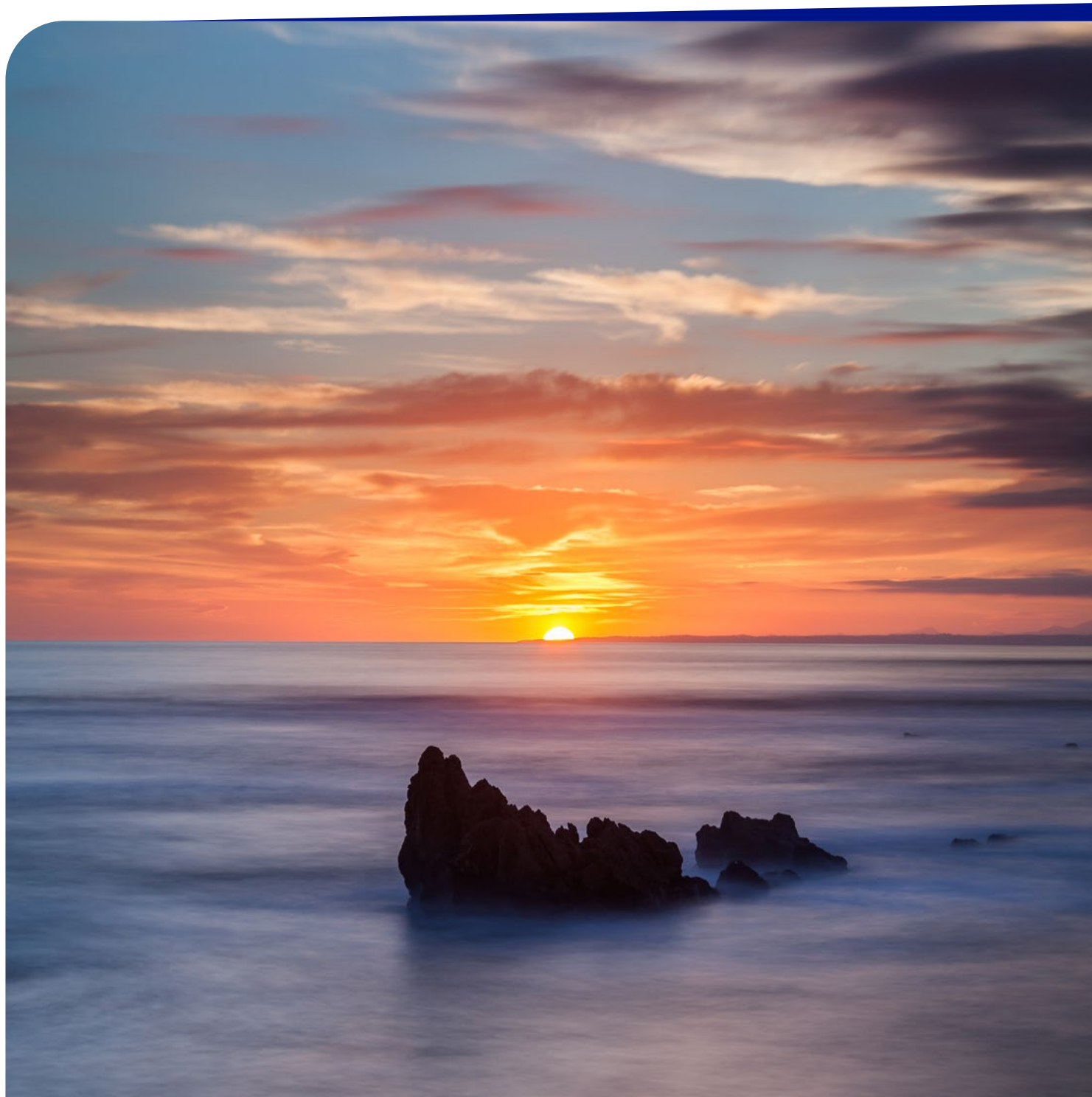




**Western Cape  
Government**

Environmental Affairs &  
Development Planning



**Annual Report  
2020/21**

**WESTERN CAPE GOVERNMENT**

**DEPARTMENT OF  
ENVIRONMENTAL AFFAIRS  
AND DEVELOPMENT PLANNING**



**VOTE 9  
ANNUAL REPORT  
2020/21**

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## **PART A: GENERAL INFORMATION**



## 1. DEPARTMENT GENERAL INFORMATION

**Physical Address:**

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South Africa

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South Africa

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## 2. LIST OF ABBREVIATIONS

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

<b>AEL</b>	Atmospheric Emission Licence(s)
<b>AFOLU</b>	Agriculture, Forestry and Other Land Use
<b>AGSA</b>	Auditor-General South Africa
<b>AIDS</b>	Acquired Immunodeficiency Syndrome
<b>AQMP</b>	Air Quality Management Plan
<b>B-BBEE</b>	Broad-Based Black Economic Empowerment
<b>CAPS</b>	Curriculum and Assessment Policy Statement
<b>CML</b>	Coastal Management Line(s)
<b>COVID-19</b>	Coronavirus Disease of 2019
<b>CSC</b>	Corporate Service Centre
<b>DEA&amp;DP</b>	Department of Environmental Affairs and Development Planning
<b>DFFE</b>	Department of Forestry, Fisheries and Environment
<b>DotP</b>	Department of the Premier
<b>DPSA</b>	Department of Public Service and Administration
<b>EHW</b>	Employee Health and Wellness
<b>EIA</b>	Environmental Impact Assessment
<b>EIIF</b>	Ecological Infrastructure Investment Framework
<b>EIP</b>	Environmental Implementation Plan
<b>EMF</b>	Environmental Management Framework
<b>EPWP</b>	Expanded Public Works Programme
<b>GOVCOM</b>	Governance Committee
<b>GPS</b>	Growth Potential Study
<b>HCRW</b>	Health Care Risk Waste
<b>HIV</b>	Human Immunodeficiency Virus
<b>IDP</b>	Integrated Development Plan
<b>LED</b>	Local Economic Development
<b>LG MTEC</b>	Local Government Medium Term Expenditure Committee
<b>MEC</b>	Member of the Executive Council
<b>MSDF</b>	Municipal Spatial Development Frameworks
<b>MTEF</b>	Medium-Term Expenditure Framework
<b>MTSF</b>	Medium-Term Strategic Framework

<b>NEM: AQA</b>	National Environmental Management: Air Quality Amendment
<b>NEMA</b>	National Environmental Management Act
<b>NEMP</b>	National Environmental Management Plan
<b>NGO</b>	Non-Governmental Organisation
<b>NPA</b>	National Prosecuting Authority
<b>OHS</b>	Occupational Health and Safety
<b>PAJA</b>	Promotion of Administrative Justice Act
<b>PEPPM</b>	Provincial Environment Programme Performance Measures
<b>PFMA</b>	Public Finance Management Act
<b>PSDF</b>	Provincial Spatial Development Framework
<b>RAC</b>	Refrigeration and Air Conditioning
<b>RSEP</b>	Regional Socio-Economic Projects
<b>SALGA</b>	South African Local Government Association
<b>SANBI</b>	South African National Biodiversity Institute
<b>SANParks</b>	South African National Parks
<b>SDF</b>	Spatial Development Framework
<b>SEMA</b>	Specific Environmental Management Act
<b>SHERQ</b>	Safety Health Environment Risk and Quality
<b>SMART</b>	Specific, Measurable, Achievable, Realistic, and Timely
<b>SMME</b>	Small, Medium and Micro-Enterprise
<b>SMS</b>	Senior Management Service
<b>SPLUMA</b>	Spatial Planning and Land Use Management Act
<b>SPP</b>	Sustainable Public Procurement
<b>SWMP</b>	Sustainable Waste Management Plan
<b>TRU</b>	Transitional Residential Unit
<b>TVET</b>	Technical and Vocational Education and Training
<b>UNEP</b>	United Nations Environment Programme
<b>UNESCO</b>	United Nations Educational, Scientific and Cultural Organization
<b>VIP</b>	Vision Inspired Priorities
<b>WC</b>	Western Cape
<b>WCED</b>	Western Cape Education Department
<b>WCG</b>	Western Cape Government



### **3. FOREWORD BY THE MINISTER**

The year under review saw an ongoing struggle against the effects of the Coronavirus Disease of 2019 (COVID-19) pandemic across the Western Cape. No department and indeed, no person has been left unscathed by this deadly virus that has brought the world to a standstill.

The Department of Environmental Affairs and Development Planning saw major disruption to its normal operations and in addition, saw further budgetary impacts as part of the provincial effort to reallocate funds towards the COVID-19 fight. The combined efforts from multiple stakeholders and spearheaded by the Premier and the Provincial Disaster Management Centre has enabled the Province to keep going through a particularly trying time. We must acknowledge all the efforts that went into combating this virus.

Performance measurement is an important element of government departments and entities and this report provides an overview of the performance of the Department for the 2020/21 financial year, the challenges identified and the interventions which were implemented.

The following are a selection of highlights as at 31 March 2021 for the Department:

- Consistently meeting targets on waste licence applications despite the severe COVID-19 disruption.
- Ongoing monitoring of water quality in both the Berg and Breede River and Estuary.
- Developed a toolkit, the Regional Socio-Economic Projects (RSEP) Reconstruction Framework, to assist municipalities to determine areas for spatial and socio-economic integration and transformation.
- Conducting several intergovernmental environmental compliance and law enforcement blitz operations successfully. In total 42 compliance inspections were done.

I want to commend the Head of Department, his senior officials and staff for their sterling efforts despite trying conditions over the past year. In addition, the clean audit outcome for the Department is a further testament to the way the Department is managed.

Looking forward, the Department is determined to continue doing its best to provide a better life for all who live in the Western Cape and I pledge my ongoing support to this effort.

**ANTON BREDELL**

Minister of Local Government, Environmental Affairs and Development Planning  
31 August 2021





## 4. REPORT OF THE ACCOUNTING OFFICER

### OVERVIEW OF THE OPERATIONS OF THE DEPARTMENT

COVID-19 has had deep, overwhelmingly negative effects on the economic and social life of the Western Cape. Action Plans, Risk Assessments, Business Continuity Plans and Contingencies have been implemented to combat and ease the negative effects of the COVID-19 pandemic. Due to this new way of work, a major shift was required in how the Department conducted its business and ensuring that services were delivered on a continuous basis and to our usual high standard.

As a Department we face the negative effects and challenges brought on by COVID-19. We will however continue to “Stay Safe and Move Forward”. We will also continue reporting on our COVID-19 Interventions implemented.

Despite the aforementioned, the Department still managed to promote sustainable economic development and social equity by upholding the environmental integrity by remaining focused on its six priority areas:

- Spatial transformation and managed urbanisation.
- Climate change and water security.
- Waste management.
- Biodiversity and coastal management.
- Environmental compliance and law enforcement.
- Efficient, effective and responsive governance.

The Departmental Gender Equity Strategic Framework was approved on 31 March 2020 and this year was the first implementation year. The Gender Mainstreaming Forum supported a range of awareness interventions with staff during the year, with particular focus on Women’s Month and the 16 Days of Activism. A Gender Symposium was held with the Cape Higher Education Consortium (CHEC) in September 2020 which attracted over 200 participants, with speakers from government, NGOs and academia. The technical work for the year included a Gender Mainstreaming Policy toolkit, which is an electronic hub of information and references which can be used by our employees when they are engaging with gender mainstreaming in policy, engagements on gender in spatial planning and a Gender Gap Analysis to inform the Western Cape Climate Change Response Strategy review. Externally focused activities included the Women in Green Economy and Women in Waste online events.

# OVERVIEW OF THE RESULTS AND CHALLENGES FOR 2020/21

## SPATIAL TRANSFORMATION AND MANAGED URBANISATION

The Regional-Socio Economic Projects (RSEP) Programme was initiated via Cabinet approval in 2013 and with the Department of Environmental Affairs and Development Planning (DEA&DP) as the lead Department, will continue through the 2021-2024 MTEF period. There are currently 12 beneficiary municipalities in the Programme: Saldanha Bay, Swartland, Bergvliet, Witzenberg, Breede Valley, Drakenstein, Stellenbosch, Theewaterskloof, Cape Agulhas, Prince Albert, Mossel Bay and Bitou.

Grant funding is provided to the participating municipalities in order to implement spatial upliftment projects in neglected areas, most of which are in so-called “integration zones”. The Programme has also developed a toolkit, the RSEP Reconstruction Framework, to assist municipalities to determine areas for spatial and socio-economic integration and transformation thereby addressing the segregated nature of our towns, urban sprawl, neglected neighbourhoods and under-served areas.

## CLIMATE CHANGE AND WATER SECURITY

The Western Cape Government (WCG), under the leadership of the Department, continues its global participation 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 set targets and identify associated 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 over the years to inform sector decision-making, as well as supporting various departments. The climate change landscape has significantly changed since the approval of the Western Cape Climate Change Response Strategy (2014) and as such, will be undergoing a review followed by an intensive stakeholder co-creation process among all 13 WCG Departments, to assist in adjusting the way of doing business to respond to climate change.

Ongoing monitoring of water quality is taking place in both the Berg and Breede River and Estuary to identify and address pollution sources, identify water quality trends and to monitor the effectiveness of interventions implemented.

## WASTE MANAGEMENT

During the pandemic, Waste Workstream meetings were held with Waste Management Officers, Environmental Health Practitioners and Environmental Health Staff from the provincial Department of Health continued to coordinate and monitor the WCG waste management response to the COVID-19 pandemic. It was reduced to meetings every two weeks, with the reduction in active new cases in the Province. The waste worker surveys to monitor effective implementation of the waste management guidelines and protocols, as well as waste worker infections continued to be conducted once a month.

The Department also played a lead role in setting up the Waste Picker Support system, which will assist waste pickers financially during the pandemic as well as to provide appropriate personal protective equipment.

## BIODIVERSITY AND COASTAL MANAGEMENT

The Western Cape Biodiversity Bill was submitted to the Western Cape Provincial Parliament in December 2020 and has thus now entered the parliamentary phase of the legislative process.

The systematic and participative implementation of the Provincial Biodiversity Strategy and Action Plan, Provincial Biodiversity Economy Strategy, the Provincial Coastal Management Programme as well as the Provincial Estuary Management Programme enables the alignment of the plans of all spheres of government and external partners. This alignment and support of biodiversity conservation and coastal management improves the resilience of ecosystem goods and services and ensures that development in the Province is sustainable and resilient. The implementation of the Coastal Management Lines in the City of Cape Town has allowed the Department to pilot this important legal mechanism to support coastal resilience.

The implementation of the Monitoring and Reporting System for the Performance of CapeNature and the oversight system for Western Cape Biosphere Reserves continues to be a priority. This is foundational to good governance in the sector to effect alignment of key agencies and partners to the Provincial and National priorities.

The development of an Ecological Infrastructure Investment Framework has provided an important mechanism for the coordination of investment into priority ecological infrastructure that can enable the most strategic returns in addressing critical climate and water risks.

## ENVIRONMENTAL COMPLIANCE AND LAW ENFORCEMENT

Intergovernmental Blitz Operations were successfully executed, comprising of a number of compliance inspections conducted at various hospitals (provincial and private hospitals), Community Health Centres, Municipal health clinics, Health Care Risk Waste service providers, crematoriums and Quarantine and Isolation facilities, situated within the provincial District Hotspot Areas.

## EFFICIENT, EFFECTIVE AND RESPONSIVE GOVERNANCE

The performance indicators and subsequent achievement included a favourable audit opinion, an indication that the Department manages its finances effectively and complied with all the relevant financial prescripts.

## OVERVIEW OF THE FINANCIAL RESULTS OF THE DEPARTMENT:

### DEPARTMENTAL RECEIPTS

DEPARTMENTAL RECEIPTS	2020/21			2019/20		
	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	631	567	64	598	595	3
Fines, penalties and forfeits	2,000	2,386	(386)	1,400	2,273	(873)
Interest, dividends and rent on land	-	-	-	-	18	(18)
Sale of capital assets	-	9	(9)	-	65	(65)
Financial transactions in assets and liabilities	111	312	(201)	106	177	(71)
<b>Total</b>	<b>2,742</b>	<b>3,274</b>	<b>(532)</b>	<b>2,104</b>	<b>3,128</b>	<b>(1,024)</b>

Revenue collected by the Department amounted to R3,274 million which represents an over collection of R532 000, when compared to the own revenue budget. The over collection is chiefly in respect of the National Environmental Management Act, Section 24G transgressions and recovery of previous years' expenditure.

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 2020/21 financial year.

## PROGRAMME EXPENDITURE

PROGRAMME NAME	2020/21			2019/20		
	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	68,573	66,783	1,790	78,796	78,796	
Environmental Policy, Planning and Coordination	18,407	18,080	327	18,890	17,971	919
Compliance and Enforcement	25,338	24,922	416	27,710	27,456	254
Environmental Quality Management	91,917	90,448	1,469	88,298	84,399	3,899
Biodiversity Management	309,778	309,314	464	329,642	326,744	2,898
Environmental Empowerment Services	655	616	39	1,883	1,306	577
Development Planning	73,864	73,588	276	89,540	88,197	1,343
<b>Total</b>	<b>588,532</b>	<b>583,751</b>	<b>4,781</b>	<b>634,759</b>	<b>624,869</b>	<b>9,890</b>

The 2020/21 financial year was profoundly impacted by the COVID-19 pandemic, which necessitated that various adjustment estimate processes followed. It started with a special adjustment estimate in July 2020, whereby funding had to be reprioritised towards COVID-19 expenditure as well as conducting a transversal expenditure containment review. The second adjustment estimate gave effect to all other adjustments, including reduction on Compensation of Employees due to the salary adjustments being curtailed, whilst the third adjustment estimate focused on surrendering funds mainly due to the impact of the continued lockdown environment. These three adjustment estimates resulted in the original budget of R620,847 million being adjusted in total with a reduction of R32,315 million to R588,532 million by the third adjustment estimate process. The Department spent R583,751 million or 99.2% of its adjusted appropriation and this translates into an underspending of R4,781 million. The underspending is partially on Compensation of Employees and the delay in delivery due to the unavailability of supply of laptops. Other contributors to the underspending included slower spending in respect of the Sustainable Water Programme, lesser legal fees as well normal operations that were impacted by the national lockdown resultant from the COVID-19 pandemic.

## VIREMENTS

Virements were effected as follows:

MAIN DIVISION (FROM)	MAIN DIVISION (TO)	R'000	PURPOSE
4. Environmental Quality Management	3. Compliance and Enforcement	4	In respect of Compensation of Employees
<b>Total</b>		<b>4</b>	

The virements were approved on 11 May 2021 by the Accounting Officer in terms of Section 43 (1) of the Public Finance Management Act (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 4 (Compensation of Employees) to Programme 3 (Compensation of Employees).



Roll-over to the value of R439 000 has been requested from the 2020/21 financial year to the 2021/22 financial year as follows:

PROGRAMME	R'000	PURPOSE
2. Environmental Policy, Planning and Coordination	208	Procurement of laptops
2. Environmental Policy, Planning and Coordination	90	Sandveld Environmental Management Plan Standards
3. Compliance and Enforcement	80	Procurement of laptops
5. Biodiversity Management	61	Provincial Coastal Management Plan Implementation Coastal Management Lines

## STRATEGIC FOCUS OVER THE SHORT TO MEDIUM-TERM PERIOD

A major shift was required in 2020/21 in how the Department conducted its business and how services were delivered on a continuous basis. The COVID-19 pandemic again showed the importance of good governance, but it also exposed a few risks, vulnerabilities, and inefficiencies that management could productively engage with.

The anticipated ongoing impacts of the COVID-19 pandemic have been factored into the Department's strategic focus for the short to medium term and these have been included in the planning for the 2021/22 Annual Performance Plan. The Department also needs to focus some resources on the WCG Recovery Plan. This presents a challenge, as it is the second year of the Strategic Plan for 2020-2025 and the new priorities would have to be aligned to the Departmental Five-year strategic plan and it would need to respond to the implementation of the Provincial Strategic Plan 2019-2024.

## UNAUTHORISED, FRUITLESS AND WASTEFUL EXPENDITURE

The Department did not incur any unauthorised, fruitless and wasteful expenditure.

## FUTURE PLANS FOR THE DEPARTMENT

To ensure delivery of the Five-Year Strategic Plan 2020-2025.

## PUBLIC PRIVATE PARTNERSHIPS

No public private partnerships were entered by the Department during the 2020/21 financial year.

## DISCONTINUED ACTIVITIES/ACTIVITIES TO BE DISCONTINUED

No activities were discontinued during the 2020/21 financial year.

## NEW OR PROPOSED ACTIVITIES

None.

## SUPPLY CHAIN MANAGEMENT

Towards the latter part of the financial year, Provincial Treasury introduced the automated procurement planning toolkit which allows Provincial Departments to capture their annual procurement plans on the system.

The toolkit allows for all planned procurement of goods and services greater than R100 000 to be captured on the system annually by 31 March. The roll out of the automated procurement planning toolkit assisted the Department to eliminate the manual procurement planning process and enable the Department to link procurement planning requirements to the associated planning and budgeting

process. Furthermore, the toolkit allows the Department to improve monitoring, insight, reporting and analysis of planned procurement activities. The automated procurement planning toolkit will enable the monitoring of the Procurement Plan monthly, with automated quarterly reports for submission to Provincial Treasury as a monitoring mechanism. This fosters a pro-active approach which ensures that procurement processes are initiated timeously to prevent delays and timely interventions can be made where necessary.

## **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**

There were no exemptions from the PFMA or Treasury Regulations or deviation from the financial reporting requirements.

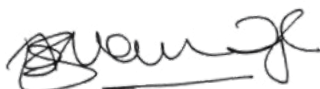
## **EVENTS AFTER THE REPORTING DATE**

None.

