufficient Progression Possibilities	2	10,5
Work/life Balance	1	5,3
Current Remuneration	3	15,8
TOTAL	19	100,0

TABLE 3.4.5: DIFFERENT AGE GROUPS OF STAFF WHO RESIGNED, 1 APRIL 2019 TO 31 MARCH 2020

AGE GROUP	NUMBER	% OF TOTAL RESIGNATIONS
Ages <19	-	-
Ages 20 to 24	1	5,3
Ages 25 to 29	1	5,3
Ages 30 to 34	8	42,1
Ages 35 to 39	4	21,1
Ages 40 to 44	2	10,5
Ages 45 to 49	1	5,3
Ages 50 to 54	1	5,3
Ages 55 to 59	1	5,3
Ages 60 to 64	-	-
Ages 65 >	-	-
TOTAL	19	100,0

TABLE 3.4.6: EMPLOYEE INITIATED SEVERANCE PACKAGES.

TOTAL NUMBER OF EMPLOYEE INITIATED SEVERANCE PACKAGES OFFERED IN 2019/20	None
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TABLE 3.4.7: PROMOTIONS BY SALARY BAND, 1 APRIL 2019 TO 31 MARCH 2020

SALARY BAND	NUMBER OF EMPLOYEES AS AT 31 MARCH 2019	PROMOTIONS TO ANOTHER SALARY LEVEL	PROMOTIONS AS A % OF TOTAL EMPLOYEES	PROGRESSIONS TO ANOTHER NOTCH WITHIN A SALARY LEVEL	NOTCH PROGRESSIONS AS A % OF TOTAL EMPLOYEES
Lower skilled (Levels 1-2)	3	-	-	1	33,3
Skilled (Levels 3-5)	48	-	-	28	58,3
Highly skilled production (Levels 6-8)	105	1	1,0	66	62,9
Highly skilled supervision (Levels 9-12)	189	12	6,3	140	74,1
Senior management (Levels 13-16)	25	-	-	18	72,0
TOTAL	370	13	3,5	253	68,4

Note: Promotions reflect the salary level of an employee after he/she was promoted.

TABLE 3.4.8: PROMOTIONS BY CRITICAL OCCUPATION, 1 APRIL 2019 TO 31 MARCH 2020

CRITICAL OCCUPATION	NUMBER OF EMPLOYEES AS AT 31 MARCH 2019	PROMOTIONS TO ANOTHER SALARY LEVEL	PROMOTIONS AS A % OF TOTAL EMPLOYEES IN CRITICAL OCCUPATIONS	PROGRESSIONS TO ANOTHER NOTCH WITHIN A CRITICAL OCCUPATION	NOTCH PROGRESSIONS AS A % OF TOTAL EMPLOYEES IN CRITICAL OCCUPATIONS
Environmental Officer	126	9	7,1	78	61,9
GIS Technician	7	-	-	5	71,4
Town and Regional Planner	39	2	5,1	31	79,5
TOTAL	172	11	6,4	114	66,3

Note: Promotions reflect the salary level of an employee after he/she was promoted.

3.5 EMPLOYMENT EQUITY

TABLE 3.5.1: TOTAL NUMBER OF EMPLOYEES (INCLUDING EMPLOYEES WITH DISABILITIES) IN EACH OF THE FOLLOWING OCCUPATIONAL LEVELS, AS AT 31 MARCH 2020

OCCUPATIONAL LEVELS	MALE				FEMALE				FOREIGN NATIONALS		TOTAL
	A	C	I	W	A	C	I	W	Male	Female	
Top management (Levels 15-16)	-	-	-	1	-	-	-	-	-	-	1
Senior management (Levels 13-14)	-	8	1	5	-	2	-	6	1	-	23
Professionally qualified and experienced specialists and mid-management (Levels 9-12)	10	43	5	35	12	51	1	34	1	2	194
Skilled technical and academically qualified workers, junior management, supervisors, foremen, and superintendents (Levels 6-8)	8	11	-	3	12	52	2	10	-	-	98
Semi-skilled and discretionary decision making (Levels 3-5)	4	18	-	1	5	14	-	2	-	-	44
Unskilled and defined decision making (Levels 1-2)	-	1	-	-	-	3	-	-	-	-	4
TOTAL	22	81	6	45	29	122	3	52	2	2	364
Temporary employees	-	-	-	-	-	-	-	-	-	-	-
GRAND TOTAL	22	81	6	45	29	122	3	52	2	2	364

A = African; C = Coloured; I = Indian; W = White.

Note: The figures reflected per occupational levels include all permanent, part-time and contract employees, but exclude interns.

Furthermore, the information is presented by salary level and not post level. For the number of employees with disabilities, refer to Table 3.5.2.

TABLE 3.5.2: TOTAL NUMBER OF EMPLOYEES (WITH DISABILITIES ONLY) IN EACH OF THE FOLLOWING OCCUPATIONAL LEVELS, AS AT 31 MARCH 2020

OCCUPATIONAL LEVELS	MALE				FEMALE				FOREIGN NATIONALS		TOTAL
	A	C	I	W	A	C	I	W	Male	Female	
Top management (Levels 15-16)	-	-	-	-	-	-	-	-	-	-	-
Senior management (Levels 13-14)	-	-	-	-	-	-	-	-	-	-	-
Professionally qualified and experienced specialists and mid-management (Levels 9-12)	-	1	1	1	-	1	-	1	-	-	5
Skilled technical and academically qualified workers, junior management, supervisors, foremen, and superintendents (Levels 6-8)	-	1	-	-	-	-	-	-	-	-	1
Semi-skilled and discretionary decision making (Levels 3-5)	-	-	-	-	-	-	-	-	-	-	-
Unskilled and defined decision making (Levels 1-2)	-	-	-	-	-	-	-	-	-	-	-
TOTAL	-	2	1	1	-	1	-	1	-	-	6
Temporary employees	-	-	-	-	-	-	-	-	-	-	-
GRAND TOTAL	-	2	1	1	-	1	-	1	-	-	6

A = African; C = Coloured; I = Indian; W = White.

Note: The figures reflected per occupational level include all permanent, part-time and contract employees, but exclude interns. Furthermore, the information is presented by salary level and not post level.

TABLE 3.5.3: RECRUITMENT, 1 APRIL 2019 TO 31 MARCH 2020

OCCUPATIONAL LEVELS	MALE				FEMALE				FOREIGN NATIONALS		TOTAL
	A	C	I	W	A	C	I	W	Male	Female	
Top management (Levels 15-16)	-	-	-	-	-	-	-	-	-	-	-
Senior management (Levels 13-14)	-	-	-	-	-	1	-	-	-	-	1
Professionally qualified and experienced specialists and mid-management (Levels 9-12)	2	3	-	3	1	1	-	3	1	-	14
Skilled technical and academically qualified workers, junior management, supervisors, foremen, and superintendents (Levels 6-8)	3	3	-	1	-	7	1	1	-	-	16
Semi-skilled and discretionary decision making (Levels 3-5)	2	2	-	-	2	2	-	-	-	-	8
Unskilled and defined decision making (Levels 1-2)	-	1	-	-	-	1	-	-	-	-	2
TOTAL	7	9	-	4	3	12	1	4	1	-	41
Temporary employees	-	-	-	-	-	-	-	-	-	-	-
GRAND TOTAL	7	9	-	4	3	12	1	4	1	-	41

A = African; C = Coloured; I = Indian; W = White.

Note: Recruitment refers to the appointment of new employees to the staff establishment of the Department, but exclude interns. The totals include transfers from other government departments and/or institutions, as per Table 3.4.1.

TABLE 3.5.4: PROMOTIONS, 1 APRIL 2019 TO 31 MARCH 2020

OCCUPATIONAL LEVELS	MALE				FEMALE				FOREIGN NATIONALS		TOTAL
	A	C	I	W	A	C	I	W	Male	Female	
Top management (Levels 15-16)	-	-	-	-	-	-	-	-	-	-	-
Senior management (Levels 13-14)	-	-	-	-	-	-	-	-	-	-	-
Professionally qualified and experienced specialists and mid-management (Levels 9-12)	-	2	-	3	3	2	-	1	-	1	12
Skilled technical and academically qualified workers, junior management, supervisors, foremen, and superintendents (Levels 6-8)	-	-	-	-	-	1	-	-	-	-	1
Semi-skilled and discretionary decision making (Levels 3-5)	-	-	-	-	-	-	-	-	-	-	-
Unskilled and defined decision making (Levels 1-2)	-	-	-	-	-	-	-	-	-	-	-
TOTAL	-	2	-	3	3	3	-	1	-	1	13
Temporary employees	-	-	-	-	-	-	-	-	-	-	-
GRAND TOTAL	-	2	-	3	3	3	-	1	-	1	13

A = African; C = Coloured; I = Indian; W = White.

Note: Promotions refer to the total number of employees who have advanced to a higher post level within the Department, as per Table 3.4.7.

TABLE 3.5.5: TERMINATIONS, 1 APRIL 2019 TO 31 MARCH 2020

OCCUPATIONAL LEVELS	MALE				FEMALE				FOREIGN NATIONALS		TOTAL
	A	C	I	W	A	C	I	W	Male	Female	
Top management (Levels 15-16)	-	-	-	-	-	-	-	-	-	-	-
Senior management (Levels 13-14)	-	1	-	1	-	-	-	-	-	-	2
Professionally qualified and experienced specialists and mid-management (Levels 9-12)	1	6	2	4	3	3	-	4	-	1	24
Skilled technical and academically qualified workers, junior management, supervisors, foremen, and superintendents (Levels 6-8)	1	4	1	-	1	3	-	2	-	-	12
Semi-skilled and discretionary decision making (Levels 3-5)	1	2	-	-	5	2	-	1	-	-	11
Unskilled and defined decision making (Levels 1-2)	-	-	-	-	1	-	-	-	-	-	1
TOTAL	3	13	3	5	10	8	-	7	-	1	50
Temporary employees	-	-	-	-	-	-	-	-	-	-	-
GRAND TOTAL	3	13	3	5	10	8	-	7	-	1	50

A = African; C = Coloured; I = Indian; W = White.

Note: Terminations refer to those employees (excluding interns) who have left the employ of the Department, including transfers to other departments, as per Table 3.4.1.

TABLE 3.5.6: DISCIPLINARY ACTIONS, 1 APRIL 2019 TO 31 MARCH 2020

DISCIPLINARY ACTIONS	MALE				FEMALE				FOREIGN NATIONALS		TOTAL
	A	C	I	W	A	C	I	W	Male	Female	
None											

A = African; C = Coloured; I = Indian; W = White.

Note: The disciplinary actions total refers to formal outcomes only and not headcount. For further information on the outcomes of the disciplinary hearings and the types of misconduct addressed at disciplinary hearings, refer to Tables 3.12.2 and Table 3.12.3.

TABLE 3.5.7: SKILLS DEVELOPMENT, 1 APRIL 2019 TO 31 MARCH 2020

OCCUPATIONAL LEVELS	MALE				FEMALE				TOTAL
	A	C	I	W	A	C	I	W	
Top management (Levels 15-16)	-	-	-	-	-	-	-	-	-
Senior management (Levels 13-14)	1	6	1	1	-	1	-	4	14
Professionally qualified and experienced specialists and mid-management (Levels 9-12)	8	29	4	25	9	45	1	28	149
Skilled technical and academically qualified workers, junior management, supervisors, foremen, and super-intendents (Levels 6-8)	7	10	1	3	11	39	1	6	78
Semi-skilled and discretionary decision making (Levels 3-5)	3	15	-	-	3	6	-	1	28
Unskilled and defined decision making (Levels 1-2)	-	1	-	-	-	-	-	-	1
TOTAL	19	61	6	29	23	91	2	39	270
Temporary employees	-	-	-	-	-	-	-	-	-
GRAND TOTAL	19	61	6	29	23	91	2	39	270

A = African; C = Coloured; I = Indian; W = White.

Note: The above table refers to the total number of employees who have received training during the period under review, and not the number of training interventions attended by individuals. For further information on the actual training provided, refer to Table 3.13.2.

3.6 SIGNING OF PERFORMANCE AGREEMENTS BY SMS MEMBERS

TABLE 3.6.1: SIGNING OF PERFORMANCE AGREEMENTS BY SMS MEMBERS, AS AT 31 MAY 2019

SMS POST LEVEL	Number of active SMS posts per level	Number of SMS members per level	Number of signed Performance Agreements per level	Signed Performance Agreements as % of SMS members per level
Head of Department	1	1	1	100,0
Salary Level 14	5	5	5	100,0
Salary Level 13	18	18	18	100,0
TOTAL	24	24	24	100,0

Note: This table refers to employees who are appointed as Senior Management Service (SMS) members only. Employees who are remunerated higher than a SL12, but who are not SMS members have been excluded. Furthermore, the table reflects post salary details and not the individual salary level of employees. The allocation of performance-related rewards (cash bonus) for SMS members is dealt with later in the report. Refer to Table 3.8.5 in this regard.

TABLE 3.6.2: REASONS FOR NOT HAVING CONCLUDED PERFORMANCE AGREEMENTS WITH ALL SMS MEMBERS ON 31 MAY 2019

REASONS FOR NOT CONCLUDING PERFORMANCE AGREEMENTS WITH ALL SMS
Not applicable

TABLE 3.6.3: DISCIPLINARY STEPS TAKEN AGAINST SMS MEMBERS FOR NOT HAVING CONCLUDED PERFORMANCE AGREEMENTS ON 31 MAY 2019

DISCIPLINARY STEPS TAKEN AGAINST SMS MEMBERS FOR NOT HAVING CONCLUDED PERFORMANCE AGREEMENTS
None required

3.7 FILLING OF SMS POSTS

The tables in this section provide information on employment and vacancies as it relates to members of the SMS by salary level. It also provides information of advertising and the filling of SMS posts, reasons for not complying with prescribed timeframes and disciplinary steps taken in cases of non-compliance.

TABLE 3.7.1: SMS POSTS INFORMATION, AS AT 30 SEPTEMBER 2019

SMS LEVEL	NUMBER OF ACTIVE SMS POSTS PER LEVEL	NUMBER OF SMS POSTS FILLED PER LEVEL	% OF SMS POSTS FILLED PER LEVEL	NUMBER OF SMS POSTS VACANT PER LEVEL	% OF SMS POSTS VACANT PER LEVEL
Head of Department	1	1	100,0	-	-
Salary Level 14	5	5	100,0	-	-
Salary Level 13	18	18	100,0	-	-
TOTAL	24	24	100,0	-	-

Note: This table refers to employees who are appointed as Senior Management Service (SMS) members only. Employees who are remunerated higher than a SL12, but who are not SMS members have been excluded.

TABLE 3.7.2: SMS POSTS INFORMATION, AS AT 31 MARCH 2020

SMS LEVEL	NUMBER OF ACTIVE SMS POSTS PER LEVEL	NUMBER OF SMS POSTS FILLED PER LEVEL	% OF SMS POSTS FILLED PER LEVEL	NUMBER OF SMS POSTS VACANT PER LEVEL	% OF SMS POSTS VACANT PER LEVEL
Head of Department	1	1	100,0	-	-
Salary Level 14	5	5	100,0	-	-
Salary Level 13	18	18	100,0	-	-
TOTAL	24	24	100,0	-	-

Note: This table refers to employees who are appointed as Senior Management Service (SMS) members only. Employees who are remunerated higher than a SL12, but who are not SMS members have been excluded.

TABLE 3.7.3: ADVERTISING AND FILLING OF SMS POSTS, AS AT 31 MARCH 2020

SMS LEVEL	ADVERTISING	FILLING OF POSTS	
	Number of vacancies per level advertised in 6 months of becoming vacant	Number of vacancies per level filled in 6 months after becoming vacant	Number of vacancies per level not filled in 6 months but filled in 12 months
Head of Department	-	-	-
Salary Level 14	1	1	-
Salary Level 13	-	-	-
TOTAL	1	1	-

TABLE 3.7.4: REASONS FOR NOT HAVING COMPLIED WITH THE FILLING OF ACTIVE VACANT SMS POSTS – ADVERTISED WITHIN 6 MONTHS AND FILLED WITHIN 12 MONTHS AFTER BECOMING VACANT

SMS LEVEL	REASONS FOR NON-COMPLIANCE
Head of Department	N/A
Salary Level 14	N/A
Salary Level 13	N/A

TABLE 3.7.5: DISCIPLINARY STEPS TAKEN FOR NOT COMPLYING WITH THE PRESCRIBED TIMEFRAMES FOR FILLING SMS POSTS WITHIN 12 MONTHS

DISCIPLINARY STEPS TAKEN FOR NOT COMPLYING WITH THE PRESCRIBED TIMEFRAMES FOR FILLING SMS POSTS

3.8 EMPLOYEE PERFORMANCE

The following tables note the number of staff by salary band (table 3.8.1) and staff within critical occupations (3.8.2) who received a notch progression as a result of performance management. (i.e. qualifying employees who scored between 3 – 4 in their performance ratings).

TABLE 3.8.1: NOTCH PROGRESSIONS BY SALARY BAND, 1 APRIL 2019 TO 31 MARCH 2020

SALARY BAND	EMPLOYEES AS AT 31 MARCH 2019	PROGRESSIONS TO ANOTHER NOTCH WITHIN A SALARY LEVEL	NOTCH PROGRESSIONS AS A % OF EMPLOYEES BY SALARY BAND
Lower skilled (Levels 1-2)	3	1	33,3
Skilled (Levels 3-5)	48	28	58,3
Highly skilled production (Levels 6-8)	105	66	62,9
Highly skilled supervision (Levels 9-12)	189	140	74,1
Senior management (Levels 13-16)	25	18	72,0
TOTAL	370	253	68,4

TABLE 3.8.2: NOTCH PROGRESSIONS BY CRITICAL OCCUPATION, 1 APRIL 2019 TO 31 MARCH 2020

CRITICAL OCCUPATIONS	EMPLOYEES AS AT 31 MARCH 2019	PROGRESSIONS TO ANOTHER NOTCH WITHIN A SALARY LEVEL	NOTCH PROGRESSIONS AS A % OF EMPLOYEES BY SALARY BAND
Environmental Officer	126	78	61,9
GIS Technician	7	5	71,4
Town and Regional Planner	39	31	79,5
TOTAL	172	114	66,3

To encourage good performance, the Department has granted the following performance rewards to employees for the performance period 2018/19, but paid in the financial year 2019/20. The information is presented in terms of race, gender, and disability (Table 3.8.3), salary bands (Table 3.8.4 and Table 3.8.5) and critical occupations (Table 3.8.6).

TABLE 3.8.3: PERFORMANCE REWARDS BY RACE, GENDER, AND DISABILITY, 1 APRIL 2019 TO 31 MARCH 2020

RACE AND GENDER	BENEFICIARY PROFILE			COST	
	Number of beneficiaries	Total number of employees in group as at 31 March 2019	% of total within group	Cost (R'000)	Average cost per beneficiary (R)
African	14	56	25,0	73	5 234
Male	6	19	31,6	33	5 440
Female	8	37	21,6	41	5 080
Coloured	89	199	44,7	529	5 946
Male	34	84	40,5	234	6 889
Female	55	115	47,8	295	5 362
Indian	3	10	30,0	36	11 892
Male	3	8	37,5	36	11 892
Female	-	2	-	-	-
White	49	97	50,5	446	9 112
Male	22	44	50,0	219	9 977
Female	27	53	50,9	227	8 407
Employees with a disability	3	8	37,5	22	7 428
TOTAL	158	370	42,7	1 106	7 006

TABLE 3.8.4: PERFORMANCE REWARDS (CASH BONUS), BY SALARY BANDS FOR PERSONNEL BELOW SENIOR MANAGEMENT SERVICE LEVEL, 1 APRIL 2019 TO 31 MARCH 2020

SALARY BANDS	BENEFICIARY PROFILE			COST		
	Number of beneficiaries	Total number of employees in group as at 31 March 2019	% of total within salary bands	Cost (R'000)	Average cost per beneficiary (R)	Cost as a % of the total personnel expenditure
Lower skilled (Levels 1-2)	1	3	33,3	2	2 275	0,0
Skilled (Levels 3-5)	17	48	35,4	59	3 478	0,0
Highly skilled production (Levels 6-8)	36	105	34,3	152	4 220	0,1
Highly skilled supervision (Levels 9-12)	89	189	47,1	717	8 059	0,4
TOTAL	143	345	41,4	930	6 507	0,5

Note: The cost is calculated as a percentage of the total personnel expenditure for salary levels 1-12 employees, reflected in Table 3.1.2.

TABLE 3.8.5: PERFORMANCE REWARDS (CASH BONUS), BY SALARY BAND, FOR SENIOR MANAGEMENT SERVICE LEVEL, 01 APRIL 2019 TO 31 MARCH 2020

SALARY BANDS	BENEFICIARY PROFILE			COST		
	Number of beneficiaries	Total number of employees in group as at 31 March 2019	% of total within salary bands	Cost (R'000)	Average cost per beneficiary (R)	Cost as a % of the total personnel expenditure
Senior Management Service Band A (Level 13)	10	19	52,6	111	11 087	0,4
Senior Management Service Band B (Level 14)	5	5	100,0	65	13 096	0,2
Senior Management Service Band C (Level 15)	-	1	-	-	-	-
TOTAL	15	25	60,0	176	11 757	0,6

Note: The cost is calculated as a percentage of the total personnel expenditure for those employees at salary levels 13-16, reflected in Table 3.1.2.

TABLE 3.8.6: PERFORMANCE REWARDS (CASH BONUS) BY CRITICAL OCCUPATION, 1 APRIL 2019 TO 31 MARCH 2020

CRITICAL OCCUPATION	BENEFICIARY PROFILE			COST		
	Number of beneficiaries	Total number of employees in group as at 31 March 2019	% of total within salary bands	Cost (R'000)	Average cost per beneficiary (R)	Cost as a % of total personnel expenditure
Environmental Officer	51	126	40,5	386	7 569	0,2
GIS Technician	3	7	42,9	18	6 017	0,0
Town and Regional Planner	14	39	35,9	141	10 062	0,1
TOTAL	68	172	39,5	545	8 013	0,3

3.9 FOREIGN WORKERS

The tables below summarise the employment of foreign nationals in the Department in terms of salary bands (Table 3.9.1) and major occupation (Table 3.9.2). The tables also summarise changes in the total number of foreign workers in each salary band and by each major occupation.

TABLE 3.9.1: FOREIGN WORKERS BY SALARY BAND, 1 APRIL 2019 TO 31 MARCH 2020

SALARY BAND	1 APRIL 2019		31 MARCH 2020		CHANGE	
	Number	% of total	Number	% of total	Number	% change
Lower skilled (Levels 1-2)	-	0,0	-	-	-	-
Skilled (Levels 3-5)	-	0,0	-	-	-	-
Highly skilled production (Levels 6-8)	1	25,0	-	-	-1	-100,0
Highly skilled supervision (Levels 9-12)	2	50,0	3	75,0	1	50,0
Senior management (Levels 13-16)	1	25,0	1	25,0	-	-
TOTAL	4	100,0	4	100,0	-	-

Note: The table above includes non- citizens with permanent residence in the Republic of South Africa.

TABLE 3.9.2: FOREIGN WORKERS BY MAJOR OCCUPATION, 1 APRIL 2019 TO 31 MARCH 2020

MAJOR OCCUPATION	1 APRIL 2019		31 MARCH 2020		CHANGE	
	Number	% of total	Number	% of total	Number	% change
Director	1	25,0	1	25,0	-	-
Environmental Officer	2	50,0	2	50,0	1	100,0
Town and Regional Planner	1	25,0	-	-	-1	-100,0
Chief Town and Regional Planner	-	-	1	25,0	1	-
TOTAL	4	100,0	4	100,0	-	-

Note: The table above includes non- citizens with permanent residence in the Republic of South Africa.

3.10 LEAVE UTILISATION FOR THE PERIOD 1 JANUARY 2019 TO 31 DECEMBER 2019

The following tables provide an indication of the use of sick leave (Table 3.10.1) and incapacity leave (Table 3.10.2). In both instances, the estimated cost of the leave is also provided.