## **ACKNOWLEDGEMENT/S OR APPRECIATION AND CONCLUSION**

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

Approval



**PIET VAN ZYL**

Accounting Officer

Department of Environmental Affairs and Development Planning

31 August 2021

## **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 2021.

Yours faithfully



**PIET VAN ZYL**

Accounting Officer

Department of Environmental Affairs and Development Planning

31 August 2021

## 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 Department and its public entity, the Western Cape Nature Conservation Board (CapeNature) derives its legislative mandate from Constitutional functional areas of environment, conservation/biodiversity and planning as enacted in terms of the following legislation:

- Constitution of the Republic of South Africa, 1996
- Constitution of the Western Cape, 1998 (Act No. 1 of 1998)
- 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)
- 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. 4 of 2014)

## **POLICY MANDATES**

- Medium-Term Strategic Framework (2019–2024) (for the environmental sector)
- National Climate Change Response White Paper (2011)
- National Development Plan 2030 (2012)
- National Framework for Sustainable Development (2008)
- National Strategy for Sustainable Development and Action Plan
- National Waste Management Strategy (2011)
- National Framework on Air Quality Management in South Africa (2017)
- OneCape2040 (2013)
- Provincial Spatial Development Framework (2014)
- Western Cape Government: Provincial Strategic Plan (2019–2024)
- Western Cape Infrastructure Framework (2013)
- WCG: Department of Environmental Affairs and Development Planning, Annual Performance Plan 2020/21
- Western Cape Green Economy Strategic Framework (2013)
- Western Cape Climate Change Response Strategy and Implementation Framework (2014)
- White Paper on Environmental Management (1997)
- White Paper on Conservation and Sustainable Use of Biodiversity (1997)
- White Paper for Sustainable Coastal Development in South Africa (2000)
- White Paper on the National Environmental Management of the Ocean Policy (2013)
- White Paper on Integrated Pollution and Waste Management (2000)
- White Paper on Spatial Planning and Land Use Management (2001)

## **UPDATES TO INSTITUTIONAL POLICIES AND STRATEGIES**

The Department envisages developing the following legislation:

## **ENVIRONMENTAL LEGISLATION**

### **NEMA/SEMA RATIONALISATION PROCESS**

Together with the National Department of Environmental Affairs, Forestry and Fisheries, the Department has embarked on a process to rationalise pre-1994 legislation in order to align the environmental legislative regime with the current NEMA dispensation.

The Department envisages the repeal of such pre-1994 legislation by developing a Western Cape Law Repeal Bill that will repeal the following sections of legislation assigned to the Province:

The Provisions of the Environment Conservation Act, 1989 (assigned to the Province in terms of Proclamation No. R. 29 of 7 April 1995):

- Sections 16, 17, 19, 19A, 23, 24A, 27, 29 (2) (a) and 35(2);
- Section 1, 25, 26, 28, 28A, 29 (7) and (8), 31 (1) and (2), 31A, 32, 33 (1), 34, 35 (3) and (4), and 41A, in so far as they relate to the powers and functions of the Administrator/Province; and
- Sections 29 (3), (4), (5) and (6), 30 (1) and (2), 36 and 37, in so far as they apply or relate to the sections referred to in items 16.1.1 and 16.1.2 above.

The Provisions of the Environment Conservation Act, 1989 (assigned to the Province in terms of Proclamation No. R. 43 of 8 August 1996):

- Sections 3 (2A) (as inserted by this Proclamation) and 24 (f), (g), (h) and (i); and
- Sections 24(b), (c) and (k) and 25 – to the extent it is assigned to the Province.

The Department intends repealing Regulations promulgated under Environment Conservation Act:

- Western Cape Noise Control Regulations, 2013 (P.N. 200/2013) upon promulgation of the National Noise Control Regulations, issued in terms of the National Environmental Management Act, 1997, when gazetted for implementation.
- Regulations related to the Outeniqua Sensitive Coastal Area.

The following Regulations will be repealed upon promulgation of suitable replacement legislative schemes:

- Identification of Activities which may have a detrimental effect on the environment: Outeniqua Sensitive Coastal Area (S21(1) of ECA (No. 17213 No. R. 879, 31 May 1996 No. 19493 No. R. 1526, 27 November 1998 (Ext)).
- Designation of Activities which may have a detrimental effect on the environment: Outeniqua Sensitive Coastal Area (S21(1) of ECA) - (No. 17213 No. R. 879, 31 May 1996 and No. 19493 No. R. 1526, 27 November Administrator and Local Authorities who may issue authorization for the undertaking of identified activities in the Outeniqua Sensitive Coastal Area (s22(1) of ECA) - (No. 17213 No. R. 880, 31 May 1996 and No. 19493 No. R. 1527, 27 Nov 1998 (Ext)), and Regulations regarding identified activities concerning the Outeniqua Sensitive Coastal Area (S26 of ECA) - (No. 881 No. 17213, 31 May 1996 and No. 19493 No. R. 1528, 27 Nov 1998 (Ext)).

## **WESTERN CAPE BIODIVERSITY BILL (B 2-2021)**

The Bill will reform the current legislative regime dealing with biodiversity in the Province and is intended to:

- Protect the integrity and the health of biodiversity in the Province;
- Promote human well-being and ecologically sustainable human communities by recognising intrinsic rights and obligations;
- Establish institutions and conservation planning systems to promote conservation and ecologically sustainable development;
- Conserve indigenous plants, animals and ecological communities;
- Regulate the hunting and harvesting of wild species; and
- Align provincial and national legislation and to provide for incidental matters.

This Bill will also repeal the following:

- Sea-Shore Act, 21 of 1935
- Mountain Catchment Areas Act, 63 of 1967
- Western Cape Nature Conservation Board Act, 15 of 1989

- Western Cape Nature and Environmental Conservation Ordinance Amendment Act, 8 of 1999
- Western Cape Nature Conservation Laws Amendment Act, 3 of 2000
- Western Cape Biosphere Reserves Act, 6 of 2011
- Nature and Environmental Conservation Ordinance 19 of 1974
- Nature Reserves Validation Ordinance, 3 of 1982
- Regulations in terms of Ordinance No.19 of 1974

## **DRAFT WESTERN CAPE BIODIVERSITY REGULATIONS**

To support the implementation of the Western Cape Biodiversity Bill (upon promulgation), a comprehensive suite of regulations are being drafted.

## **THE FOLLOWING DRAFT MODEL BY-LAWS WILL BE DEVELOPED**

- Draft Model by-law on Coastal Access Land

The by-law intends to designate and determine the boundaries of coastal access land and facilitate, regulate and control coastal access to coastal public property by:

- facilitating the reasonable right of access of all persons to the opportunities of coastal public property;
- providing for public access to appropriate coastal locations subject to environmental, financial and social opportunities and constraints, as well as prohibitions or restrictions on access; and
- regulating and managing activities occurring on coastal access land to avoid adverse effects on coastal access land.

Draft Model by-laws are not published in the Provincial Gazette. The by-law is offered to municipalities for their consideration, possible amendment and the adoption as per the relevant municipal legislation.

## **SPATIAL PLANNING AND LAND USE MANAGEMENT LEGISLATION**

### **AMENDMENTS TO THE WESTERN CAPE LAND USE PLANNING ACT, 2014 (ACT NO.3 OF 2014)**

This Western Cape Land Use Planning Act, 2014 (Act No. 3 of 2014) is five years old and an assessment is required, whether the Act needs to be amended based on its implementation over the past five years. Amendments will be required due to litigation and partly, depending on, if, and how the Spatial Planning and Land Use Management Act, 2013 (Act No. 16 of 2013) (SPLUMA) is amended. Consequently, the Western Cape Land Use Planning Regulations, 2015 will also have to be amended.

### **POTENTIAL LITIGATION AND COURT RULINGS AFFECTING LAND USE PLANNING ACT (LUPA), NECESSITATING LEGISLATIVE REFORM**

Although no judgement has been issued yet, in the litigation matter between the Green Point Ratepayers' and Residents' Association and the City of Cape Town, a constitutional challenge against SPLUMA itself and the restriction it places on representation of Councillors and Traditional Leaders on the Municipal Planning Tribunals of Municipalities has been raised, that will affect the planning decision-making in the country. The judgement may have consequences for the provincial and national planning legislation.

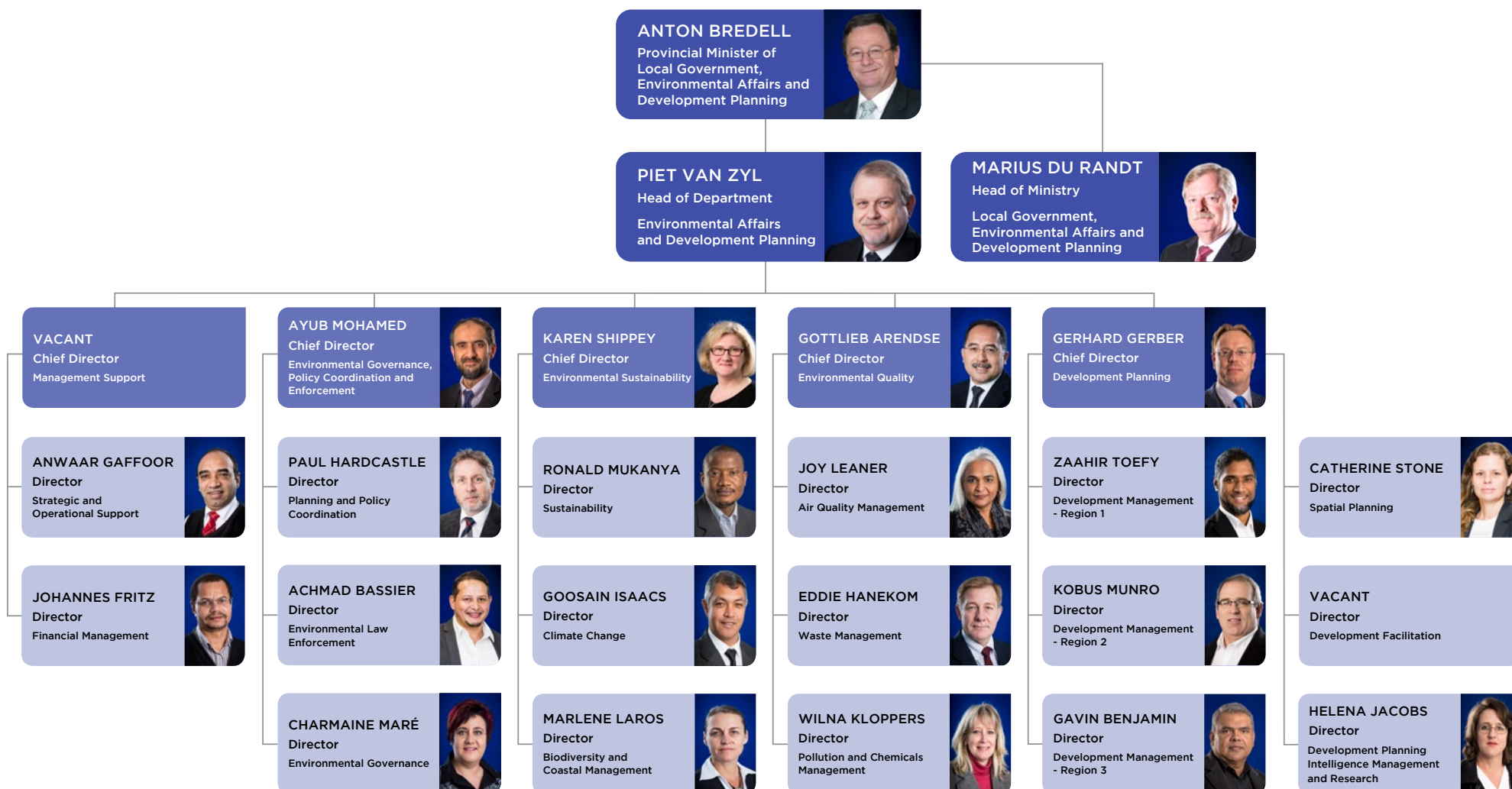
## **THE FOLLOWING DRAFT MODEL BY-LAWS WILL BE DEVELOPED**

- Proposed Draft Model Zoning Scheme By-law (to regulate and control municipal zoning); and
- The Draft Model By-law on Municipal Land Use Planning.



## 8. ORGANISATIONAL STRUCTURE

AS AT 31 MARCH 2021



## UPDATES TO RELEVANT COURT RULINGS

All judgments relevant to the operations of the Department as handed down by the Constitutional Court, the Supreme Court of Appeal, the High Court and the Labour Court are perused and implemented, where appropriate and applicable.

## 9. ENTITIES REPORTING TO THE MINISTER

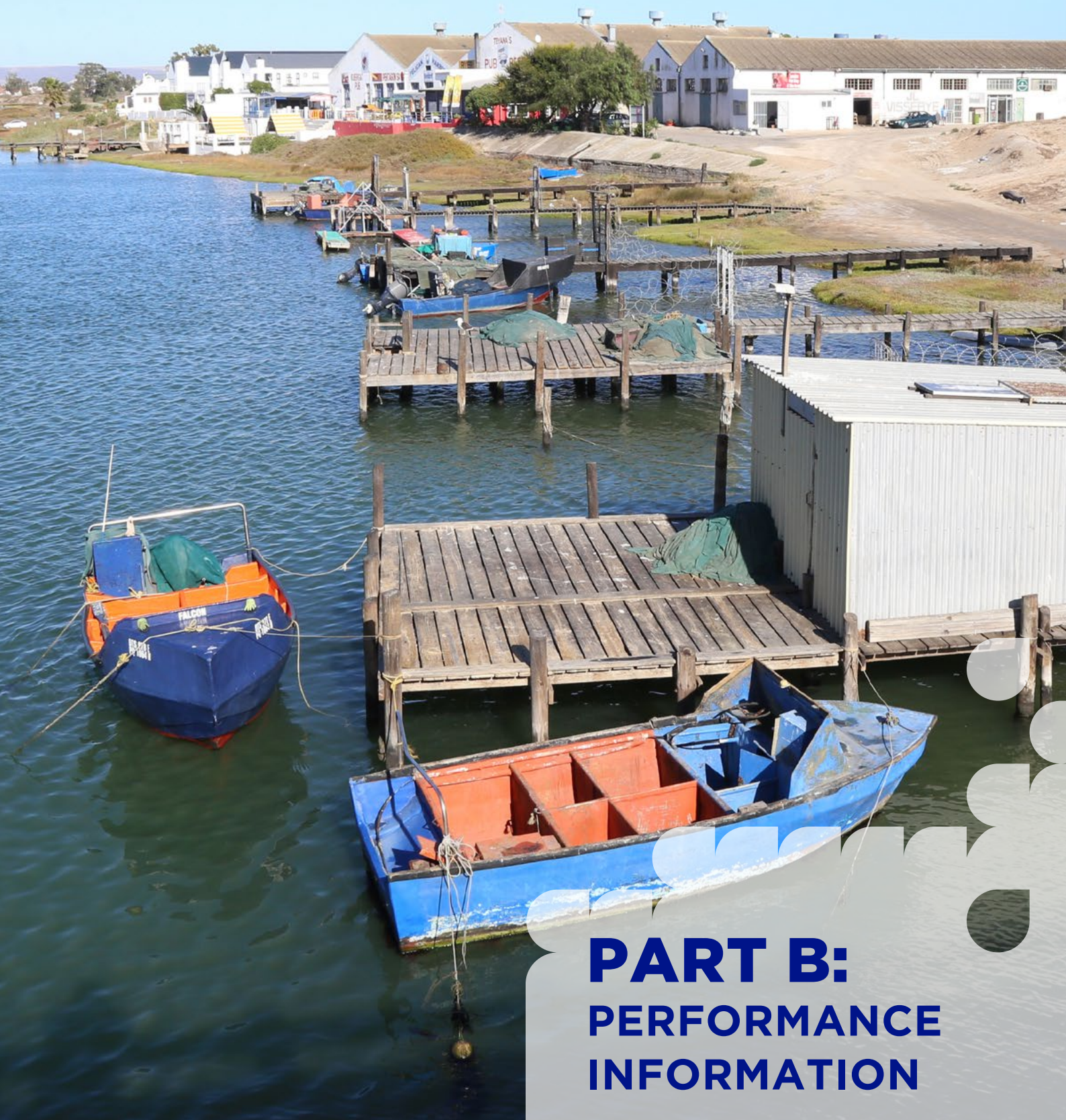
The table below indicates the entity that reports to the Minister.

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: <ol style="list-style-type: none"> <li>1. Promote and ensure nature conservation and related matters in the Province;</li> <li>2. Render services and provide facilities for research and training in connection with nature conservation and related matters in the Province; and</li> <li>3. Ensure the objectives set out in paragraphs (a) and (b) are met, and to generate income.</li> </ol>

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. On 12 February 2021 (PN 11/2021), the WC Provincial Parliament published the Constitution of the WC First Amendment Bill (B1—2021). Included in this Bill is a proposed repealing of the provisions to establish the Commissioner for the Environment. The draft Bill is currently in the legislative process. The Commissioner for the Environment will only be given further consideration once the Constitutional certainty has been established.





## **PART B: PERFORMANCE INFORMATION**

## 1. AUDITOR-GENERAL'S REPORT: PREDETERMINED OBJECTIVES

The Auditor-General South Africa (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 130 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 2020–2025. The operating environment within the Department and its ability to perform its mandates was impacted during 2020/21 due to COVID-19 and the resultant lockdown restrictions. Due to these restrictions and budget cuts, annual targets for indicators where performance was severely affected were amended and the Minister tabled amendments to the 2020/21 APP. Despite the challenging year, alternative work arrangements and adaptations to operational processes were implemented across the Department to ensure business continuity. The Department achieved over 90% of its planned targets.

### 2.1 SERVICE DELIVERY ENVIRONMENT

#### CLIMATE CHANGE

Climate change projections anticipate rainfall availability decreases with regional drought periods increasing. Rainfall events are expected to be less frequent, more intense. Agriculture, terrestrial and aquatic ecological communities among others will be negatively impacted by these temperature and rainfall pattern shifts.

Globally, this is the last decade with any scientifically plausible opportunity to bring global greenhouse gas emissions to zero by 2050 and limit the global mean temperature rise to 1.5°C. The Western Cape needs to adapt to the changes already locked into the global climate system; in particular the focus on water security, food security, coastal impacts, impacts on biodiversity and ecosystem services, and on communities, especially the most vulnerable, particularly women and children, and those living in informality.

The third iteration of the Western Cape Climate Change Response Strategy Monitoring and Evaluation report, highlighting the implementation efforts of multiple stakeholders in responding to climate change in the Western Cape, has been finalised. The report recommends updates for all focus chapters, although in most cases, up-to-date data remains a challenge.

The Western Cape Climate Change Response Strategy (2014) sits at the core of the provincial response to the global 'Climate Emergency'. Recent developments in scientific understanding, national emissions mitigation commitments, and local adaptation context meant that the Strategy needed a thorough review. This review has commenced and seeks to guide and coordinate the implementation of innovative projects and the search for opportunities that combine a low carbon development trajectory with increased climate resilience, enhancement of ecosystems and the services they provide, and economic stability and growth. The strategy will be supported by ongoing sector support by the Directorate: Climate Change.

As a first for the WCG, the Western Cape Climate Change Response Strategy is supported through a gender responsiveness review lens, to ensure that both strategic and implementation responses accommodate gender, especially in the form of reducing gender-based vulnerability. A Gender Gap Analysis was undertaken, as part of this process with a literature review informing how climate change and gender can be mainstreamed in sectors.



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 undertaking a 2050 Emissions Pathway Analysis. The latter will be used to identify a basket of response action options that need to be implemented by 2050 to support the just transition to a low carbon economy. The process launches with the full greenhouse gas emissions inventory for the Western Cape, which now will include the Agriculture, Forestry and Other Land Use sector.

Simultaneously, adaptation action will be pursued through improved risk and vulnerability assessment and response, support to implementation projects aimed at restoring natural capital and a focus on making socio-economic post-COVID recovery increasingly climate change-proof. From a climate change perspective, several adaptation initiatives are supported within various Departmental functions, including the response to coastal erosion and flooding, and the restoration of strategic water source areas.

Due to persistent budgetary constraints, focus is on finding opportunities for accessing international climate funding and nurturing key partnerships to cultivate co-created climate change responses in the Province. This will include multi-year grant funds via the Green Climate Fund. Strategic partnerships have also been formed with The Climate Group, ICLEI Africa, local Universities and the Provincial Disaster Management. There is a good working relationship with the national Department of Environment, Forestry and Fisheries in respect of climate change policy and projects.

The Department also supports local and district municipalities in their climate change adaptation and mitigation work, through direct engagement currently on an ad hoc basis. The intent is to revive the more structured Municipal Support Programme, under the guidance of the forthcoming Climate Change Act in coming years.

## **SUSTAINABILITY**

The Environmental Implementation Plan (EIP) 4<sup>th</sup> Edition was compiled and gazetted in the 2020/21 financial year. Over the 2020-2025 period, the focus will be on 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. This 4<sup>th</sup> edition EIP unpacks 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 2020).

The 'Smart Procurement' Sustainable Public Procurement (SPP) programme developed a training and implementation manual, as well as a Lessons Learnt report. The rolling out of training and implementation will continue in the next financial year, as per the EIP and Local Government Support Strategy commitments and targets, since there is growing interest in mainstreaming SPP across municipalities.

As an additional value-add to the SPP programme, and through the research conducted in the SPP 2020/21 cycle, officials were invited by the United Nations Environment Programme (UNEP) to join the pilot testing of Sustainable Development Goals 12.7.1 target indicator on sustainable public procurement. This has actively contributed to the methodology for measuring progress on Sustainable Development Goals indicator 12.7.1 for sustainable public procurement to be reclassified as Tier II at a global level.

The Green Economy unit in the DEA&DP spearheaded the creation of the Sustainable Infrastructure Development and Finance Facility (SIDAFF), that is now under the auspices of the Department of Local Government. SIDAFF 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 basis and competitively priced basis using a blended finance approach (i.e. combining grants/concessional loans 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 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 and Governance) performance criteria, green/climate criteria and reporting framework.

The Environmental Education and Awareness team continued the roll out of the Moodle-based Education for Sustainable Development Resource Toolkits eLearning for Intermediate Phase Natural Science and Technology, which it developed in consultation with the Western Cape Education Department (WCED). It's aligned to the National Curriculum and Assessment Policy Statement (CAPS). The aim of the Programme is to capacitate Intermediate Phase Natural Sciences and Technology teachers to integrate Education for Sustainable Development and to improve the digital literacy of teachers using the existing e-Learning platform developed by the DEA&DP.

## **ENVIRONMENTAL IMPACT MANAGEMENT**

### **ENVIRONMENTAL IMPACT ASSESSMENT**

The operating environment in terms of environmental impact assessment was particularly challenging during 2020/21, due to COVID-19 and the resultant Lockdown restrictions. The Department, however, managed to immediately implement alternative work arrangements to ensure business continuity in terms of the administration of environmental impact assessment processes; including the use of technology to allow for virtual meetings and electronic submission and processing of correspondence. While National Government through Disaster Management Directions initially suspended certain processes, the Department worked with National Government during the eased alert levels to provide for work to continue. The Department also released circulars and provided guidance during the different lockdown alert levels of the arrangements in terms of each alert level.

## **COMPLIANCE AND ENFORCEMENT**

### **COMPLIANCE WITH ENVIRONMENTAL LEGISLATION**

The COVID-19 pandemic has created profound disruptions to all aspects of health, government, society, industry, and our interaction with each other. Environmental protection and social governance have not been exempted, and the pandemic has drastically challenged the way environmental enforcement agencies and other stakeholders ensure that environmental and social protection continue to operate in order protect ourselves and our environment, apart from the systemic challenges such as the proliferation of environmental laws, the lack of resources and capacity to investigate and enforce environmental legislation.

Despite the challenges, the Department in conjunction with other environmental enforcement agencies have adapted to make their operations and programmes more efficient and effective in a number of areas, ranging from virtual stakeholder consultation to remote compliance monitoring and to improve connections with Environmental Management Inspectors at Local Authorities, as well as with the community groups and the general public through safe interactions platforms.

One such Intergovernmental Compliance and Enforcement initiative was the Department's response to the surge of healthcare risk waste ("HCRW") in the Province due to the COVID-19 pandemic, in which the Department in collaboration with the provincial Department of Health adopted a more proactive approach on assessing the HCRW streams being generated at health care facilities, as well as the treatment and disposal thereof by HCRW service providers ("cradle to grave"). An intense compliance and enforcement campaign consisting of a series of intergovernmental compliance and enforcement blitz operations was conducted which includes all three spheres of government, such as, the national Department of Forestry, Fisheries and Environment, the provincial Departments, and the City of Cape Town Metropolitan Municipality and other district municipalities.

A total of four intergovernmental Blitz Operations were successfully executed, comprising of 42 compliance inspections conducted at various hospitals (provincial and private hospitals), community health centres, municipal health clinics, HCRW service providers, crematoriums and quarantine and isolation facilities, situated within the provincial District Hotspot Areas.

In addition to the challenges posed by the surge of HCRW, the Directorate: Environmental Law Enforcement has also adopted a more focused approach by tackling the myriad of environmental threats affecting the Province, particularly in respect of the loss of biodiversity and ecosystems, pollution of inland waters, degradation of marine and coastal environment, unlawful waste management activities, and pollution to land. During this review period, the Directorate: Environmental Law Enforcement received 221 environmental complaints from other organs of state and the general public, of which the most prevalent offence related to loss of biodiversity and destruction of ecosystems (through illegal clearing of indigenous vegetation) and developments within watercourse (i.e. illegal dams and diversions of rivers/streams). There has also been a significant increase in the number of complaints received for incidents relating to pollution of watercourses (as a result of sewage and lack of adequate sanitation) and pollution to land (due to illegal dumping), which poses a serious danger to the health and wellbeing of people and the environment. This has resulted in 238 administrative enforcement notices being issued for non-compliance with environmental management legislation, and 355 compliance inspections being conducted, with an overall compliance percentage rate of 65% compliance with environmental legislation.

In respect of criminal investigations and prosecutions, the Department has instituted criminal action against six municipalities within the Province, of which the transgressions primarily relate to non-compliance with Waste Management Licences and pollution caused by sewage overflows and inadequate sanitation and basic services. Of the six municipalities, five have been referred to the National Prosecuting Authority for a decision to prosecute.

The Directorate's three-year strategic partnership with the South African National Biodiversity Institute (SANBI) to combat the illegal clearing of indigenous vegetation within the Cape Winelands District Municipality, was extended with the project now concluding in June 2021. Through this strategic partnership with SANBI, the project has yielded significant results in the fight to protect our unique biodiversity and ecological systems within the Cape Winelands District Municipality, by conducting various inspections and investigations, planning and executing intergovernmental compliance and enforcement blitz operations, as well as initiating proactive Environmental Awareness Initiatives/Programmes to educate and build relationships with farmers and general public within the Cape Winelands District Municipality regarding environmental laws and importance of environmental conservation. This has earned the project to winning both gold and silver in the Eco-Logic Awards in 2020.

## **ENVIRONMENTAL LEGAL SUPPORT SERVICES: LITIGATION MANAGEMENT**

The Sub-Directorate: Environmental Legal Support Services' litigation portfolio for the period April 2020 to March 2021, 38 cases which are in various stages of the court process and are being actively managed in conjunction with the Department of the Premier: Legal Services. A total number of eight new cases, citing the Department as party was received.

## ENVIRONMENTAL APPEALS MANAGEMENT

Processing of appeals lodged against Environmental decisions issued in terms of NEMA and the Special Environmental Management Acts (SEMA's); appeals are lodged against Directives and Objections lodged against compliance notices issued in terms of the NEMA, as well as Applications for the Amendment of the Environmental Decisions.

Service delivery continued for 2020/21 financial year, despite the impact of the COVID-19 pandemic. A total of 41 appeals against environmental decisions and directives, Objections lodged against compliance notices as well as amendments against environmental decisions were received and 47 processed for the 2020/21 financial year.

## SECTION 24G FINE REGULATIONS

The Department has developed a S24G application process in line with the section 24G Fine Regulations promulgated on 20 July 2017. The relevant S24G 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.

The changes to the implementation of S24G to provide for improved service delivery include:

A non-compulsory consultation form: used to assist in advising potential applicants of the section 24G application process. This form may be utilised to provide clarity regarding activities being applied for, consultation with relevant organs of state and any specialist reports that may be required to inform the application.

A new S24G application form has been updated to cater for the 24G Fine Regulations, 2017 including the representation requirements of applicants, as well as further streamlining the 24G application process by incorporating the environmental assessment requirements of section 24(4) of the NEMA to ensure informed decision-making.

For improved service delivery, a detailed checklist accompanies the S24G application form which serves to guide the Environmental Assessment Practitioner of the required information to be included in the application. This aids in ensuring that the required information is submitted, thus serving to prevent any undue delays in the processing of the S24G applications.

Notwithstanding the impact of the COVID-19 pandemic, for the 2020/21 financial year, most of the planned targets were achieved.

## ENVIRONMENTAL PLANNING

Increased prominence is being given to environmental planning as an important environmental sector mandate, with Environmental Management Frameworks being one of the essential environmental planning instruments.

With the completion of the Sandveld Environmental Management Framework Standard (as an environmental planning instrument specifically focused on the agricultural-environmental management nexus), the Department also introduced farm-level planning as a novel approach to implement an alternative regulatory instrument to the current Environmental Impact Assessment EIA regulatory regime. To enable the implementation of farm-level planning, the Department has developed a Standard in terms of the National Environmental Management Act, 1998 (adopted by the MEC and awaiting concurrence from the national Minister). Both farm-level planning and the Standard, are new innovative approaches.

The Saldanha Bay Environmental Management Framework (EMF) was finalised, and the adoption thereof has been gazetted. The EMF must be considered during regulatory processes and decision making.

## INTEGRATED ENVIRONMENTAL PLANNING PERFORMANCE

Integrated planning, especially the integration between EMFs and SDFs are a key focus of the Department – i.e. ensuring that sustainable development is the outcome of aligned development planning and environmental planning initiatives, whilst improving the time and cost efficiency of regulatory processes. The alignment of the EMFs and SDFs for Saldanha Bay (completed), Drakenstein (in progress) and Mossel Bay (in progress) Municipalities are ongoing initiatives that are identified to demonstrate environmental planning performance and achieving integrated planning. One of the outcomes of such integrated planning is the development of an environmental management instrument for Mossel Bay, applicable to housing development in specific geographical areas. This instrument (in the process of being finalised) will streamline regulatory processes whilst achieving environmental protection. Once adopted by the MEC, the instrument will be submitted for concurrence to the National Minister for the gazetting thereof for public comment.

The Karoo Readiness Action Plan for Large Scale Development was finalised and is a great example of an intergovernmental effort, where all three spheres of government participated in proactively planning to improve intergovernmental readiness, to deal with anticipated increased service delivery demands should large scale developments, such as shale gas development and uranium-molybdenum mining happen in the Karoo. The Karoo Readiness Action Plan is a consolidation of various actions/interventions that are needed to improve our state of readiness, to deal with the potential increased service delivery demands should large scale developments come to fruition.

## ENVIRONMENTAL QUALITY MANAGEMENT

### AIR QUALITY MANAGEMENT

Overall, the air quality in the Province has remained good, although ground level ozone and particulate matter continued to show increasing trends, especially in areas with increased industrial and urban growth.

The Department continued to coordinate the management of air quality in the Province via the quarterly Provincial Air Quality Officers' Forums, which took place virtually as a result of the COVID-19 pandemic. The forums were well attended by the Province's Air Quality Officers, of whom 31 have been designated (viz. 1 Provincial and 30 Municipal). The forums serve as a platform for officials to share a common understanding and approach to managing air quality in the Province, inclusive of air quality planning, monitoring and regulatory processes (licensing, noise, dust and offensive odour management). At these forums, the Department provided oversight and guidance in respect of the implementation of 29 Municipal Air Quality Management Plans in the Province, and tracked the activities against the Department's 2<sup>nd</sup> Generation Western Cape Air Quality Management Plan (AQMP), whilst it also embarked on the review process to develop the 3<sup>rd</sup> Generation Western Cape AQMP. Officials provided inputs to the draft Beaufort West Municipal AQMP; however, the COVID-19 pandemic restrictions hampered the municipality's planned public participation process in 2020, which is required before the AQMP can be adopted. Further Municipal support by the Department included hosting various virtual air quality management capacity building sessions, which was attended by the local authorities.

During the financial year, the Department worked closely with the National Department of Fisheries, Forestry and the Environment to ensure that the Western Cape Ambient Air Quality Monitoring Network report in "real-time" to the South African Air Quality Information System, hosted by the South African Weather Service. The Network comprises of 12 locations, viz. Mossel Bay, Paarl, Hermanus, Hout Bay, Khayelitsha, Malmesbury, Oudtshoorn, St Helena Bay, Stellenbosch, Driftsands, Worcester and George, with the latter two forming part of the National Air Quality Index ([www.saaqis.environment.gov.za](http://www.saaqis.environment.gov.za)). The network's infrastructure is aged; most analysers are either close to or at the end of its operational lifecycle and has resulted in increased analyser downtime (and lower data recovery). Therefore, during 2020, the Department prioritised the incremental replacement of aging infrastructure to improve air quality data recovery and reporting by the network. Further infrastructure prioritisation and additional human resource capacity is, however, required to improve and ensure network efficiency at Provincial level.

In terms of the National Environmental Management: Air Quality (NEM: AQA), municipalities also have a responsibility to monitor ambient air quality in their jurisdictional areas. Municipal air quality monitoring, however, remains limited in the Western Cape, with most of these stations located and operated within the City of Cape Town Metropolitan Municipal area. The Department assisted the municipalities in the West Coast, Overberg and Cape Winelands districts with their efforts to improve ambient air quality in their areas and encouraged other local authorities to motivate for funding to acquire either passive or continuous air quality sampling in their jurisdictional areas.

The implementation of the recommendations made in the Phase 2 Western Cape Human Health Risk Assessment Study was impacted by budget constraints and/or security risks linked to air quality infrastructure. The portable air quality monitor located at Shelley Point was decommissioned in May 2020, as its sensors had reached its end of life. Nonetheless, the Department continued to work closely with the local authorities, industry and the citizens on air quality matters in the area. The safety and security risks identified at Driftsands resulted in the air quality monitoring station being decommissioned in November 2020, whilst budget constraints contributed to any air quality monitoring via the use of drone technology being placed on hold. The ambient air quality monitoring station in Paarl, however, continued to measure sulphur dioxide, nitrogen dioxide and ozone, and due to the prioritised funding of the Network, a particulate matter analyser was procured and commissioned at this location in early 2021, to supplement the air quality monitoring undertaken.

Compliance monitoring and enforcement in respect of air pollution has been hampered by human resource capacity constraints at both Provincial and Local level. This has required that officials work closely with each other on air quality complaints handling and enforcement. The regulatory aspect of air quality management remains challenging due to these constraints.

The Department has also advised and engaged with the Atmospheric Emission Licences (AELs) licensing authorities in the Province to regulate and manage the increased cremation pressures, which the COVID-19 pandemic has placed on the crematoriums in the Province. The status of the crematoria and its cremations handling in the Province were tracked to understand the impact and demands placed on the facilities by the COVID-19 pandemic.

In terms of special projects on air quality and climate change, the Department has continued its partnership project on Climate-friendly Refrigeration and Air Conditioning (RAC) with the Free State of Bavaria. The project links to the commitments made in the 2016 Kigali Amendment to the Montreal Protocol on Hydrofluorocarbons and focuses on alternative gases such as propane, butane and Carbon Dioxide (CO<sub>2</sub>) that are more climate-friendly and energy saving, compared to conventional refrigerant gases. In its second Phase 2 (2019-2021), a Refrigeration and Air Conditioning (RAC) Pilot Project to train technicians at the West Coast College in the Western Cape was launched on 16 September 2020. This phase of the project focuses on increasing the skills supply in the RAC sector through “piggy-backing” on existing skills programs at the Technical and Vocational Education and Training (TVET) College in the Western Cape.

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



## WASTE MANAGEMENT

The Department played a key role in the COVID-19 response of the Province by coordinating and guiding the waste management response of municipalities, monitoring of the compliance of health care facilities regarding health care risk waste management and the effective treatment of this waste type to reduce the risk of transmission to communities. This entailed facilitation of regular Waste Workstream meetings, development of guidelines and protocols and compliance promotion visits to health care facilities and treatment facilities by Environmental Management Inspectors.

A status analysis on waste management collection and transport was conducted, in collaboration with the municipal waste managers. The status quo report indicated that municipalities are effective in waste removal but not efficient. In the next financial year, the study findings will be implemented to drive the cost of waste collections and transport down, as well as to look at other modes of transport such as waste-to-rail.

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. The facilitation of regional cooperation concept regarding waste management services and facilities continued is beginning to show some success.

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. The Department developed a municipal guide on the procurement of waste goods and services, through a consultative process under the banner of the Waste Preneurs programme.

The current waste management governance platforms such as the Western Cape Waste Management Officers Forum, Western Cape Recycling Action Group and Industry Waste Management Forum received attention to ensure effective coordination, collaboration, creating 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 facilitation of the attainment of targets for a priority waste stream such as organic waste, 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 guidance provided to municipalities to diversify waste technology use in the Province.

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. Several webinars were conducted successfully in this regard to stimulate awareness.

Littering, illegal dumping and inappropriate waste management practices remain a challenge, contributing to climate change and impacting negatively on our scarce water resources. The Department is in the process of developing strategy for the Province to prevent illegal dumping.

## 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 has been undertaken as a joint project between the Department and the City of Cape Town. The project aims to promote the transition to water sensitive cities within the Western Cape by working with the City of Cape Town through the application of a benchmarking process to develop an implementation strategy to achieve water security and resilience in the face of climate change.
- 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 has continued in the form of support to the research activities being undertaken at the site about the treatment and re-use of polluted waste streams.

**BREEDE RIVER CATCHMENT**

The Environmental Resource Protection Plan for the Breede River catchment aims to address the challenge of water security and environmental sustainability in the Western Cape, and specifically the Breede River 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 wastewater as well as stormwater and agricultural runoff is well managed, to ensure that water quality is protected.

Key activities of the Breede River Environmental Resource Protection Plan include:

- Ongoing monitoring of the Water Quality in the Breede River and Estuary in collaboration with the Breede-Gouritz Catchment Management Agency (BGCMA). In addition, quarterly water quality monitoring has been conducted in the catchment of the Theewaterskloof Dam as well as the Huis and Tradouw River Catchment.
- 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 the Papenkuils Wetland.
- Promotion of green infrastructure solutions in terms of the treatment of grey water and solid waste, in the informal settlement of Villiersdorp in collaboration with the Theewaterskloof Municipality.
- Alien clearing within strategically important areas, such as the Kluitjieskraal Wetland and managing 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 coordination and management of emergency incidents as well as the management of 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 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. As part of the response to the drought and in order to promote water security and water resilience in the Western Cape, a Western Cape Integrated Drought and Water Response Plan (WCIDWRP) is being developed, considering short-, medium- and long-term (15 year) planning and interventions. This 2-year project is being led by the Department of Local Government, with representation on the project steering committee by the DEA&DP and other provincial departments.

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 Ecological Infrastructure Investment Framework, which articulates with the SWMP has provided a spatial prioritisation of quaternary catchments to inform investment into ecological infrastructure. 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 and COVID-19 have 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. To drive the transitions required for an optimal institutional model for biodiversity management, the Department, together with CapeNature have prioritised the legal reform, organisational design, and alignment of integrated strategies. An ongoing focus is improved spatial planning and decision support through the Provincial Biodiversity Spatial Plan and its implementation. The Provincial Biodiversity Spatial Plan also informs the Provincial Protected Areas Expansion Strategy. Mainstreaming has focused in industrial, agriculture and local government sectors. Ecological resilience has 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. The EIIF informant spatial data has significantly contributed to the Environmental Risk and Vulnerability mapping process, undertaken during 2020/21.

The Provincial Biodiversity Strategy and Action Plan of 2015/16 has provided for the overarching strategic framework for legal reform in the drafting of the Western Cape Biodiversity Bill, as well as implementation programmes. The Provincial Biodiversity Strategy and Action Plan implementation reports compiled annually contribute to the revised strategy, as is planned to align with the finalisation of the Post 2020 Global Biodiversity Framework.

The Provincial Biodiversity Economy Strategy aims to strengthen, expand and transform the biodiversity economy while recognising and valuing the economic contribution of ecological services sustainably and inclusively to the province and its inhabitants.

## 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. The WCG and this Department has continued to progress in all nine priority areas with the limited resources and capacity allocated.

The Estuary Management Programme in the Western Cape forms a priority area within the Provincial Coastal Management Programme and Municipal Coastal Management Programmes. Legal and institutional impediments have slowed uptake by local government and hindered approval and implementation of the various EMPs. During this financial year the Department of Forestry, Fisheries and the Environment (DFFE) acknowledged the shortcoming with regards to the National Environmental Management Plan (NEMP) and have published draft amendments to the NEMP. Sections 38(2)(a), (b), (g) and (h) of the National Environmental Management: Integrated Coastal Management Act 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 DFFE, South African National Parks, Municipalities, Non-Government Organisations and Estuary Advisory Forums. The amendment of the National Estuarine Management Protocol by National Environmental Department has not been finalised and approved. This has resulted in delays in the Provincial approval of Estuary Management Plans.

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. The DEA&DP supports the various Operation Phakisa workstreams and participates in a Provincial Oceans Economy working groups, which is aligned to the National Lab Committee in reporting on deliverables for the various Phakisa workstreams. The Small Harbours workstream is gaining momentum despite capacity constraints to support outputs for the Proclaimed Fishing harbours.

Additionally, Coastal Management has focussed on enabling spatial resilience through its work on the determinations of Coastal Management Lines (CML). The Department has piloted the establishment of the Certificate of Municipal Leadership for the City of Cape Town and this was recently approved by Minister Bredell. The establishment of the City Certificate of Municipal Leadership is a first for the country.

Annual Implementation Reports (2020/21) on both the Coastal and Estuary Management programme have been approved and provides for cumulative overview of accomplishments and challenges.

## DEVELOPMENT PLANNING

The operating environment in terms of development planning was also particularly challenging during 2020/21, due to COVID-19 and the resultant lockdown restrictions. The Department, however, managed to immediately implement alternative work arrangements to ensure business continuity in terms of the administration of regulatory planning processes; including the use of technology to allow for virtual meetings and electronic submission and processing of correspondence. The Department worked with the municipalities to ensure business continuity by municipalities in terms of the municipal regulatory planning processes. The Department released circulars and provided guidance during the different lockdown alert levels.