TABLE 3.10.1: SICK LEAVE, 1 JANUARY 2019 TO 31 DECEMBER 2019

SALARY BAND	TOTAL DAYS	% DAYS WITH MEDICAL CERTIFICATION	NUMBER OF EMPLOYEES USING SICK LEAVE	TOTAL NUMBER OF EMPLOYEES	% OF TOTAL EMPLOYEES USING SICK LEAVE	AVERAGE DAYS PER EMPLOYEE	ESTIMATED COST (R'000)
Interns	62	62,9	16	25	64,0	4	14
Lower skilled (Levels 1-2)	21	100,0	4	5	80,0	5	9
Skilled Levels 3-5)	431	76,6	48	51	94,1	9	305
Highly skilled production (Levels 6-8)	1 051	77,9	102	114	89,5	10	1 220
Highly skilled supervision (Levels 9-12)	1 668	74,9	183	198	92,4	9	3 267
Senior management (Levels 13-16)	136	86,8	15	27	55,6	9	449
TOTAL	3 369	76,5	368	420	87,6	9	5 264

Note: The leave dispensation as determined in the "Leave Determination", read with the applicable collective agreements, provides for normal sick leave of 36 working days in a sick leave cycle of three years. The three-year sick leave cycle started in January 2019 and ends in December 2021. The information in each case reflects the totals excluding incapacity leave taken by employees. For an indication of incapacity leave taken, refer to Table 3.10.2.

TABLE 3.10.2: INCAPACITY LEAVE, 1 JANUARY 2019 TO 31 DECEMBER 2019

SALARY BAND	TOTAL DAYS	% DAYS WITH MEDICAL CERTIFICATION	NUMBER OF EMPLOYEES USING INCAPACITY LEAVE	TOTAL NUMBER OF EMPLOYEES	% OF TOTAL EMPLOYEES USING INCAPACITY LEAVE	AVERAGE DAYS PER EMPLOYEE	ESTIMATED COST (R'000)
Interns	-	-	-	25	-	-	-
Lower skilled (Levels 1-2)	-	-	-	5	-	-	-
Skilled Levels 3-5)	32	100,0	1	51	2,0	32	21
Highly skilled production (Levels 6-8)	50	100,0	3	114	2,6	17	58
Highly skilled supervision (Levels 9-12)	115	100,0	3	198	1,5	38	300
Senior management (Levels 13-16)	-	-	-	27	-	-	-
TOTAL	197	100,0	7	420	1,7	28	379

Note: The leave dispensation as determined in the "Leave Determination", read with the applicable collective agreements, provides for normal sick leave of 36 working days in a sick leave cycle of three years. If an employee has exhausted his or her normal sick leave, the employer must conduct an investigation into the nature and extent of the employee's incapacity. Such investigations must be carried out in accordance with item 10(1) of Schedule 8 of the Labour Relations Act (LRA).

Incapacity leave is not an unlimited amount of additional sick leave days at an employee's disposal. Incapacity leave is additional sick leave granted conditionally at the employer's discretion, as provided for in the Leave Determination and Policy on Incapacity Leave and Ill-Health Retirement (PILIR).

TABLE 3.10.3: ANNUAL LEAVE, 1 JANUARY 2019 TO 31 DECEMBER 2019

SALARY BAND	TOTAL DAYS TAKEN	TOTAL NUMBER EMPLOYEES USING ANNUAL LEAVE	AVERAGE NUMBER OF DAYS TAKEN PER EMPLOYEE
Interns	174	22	8
Lower skilled (Levels 1-2)	63	5	13
Skilled Levels 3-5)	1 077	49	22
Highly skilled production (Levels 6-8)	2 396	110	22
Highly skilled supervision (Levels 9-12)	4 851	202	24
Senior management (Levels 13-16)	580	25	23
TOTAL	9 141	413	22

TABLE 3.10.4: CAPPED LEAVE, 1 JANUARY 2019 TO 31 DECEMBER 2019

SALARY BAND	TOTAL CAPPED LEAVE AVAILABLE AS AT 31 DEC 2018	TOTAL DAYS OF CAPPED LEAVE TAKEN	NUMBER OF EMPLOYEES USING CAPPED LEAVE	AVERAGE NUMBER OF DAYS TAKEN PER EMPLOYEE	NUMBER OF EMPLOYEES WITH CAPPED LEAVE AS AT 31 DEC 2019	TOTAL CAPPED LEAVE AVAILABLE AS AT 31 DEC 2019
Lower skilled (Levels 1-2)	-	-	-	-	-	-
Skilled (Levels 3-5)	33	-	-	-	4	33
Highly skilled production (Levels 6-8)	203	6	1	6	6	139
Highly skilled supervision (Levels 9-12)	598	2	2	1	22	607
Senior management (Levels 13-16)	364	4	2	2	8	360
TOTAL	1 198	12	5	2	40	1 139

Note: It is possible for the total number of capped leave days to increase as employees who were promoted or transferred into the Department, retain their capped leave credits, which form part of that specific salary band and ultimately the departmental total.

TABLE 3.10.5: LEAVE PAY-OUTS, 1 APRIL 2019 TO 31 MARCH 2020

REASON	TOTAL AMOUNT (R'000)	NUMBER OF EMPLOYEES	AVERAGE PAYMENT PER EMPLOYEE
Leave pay-outs during 2019/20 due to non-utilisation of leave for the previous cycle	99	2	49 528
Capped leave pay-outs on termination of service	709	3	236 295
Current leave pay-outs on termination of service	417	22	18 947
TOTAL	1 225	27	45 362

3.11 HEALTH PROMOTION PROGRAMMES, INCLUDING HIV AND AIDS

TABLE 3.11.1: STEPS TAKEN TO REDUCE THE RISK OF OCCUPATIONAL EXPOSURE, 1 APRIL 2019 TO 31 MARCH 2020

UNITS/CATEGORIES OF EMPLOYEES IDENTIFIED TO BE AT HIGH RISK OF CONTRACTING HIV & RELATED DISEASES (IF ANY)	KEY STEPS TAKEN TO REDUCE THE RISK
The nature of the Department's work does not expose employees to increased risk of contracting HIV & AIDS. Despite the very low occupational risk, all employees have been targeted at all levels within the Department.	<p>HIV & AIDS Counselling and Testing (HCT) and Wellness screenings were conducted in general. Employee Health and Wellness Services are rendered to all employees in need and include the following:</p> <ul style="list-style-type: none"> • 24/7/365 Telephone counselling; • Face to face counselling (4 session model); • Trauma and critical incident counselling; • Advocacy on HIV&AIDS awareness, including online E-Care services; and • Coaching and targeted Interventions where these were required.

TABLE 3.11.2: DETAILS OF HEALTH PROMOTION INCLUDING HIV & AIDS PROGRAMMES, 1 APRIL 2019 TO 31 MARCH 2020

QUESTION	YES	NO	DETAILS, IF YES
1. Has the department designated a member of the SMS to implement the provisions contained in Part VI E of Chapter 1 of the Public Service Regulations, 2016? If so, provide her/his name and position.	✓		Ms Maria van der Merwe, Acting Director: Organisational Behaviour, (Department of the Premier).
2. Does the department have a dedicated unit or has it designated specific staff members to promote the health and well-being of your employees? If so, indicate the number of employees who are involved in this task and the annual budget that is available for this purpose.	✓		<p>The Corporate Services Centre (CSC) within the Department of the Premier provides a transversal service to the eleven (11) departments, including the Department of Environmental Affairs and Development Planning.</p> <p>A designated Employee Health and Wellness unit within the Directorate Organisational Behaviour and the Chief Directorate Organisation Development serves to promote the health and well-being of employees in the eleven (11) client departments.</p> <p>The unit consists of a Deputy Director, three (3) Assistant Directors, and two (2) EHW Practitioners.</p> <p>Budget: R2.65 m</p>
3. Has the department introduced an Employee Assistance or Health Promotion Programme for employees? If so, indicate the key elements/services of this Programme.	✓		<p>The Department of the Premier has entered into a service level agreement with ICAS until 31 January 2020 and thereafter Metropolitan Health from 1 February 2020. These external service providers rendered an Employee Health and Wellness Service to the eleven departments of the Corporate Services Centre (CSC).</p> <p>The following interventions were conducted Mental Health, Emotional Intelligence, Financial Wellness, Retirement planning, GRIT for employees, Domestic Violence, Understanding Abuse, Diversity Management, Self-Development, Relationship and Conflict management, Juicy Parenting, TB/HIV Awareness, Screening and Testing sessions and conducted a Mental Health Survey.</p> <p>These interventions are based on trends reflected in the quarterly reports and implemented to address employee needs.</p> <p>The targeted interventions for both employees and managers were aimed at personal development; promotion of healthy lifestyles; and improving coping skills. This involved presentations and group discussions to create awareness and encourage employees to have a pro-active approach to limit the impact of these problems in the workplace. Targeted Interventions were also implemented to equip managers with tools to engage employees in the workplace.</p> <p>Information sessions were also provided to inform employees of the EHW service and how to access the Employee Health and Wellness (EHW) Programme. Promotional material such as pamphlets, posters and brochures were distributed.</p>
4. Has the department established (a) committee(s) as contemplated in Part VI E.5 (e) of Chapter 1 of the Public Service Regulations, 2016? If so, please provide the names of the members of the committee and the stakeholder(s) that they represent.	✓		<p>The Provincial Employee Health and Wellness Steering Committee has been established with members nominated by each department.</p> <p>The Department of Environmental Affairs and Development Planning is presented by Ms Mariana Kroese and Ms Pearl Cloete.</p>
5. Has the department reviewed its employment policies and practices to ensure that these do not unfairly discriminate against employees on the basis of their HIV status? If so, list the employment policies/practices so reviewed.	✓		<p>The Transversal Management Framework for Employee Health and Wellness Programmes in the Western Cape Government is in effect and was adopted by the Coordinating Chamber of the PSCBC for the Western Cape Province in December 2016.</p> <p>In this regard, all employment policies make provision for fair practices, regardless of the HIV status of staff or applicants. Workplace practices are constantly monitored to ensure policy compliance and fairness.</p> <p>Under the EHW banner, four EHW Policies were approved which includes HIV & AIDS and TB Management that responds to the prevention of discrimination against employees affected and infected by HIV & AIDS and TB in the workplace. The policy is in line with the amended National EHW Strategic Framework 2019.</p> <p>Further to this, the Department of Health, that is the lead department for HIV & AIDS, has approved the Transversal HIV and AIDS/STI Workplace Policy and Programme that is applicable to all departments of the Western Government.</p> <p>During the reporting period, the transversal EHW policies including the HIV, AIDS and TB Management Policy have been audited by DPSA against the DPSA policies as well as the National Strategic Plan for HIV, TB and STIs (2017-2022) which ensures inclusivity and elimination of discrimination and stigma against employees with HIV.</p>

QUESTION	YES	NO	DETAILS, IF YES
6. Has the department introduced measures to protect HIV-positive employees or those perceived to be HIV-positive from discrimination? If so, list the key elements of these measures.	✓		<p>The Provincial Strategic Plan on HIV & AIDS, STIs and TB 2017-2022 has been implemented to mainstream HIV and TB and its gender and rights-based dimensions into the core mandates to reduce HIV-related stigma.</p> <p>The aim is to:</p> <ul style="list-style-type: none"> • Reduce HIV and TB discrimination in the workplace. This included campaigns against unfair discrimination and empowerment of employees. • Reduce unfair discrimination in access to services. This included ensuring that the Directorate Employee Relations addresses complaints or grievances relating to unfair discrimination and provides training to employees. <p>The Department implemented the following measures to address the stigma and discrimination against those infected or perceived to be infective with HIV:</p> <ul style="list-style-type: none"> • Wellness Screenings (Blood pressure, Glucose, Cholesterol, TB, BMI) • HCT Screenings • Distributing posters and pamphlets; • Condom distribution and • Commemoration of World AIDS Day and Wellness events.
7. Does the department encourage its employees to undergo HIV counselling and testing (HCT)? If so, list the results that you have achieved.	✓		<p>HCT SESSIONS:</p> <p>The following Wellness and HCT screening sessions were conducted:</p> <p>The Department participated in 2 HCT and Wellness screening sessions.</p> <p>52 Employees were tested and counselled for HIV, Tuberculosis and Sexually Transmitted Infections (STI's).</p> <p>There was 0 clinical referral for TB, HIV or STIs for further management.</p>
8. Has the department developed measures/indicators to monitor & evaluate the impact of its health promotion programme? If so, list these measures/indicators.	✓		<p>The impact of health promotion programmes is indicated through information provided through the EHW quarterly reports.</p> <p>The EHWP is monitored through Quarterly and Annual reporting and trend analysis can be derived through comparison of departmental utilisation and demographics i.e. age, gender, problem profiling, employee vs. manager utilisation, number of cases. Themes and trends also provide a picture of the risks and impact the EHW issues have on individual and the workplace.</p>

3.12 LABOUR RELATIONS

The following provincial collective agreements were entered into with trade unions for the period under review.

TABLE 3.12.1: COLLECTIVE AGREEMENTS, 1 APRIL 2019 TO 31 MARCH 2020

TOTAL COLLECTIVE AGREEMENTS	NONE
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Table 3.12.2 summarises the outcome of disciplinary hearings conducted within the Department for the period.

TABLE 3.12.2: MISCONDUCT AND DISCIPLINARY HEARINGS FINALISED, 1 APRIL 2019 TO 31 MARCH 2020

OUTCOMES OF DISCIPLINARY HEARINGS	NUMBER OF CASES FINALISED	% OF TOTAL
None		

Note: Outcomes of disciplinary hearings refer to formal cases only.

TABLE 3.12.3: TYPES OF MISCONDUCT ADDRESSED AT DISCIPLINARY HEARINGS, 1 APRIL 2019 TO 31 MARCH 2020

TYPE OF MISCONDUCT	NUMBER	% OF TOTAL
None		

TABLE 3.12.4: GRIEVANCES LODGED, 1 APRIL 2019 TO 31 MARCH 2020

GRIEVANCES LODGED	NUMBER	% OF TOTAL
Number of grievances resolved	30	54,5
Number of grievances not resolved	25	45,5
TOTAL	55	100,0

Note: Grievances lodged refers to cases that were finalised within the reporting period. Grievances **not resolved** refers to cases where the outcome was **not in favour of the aggrieved**. All cases, resolved and not resolved have been finalised.

TABLE 3.12.5: DISPUTES LODGED WITH COUNCILS, 1 APRIL 2019 TO 31 MARCH 2020

DISPUTES LODGED WITH COUNCILS	NUMBER	% OF TOTAL
Number of disputes upheld	1	100,0
Number of disputes dismissed	-	-
TOTAL	1	100,0

Note: Councils refer to the Public Service Coordinating Bargaining Council (PSCBC) and General Public Service Sector Bargaining Council (GPSSBC). When a dispute is "upheld", it means that the Council endorses the appeal as legitimate and credible in favour of the aggrieved. When a dispute is "dismissed", it means that the Council is not ruling in favour of the aggrieved.

TABLE 3.12.6: STRIKE ACTIONS, 1 APRIL 2019 TO 31 MARCH 2020

STRIKE ACTIONS	NUMBER
Total number of person working days lost	-
Total cost (R'000) of working days lost	-
Amount (R'000) recovered as a result of no work no pay	-

TABLE 3.12.7: PRECAUTIONARY SUSPENSIONS, 1 APRIL 2019 TO 31 MARCH 2020

PRECAUTIONARY SUSPENSIONS	NUMBER
Number of people suspended	-
Number of people whose suspension exceeded 30 days	-
Average number of days suspended	-
Cost (R'000) of suspensions	-

Note: Precautionary suspensions refer to staff who were suspended with full pay, whilst the case was being investigated.

3.13 SKILLS DEVELOPMENT

This section highlights the efforts of the Department with regard to skills development. Table 3.13.1 reflect the training needs as at the beginning of the period under review, and Table 3.13.2 the actual training provided.

TABLE 3.13.1: TRAINING NEEDS IDENTIFIED, 1 APRIL 2019 TO 31 MARCH 2020

OCCUPATIONAL CATEGORIES	GENDER	NUMBER OF EMPLOYEES AS AT 1 APRIL 2019	TRAINING NEEDS IDENTIFIED AT START OF REPORTING PERIOD			
			Learnerships	Skills Programmes & other short courses	Other forms of training	Total
Legislators, senior officials and managers (Salary Band 13 – 16)	Female	7	-	17	-	17
	Male	17	-	31	-	31
Professionals (Salary Band 9 – 12)	Female	98	-	175	-	175
	Male	93	-	171	-	171
Technicians and associate professionals (Salary Band 6 – 8)	Female	74	-	146	-	146
	Male	19	-	54	-	54
Clerks (Salary Band 3 – 5)	Female	25	-	12	-	12
	Male	22	-	14	-	14
Elementary occupations (Salary Band 1 – 2)	Female	3	-	12	-	12
	Male	-	-	0	-	-
SUBTOTAL	Female	211	-	369	-	369
	Male	155	-	288	-	288
TOTAL		366	-	657	-	657
Employees with disabilities	Female	4	-	7	-	7
	Male	4	-	18	-	18

Note: The above table identifies the training needs at the start of the reporting period as per the Department's Workplace Skills Plan.

TABLE 3.13.2: TRAINING PROVIDED, 1 APRIL 2019 TO 31 MARCH 2020

OCCUPATIONAL CATEGORIES	GENDER	NUMBER OF EMPLOYEES AS AT 31 MARCH 2020	TRAINING PROVIDED DURING THE REPORTING PERIOD			
			Learnerships	Skills Programmes & other short courses	Other forms of training	Total
Legislators, senior officials and managers (Salary Band 13 – 16)	Female	8	-	16	-	16
	Male	16	-	19	-	19
Professionals (Salary Band 9 – 12)	Female	98	-	228	-	228
	Male	91	-	137	-	137
Technicians and associate professionals (Salary Band 6 – 8)	Female	76	-	156	-	156
	Male	21	-	57	-	57
Clerks (Salary Band 3 – 5)	Female	21	-	27	-	27
	Male	23	-	44	-	44
Elementary occupations (Salary Band 1 – 2)	Female	3	-	-	-	-
	Male	1	-	1	-	1
SUBTOTAL	Female	208	-	428	-	428
	Male	156	-	263	-	263
TOTAL		364	-	691	-	691
Employees with disabilities	Female	2	-	1	-	1
	Male	4	-	5	-	5

Note: The above table identifies the number of training courses attended by individuals during the period under review.

3.14 INJURY ON DUTY

This section provides basic information on injuries sustained whilst being on official duty.

TABLE 3.14.1: INJURY ON DUTY, 1 APRIL 2019 TO 31 MARCH 2020

NATURE OF INJURY ON DUTY	NUMBER	% OF TOTAL
Required basic medical attention only	2	100.0
Temporary disablement	-	-
Permanent disablement	-	-
Fatal	-	-
TOTAL	2	100.0
Percentage of total employment		0.5

3.15 UTILISATION OF CONSULTANTS

TABLE 3.15.1: CONSULTANT APPOINTMENTS USING APPROPRIATED FUNDS

PROGRAMME	CONSULTING FIRM	PROJECT TITLE	TOTAL NUMBER OF CONSULTANTS THAT WORKED ON THE PROJECT	DURATION: WORK DAYS	CONTRACT VALUE IN RAND	TOTAL NUMBER OF PROJECTS	TOTAL INDIVIDUAL CONSULTANTS	BBBEE LEVEL
Programme 2	Casidra MSB Bpk./SOC Ltd	The pilot study to investigate implementation of the Sandveld Environmental Management Framework and draft standards for approval.	1	51.37 Days	599,085	1	4	Non-Compliant Contributor
Programme 2	ICLEI-Local Government for Sustainability-Africa NPC	Development of a 'Smart-Procurement' Sustainable Public Procurement Programme.	2	237.5 Days	1,065,451	1	2	Non-Compliant Contributor
Programme 4	Argos Scientific Africa (Pty) Ltd	Supply a data communications and data transfer service for the 12 ambient air quality monitoring stations of the Western Cape Government for a period of eighteen months from 1 October 2018.	4	144 Days	447,944	1	4	Level 4
Programme 4	Council for Scientific and Industrial Research (CSIR) Stellenbosch Analytical Laboratory	River and Estuary Water Quality and Sediment Monitoring, Laboratory Services and Routine Sampling.	1	Billed according to analyses done, not for hours or days	7,587,144	1	1	Level 4
Programme 4	Amanzi Obom	Establishing the Franschhoek Sustainable Urban Drainage Systems Centre in the Berg River Catchment.	1	9.375 days	3,897,659	1	2	Level 4
Programme 4	Escience	Economic analysis and research-Breede Phase 1.	1	72 Days	478,169	1	6	Level 4
Programme 4	Intaba Environmental Services	Implementation of the Berg and Breede Riparian Rehabilitation Programme.	2	175.52 Days	5,258,465	1	3	Level 4
Programme 4	Aurecon	Benchmarking and implementation strategy development to transition to a water sensitive city for the City of Cape Town.	1	48 Days	4,546,928	1	8	Level 1
Programme 4	Zisamanzi Consulting Engineers	Upgrade informal settlements through innovations interventions: Villiersdorp bioremediation.	1	57.12 Days	1,165,946	1	7	Level 2
Programme 4	Anchor Research and Monitoring	Report on the Valuation of the Estuary in The Berg River Catchment .	2	115 Days	1,504,610	1	9	Level 2
Programme 5	CSIR	Development of an Ecological Infrastructure Investment Framework and an Alien Invasive Species Strategy for the Western Cape Province.	1	198 Days	1,994,478	1	7	Level 4
Programme 5	Errol Cerff	Implementation of the Western Cape Provincial Coastal Access Strategy and Plan: West Coast and Garden Route District Municipalities.	4	264 Days	497,450	1	4	Level 4

PROGRAMME	CONSULTING FIRM	PROJECT TITLE	TOTAL NUMBER OF CONSULTANTS THAT WORKED ON THE PROJECT	DURATION: WORK DAYS	CONTRACT VALUE IN RAND	TOTAL NUMBER OF PROJECTS	TOTAL INDIVIDUAL CONSULTANTS	BBBEE LEVEL
Programme 5	CSIR	Development of the Greater Saldanha Bay strategic environment assessment, monitoring and decision support system.	1	185 Days	998,844	1	16	Level 4
Programme 5	Royal Haskoning DHV (Pty) Ltd	Development of an Estuary Management Framework and Implementation Strategy for the Western Cape Province.	4	303 Days	6,999,850	1	7	Level 2
Programme 5	Selwyn Wiloughby	Undertake a needs analysis of informal requirements of the Provincial Biodiversity Strategy and Action Plan.	1	176 Days	493,720	1	3	Level 1
Programme 5	Bigen Africa Service	Implementation of the Western Cape Estuarine Management Framework and Implementation Strategy: Establishment of flood lines for priority estuary/s: Klein Brak and Groot Brak River Estuaries flood line assessment.	2	16 Days	497,973	1	9	Level 1
Programme 5	Toma-Tomorrow Matters Now	Provincial Biodiversity Economy Strategy: Natural Resources: Honey Bush Sustainability- Biodiversity Management Plan and Field Guide- Capacity Building and Distribution.	2	64 Days	290,040	1	5	Level 1
Programme 5	FutureWorks	Provincial Biodiversity Economy Strategy: Keurbooms/Karater catchments payment for ecosystem services - Capacity and awareness.	1	30 Days	498,824	1	3	Level 1
Programme 7	Nemai Consulting	Evaluation: Regional Socio-Economic Programme (RSEP -Programme) and the Violence Prevention Through Urban Upgrading Programme (VPUU-Programme).	1	122 Days	747,628	1	1	Level 1
Programme 1	Department of Cultural Affairs and Sport	Translations.	N/A	N/A	62,133	N/A	N/A	N/A
Programme 1	Department of the Premier	Competency assessment of a senior manager.	N/A	N/A	25,869	N/A	N/A	N/A

TABLE 3.15.2: CONSULTANT APPOINTMENTS USING DONOR/FINANCIAL SUPPORT FUNDS

PROGRAMME	CONSULTING FIRM	PROJECT TITLE	TOTAL NUMBER OF CONSULTANTS THAT WORKED ON THE PROJECT	DURATION: WORK DAYS	CONTRACT VALUE IN RAND	TOTAL NUMBER OF PROJECTS	TOTAL INDIVIDUAL CONSULTANTS	BBBEE LEVEL
Programme 5	Royal Haskoning DHV (Pty) Ltd	Estuary Management Framework and Implementation Strategy for the Western Cape Province - Department of Environmental Affairs (DEA) funding.	4	303 Days	6,999,850.23	1	7	Level 2



PART E: FINANCIAL INFORMATION

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Report of the auditor-general to the Western Cape Provincial Parliament on vote no. 9: Western Cape Department of Environmental Affairs and Development Planning

Report on the audit of the financial statements

Opinion

1. I have audited the financial statements of the Western Cape Department of Environmental Affairs and Development Planning set out on pages 130 to 218, which comprise the appropriation statement, statement of financial position as at 31 March 2020, statement of financial performance, statement of changes in net assets and cash flow statement for the year then ended, as well as the notes to the financial statements, including a summary of significant accounting policies.
2. In my opinion, the financial statements present fairly, in all material respects, the financial position of the Western Cape Department of Environmental Affairs and Development Planning as at 31 March 2020, and its financial performance and cash flows for the year then ended in accordance with the Modified Cash Standard (MCS) prescribed by the National Treasury and the requirements of the Public Finance Management Act of South Africa, 1999 (Act No. 1 of 1999) (PFMA) and the Division of Revenue Act of South Africa, 2019 (Act No. 16 of 2019) (Dora).