## 2.2 SERVICE DELIVERY IMPROVEMENT PLAN

The Department has completed a Service Delivery Improvement Plan for 1 April 2020 to 31 March 2021. 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 August 2020 November 2020 March 2021
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 by 31 March 2020.  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
<b>Conduct Waste Management Officers' Forum Meetings</b>		
<b>Consultation</b>		
Clients are consulted through: <ul style="list-style-type: none"> <li>E-mail</li> <li>Telephonic</li> <li>Official letter</li> <li>Citizen Report (1 per year)</li> <li>Annual Report</li> <li>Forum meetings</li> <li>Site Visits (No technical site visits were conducted during the 2020/21 financial year due to time constraints)</li> </ul>	Clients are consulted through: <ul style="list-style-type: none"> <li>E-mail</li> <li>Telephonic</li> <li>Official letter</li> <li>Citizen Report (1 per year)</li> <li>Annual Report</li> <li>Forum meetings</li> <li>Site Visits</li> </ul>	Clients are consulted through: <ul style="list-style-type: none"> <li>E-mail</li> <li>Telephonic</li> <li>Official letter</li> <li>Citizen Report (1 per year)</li> <li>Annual Report</li> <li>Forum meetings</li> <li>Site Visits</li> </ul>



CURRENT/ACTUAL STANDARD OF SERVICE	DESIRED STANDARD OF SERVICE	ACTUAL ACHIEVEMENT
<b>Access</b>		
<p>The service was accessible:</p> <ul style="list-style-type: none"> <li>At 1 Dorp Street, Cape Town, Operating times: Mon-Fri, 07:30 – 16:00</li> <li>Via visits to the Office</li> <li>Via telephone</li> <li>Via e-mail: enquiries.eadp@westerncape.gov.za</li> <li>Via departmental website: www.westerncape.gov.za/eadp/</li> </ul>	<p>The service is accessible:</p> <ul style="list-style-type: none"> <li>At 1 Dorp Street, Cape Town, Operating times: Mon-Fri, 07:30 – 16:00</li> <li>Via visits to the Office</li> <li>Via telephone</li> <li>Via e-mail: enquiries.eadp@westerncape.gov.za</li> <li>Via departmental website: www.westerncape.gov.za/eadp/</li> </ul>	<p>The service is accessible:</p> <ul style="list-style-type: none"> <li>At 1 Dorp Street, Cape Town, Operating times: Mon-Fri, 07:30 – 16:00</li> <li>Via visits to the Office</li> <li>Via telephone</li> <li>Via e-mail: enquiries.eadp@westerncape.gov.za</li> <li>Via departmental website: www.westerncape.gov.za/eadp/</li> </ul>
<b>Courtesy</b>		
<p>Courtesy was measured and reported via:</p> <ul style="list-style-type: none"> <li>Senior Management</li> <li>Head of Communication</li> <li>E-mail</li> <li>Telephonic engagements</li> <li>Written correspondence</li> <li>Face-to-face</li> <li>Complaints were recorded by communications and forwarded to the relevant officials to actions</li> <li>Communication to all stakeholders were sent out timeously before meetings and any new information presented at the meeting was shared with all stakeholders</li> </ul>	<p>Courtesy is measured and reported via:</p> <ul style="list-style-type: none"> <li>Management</li> <li>Head of Communications</li> <li>E-mail</li> <li>Telephonic engagements</li> <li>Written correspondence</li> <li>Face-to-face</li> <li>Complaints are recorded by communications and forwarded to the relevant officials to actions</li> <li>Communication to all stakeholders are sent out timeously before meetings and any new information presented at the meeting is shared with all stakeholders</li> </ul>	<p>Courtesy is measured and reported via:</p> <ul style="list-style-type: none"> <li>Senior Management</li> <li>Head of Communication</li> <li>E-mail</li> <li>Telephonic engagements</li> <li>Written correspondence</li> <li>Face-to-face</li> <li>Complaints were recorded by communications and forwarded to the relevant officials to actions</li> <li>Communication to all stakeholders were sent out timeously before meetings and any new information presented at the meeting was shared with all stakeholders</li> </ul>
<b>Openness and transparency</b>		
<p>The following mechanisms are in place:</p> <ul style="list-style-type: none"> <li>Written feedback from Officials, minutes of meetings were made available along with Agendas</li> </ul> <p>Openness and transparency is further achieved through:</p> <ul style="list-style-type: none"> <li>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"> <li>Department's Annual Citizen's Report</li> <li>Service Access Booklet (Reviewed Annually)</li> <li>Service Charter</li> <li>Service Standard Schedule</li> </ul> </li> </ul>	<p>The following mechanisms are in place:</p> <ul style="list-style-type: none"> <li>Written feedback from Officials, minutes of meetings are made available along with Agendas</li> </ul> <p>Openness and transparency is further achieved through:</p> <ul style="list-style-type: none"> <li>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"> <li>Department's Annual Citizen's Report</li> <li>Service Access Booklet (Reviewed Annually)</li> <li>Service Charter</li> <li>Service Standard Schedule</li> </ul> </li> </ul>	<p>The following mechanisms are in place:</p> <ul style="list-style-type: none"> <li>Written feedback from Officials, minutes of meetings were made available along with Agendas</li> </ul> <p>Openness and transparency is further achieved through:</p> <ul style="list-style-type: none"> <li>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"> <li>Department's Annual Citizen's Report</li> <li>Service Access Booklet (Review Annually)</li> <li>Service Charter</li> <li>Service Standard Schedule</li> </ul> </li> </ul>
<b>Value for money</b>		
<ul style="list-style-type: none"> <li>Clients get useful and useable information at no cost.</li> <li>The component is constantly examining ways to continuously improve its services and be innovative about saving costs.</li> <li>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 Integrated Development Plan (IDP's).</li> </ul>	<ul style="list-style-type: none"> <li>Clients get useful and useable information at no cost.</li> <li>The component is constantly examining ways to continuously improve its services and be innovative about saving costs.</li> <li>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.</li> </ul>	<ul style="list-style-type: none"> <li>Clients get useful and useable information at no cost.</li> <li>The component is constantly examining ways to continuously improve its services and be innovative about saving costs.</li> <li>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.</li> </ul>

CURRENT/ACTUAL STANDARD OF SERVICE	DESIRED STANDARD OF SERVICE	ACTUAL ACHIEVEMENT
<b>Develop Municipal Support Plans</b>		
<b>Consultation</b>		
<p>Clients were consulted through:</p> <ul style="list-style-type: none"> <li>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.</li> <li>The Department served on various committees such as other Inter-Governmental Relations forums included the DEA&amp;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&amp;DP Municipal Support and Capacity Building Committee meeting.</li> </ul>	<p>Clients are consulted through:</p> <ul style="list-style-type: none"> <li>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 platforms.</li> <li>The Department also serves on the SALGA Workgroups and the DEA&amp;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&amp;DP Municipal Support and Capacity Building Committee meeting.</li> </ul>	<p>Clients are consulted through:</p> <ul style="list-style-type: none"> <li>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.</li> <li>The Department served on various committees such as other Inter-Governmental Relations forums included the DEA&amp;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&amp;DP Municipal Support and Capacity building Committee meeting.</li> </ul>
<b>Access</b>		
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CURRENT/ACTUAL STANDARD OF SERVICE	DESIRED STANDARD OF SERVICE	ACTUAL ACHIEVEMENT
<b>Value for money</b>		
<ul style="list-style-type: none"> <li>• Clients received useful and useable information at no cost.</li> <li>• 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.</li> <li>• The function was performed in-house and no additional costs were incurred.</li> </ul>	<ul style="list-style-type: none"> <li>• Clients get useful and useable information at no cost.</li> <li>• The component is constantly examining ways to continuously improve its services and be innovative about saving costs.</li> <li>• 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.</li> </ul>	<ul style="list-style-type: none"> <li>• Clients get useful and useable information at no cost.</li> <li>• The component Directorate: Development Facilitation constantly examined ways to continuously improve its services and be innovative about saving costs.</li> <li>• The function was performed in-house and no additional costs were incurred.</li> </ul>

## SERVICE DELIVERY INFORMATION TOOL

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

## COMPLAINTS MECHANISM

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

## 2.3 ORGANISATIONAL ENVIRONMENT

In 2020/21 Organisational Development within the Department of the Premier, conducted investigations to institutionalise the RSEP 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 concluded in 2020/21. The processes have highlighted significant shortfall in capacity to meet the legal mandate of the Department. These capacity shortfalls present significant risk to the Province in enabling ecosystem resilience as the foundation of the Western Cape Economy.

All three of these Programme reviews (RSEP institutionalisation; the Biodiversity and Coastal management review, and the Berg River and Breede River programme institutionalisation), have been tabled at the Public Service Coordinating Bargaining Council, but could not go further due to budget constraints. All three process are being held back by the Department of the Premier (DotP) as assurance letters confirming funding for the extensions are required. The 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 2020/21 financial year for implementation:

- Amendment of the Environmental Impact Assessment Regulations, 2014, published in GG43358 GN599 on 29 May 2020
- Notice Prohibiting the Carrying out of Certain Restricted Activities Involving Rhinoceros Horn, published in GG43386 GN625 on 3 June 2020
- Regulations relating to Trade in Rhinoceros Horn, published in GG43386 GN626 on 3 June 2020
- Amendment to the Alien and Invasive Species List and List of Critically Endangered, Endangered, Vulnerable and Protected Species, published in GG43386 GN627 on 3 June 2020
- Correction Notice Amending the Notice Declaring the Agulhas Front Marine Protected Area in Terms of Section 22A of the National Environmental Management: Protected Areas Act 2003, published in GG43528 GN781 on 17 July 2020
- Correction Notice Amending the Regulations for the Management of the Agulhas Front Marine Protected Area, published in GG43534 GN797 on 17 July 2020
- Correction Notice Amending the Notice Declaring the Southwest Indian Seamount Marine Protected Areas in Terms of Section 22A of the National Environmental Management: Protected Areas Act, 2003, published in GG43528 GN783 on 17 July 2020
- Correction Notice Amending the Regulations for the Management of the Southwest Seamount Marine Protected Areas, published in GG43528 GN784 on 17 July 2020
- Amendment of Section 24H Registration Authority Regulations, 2016, published in GG43632 GN906 on 21 August 2020
- Amendments to Appendices I and II of the Convention on International Trade in Endangered Species of Wild Fauna and Flora, published in GG43643 GN919 on 24 August 2020
- Draft Amendments to the Regulations for the Management of the Aliwal Shoal Marine Protected Area in GG43618 GN890 on 17 August 2020
- Amendments to the National Greenhouse Gas Emission Reporting Regulations, 2016, published in GG43712 GN994 on 11 September 2020
- Alien and Invasive Species Lists, 2020, Published in GG43726 GN1003 on 18 September 2020
- Alien and Invasive Species Regulations, published in GG43735 GN1020 on 25 September 2020
- Extension of Commencement Date of the Alien and Invasive Species Lists, 2020 and the Alien and Invasive Species Regulations, 2020, published in GG43818 GN1100
- Submission of “Subsequent Pollution Prevention Plans” under the National Environmental Management: Air Quality Act 2004: National Pollution Prevention Plans Regulations as Published under Government Notice No. R712 in Government Gazette No. 40996 of 21 July 2017 and the Proposed Process to Manage Carbon Budget for the Period 01 January 2021 to 31 December 2022, published in GG43827 GN580 on 22 October 2020
- Procedure for the Assessment and Minimum Criteria for Reporting on Identified Environmental Themes in terms of Section 24(5)(a) and (h) and 44 of the National Environmental Management Act, 1998, when applying for Environmental Authorisation, published in GG43855 GN1150 on 30 October 2020
- Regulations Regarding Extended Producer Responsibility, published in GG43879 GN1184 on 5 November 2020
- Extended Producer Responsibility Scheme for the Electrical and Electronic Equipment Sector, published in GG43880 GN1185 on 5 November 2020



- Extended Producer Responsibility Scheme for the Lighting Sector, published in GG43881 GN1186 on 5 November 2020
- Extended Producer Responsibility Scheme for Paper, Packaging and Some Single Use Products, published in GG43882 GN1187 on 5 November 2020
- National Botanical Garden Expansion Strategy 2019-2030, published in GG43981 GN706 on 11 December 2020
- Amendments to the Regulations Regarding the Phasing-out and Management of Ozone Depleting Substances, published in GG44065 GN10 on 11 January 2021
- Amendment to the Regulations and Notices Regarding Extended Producer Responsibility, 2020, published in GG44078 GN20 on 15 January 2021
- The National Minister of Agriculture Land Reform and Rural Development published Directives (GN 43598 dated 7 August 2020) on Spatial Planning Land Development and Land Development Planning Processes specifically providing extensions to certain timeframes and validity periods and also extending the due dates for certain milestones set in the Spatial Planning and Land Use Management Act 2013 (Act 16 of 2013).

The Western Cape Biodiversity Bill, published for public comment in 2019, was submitted to the Western Cape Provincial Parliament in December 2020 and has thus now entered the Parliamentary phase of the legislative process.

National Waste Management Strategy 2020, published in GG44116 GN56 on 28 January 2021.

Adoption of a Generic Environmental Management Programme for the Management and Mitigation of Environmental Impacts Resulting from the Implementation of Working for Ecosystems Projects and the Exclusion of these Projects from the Requirements to Obtain an Environmental Authorisation, published in GG44173 GN105 on 5 February 2021.

Identification of Geographic Areas Important for the Development of Strategic Gas Transmission Pipeline Infrastructure, published in GG44191 GN143 on 26 February 2021.

Identification of Geographical Areas of Strategic Importance for the Development of Large-Scale Wind and Solar Photovoltaic Energy Facilities, published in GG44191 GN 144 on 26 February 2021.

Identification of Procedure to be Followed when Applying for or Deciding on an Environmental Authorisation Application for the Development of Electricity Transmission and Distribution Infrastructure when Occurring in Renewable Energy Development Zones, published in GG44191 GN145 on 26 February 2021.

Adoption of Amended Chapter 2 and Chapter 5 of the Integrated Environmental Management Plan for Phase 1 of the Square Kilometre Array and Amendment to the Conditions of Exclusion, published in GG44320 GN250 on 25 March 2021.

Adoption of a Generic Environmental Management Programme for the Management and Mitigation of Environmental Impacts Resulting from the Implementation of the Landcare Projects and the Exclusion of these Projects from the Requirement to Obtain an Environmental Authorisation, published in GG44341 GN276 on 29 March 2021.

### 3. ACHIEVEMENT OF INSTITUTIONAL IMPACTS AND OUTCOMES

#### STRATEGIC OUTCOME

Improved Governance for Spatial Transformation.

#### DEVELOPMENT PLANNING AND SPATIAL TRANSFORMATION

During 2020/21 the Department continued to roll-out the following programmes associated with pursuing improved governance for spatial transformation and pursuing more resilient and spatially transformed Western Cape settlements:

- Measurement of Sustainable Spatial Transformation and development of a framework for a Planning Support System
- Provincial and regional spatial planning implementation
- Western Cape Government Sector (spatial) Alignment
- Municipal Spatial Development Framework Support Programme
- Municipal Capital Expenditure Framework Support Programme
- Initiatives to promote sustainable compact settlements
- RSEP Programme
- Municipal Support and Capacity Building Programme

One of the Department's strategic priorities is Spatial Transformation and Managed Urbanisation. As a result, the Development Planning programmes have been organised around two outcomes: Improved Governance for Spatial Transformation, and More Resilient and Spatially Transformed Western Cape Settlements. A key programme to improve governance for spatial transformation is to leverage the role Western Cape Government sector departments play in implementing Provincial and Regional Spatial Planning objectives, as expressed in the Provincial Spatial Development Framework (PSDF) and the supporting three Regional Spatial Implementation Frameworks. In 2020/21 Development Planning sought to promote sectoral implementation of these provincial and regional spatial plans through active participation in the Western Cape planning and budgeting systems:

- A guidance note was developed for departments defining the obligations of the Provincial Spatial Planning function as stipulated in various National Government prescripts, with respect to the Provincial annual performance planning process; as well as clarifying the aspects of the Annual Performance Plan which are crucial to the attainment of provincial-wide spatial development planning objectives.
- An assessment framework was tested in line with this guidance note and feedback was provided to Departments.
- Draft Departmental User Asset Management Plans were commented on:
  - 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 and the WCG's spatial transformation priority more broadly.

- Spatial Planning representation on the Department of Transport and Public Works' Provincial Property Committee and Infrastructure Gateway Review Committee, as well as on the Provincial Priority Human Settlement and Housing Development Areas, also supports this purpose.

At the same time, the PSDF is half-way into its ten-year term. An implementation review was undertaken and the PSDF's Implementation Chapter was amended (updated) to give direction to the implementation of the PSDF over the remaining five years. This proposed amendment was advertised for public input in the 2020/21 year. While taking stock of what had been implemented to date through consultations with sector departments/directorates, gaps requiring attention and matters that will influence a new PSDF were scoped.

An annual review was conducted on progress made with the implementation of the Regional Spatial Implementation Frameworks (RSIF) for the Greater Cape Metro Region, the Greater Saldanha Region and the Garden Route region. An inter-governmental committee to lead and facilitate the implementation of the Greater Cape Metro Region covered significant ground in 2020/21, while the other RSIFs were promoted as strategic guidance for the work of the Joint District Management Approach in these districts.

Municipalities play a lead role in spatial governance, with the Department playing a monitoring, oversight and support role. In 2020/21, the municipal spatial planning system was supported in the following ways:

- The Municipal Spatial Development Frameworks (MSDF) was reviewed, draft IDPs and budgets to understand the extent of IDP and budget planning alignment to the municipality's long term spatial development plan, noting misalignment or opportunities for improved alignment by providing input into the structured process of provincial – local inter-governmental engagement that is run throughout the year.
- Guidance was issued to promote consistency in how the legislation is applied in the compilation, review and amendment of MSDFs.
- A Rural Development Toolkit was developed to support spatial planners to tackle rural development.

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. In 2020/21 the Directorate concluded the Central Karoo and Oudtshoorn MSDFs and finalised the draft Prince Albert and Kannaland MSDFs on behalf of the municipalities. Pioneering work has been done on the in-house development of Capital Expenditure Frameworks for the Prince Albert and Oudtshoorn Municipalities. All the MSDFs in the Western Cape were reviewed, and a Status Quo report prepared, to identify gaps, areas of support required and areas of implementation that should be supported by the WCG. While strong MSDFs implemented through municipal IDPs and Budgets are also important tools for More Resilient and Spatially Transformed Western Cape Settlements, the Development Planning Chief Directorate also prepared a draft Western Cape Inclusionary Housing Policy Framework in 2020/21 which will be published for public notice and comment in 2021/22.

In terms of Development Planning Intelligence Management and Research the work during 2020/21 focussed on providing access to data, information, knowledge, and intelligence in general and in response to specific requests. In 2020/21 the Department also set out to develop a system to monitor spatial performance trends, as one of the interventions in the Western Cape Spatial Planning and Land Use Management functional and spatially transformative Governance System performance area as a primary area of focus. Initiating a Planning Support System includes development of a:

- 'Conceptual Framework' that takes into account research and a literature review done into planning support and/or performance systems, project definition refinement and data and business system requirements.

- 'Spatial Performance Business Case', also considering Information Communication Technology requirements, indicator selection, user profiling and resource considerations, and risks to the initiative such as data availability and skills requirements. This work was completed over quarters 2 and 3, and a Quarter 2-3 report produced.
- Report on Initiating Implementation and developing a 1<sup>st</sup> Generation Prototype Report on selected indicators.
- First-generation SharePoint site for purposes of development of a Spatial Planning Knowledge Hub with access by 3<sup>rd</sup> Party individuals from municipalities for more efficient data sharing and data access for joined planning.

The update of the Growth Potential Study 2018 (GPS18) at municipal level and produced individual GPS18 findings reports in respect of all 24 local municipalities in addition to the Provincial-level Report. The GPS18 is one of the crucial instruments needed to develop capabilities for effective targeted spatial decision-making and implementation. Note that although the study was originally conducted as an informant to the Western Cape Provincial Spatial Development Framework (PSDF), and still is, the GPS18 has a 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.

The Provincial Infrastructure Investment database for the 2021/22 - 2023/24 MTEF, together with annual updates on adjustment estimates, spatially mapped and shared the information with all municipalities for IDP, SDF and PG MTEC and LG MTEC planning purposes. This information again 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 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 12 municipalities. During 2019/20 the VPUU Sub Programme concluded its involvement in the City of Cape Town, Drakenstein Municipality and Theewaterskloof Municipality. However, to maintain a presence in the Drakenstein and Theewaterskloof Municipalities, these two municipalities were added to the RSEP Programme during 2020/21.

During the financial year the RSEP Programme was rolled-out in the following Municipalities:

- Swartland
- Breede Valley
- Saldanha Bay
- Bergervier
- Witzenberg
- Mossel Bay
- Cape Agulhas
- Prince Albert
- Bitou
- Stellenbosch
- Drakenstein, and
- Theewaterskloof

Highlights of the past year were the completion of:

- Local Economic Development (LED) units and Youth hub in Mossel Bay;
- The Bredasdorp LED hub;
- The Bredasdorp pedestrian bridge;
- The Piketberg “Active Box”;
- The Porterville LED units, and safe pedestrian walkway;
- The Middelpos (Saldanha town) LED units (Box Park development);
- The George Kerridge (Vredenburg) “Active Box”;
- The Vredenburg (Wesbank) pedestrian walkways and play area; and
- The Illenge Lethu (Malmesbury) informal trading area.

As part of the Provincial Recovery Plan, the RSEP Programme was identified as the facilitator of a provincial training initiative ensuring the safety of neighbourhoods, structures, amenities and facilities through improved designs. In order to obtain the collaboration/participation, and to share invaluable experiences from the various sister departments, a Community of Practice for Safety and Dignity through Design, was established. A first workshop between the various departments was held during March 2021, and it is still work in progress.

The support and capacity building services to municipalities in terms of Municipal Regulatory Planning continued during 2020/21, with the implementation of the first annual assessment of the Status Quo of Land Use Management Systems at municipalities; the first of five Annual Reports was compiled, highlighting various challenges in the sector and identifying priority interventions to address the most pressing needs. Recommendations from the Annual Report inform the Municipal Support Plans of each municipality, as well as the priority programmes the Department through their municipal support function will embark upon. Shortcomings in the 2020/21 assessment will feed into the annual assessment for 2021/22 and new Key Performance Indicators. During 2020/21, the Department continued to provide support to municipalities’ Municipal Planning Tribunals (either as voting members or technical support) and to provide 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.

The Department is continuing with efforts to remove unnecessary regulatory burden from the Western Cape Land Use Planning Act 2014, (Act No. 3 of 2014) (LUPA). During 2020 an urgent amendment to the Act was compiled and submitted to Cabinet and Parliament for consideration. The amendment was necessary for continued service delivery during the COVID-19 lockdown to ensure that municipalities can continue with land use management services and particularly public participation. The amendment process also contains further and more substantive amendments which will be finalised and submitted to cabinet and parliament in due course.