Basis for opinion

3. I conducted my audit in accordance with the International Standards on Auditing (ISAs). My responsibilities under those standards are further described in the auditor-general's responsibilities for the audit of the financial statements section of this auditor's report.
4. I am independent of the department in accordance with sections 290 and 291 of the *Code of Ethics for Professional Accountants* and parts 1 and 3 of the *International code of ethics for professional accountants (including International Independence Standards)* of the International Ethics Standards Board for Accountants (IESBA codes) as well as the ethical requirements that are relevant to my audit in South Africa. I have fulfilled my other ethical responsibilities in accordance with these requirements and the IESBA codes.
5. I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my opinion.

Emphasis of matters

6. I draw attention to the matters below. My opinion is not modified in respect of these matters.

Restatement of corresponding figures

7. As disclosed in note 32 to the financial statements, the corresponding figures for 31 March 2019 have been restated as a result of errors discovered during 2019-20 in the financial statements of the department for the year 31 March 2020.

Other matter

8. I draw attention to the matter below. My opinion is not modified in respect of this matter.

Unaudited supplementary schedules

9. The supplementary information set out on pages 219 to 229 does not form part of the financial statements and is presented as additional information. I have not audited these schedules and accordingly, I do not express an opinion thereon.

Responsibilities of the accounting officer for the financial statements

10. The accounting officer is responsible for the preparation and fair presentation of the financial statements in accordance with the MCS as prescribed by the National Treasury and the requirements of the PFMA and Dora and for such internal control as the accounting officer determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.
11. In preparing the financial statements, the accounting officer is responsible for assessing the department's ability to continue as a going concern, disclosing, as applicable, matters relating to going concern and using the going concern basis of accounting unless the appropriate governance structure either intends to liquidate the department or to cease operations, or has no realistic alternative but to do so.

Auditor-general's responsibilities for the audit of the financial statements

12. My objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes my opinion. Reasonable assurance is a high level of assurance but is not a guarantee that an audit conducted in accordance with the ISAs will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.
13. A further description of my responsibilities for the audit of the financial statements is included in the annexure to this auditor's report.

Report on the audit of the annual performance report

Introduction and scope

14. In accordance with the Public Audit Act of South Africa 2004 (Act No. 25 of 2004) (PAA) and the general notice issued in terms thereof, I have a responsibility to report on the usefulness and reliability of the reported performance information against predetermined objectives for the selected programme presented in the annual performance report. I performed procedures to identify material findings but not to gather evidence to express assurance.
15. My procedures address the usefulness and reliability of the reported performance information, which must be based on the approved performance planning documents of the department. I have not evaluated the completeness and appropriateness of the performance indicators included in the planning documents. My procedures do not examine whether the actions taken by the department enabled service delivery. My procedures also do not extend to any disclosures or assertions relating to planned performance strategies and information in respect of future periods that may be included as part of the reported performance information. Accordingly, my findings do not extend to these matters.
16. I evaluated the usefulness and reliability of the reported performance information in accordance with the criteria developed from the performance management and reporting framework, as defined in the general notice, for the following selected programme presented in the annual performance report of the department for the year ended 31 March 2020:

Programme	Pages in the annual performance report
Programme 5 – biodiversity management	61 – 64

17. I performed procedures to determine whether the reported performance information was properly presented and whether performance was consistent with the approved performance planning documents. I performed further procedures to determine whether the indicators and related targets were measurable and relevant, and assessed the reliability of the reported performance information to determine whether it was valid, accurate and complete.
18. I did not raise any material findings on the usefulness and reliability of the reported performance information for the following programme:
- Programme 5 – biodiversity management

Other matter

19. I draw attention to the matter below

Achievement of planned targets

20. Refer to the annual performance report on pages 62 to 64 for information on the achievement of planned targets for the year.

Report on the audit of compliance with legislation

Introduction and scope

21. In accordance with the PAA and the general notice issued in terms thereof, I have a responsibility to report material findings on the department's compliance with specific matters in key legislation. I performed procedures to identify findings but not to gather evidence to express assurance.
22. I did not raise any material findings on compliance with the specific matters in key legislation set out in the general notice issued in terms of the PAA.

Other information

23. The accounting officer is responsible for the other information. The other information comprises the information included in the annual report. The other information does not include the financial statements, the auditor's report and the selected programme presented in the annual performance report that has been specifically reported in this auditor's report.
24. My opinion on the financial statements and findings on the reported performance information and compliance with legislation do not cover the other information and I do not express an audit opinion or any form of assurance conclusion thereon.
25. In connection with my audit, my responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements and the selected programme presented in the annual performance report, or my knowledge obtained in the audit, or otherwise appears to be materially misstated.
26. If, based on the work I have performed, I conclude that there is a material misstatement in this other information, I am required to report that fact.
27. I have nothing to report in this regard.

Internal control deficiencies

28. I considered internal control relevant to my audit of the financial statements, reported performance information and compliance with applicable legislation; however, my objective was not to express any form of assurance on it. I did not identify any significant deficiencies in internal control.

Auditor-General

Cape Town

30 September 2020



AUDITOR-GENERAL
SOUTH AFRICA

Auditing to build public confidence

Annexure – Auditor-general's responsibility for the audit

1. As part of an audit in accordance with the ISAs, I exercise professional judgement and maintain professional scepticism throughout my audit of the financial statements and the procedures performed on reported performance information for selected programme and on the department's compliance with respect to the selected subject matters.

Financial statements

2. In addition to my responsibility for the audit of the financial statements as described in this auditor's report, I also:
 - identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error; design and perform audit procedures responsive to those risks; and obtain audit evidence that is sufficient and appropriate to provide a basis for my opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations or the override of internal control
 - obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the department's internal control
 - evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by the accounting officer
 - conclude on the appropriateness of the accounting officer's use of the going concern basis of accounting in the preparation of the financial statements. I also conclude, based on the audit evidence obtained, whether a material uncertainty exists relating to events or conditions that may cast significant doubt on the ability of the Western Cape Department of Environmental Affairs and Development Planning to continue as a going concern. If I conclude that a material uncertainty exists, I am required to draw attention in my auditor's report to the related disclosures in the financial statements about the material uncertainty or, if such disclosures are inadequate, to modify my opinion on the financial statements. My conclusions are based on the information available to me at the date of this auditor's report. However, future events or conditions may cause a department to cease operating as a going concern
 - evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and determine whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation

Communication with those charged with governance

3. I communicate with the accounting officer regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that I identify during my audit.
4. I also confirm to the accounting officer that I have complied with relevant ethical requirements regarding independence, and communicate all relationships and other matters that may reasonably be thought to have a bearing on my independence and, where applicable, actions taken to eliminate threats or safeguards applied.

WCG: ENVIRONMENTAL AFFAIRS AND DEVELOPMENT PLANNING
VOTE 9
APPROPRIATION STATEMENT
for the year ended 31 March 2020

APPROPRIATION PER PROGRAMME

PROGRAMME	2019/20							2018/19	
	Adjusted Appropriation	Shifting of Funds	Virement	Final Appropriation	Actual Expenditure	Variance	Expenditure as % of Final Appropriation	Final Appropriation	Actual Expenditure
	R'000	R'000	R'000	R'000	R'000	R'000	%	R'000	R'000
1. Administration	77,344	-	1,452	78,796	78,796	-	100.0	72,566	71,622
2. Environmental Policy, Planning and Coordination	18,532	-	358	18,890	17,971	919	95.1	20,306	19,435
3. Compliance and Enforcement	26,807	-	903	27,710	27,456	254	99.1	26,530	26,494
4. Environmental Quality Management	91,186	-	(2,888)	88,298	84,399	3,899	95.6	86,893	81,738
5. Biodiversity Management	329,642	-	-	329,642	326,744	2,898	99.1	306,889	306,242
6. Environmental Empowerment Services	1,898	-	(15)	1,883	1,306	577	69.4	1,228	1,228
7. Development Planning	89,350	-	190	89,540	88,197	1,343	98.5	71,124	68,753
TOTAL	634,759	-	-	634,759	624,869	9,890	98.4	585,536	575,512
Reconciliation with Statement of Financial Performance									
Add:									
Departmental receipts				1,024					
Actual amounts per Statement of Financial Performance (Total revenue)				635,783				585,536	
Actual amounts per Statement of Financial Performance (Total expenditure)					624,869				575,512

WCG: ENVIRONMENTAL AFFAIRS AND DEVELOPMENT PLANNING
VOTE 9
APPROPRIATION STATEMENT
for the year ended 31 March 2020

APPROPRIATION PER ECONOMIC CLASSIFICATION

ECONOMIC CLASSIFICATION	2019/20							2018/19	
	Adjusted Appropriation	Shifting of Funds	Virement	Final Appropriation	Actual Expenditure	Variance	Expenditure as % of Final Appropriation	Final Appropriation	Actual Expenditure
	R'000	R'000	R'000	R'000	R'000	R'000	%	R'000	R'000
Current payments	276,938	(1,141)	(920)	274,877	265,332	9,545	96.5	269,879	262,732
Compensation of employees	230,793	(556)	(920)	229,317	225,381	3,936	98.3	221,454	218,835
Salaries and wages	203,259	(650)	(920)	201,689	197,970	3,719	98.2	195,531	193,020
Social contributions	27,534	94	-	27,628	27,411	217	99.2	25,923	25,815
Goods and services	46,145	(585)	-	45,560	39,951	5,609	87.7	48,425	43,897
Administrative fees	289	(20)	-	269	269	-	100.0	358	358
Advertising	2,408	1,093	839	4,340	4,340	-	100.0	1,846	1,846
Minor assets	25	63	22	110	110	-	100.0	973	973
Audit costs: External	3,700	(373)	-	3,327	3,327	-	100.0	3,409	3,409
Bursaries: Employees	330	17	-	347	347	-	100.0	338	338
Catering: Departmental activities	508	44	-	552	547	5	99.1	472	472
Communication (G&S)	1,103	(13)	-	1,090	1,090	-	100.0	1,151	1,151
Computer services	3,674	(1,087)	148	2,735	2,735	-	100.0	2,099	2,099
Consultants: Business and advisory services	15,331	(495)	(304)	14,532	9,232	5,300	63.5	17,867	13,339
Laboratory services	1,835	-	(707)	1,128	1,128	-	100.0	855	855
Legal services	2,757	-	670	3,427	3,427	-	100.0	2,744	2,744
Contractors	2,888	(153)	(832)	1,903	1,776	127	93.3	2,925	2,925
Entertainment	36	(20)	-	16	15	1	93.8	21	21
Fleet services (including Government Motor Transport)	1,382	(28)	-	1,354	1,351	3	99.8	1,558	1,558
Consumable supplies	319	(10)	-	309	308	1	99.7	668	668
Consumable: Stationery, printing and office supplies	718	3	10	731	718	13	98.2	634	634
Operating leases	1,016	-	-	1,016	1,016	-	100.0	1,039	1,039

CONTINUE

WCG: ENVIRONMENTAL AFFAIRS AND DEVELOPMENT PLANNING
VOTE 9
APPROPRIATION STATEMENT
for the year ended 31 March 2020

ECONOMIC CLASSIFICATION	2019/20							2018/19	
	Adjusted Appropriation	Shifting of Funds	Virement	Final Appropriation	Actual Expenditure	Variance	Expenditure as % of Final Appropriation	Final Appropriation	Actual Expenditure
	R'000	R'000	R'000	R'000	R'000	R'000	%	R'000	R'000
Transport provided: Departmental activity	-	60	-	60	60	-	100.0	45	45
Travel and subsistence	5,199	(66)	23	5,156	5,088	68	98.7	6,028	6,028
Training and development	1,365	358	64	1,787	1,749	38	97.9	2,091	2,091
Operating payments	892	62	67	1,021	970	51	95.0	1,105	1,105
Venues and facilities	357	(21)	-	336	334	2	99.4	143	143
Rental and hiring	13	1	-	14	14	-	100.0	56	56
Transfers and subsidies	350,341	908	920	352,169	352,169	-	100.0	309,223	307,719
Provinces and municipalities	33,800	-	-	33,800	33,800	-	100.0	15,000	13,500
Municipalities	33,800	-	-	33,800	33,800	-	100.0	15,000	13,500
Municipal bank accounts	33,800	-	-	33,800	33,800	-	100.0	15,000	13,500
Departmental agencies and accounts	314,484	-	-	314,484	314,484	-	100.0	290,541	290,541
Departmental agencies	314,484	-	-	314,484	314,484	-	100.0	290,541	290,541
Non-profit institutions	1,000	-	-	1,000	1,000	-	100.0	3,170	3,166
Households	1,057	908	920	2,885	2,885	-	100.0	512	512
Social benefits	1,042	908	935	2,885	2,885	-	100.0	511	511
Other transfers to households	15	-	(15)	-	-	-	-	1	1
Payments for capital assets	7,478	231	-	7,709	7,364	345	95.5	6,416	5,043
Machinery and equipment	7,478	215	-	7,693	7,348	345	95.5	6,416	5,043
Transport equipment	3,201	(83)	-	3,118	3,118	-	100.0	3,262	3,262
Other machinery and equipment	4,277	298	-	4,575	4,230	345	92.5	3,154	1,781
Software and Intangible assets	-	16	-	16	16	-	100.0	-	-
Software and other Intangible assets	-	16	-	16	16	-	100.0	-	-
Payments for financial assets	2	2	-	4	4	-	100.0	18	18
TOTAL	634,759	-	-	634,759	624,869	9,890	98.4	585,536	575,512

WCG: ENVIRONMENTAL AFFAIRS AND DEVELOPMENT PLANNING
VOTE 9
APPROPRIATION STATEMENT
for the year ended 31 March 2020

PROGRAMME 1: ADMINISTRATION

SUB PROGRAMME	2019/20							2018/19	
	Adjusted Appropriation	Shifting of Funds	Virement	Final Appropriation	Actual Expenditure	Variance	Expenditure as % of Final Appropriation	Final Appropriation	Actual Expenditure
	R'000	R'000	R'000	R'000	R'000	R'000	%	R'000	R'000
1. Office of the Provincial Minister of Local Government, Environmental Affairs and Development Planning	8,415	(93)	-	8,322	8,322	-	100.0	8,578	8,578
2. Senior Management	26,402	(1,079)	-	25,323	25,323	-	100.0	24,346	23,402
3. Corporate Services	24,875	1,082	985	26,942	26,942	-	100.0	23,274	23,274
4. Financial Management	17,652	90	467	18,209	18,209	-	100.0	16,368	16,368
TOTAL	77,344	-	1,452	78,796	78,796	-	100.0	72,566	71,622

WCG: ENVIRONMENTAL AFFAIRS AND DEVELOPMENT PLANNING
VOTE 9
APPROPRIATION STATEMENT
for the year ended 31 March 2020

ECONOMIC CLASSIFICATION	2019/20							2018/19	
	Adjusted Appropriation	Shifting of Funds	Virement	Final Appropriation	Actual Expenditure	Variance	Expenditure as % of Final Appropriation	Final Appropriation	Actual Expenditure
	R'000	R'000	R'000	R'000	R'000	R'000	%	R'000	R'000
Current payments	71,818	(660)	839	71,997	71,997	-	100.0	67,968	67,709
Compensation of employees	58,368	(149)	-	58,219	58,219	-	100.0	56,054	55,795
Salaries and wages	51,328	(196)	-	51,132	51,132	-	100.0	49,535	49,276
Social contributions	7,040	47	-	7,087	7,087	-	100.0	6,519	6,519
Goods and services	13,450	(511)	839	13,778	13,778	-	100.0	11,914	11,914
Administrative fees	51	(15)	-	36	36	-	100.0	60	60
Advertising	2,404	1,090	839	4,333	4,333	-	100.0	1,800	1,800
Minor assets	8	8	-	16	16	-	100.0	112	112
Audit costs: External	3,700	(373)	-	3,327	3,327	-	100.0	3,349	3,349
Bursaries: Employees	330	16	-	346	346	-	100.0	338	338
Catering: Departmental activities	178	(16)	-	162	162	-	100.0	129	129
Communication (G&S)	290	(18)	-	272	272	-	100.0	320	320
Computer services	3,249	(1,047)	-	2,202	2,202	-	100.0	1,496	1,496
Consultants: Business and advisory services	200	(112)	-	88	88	-	100.0	178	178
Contractors	33	44	-	77	77	-	100.0	607	607
Entertainment	21	(11)	-	10	10	-	100.0	14	14
Fleet services (including Government Motor Transport)	480	11	-	491	491	-	100.0	585	585
Consumable supplies	138	57	-	195	195	-	100.0	215	215
Consumable: Stationery, printing and office supplies	318	(45)	-	273	273	-	100.0	289	289
Operating leases	569	(3)	-	566	566	-	100.0	555	555
Travel and subsistence	766	(136)	-	630	630	-	100.0	1,114	1,114
Training and development	239	77	-	316	316	-	100.0	416	416
Operating payments	369	(12)	-	357	357	-	100.0	317	317
Venues and facilities	106	(26)	-	80	80	-	100.0	19	19
Rental and hiring	1	-	-	1	1	-	100.0	1	1

CONTINUE

WCG: ENVIRONMENTAL AFFAIRS AND DEVELOPMENT PLANNING
VOTE 9
APPROPRIATION STATEMENT
for the year ended 31 March 2020

ECONOMIC CLASSIFICATION	2019/20							2018/19	
	Adjusted Appropriation	Shifting of Funds	Virement	Final Appropriation	Actual Expenditure	Variance	Expenditure as % of Final Appropriation	Final Appropriation	Actual Expenditure
	R'000	R'000	R'000	R'000	R'000	R'000	%	R'000	R'000
Transfers and subsidies	829	502	426	1,757	1,757	-	100.0	226	226
Departmental agencies and accounts	7	-	-	7	7	-	100.0	6	6
Departmental agencies	7	-	-	7	7	-	100.0	6	6
Households	822	502	426	1,750	1,750	-	100.0	220	220
Social benefits	822	502	426	1,750	1750	-	100.0	219	219
Other transfers to households	-	-	-	-	-	-	-	1	1
Payments for capital assets	4,696	158	187	5,041	5,041	-	100.0	4,371	3,686
Machinery and equipment	4,696	142	187	5,025	5,025	-	100.0	4,371	3,686
Transport equipment	3,201	(94)	-	3,107	3,107	-	100.0	3,262	3,262
Other machinery and equipment	1,495	236	187	1,918	1,918	-	100.0	1,109	424
Software and other intangible assets	-	16	-	16	16	-	100.0	-	-
Payments for financial assets	1	-	-	1	1	-	100.0	1	1
TOTAL	77,344	-	1,452	78,796	78,796	-	100.0	72,566	71,622

WCG: ENVIRONMENTAL AFFAIRS AND DEVELOPMENT PLANNING
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APPROPRIATION STATEMENT
for the year ended 31 March 2020

SUB PROGRAMME: 1.1: OFFICE OF THE PROVINCIAL MINISTER OF LOCAL GOVERNMENT, ENVIRONMENTAL AFFAIRS AND DEVELOPMENT PLANNING

ECONOMIC CLASSIFICATION	2019/20							2018/19	
	Adjusted Appropriation	Shifting of Funds	Virement	Final Appropriation	Actual Expenditure	Variance	Expenditure as % of Final Appropriation	Final Appropriation	Actual Expenditure
	R'000	R'000	R'000	R'000	R'000	R'000	%	R'000	R'000
Current payments	7,957	(178)	-	7,779	7,779	-	100.0	8,032	8,032
Compensation of employees	7,278	(60)	-	7,218	7,218	-	100.0	7,160	7,160
Goods and services	679	(118)	-	561	561	-	100.0	872	872
Transfers and subsidies	1	-	-	1	1	-	100.0	1	1
Departmental agencies and accounts	1	-	-	1	1	-	100.0	1	1
Payments for capital assets	456	85	-	541	541	-	100.0	545	545
Machinery and equipment	456	85	-	541	541	-	100.0	545	545
Payments for financial assets	1	-	-	1	1	-	100.0	-	-
TOTAL	8,415	(93)	-	8,322	8,322	-	100.0	8,578	8,578

WCG: ENVIRONMENTAL AFFAIRS AND DEVELOPMENT PLANNING
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SUB PROGRAMME: 1.2: SENIOR MANAGEMENT

ECONOMIC CLASSIFICATION	2019/20							2018/19	
	Adjusted Appropriation	Shifting of Funds	Virement	Final Appropriation	Actual Expenditure	Variance	Expenditure as % of Final Appropriation	Final Appropriation	Actual Expenditure
	R'000	R'000	R'000	R'000	R'000	R'000	%	R'000	R'000
Current payments	25,104	(1,097)	-	24,007	24,007	-	100.0	23,241	22,982
Compensation of employees	20,691	57	-	20,748	20,748	-	100.0	20,403	20,144
Goods and services	4,413	(1,154)	-	3,259	3,259	-	100.0	2,838	2,838
Transfers and subsidies	779	(39)	-	740	740	-	100.0	207	207
Departmental agencies and accounts	4	-	-	4	4	-	100.0	2	2
Households	775	(39)	-	736	736	-	100.0	205	205
Payments for capital assets	519	57	-	576	576	-	100.0	898	213
Machinery and equipment	519	57	-	576	576	-	100.0	898	213
TOTAL	26,402	(1,079)	-	25,323	25,323	-	100.0	24,346	23,402

WCG: ENVIRONMENTAL AFFAIRS AND DEVELOPMENT PLANNING
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APPROPRIATION STATEMENT
for the year ended 31 March 2020

SUB PROGRAMME: 1.3: CORPORATE SERVICES

ECONOMIC CLASSIFICATION	2019/20							2018/19	
	Adjusted Appropriation	Shifting of Funds	Virement	Final Appropriation	Actual Expenditure	Variance	Expenditure as % of final appropriation	Final Appropriation	Actual Expenditure
	R'000	R'000	R'000	R'000	R'000	R'000	%	R'000	R'000
Current payments	21,304	1,063	839	23,206	23,206	-	100.0	20,347	20,347
Compensation of employees	17,327	(51)	-	17,276	17,276	-	100.0	16,328	16,328
Goods and services	3,977	1,114	839	5,930	5,930	-	100.0	4,019	4,019
Transfers and subsidies	32	3	-	35	35	-	100.0	18	18
Departmental agencies and accounts	2	-	-	2	2	-	100.0	3	3
Households	30	3	-	33	33	-	100.0	15	15
Payments for capital assets	3,539	16	146	3,701	3,701	-	100.0	2,908	2,908
Machinery and equipment	3,539	-	146	3,685	3,685	-	100.0	2,908	2,908
Software and other intangible assets	-	16	-	16	16	-	100.0	-	-
Payments for financial assets	-	-	-	-	-	-	-	1	1
TOTAL	24,875	1,082	985	26,942	26,942	-	100.0	23,274	23,274

WCG: ENVIRONMENTAL AFFAIRS AND DEVELOPMENT PLANNING
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APPROPRIATION STATEMENT
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SUB PROGRAMME: 1.4: FINANCIAL MANAGEMENT

ECONOMIC CLASSIFICATION	2019/20							2018/19	
	Adjusted Appropriation	Shifting of Funds	Virement	Final Appropriation	Actual Expenditure	Variance	Expenditure as % of Final Appropriation	Final Appropriation	Actual Expenditure
	R'000	R'000	R'000	R'000	R'000	R'000	%	R'000	R'000
Current payments	17,453	(448)	-	17,005	17,005	-	100.0	16,348	16,348
Compensation of employees	13,072	(95)	-	12,977	12,977	-	100.0	12,163	12,163
Goods and services	4,381	(353)	-	4,028	4,028	-	100.0	4,185	4,185
Transfers and subsidies	17	538	426	981	981	-	100.0	-	-
Households	17	538	426	981	981	-	100.0	-	-
Payments for capital assets	182	-	41	223	223	-	100.0	20	20
Machinery and equipment	182	-	41	223	223	-	100.0	20	20
TOTAL	17,652	90	467	18,209	18,209	-	100.0	16,368	16,368

WCG: ENVIRONMENTAL AFFAIRS AND DEVELOPMENT PLANNING
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PROGRAMME 2: ENVIRONMENTAL POLICY, PLANNING AND COORDINATION

SUB PROGRAMME	2019/20							2018/19	
	Adjusted Appropriation	Shifting of Funds	Virement	Final Appropriation	Actual Expenditure	Variance	Expenditure as % of Final Appropriation	Final Appropriation	Actual Expenditure
	R'000	R'000	R'000	R'000	R'000	R'000	%	R'000	R'000
1. Intergovernmental Coordination, Spatial and Development Planning	4,424	26	-	4,450	4,425	25	99.4	4,085	4,039
2. Legislative Development	50	-	-	50	-	50	-	135	-
3. Research and Development Support	5,428	(204)	-	5,224	5,210	14	99.7	6,824	6,683
4. Environmental Information Management	4,328	207	362	4,897	4,596	301	93.9	3,380	3,380
5. Climate Change Management	4,302	(29)	(4)	4,269	3,740	529	87.6	5,882	5,333
TOTAL	18,532	-	358	18,890	17,971	919	95.1	20,306	19,435

WCG: ENVIRONMENTAL AFFAIRS AND DEVELOPMENT PLANNING
VOTE 9
APPROPRIATION STATEMENT
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ECONOMIC CLASSIFICATION	2019/20							2018/19	
	Adjusted Appropriation	Shifting of Funds	Virement	Final Appropriation	Actual Expenditure	Variance	Expenditure as % of Final Appropriation	Final Appropriation	Actual Expenditure
	R'000	R'000	R'000	R'000	R'000	R'000	%	R'000	R'000
Current payments	17,846	(296)	-	17,550	16,932	618	96.5	20,129	19,322
Compensation of employees	15,772	(282)	-	15,490	15,490	-	100.0	15,286	15,146
Salaries and wages	13,659	(292)	-	13,367	13,367	-	100.0	13,377	13,242
Social contributions	2,113	10	-	2,123	2,123	-	100.0	1,909	1,904
Goods and services	2,074	(14)	-	2,060	1,442	618	70.0	4,843	4,176
Administrative fees	29	(1)	-	28	28	-	100.0	33	33
Advertising	-	-	-	-	-	-	-	3	3
Minor assets	2	17	-	19	19	-	100.0	5	5
Bursaries: Employees	-	1	-	1	1	-	100.0	-	-
Catering: Departmental activities	17	(8)	-	9	4	5	44.4	13	13
Communication (G&S)	76	(15)	-	61	61	-	100.0	65	65
Consultants: Business and advisory services	962	(1)	-	961	461	500	48.0	3,234	2,567
Contractors	-	1	-	1	1	-	100.0	449	449
Entertainment	3	(2)	-	1	-	1	-	1	1
Fleet services (including Government Motor Transport)	46	(5)	-	41	38	3	92.7	43	43
Consumable supplies	10	-	-	10	9	1	90.0	10	10
Consumable: Stationery, printing and office supplies	79	(51)	-	28	15	13	53.6	78	78
Operating leases	46	-	-	46	46	-	100.0	46	46
Travel and subsistence	508	45	-	553	542	11	98.0	551	551
Training and development	127	1	-	128	97	31	75.8	91	91
Operating payments	167	-	-	167	116	51	69.5	134	134
Venues and facilities	2	4	-	6	4	2	66.7	87	87

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WCG: ENVIRONMENTAL AFFAIRS AND DEVELOPMENT PLANNING
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for the year ended 31 March 2020

ECONOMIC CLASSIFICATION	2019/20							2018/19	
	Adjusted Appropriation	Shifting of Funds	Virement	Final Appropriation	Actual Expenditure	Variance	Expenditure as % of Final Appropriation	Final Appropriation	Actual Expenditure
	R'000	R'000	R'000	R'000	R'000	R'000	%	R'000	R'000
Transfers and subsidies	-	282	509	791	791	-	100.0	28	28
Departmental agencies and accounts	-	-	-	-	-	-	-	1	1
Departmental agencies (non-business entities)	-	-	-	-	-	-	-	1	1
Households	-	282	509	791	791	-	100.0	27	27
Social benefits	-	282	509	791	791	-	100.0	27	27
Payments for capital assets	686	14	(151)	549	248	301	45.2	149	85
Machinery and equipment	686	14	(151)	549	248	301	45.2	149	85
Other machinery and equipment	686	14	(151)	549	248	301	45.2	149	85
TOTAL	18,532	-	358	18,890	17,971	919	95.1	20,306	19,435

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SUB PROGRAMME: 2.1: INTERGOVERNMENTAL COORDINATION, SPATIAL AND DEVELOPMENT PLANNING

ECONOMIC CLASSIFICATION	2019/20							2018/19	
	Adjusted Appropriation	Shifting of Funds	Virement	Final Appropriation	Actual Expenditure	Variance	Expenditure as % of Final Appropriation	Final Appropriation	Actual Expenditure
	R'000	R'000	R'000	R'000	R'000	R'000	%	R'000	R'000
Current payments	4,424	26	-	4,450	4,425	25	99.4	4,062	4,016
Compensation of employees	3,933	26	-	3,959	3,959	-	100.0	3,734	3,688
Goods and services	491	-	-	491	466	25	94.9	328	328
Transfers and subsidies	-	-	-	-	-	-	-	1	1
Departmental agencies and accounts	-	-	-	-	-	-	-	1	1
Payments for capital assets	-	-	-	-	-	-	-	22	22
Machinery and equipment	-	-	-	-	-	-	-	22	22
TOTAL	4,424	26	-	4,450	4,425	25	99.4	4,085	4,039

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SUB PROGRAMME: 2.2: LEGISLATIVE DEVELOPMENT

ECONOMIC CLASSIFICATION	2019/20							2018/19	
	Adjusted Appropriation	Shifting of Funds	Virement	Final Appropriation	Actual Expenditure	Variance	Expenditure as % of Final Appropriation	Final Appropriation	Actual Expenditure
	R'000	R'000	R'000	R'000	R'000	R'000	%	R'000	R'000
Current payments	50	-	-	50	-	50	-	135	-
Goods and services	50	-	-	50	-	50	-	135	-
TOTAL	50	-	-	50	-	50	-	135	-

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SUB PROGRAMME: 2.3: RESEARCH AND DEVELOPMENT SUPPORT

ECONOMIC CLASSIFICATION	2019/20							2018/19	
	Adjusted Appropriation	Shifting of Funds	Virement	Final Appropriation	Actual Expenditure	Variance	Expenditure as % of Final Appropriation	Final Appropriation	Actual Expenditure
	R'000	R'000	R'000	R'000	R'000	R'000	%	R'000	R'000
Current payments	5,331	(218)	-	5,113	5,099	14	99.7	6,775	6,681
Compensation of employees	4,697	(204)	-	4,493	4,493	-	100.0	4,484	4,390
Goods and services	634	(14)	-	620	606	14	97.7	2,291	2,291
Transfers and subsidies	-	-	-	-	-	-	-	1	1
Households	-	-	-	-	-	-	-	1	1
Payments for capital assets	97	14	-	111	111	-	100.0	48	1
Machinery and equipment	97	14	-	111	111	-	100.0	48	1
TOTAL	5,428	(204)	-	5,224	5,210	14	99.7	6,824	6,683

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SUB PROGRAMME: 2.4: ENVIRONMENTAL INFORMATION MANAGEMENT

ECONOMIC CLASSIFICATION	2019/20							2018/19	
	Adjusted Appropriation	Shifting of Funds	Virement	Final Appropriation	Actual Expenditure	Variance	Expenditure as % of Final Appropriation	Final Appropriation	Actual Expenditure
	R'000	R'000	R'000	R'000	R'000	R'000	%	R'000	R'000
Current payments	3,861	(75)	-	3,786	3,786	-	100.0	3,318	3,318
Compensation of employees	3,754	(83)	-	3,671	3,671	-	100.0	3,236	3,236
Goods and services	107	8	-	115	115	-	100.0	82	82
Transfers and subsidies	-	282	509	791	791	-	100.0	-	-
Households	-	282	509	791	791	-	100.0	-	-
Payments for capital assets	467	-	(147)	320	19	301	5.9	62	62
Machinery and equipment	467	-	(147)	320	19	301	5.9	62	62
TOTAL	4,328	207	362	4,897	4,596	301	93.9	3,380	3,380

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SUB PROGRAMME: 2.5: CLIMATE CHANGE MANAGEMENT

ECONOMIC CLASSIFICATION	2019/20							2018/19	
	Adjusted Appropriation	Shifting of Funds	Virement	Final Appropriation	Actual Expenditure	Variance	Expenditure as % of Final Appropriation	Final Appropriation	Actual Expenditure
	R'000	R'000	R'000	R'000	R'000	R'000	%	R'000	R'000
Current payments	4,180	(29)	-	4,151	3,622	529	87.3	5,839	5,307
Compensation of employees	3,388	(21)	-	3,367	3,367	-	100.0	3,832	3,832
Goods and services	792	(8)	-	784	255	529	32.5	2,007	1,475
Transfers and subsidies	-	-	-	-	-	-	-	26	26
Households	-	-	-	-	-	-	-	26	26
Payments for capital assets	122	-	(4)	118	118	-	100.0	17	-
Machinery and equipment	122	-	(4)	118	118	-	100.0	17	-
TOTAL	4,302	(29)	(4)	4,269	3,740	529	87.6	5,882	5,333

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PROGRAMME 3: COMPLIANCE AND ENFORCEMENT

SUB PROGRAMME	2019/20							2018/19	
	Adjusted Appropriation	Shifting of Funds	Virement	Final Appropriation	Actual Expenditure	Variance	Expenditure as % of Final Appropriation	Final Appropriation	Actual Expenditure
	R'000	R'000	R'000	R'000	R'000	R'000	%	R'000	R'000
1. Environmental Quality Management, Compliance and Enforcement	26,807	-	903	27,710	27,456	254	99.1	26,530	26,494
TOTAL	26,807	-	903	27,710	27,456	254	99.1	26,530	26,494

WCG: ENVIRONMENTAL AFFAIRS AND DEVELOPMENT PLANNING
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APPROPRIATION STATEMENT
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ECONOMIC CLASSIFICATION	2019/20							2018/19	
	Adjusted Appropriation	Shifting of Funds	Virement	Final Appropriation	Actual Expenditure	Variance	Expenditure as % of Final Appropriation	Final Appropriation	Actual Expenditure
	R'000	R'000	R'000	R'000	R'000	R'000	%	R'000	R'000
Current payments	26,383	-	1,004	27,387	27,133	254	99.1	26,258	26,222
Compensation of employees	21,717	-	-	21,717	21,463	254	98.8	21,185	21,149
Salaries and wages	18,848	(17)	-	18,831	18,577	254	98.7	18,464	18,428
Social contributions	2,869	17	-	2,886	2,886	-	100.0	2,721	2,721
Goods and services	4,666	-	1,004	5,670	5,670	-	100.0	5,073	5,073
Administrative fees	49	2	-	51	51	-	100.0	76	76
Minor assets	2	-	22	24	24	-	100.0	5	5
Catering: Departmental activities	3	3	-	6	6	-	100.0	2	2
Communication (G&S)	202	(4)	-	198	198	-	100.0	207	207
Computer services	385	-	148	533	533	-	100.0	603	603
Consultants: Business and advisory services	-	-	-	-	-	-	-	18	18
Legal services	2,757	-	670	3,427	3,427	-	100.0	2,744	2,744
Entertainment	2	-	-	2	2	-	100.0	1	1
Fleet services (including Government Motor Transport)	259	(5)	-	254	254	-	100.0	297	297
Consumable supplies	5	(1)	-	4	4	-	100.0	69	69
Consumable: Stationery, printing and office supplies	67	1	10	78	78	-	100.0	80	80
Operating leases	46	4	-	50	50	-	100.0	46	46
Travel and subsistence	674	-	23	697	697	-	100.0	726	726
Training and development	176	-	64	240	240	-	100.0	119	119
Operating payments	39	-	67	106	106	-	100.0	80	80

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WCG: ENVIRONMENTAL AFFAIRS AND DEVELOPMENT PLANNING
VOTE 9
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ECONOMIC CLASSIFICATION	2019/20							2018/19	
	Adjusted Appropriation	Shifting of Funds	Virement	Final Appropriation	Actual Expenditure	Variance	Expenditure as % of Final Appropriation	Final Appropriation	Actual Expenditure
	R'000	R'000	R'000	R'000	R'000	R'000	%	R'000	R'000
Transfers and subsidies	2	-	-	2	2	-	100.0	61	61
Department agencies and accounts	1	-	-	1	1	-	100.0	-	-
Department agencies	1	-	-	1	1	-	100.0	-	-
Households	1	-	-	1	1	-	100.0	61	61
Social benefits	1	-	-	1	1	-	100.0	61	61
Payments for capital assets	422	-	(101)	321	321	-	100.0	211	211
Machinery and equipment	422	-	(101)	321	321	-	100.0	211	211
Other machinery and equipment	422	-	(101)	321	321	-	100.0	211	211
TOTAL	26,807	-	903	27,710	27,456	254	99.1	26,530	26,494

WCG: ENVIRONMENTAL AFFAIRS AND DEVELOPMENT PLANNING
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APPROPRIATION STATEMENT
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SUB PROGRAMME: 3.1: ENVIRONMENTAL QUALITY MANAGEMENT, COMPLIANCE AND ENFORCEMENT

ECONOMIC CLASSIFICATION	2019/20							2018/19	
	Adjusted Appropriation	Shifting of Funds	Virement	Final Appropriation	Actual Expenditure	Variance	Expenditure as % of Final Appropriation	Final Appropriation	Actual Expenditure
	R'000	R'000	R'000	R'000	R'000	R'000	%	R'000	R'000
Current payments	26,383	-	1,004	27,387	27,133	254	99.1	26,258	26,222
Compensation of employees	21,717	-	-	21,717	21,463	254	98.8	21,185	21,149
Goods and services	4,666	-	1,004	5,670	5,670	-	100.0	5,073	5,073
Transfers and subsidies	2	-	-	2	2	-	100.0	61	61
Departmental agencies and accounts	1	-	-	1	1	-	100.0	-	-
Households	1	-	-	1	1	-	100.0	61	61
Payments for capital assets	422	-	(101)	321	321	-	100.0	211	211
Machinery and Equipment	422	-	(101)	321	321	-	100.0	211	211
TOTAL	26,807	-	903	27,710	27,456	254	99.1	26,530	26,494

WCG: ENVIRONMENTAL AFFAIRS AND DEVELOPMENT PLANNING
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PROGRAMME 4: ENVIRONMENTAL QUALITY MANAGEMENT

SUB PROGRAMME	2019/20							2018/19	
	Adjusted Appropriation	Shifting of Funds	Virement	Final Appropriation	Actual Expenditure	Variance	Expenditure as % of Final Appropriation	Final Appropriation	Actual Expenditure
	R'000	R'000	R'000	R'000	R'000	R'000	%	R'000	R'000
1. Impact Management	29,927	236	(21)	30,142	28,871	1,271	95.8	28,383	27,781
2. Air Quality Management	13,201	-	(952)	12,249	11,980	269	97.8	13,554	13,135
3. Pollution and Waste Management	48,058	(236)	(1,915)	45,907	43,548	2,359	94.9	44,956	40,822
TOTAL	91,186	-	(2,888)	88,298	84,399	3,899	95.6	86,893	81,738

WCG: ENVIRONMENTAL AFFAIRS AND DEVELOPMENT PLANNING
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ECONOMIC CLASSIFICATION	2019/20							2018/19	
	Adjusted Appropriation	Shifting of Funds	Virement	Final Appropriation	Actual Expenditure	Variance	Expenditure as % of Final Appropriation	Final Appropriation	Actual Expenditure
	R'000	R'000	R'000	R'000	R'000	R'000	%	R'000	R'000
Current payments	89,985	(47)	(2,763)	87,175	83,317	3,858	95.6	85,424	80,871
Compensation of employees	72,302	(45)	(920)	71,337	69,783	1,554	97.8	69,544	68,137
Salaries and wages	63,275	(47)	(920)	62,308	60,845	1,463	97.7	60,903	59,586
Social contributions	9,027	2	-	9,029	8,938	91	99.0	8,641	8,551
Goods and services	17,683	(2)	(1,843)	15,838	13,534	2,304	85.5	15,880	12,734
Administrative fees	94	-	-	94	94	-	100.0	113	113
Advertising	2	3	-	5	5	-	100.0	4	4
Minor assets	12	32	-	44	44	-	100.0	549	549
Catering: Departmental activities	131	(12)	-	119	119	-	100.0	119	119
Communication (G&S)	284	32	-	316	316	-	100.0	323	323
Computer services	40	(40)	-	-	-	-	-	-	-
Consultants: Business and advisory services	9,385	(239)	(304)	8,842	6,538	2,304	73.9	7,818	4,672
Laboratory services	1,835	-	(707)	1,128	1,128	-	100.0	855	855
Contractors	2,398	37	(832)	1,603	1,603	-	100.0	1,705	1,705
Entertainment	6	(5)	-	1	1	-	100.0	3	3
Fleet services (including Government Motor Transport)	482	(8)	-	474	474	-	100.0	519	519
Consumable supplies	90	(6)	-	84	84	-	100.0	273	273
Consumable: Stationery, printing and office supplies	120	93	-	213	213	-	100.0	118	118
Operating leases	297	-	-	297	297	-	100.0	307	307
Transport provided: Departmental activity	-	2	-	2	2	-	100.0	-	-
Travel and subsistence	2,015	11	-	2,026	2,026	-	100.0	2,102	2,102
Training and development	295	45	-	340	340	-	100.0	637	637
Operating payments	179	56	-	235	235	-	100.0	375	375
Venues and facilities	6	(4)	-	2	2	-	100.0	6	6
Rental and hiring	12	1	-	13	13	-	100.0	54	54

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ECONOMIC CLASSIFICATION	2019/20							2018/19	
	Adjusted Appropriation	Shifting of Funds	Virement	Final Appropriation	Actual Expenditure	Variance	Expenditure as % of Final Appropriation	Final Appropriation	Actual Expenditure
	R'000	R'000	R'000	R'000	R'000	R'000	%	R'000	R'000
Transfers and subsidies	118	45	-	163	163	-	100.0	90	90
Departmental agencies and accounts	2	-	-	2	2	-	100.0	3	3
Departmental agencies (non-business entities)	2	-	-	2	2	-	100.0	3	3
Households	116	45	-	161	161	-	100.0	87	87
Social benefits	116	45	-	161	161	-	100.0	87	87
Payments for capital assets	1,082	-	(125)	957	916	41	95.7	1,376	774
Machinery and equipment	1,082	-	(125)	957	916	41	95.7	1,376	774
Transport equipment	-	11	-	11	11	-	100.0	-	-
Other machinery and equipment	1,082	(11)	(125)	946	905	41	95.7	1,376	774
Payments for financial assets	1	2	-	3	3	-	100.0	3	3
TOTAL	91,186	-	(2,888)	88,298	84,399	3,899	95.6	86,893	81,738

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SUB PROGRAMME: 4.1: IMPACT MANAGEMENT

ECONOMIC CLASSIFICATION	2019/20							2018/19	
	Adjusted Appropriation	Shifting of Funds	Virement	Final Appropriation	Actual Expenditure	Variance	Expenditure as % of Final Appropriation	Final Appropriation	Actual Expenditure
	R'000	R'000	R'000	R'000	R'000	R'000	%	R'000	R'000
Current payments	29,550	236	-	29,786	28,515	1,271	95.7	28,334	27,732
Compensation of employees	28,343	-	-	28,343	27,072	1,271	95.5	27,099	26,497
Goods and services	1,207	236	-	1,443	1,443	-	100.0	1,235	1,235
Transfers and subsidies	1	-	-	1	1	-	100.0	23	23
Departmental agencies and accounts	1	-	-	1	1	-	100.0	1	1
Households	-	-	-	-	-	-	-	22	22
Payments for capital assets	376	-	(21)	355	355	-	100.0	26	26
Machinery and equipment	376	-	(21)	355	355	-	100.0	26	26
TOTAL	29,927	236	(21)	30,142	28,871	1,271	95.8	28,383	27,781

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SUB PROGRAMME: 4.2: AIR QUALITY MANAGEMENT

ECONOMIC CLASSIFICATION	2019/20							2018/19	
	Adjusted Appropriation	Shifting of Funds	Virement	Final Appropriation	Actual Expenditure	Variance	Expenditure as % of Final Appropriation	Final Appropriation	Actual Expenditure
	R'000	R'000	R'000	R'000	R'000	R'000	%	R'000	R'000
Current payments	12,849	(15)	(920)	11,914	11,686	228	98.1	12,962	12,543
Compensation of employees	10,871	(15)	(920)	9,936	9,731	205	97.9	9,933	9,514
Goods and services	1,978	-	-	1,978	1,955	23	98.8	3,029	3,029
Transfers and subsidies	53	15	-	68	68	-	100.0	31	31
Departmental agencies and accounts	1	-	-	1	1	-	100.0	1	1
Households	52	15	-	67	67	-	100.0	30	30
Payments for capital assets	299	-	(32)	267	226	41	84.6	561	561
Machinery and equipment	299	-	(32)	267	226	41	84.6	561	561
TOTAL	13,201	-	(952)	12,249	11,980	269	97.8	13,554	13,135

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SUB PROGRAMME: 4.3: POLLUTION AND WASTE MANAGEMENT

ECONOMIC CLASSIFICATION	2019/20							2018/19	
	Adjusted Appropriation	Shifting of Funds	Virement	Final Appropriation	Actual Expenditure	Variance	Expenditure as % of Final Appropriation	Final Appropriation	Actual Expenditure
	R'000	R'000	R'000	R'000	R'000	R'000	%	R'000	R'000
Current payments	47,586	(268)	(1,843)	45,475	43,116	2,359	94.8	44,128	40,596
Compensation of employees	33,088	(30)	-	33,058	32,980	78	99.8	32,512	32,126
Goods and services	14,498	(238)	(1,843)	12,417	10,136	2,281	81.6	11,616	8,470
Transfers and subsidies	64	30	-	94	94	-	100.0	36	36
Departmental agencies and accounts	-	-	-	-	-	-	-	1	1
Households	64	30	-	94	94	-	100.0	35	35
Payments for capital assets	407	-	(72)	335	335	-	100.0	789	187
Machinery and equipment	407	-	(72)	335	335	-	100.0	789	187
Payments for financial assets	1	2	-	3	3	-	100.0	3	3
TOTAL	48,058	(236)	(1,915)	45,907	43,548	2,359	94.9	44,956	40,822

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PROGRAMME 5: BIODIVERSITY MANAGEMENT