During 2020/21 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. Numerous capacity building events were also presented or participated in. The annual target in respect of the percentage of Environmental Impact Assessment (EIA) applications finalised with the legislated timeframes were exceeded, with 99% of EIA applications finalised within legislated timeframes.



In terms of the Environmental Municipal Support and Capacity Building Programme, during 2020/21 the DEA&DP continued to:

- Work closely with the National Department of Forestry, Fisheries and the Environment (DFFE) 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-DFFE-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; and
- 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 and Metro Approach processes, develop and implement a responsive DEA&DP Municipal Support Plan for each one of the 30 municipalities in the Western Cape).

## STRATEGIC OUTCOME

### More Resilient and Spatially Transformed Western Cape Settlements

Land Assembly aims to ensure alignment and improved sequencing through integrated work plan processes and the Joint District and Metro Approach to facilitate co-planning, co-budgeting and co-implementation. Priorities identified through the diagnostic and evidence-based planning as part of the Integrated Work Plan and Joint District and Metropolitan Approach were key to informing which land parcels were identified. The Land Assembly work is closely linked to the Provincial Spatial Development Framework (PSDF) and Regional Spatial Implementation Frameworks and will continue to provide both strategic and implementation support. This includes sector planning alignment support to the four main infrastructure WCG Departments, namely: the Department of Human Settlements; the Department of Transport and Public Works Roads; Department of Education; and the Department of Health. The annual evaluation of the Land Assembly Programme was completed by the end of the fourth quarter. During 2020/21 the Department 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 Framework (LG MTEC) (including the roll-out of the new Joint District and Metropolitan Approach, 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);
- Du Noon Transitional Residential Unit (TRU) area and associated infrastructure on portion 1 of ERF 38368, The Remainder of Erf 38368 and Erven 35171 and 35172, Killarney Gardens; and
- Erf No. 4420, Darling – FLISP infill Housing Development.

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

## STRATEGIC OUTCOME

### **The Western Cape's environmental vulnerability and risks associated with water security and climate change impacts tracked.**

There is a need to gain clarity on roles and responsibilities of provincial and local governments in the Climate Change Bill that is under development. The Climate Change Municipal support programme continued on an ad-hoc basis, with support being provided to municipalities who approach the Directorate. 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. A more detailed municipal communication to serve as guide for climate change inclusion into the next generation IDPs will be developed during the 2021/22 financial year.

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 Under2 Coalition did not commence due to budgetary constraints. The project was scaled back to fill an overall study gap in the Agriculture, Forestry and Other Land Use sector scheduled for conclusion mid 2021/22. The complete Pathway Analysis is now being undertaken by the Climate Change Directorate staff, with some technical support from The Climate Group (an international coalition of sub-national governments).

The review of the Western Cape Climate Change Response Strategy commenced, with a draft document completed, which undergo rigorous stakeholder buy-in and consultation process through the course of the 21/22 year. The strategy is strongly focussed on action in the next decade with the goal of a net-zero and resilient Western Cape by 2050. Mainstreaming of climate change into all sectors and departments needs to be a priority for the Western Cape Government, particularly in terms of budget and resource allocation. Part of the work of developing the revised WCCCRS was to undertake a Gender Gap Analysis which has informed a stronger gender lens in the strategy. The WCCCRS Gender Gap Analysis was the first of its kind for the Department which will go through further review as the WCCCRS revision process goes through stakeholder consultation.

The Department is engaged with funders and partnerships in order to advance climate change progress in the Province. The Municipal Risk Pooling Project funded by the Canadian International Development Research Centre will conclude in 2021. The Department is further pursuing additional support from The Climate Group, and the Future Fund (from the Under2Coalition). In addition to the development of a concept note to the Green Climate Fund (GCF) to create Resilient Waterscapes in the Western Cape.

The long-term vision of reducing environmental risk and vulnerability is being addressed through a Risk and Vulnerability Map project, coordinated by the Climate Change Directorate. The project has produced a first-generation composite map of the Province's environmental risks, which will be further refined and shared with interested or affected stakeholders in the coming year.

## STRATEGIC OUTCOME

### **Improved integrated waste management service that supports a waste economy.**

Waste diversion for 2020 for the WC is at 18.26%, a reduction in waste diversion was seen due to impact of the COVID-19 pandemic and the economic challenges which the country is experiencing.

The Department developed a municipal guide on the procurement of waste goods and services through a consultative process, under the banner of the Waste Preneurs programme to provide support to municipalities and Small, Medium and Micro-Enterprise's (SMME's). This project covered all the local authorities in the Western Cape.

94% of Households have access to basic refuse removal services (values were used from the municipal Annual Reports and Integrated Waste Management Plan.

34% of Waste facility owners are submitting compliance audit reports, which is an authorisation condition. Furthermore, about 54.3% of the audits received were internal audits, and 45.7% of the audits received were external audits. There are 50 waste facility owners in the Western Cape, 26 municipal owners and 24 private sector owners, own the 279 waste management facilities in the province. The auditing by the facility owners now use the same audit methodology which is utilised for departmental audits. The owner's compliance audits are complemented by 72 authority audits to ensure that the compliance of waste management facilities improve.

52% of the 25 local municipalities aligned their by-laws to NEM:WA. The Department developed a generic integrated waste management by-law which is now available for municipalities to adopt and is also providing technical support to municipalities in this regard.

73% of Municipalities have 3<sup>rd</sup> generation Plans. Several municipalities are also well on their way in developing the 4<sup>th</sup> and 5<sup>th</sup> generation plans.

## STRATEGIC OUTCOME

### **Improved biodiversity conservation and coastal management for the resilience of ecosystems goods and services.**

Biodiversity Management Governance System:

- The Provincial Biodiversity Strategy and Action Plan continues to be implemented in partnership with CapeNature. Preparation for review of the Provincial Biodiversity Strategy and Action Plan has also been initiated to align to the development international Post-2020 Global Biodiversity Framework.
- The Western Cape Biodiversity Bill legal vetting process was concluded, and the Minister submitted the certified Bill to Provincial Parliament.
- While a "fit for purpose" Service Delivery Model for Biodiversity Management in the Province has been finalised, the Organisational Design process has not advanced into the final stages of engagement with labour and the MPSA.
- The Department has continued to ensure and continually improve the monitoring and reporting system for the performance of CapeNature.

- CapeNature, with the inputs of the Department has concluded a revision of the Western Cape Protected Area Expansion Strategy.
- CapeNature has also produced a State of Conservation Report, with review by the Department in progress towards the Western Cape State of Biodiversity
- CapeNature is planning for the review of the Provincial Biodiversity Spatial Plan in 2023/24.
- An Ecological Infrastructure Investment Framework has also been developed in 2020/21 and implementation finance and partnership have been pursued with government and non-government organisations.

#### Coastal Management Governance System:

- The Provincial Coastal Management Programme and the Estuary Management Programme continue to be implemented in partnership with CapeNature and Municipalities. Preparation for review of the Provincial Coastal Management Programme, which includes the Estuary Management Programme has also been initiated.
- While a “fit for purpose” Service Delivery Model for Coastal Management in the Province has been finalised, the Organisational Design process has not advanced into the final stages of engagement with labour and the MPSA.
- While a generation one State of the Coast Report has been produced, the development of a web-based system has had to be put on hold due to resource constraints.
- While the Department has been poised to move forward with the advertising of 19 Estuarine Management Plans in 2020/21, the process has been held in abeyance pending the final publication of the amended National Estuarine Management Programme.
- The regulatory mechanisms for the implementation Coastal Management Lines in the Province has been advanced and the Minister adopted the City of Cape Town’s CML in 2020/21.
- The WC Provincial Coastal Access Strategy and Plan continues to be implemented. Municipalities are executing recommendations from the coastal access audits that were conducted and the Department provides varying degrees of technical support to municipalities as required to facilitate public coastal access. The Model Coastal Access By-law is in the final stages of legal vetting.

#### Municipalities integrating ecological infrastructure priorities into their IDPs:

- 63% of municipalities are integrating biodiversity spatial priorities into their IDPs according to the Provincial Biodiversity Spatial Plan land use planning guidelines, while 17% are assessed as being partially compliant and 20% non-compliant.
- While all municipalities currently reflect the CML information within their SDFs, the formal adoption of the CMLs for Garden Route, Overberg and West Coast Districts is still to be undertaken. The City of Cape Town has adopted CML as the coastal edge within their SDF which is further supported by the Coastal Management By-law.

## STRATEGIC OUTCOME

### Improved compliance with environmental legislation.

65% of the regulated community is complying with their legislative obligations as required by environmental legislation, Directives and Compliance Notices. This means that where environmental transgressions are acted against, a larger percentage of those responsible are taking the necessary steps to remedy the transgressions. The Department aims to progressively increase the compliance rate in line with the MTSF targets.

## STRATEGIC OUTCOME

### Efficient, Effective and Responsive governance.

Given the challenges related to COVID-19, the national Minister of Finance provided an exemption and the annual financial statements for the 2019/20 financial year were submitted to the Provincial Treasury and the Auditor-General of South Africa on 31 July 2020, two months after the legislative due date. The Auditor-General of South Africa expressed an unqualified audit opinion with no findings.

## MEDIUM-TERM STRATEGIC FRAMEWORK

### WESTERN CAPE ENVIRONMENTAL EDUCATION FORUM (WCEEFF)

To integrate sustainability practices into education and training 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 (WCEEFF), which meets quarterly. DE&ADP's WCEEFF, 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 2020/21, the Teacher Support Environmental Education Programme (TSEEP) National Curriculum and Assessment Policy Statement (CAPS) aligned e-Learning Education for Sustainable Development Moodle Toolkit initiative was implemented as part of Teacher Professional Development from a sectoral lens, training teachers per strand (in the applicable subject themes: Earth and Beyond, Life and Living, Matter and Material, Energy and Change) using the DEA&DP developed South African Council for Educators accredited short course and e-Learning Education for Sustainable Development 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. Education for Sustainable Development is recognised as a key element of quality education and a crucial enabler for sustainable development. The Sustainable Development Goals, 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 (WIGE)

DEA&DP undertook a virtual/online "Women in Green Economy" workshop i.e., GREEN AND CIRCULAR SOLUTIONS WEBINAR 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, the event highlighted the activities of women in the green economy and helped participants derive insights into how they can introduce green economy and circular solutions into their business operations.

### JOB CREATION - EXPANDED PUBLIC WORKS PROGRAMME (EPWP)

The Expanded Public Works Programme 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 is the lead Provincial Department for the Environment and Culture Sector of the Expanded Public Works Programme (EPWP). The Department contributed to environmental outcomes and job creation through overall Environment and Culture sector coordination in the Western Cape, as well as the river rehabilitation work of the Berg River Improvement Plan (BRIP). However, the COVID-19 lockdown restrictions on movement and gatherings did impact on the River Rehabilitation project and resulted in the targeted EPWP work opportunities being achieved. The Environment and Culture sector in the Western Cape achieved its set provincial target for 2020/21 with performance being impacted negatively by the fact that no work could be done in the first quarter during the Level 5 COVID-19 lockdown restrictions. This was achieved in partnership with its conservation implementation agency, CapeNature and other sectoral public bodies in the Province.

## **BIODIVERSITY AND COASTAL MANAGEMENT**

With resource constraints and the delay in moving forward to conclusion and implementation of the new service delivery model and structure, the Directorate is pursuing strategic partnerships and funding opportunities for projects.

The Biodiversity and Coastal Management Directorate, in cooperation with CapeNature, have contributed towards the delivery on the MTSF and 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, the Provincial Biodiversity Economy Strategy, the Provincial Coastal Management programme and the Estuary Management Programme. These strategic frameworks have continued to drive delivery and alignment of the Departmental and CapeNature mandates. During the 2020/21 financial year, preparation for review of these strategic frameworks has been initiated.

The Provincial Biodiversity Strategy and Action Plan continued the drive of key strategic objectives and saw the targeted engagement of local government and priority sectors, such as agriculture in mainstreaming the Provincial Biodiversity Spatial Plan and its associated handbook and popular summary to familiarise users with its content and how to access it. The Biodiversity and Coastal Management Directorate has continued to engage in strategy development for ecosystems under threat, including working with stakeholders to address the conservation of the Renosterveld and driving critical components of the Saldanha Strategic Offset Strategy, which was approved in 2020.

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.

The Department gave prominence to the UNESCO Man and the Biosphere Programme 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. To ensure improvements in the system of oversight of the BRs, the Department reviewed the Transfer Payment Agreement template and has used this new agreement for the transfers for the 2020/21 financial year. The DEA&DP thus prioritised funding of the five individual Biosphere Reserves in the Province within a limited budget, mainly for logistical support such as operational expenses. An oversight committee continues 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 operational funding provided leverages significant additional funding for interventions and projects on the ground.

The Provincial Biodiversity Economy Strategy programme has continued to drive catalysation 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 a business model for the utilisation of alien species biomass to create products and markets for biochar, activated carbon and wood-vinegar whilst providing opportunities for livelihoods and jobs through the development of local community SMMEs. This also included the development of a pilot project implementation plan for the Karatara catchment, one of the strategic water source areas in the Southern Cape. The Department is also a key contributor and developer of the Restore Eden Programme, previously the “Plett rewild project”, by incorporation of water security, fire and flooding risk and vulnerability and wildlife/natural products economies in a coherent focussed and multisectoral partnership with SANParks, CapeNature, Department of Agriculture and the Forestry sector. The Restore Eden Programme has national and provincial ministers of environment support and is driven through the Department of the Premier.

Through the Honeybush Community of Practice the Department is also driving the development and implementation of the Honeybush Biodiversity Management Plan, which was submitted to the National Department of Forestry, Fisheries and the Environment during March 2021 for publishing by the Minister in a gazette for wider public comments. The Department continues to be the driving force in the Province behind the sustainability, protection and equitable sharing of benefits in the natural products sector.

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. The expansion and upscaling of the projects was promoted through organic and permaculture approaches to enhance pricing and health as well as instituting a “micro-jobbing” approach. The Department drove this initiative by facilitating engagement between local mentors and champions with relevant communities and setting up an out-grower network for market access and enhanced value chain sharing.

Within the Coastal Management component, achievements by the Province in all nine priority areas has continued to advance the implementation of the approved 2016 Provincial Coastal Management Programme despite financial constraints and caps on cost of employment which have hampered achievements of some targets. Some key achievement includes:

- The Provincial Minister of Local Government, Environmental Affairs and Development Planning established the City of Cape Town’s coastal edge (defined in the City of Cape Town’s Municipal Spatial Development Framework, 2018) as a coastal management line, in terms of section 25(1) of

the National Environmental Management: Integrated Coastal Management Act, 2008 (Act 24 of 2008). This is the first CML published in the country to date for any City or District. The coastal management line for the City of Cape Town promotes risk averse, equitable and sustainable coastal development that is a priority for the provincial Department of Environmental Affairs and Development Planning as reflected in the Western Cape Provincial Coastal Management Programme. The CMLs for the remaining District and Local Municipalities, will be established in a phased approach over the next two years and also focus on embedding the CML and associated risk information within SDFs as well as using other regulatory mechanisms.

- Coordination and strategic direction were provided through the work of the Provincial Coastal Committee and its members. Support and guidance were provided to the Estuary Advisory Forums around the Western Cape and ongoing support is provided, through attendance of Municipal Coastal Committees and direct engagement, to the Local Government officials dealing with coastal matters.
- Following on the completion of the WC PCASP, 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 priority project will continue into 2021/22 financial year in partnership with the Overberg District and Overstrand Local Municipalities and the national Department of Forestry, Fisheries and the Environment.
- The State of the Coast Report and its supporting communications materials were concluded in 2019/20. The State of the Coast report presents information on nine coastal themes and shows a worrying decline in four (4) of the themes related to resource and protection. Budget reductions have resulted in holding in abeyance the development of the monitoring and information systems for the coast 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 to the National Minister and is awaiting comments and endorsement.
- An important component for implementation of activities within the Provincial Coastal Management Programme is the provincial support provided in the form of the Western Cape Estuaries Management Programme. The Estuary Management Framework and Implementation Strategy 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. Engagements were undertaken with relevant municipal, CapeNature and SANParks officials to raise the need to undertake the final approval processes, as specified in the NEMP, in preparation for the submission of the EMPs for approval. Preparatory work including the drafting of notices and adverts have been concluded, however vetting by legal services is still underway. There has been a delay in the final advertising process as the Department was advised that the current amendment process for the NEMP must be finalised before the advertising of the 19 EMPs can take place.
- The National Minister approved the Breede River Estuary Management Plan in 2018, which allows the Department to implement actions as approved in the Breede EMP, however, implementation may be hampered by resource and capacity constraints. The Department is currently undertaking a project to re-establish the Breede Estuary Advisory Forum and priority actions from the EMP.

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. During this financial year the National Environmental Affairs Department acknowledged the shortcoming with regards to the NEMP and have published draft amendments to the NEMP. 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. The Department is involved with the preparation of a Concept note for a project proposal to the Global Climate Fund, which will deal with coastal adaptation and will be incorporating aspects of estuarine and coastal ecosystem-based adaptation and enhancing resilience.

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**

In effort to mainstream gender equality a successful “Woman in Waste” webinar was conducted with more than 70 participants, with presenters that included international presenters and participants covering several topics in the mentioned theme. The findings of this webinar will be implemented in the new financial year.

The compliance monitoring methodology of the waste management facilities was improved to assist with getting these facilities to compliance through providing weighting criteria, which were determine through collaborate 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.

A key role was played in the COVID-19 response of the Province in guiding, coordination and monitoring of the waste management response and the compliance monitoring of health care risk facilities and health care treatment facilities.

The Department supported the wastewater-based epidemiology (WBE) surveillance of Severe Acute Respiratory Syndrome Coronavirus 2 (SARS-CoV-2) in wastewater as a monitoring program that can serve as an early warning system for the increase in COVID-19 cases in specific areas. This monitoring program complements the active testing of individuals for the virus.

## **AIR QUALITY MANAGEMENT**

Capacity building courses were provided virtually to the regulated air quality community, as well as to municipalities, on air quality management planning and atmospheric emission licensing during the financial year.

The Western Cape AQMP continued to implement its 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; NEM: AQMA).

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 emissions, in line with national and international requirements.

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 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 National Atmospheric Emissions Inventory System. 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 ambient air in the Province is of a good quality; priority air pollutants were generally below the National Ambient Air Quality Standards. Where exceedances were observed, these were likely due to residential wood burning, refuse burning and dust from unpaved roads or construction, as well as natural weather events related to high wind speeds and temperature inversions. 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, it has been reported in the Global Risks Report 2021 that human-led environmental damage, such as biodiversity loss, natural resource crisis and pollution, are forecast as short-term risk which pose clear and present damages within the next 0 - 2 years. In fact, the Global Risks Report further predicts that these environmental risks coupled with climate action failure, dominate as critical threats to the world alongside weapons of mass destruction, adverse effects of technology and collapse of states or multilateral institutions. The Compliance and Enforcement function continues to make inroads into combating environmental crimes, notwithstanding the lack of resources and capacity challenges.

The above Global Risks Report forecast ties in with the strategic outcome indicator in terms of the sector's Medium-Term Strategic Framework (MTSF), of reaching 70% compliance with environmental legislation, which impacts on Governments' Priority 5 - "Social cohesion and safe communities". This is reciprocated in the Provincial Strategic Plan VIP 1: "Safe and Cohesive Communities - Focus Area 3: Increased social cohesion and safety of public spaces". Thus, through effective compliance and enforcement of environmental legislation the Department will ensure the Constitutional imperative of a healthy and clean environment, which advances livelihoods and promotes safe cohesive communities, of whom the most vulnerable are the poor, women, and children.

During the period under review the following was achieved:

### **Enforcement actions finalised taken for non-compliance with environmental management legislation**

238 Enforcement actions were taken for non-compliance with environmental legislation during the reporting period. This exceeds the MTSF annual target of 200 by 38. This achievement is due to the Department conducting and participating in various intergovernmental blitz operations, as well as with 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. Resulting 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**

Eight criminal investigations were finalised during the reporting period and handed to the National Prosecuting Authority (NPA), thus achieving the MTSF annual target of eight. The criminal investigation cases finalised and referred to the NPA during this reporting period the Department has instituted criminal action against six municipalities within the Province, of which the transgressions primarily relate to non-compliance with Waste Management Licences and pollution caused by sewage overflows and inadequate sanitation and basic services. Of the six municipalities, five have been referred to the National Prosecuting Authority for a decision to prosecute.

### **Compliance inspections conducted**

355 Environmental Law Enforcement, 72 Waste, 4 Air Quality, 20 Section 24G and 17 Appeals management compliance inspections were conducted by the Department, totalling 468. 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.

The partnership with SANBI, has yielded significant results in the fight to protect our unique biodiversity and ecological systems within the Cape Winelands District Municipality, by conducting various inspections and investigations, planning and executing intergovernmental compliance and enforcement blitz operations, as well as initiating proactive Environmental Awareness Initiatives/Programmes to educate and build relationships with farmers and general public within the Cape Winelands District Municipality regarding environmental laws and importance of environmental conservation. This has earned the project to winning both gold and silver in the Eco- Logic Awards in 2020. In addition, the Directorate has conducted 10 Intergovernmental Blitz Operations (i.e. 4x HRCW operations, 2x Ramsar Sites, 1x Coastal Operation, 2x SANBI operations, 1x Overberg area operation), which also resulted in the increase in the number of compliance inspections conducted.

## **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

#### **OUTCOMES**

Efficient, Effective and Responsive Governance

## SIGNIFICANT ACHIEVEMENTS OF TARGETS FOR THE OUTPUTS AND OUTPUT INDICATORS

The Department has obtained an unqualified audit opinion with no findings for the 2019/20 financial year.