SUB PROGRAMME	2019/20							2018/19	
	Adjusted Appropriation	Shifting of Funds	Virement	Final Appropriation	Actual Expenditure	Variance	Expenditure as % of Final Appropriation	Final Appropriation	Actual Expenditure
	R'000	R'000	R'000	R'000	R'000	R'000	%	R'000	R'000
1. Biodiversity and Protected Area Planning and Management	7,843	40	-	7,883	6,584	1,299	83.5	8,632	8,060
2. Western Cape Nature Conservation Board	314,474	-	-	314,474	314,474	-	100.0	290,531	290,531
3. Coastal Management	7,325	(40)	-	7,285	5,686	1,599	78.1	7,726	7,651
TOTAL	329,642	-	-	329,642	326,744	2,898	99.1	306,889	306,242

WCG: ENVIRONMENTAL AFFAIRS AND DEVELOPMENT PLANNING
VOTE 9
APPROPRIATION STATEMENT
for the year ended 31 March 2020

ECONOMIC CLASSIFICATION	2019/20							2018/19	
	Adjusted Appropriation	Shifting of Funds	Virement	Final Appropriation	Actual Expenditure	Variance	Expenditure as % of Final Appropriation	Final Appropriation	Actual Expenditure
	R'000	R'000	R'000	R'000	R'000	R'000	%	R'000	R'000
Current payments	13,767	(35)	-	13,732	10,834	2,898	78.9	14,999	14,352
Compensation of employees	9,389	(29)	-	9,360	8,192	1,168	87.5	8,722	8,418
Salaries and wages	8,392	(47)	-	8,345	7,181	1,164	86.1	7,666	7,375
Social contributions	997	18	-	1,015	1,011	4	99.6	1,056	1,043
Goods and services	4,378	(6)	-	4,372	2,642	1,730	60.4	6,277	5,934
Administrative fees	25	2	-	27	27	-	100.0	31	31
Catering: Departmental activities	33	3	-	36	36	-	100.0	54	54
Communication (G&S)	64	(3)	-	61	61	-	100.0	52	52
Consultants: Business and advisory services	3,630	(66)	-	3,564	1,841	1,723	51.7	5,463	5,120
Entertainment	1	-	-	1	1	-	100.0	-	-
Fleet services (including Government Motor Transport)	56	(1)	-	55	55	-	100.0	54	54
Consumable supplies	8	(1)	-	7	7	-	100.0	2	2
Consumable: Stationery, printing and office supplies	40	-	-	40	40	-	100.0	1	1
Travel and subsistence	379	93	-	472	472	-	100.0	519	519
Training and development	51	(28)	-	23	16	7	69.6	65	65
Operating payments	24	(3)	-	21	21	-	100.0	36	36
Venues and facilities	67	(2)	-	65	65	-	100.0	-	-
Transfers and subsidies	315,565	28	-	315,593	315,593	-	100.0	291,788	291,788
Departmental agencies and accounts	314,474	-	-	314,474	314,474	-	100.0	290,531	290,531
Departmental agencies (non-business entities)	314,474	-	-	314,474	314,474	-	100.0	290,531	290,531
Non-profit institutions	1,000	-	-	1,000	1,000	-	100.0	1,200	1,200
Households	91	28	-	119	119	-	100.0	57	57
Social benefits	91	28	-	119	119	-	100.0	57	57

CONTINUE

WCG: ENVIRONMENTAL AFFAIRS AND DEVELOPMENT PLANNING
VOTE 9
APPROPRIATION STATEMENT
for the year ended 31 March 2020

ECONOMIC CLASSIFICATION	2019/20							2018/19	
	Adjusted Appropriation	Shifting of Funds	Virement	Final Appropriation	Actual Expenditure	Variance	Expenditure as % of Final Appropriation	Final Appropriation	Actual Expenditure
	R'000	R'000	R'000	R'000	R'000	R'000	%	R'000	R'000
Payments for capital assets	310	7	-	317	317	-	100.0	102	102
Machinery and equipment	310	7	-	317	317	-	100.0	102	102
Other machinery and equipment	310	7	-	317	317	-	100.0	102	102
TOTAL	329,642	-	-	329,642	326,744	2,898	99.1	306,889	306,242

WCG: ENVIRONMENTAL AFFAIRS AND DEVELOPMENT PLANNING
VOTE 9
APPROPRIATION STATEMENT
for the year ended 31 March 2020

SUB PROGRAMME: 5.1: BIODIVERSITY AND PROTECTED AREA PLANNING AND MANAGEMENT

ECONOMIC CLASSIFICATION	2019/20							2018/19	
	Adjusted Appropriation	Shifting of Funds	Virement	Final Appropriation	Actual Expenditure	Variance	Expenditure as % of Final Appropriation	Final Appropriation	Actual Expenditure
	R'000	R'000	R'000	R'000	R'000	R'000	%	R'000	R'000
Current payments	6,679	(29)	-	6,650	5,351	1,299	80.5	7,323	6,751
Compensation of employees	3,876	(29)	-	3,847	3,794	53	98.6	3,741	3,512
Goods and services	2,803	-	-	2,803	1,557	1,246	55.5	3,582	3,239
Transfers and subsidies	1,000	29	-	1,029	1,029	-	100.0	1,257	1,257
Departmental agencies and accounts	-	-	-	-	-	-	-	-	-
Non-profit institutions	1,000	-	-	1,000	1,000	-	100.0	1,200	1,200
Households	-	29	-	29	29	-	100.0	57	57
Payments for capital assets	164	40	-	204	204	-	100.0	52	52
Machinery and equipment	164	40	-	204	204	-	100.0	52	52
TOTAL	7,843	40	-	7,883	6,584	1,299	83.5	8,632	8,060

WCG: ENVIRONMENTAL AFFAIRS AND DEVELOPMENT PLANNING
VOTE 9
APPROPRIATION STATEMENT
for the year ended 31 March 2020

SUB PROGRAMME: 5.2: WESTERN CAPE NATURE CONSERVATION BOARD

ECONOMIC CLASSIFICATION	2019/20							2018/19	
	Adjusted Appropriation	Shifting of Funds	Virement	Final Appropriation	Actual Expenditure	Variance	Expenditure as % of Final Appropriation	Final Appropriation	Actual Expenditure
	R'000	R'000	R'000	R'000	R'000	R'000	%	R'000	R'000
Transfers and subsidies	314,747	-	-	314,474	314,474	-	100.0	290,531	290,531
Departmental agencies and accounts	314,474	-	-	314,474	314,474	-	100.0	290,531	290,531
TOTAL	314,474	-	-	314,474	314,474	-	100.0	290,531	290,531

WCG: ENVIRONMENTAL AFFAIRS AND DEVELOPMENT PLANNING
VOTE 9
APPROPRIATION STATEMENT
for the year ended 31 March 2020

SUB PROGRAMME: 5.3: COASTAL MANAGEMENT

ECONOMIC CLASSIFICATION	2019/20							2018/19	
	Adjusted Appropriation	Shifting of Funds	Virement	Final Appropriation	Actual Expenditure	Variance	Expenditure as % of Final Appropriation	Final Appropriation	Actual Expenditure
	R'000	R'000	R'000	R'000	R'000	R'000	%	R'000	R'000
Current payments	7,088	(6)	-	7,082	5,483	1,599	77.4	7,676	7,601
Compensation of employees	5,513	-	-	5,513	4,398	1,115	79.8	4,981	4,906
Goods and services	1,575	(6)	-	1,569	1,085	484	69.2	2,695	2,695
Transfers and subsidies	91	(1)	-	90	90	-	100.0	-	-
Households	91	(1)	-	90	90	-	100.0	-	-
Payments for capital assets	146	(33)	-	113	113	-	100.0	50	50
Machinery and equipment	146	(33)	-	113	113	-	100.0	50	50
TOTAL	7,325	(40)	-	7,285	5,686	1,599	78.1	7,726	7,651

WCG: ENVIRONMENTAL AFFAIRS AND DEVELOPMENT PLANNING
VOTE 9
APPROPRIATION STATEMENT
for the year ended 31 March 2020

PROGRAMME 6: ENVIRONMENTAL EMPOWERMENT SERVICES

S SUB PROGRAMME	2019/20							2018/19	
	Adjusted Appropriation	Shifting of Funds	Virement	Final Appropriation	Actual Expenditure	Variance	Expenditure as % of Final Appropriation	Final Appropriation	Actual Expenditure
	R'000	R'000	R'000	R'000	R'000	R'000	%	R'000	R'000
1. Environmental Capacity Development and Support	1,110	(46)	(15)	1,049	472	577	45.0	1,035	1,035
2. Environmental Communication and Awareness Raising	788	46	-	834	834	-	100.0	193	193
TOTAL	1,898	-	(15)	1,883	1,306	577	69.4	1,228	1,228

WCG: ENVIRONMENTAL AFFAIRS AND DEVELOPMENT PLANNING
VOTE 9
APPROPRIATION STATEMENT
for the year ended 31 March 2020

ECONOMIC CLASSIFICATION	2019/20							2018/19	
	Adjusted Appropriation	Shifting of Funds	Virement	Final Appropriation	Actual Expenditure	Variance	Expenditure as % of Final Appropriation	Final Appropriation	Actual Expenditure
	R'000	R'000	R'000	R'000	R'000	R'000	%	R'000	R'000
Current payments	1,383	-	-	1,383	806	577	58.3	1,228	1,228
Goods and Services	1,383	-	-	1,383	806	577	58.3	1,228	1,228
Administrative fees	1	(1)	-	-	-	-	-	-	-
Advertising	2	-	-	2	2	-	100.0	39	39
Minor assets	-	-	-	-	-	-	-	8	8
Catering: Departmental activities	97	90	-	187	187	-	100.0	134	134
Consultants: Business and advisory services	450	-	-	450	-	450	-	340	340
Contractors	452	(235)	-	217	90	127	41.5	163	163
Fleet services (including Government Motor Transport)	2	(2)	-	-	-	-	-	-	-
Consumable supplies	50	(50)	-	-	-	-	-	49	49
Consumable: Stationery, printing and office supplies	-	3	-	3	3	-	100.0	-	-
Transport provided:	-	58	-	58	58	-	100.0	45	45
Departmental activity	-	-	-	-	-	-	-	-	-
Travel and subsistence	48	(48)	-	-	-	-	-	3	3
Training and development	83	200	-	283	283	-	100.0	391	391
Operating payments	28	(28)	-	-	-	-	-	24	24
Venues and facilities	170	13	-	183	183	-	100.0	31	31
Rental and hiring	-	-	-	-	-	-	-	1	1
Transfers and subsidies	515	-	(15)	500	500	-	100.0	-	-
Provinces and municipalities	500	-	-	500	500	-	100.0	-	-
Municipalities	500	-	-	500	500	-	100.0	-	-
Municipal bank accounts	500	-	-	500	500	-	100.0	-	-
Households	15	-	(15)	-	-	-	-	-	-
Other transfers to households	15	-	(15)	-	-	-	-	-	-
TOTAL	1,898	-	(15)	1,883	1,306	577	69.4	1,228	1,228

WCG: ENVIRONMENTAL AFFAIRS AND DEVELOPMENT PLANNING
VOTE 9
APPROPRIATION STATEMENT
for the year ended 31 March 2020

SUB PROGRAMME: 6.1: ENVIRONMENTAL CAPACITY DEVELOPMENT AND SUPPORT

ECONOMIC CLASSIFICATION	2019/20							2018/19	
	Adjusted Appropriation	Shifting of Funds	Virement	Final Appropriation	Actual Expenditure	Variance	Expenditure as % of Final Appropriation	Final Appropriation	Actual Expenditure
	R'000	R'000	R'000	R'000	R'000	R'000	%	R'000	R'000
Current payments	1,095	(46)	-	1,049	472	577	45.0	1,035	1,035
Goods and services	1,095	(46)	-	1,049	472	577	45.0	1,035	1,035
Transfers and subsidies	15	-	(15)	-	-	-	-	-	-
Households	15	-	(15)	-	-	-	-	-	-
TOTAL	1,110	(46)	(15)	1,049	472	577	45.0	1,035	1,035

WCG: ENVIRONMENTAL AFFAIRS AND DEVELOPMENT PLANNING
VOTE 9
APPROPRIATION STATEMENT
for the year ended 31 March 2020

SUB PROGRAMME: 6.2: ENVIRONMENTAL COMMUNICATION AND AWARENESS RAISING

ECONOMIC CLASSIFICATION	2019/20							2018/19	
	Adjusted Appropriation	Shifting of Funds	Virement	Final Appropriation	Actual Expenditure	Variance	Expenditure as % of Final Appropriation	Final Appropriation	Actual Expenditure
	R'000	R'000	R'000	R'000	R'000	R'000	%	R'000	R'000
Current payments	288	46	-	334	334	-	100.0	193	193
Goods and services	288	46	-	334	334	-	100.0	193	193
Transfers and subsidies	500	-	-	500	500	-	100.0	-	-
Provinces and municipalities	500	-	-	500	500	-	100.0	-	-
TOTAL	788	46	-	834	834	-	100.0	193	193

WCG: ENVIRONMENTAL AFFAIRS AND DEVELOPMENT PLANNING
VOTE 9
APPROPRIATION STATEMENT
for the year ended 31 March 2020

PROGRAMME 7: DEVELOPMENT PLANNING

SUB PROGRAMME	2019/20							2018/19	
	Adjusted Appropriation	Shifting of Funds	Virement	Final Appropriation	Actual Expenditure	Variance	Expenditure as % of Final Appropriation	Final Appropriation	Actual Expenditure
	R'000	R'000	R'000	R'000	R'000	R'000	%	R'000	R'000
1. Development Facilitation	20,770	-	33	20,803	20,650	153	99.3	19,602	19,602
2. Spatial Planning, Land Use Management and Municipal Support	26,541	-	157	26,698	26,158	540	98.0	24,826	24,515
3. Regional Planning and Management and Special Programmes	42,039	-	-	42,039	41,389	650	98.5	26,696	24,636
TOTAL	89,350	-	190	89,540	88,197	1,343	98.5	71,124	68,753

WCG: ENVIRONMENTAL AFFAIRS AND DEVELOPMENT PLANNING
VOTE 9
APPROPRIATION STATEMENT
for the year ended 31 March 2020

ECONOMIC CLASSIFICATION	2019/20							2018/19	
	Adjusted Appropriation	Shifting of Funds	Virement	Final Appropriation	Actual Expenditure	Variance	Expenditure as % of Final Appropriation	Final Appropriation	Actual Expenditure
	R'000	R'000	R'000	R'000	R'000	R'000	%	R'000	R'000
Current payments	55,756	(103)	-	55,653	54,313	1,340	97.6	53,873	53,028
Compensation of employees	53,245	(51)	-	53,194	52,234	960	98.2	50,663	50,190
Salaries and wages	47,757	(51)	-	47,706	46,868	838	98.2	45,586	45,113
Social contributions	5,488	-	-	5,488	5,366	122	97.8	5,077	5,077
Goods and services	2,511	(52)	-	2,459	2,079	380	84.5	3,210	2,838
Administrative fees	40	(7)	-	33	33	-	100.0	45	45
Minor assets	1	6	-	7	7	-	100.0	294	294
Audit cost: External	-	-	-	-	-	-	-	60	60
Catering: Departmental activities	49	(16)	-	33	33	-	100.0	21	21
Communication (G&S)	187	(5)	-	182	182	-	100.0	184	184
Consultants: Business and advisory services	704	(77)	-	627	304	323	48.5	816	444
Contractors	5	-	-	5	5	-	100.0	1	1
Entertainment	3	(2)	-	1	1	-	100.0	2	2
Fleet services (including Government Motor Transport)	57	(18)	-	39	39	-	100.0	60	60
Consumable supplies	18	(9)	-	9	9	-	100.0	50	50
Consumable: Stationery, printing and office supplies	94	2	-	96	96	-	100.0	68	68
Operating leases	58	(1)	-	57	57	-	100.0	85	85
Travel and subsistence	809	(31)	-	778	721	57	92.7	1,013	1,013
Training and development	394	63	-	457	457	-	100.0	372	372
Operating payments	86	49	-	135	135	-	100.0	139	139
Venues and facilities	6	(6)	-	-	-	-	-	-	-

CONTINUE

WCG: ENVIRONMENTAL AFFAIRS AND DEVELOPMENT PLANNING
VOTE 9
APPROPRIATION STATEMENT
for the year ended 31 March 2020

ECONOMIC CLASSIFICATION	2019/20							2018/19	
	Adjusted Appropriation	Shifting of Funds	Virement	Final Appropriation	Actual Expenditure	Variance	Expenditure as % of Final Appropriation	Final Appropriation	Actual Expenditure
	R'000	R'000	R'000	R'000	R'000	R'000	%	R'000	R'000
Transfers and subsidies	33,312	51	-	33,363	33,363	-	100.0	17,030	15,526
Provinces and municipalities	33,300	-	-	33,300	33,300	-	100.0	15,000	13,500
Municipalities	33,300	-	-	33,300	33,300	-	100.0	15,000	13,500
Municipal bank accounts	33,300	-	-	33,300	33,300	-	100.0	15,000	13,500
Non-profit institutions	-	-	-	-	-	-	-	1,970	1,966
Households	12	51	-	63	63	-	100.0	60	60
Social benefits	12	51	-	63	63	-	100.0	60	60
Payments for capital assets	282	52	190	524	521	3	99.4	207	185
Machinery and equipment	282	52	190	524	521	3	99.4	207	185
Other machinery and equipment	282	52	190	524	521	3	99.4	207	185
Payments for financial assets	-	-	-	-	-	-	-	14	14
TOTAL	89,350	-	190	89,540	88,197	1,343	98.5	71,124	68,753

WCG: ENVIRONMENTAL AFFAIRS AND DEVELOPMENT PLANNING
VOTE 9
APPROPRIATION STATEMENT
for the year ended 31 March 2020

SUB PROGRAMME: 7.1: DEVELOPMENT FACILITATION

ECONOMIC CLASSIFICATION	2019/20							2018/19	
	Adjusted Appropriation	Shifting of Funds	Virement	Final Appropriation	Actual Expenditure	Variance	Expenditure as % of Final Appropriation	Final Appropriation	Actual Expenditure
	R'000	R'000	R'000	R'000	R'000	R'000	%	R'000	R'000
Current payments	20,630	(92)	-	20,538	20,385	153	99.3	19,459	19,459
Compensation of employees	20,015	(40)	-	19,975	19,822	153	99.2	18,625	18,625
Goods and services	615	(52)	-	563	563	-	100.0	834	834
Transfers and subsidies	12	40	-	52	52	-	100.0	-	-
Households	12	40	-	52	52	-	100.0	-	-
Payments for capital assets	128	52	33	213	213	-	100.0	129	129
Machinery and equipment	128	52	33	213	213	-	100.0	129	129
Payment for financial assets	-	-	-	-	-	-	-	14	14
TOTAL	20,770	-	33	20,803	20,650	153	99.3	19,602	19,602

WCG: ENVIRONMENTAL AFFAIRS AND DEVELOPMENT PLANNING
VOTE 9
APPROPRIATION STATEMENT
for the year ended 31 March 2020

SUB PROGRAMME: 7.2: SPATIAL PLANNING, LAND USE MANAGEMENT AND MUNICIPAL SUPPORT

ECONOMIC CLASSIFICATION	2019/20							2018/19	
	Adjusted Appropriation	Shifting of Funds	Virement	Final Appropriation	Actual Expenditure	Variance	Expenditure as % of Final Appropriation	Final Appropriation	Actual Expenditure
	R'000	R'000	R'000	R'000	R'000	R'000	%	R'000	R'000
Current payments	26,396	(11)	-	26,385	25,845	540	98.0	24,772	24,461
Compensation of employees	25,506	(11)	-	25,495	25,012	483	98.1	23,640	23,329
Goods and services	890	-	-	890	833	57	93.6	1,132	1,132
Transfers and subsidies	-	11	-	11	11	-	100.0	-	-
Households	-	11	-	11	11	-	100.0	-	-
Payments for capital assets	145	-	157	302	302	-	100.0	54	54
Machinery and equipment	145	-	157	302	302	-	100.0	54	54
TOTAL	26,541	-	157	26,698	26,158	540	98.0	24,826	24,515

WCG: ENVIRONMENTAL AFFAIRS AND DEVELOPMENT PLANNING
VOTE 9
APPROPRIATION STATEMENT
for the year ended 31 March 2020

SUB-PROGRAMME 7.3: REGIONAL PLANNING AND MANAGEMENT AND SPECIAL PROGRAMMES

ECONOMIC CLASSIFICATION	2019/20							2018/19	
	Adjusted Appropriation	Shifting of Funds	Virement	Final Appropriation	Actual Expenditure	Variance	Expenditure as % of Final Appropriation	Final Appropriation	Actual Expenditure
	R'000	R'000	R'000	R'000	R'000	R'000	%	R'000	R'000
Current payments	8,730	-	-	8,730	8,083	647	92.6	9,642	9,108
Compensation of employees	7,724	-	-	7,724	7,400	324	95.8	8,398	8,236
Goods and services	1,006	-	-	1,006	683	323	67.9	1,244	872
Transfers and subsidies	33,300	-	-	33,300	33,300	-	100.0	17,030	15,526
Provinces and municipalities	33,300	-	-	33,300	33,300	-	100.0	15,000	13,500
Municipalities	33,300	-	-	33,300	33,300	-	100.0	15,000	13,500
Non-profit institutions	-	-	-	-	-	-	-	1,970	1,966
Households	-	-	-	-	-	-	-	60	60
Payments for capital assets	9	-	-	9	6	3	66.7	24	2
Machinery and equipment	9	-	-	9	6	3	66.7	24	2
TOTAL	42,039	-	-	42,039	41,389	650	98.5	26,696	24,636

WCG: ENVIRONMENTAL AFFAIRS AND DEVELOPMENT PLANNING
VOTE 9
NOTES TO THE APPROPRIATION STATEMENT
for the year ended 31 March 2020

1. Detail of transfers and subsidies as per Appropriation Act (after Virement):

Detail of these transactions can be viewed in note 6 (Transfers and subsidies), disclosure notes and Annexure 1 (A-D) to the Annual Financial Statements.

2. Detail of specifically and exclusively appropriated amounts voted (after Virement):

Detail of these transactions can be viewed in note 1 (Annual Appropriation) to the Annual Financial Statements.

3. Detail on payments for financial assets

Detail of these transactions per programme can be viewed in note 5 (Payments for financial assets) to the Annual Financial Statements.

4. Explanations of material variances from amounts Voted (after Virement):

4.1 PER PROGRAMME	Final Appropriation	Actual Expenditure	Variance	Variance as a % of Final Appropriation
	R'000	R'000	R'000	%
Programme 2: Environmental Policy, Planning and Coordination	18,890	17,971	919	4.9
The underspending reflected against this Programme mainly relates to the 2050 Emissions Pathway Project. The bid was cancelled due to all proposals received being over budget. The scope of work was subsequently revised with appointment only to be made in the 2020/21 financial year. Furthermore, a delay occurred in delivering a large format printer (plotter) from abroad. The international supplier was faced with a challenge as a result of international borders being closed due to the COVID-19 pandemic.				
Programme 4: Environmental Quality Management	88,298	84,399	3,899	4.4
The underspending relates to Compensation of Employees due to delays in filling of vacant posts and resignations. A further underspending was realised on the Berg River Improvement Plan: Development and Application of a benchmarking tool and implementation strategy for the transition towards a Water Sensitive City for the City of Cape Town. The process of appointment together with the Service Level Agreement took longer than anticipated, hence limited time was available to complete the required work before the end of the financial year. In further-ance, delivery of water quality instruments did not materialise since the international borders were closed due to the COVID-19 pandemic.				
Programme 6: Environmental Empowerment Services	1,883	1,306	577	30.6
The underspending on this Programme mainly relates to the Wastepreneurs project due to the delay in the finalisation of the Business case and Terms of Reference which impacted on the procurement process.				