### OUTPUT INDICATORS

OUTCOME	OUTPUT	OUTPUT INDICATOR	ACTUAL ACHIEVEMENT 2018/19	ACTUAL ACHIEVEMENT 2019/20	PLANNED TARGET 2020/21	ACTUAL ACHIEVEMENT 2020/21	DEVIATION FROM PLANNED TARGET TO ACTUAL ACHIEVEMENT FOR 2020/21	REASONS FOR DEVIATIONS
Efficient, Effective and Responsive governance	Audit opinion obtained in respect of previous financial year	1.1 Audit opinion obtained in respect of previous financial year	1	1	Unqualified audit report	Unqualified audit report	0	None
	Approved Departmental communication plan	1.2 Approved Departmental Communication Plan	1	1	1	1	0	None

### STRATEGY TO OVERCOME AREAS OF UNDER PERFORMANCE

Not applicable.

### LINKING PERFORMANCE WITH BUDGETS

During the 2020/21 financial year, Programme 1: Administration was allocated a final financial resource envelope of R68,573 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 81.4% of the final budget.

SUB PROGRAMME NAME	2020/21			2019/20		
	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	8,132	7,977	155	8,322	8,322	-
Senior Management	21,245	20,843	402	25,323	25,323	-
Corporate Services	21,611	21,471	140	26,942	26,942	-
Financial Management	17,585	16,492	1,093	18,209	18,209	-
<b>Total</b>	<b>68,573</b>	<b>66,783</b>	<b>1,790</b>	<b>78,796</b>	<b>78,796</b>	<b>-</b>

## 4.2 PROGRAMME 2: ENVIRONMENTAL POLICY, PLANNING AND COORDINATION

### PURPOSE

To ensure the integration of environmental objectives in national, provincial and local government planning, including provincial growth and development strategies, local economic development plans and integrated development plans. The 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

### OUTCOMES

Improved Governance for Spatial Transformation.

Improve Compliance to Environmental Legislation.

The Western Cape's environmental vulnerability and risks associated with water security and climate change impacts tracked.

### SIGNIFICANT ACHIEVEMENTS OF TARGETS FOR THE OUTPUTS AND OUTPUT INDICATORS

The review of the municipal Integrated Development Plans (IDP) was conducted.

A Final readiness report for large scale development in the Karoo was completed.

An environmental risk and vulnerability mapping methodology was developed in support of the Departmental strategic outcome: The Western Cape's environmental vulnerability and risks associated with water security and climate change impacts tracked.

### OUTPUT INDICATORS

SUB PROGRAMME 2.1: INTERGOVERNMENTAL COORDINATION, SPATIAL AND DEVELOPMENT PLANNING								
Outcome	Output	Output Indicator	Actual Achievement 2018/19	Actual Achievement 2019/20	Planned Target 2020/21	Actual Achievement 2020/21	Deviation from planned target to Actual Achievement for 2020/21	Reasons for deviations
Improved Governance for Spatial Transformation	To review an intergovernmental sector tool	2.1.1 Number of intergovernmental sector tools reviewed	2	2	1	1*	0	None

\*Review of the municipal Integrated Development Plans (IDP)

### STRATEGY TO OVERCOME AREAS OF UNDER PERFORMANCE

Not applicable.

## OUTPUT INDICATORS

SUB PROGRAMME 2.2: LEGISLATIVE DEVELOPMENT								
Outcome	Output	Output Indicator	Actual Achievement 2018/19	Actual Achievement 2019/20	Planned Target 2020/21	Actual Achievement 2020/21	Deviation from planned target to Actual Achievement for 2020/21	Reasons for deviations
Improve Compliance to Environmental Legislation	To develop legislative tools	2.2.1 Number of legislative tools developed (PEPPM)	Not reported on during this period	Not reported on during this period	3	3*	0	None

\* 4<sup>th</sup> Edition EIP developed and published, Sandveld Standard developed and Saldanha EMF developed.

## STRATEGY TO OVERCOME AREAS OF UNDER PERFORMANCE

Not applicable.

## OUTPUT INDICATORS

SUB PROGRAMME 2.3: RESEARCH AND DEVELOPMENT SUPPORT								
Outcome	Output	Output Indicator	Actual Achievement 2018/19	Actual Achievement 2019/20	Planned Target 2020/21	Actual Achievement 2020/21	Deviation from planned target to Actual Achievement for 2020/21	Reasons for deviations
The Western Cape's environmental vulnerability and risks associated with water security and climate change impacts tracked.	Environmental research projects completed	2.3.1 Number of environmental research projects completed (PEPPM)	1	Not reported on during this period	2	2*	0	None

\* A Final readiness report for large scale development in the Karoo and Environmental risk and vulnerability mapping methodology developed: 1 Methodology Report including a baseline map.

## STRATEGY TO OVERCOME AREAS OF UNDER PERFORMANCE

Not applicable.

## OUTPUT INDICATORS

SUB PROGRAMME 2.4: ENVIRONMENTAL INFORMATION MANAGEMENT								
Outcome	Output	Output Indicator	Actual Achievement 2018/19	Actual Achievement 2019/20	Planned Target 2020/21	Actual Achievement 2020/21	Deviation from planned target to Actual Achievement for 2020/21	Reasons for deviations
The Western Cape's environmental vulnerability and risks associated with water security and climate change impacts tracked.	Functional environmental information management systems maintained	2.4.1 Number of functional environmental information management systems maintained	2	2	2	2*	0	None

\*WebGIS and IPWIS

## STRATEGY TO OVERCOME AREAS OF UNDER PERFORMANCE

Not applicable.

## OUTPUT INDICATORS

SUB PROGRAMME 2.5: CLIMATE CHANGE MANAGEMENT								
Outcome	Output	Output Indicator	Actual Achievement 2018/19	Actual Achievement 2019/20	Planned Target 2020/21	Actual Achievement 2020/21	Deviation from planned target to Actual Achievement for 2020/21	Reasons for deviations
The Western Cape's environmental vulnerability and risks associated with water security and climate change impacts tracked.	Revised Western Cape Climate Change Response Strategy	2.5.1 Revised Western Cape Climate Change Response Strategy	N/A	N/A	1	1	0	None
	Climate change response interventions implemented	2.5.2 Number of climate change response interventions implemented (PEPPM)	Not reported on during this period	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.

## LINKING PERFORMANCE WITH BUDGETS

During the 2020/21 financial year, an amount of R18,407 million was appropriated for this Programme. Of this, Compensation of employees accounted for R16,284 million, Goods and services were allocated R1,573 million, Transfers and subsidies amounted to R36 000 and Payment for capital assets were R514 000.

Compensation of employees accounted for 90.0% of the Programme expenditure, Goods and services accounted for 8.3% whilst Transfers and subsidies accounted for 0.2% and payment for capital assets equated to 1.5% of the expenditure.



The underspending reflected against this Programme mainly relates to the delay in delivery of laptops due to unavailability thereof in the country. Suppliers were faced with a challenge to obtain stock as a result of international restrictions emitting from the COVID-19 pandemic.

SUB PROGRAMME NAME	2020/21			2019/20		
	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	4,308	4,205	103	4,450	4,425	25
Legislative Development	1	-	1	50	-	50
Research and Development Support	5,200	5,174	26	5,224	5,210	14
Environmental Information Management	3,646	3,458	188	4,897	4,596	301
Climate Change Management	5,252	5,243	9	4,269	3,740	529
<b>Total</b>	<b>18,407</b>	<b>18,080</b>	<b>327</b>	<b>18,890</b>	<b>17,971</b>	<b>919</b>

## 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.

### OUTCOMES

Improve Compliance to Environmental Legislation.

### SIGNIFICANT ACHIEVEMENTS OF TARGETS FOR THE OUTPUTS AND OUTPUT INDICATORS

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

Criminal matters were finalised and handed to the National Prosecuting Authority for prosecution.

## OUTPUT INDICATORS

The performance reported until date of re-tabling is for the 1<sup>st</sup> and 2<sup>nd</sup> quarters only:

OUTCOME	OUTPUT	OUTPUT INDICATOR	ACTUAL ACHIEVEMENT 2018/19	ACTUAL ACHIEVEMENT 2019/20	PLANNED TARGET 2020/21	ACTUAL ACHIEVEMENT 2020/21 UNTIL DATE OF RE-TABLING	DEVIATION FROM PLANNED TARGET TO ACTUAL ACHIEVEMENT FOR 2020/21	REASONS FOR DEVIATIONS	REASONS FOR REVISIONS TO THE OUTPUTS/ OUTPUT INDICATORS/ ANNUAL TARGETS
Improve Compliance to Environmental Legislation	Compliance to environmental legislation	3.1.2 Number of administrative enforcement notices issued for non-compliance with environmental management legislation (PEPPM)	230	252	210	130*	-80	The COVID-19 National Disaster Declaration, resulted in the restriction of movement, which limited the ability of staff to fulfil their duties. As a result, fewer administrative notices for non-compliance with environmental legislation were issued.	The reduction in the budget especially around travelling costs and other operational expenditure has a direct impact on the components ability to meet the planned target
		3.1.3 Number of completed criminal investigations handed to the NPA for prosecution (PEPPM)	14	14	16	0*	-16	The COVID-19 National Disaster Declaration, resulted in the restriction of movement, which limited the ability of staff to fulfil their duties. As a result, no completed criminal investigations were handed to the NPA for prosecution.	The reduction in the budget especially around travelling costs and other operational expenditure has a direct impact on the components ability to meet the planned target.
		3.1.5 Number of Section 24G Applications finalised (PEPPM)	26	27	30	10*	-20	The COVID-19 National Disaster Declaration, resulted in the restriction of movement, which limited the ability of staff to fulfil their duties. As a result, fewer Section 24G applications were finalised.	The reduction in the budget especially around travelling costs and other operational expenditure has a direct impact on the components ability to meet the planned target.

\*Please note: The performance reported until date of re-tabling is for quarters one and two only.

The table below is the performance for the full year:

OUTCOME	OUTPUT	OUTPUT INDICATOR	ACTUAL ACHIEVEMENT 2018/19	ACTUAL ACHIEVEMENT 2019/20	PLANNED TARGET 2020/21	ACTUAL ACHIEVEMENT 2020/21	DEVIATION FROM PLANNED TARGET TO ACTUAL ACHIEVEMENT FOR 2020/21	REASONS FOR DEVIATIONS
Improve Compliance to Environmental Legislation	Compliance to environmental legislation	3.1.1 Percentage compliance to legislative obligations in respect of licensed facilities inspected	N/A	N/A	60%	65%	+5%	This is an efficiency indicator. The rate of compliance to environmental legislation is positive.
		3.1.2 Number of administrative enforcement notices issued for non-compliance with environmental management legislation (PEPPM)	230	252	200	238	+38	The number of administrative enforcement notices is dependent on the outcome of inspections and investigations into environmental complaints received, which warrants the issuing of administrative enforcement notices for environmental offences.
		3.1.3 Number of completed criminal investigations handed to the NPA for prosecution (PEPPM)	14	14	8	8	0	None
		3.1.4 Number of compliance inspections conducted (PEPPM)	326	565	332	468	+136	The number of compliance inspections conducted is dependent on the number of complaints received from the public and other organs of state that warrant administrative enforcement action.
		3.1.5 Number of Section 24G Applications finalised (PEPPM)	26	27	20	18	-2	This is a demand driven indicator and dependent on the payment of fines.

## STRATEGY TO OVERCOME AREAS OF UNDER PERFORMANCE

Not applicable.

## LINKING PERFORMANCE WITH BUDGETS

During the 2020/21 financial year, an amount of R25,338 million was appropriated to this Programme. Of this, Compensation of employees accounted for R21,954 million, Goods and services R2,963 million, Payments for capital assets R415 000 and an amount of R6 000 for Payment for financial assets.

Compensation of employees accounted for 88.1% of the expenditure. Goods and services accounted for 10.9% for the final expenditure of the Programme whilst Payment for capital assets accounted for 1.0% of the expenditure.

Besides operational expenditure, the major cost drivers within this Programme relates to legal fees (R1,636 million) and computer services (R473 000).

The majority underspending recorded on Programme 3 is in respect of the delayed delivery in respect of computer equipment as well as lower than anticipated legal fees.

SUB PROGRAMME NAME	2020/21			2019/20		
	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	25,338	24,922	416	27,710	27,456	254
<b>Total</b>	<b>25,338</b>	<b>24,922</b>	<b>416</b>	<b>27,710</b>	<b>27,456</b>	<b>254</b>

## 4.4 PROGRAMME 4: ENVIRONMENTAL QUALITY MANAGEMENT

### PURPOSE

To implement legislation, policies, norms, standards and guidelines for environmental impact management, air quality management and the 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

### OUTCOMES

More resilient and spatially transformed Western Cape settlements.

The Western Cape's environmental vulnerability and risks associated with water security and climate change impacts tracked.

Improved integrated waste management service that supports a waste economy.

### SIGNIFICANT ACHIEVEMENTS OF TARGETS FOR THE OUTPUTS AND OUTPUT INDICATORS

Business continuing in respect of the administration of EIA processes was ensured during the COVID-19 lockdown alert levels.

99% of EIA applications finalised within legislated time-frames was achieved which was higher than the planned target of 95%.

All (100%) of waste management licence applications were finalised within legislative time-frames which is higher than the planned target of 95%.

Development of a waste services procurement guide and toolkit for municipalities as well as skills transfer session conducted. The develop of this procurement guide is a first in the country which will promote job creation amongst SMME's and stimulate the waste economy.

## OUTPUT INDICATORS

SUB PROGRAMME 4.1: IMPACT MANAGEMENT								
Outcome	Output	Output Indicator	Actual Achievement 2018/19	Actual Achievement 2019/20	Planned Target 2020/21	Actual Achievement 2020/21	Deviation from planned target to Actual Achievement for 2020/21	Reasons for deviations
More resilient and spatially transformed Western Cape settlements	Provincial Environmental Impact Management System evaluation reports developed	4.1.1 Number of Provincial Environmental Impact Management System evaluation reports	1	1	1	1	0	None
		4.1.2 Percentage of complete EIA applications finalised within legislated time-frames (PEPPM)	97%	97%	95%	99%	+4%	More EIA applications were at a stage where a final decision could be made within legislated timeframes. Following the implementation of the 2014 NEMA regulations, timeframes are now applicable to both applicants and authorities.

## STRATEGY TO OVERCOME AREAS OF UNDER PERFORMANCE

Not applicable.

## OUTPUT INDICATORS

SUB PROGRAMME 4.2: AIR QUALITY MANAGEMENT								
Outcome	Output	Output Indicator	Actual Achievement 2018/19	Actual Achievement 2019/20	Planned Target 2020/21	Actual Achievement 2020/21	Deviation from planned target to Actual Achievement for 2020/21	Reasons for deviations
The Western Cape's environmental vulnerability and risks associated with water security and climate change impacts tracked.	Report on the State of Air Quality Management	4.2.1 Report on the State of Air Quality Management	1 (2017)	1	1	1	0	None
	Report on Air Quality Monitoring of the Western Cape Ambient Air Quality Monitoring Network	4.2.2 Number of stations monitoring ambient air quality	12	12	12	12	0	None
	Atmospheric Emission Licenses (AELs) issued within legislated timeframes	4.2.3 Percentage of AELs issued within legislated timeframes (PEPPM)	N/A	N/A	100%	100%	0	None

## STRATEGY TO OVERCOME AREAS OF UNDER PERFORMANCE

Not applicable.



## OUTPUT INDICATORS

The performance reported until date of re-tabling is for the 1<sup>st</sup> and 2<sup>nd</sup> quarters only:

SUB PROGRAMME 4.3: POLLUTION AND WASTE MANAGEMENT									
Outcome	Output	Output Indicator	Actual Achievement 2018/19	Actual Achievement 2019/20	Planned Target 2020/21	Actual Achievement 2020/21 until date of re-tabling	Deviation from planned target to Actual Achievement for 2020/21	Reasons for deviations	Reasons for revisions to the Outputs/Output indicators/Annual Targets
Improved integrated waste management service that supports a waste economy,	Waste minimisation interventions undertaken	4.3.1 Number of waste minimisation intervention(s) undertaken for priority waste streams	3	1	2	0*	-2	The COVID-19 National Disaster Declaration, resulted in the restriction of movement, which limited the ability of staff to fulfil their duties.	The reduction in the budget especially around travelling costs and other operational expenditure has a direct impact on the components ability to meet the planned target.

\*Please note: The performance reported until date of re-tabling is for quarters one and two only.

The table below is the performance for the full year:

SUB PROGRAMME 4.3: POLLUTION AND WASTE MANAGEMENT								
Outcome	Output	Output Indicator	Actual Achievement 2018/19	Actual Achievement 2019/20	Planned Target 2020/21	Actual Achievement 2020/21	Deviation from planned target to Actual Achievement for 2020/21	Reasons for deviations
Improved integrated waste management service that supports a waste economy,	Waste minimisation interventions undertaken	4.3.1 Number of waste minimisation intervention(s) undertaken for priority waste streams	3	1	1	1	0	None
	Hazardous waste interventions undertaken	4.3.2 Number of hazardous waste intervention(s) undertaken	1	1	1	1	0	None
	Waste management planning interventions undertaken	4.3.3 Number of waste management planning intervention(s) undertaken	1	1	1	1	0	None
	SMME support interventions undertaken	4.3.4 Number of SMME support interventions undertaken	N/A	N/A	1	1	0	None
	Waste licence applications finalised within legislative timeframes	4.3.5 Percentage of waste licence applications finalised within legislated timeframes (PEPPM)	100%	94%	95%	100%	+5%	More applications were at a stage where a final decision could be made within legislated timeframes. All waste management licence applications finalised with legislative timeframe
The Western Cape's environmental vulnerability and risks associated with water security and climate change Impacts tracked.	Annual progress report	4.3.6 Report on Sustainable Water Management Plan	0	1	1	1	0	None
		4.3.7 Number of river and estuarine sites monitored in respect of pollution control	42	42	42	42	0	None
	Annual Progress Report	4.3.8 Number of riverine sites targeted for rehabilitation	4	6	4	4	0	None

CONTINUED

SUB PROGRAMME 4.3: POLLUTION AND WASTE MANAGEMENT								
Outcome	Output	Output Indicator	Actual Achievement 2018/19	Actual Achievement 2019/20	Planned Target 2020/21	Actual Achievement 2020/21	Deviation from planned target to Actual Achievement for 2020/21	Reasons for deviations
The Western Cape's environmental vulnerability and risks associated with water security and climate change Impacts tracked.	Site inspection Reports	4.3.9 Number of inspections in respect of pollution control	5	5	5	5	0	None
	Closure letters issued	4.3.10 Number of closure letters issued in respect of S30 cases	4	4	4	5	+1	This is a demand driven target and more closure letters could be issued.
	Decisions issued	4.3.11 Number of decisions issued in respect of contaminated land cases received	4	4	4	4	0	None

## STRATEGY TO OVERCOME AREAS OF UNDER PERFORMANCE

Not applicable.

## LINKING PERFORMANCE WITH BUDGETS

During the 2020/21 financial year, an amount of R91,917 million was appropriated to Programme 4. Of this, Compensation of employees amounted to R73,574 million, Goods and Services R11,699 million, Transfers and subsidies R71 000 and Payments for capital assets R6,573 million.

Compensation of employees accounted for 81.3% of the final expenditure of the Programme, Goods and services accounted for 11.8% whilst Transfers and subsidies accounted for 0.1% of the final expenditure of the Programme and Payments for capital assets equated to 6.8%. Much of the capital assets are in respect of procurement of the Air Quality Monitoring analysers to replace the aging infrastructure post its lifespan. The risks of non-effective functioning or non-operational assets due to untimely replacements could hamper the credibility and accuracy of the data extracted by the analysers.

The underspending relates chiefly to lower spending on the Sustainable Water Programme projects.

SUB PROGRAMME NAME	2020/21			2019/20		
	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	29,624	29,580	44	30,142	28,871	1,271
Air Quality Management	17,613	17,266	347	12,249	11,980	269
Pollution and Waste Management	44,680	43,602	1,078	45,907	43,548	2,359
<b>Total</b>	<b>91,917</b>	<b>90,448</b>	<b>1,469</b>	<b>88,298</b>	<b>84,399</b>	<b>3,899</b>

## 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

### OUTCOMES

Improved biodiversity conservation and coastal management for the resilience of ecosystems goods and services.

### SIGNIFICANT ACHIEVEMENTS OF TARGETS FOR THE OUTPUTS AND OUTPUT INDICATORS

Despite the challenges posed by the COVID-19 Lockdown Alert Levels, the Department continued the implementation of the Western Cape Provincial Biodiversity Strategy and Action Plan, Provincial Biodiversity Economy Programme, Provincial Coastal Management and Provincial Estuary Management Programmes.

Further, as the Programme responsible for implementing the Performance Management and Reporting system for CapeNature and the Oversight mechanisms for the Biosphere Reserves, in terms of transfer payments, the programme achieved further refinements of these governance systems. Refer section 3.

### OUTPUT INDICATORS

SUB PROGRAMME 5.1: BIODIVERSITY AND PROTECTED AREA PLANNING AND MANAGEMENT								
Outcome	Output	Output Indicator	Actual Achievement 2018/19	Actual Achievement 2019/20	Planned Target 2020/21	Actual Achievement 2020/21	Deviation from planned target to Actual Achievement for 2020/21	Reasons for deviations
Improved biodiversity conservation and coastal management for the resilience of ecosystems goods and services	Implementation of the Provincial Biodiversity Strategy and Action Plan	5.1.1 Report on the Implementation of the Provincial Biodiversity Strategy and Action Plan (PBSAP)	1	1	1	1	0	None
	Implementation of the Provincial Biodiversity Economy Strategy	5.1.2 Report on the Implementation of the Provincial Biodiversity Economy Programme	N/A	1	1	1	0	None
		5.1.3 Number of Biodiversity Economy initiatives implemented (PEPPM)	1	Not reported on during this period	Not reported on during this period	Not reported on during this period	N/A	N/A

CONTINUE

SUB PROGRAMME 5.1: BIODIVERSITY AND PROTECTED AREA PLANNING AND MANAGEMENT								
Outcome	Output	Output Indicator	Actual Achievement 2018/19	Actual Achievement 2019/20	Planned Target 2020/21	Actual Achievement 2020/21	Deviation from planned target to Actual Achievement for 2020/21	Reasons for deviations
Improved biodiversity conservation and coastal management for the resilience of ecosystems goods and services	Implementation of the oversight system for Western Cape Biosphere reserves	5.1.4 Annual Oversight Report for Western Cape Biosphere Reserves	N/A	N/A	1	1	0	None

## STRATEGY TO OVERCOME AREAS OF UNDER PERFORMANCE

Not applicable.

## OUTPUT INDICATORS

SUB PROGRAMME 5.2: WESTERN CAPE NATURE CONSERVATION BOARD								
Outcome	Output	Output Indicator	Actual Achievement 2018/19	Actual Achievement 2019/20	Planned Target 2020/21	Actual Achievement 2020/21	Deviation from planned target to Actual Achievement for 2020/21	Reasons for deviations
Improved biodiversity conservation and coastal management for the resilience of ecosystems goods and services	Implementation of the monitoring and reporting system for the performance of Cape Nature	5.2.1 Annual Report on the performance of Cape Nature	1	1	1	1	0	None

## STRATEGY TO OVERCOME AREAS OF UNDER PERFORMANCE

Not applicable.

## OUTPUT INDICATORS

SUB PROGRAMME 5.3: COASTAL MANAGEMENT								
Outcome	Output	Output Indicator	Actual Achievement 2018/19	Actual Achievement 2019/20	Planned Target 2020/21	Actual Achievement 2020/21	Deviation from planned target to Actual Achievement for 2020/21	Reasons for deviations
Improved biodiversity conservation and coastal management for the resilience of ecosystems goods and services	Implementation of the Provincial Coastal Management Programme	5.3.1 Report on the Implementation of the Provincial Coastal Management Programme	1	1	1	1	0	None
	Implementation of the Provincial Estuary Management Programme	5.3.2 Report on the Implementation of the Provincial Estuary Management Programme	1	1	1	1	0	None

## STRATEGY TO OVERCOME AREAS OF UNDER PERFORMANCE

Not applicable.

## LINKING PERFORMANCE WITH BUDGETS

During the 2020/21 financial year, an amount of R309,778 million was appropriated to the Programme of which the actual expenditure amounted to R309,314 million. This translates to actual expenditure of 99.9% of the Programme's total budget. An amount of R297,087 million or 96.0% of the expenditure is in respect of the provincial public entity, CapeNature. A National Conditional Grant in respect of the Expanded Public Works Programme of R3,678 million is included in the funding transferred to CapeNature.

The main cost drivers other than CapeNature comprises of transfer payments to the five Biosphere Reserves as well as expenditure in respect of projects linked to the Provincial Biodiversity Economy Strategy and Provincial Coastal Management Programme.

The underspending registered against this Programme is partly due to delays in filling of posts.

SUB PROGRAMME NAME	2020/21			2019/20		
	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	6,984	6,807	177	7,883	6,584	1,299
Western Cape Nature Conservation Board	297,087	297,087	-	314,474	314,474	-
Coastal Management	5,707	5,420	287	7,285	5,686	1,599
<b>Total</b>	<b>309,778</b>	<b>309,314</b>	<b>464</b>	<b>329,642</b>	<b>326,744</b>	<b>2,898</b>

## 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

### OUTCOMES

Improve Compliance to Environmental Legislation.

### SIGNIFICANT ACHIEVEMENTS OF TARGETS FOR THE OUTPUTS AND OUTPUT INDICATORS

Despite of the challenges posed by the COVID-19 Lockdown Alert Levels, the Department still managed to present or participate in numerous environmental capacity building activities and was possible by using electronic platforms to conduct these engagements.



## OUTPUT INDICATORS

SUB PROGRAMME 6.1: ENVIRONMENTAL CAPACITY DEVELOPMENT AND SUPPORT								
Outcome	Output	Output Indicator	Actual Achievement 2018/19	Actual Achievement 2019/20	Planned Target 2020/2021	Actual Achievement 2020/21	Deviation from planned target to Actual Achievement for 2020/21	Reasons for deviations
Improve Compliance to Environmental Legislation	Environmental capacity building activities conducted	6.1.1 Number of work opportunities created through environmental programmes (PEPPM)	39	40	30	28	-2	Due to COVID-19 lockdown restrictions on movement and gatherings resulted in fewer work opportunities created.
		6.1.2 Number of environmental capacity building activities conducted (PEPPM)	62	65	46	46	0	None

## STRATEGY TO OVERCOME AREAS OF UNDER PERFORMANCE

Not applicable.

## OUTPUT INDICATORS

The performance reported until date of re-tabling is for the 1<sup>st</sup> and 2<sup>nd</sup> quarters only:

SUB PROGRAMME 6.2: ENVIRONMENTAL COMMUNICATION AND AWARENESS RAISING									
Outcome	Output	Output Indicator	Actual Achievement 2018/19	Actual Achievement 2019/20	Planned Target 2020/21	Actual Achievement 2020/21 until date of re-tabling	Deviation from planned target to Actual Achievement for 2020/21	Reasons for deviations	Reasons for revisions to the Outputs/Output indicators/Annual Targets
Improve Compliance to Environmental Legislation	Environmental awareness activities conducted	6.2.1 Number of environmental awareness activities conducted (PEPPM)	21	14	14	2*	-12	Due to the COVID-19 Lockdown restrictions, schools were closed making learners unavailable.	Due to the budget being reduced 6 projects have been terminated.

\*Please note: The performance reported until date of re-tabling is for quarters one and two only.

The table below is the performance for the full year:

SUB PROGRAMME 6.2: ENVIRONMENTAL COMMUNICATION AND AWARENESS RAISING								
Outcome	Output	Output Indicator	Actual Achievement 2018/19	Actual Achievement 2019/20	Planned Target 2020/21	Actual Achievement 2020/21	Deviation from planned target to Actual Achievement for 2020/21	Reasons for deviations
Improve Compliance to Environmental Legislation	Environmental awareness activities conducted	6.2.1 Number of environmental awareness activities conducted (PEPPM)	21	14	8	10	+2	Once the COVID-19 restrictions were eased, more activities could resume.

## STRATEGY TO OVERCOME AREAS OF UNDER PERFORMANCE

Not applicable.

## 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. Due to budgetary reductions and the national lockdown as a result of the COVID-19 pandemic, most workshops and capacity building events were performed using information technology connectivity platforms.

SUB PROGRAMME NAME	2020/21			2019/20		
	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	655	616	39	1,049	472	577
Environmental Communication and Awareness Raising	-	-	-	834	834	-
<b>Total</b>	<b>655</b>	<b>616</b>	<b>39</b>	<b>1,883</b>	<b>1,306</b>	<b>577</b>

## 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 so as 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, Land Use Management and Municipal Support
- **Sub Programme 7.3:** Regional Planning and Management and Special Programmes

## OUTCOMES

Improved Governance that enables Spatial Transformation.

More Resilient and Spatially Transformed Western Cape Settlements.

## SIGNIFICANT ACHIEVEMENTS OF TARGETS FOR THE OUTPUTS AND OUTPUT INDICATORS

Draft Provincial Inclusionary Housing Policy Framework approved by Cabinet for publication for public notice and comment.

Draft Amended PSDF Implementation Framework produced.

Continued actively participation in the annual Municipal IDP as well as LG MTEC as well as the PG MTEC processes.

In house methodology for municipal Capital Expenditure Frameworks developed and tested.

Developed a 'Sustainable Spatial Transformation Indicator Framework' to monitor and measure spatial transformation concluded 1<sup>st</sup>-generation implementation aspects of the strategy developed.

RSEP Programme implemented in 12 municipalities.

## OUTPUT INDICATORS

SUB PROGRAMME 7.1: DEVELOPMENT FACILITATION								
Strategic Outcome	Output	Output Indicator	Actual Achievement 2018/19	Actual Achievement 2019/20	Planned Target 2020/21	Actual Achievement 2020/21	Deviation from planned target to Actual Achievement for 2020/21	Reasons for deviations
More resilient and spatially transformed Western Cape settlements	Well-located land parcels assembled for development aimed at improved spatial transformation.	7.1.1 Number of well-located land parcels assembled for development aimed at improved spatial transformation	N/A	N/A	2	2	0	None

## STRATEGY TO OVERCOME AREAS OF UNDER PERFORMANCE

Not applicable.

## OUTPUT INDICATORS

SUB PROGRAMME 7.2: SPATIAL PLANNING, LAND USE MANAGEMENT AND MUNICIPAL SUPPORT								
Outcome	Output	Output Indicator	Actual Achievement 2018/19	Actual Achievement 2019/20	Planned Target 2020/21	Actual Achievement 2020/21	Deviation from planned target to Actual Achievement for 2020/21	Reasons for deviations
Improved Governance that enables Spatial Transformation.	Western Cape Government's spatial strategy is embedded in the planning of key Departments responsible for the built environment	7.2.1 Number of reports on the Western Cape Government Sector Planning alignment	N/A	N/A	1	1	0	None
	Functional and spatially transformative Western Cape SPLUM Governance System	7.2.2 Number of SPLUM capacity building activities conducted	N/A	N/A	8	15	+7	Additional capacity building sessions held due to stakeholder request
		7.2.3 Annual report on the Status Quo of MSDFs	N/A	N/A	1	1	0	None
		7.2.4 Annual report on the Municipal Capital Expenditure Frameworks Support	N/A	N/A	1	1	0	None
	Municipal Land Use Management Performance Monitoring system	7.2.5 Annual report on the Status Quo of Municipal Land Use Management systems	N/A	N/A	1	1	0	None
	Functional and spatially transformative Western Cape SPLUM Governance System	7.2.6 Number of Western Cape spatial priority regions where spatial performance trends are monitored	N/A	N/A	1	1	0	None
More resilient and spatially transformed Western Cape settlements	Compact settlements for managing rapid informal urbanization.	7.2.7 Number of initiatives that promote sustainable compact settlements.	N/A	N/A	1	1	0	None

## STRATEGY TO OVERCOME AREAS OF UNDER PERFORMANCE

Not applicable.

## OUTPUT INDICATORS

SUB PROGRAMME 7.3: REGIONAL PLANNING AND MANAGEMENT AND SPECIAL PROGRAMMES								
Outcome	Output	Output Indicator	Actual Achievement 2018/19	Actual Achievement 2019/20	Planned Target 2020/21	Actual Achievement 2020/21	Deviation from planned target to Actual Achievement for 2020/21	Reasons for deviations
More resilient and spatially transformed Western Cape settlements.	Implementation of the RSEP	7.3.1 Number of municipalities within which the Western Cape Government RSEP is implemented	13 (Theewaterskloof; Drakenstein; Cape Town; Saldanha Bay; Swartland; Breede Valley; Bergrivier; Witzenberg; Mossel Bay and Cape Agulhas; Bitou; Stellenbosch and Prince Albert)	13 (Theewaterskloof; Drakenstein; Cape Town; Saldanha Bay; Swartland; Breede Valley; Bergrivier; Witzenberg; Mossel Bay and Cape Agulhas; Bitou; Stellenbosch and Prince Albert)	12	12 (Theewaterskloof; Drakenstein; Breede Valley; Saldanha Bay; Swartland; Bergrivier; Witzenberg; Mossel Bay, Cape Agulhas; Bitou; Stellenbosch and Prince Albert)	0	None

## STRATEGY TO OVERCOME AREAS OF UNDER PERFORMANCE

Not applicable.

## LINKING PERFORMANCE WITH BUDGETS

During the 2020/21 financial year, an amount of R73,864 million was appropriated to the Programme of which the actual expenditure amounted to R73,588 million. This translates to actual expenditure of 99.6% of the Programme's total budget. An overview of the funds spent per economic classification is as follows:

- Compensation of employees accounted for R49,266 million or 66.9% of total expenditure;
- Goods and services accounted for R441 000 or 0.6% of total expenditure;
- Transfers and subsidies accounted for R23,465 million or 31.9% of total expenditure; and
- Payments for capital assets amounted to R416 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 as a result of delays in filling of posts as well as on reduced operational expenditure as a result of the various lockdown restrictions due to the COVID-19 pandemic.

SUB PROGRAMME NAME	2020/21			2019/20		
	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	20,745	20,600	145	20,803	20,650	153
Spatial Planning, Land Use Management and Municipal Support	24,319	24,188	131	26,698	26,158	540
Regional Planning and Management and Special Programmes	28,800	28,800	-	42,039	41,389	650
<b>Total</b>	<b>73,864</b>	<b>73,588</b>	<b>276</b>	<b>89,540</b>	<b>88,197</b>	<b>1,343</b>



Performance in relation to Standardised Outputs and Output Indicators for Sectors with Concurrent Functions

PROGRAMME 2	PROGRAMME 3	PROGRAMME 4	PROGRAMME 5	PROGRAMME 6
Environmental Policy, Planning and Coordination	Compliance and Enforcement	Environmental Quality Management	Biodiversity Management	Environmental Empowerment Services
Number of legislated tools developed	Number of administrative enforcement notices issued for non-compliance with environmental management legislation	Percentage of complete EIA applications finalized within legislated time-frames	Number of hectares in the conservation estate	Number of work opportunities created through environmental programmes
Number of inter-governmental sector tools reviewed	Number of completed criminal investigations handed to the NPA for prosecution	Percentage of Atmospheric Emission Licenses issued within legislated timeframes	Percentage of area of state managed protected areas assess with a METT score above 67%	Number of environmental capacity building activities conducted
Number of environmental research projects completed	Number of compliance inspections conducted	Percentage of Waste License applications finalised within legislated time-frames	Number of permits issued within legislated time-frames	Number of environmental awareness activities conducted
Number of functional environmental information management systems maintained	Number of S24G applications finalized		Number of Biodiversity Economy initiatives implemented	
Number of climate change response interventions implemented				

\*Please refer to the 2020/21 APP of CapeNature, for the respective Programme Performance Information.

## REPORTING ON THE INSTITUTIONAL RESPONSE TO THE COVID-19 PANDEMIC

Table: Progress on Institutional Response to the COVID-19 pandemic:

BUDGET PROGRAMME	INTERVENTION	GEOGRAPHIC LOCATION (PROVINCE/DISTRICT/LOCAL MUNICIPALITY) (WHERE POSSIBLE)	NO. OF BENEFICIARIES (WHERE POSSIBLE)	DISAGGREGATION OF BENEFICIARIES (WHERE POSSIBLE)	TOTAL BUDGET ALLOCATION PER INTERVENTION (R'000)	BUDGET SPENT PER INTERVENTION	CONTRIBUTION TO THE OUTPUTS IN THE APP (WHERE APPLICABLE)	IMMEDIATE OUTCOMES
1	Procurement of PPE	Whole of the Western Cape	N/A	N/A	125	R 245,549	N/A	To protect the officials, including those who go out to health care facilities and engage with communities in order to protect themselves.
3	Compliance Inspections at Health Care Facilities	Whole of the Western Cape	N/A	N/A	Compensation of Employees and Operational Costs	Compensation of Employees and Operational Costs	N/A	The purpose of the operation is to address the negligent and/or unlawful gathering, transporting, management and unlawful disposal of COVID-19 HCW and other HCRW (including sanitary waste) which are generated at healthcare facilities within the City of Cape Town, in accordance with the relevant national/provincial legislative frameworks and guidelines.
4	Waste Management during COVID-19	Whole of the Western Cape	N/A	N/A	Compensation of Employees and Operational Costs	Compensation of Employees and Operational Costs	N/A	The purpose of the operation is to address the negligent and/or unlawful disposal of COVID-19 HCW and other HCRW (including sanitary waste and PPE) which are generated at healthcare facilities (quarantine and isolation sites) within the City of Cape Town, in accordance with the relevant national/provincial legislative frameworks and guideline. This also includes medical waste removal from private residences.

## 5. TRANSFER PAYMENTS

### 5.1 TRANSFER PAYMENTS TO PUBLIC ENTITIES

The table below reflects the transfer payments made for the period 1 April 2020 to 31 March 2021:

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> <ul style="list-style-type: none"> <li>Promote and ensure nature conservation and related matters in the Province.</li> <li>Render service and provide facilities for research and training in connection with nature conservation and related matters in the Province.</li> <li>Ensuring the objectives set out in paragraphs (a) and (b) to generate income.</li> </ul>	R297,087,000	R297,087,000	During the 2020/21 reporting period CapeNature had 17 indicators as set out in the Annual Performance Plan, with 1 being biennial and not reported on for 2020/21, 1 was removed (% increase in tourism income generated), 12 were achieved (targets were set) and for 3 it was required to set baselines (targets were not set).

### 5.2 TRANSFER PAYMENTS TO ALL ORGANISATIONS OTHER THAN PUBLIC ENTITIES

Total transfer payments over the financial year period were R322,263 million of which R297,087 million was in respect of CapeNature. The remainder of R25,176 million was transferred to municipalities, non-profit institutions and households as well as for TV licences.

Regarding the RSEP transfers, it should be noted that, at the beginning of the financial year, the COVID-19 pandemic resulted in physical construction work being shelved for almost three to four months. Even after continuation of the projects, new safety plans, time schedules and amendments to agreements with contractors, had to be finalised, causing additional delays. It is expected that these delays will result in under-spending of the RSEP grant funding by the end of the municipal financial year (end of June 2021). Total spending for the past financial year is therefore not as planned but the RSEP Programme, in close conjunction with the relevant municipalities, is managing the situation.

The table below reflects the transfer payments made for the period 1 April 2020 to 31 March 2021:

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 programme	Yes	3,000	-	<p>COVID-19 Lockdown during 2020 had a major impact on the construction industry and therefore also on the implementation of the RSEP projects at the Municipality.</p> <p>After the Lockdown, the Municipality attended to resuming urgent infrastructure services and delayed SCM processes.</p> <p>Delays in the construction process necessitated new safety plans, new timelines, revised cost-estimates, and in some instances revised agreements with contractors, causing further delays.</p> <p>It is expected that at the end of the required spending period (end June 2021) the entire amount will be spent.</p>
Breede Valley Municipality	Municipality	Implementation of the RSEP programme	Yes	1,900	-	<p>The funds are divided between three towns: Worcester, Touwsrivier and De Doorns.</p> <p>COVID-19 Lockdown during 2020 had a major impact on the construction industry and therefore also on the implementation of the RSEP projects at the Municipality.</p> <p>The RSEP Programme is nearing its end in Worcester and Touwsrivier with two projects still to be completed. Spending on these projects will take place during the last quarter of the municipal financial year. Contractors are on site and are waiting on equipment to be delivered.</p> <p>De Doorns: Two projects are under construction for completion by June 2021.</p>
Saldanha Bay Municipality	Municipality	Implementation of the RSEP programme	Yes	1,000	-	<p>COVID-19 Lockdown during 2020 had a major impact on the construction industry and therefore also on the implementation of the RSEP projects at the Municipality.</p> <p>Delays in the construction process necessitated new safety plans, new timelines, revised cost-estimates, and in some instances revised agreements with contractors, causing further delays.</p> <p>The current George Kerridge trading units project is in the final stages of the supply chain management process. It is expected that at the end of the required spending period (end June 2021) the entire amount will be spent.</p>
Bergrivier Municipality	Municipality	Implementation of the RSEP programme	Yes	1,000	480	<p>COVID-19 Lockdown during 2020 had a major impact on the construction industry and therefore also on the implementation of the RSEP projects at the Municipality.</p> <p>Veldrif safe pedestrian walkway and lighting: The project is done in-house by relevant municipal departments with grant funding from the RSEP Programme. Excellent progress has been made and the project will be completed, and all funds spent, before the end of June 2021.</p>
Cape Agulhas Municipality	Municipality	Implementation of the RSEP programme	Yes	2,000	-	<p>The COVID-19 Lockdown during 2020 had a major impact on the construction industry and therefore also on the implementation of the RSEP project(s) at the Municipality.</p> <p>The Anene Booysen sport and recreational park project: Through further engagements with the community, the Municipality and stakeholders, the design drawings for the park were amended. Final designs have been completed and implementation of the first phase (5-a-side soccer field, Gym Equipment and civil works) have begun. Contractors are on site. It is expected that at the end of the required spending period (end June 2021) the entire amount will be spent.</p>

CONTINUED

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
Mossel Bay Municipality	Municipality	Implementation of the RSEP programme	Yes	500	4	COVID-19 Lockdown during 2020 had a major impact on the construction industry and therefore also on the implementation of the RSEP project(s) at the Municipality.  The Brand Business Hub project entails extending the existing hub with a container hub. The SCM process is currently in the final stages, and it is expected that at the end of the required spending period (end June 2021) the entire amount will be spent.
Witzenberg Municipality	Municipality	Implementation of the RSEP programme	Yes	1,000	-	COVID-19 Lockdown during 2020 had a major impact on the construction industry and therefore also on the implementation of the RSEP project(s) at the Municipality.  Pedestrian walkways from Bella Vista to Ceres: A contractor was appointed, and the funding will be spent by the end of June 2021.  Nduli lighting project: The planned pedestrian walkways at Nduli could not proceed as a result of mainly two reasons: land invasion which took place in the road reserve where the pedestrian walkways were planned, and the fact that the provincial roads department is planning to upgrade the road, A new project has been identified, namely lighting of open spaces, informal housing areas and certain (dangerous) road crossings and It is expected that the entire amount will be spent at the end of the required spending period (end June 2021).
Prince Albert Municipality	Municipality	Implementation of the RSEP programme	Yes	4,500	-	The identified Integration project will bring government services closer to the poorer communities. The first phase consists of the extension of the existing government facilities by providing for municipal offices. A Quantity Surveyor was appointed to attend to the specifications tender documents and to act as principal agent. Delays were experienced inter alia as a result of the COVID-19 pandemic and SCM issues.  A contractor was appointed during March 2021. Construction work will start during April 2021.
Stellenbosch Municipality	Municipality	Implementation of the RSEP programme	Yes	4,000	51	Kayamandi/Stellenbosch CBD Taxi Rank and LED Units: The planning and design are nearing completion however; delays were experienced as a result of the COVID-19 pandemic and internal municipal design issues with the project.  Adam Tas Corridor Project: The project includes the private sector as partner and co-funder. The design and planning are under way, however, delays were experienced as a result of the COVID-19 pandemic.
Bitou Municipality	Municipality	Implementation of the RSEP programme	Yes	3,000	1,029	COVID-19 Lockdown during 2020 had a major impact on the construction industry and therefore also on the implementation of the RSEP project(s) at the Municipality.  The unspent amount relates to the Qolweni Cultural Village Project. Planning and design of the project have been completed. It is currently in the final SCM stages, and construction should commence by May 2021.
Drakenstein Municipality	Municipality	Implementation of the RSEP Programme	Yes	1,000	801	Initial planning and designs for the upgrade of the Fairyland Sports Facility project were completed and is ready for implementation.  This project is within its timelines, and the under spending as at March 2021 will be spent before the Municipality's financial year-end (30 June 2021).