4.2 PER ECONOMIC CLASSIFICATION	Final Appropriation	Actual Expenditure	Variance	Variance as a % of Final Appropriation
	R'000	R'000	R'000	%
Goods and services	45,560	39,951	5,609	12.3
Machinery and equipment	7,693	7,348	345	4.5
Underspending on Goods and services mainly relates to projects that were not commenced or completed during the 2019/20 financial year. Reasons include delays such as bid evaluation processes not finalised as planned and cancellation of bid advertisements due to insufficient responses as a result of the change in the procurement system. This includes projects in respect of Berg River, Water for Sustainable Growth and Development, Climate Change, Biodiversity as well as Coastal Management.				
Further underspending on Machinery and equipment was mainly in respect of the delay in transporting the plotter from abroad due to the borders being closed as a result of the COVID-19 pandemic.				

WCG: ENVIRONMENTAL AFFAIRS AND DEVELOPMENT PLANNING
VOTE 9
STATEMENT OF FINANCIAL PERFORMANCE
for the year ended 31 March 2020

	Note	2019/20 R'000	2018/19 R'000
REVENUE			
Annual appropriation	1	634,759	585,536
Departmental revenue	2	1,024	-
TOTAL REVENUE		635,783	585,536
EXPENDITURE			
Current expenditure			
Compensation of employees	3	225,381	218,835
Goods and services	4	39,951	43,897
Total current expenditure		265,332	262,732
Transfers and subsidies			
Transfers and subsidies	6	352,169	307,719
Total transfers and subsidies		352,169	307,719
Expenditure for capital assets			
Tangible assets	7	7,348	5,043
Intangible assets	7	16	-
Total expenditure for capital assets		7,364	5,043
Payments for financial assets	5	4	18
TOTAL EXPENDITURE		624,869	575,512
SURPLUS/(DEFICIT) FOR THE YEAR		10,914	10,024
Reconciliation of Net Surplus/(Deficit) for the year			
Voted funds		9,890	10,024
Annual appropriation		9,890	10,024
Departmental revenue and PRF Receipts	12	1,024	-
SURPLUS/(DEFICIT) FOR THE YEAR		10,914	10,024

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STATEMENT OF FINANCIAL POSITION
for the year ended 31 March 2020

	Note	2019/20 R'000	2018/19 R'000
ASSETS			
Current assets		11,513	10,418
Cash and cash equivalents	8	11,107	10,268
Prepayments and advances	9	-	90
Receivables	10	406	60
Non-current assets		222	3
Receivables	10	222	3
TOTAL ASSETS		11,735	10,421
LIABILITIES			
Current liabilities		11,441	10,421
Voted funds to be surrendered to the Revenue Fund	11	9,890	8,846
Departmental revenue and PRF Receipts to be surrendered to the Revenue Fund	12	32	26
Payables	13	1,519	1,549
TOTAL LIABILITIES		11,441	10,421
NET ASSETS		294	-
Represented by:			
Recoverable revenue		294	-
TOTAL		294	-

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STATEMENT OF CHANGES IN NET ASSETS
for the year ended 31 March 2020

	<i>Note</i>	2019/20 R'000	2018/19 R'000
Recoverable revenue			
Opening balance		-	87
Transfers:		294	(87)
Debts revised		372	-
Debts recovered (included in departmental receipts)		(78)	(87)
Closing balance		294	-
TOTAL		294	-

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CASH FLOW STATEMENT
for the year ended 31 March 2020

	Note	2019/20 R'000	2018/19 R'000
CASH FLOWS FROM OPERATING ACTIVITIES			
Receipts		637,822	587,168
Annual appropriated funds received	1.1	634,759	584,358
Departmental revenue received	2	3,045	2,807
Interest received	2.3	18	3
Net (increase)/decrease in working capital		(286)	1,623
Surrendered to Revenue Fund		(11,968)	(12,366)
Current payments		(265,332)	(262,732)
Payments for financial assets		(4)	(18)
Transfers and subsidies paid		(352,169)	(307,719)
Net cash flow available from operating activities	14	8,063	5,956
CASH FLOWS FROM INVESTING ACTIVITIES			
Payments for capital assets	7	(7,364)	(5,043)
Proceeds from sale of capital assets	2.4	65	38
(Increase)/decrease in non-current receivables		(219)	(10)
Net cash flows from investing activities		(7,518)	(5,015)
CASH FLOWS FROM FINANCING ACTIVITIES			
Increase/(decrease) in net assets		294	(87)
Net cash flows from financing activities		294	(87)
Net increase/(decrease) in cash and cash equivalents		839	854
Cash and cash equivalents at beginning of period		10,268	9,414
Cash and cash equivalents at end of period	15	11,107	10,268

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NOTES TO THE ANNUAL FINANCIAL STATEMENTS
for the year ended 31 March 2020

PART A: ACCOUNTING POLICIES

SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The financial statements have been prepared in accordance with the following policies, which have been applied consistently in all material aspects, unless otherwise indicated. Management has concluded that the financial statements present fairly the department's primary and secondary information.

The historical cost convention has been used, except where otherwise indicated. Management has used assessments and estimates in preparing the annual financial statements. These are based on the best information available at the time of preparation.

Where appropriate and meaningful, additional information has been disclosed to enhance the usefulness of the financial statements and to comply with the statutory requirements of the Public Finance Management Act (PFMA), Act 1 of 1999 (as amended by Act 29 of 1999), and the Treasury Regulations issued in terms of the PFMA and the annual Division of Revenue Act.

1. BASIS OF PREPARATION

The financial statements have been prepared in accordance with the Modified Cash Standard.

2. GOING CONCERN

The financial statements have been prepared on a going concern basis.

3. PRESENTATION CURRENCY

Amounts have been presented in the currency of the South African Rand (R) which is also the functional currency of the department.

4. ROUNDING

Unless otherwise stated financial figures have been rounded to the nearest one thousand Rand (R'000).

5. FOREIGN CURRENCY TRANSLATION

Cash flows arising from foreign currency transactions are translated into South African Rands using the spot exchange rates prevailing at the date of payment/receipt.

6. COMPARATIVE INFORMATION

6.1 Prior period comparative information

Prior period comparative information has been presented in the current year's financial statements. Where necessary figures included in the prior period financial statements have been reclassified to ensure that the format in which the information is presented is consistent with the format of the current year's financial statements.

6.2 Current year comparison with budget

A comparison between the approved, final budget and actual amounts for each programme and economic classification is included in the appropriation statement.

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for the year ended 31 March 2020

7. REVENUE

7.1 Appropriated funds

Appropriated funds comprises of departmental allocations as well as direct charges against the revenue fund (i.e. statutory appropriation).

Appropriated funds are recognised in the statement of financial performance on the date the appropriation becomes effective. Adjustments made in terms of the adjustments budget process are recognised in the statement of financial performance on the date the adjustments become effective.

The net amount of any appropriated funds due to/from the relevant revenue fund at the reporting date is recognised as a payable/receivable in the statement of financial position.

7.2 Departmental revenue

Departmental revenue is recognised in the statement of financial performance when received and is subsequently paid into the relevant revenue fund, unless stated otherwise.

Any amount owing to the relevant revenue fund at the reporting date is recognised as a payable in the statement of financial position.

7.3 Accrued departmental revenue

Accruals in respect of departmental revenue (excluding tax revenue) are recorded in the notes to the financial statements when:

- it is probable that the economic benefits or service potential associated with the transaction will flow to the department; and
- the amount of revenue can be measured reliably.

The accrued revenue is measured at the fair value of the consideration receivable.

Accrued tax revenue (and related interest and/penalties) is measured at amounts receivable from collecting agents.

Write-offs are made according to the department's debt write-off policy.

8. EXPENDITURE

8.1 Compensation of employees

8.1.1 Salaries and wages

Salaries and wages are recognised in the statement of financial performance on the date of payment.

8.1.2 Social contributions

Social contributions made by the department in respect of current employees are recognised in the statement of financial performance on the date of payment.

Social contributions made by the department in respect of ex-employees are classified as transfers to households in the statement of financial performance on the date of payment.

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8.2 Other expenditure

Other expenditure (such as goods and services, transfers and subsidies and payments for capital assets) is recognised in the statement of financial performance on the date of payment. The expense is classified as a capital expense if the total consideration paid is more than the capitalisation threshold.

8.3 Accruals and payables not recognised

Accruals and payables not recognised are recorded in the notes to the financial statements at cost at the reporting date.

8.4 Leases

8.4.1 Operating leases

Operating lease payments made during the reporting period are recognised as current expenditure in the statement of financial performance on the date of payment.

The operating lease commitments are recorded in the notes to the financial statements.

8.4.2 Finance leases

Finance lease payments made during the reporting period are recognised as capital expenditure in the statement of financial performance on the date of payment.

The finance lease commitments are recorded in the notes to the financial statements and are not apportioned between the capital and interest portions.

Finance lease assets acquired at the end of the lease term are recorded and measured at the lower of:

- cost, being the fair value of the asset; or
- the sum of the minimum lease payments made, including any payments made to acquire ownership at the end of the lease term, excluding interest.

9. CASH AND CASH EQUIVALENTS

Cash and cash equivalents are stated at cost in the statement of financial position.

Bank overdrafts are shown separately on the face of the statement of financial position as a current liability.

For the purposes of the cash flow statement, cash and cash equivalents comprise cash on hand, deposits held, other short-term highly liquid investments and bank overdrafts.

10. PREPAYMENTS AND ADVANCES

Prepayments and advances are recognised in the statement of financial position when the department receives or disburses the cash.

Prepayments and advances are initially and subsequently measured at cost.

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11. LOANS AND RECEIVABLES

Loans and receivables are recognised in the statement of financial position at cost plus accrued interest, where interest is charged, less amounts already settled or written-off. Write-offs are made according to the department's write-off policy.

12. FINANCIAL ASSETS

12.1 Financial assets (not covered elsewhere)

A financial asset is recognised initially at its cost-plus transaction costs that are directly attributable to the acquisition or issue of the financial asset.

At the reporting date, a department shall measure its financial assets at cost, less amounts already settled or written-off, except for recognised loans and receivables, which are measured at cost plus accrued interest, where interest is charged, less amounts already settled or written-off.

13. PAYABLES

Payables recognised in the statement of financial position are recognised at cost.

14. CAPITAL ASSETS

14.1 Immovable capital assets

Immovable assets reflected in the asset register of the department are recorded in the notes to the financial statements at cost or fair value where the cost cannot be determined reliably. Immovable assets acquired in a non-exchange transaction are recorded at fair value at the date of acquisition. Immovable assets are subsequently carried in the asset register at cost and are not currently subject to depreciation or impairment.

Subsequent expenditure of a capital nature forms part of the cost of the existing asset when ready for use.

Additional information on immovable assets not reflected in the assets register is provided in the notes to financial statements.

14.2 Movable capital assets

Movable capital assets are initially recorded in the notes to the financial statements at cost. Movable capital assets acquired through a non-exchange transaction is measured at fair value as at the date of acquisition.

Where the cost of movable capital assets cannot be determined reliably, the movable capital assets are measured at fair value and where fair value cannot be determined; the movable assets are measured at R1.

All assets acquired prior to 1 April 2002 (or a later date as approved by the OAG) may be recorded at R1.

Movable capital assets are subsequently carried at cost and are not subject to depreciation or impairment.

Subsequent expenditure that is of a capital nature forms part of the cost of the existing asset when ready for use.

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14.3 Intangible assets

Intangible assets are initially recorded in the notes to the financial statements at cost. Intangible assets acquired through a non-exchange transaction are measured at fair value as at the date of acquisition.

Internally generated intangible assets are recorded in the notes to the financial statements when the department commences the development phase of the project.

Where the cost of intangible assets cannot be determined reliably, the intangible capital assets are measured at fair value and where fair value cannot be determined; the intangible assets are measured at R1.

All assets acquired prior to 1 April 2002 (or a later date as approved by the OAG) may be recorded at R1.

Intangible assets are subsequently carried at cost and are not subject to depreciation or impairment.

Subsequent expenditure of a capital nature forms part of the cost of the existing asset when ready for use.

14.4 Project Costs: Work-in-progress

Expenditure of a capital nature is initially recognised in the statement of financial performance at cost when paid.

Amounts paid towards capital projects are separated from the amounts recognised and accumulated in work-in-progress until the underlying asset is ready for use. Once ready for use, the total accumulated payments are recorded in an asset register. Subsequent payments to complete the project are added to the capital asset in the asset register.

Where the department is not the custodian of the completed project asset, the asset is transferred to the custodian subsequent to completion.

15. PROVISIONS AND CONTINGENTS

15.1 Provisions

Provisions are recorded in the notes to the financial statements when there is a present legal or constructive obligation to forfeit economic benefits as a result of events in the past and it is probable that an outflow of resources embodying economic benefits or service potential will be required to settle the obligation and a reliable estimate of the obligation can be made. The provision is measured as the best estimate of the funds required to settle the present obligation at the reporting date.

15.2 Contingent liabilities

Contingent liabilities are recorded in the notes to the financial statements when there is a possible obligation that arises from past events, and whose existence will be confirmed only by the occurrence or non-occurrence of one or more uncertain future events not within the control of the department or when there is a present obligation that is not recognised because it is not probable that an outflow of resources will be required to settle the obligation or the amount of the obligation cannot be measured reliably.

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15.3 Contingent assets

Contingent assets are recorded in the notes to the financial statements when a possible asset arises from past events, and whose existence will be confirmed by the occurrence or non-occurrence of one or more uncertain future events not within the control of the department.

15.4 Capital commitments

Capital commitments are recorded at cost in the notes to the financial statements.

16. IRREGULAR EXPENDITURE

Irregular expenditure is recorded in the notes to the financial statements when confirmed. The amount recorded is equal to the value of the irregular expenditure incurred unless it is impracticable to determine, in which case reasons therefor are provided in the note.

Irregular expenditure is removed from the note when it is either condoned by the relevant authority, transferred to receivables for recovery, not condoned and removed or written-off.

Irregular expenditure receivables are measured at the amount that is expected to be recoverable and are de-recognised when settled or subsequently written-off as irrecoverable.

17. CHANGES IN ACCOUNTING POLICIES, ACCOUNTING ESTIMATES AND ERRORS

Changes in accounting estimates are applied prospectively in accordance with MCS requirements.

Correction of errors is applied retrospectively in the period in which the error has occurred in accordance with MCS requirements, except to the extent that it is impracticable to determine the period-specific effects or the cumulative effect of the error. In such cases the department shall restate the opening balances of assets, liabilities and net assets for the earliest period for which retrospective restatement is practicable.

18. EVENTS AFTER THE REPORTING DATE

Events after the reporting date that are classified as adjusting events have been accounted for in the financial statements. The events after the reporting date that are classified as non-adjusting events after the reporting date have been disclosed in the notes to the financial statements.

19. PRINCIPAL-AGENT ARRANGEMENTS

Flowing from various agreements, the Regional Socio-Economic Project/Violence Prevention through Upgrade Programme (RSEP/VPUU) was established. One of these agreements, the Financing and Project Agreement, resulted in the establishment of an arrangement with the Project-Executing Agency, the VPUU "Not for profit company" (NPC). Various monitoring procedures are in place to adequately manage the deliverables.

All related revenues, expenditures, assets and liabilities have been recognised or recorded in terms of the relevant policies listed herein.

20. DEPARTURES FROM THE MCS REQUIREMENTS

The Public Finance Management Act (PFMA), No 1 of 1999, requires departments to "prepare financial statements for each financial year in accordance with generally recognised accounting

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practice". The Treasury Regulations further defines "generally recognised accounting practice" for departments as being the reporting framework prescribed by the National Treasury, Office of the Accountant General (OAG).

The OAG has developed and issued the Modified Cash Standard (hereafter 'the Standard') which sets out the principles for the recognition, recording, measurement, presentation and disclosure of information required in terms of the prescribed formats. Management concluded that the financial statements present fairly the department's primary and secondary information and that the department complied with the Standard.

21. RECOVERABLE REVENUE

Amounts are recognised as recoverable revenue when a payment made in a previous financial year becomes recoverable from a debtor in the current financial year. Amounts are either transferred to the National/Provincial Revenue Fund when recovered or are transferred to the statement of financial performance when written-off.

22. RELATED PARTY TRANSACTIONS

Related party transactions within the Minister/MEC's portfolio are recorded in the notes to the financial statements when the transaction is not at arm's length.

Key management personnel are those persons having the authority and responsibility for planning, directing and controlling the activities of the Department. The number of individuals and the full compensation of key management personnel is recorded in the notes to the financial statements.

23. EMPLOYEE BENEFITS

The value of each major class of employee benefit obligation (accruals, payables not recognised and provisions) is disclosed in the Employee benefits note.

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PART B: EXPLANATORY NOTES

1. ANNUAL APPROPRIATION

1.1 Annual Appropriation

Included are funds appropriated in terms of the Appropriation Act (and the Adjustments Appropriation Act) for Provincial Departments:

PROGRAMMES	2019/20		2018/19		
	Final Appropriation	Actual Funds Received	Final Appropriation	Appropriation Received	Funds Not Requested/Not Received
	R'000	R'000	R'000	R'000	R'000
Administration	78,796	78,796	72,566	72,566	-
Environmental Policy, Planning and Coordination	18,890	18,890	20,306	20,306	-
Compliance and Enforcement	27,710	27,710	26,530	25,352	1,178
Environmental Quality Management	88,298	88,298	86,893	86,893	-
Biodiversity Management	329,642	329,642	306,889	306,889	-
Environmental Empowerment Services	1,883	1,883	1,228	1,228	-
Development Planning	89,540	89,540	71,124	71,124	-
TOTAL	634,759	634,759	585,536	584,358	1,178

The earmarked allocations for the 2019/20 financial year are as follows:

Water for Sustainable Growth and Development - R7,283 million.

RSEP/VPUU - Original allocation of R33,515 million which was increased to R34,715 million during the adjusted estimates.

Disaster Prevention Measures - Management of wildfires, floods and other risks (CapeNature) - R10 million.

1.2 Conditional grants

	Note	2019/20 R'000	2018/19 R'000
Total grants received	32	3,717	3,991
Provincial grants included in Total Grants received		3,717	3,991

The conditional grant is included in the Final Appropriation of Programme 5: Biodiversity Management in Note 1.1 above.

The conditional grant is in respect of the Expanded Public Works Programme (EPWP) Integrated Grant of which R3,717 million was transferred to CapeNature.

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2. DEPARTMENTAL REVENUE

	Note	2019/20 R'000	2018/19 R'000
Sales of goods and services other than capital assets	2.1	595	634
Fines, penalties and forfeits	2.2	2,273	1,978
Interest, dividends and rent on land	2.3	18	3
Sales of capital assets	2.4	65	38
Transactions in financial assets and liabilities	2.5	177	145
Transfer received	2.6	-	50
Total revenue collected		3,128	2,848
Less: Own revenue included in appropriation	12	2,104	2,848
Departmental revenue collected		1,024	-

The over collection of R1 million is due to increased collection after the adjustment estimates on the NEMA Section 24G fines.

2.1 Sales of goods and services other than capital assets

	Note	2019/20 R'000	2018/19 R'000
	2		
Sales of goods and services produced by the department		576	631
Administrative fees		527	562
Other sales		49	69
Sales of scrap, waste and other used current goods		19	3
Total		595	634

Other sales - This group of revenue items includes revenue received from commission on insurances and garnishee orders deducted from official's salaries to the value of R32 000, rezoning fees to the value of R10 000 and sales of minor assets to the value of R7 000.

2.2 Fines, penalties and forfeits

	Note	2019/20 R'000	2018/19 R'000
	2		
Fines		2,273	1,978
Total		2,273	1,978

Fines relates to revenue received in respect of the NEMA Section 24G for persons/entities who commenced with listed activities without prior environmental authorisation.

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2.3 Interest, dividends and rent on land

	Note 2	2019/20 R'000	2018/19 R'000
Interest		18	3
Total		18	3

The increase in interest is due to the increased number of interest-bearing debts registered.

2.4 Sale of capital assets

	Note 2	2019/20 R'000	2018/19 R'000
Tangible assets		65	38
Machinery and equipment	26	65	38
Total		65	38

The increase is due to a higher number of IT equipment sold during the financial year.

2.5 Transactions in financial assets and liabilities

	Note 2	2019/20 R'000	2018/19 R'000
Other Receipts including Recoverable Revenue		177	145
Total		177	145

Other Receipts included in recoverable revenue - Includes R5 000 for leave without pay, R1 000 recovered for private telephone usage, R8 000 for salary reversals, R127 000 for money collected on contractual debt, R6 000 erroneous funds received and R30 000 for refunds received for previous year expenditure.

2.6 Transfers received

	Note 2	2019/20 R'000	2018/19 R'000
Households and non-profit institutions		-	50
Total		-	50

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3. COMPENSATION OF EMPLOYEES

3.1 Salaries and Wages

	2019/20 R'000	2018/19 R'000
Basic salary	162,497	156,218
Performance award*	1,074	3,246
Service Based	248	220
Compensative/circumstantial**	769	884
Other non-pensionable allowances***	33,382	32,452
Total	197,970	193,020

* Performance award - The decrease relates to the reduction in performance award payments in line with the Provincial Fiscal Strategy.

** Compensative/circumstantial - This group of items provide for payments to employees based on certain conditions or circumstances as provided for by the Department of Public Service and Administration (DPSA) and in terms of departmental procedures, such as overtime R350 000 and role-playing allowances R419 000 for cost resulting from operational or job-related requirements.

*** Other non-pensionable allowances - This group of items provide for allowance as per DPSA guidance not subjected to pension, e.g. housing allowance R3,564 million, service bonus R10,545 million and structuring for motor car allowance and cash allowances R19,273 million as part of employees' salary and benefit package.

3.2 Social contributions

	2019/20 R'000	2018/19 R'000
Employer contributions		
Pension	19,727	18,748
Medical	7,649	7,034
Bargaining council	35	33
Total	27,411	25,815
Total Compensation of Employees	225,381	218,835
Average number of employees	368	370

The average number of employees is determined on a full-time equivalent basis at the beginning and the end of the financial year. On 1 April 2019, 363 officials were employed which increased to 373 employees at 31 March 2020. The remuneration for the Minister of Local Government, Environmental Affairs and Development Planning and Departmental Personnel are disclosed under note 24 - Key management personnel.

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4. GOODS AND SERVICES

	<i>Note</i>	2019/20 R'000	2018/19 R'000
Administrative fees		269	358
Advertising*		4,340	1,846
Minor assets**	4.1	110	973
Bursaries (employees)		347	338
Catering		547	472
Communication		1,090	1,151
Computer services***	4.2	2,735	2,099
Consultants: Business and advisory services****		9,232	13,339
Laboratory services		1,128	855
Legal services*****		3,427	2,744
Contractors****		1,776	2,925
Entertainment		15	21
Audit cost – external	4.3	3,327	3,409
Fleet services		1,351	1,558
Consumables	4.4	1,026	1,302
Operating leases		1,016	1,039
Rental and hiring		14	56
Transport provided as part of the departmental activities		60	45
Travel and subsistence	4.5	5,088	6,028
Venues and facilities*****		334	143
Training and development		1,749	2,091
Other operating expenditure	4.6	970	1,105
Total		39,951	43,897

*Advertising - The significant increase is due to a targeted plastic pollution awareness raising campaign.

**Minor Assets - The significant decrease relates to once off expenditure incurred during the previous financial year for the upgrading of one of the departmental buildings.

***Computer services - The increase relates to increased fees paid in respect of the Departmental Integrated Management Information System (DIMIS) project.

****Consultants - Business and advisory services; and Contractors - The decrease is mainly due to the delays in stakeholder engagements as well as procurement challenges faced during the change over from the Integrated Procurement Solution (IPS) to the Electronic Procurement System (EPS) service.

*****Legal services - The increase is due to finalisation of legal cases and disputed claims stemming from previous financial years settled during the reporting period.

***** Venue and facilities - The increase is due to the Greenest Municipality Competition that was hosted during the current year as the competition is hosted every second year and the Estuary Management training.

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4.1 Minor assets

	Note 4	2019/20 R'000	2018/19 R'000
Tangible assets		110	973
Machinery and equipment		110	973
Total		110	973

4.2 Computer services

	Note 4	2019/20 R'000	2018/19 R'000
SITA computer services		373	398
External computer service providers		2,362	1,701
Total		2,735	2,099

4.3 Audit cost – external

	Note 4	2019/20 R'000	2018/19 R'000
Regularity audits*		3,327	3,350
Performance audits		-	59
Total		3,327	3,409

* Regularity audits - This item refers to external/regulatory audits, conducted by the Auditor-General of South Africa or private auditing companies contracted by the Auditor-General of South Africa.

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4.4 Consumables

	Note 4	2019/20 R'000	2018/19 R'000
Consumable supplies		308	668
Uniform and clothing		42	69
Household supplies		97	114
Building material and supplies*		28	349
IT consumables		19	52
Other consumables**		122	84
Stationery, printing and office supplies		718	634
Total		1,026	1,302

* Building material and supplies - The significant decrease relates to once off expenditure incurred during the previous financial year for the upgrading of one of the departmental buildings.

** Other consumables - The expenditure mainly includes gifts and awards provided to officials in terms of the Departmental Bereavement and Employer Support for Employees Policy.

4.5 Travel and subsistence

	Note 4	2019/20 R'000	2018/19 R'000
Local		4,964	5,297
Foreign*		124	731
Total		5,088	6,028

* Foreign - The decrease relates to more sponsored trips undertaken during the financial year.

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4.6 Other operating expenditure

	Note 4	2019/20 R'000	2018/19 R'000
Professional bodies, membership and subscription fees*		107	96
Resettlement costs**		189	1
Other***		674	1,008
Total		970	1,105

*Professional bodies, membership and subscription fees - R102 000 was paid for renewal of membership fees to be part of The Climate Group State and Regions Alliance, R2 000 for the Institute of Waste Management of South Africa and R3 000 for the registration of officials as Environmental Assessment Practitioners.

**Resettlement costs - New appointees were relocated where the Department carried the costs during the financial year in terms of the Transversal Resettlement Policy.

***Other - Includes R629 000 for printing and publication, R19 000 as payments to voluntary workers for their day-to-day expenses and R26 000 for courier and delivery services.

5. PAYMENTS FOR FINANCIAL ASSETS

	Note	2019/20 R'000	2018/19 R'000
Debts written off	5.1	4	18
Total		4	18

Three vehicle accident cases written off.

5.1 Debts written off

	Note 5	2019/20 R'000	2018/19 R'000
Recoverable revenue written off			
Salary overpayment of an ex-employee		-	14
Total		-	14
Other debt written off			
Accident: Damage vehicle		-	3
Accidents: Government Motor Transport (GMT) vehicles		4	1
Total		4	4
Total debt written off		4	18

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6. TRANSFERS AND SUBSIDIES

	<i>Note</i>	2019/20 R'000	2018/19 R'000
Provinces and municipalities	33 & Annex 1A	33,800	13,500
Departmental agencies and accounts	Annex 1B	314,484	290,541
Non-profit institutions	Annex 1C	1,000	3,166
Households	Annex 1D	2,885	512
Total		352,169	307,719

Households - Households includes expenditure amounting to R1,756 million incurred by the Department as penalty for the early retirement of officials.

7. EXPENDITURE FOR CAPITAL ASSETS

	<i>Note</i>	2019/20 R'000	2018/19 R'000
Tangible assets		7,348	5,043
Machinery and equipment	26	7,348	5,043
Intangible assets		16	-
Software	28	16	-
Total		7,364	5,043

7.1 Analysis of funds utilised to acquire capital assets - 2019/20

	Voted funds R'000	Total R'000
Tangible assets	7,348	7,348
Machinery and equipment	7,348	7,348
Intangible assets	16	16
Software	16	16
Total	7,364	7,364

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7.2 Analysis of funds utilised to acquire capital assets – 2018/19

	Voted funds	Total
	R'000	R'000
Tangible assets	5,043	5,043
Machinery and equipment	5,043	5,043
Total	5,043	5,043

7.3 Finance lease expenditure included in Expenditure for capital assets

	2019/20	2018/19
	R'000	R'000
Tangible assets		
Machinery and equipment	3,107	3,282
Total	3,107	3,282

8. CASH AND CASH EQUIVALENTS

	2019/20	2018/19
	R'000	R'000
Consolidated Paymaster General Account	11,077	10,238
Cash on hand	30	30
Total	11,107	10,268

9. PREPAYMENTS AND ADVANCES

	2019/20	2018/19
	R'000	R'000
Travel and subsistence	-	21
Advances paid (Not expensed)	-	69
Total	-	90

Note

9.1

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9.1 Advances paid (Not expensed) (2019/20)

<i>Note</i>	Balance as at 1 April 2019	Less: Amount expensed in current year	Add/Less: Other	Add: Current Year advances	Balance as at 31 March 2020
9	R'000	R'000	R'000	R'000	R'000
Provincial departments	69	-	(69)	-	-
Total	69	-	(69)	-	-

An advance payment was made to Government Motor Transport during the previous financial year. The balance between the advance payment and the actual invoice was refunded to the Department.

Advances paid (not expensed) (2018/19)

<i>Note</i>	Balance as at 1 April 2018	Less: Amount expensed in current year	Add/Less: Other	Add: Current Year advances	Balance as at 31 March 2019
9	R'000	R'000	R'000	R'000	R'000
Provincial departments	-	-	-	69	69
Total	-	-	-	69	69

9.2 Prepayments (Expensed) (2019/20)

<i>Note</i>	Amount as at 1 April 2019	Less: Received in the current year	Add/Less: Other	Add: Current Year pre-payments	Amount as at 31 March 2020
9	R'000	R'000	R'000	R'000	R'000
Goods and services	80	(80)	-	8	8
Total	80	(80)	-	8	8

A prepayment of R80 000 was made during the previous financial year for officials to attend the Western Cape Property Development Forum Conference during May 2019. A prepayment of R8 000 was made during March 2020 to attend a short course during the new financial year.

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Prepayments (expensed) (2018/19)

Note	Amount as at 1 April 2018	Less: Received in the current year	Add/Less: Other	Add: Current Year prepayments	Amount as at 31 March 2019
9	R'000	R'000	R'000	R'000	R'000
Goods and services	762	(762)	-	80	80
Total	762	(762)	-	80	80

9.3 Advances paid (Expensed) (2018/19)

Note	Amount as at 1 April 2018	Less: Received in the current year	Add/Less: Other	Add: Current Year advances	Amount as at 31 March 2019
9	R'000	R'000	R'000	R'000	R'000
Other institutions	38	(38)	-	-	-
Total	38	(38)	-	-	-

10. RECEIVABLES

	2019/20			2018/19		
	Current	Non- current	Total	Current	Non- current	Total
Note	R'000	R'000	R'000	R'000	R'000	R'000
Recoverable expenditure	34	-	34	54	-	54
Staff debt	80	222	302	6	3	9
Other receivables	292	-	292	-	-	-
Total	406	222	628	60	3	63

10.1 Recoverable expenditure (disallowance accounts)

Note	2019/20	2018/19
10	R'000	R'000
Disallowance miscellaneous	26	51
Disallowance damages and losses	8	3
Total	34	54

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10.2 Staff debt

	<i>Note</i> 10	2019/20 R'000	2018/19 R'000
Debt account (in service)		296	9
Salary: Tax debt		2	-
Salary: Income tax account		4	-
Total		302	9

Debt account - The increase is due to bursary debt that were registered during the financial year.

10.3 Other receivables

	<i>Note</i> 10	2019/20 R'000	2018/19 R'000
Debt account (out of service)		2	-
Public Entity advance account		290	-
Total		292	-

Public Entity advance account: The Department is collaborating with the South African National Biodiversity Institute (SANBI) through the Biodiversity and Land Use project in the Cape Winelands District Municipality. The project is funded on a claim back basis against the cost incurred by the Department.

11. VOTED FUNDS TO BE SURRENDERED TO THE REVENUE FUND

	<i>Note</i>	2019/20 R'000	2018/19 R'000
Opening balance		8,846	9,535
Transfer from Statement of Financial Performance (as restated)		9,890	10,024
Voted funds not requested/not received	1.1	-	(1,178)
Paid during the year		(8,846)	(9,535)
Closing balance		9,890	8,846

Surplus funds surrendered to the Provincial Revenue fund.

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12. DEPARTMENTAL REVENUE AND PRF RECEIPTS TO BE SURRENDERED TO THE REVENUE FUND

	2019/20 R'000	2018/19 R'000
Opening balance	26	9
Transfer from Statement of Financial Performance (as restated)	1,024	-
Own revenue included in appropriation	2,104	2,848
Paid during the year	(3,122)	(2,831)
Closing balance	32	26

The balance of R32 000 was paid to the Provincial Revenue Fund.

13. PAYABLES - CURRENT

	<i>Note</i>	2019/20 R'000	2018/19 R'000
Advances received	13.1	-	1,425
Clearing accounts	13.2	-	13
Other payables	13.3	1,519	111
Total		1,519	1,549

13.1 Advances received

	<i>Note</i>	2019/20 R'000	2018/19 R'000
National departments	13	-	1,196
Public Entities	Annex 2	-	229
Total		-	1,425

Public Entity: The Department is collaborating with South African National Biodiversity Institute (SANBI) through the Biodiversity and Land Use project in the Cape Winelands District Municipality. The project is funded on a claim back basis against the cost incurred by the Department. R290 000 is owed to the Department as at the reporting date and disclosed under Note 10: Receivables.

13.2 Clearing accounts

	<i>Note</i>	2019/20 R'000	2018/19 R'000
Salary ACB recalls account	13	-	8
Salary Income tax account		-	5
Total		-	13

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13.3 Other payables

	<i>Note</i> 13	2019/20 R'000	2018/19 R'000
Private enterprise		1,519	111
Total		1,519	111

Funding received from private companies via a plea-and-sentence agreement in terms of Section 105A of the Criminal Procedure Act, 1977 and/or section 34 of the NEMA, to be used for enforcement purposes, environmental rehabilitation and enforcement training.

14. NET CASH FLOW AVAILABLE FROM OPERATING ACTIVITIES

	2019/20 R'000	2018/19 R'000
Net surplus/(deficit) as per Statement of Financial Performance	10,914	10,024
Add back non-cash/cash movements not deemed operating activities	(2,851)	(4,068)
(Increase)/decrease in receivables*	(346)	173
(Increase)/decrease in prepayments and advances	90	(87)
Increase/(decrease) in payables – current	(30)	1,537
Proceeds from sale of capital assets	(65)	(38)
Expenditure on capital assets	7,364	5,043
Surrenders to Revenue Fund	(11,968)	(12,366)
Voted funds not requested/not received	-	(1,178)
Own revenue included in appropriation	2,104	2,848
Net cash flow generated by operating activities	8,063	5,956

*(Increase)/decrease in receivables: The prior year amount was restated from R163 000 to R173 000 as a result of reporting requirements.

15. RECONCILIATION OF CASH AND CASH EQUIVALENTS FOR CASH FLOW PURPOSES

	2019/20 R'000	2018/19 R'000
Consolidated Paymaster General account	11,077	10,238
Cash on hand	30	30
Total	11,107	10,268

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16. CONTINGENT LIABILITIES AND CONTINGENT ASSETS

16.1 Contingent liabilities

		Note	2019/20 R'000	2018/19 R'000
Liable to	Nature			
Intergovernmental payables (unconfirmed balances)	Unconfirmed balances	Annex 3A	7	7
Employee	Arbitration	Annex 3B	517	517
Total			524	524

Employee - A dispute was lodge by an Employee on the interpretation and application of Collective Agreement; General Public Services Sectoral Bargaining Council Resolution 3 of 2009 and the arbitration decision was that the Employer breached this Resolution and that the Employee should be translated to the Occupation Specific Dispensation (OSD) post as a Chief Town and Regional Planner and be paid an amount of R517 000. A Labour Court review application has been lodged by the Employer, since the Department is of the view that sufficient grounds exist for the arbitration award to be reviewed and set aside.

16.2 Contingent assets

	2019/20 R'000	2018/19 R'000
Nature of contingent asset		
National Environmental Management Act (NEMA) Section 24G Outstanding Fines*	840	1,070
Environmental law enforcement: Section 105A of the Criminal Procedure Act, 1977 and/or section 34 of the NEMA. Criminal investigations**	1,000	2,250
Debt: Bursary defaulters	-	306
Leave without pay	21	-
Total	1,861	3,626

*The disclosure of R840 000 relates to outstanding fines in terms of NEMA Section 24G for persons/entities who commenced with listed activities without prior environmental authorization.

**A plea and sentencing agreement, which is still subject to court decision, is that R1 million be paid to the Department.

The Department received fifteen PILIR (Policy and Procedure on Incapacity Leave and Ill-health Retirement) cases whereby one case must still be finalised.

At this stage the Department is not able to reliably measure the contingent asset in terms of the Government Employees Housing Scheme of the Individually Linked Savings Facility (ILSF), relating to resignations and termination of service.

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17. CAPITAL COMMITMENTS

	2019/20 R'000	2018/19 R'000
Machinery and equipment	1,133	-
Total	1,133	-

The Modified Cash Standard has been revised in respect of the disclosure of commitments, which only includes commitments for capital expenditure.

During the 2018/19 financial year, the Department's total commitments amounted to R8,534 million, consisting only of current commitments.

18. ACCRUALS AND PAYABLES NOT RECOGNISED

18.1 Accruals

Listed by economic classification	2019/20			2018/19
	R'000			R'000
	30 Days	30+ Days	Total	Total
Goods and services	671	91	762	279
Capital assets	355	288	643	28
Total	1,026	379	1,405	307

	2019/20 R'000	2018/19 R'000
Listed by programme level		
Administration	846	260
Environmental Policy, Planning and Coordination	10	1
Compliance and Enforcement	44	4
Environmental Quality Management	424	38
Biodiversity Management	10	-
Development Planning	71	4
Total	1,405	307

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18.2 Payables not recognised

Listed by economic classification	2019/20			2018/19
	R'000			R'000
	30 Days	30+ Days	Total	Total
Goods and services	-	5	5	240
Total	-	5	5	240

	2019/20 R'000	2018/19 R'000
Listed by programme level		
Environmental Policy, Planning and Coordination	-	8
Compliance and Enforcement	1	232
Environmental Quality Management	4	-
Total	5	240

Included in the above totals are the following:

	Note	2019/20 R'000	2018/19 R'000
Confirmed balances with other departments	Annex 3A	-	232
Total		-	232

19. EMPLOYEE BENEFITS

	2019/20 R'000	2018/19 R'000
Leave entitlement*	5,979	5,233
Service bonus	5,388	5,179
Performance awards	1,211	1,169
Capped leave commitments	2,129	2,714
Other**	701	737
Total	15,408	15,032

*Leave entitlement - The amount includes leave with negative balances of R519 000 which were added to the leave liability for the period under review.

**Other - Includes an amount of R182 000 for long service awards payable during the 2020/21 financial year. The Department is not able to reliably measure the long-term portion of the long service awards to officials. Furthermore, R40 000 is salary related payments payable during the 2020/21 financial year with an effective date 31 March 2020. This includes expenditure for acting allowances and overtime claims.

Other includes provision of R478 800 (2019/20) and R456 000 (2018/19) for an exit gratuity for Minister A W Bredell.

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20. LEASE COMMITMENTS

20.1 Operating leases

2019/20	Machinery and equipment	Total
	R'000	R'000
Not later than 1 year	445	445
Later than 1 year and not later than 5 years	50	50
Total lease commitments	495	495

2018/19	Machinery and equipment	Total
	R'000	R'000
Not later than 1 year	984	984
Later than 1 year and not later than 5 years	580	580
Total lease commitments	1,564	1,564

The Department entered into operating lease agreements for rental of 13 photocopy machines for a period of 36 months. The rentals are fixed for the duration of the period and there are no renewal or purchase or escalation clauses. The maintenance of the photocopy machines is done by the lessor for the lease period.

20.2 Finance leases

2019/20	Machinery and equipment	Total
	R'000	R'000
Not later than 1 year	2,941	2,941
Later than 1 year and not later than 5 years	2,038	2,038
Total lease commitments	4,979	4,979

2018/19	Machinery and equipment	Total
	R'000	R'000
Not later than 1 year	2,979	2,979
Later than 1 year and not later than 5 years	3,294	3,294
Total lease commitments	6,273	6,273

The Department leased 43 vehicles from GMT as at 31 March 2020 (March 2019: 44). Daily tariffs are payable on a monthly basis, covering the operational costs, capital costs of replacement of vehicles, and the implicit finance costs.

The implicit interest is based on Provincial Treasury's approved tariffs for GMT. The Department uses the vehicle for most of the useful life of the vehicle. The agreement does not provide for contingent lease payments, and at the end of the useful life as determined by the lessor, the vehicles are returned where it is sold on auction for the benefit of the lessor.

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21. ACCRUED DEPARTMENTAL REVENUE

	2019/20 R'000	2018/19 R'000
Fines, penalties and forfeits	178	136
Total	178	136

21.1 Analysis of accrued departmental revenue

	2019/20 R'000	2018/19 R'000
Opening balance	136	284
Less: Amounts received	62	284
Add: Amounts recognised	104	136
Closing balance	178	136

Fines, penalties and forfeits - relates to the National Environmental Management Act (NEMA) Section 24G fines, where the transgressors agreed to settle the outstanding fines in instalments.

22. IRREGULAR EXPENDITURE

22.1 Reconciliation of irregular expenditure

	<i>Note</i>	2019/20 R'000	2018/19 R'000
Opening balance		9,183	9,247
Add: Irregular expenditure - relating to prior year	22.2	815	-
Less: Prior year amounts condoned		-	(64)
Irregular expenditure awaiting condonation		9,998	9,183
Analysis of closing balance			
Prior years		9,998	9,183
Total		9,998	9,183

The Irregular Expenditure totalling R9,998 million relates to two cases which are currently with Provincial Treasury for condonation.

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22.2 Details of current and prior year irregular expenditure – added current year (under determination and investigation)

Incident	Disciplinary steps taken/criminal proceedings	2019/20 R'000
Expansion of contract without approval and non-compliance with DoRA.	N/A	815
Total		815

22.3 Details of irregular expenditures under assessment (not included in the main note)

Incident	2019/20 R'000
Non-compliance with the 2016 Public Service Regulations, directorship while employed.	265
Contract payments not in accordance with accepted payment schedule and contract continuation after 24-month termination clause in bid.	3,803
Possible abuse of supply chain management processes.	996
Total	5,064

23. RELATED PARTY TRANSACTIONS

Revenue received	2019/20 R'000	2018/19 R'000
Sales of goods and services other than capital assets	7	5
Sales of Capital assets	65	35
Total	72	40

In kind goods and services provided/received

The Western Cape Nature Conservation Board, trading as CapeNature, is a Schedule 3, Part C, public entity in terms of the Public Finance Management Act (PFMA) and resorts under the Provincial Minister responsible for nature conservation. Transfer payments were made to CapeNature during the reporting period as per Annexure 1B.

The Department occupies buildings free of charge managed by the Department of Transport and Public Works. Parking space is also provided for government officials at an approved fee that is not market related.

The Department of Environmental Affairs and Development Planning make use of government motor vehicles managed by Government Motor Transport (GMT) based on tariffs approved by the Provincial Treasury.

The Department received corporate services from the Corporate Services Centre of the Department of the Premier in the Western Cape Province with effect from 1 November 2010 in respect of the following service areas:

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- Information and Communication Technology
- Organisation Development
- Provincial Training (transversal)
- Human Resource Management
- Enterprise Risk Management
- Internal Audit
- Provincial Forensic Services
- Legal Services
- Corporate Communication.

The Department received Security Advisory Services and Security Operations from the Department of Community Safety in the Western Cape Province.

The Minister: Local Government, Environmental Affairs and Development Planning is the Executive Authority for both Departments of Local Government and Environmental Affairs and Development Planning; therefore the Department of Local Government is considered a related party.

24. KEY MANAGEMENT PERSONNEL

	No. of Individuals	2019/20 R'000	2018/19 R'000
Political office bearers*	1	1,978	1,978
Management personnel**	6	10,012	8,676
Total		11,990	10,654

*Political office bearer: Minister of Local Government, Environmental Affairs and Development Planning.

**Management personnel includes all officials from salary level 14 and above who have significant influence over the planning, direction and control activities of the Department.

During the financial year, the Department appointed a designated Chief Financial Officer, who assumed duty on 1 November 2019. The Department's previous Chief Financial Officer retired on 31 January 2020.

25. PROVISIONS

	<i>Note</i>	2019/20 R'000	2018/19 R'000
Litigation case	25.1	5,000	965
Total		5,000	965

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25.1 Reconciliation of movement in provisions – 2019/20

	Provision 1	Provision 2	Provision 3	Total Provisions
	R'000	R'000	R'000	R'000
Opening balance	915	50	-	965
Increase in provision	-	-	5,000	5,000
Settlement of provision	(256)	(28)	-	(284)
Unused amount reversed	(659)	(22)	-	(681)
Closing balance	-	-	5,000	5,000

Provision 3

This provision is in respect of a High Court (Western Cape) matter. The Court decided that the environmental authorisation granted under Section 22 of the Environment Conservation Act (ECA), 73 of 1989 is reviewed and set aside and that the appeals decision granted under Section 22 of ECA is reviewed and set aside and is remitted to the MEC for consideration. The respondents were held jointly and severally responsible for the cost of the application. The Department is awaiting the taxed bill of cost, the amount is based on an estimate and it is uncertain on when the amount will be paid.

25.2 Reconciliation of movement in provisions – 2018/19

	Provision 1	Provision 2	Total Provisions
	R'000	R'000	R'000
Increase in provision	915	50	965
Closing balance	915	50	965

26. NON-ADJUSTING EVENTS AFTER REPORTING DATE

The Department is not a frontline COVID-19 response department, however performs a crucial support role in combatting this pandemic. This include responding to air pollution, with an increasing trend in ground level ozone and particulate matter, which especially during the COVID-19 Pandemic, poses a risk to human health, particularly in poverty stricken areas (underlying social conditions). Furthermore, waste management is a critical service in the interventions to prevent and slow the spread of COVID-19 infections to citizens, and the reduction of impacts of waste to human health and the environment in general.

The Department has assessed the impact of the COVID-19 pandemic that resulted in a Country lock-down. No further reporting of information in the 2019/20 Annual Financial Statements is deemed material to COVID-19.

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27. MOVABLE TANGIBLE CAPITAL ASSETS

MOVEMENT IN MOVABLE TANGIBLE CAPITAL ASSETS PER ASSET REGISTER FOR THE YEAR ENDED 31 MARCH 2020

	Opening Balance	Additions	Disposals	Closing Balance
	R'000	R'000	R'000	R'000
MACHINERY AND EQUIPMENT	35,926	4,263	(2,035)	38,154
Transport assets	1,074	11	(16)	1,069
Computer equipment	11,118	3,853	(1,837)	13,134
Furniture and office equipment	2,395	49	(7)	2,437
Other machinery and equipment	21,339	350	(175)	21,514
TOTAL MOVABLE TANGIBLE CAPITAL ASSETS	35,926	4,263	(2,035)	38,154

The information on Government Motor Transport finance leased assets for the current and previous financial year are disclosed in annexure 4.

MOVABLE TANGIBLE CAPITAL ASSETS UNDER INVESTIGATION

Included in the above total of the movable tangible capital assets per the asset register are assets that are under investigation:
Machinery and equipment

Number	Value
	R'000
26	319

During the 2019/20 annual asset verification process, 15 assets to the value of R148 000 could not be verified and are under investigation. Should these assets not be located, the loss procedure will be followed to determine potential liability and possible recovery.

Confirmed losses per the departmental Loss Control Register under investigation amounts to R171 000, 11 major assets.

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27.1 Additions

ADDITIONS TO MOVABLE TANGIBLE CAPITAL ASSETS PER ASSET REGISTER FOR THE YEAR ENDED 31 MARCH 2020

	Cash	Non-cash	(Capital Work in Progress current costs and finance lease payments)	Total
	R'000	R'000	R'000	R'000
Machinery and equipment	7,348	22	(3,107)	4,263
Transport assets	3,118	-	(3,107)	11
Computer equipment	3,853	-	-	3,853
Furniture and office equipment	49	-	-	49
Other machinery and equipment	328	22	-	350
Total additions to movable tangible capital assets	7,348	22	(3,107)	4,263

27.2 Disposals

DISPOSALS OF MOVABLE TANGIBLE CAPITAL ASSETS PER ASSET REGISTER FOR THE YEAR ENDED 31 MARCH 2020

	Sold for cash	Non-cash disposal	Total disposals	Cash Received Actual
	R'000	R'000	R'000	R'000
Machinery and equipment	1,762	273	2,035	65
Transport assets	-	16	16	-
Computer equipment	1,755	82	1,837	64
Furniture and office equipment	7	-	7	1
Other machinery and equipment	-	175	175	-
Total disposal of movable tangible capital assets	1,762	273	2,035	65

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27.3 Movement for 2018/19

MOVEMENT IN MOVABLE TANGIBLE CAPITAL ASSETS PER ASSET REGISTER FOR THE YEAR ENDED 31 MARCH 2019

	Opening balance	Prior period error	Additions	Disposals	Closing Balance
	R'000	R'000	R'000	R'000	R'000
Machinery and equipment	35,218	25	1,905	(1,222)	35,926
Transport assets	907	167	-	-	1,074
Computer equipment	10,549	25	1,128	(584)	11,118
Furniture and office equipment	2,425	-	92	(122)	2,395
Other machinery and equipment	21,337	(167)	685	(516)	21,339
Total movable tangible capital assets	35,218	25	1,905	(1,222)	35,926

27.3.1 Prior period error

NATURE OF PRIOR PERIOD ERROR

Relating to 2018/19

	2018/19 R'000
Transport assets*	167
Other machinery and equipment*	(167)
Computer equipment	25
Total	25

During the year assets to the value of R167 000 were reclassified from Other machinery and equipment to Transport assets which resulted in a prior period error.

A verification surplus of R25 000 for computer equipment was accounted for during the financial year.

The information on Government Motor Transport finance leased assets for the current and previous financial year are disclosed in annexure 4.

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28. MINOR ASSETS

MOVEMENT IN MINOR ASSETS PER THE ASSET REGISTER FOR THE YEAR ENDED 31 MARCH 2020

	Intangible assets	Machinery and equipment	Total
	R'000	R'000	R'000
Opening balance	9	6,023	6,032
Value adjustments	-	(1)	(1)
Additions	-	114	114
Disposals	-	(138)	(138)
Total minor assets	9	5,998	6,007

	Intangible assets	Machinery and equipment	Total
Number of R1 minor assets	-	296	296
Number of minor assets at cost	2	4,057	4,059
Total number of minor assets	2	4,353	4,355

MINOR CAPITAL ASSETS UNDER INVESTIGATION

Included in the above total of the minor capital assets per the asset register are assets that are under investigation:

Machinery and equipment

Number	Value
	R'000
66	68

During the 2019/20 annual asset verification process, 62 assets to the value of R61 000 could not be verified and are under investigation. Should these assets not be located, the loss procedure will be followed to determine potential liability and possible recovery.

Confirmed losses per the departmental Loss Control Register under investigation amounts to R7 000, 4 minor assets.

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Movement for 2018/19

MOVEMENT IN MINOR ASSETS PER THE ASSET REGISTER FOR THE YEAR ENDED AS AT 31 MARCH 2019

	Intangible assets	Machinery and equipment	Total
	R'000	R'000	R'000
Opening balance	9	5,394	5,403
Additions	-	973	973
Disposals	-	(344)	(344)
Total minor assets	9	6,023	6,032

	Intangible assets	Machinery and equipment	Total
Number of R1 minor assets	-	303	303
Number of minor assets at cost	2	4,079	4,081
Total number of minor assets	2	4,382	4,384

Movable assets written off

MOVABLE ASSETS WRITTEN OFF FOR THE YEAR ENDED 31 MARCH 2020

	Machinery and equipment	Total
	R'000	R'000
Assets written off	43	43
Total movable assets	43	43

MOVABLE ASSETS WRITTEN OFF FOR THE YEAR ENDED 31 MARCH 2019

	Machinery and equipment	Total
	R'000	R'000
Assets written off	43	43
Total movable assets written off	43	43

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29. INTANGIBLE CAPITAL ASSETS

MOVEMENT IN INTANGIBLE CAPITAL ASSETS PER ASSET REGISTER FOR THE YEAR ENDED 31 MARCH 2020

	Opening balance	Additions	Closing Balance
	R'000	R'000	R'000
Software	812	16	828
Total intangible capital assets	812	16	828

ADDITIONS TO INTANGIBLE CAPITAL ASSETS PER ASSET REGISTER FOR THE YEAR ENDED 31 MARCH 2020

	Cash	Total
	R'000	R'000
Software	16	16
Total additions to intangible capital assets	16	16

Movement for 2018/19

MOVEMENT IN INTANGIBLE CAPITAL ASSETS PER ASSET REGISTER FOR THE YEAR ENDED 31 MARCH 2019

	Opening balance	Closing Balance
	R'000	R'000
Software	812	812
Total intangible capital assets	812	812

30. IMMOVABLE TANGIBLE CAPITAL ASSETS

MOVEMENT IN IMMOVABLE TANGIBLE CAPITAL ASSETS PER ASSET REGISTER FOR THE YEAR ENDED 31 MARCH 2020

	Opening balance	Closing Balance
	R'000	R'000
Buildings and other fixed structures	1,726	1,726
Other fixed structures	1,726	1,726
Total immovable tangible capital assets	1,726	1,726

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30.1 Movement for 2018/19

MOVEMENT IN IMMOVABLE TANGIBLE CAPITAL ASSETS PER ASSET REGISTER FOR THE YEAR ENDED 31 MARCH 2019

	Opening balance	Closing Balance
	R'000	R'000
Buildings and other fixed structures	1,726	1,726
Other fixed structures	1,726	1,726
Total immovable tangible capital assets	1,726	1,726

31. PRINCIPAL-AGENT ARRANGEMENTS

31.1 Department acting as the principal

	2019/20	2018/19
	R'000	R'000
Violence Prevention through Urban Upgrade Programme (VPUU) NPC	-	1,966
Total	-	1,966

32. PRIOR PERIOD ERRORS

32.1 Correction of prior period errors

	<i>Note</i>	Amount before error correction	Prior period error	Restated Amount
		2018/19 R'000	2018/19 R'000	2019/20 R'000
Expenditure*	27			
Movable tangible capital assets: Transport assets		9,843	167	10,010
Movable tangible capital assets: Other machinery and equipment		21,506	(167)	21,339
Movable tangible capital assets: Computer equipment		11,093	25	11,118
Net effect		42,442	25	42,467

*During the year assets to the value of R167 000 were reclassified from Other machinery and equipment to Transport assets which resulted in a prior period error.

A verification surplus of R25 000 for computer equipment was accounted for during the financial year.

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33. STATEMENT OF CONDITIONAL GRANTS RECEIVED

NAME OF GRANT	GRANT ALLOCATION						SPENT			2018/19	
	Division of Revenue Act/ Provincial Grants	Roll Overs	DORA Adjustments	Other Adjustments	Total Available	Amount Received by Department	Amount Spent by Department	Under/ (Overspending)	% of Available Funds Spent by Department	Division of Revenue Act	Amount Spent by Department
	R'000	R'000	R'000	R'000	R'000	R'000	R'000	R'000	%	R'000	R'000
Expanded Public Works Programme Integrated Grant for Provinces	3,717	-	-	-	3,717	3,717	3,717	-	100.0	3,991	3,991
TOTAL	3,717	-	-	-	3,717	3,717	3,717	-	100.0	3,991	3,991

All funds received in terms of the Division of Revenue Act were deposited into the Province's primary bank account.

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34. STATEMENT OF CONDITIONAL GRANTS AND OTHER TRANSFERS TO MUNICIPALITIES

NAME OF MUNICIPALITY	2019/20							2018/19	
	GRANT ALLOCATION				TRANSFER				
	DoRA and Other Transfers	Roll Overs	Adjustments	Total Available	Actual Transfer	Funds Withheld	Re-allocations by National Treasury or National Department	Division of Revenue Act	Actual Transfer
	R'000	R'000	R'000	R'000	R'000	R'000	R'000	R'000	R'000
The following allocations do not form part of the DORA requirements									
Regional Socio-Economic Projects/Violence Prevention through Urban Upgrade Programme (RSEP/VPUU)*									
Witzenberg	5,000	-	-	5,000	5,000	-	-	-	-
Stellenbosch	1,500	-	-	1,500	1,500	-	-	-	-
Bitou	2,600	-	-	2,600	2,600	-	-	-	-
Prince Albert	1,500	-	-	1,500	1,500	-	-	-	-
Cape Agulhas	2,145	-	-	2,145	2,145	-	-	1,000	1,000
Saldanha Bay	2,700	-	1,500	4,200	4,200	-	-	3,300	1,800
Swartland	4,000	-	-	4,000	4,000	-	-	4,500	4,500
Breede Valley	5,100	-	-	5,100	5,100	-	-	3,200	3,200
Bergrivier	4,500	-	-	4,500	4,500	-	-	1,000	1,000
Mossel Bay	2,755	-	-	2,755	2,755	-	-	2,000	2,000
Greenest Municipality Competition**									
Swartland	140	-	-	140	140	-	-	-	-
Drakenstein	260	-	-	260	260	-	-	-	-
Mossel Bay	100	-	-	100	100	-	-	-	-
TOTAL	32,300	-	1,500	33,800	33,800	-	-	15,000	13,500

*Municipalities forms part of the implementation of the Regional Socio-Economic Projects/Violence Prevention through Urban Upgrade Programme (RSEP/VPUU).

**Winning municipalities of the Greenest Municipality Competition.

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35. BROAD BASED BLACK ECONOMIC EMPOWERMENT PERFORMANCE

Information on compliance with the B-BBEE Act is included in the annual report, Part C Governance under the section titled B-BBEE Compliance Performance Information.

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ANNEXURE 1A

STATEMENT OF CONDITIONAL GRANTS AND OTHER TRANSFERS TO MUNICIPALITIES

NAME OF MUNICIPALITY	GRANT ALLOCATION				TRANSFER			SPENT				2018/19	
	DoRA and Other transfers	Roll Overs	Adjustments	Total Available	Actual Transfer	Funds Withheld	Re-allocations by National Treasury or National Department	Amount Received by Municipality	Amount Spent by Municipality	Unspent Funds	% of Available Funds Spent by Municipality	Division of Revenue Act	Actual Transfer
	R'000	R'000	R'000	R'000	R'000	R'000	R'000	R'000	R'000	R'000	%	R'000	R'000
The following allocations does not form part of the DORA requirements													
Regional Socio-Economic Projects/Violence Prevention through Urban Upgrade Programme (RSEP/VPUU)*													
Witzenberg	5,000	-	-	5,000	5,000	-	-	5,000	670	4,330	13	-	-
Stellenbosch	1,500	-	-	1,500	1,500	-	-	1,500	1,130	370	75	-	-
Bitou	2,600	-	-	2,600	2,600	-	-	2,600	-	2,600	-	-	-
Prince Albert	1,500	-	-	1,500	1,500	-	-	1,500	-	1,500	-	-	-
Cape Agulhas	2,145	-	-	2,145	2,145	-	-	2,145	997	1,148	46	1,000	1,000
Saldanha Bay	2,700	-	1,500	4,200	4,200	-	-	4,200	-	4,200	-	3,300	1,800
Swartland	4,000	-	-	4,000	4,000	-	-	4,000	757	3,243	19	4,500	4,500
Breede Valley	5,100	-	-	5,100	5,100	-	-	5,100	4,557	543	89	3,200	3,200
Bergrivier	4,500	-	-	4,500	4,500	-	-	4,500	2,494	2,006	55	1,000	1,000
Mossel Bay	2,755	-	-	2,755	2,755	-	-	2,755	2,755	-	100	2,000	2,000
Greenest Municipality Competition**													
Swartland	140	-	-	140	140	-	-	140	140	-	100	-	-
Drakenstein	260	-	-	260	260	-	-	260	-	260	-	-	-
Mossel Bay	100	-	-	100	100	-	-	100	-	100	-	-	-
TOTAL	32,300	-	1,500	33,800	33,800	-	-	33,800	13,500	20,300		15,000	13,500

*Municipalities which form part of the implementation of the Regional Socio-Economic Projects/Violence Prevention through Urban Upgrade Programme (RSEP/VPUU).

**Winning municipalities of the Greenest Municipality Competition.

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ANNEXURE 1B

STATEMENT OF TRANSFERS TO DEPARTMENTAL AGENCIES AND ACCOUNTS

DEPARTMENT/AGENCY/ACCOUNT	TRANSFER ALLOCATION				EXPENDITURE		2018/19
	Adjusted Appropriation Act	Roll overs	Adjustments	Total Available	Actual Transfer	% of Available Funds Transferred	Appropriation Act
	R'000	R'000	R'000	R'000	R'000	%	R'000
Western Cape Nature Conservation Board (CapeNature)	314,474	-	-	314,474	314,474	100	290,531
SABC (TV Licences)	10	-	-	10	10	100	10
TOTAL	314,484	-	-	314,484	314,484		290,541

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ANNEXURE 1C

STATEMENT OF TRANSFERS TO NON-PROFIT INSTITUTIONS

NON-PROFIT INSTITUTIONS	TRANSFER ALLOCATION				EXPENDITURE		2018/19
	Adjusted Appropriation Act	Roll overs	Adjustments	Total Available	Actual Transfer	% of Available Funds Transferred	Appropriation Act
	R'000	R'000	R'000	R'000	R'000	%	R'000
Transfers							
Regional Socio-Economic Projects/Violence Prevention through Urban Upgrade Programme (RSEP/VPUU)							
Violence Prevention through Urban Upgrading (VPUU) Not for Profit Company (NPC)	-	-	-	-	-	-	1,970
Biosphere Reserve Companies							
Kogelberg Biosphere Reserve	200	-	-	200	200	100	235
Cape West Coast Biosphere Reserve	200	-	-	200	200	100	200
Cape Winelands Biosphere Reserve	200	-	-	200	200	100	200
Gouritz Cluster Biosphere Reserve	200	-	-	200	200	100	365
Garden Route Biosphere Reserve	200	-	-	200	200	100	200
TOTAL	1,000	-	-	1,000	1,000		3,170

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ANNEXURE 1D

STATEMENT OF TRANSFERS TO HOUSEHOLDS

HOUSEHOLDS	TRANSFER ALLOCATION				EXPENDITURE		2018/19
	Adjusted Appropriation Act	Roll Overs	Adjustments	Total Available	Actual Transfer	% of Available Funds Transferred	Appropriation Act
	R'000	R'000	R'000	R'000	R'000	%	R'000
Transfers							
Leave Gratuity	1,036	-	86	1,122	1,122	100	505
Injury on duty	6	-	1	7	7	100	6
Early retirement without penalisation*	-	-	1,756	1,756	1,756	100	-
Ex-Gracia payment (Act of grace)	-	-	-	-	-	-	1
Expanded Public Works Programme stipends	15	-	(15)	-	-	-	-
TOTAL	1,057	-	1,828	2,885	2,885		512

*Expenditure includes R1,756 million incurred by the Department as penalty for the early retirement of officials.

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ANNEXURE 1E

STATEMENT OF GIFTS, DONATIONS AND SPONSORSHIPS RECEIVED

NAME OF ORGANISATION	NATURE OF GIFT, DONATION OR SPONSORSHIP	2019/20	2018/19
		R'000	R'000
Received in cash			
Drakenstein Trust	Funds received for the implementation of the Berg and Breede river riparian rehabilitation programme.	-	50
SUBTOTAL		-	50

RECEIVED IN KIND			
German Development Bank (KfW)	The Department of Environmental Affairs and Development Planning is a signatory to the RSEP/VPUU agreement in partnership with the German government -owned development bank, KfW Entwicklungsbank (a public law legal entity). A non-profit institution was established through which grant funding is channelled as a contribution towards the implementation of this Western Cape RSEP/VPUU Programme. Over the duration of the programme, that was initially over a four-year period was extended with one year, 5 million euro plus any forex gains will be transferred to the NPC, being the Implementing Agent. These transfers are pre-approved by the Department, meaning that the deliverables are verified before payment can be made by the KfW to the NPC and therefore ensuring that oversight is maintained.	9,725	23,572
14th International Conference on Mercury as a Global Pollutant	Air travel and accommodation costs sponsored for one official to attend the International Conference on Mercury as a Global Pollutant Scientific Steering Committee meeting during April 2019 held in Krakow, Poland.	19	-
Contarina S.p.A	Air travel, meals and accommodation costs sponsored for one official to attend a Separation at Source Study Tour during April and May 2019 in Italy.	31	-
14th International Conference on Mercury as a Global Pollutant	Air travel cost and registration fees sponsored for one official to attend the International Conference on Mercury as a Global Pollutant Scientific Steering Committee meeting during September 2019 in Krakow, Poland.	16	-
Federal Ministry for Economic Cooperation and Development	Air travel, meals and accommodation costs sponsored for one official to accompany an expert delegation from Drakenstein Municipality in Neumarkt, Germany during September 2019.	28	-
United Nations (Environmental Programme)	Air travel and accommodation costs sponsored for one official to attend a special event on Mercury Science in Geneva, Switzerland during November 2019.	33	-
German Development Institute	Air travel and accommodation costs sponsored for one official to attend the Dialogue and Transfer Forum on Sustainable Public Procurement in Bremen, Germany during October 2019.	23	23
Local Government Sector Education Training Authority (LGSETA)	Accommodation, air travel and incidental costs sponsored for one official to attend the Official LGSETA Development meeting for the Air Quality Specialist Occupational Qualification in Johannesburg during June and September 2019.	12	-
British Council, Newton Fund and the South African National Research Foundation	The British Council and the South African National Research Foundation sponsored 3 officials to attend the workshop on the Research Capacity for Sustainable Ecosystem-based Management of Estuaries and Coasts.	-	16
United Nations	Air travel and accommodation costs were sponsored by United Nations for one official to attend the Mauritius Green Economy Forum, Port Louis during May 2018.	-	18

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NAME OF ORGANISATION	NATURE OF GIFT, DONATION OR SPONSORSHIP	2019/20	2018/19
		R'000	R'000
The Climate Group	Travel, accommodation and meal costs by the Climate Group for two officials to attend the Climate Group Future Fund - Climate Change Adaption Peer-Learning Secondment for Western Cape to California during May 2018.	-	81
The South African Local Government Association (SALGA)	Travel and accommodation costs was sponsored for one official to attend the SALGA Municipal Innovative Infrastructure Financing Conference in Johannesburg during June 2018.	-	10
The Climate Group States and Regions Alliance	Accommodation costs sponsored for one official to attend the Global Climate Action Summit in San Francisco, California.	-	19
SUBTOTAL		9,887	23,739
TOTAL		9,887	23,789

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ANNEXURE 2

INTER-ENTITY ADVANCES RECEIVED (NOTE 13 AND NOTE 13.1)

ENTITY	CONFIRMED BALANCE OUTSTANDING		UNCONFIRMED BALANCE OUTSTANDING		TOTAL	
	31/03/2020	31/03/2019	31/03/2020	31/03/2019	31/03/2020	31/03/2019
	R'000	R'000	R'000	R'000	R'000	R'000
NATIONAL DEPARTMENTS						
Current						
National Department of Environmental Affairs	-	1,196	-	-	-	1,196
SUBTOTAL	-	1,196	-	-	-	1,196
PUBLIC ENTITY						
Current						
South Africa National Biodiversity Institute	-	229	-	-	-	229
SUBTOTAL	-	229	-	-	-	229
TOTAL	-	1,425	-	-	-	1,425

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ANNEXURE 3A

INTER-GOVERNMENTAL PAYABLES

GOVERNMENT ENTITY	CONFIRMED BALANCE OUTSTANDING		UNCONFIRMED BALANCE OUTSTANDING		TOTAL		CASH IN TRANSIT AT YEAR END 2019/20	
	31/03/2020	31/03/2019	31/03/2020	31/03/2019	31/03/2020	31/03/2019	Payment date up to six (6) working days before year end	Amount
	R'000	R'000	R'000	R'000	R'000	R'000		R'000
Department								
National: Department of Justice and Constitutional Development	-	232	2	2	2	234		
National: Department of Employment and Labour	-	-	5	5	5	5		-
SUBTOTAL	-	232	7	7	7	239		-
TOTAL	-	232	7	7	7	239		-

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ANNEXURE 3B (NOTE 16.1)

STATEMENT OF CONTINGENT LIABILITIES AS AT 31 MARCH 2020

NATURE OF LIABILITY	OPENING BALANCE 1 APRIL 2019	LIABILITIES INCURRED DURING THE YEAR	LIABILITIES PAID/ CANCELLED/REDUCED DURING THE YEAR	LIABILITIES RECOVERABLE (PROVIDE DETAILS HEREUNDER)	CLOSING BALANCE
	R'000	R'000	R'000	R'000	31 March 2020 R'000
Other					
Employee (Arbitration award)	517	-	-	-	517
SUBTOTAL	517	-	-	-	517
TOTAL	517	-	-	-	517

Employee - A dispute was lodge by an Employee on the interpretation and application of Collective Agreement; General Public Services Sectoral Bargaining Council Resolution 3 of 2009 and the arbitration decision was that the Employer breached this Resolution and that the Employee should be translated to the Occupation Specific Dispensation (OSD) post as a Chief Town and Regional Planner and be paid an amount of R517 000. A Labour Court review application has been lodged by the Employer, since the Department is of the view that sufficient grounds exist for the arbitration award to be reviewed and set aside.

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ANNEXURE 4

STATEMENT OF TRANSPORT ASSETS AS PER FINANCE LEASE REGISTER 2019/20

ASSETS	OPENING BALANCE 1 APRIL 2019	ADDITIONS	DISPOSALS	CLOSING BALANCE
				31 March 2020
	R'000	R'000	R'000	R'000
Government Motor Transport	8,935	-	(753)	8,182
TOTAL	8,935	-	(753)	8,182

STATEMENT OF TRANSPORT ASSETS AS PER FINANCE LEASE REGISTER 2018/19

ASSETS	OPENING BALANCE 1 APRIL 2018	ADDITIONS	DISPOSALS	CLOSING BALANCE
				31 March 2019
	R'000	R'000	R'000	R'000
Government Motor Transport	8,269	1,329	(663)	8,935
TOTAL	8,935	1,329	(663)	8,935

The Department utilised 43 Government motor vehicles during the 2019/20 financial year and 44 Government motor vehicles during the previous financial year. The motor vehicles are leased under a finance agreement unique to the Western Cape Government and the annexure aims to improve the minimum reporting requirements as per the Modified Cash Standard.

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ANNEXURE 5

IRREGULAR EXPENDITURE

DESCRIPTION	Stage of Completion	No. of Cases	Total	Note
		R'000	R'000	
Alleged irregular expenditure - identified by Institution	Stage 1			
Prior year occurrences		3	5,064	
Total Alleged Irregular Expenditure			5,064	22.3
Total Confirmed Irregular Expenditure	Stage 2	2	9,998	
IE - referred for condonation/ condoned	Stage 7	2	9,998	

There are three cases outstanding, totalling R5,064 million for the first quarter of the financial year. These cases are in various stages of investigation and report, irregular expenditure has not been confirmed for these cases. The two cases totalling R9,998 million were referred to Provincial Treasury for condonation in terms of the prescribed Irregular Expenditure Framework.

Notes

“irregular expenditure” means expenditure, other than unauthorised expenditure, incurred in contravention of or that is not in accordance with a requirement of any applicable legislation, including-

- (a)** this Act; or
- (b)** the State Tender Board Act, 1968 (Act No. 86 of 1968), or
- (c)** any regulations made in terms of that Act; or (c) any provincial legislation providing for procurement procedures in that provincial government;

Stage 1: Discovery

Stage 2: Assessment

Stage 3: Determination

Stage 4: Investigation

Stage 5: Recovery of Losses

Stage 6: Disciplinary

Stage 7: Condonement/Removal

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DISCLAIMER

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VRYWARING

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INKCAZO

Inguqulelo yesiNgesi yale Ngxelo yoNyaka ittathwa njengeyona isebeanza ngokusesikweni. Isebe alinakubekwa tyala, ngazo nazihpi na iziphoso ezengathi zibe khona ngxesha linguqulelo yezinye iilwimi.

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