CONTINUED

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
Theewaterskloof Municipality	Municipality	Implementation of the RSEP Programme	Yes	500	-	COVID-19 Lockdown during 2020 had a major impact on the construction industry and therefore also on the implementation of the RSEP project(s) at the Municipality.  After the Lockdown, the Municipality attended to resuming urgent infrastructure services and delayed SCM processes.  Villiersdorp Public Transport Facility and Market Project: This project is within its timelines, and the under spending as at March 2021 will be spent before the Municipality's financial year-end (30 June 2021).
Kogelberg Biosphere Reserve Company	Non-Profit Institution	Operational expenses for the Biosphere Reserve Management entity	N/A	157	157	N/A
Cape West Coast Biosphere Reserve Company	Non-Profit Institution	Operational expenses for the Biosphere Reserve Management entity	N/A	260	260	N/A
Cape Winelands Biosphere Reserve Company	Non-Profit Institution	Operational expenses for the Biosphere Reserve Management entity	N/A	260	260	N/A
Gouritz Cluster Biosphere Reserve Company	Non-Profit Institution	Operational expenses for the Biosphere Reserve Management entity	N/A	260	260	N/A
Garden Route Biosphere Reserve	Non-Profit Institution	Operational expenses for the Biosphere Reserve Management entity	N/A	63	63	
South African Broadcasting Corporation (via DotP)	Funding transferred as part of Provincial corporate TV licences	TV licences	N/A	11	11	N/A
Various officials exited the employ of the Department	Employees	Leave Gratuity	N/A	765	765	N/A

CONTINUED



## 6. CONDITIONAL GRANTS

The tables below detail the conditional grants and earmarked funds received during for the period 1 April 2020 to 31 March 2021.

### 6.1 CONDITIONAL GRANT – EXPANDED PUBLIC WORKS PROGRAMME

DEPARTMENT WHO TRANSFERRED THE GRANT	NATIONAL DEPARTMENT OF PUBLIC WORKS AND INFRASTRUCTURE
PURPOSE OF THE GRANT	To create employment opportunities for 48 full time equivalent jobs (FTEs) that will contribute in biodiversity conservation initiatives within the Environment and Culture EPWP programmes/projects for the 2020/21 financial year.
EXPECTED OUTPUTS OF THE GRANT	48 FTEs to be employed in 5 specified CapeNature Reserves.
ACTUAL OUTPUTS ACHIEVED	86 participants were employed, and 17 987 person days were generated that translates to 78 FTEs.
AMOUNT PER AMENDED DORA	R3,678 million
AMOUNT RECEIVED (R'000)	R3,678 million
REASONS IF AMOUNT AS PER DORA WAS NOT RECEIVED	N/A
AMOUNT SPENT BY THE DEPARTMENT (R'000)	R3,678 million - as a transfer payment to CapeNature.
REASONS FOR THE FUNDS UNSPENT BY THE ENTITY	N/A
REASONS FOR DEVIATIONS ON PERFORMANCE	The target was exceeded by 30 FTEs. This was due to excellent implementation of the project and the fact that some operational activities were supplemented by other EPWP funding so that the Integrated Grant could focus more on direct employment of participants.
MEASURES TAKEN TO IMPROVE PERFORMANCE	Monitoring and evaluation project assessments were conducted in all projects in conjunction with the Department of Transport and Public Works and Infrastructure (NDPWI). Twelve types of training (accredited as unaccredited) were delivered to the beneficiaries as part of capacity building and to enhance participants employability.
MONITORING MECHANISM BY THE RECEIVING DEPARTMENT	There were compulsory site visits that ensured 100% compliance. Regular and timeous reporting on the Expanded Public Works Reporting System (EPWPRS) allowed compliance and consistent desktop monitoring. Excellent planning and adaptive implementation ensured achievement of vulnerable targets. Good teamwork between public bodies (CapeNature), lead department (DEA&DP) and other participating provincial departments are fostered and continue to yield excellent results.

### 6.2 EARMARKED ALLOCATIONS

DEPARTMENT WHO TRANSFERRED EARMARKED ALLOCATION	PROVINCIAL TREASURY
PURPOSE OF THE EARMARKED FUNDS	To implement and enhance programmes to interact with stakeholders and empower communities to partner with government in implementing socio-economic and urban upgrading programmes.
EXPECTED OUTPUTS OF THE GRANT	The outputs include that projects complying with the selection criteria be approved by the community and stakeholders.
ACTUAL OUTPUTS ACHIEVED	The RSEP Programme has been actively engaged in 12 municipalities.  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 aimed to integrate towns. It also promoted integrated and aligned planning in the Western Cape and within municipalities and in so doing be informed by local learning. The RSEP Programme also contributed practically and conceptually to the provincial VIPs, and Recovery Plan implementation. It managed to create a footprint in municipalities and succeeded in promoting the WCG as a partner towards serving communities.
AMOUNT PER AMENDED DORA	N/A
AMOUNT RECEIVED (R'000)	R28,800 million
REASONS IF AMOUNT AS PER DORA WAS NOT RECEIVED	N/A
AMOUNT SPENT BY THE DEPARTMENT (R'000)	R 28,800 million
REASONS FOR THE FUNDS UNSPENT BY THE ENTITY	N/A
REASONS FOR DEVIATIONS ON PERFORMANCE	N/A

<b>MEASURES TAKEN TO IMPROVE PERFORMANCE</b>	Performance regarding the spending of the grant funding once transferred to the municipalities, is the responsibility of the municipalities. The RSEP Office has a very close and good relationship with the receiving municipalities and is continuously improving assistance provided to the municipalities. However, the RSEP Office cannot intervene with the normal processes and procedures of the municipalities (e.g. their SCM processes). The Programme Office is continuously seeking at ways to improve its own, but also the performance of municipalities by using lessons learnt through the interaction with the RSEP municipalities as well as other stakeholders, and introducing new processes if possible (for instance assisting with planning and design by the RSEP Team) and mitigating measures.
<b>MONITORING MECHANISM BY THE RECEIVING DEPARTMENT</b>	<p>Municipalities submit monthly expenditure tables to the Department.</p> <p>A Management Plan is completed monthly by each receiving municipality. Ad hoc meetings and site visits are also undertaken to monitor the progress.</p> <p>In addition, the Programme Office keeps and updates an "expenditure and risk table" in order to timeously introduce mitigating measures as and when required.</p>

<b>DEPARTMENT WHO TRANSFERRED EARMARKED ALLOCATION</b>	<b>PROVINCIAL TREASURY</b>
<b>PURPOSE OF THE EARMARKED FUNDS</b>	Infrastructure upgrades and scheduled maintenance - The construction of new tourism facilities, upgrade and maintenance of existing tourism and related management infrastructure.
<b>EXPECTED OUTPUTS OF THE GRANT</b>	New Tourism Overnight Accommodation. Enhancement of existing facilities. Construction and upgrade of services to facilities.
<b>ACTUAL OUTPUTS ACHIEVED</b>	Completed upgrades to 11 tourism facilities during the year.
<b>AMOUNT PER AMENDED DORA</b>	N/A
<b>AMOUNT RECEIVED (R'000)</b>	R35,536 million
<b>REASONS IF AMOUNT AS PER DORA WAS NOT RECEIVED</b>	N/A
<b>AMOUNT SPENT BY THE DEPARTMENT (R'000)</b>	R35,536 million - as a transfer payment to CapeNature.
<b>REASONS FOR THE FUNDS UNSPENT BY THE ENTITY</b>	N/A
<b>REASONS FOR DEVIATIONS ON PERFORMANCE</b>	N/A
<b>MEASURES TAKEN TO IMPROVE PERFORMANCE</b>	<p>Reprioritising of projects.</p> <p>Increase of construction teams when restrictions were lifted.</p> <p>Allowed contractors to work longer hours and over weekends without interruption to CapeNature visitors.</p>
<b>MONITORING MECHANISM BY THE RECEIVING DEPARTMENT</b>	<p>SLA's with construction programmes.</p> <p>Increased frequency of site meetings and progress reporting.</p>

<b>DEPARTMENT WHO TRANSFERRED EARMARKED ALLOCATION</b>	<b>PROVINCIAL TREASURY</b>
<b>PURPOSE OF THE EARMARKED FUNDS</b>	Disaster prevention measures – management of wildfires, floods and other risks.
<b>EXPECTED OUTPUTS OF THE GRANT</b>	100% of specialised personal protective equipment and firefighting equipment as per the needs analysis purchased and distributed. Appointment of additional fire-fighting resources (Type-1 Crew) for fire season. Training of CapeNature staff in fire-fighting. Annual management of nine Working on Fire teams and Membership for all five Fire Protection Associations. Respond to wildfires, floods, oils spill or other disasters when required.
<b>ACTUAL OUTPUTS ACHIEVED</b>	75 Wildfires successfully suppressed during this financial year. No floods or oil spills or other disasters responded to in 2020/21. Type 1 specialised Fire-fighting crew was appointed for the fire season. 101 CapeNature staff attended fire training in 2020/21. All required specialised personal protective equipment and fire equipment was purchased and delivered prior to fire season. CapeNature are legally compliant regarding membership fees to all five Fire Protection Associations.
<b>AMOUNT PER AMENDED DORA</b>	N/A
<b>AMOUNT RECEIVED (R'000)</b>	R9,994 million
<b>REASONS IF AMOUNT AS PER DORA WAS NOT RECEIVED</b>	N/A
<b>AMOUNT SPENT BY THE DEPARTMENT (R'000)</b>	R9,994 million - as a transfer payment to CapeNature.
<b>REASONS FOR THE FUNDS UNSPENT BY THE ENTITY</b>	N/A
<b>REASONS FOR DEVIATIONS ON PERFORMANCE</b>	N/A

<b>MEASURES TAKEN TO IMPROVE PERFORMANCE</b>	Training had to take place under COVID-19 prescripts, however due to early planning and good communication between all units in CapeNature and with the service providers, training was able to be concluded before fire season. Despite COVID-19 challenges all PPE and equipment was ordered very early to allow sufficient time for possible delays. The appointment of Type1 Fire Fighting crew on a two-year contract assisted as the service provider was already in place for 2020/21. Rapid response to fires minimises overall costs for firefighting and in most of the 75 cases, CapeNature together with the partners were able to ensure rapid reaction to fires, thus minimising multi-day events.
<b>MONITORING MECHANISM BY THE RECEIVING DEPARTMENT</b>	Monthly and quarterly financial reporting against the funds received.

## 7. DONOR FUNDS

### 7.1 DONOR FUNDS RECEIVED

Foreign assistance was received is follows:

<b>NAME OF DONOR</b>	<b>THE UNDER2COALITION FUTURE FUND</b>
<b>FULL AMOUNT OF THE FUNDING</b>	R512 572
<b>PERIOD OF THE COMMITMENT</b>	2020/21
<b>PURPOSE OF THE FUNDING</b>	Technical support in respect of the 2050 Emissions Pathway Analysis for the Western Cape (undertaken as Webinar sessions due to COVID-19 restrictions).
<b>EXPECTED OUTPUTS</b>	N/A
<b>ACTUAL OUTPUTS ACHIEVED</b>	N/A
<b>AMOUNT RECEIVED IN CURRENT PERIOD</b>	In-kind
<b>AMOUNT SPENT BY THE DEPARTMENT</b>	In-kind
<b>REASONS FOR THE FUNDS UNSPENT</b>	N/A
<b>MONITORING MECHANISM BY THE DONOR</b>	N/A

<b>NAME OF DONOR</b>	<b>GOVERNMENT OF THE FEDERAL REPUBLIC OF GERMANY (THROUGH THE GERMAN DEVELOPMENT BANK – KfW ENTWICKLUNGSBANK)</b>
<b>FULL AMOUNT OF THE FUNDING</b>	R1,336 million
<b>PERIOD OF THE COMMITMENT</b>	2020/21
<b>PURPOSE OF THE FUNDING</b>	Violence Prevention through Urban Upgrading Programme – funding by donor partner.  During the year, a special request was made to the KfW for the utilization of unspent forex gains for relief funding (food vouchers) to be distributed in the surrounding VPUU NPC areas to assist communities during the COVID-19 pandemic.
<b>EXPECTED OUTPUTS</b>	N/A
<b>ACTUAL OUTPUTS ACHIEVED</b>	N/A
<b>AMOUNT RECEIVED IN CURRENT PERIOD</b>	In kind
<b>AMOUNT SPENT BY THE DEPARTMENT</b>	In kind
<b>REASONS FOR THE FUNDS UNSPENT</b>	N/A
<b>MONITORING MECHANISM BY THE DONOR</b>	N/A

## 8. CAPITAL INVESTMENT

### 8.1 CAPITAL INVESTMENT, MAINTENANCE AND ASSET MANAGEMENT PLAN

The buildings occupied by the Department are managed by the Department of Transport and Public Works (DTPW).

Maintenance work for these buildings is 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 Public Finance Management Act (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 31 March 2020 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 for the Department takes responsibility for implementing Enterprise Risk Management 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 has an established 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:

NAME	POSITION	MEETINGS ATTENDED	DATE APPOINTED
Mr P Van Zyl	Accounting Officer (Chairperson)	4	N/a
Ms O Samuels*	Chief Director: Management Support – (Chief Financial Officer)	1*	06/03/2020
Mr G Gerber**	Chief Director: Development Planning	2**	01/11/2020
Mr A Mohamed	Chief Director: Environmental Governance, Policy Coordination and Enforcement	4	16/04/2018
Mr G Arendse	Chief Director: Environmental Quality	4	16/04/2018
Ms K Shippey	Chief Director: Environmental Sustainability	4	16/04/2018
Mr J Fritz	Director: Financial Management	4	16/04/2018
Mr A Gaffoor	Director: Strategic and Operational Support	4	16/04/2018
Ms M Kroese	Deputy Director: CSRU/Ethics Officer	0	16/04/2018

\* O Samuels resigned from the Department on 31 October 2020.

\*\* A Barnes resigned from the Department on 30 May 2020. G Gerber was appointed as new CD: Development Planning on 1 November 2020.

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)	4
Ms A Haq	Director: Enterprise Risk Management (DoTP)	3
Mr S Africa	Chief Risk Advisor: Enterprise Risk Management (DotP)	4
Ms B Cebekhulu	Deputy Director: Provincial Forensic Services (DotP)	4
Ms E de Bruyn	Director: Ce-I (DoTP)	4
Mr E Peters	IT Governance and Risk Practitioner (DotP)	3
Mr S Smith	Deputy Director: Internal Control	4
Mr N Liphuko	Internal Control/Secretariat	4

## 2.3 GOVCOM KEY ACTIVITIES

The Accounting Officer is the Chairperson of the GOVCOM and the Director: Strategic and Operational Support was appointed as the risk champion.

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;
- Provided oversight on ethics management in the Department.

## 2.4 KEY RISKS CONSIDERED AND ADDRESSED DURING THE YEAR

The following are key strategic risks for the department that were reviewed during the year, including assessing the mitigating measures in place:

- Inability to restore critical business services in the event of a disaster.
- Inability to attract and retain suitable staff.
- Limited availability and access to quality, reliable and accurate information.

- Poor spatial and land use management performance by all spheres of government in the Western Cape.
- Unsustainable use of Western Cape natural resource base.

Comparing the departmental risk profile with the World Economic Forum's (The Global Risks Report 2021) top risks in terms of likelihood and impact indicates a direct alignment (link) with some of the departmental key risks, namely:

- Limited response to Climate Change and Sustainable Development opportunities (WCG and LG).
- Ineffective oversight of Provincial Biodiversity mandate.
- Unsustainable use of Western Cape natural resource base.
- Inadequate management of the coastal zone, increasing vulnerability of coastal communities, infrastructure and ecosystems.
- Inability to restore critical business services in the event of a disaster (COVID-19).
- Research collated by the International Panel on Climate Change has confirmed that the pace of climate change impacts is intensifying and that the reversibility of these impacts is becoming less certain as we encounter various "tipping points" for major system changes including sea temperature which has significant effects on global weather patterns. Unprecedented and rapid changes are required in every economic and social system to limit further contributions to Global Greenhouse Gases in the atmosphere. In addition to this mitigation, we need to adapt so that our infrastructure and services can withstand extreme weather event shocks.

It is reported in the Institute of Risk Management South Africa Risk Report South Africa 2020 that climate change risks accumulate slowly and thus do not gain significant societal attention – until they have become very significant, or even overwhelming as exhibited in disasters or extreme events.

The Department acknowledges that much more must be done and 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.

The COVID-19 pandemic emerging risk was covered in detail in the departments' Business Continuity Plan risk namely, "Inability to restore critical business services in the event of a disaster". The Department has implemented appropriate measures to ensure business as usual (continuity) and to safeguard its staff in response to the COVID-19 pandemic. Furthermore, impacts of the COVID-19 pandemic were considered in all chief directorates risk facilitation sessions.

The pandemic presented knock on effects on existing risks and challenges faced by government and many provincial departments and therefore further exacerbated the already constraint budgets, prioritising the procurement of personal protective equipment and regular decontamination of workspaces to further curb the spread of the virus.

Another emerging risk was the Department's ability to comply with the Protection of Personal Information Act (POPIA). The Department has appointed an internal task team to deal with this risk.

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.



## 2.5 KEY EMERGING RISKS FOR THE FOLLOWING FINANCIAL YEAR

The key emerging risk which needs to be considered in the next financial year relates to the Department's ability to deal with the "Increase in illegal occupation of government land that are not conducive for living (unplanned settlements)". To respond to the humanitarian crisis associated with it and to coordinate the effort of all relevant role-players within the WCG, the Department has already considered this risk through the establishment of key workstreams.

## 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 Fraud Prevention 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 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, there were no cases identified.

## 4. MINIMISING CONFLICT OF INTEREST

The Department's 2020/21 Enterprise Risk Management Implementation Plan was fully implemented. Financial disclosures of Senior Management Services members were completed and submitted to the Public Service Commission and the Department of Public Service and Administration. 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 was circulated to all staff. Staff members were required to apply for approval to the Head of Department 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 Declaration of Interest (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 Declaration of Interest (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's Gift 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. The gifts register is maintained within the office of the Accounting Officer.

## **5. CODE OF CONDUCT**

The Public Service 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 Public Service Code of Conduct. The induction programme is compulsory for all new employees on probation in the WCG.

The Department ensures that the Public Service Code of Conduct is circulated to all employees on an annual basis. If an employee contravenes the Public Service 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. An Ethics Committee was established that reports to the quarterly GOVCOM meetings.

## **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.

The Department promptly responded to the COVID-19 pandemic and established a Special COVID-19 OHS Task Team to evaluate the departmental risk and develop appropriate responses in line with the Department of Public Service and Administration (DPSA) prescripts, the Department of Employment and Labour Occupational Health and Safety (OHS) Regulations and the Cooperative Governance and Traditional Affairs National Lock Down Regulations.

The Department concluded an amended OHS Policy, Workplace Plan: Public Service return to work after easing of National Lockdown, departmental Risk Assessment and an amended Business Continuity Plan. Furthermore, a COVID-19 Compliance Officer was appointed for the Department and an Assistant COVID-19 Compliance Officer was appointed to oversee operations at the George Office.

The COVID-19 Compliance Officer and OHS Committee convened frequent meetings to discuss arrangements and procurement of PPE. These arrangements were implemented to give effect to the OHS Policy and Workplace Plan. It included strict screening at building entrances, visitor management and cleaning measures throughout the workplace. It further included enhanced hygiene protocols for the workplace and provision of hand sanitiser at main entrances and to all staff members. Furthermore, staff's physical attendance was limited, social distancing and mask wearing were compulsory. In addition, training was provided to OHS staff where required. The reporting of COVID-19 cases was described in the Workplace Plan and entailed cases being reported directly to the COVID-19 Compliance Officer. The COVID-19 Compliance Officer would initiate office floor closures and decontamination as deemed necessary in terms of the WCG Cleaning and Disinfecting Protocol. All cases were investigated by the COVID-19 Compliance Officer, appropriately documented for approval by the OHS Committee Chair and submitted to the Department of Employment and Labour.

## 7. PORTFOLIO COMMITTEES

### 7.1 STANDING COMMITTEE ON AGRICULTURE, ENVIRONMENTAL AFFAIRS AND DEVELOPMENT PLANNING

DATE	MATTER RAISED	COMMENTS/FURTHER ACTION
12 Aug 2020	<b>Agenda item:</b> Verbal presentation on the National Environmental Management Laws Amendment Bill (B 14D – 2017) by the Department of Environmental Affairs and Development Planning and the Centre of Environmental Rights.	
	The Committee REQUESTED that, where the Department of Environmental Affairs and Development Planning is in disagreement with the amendments proposed by the National Department of Environment, Forestry and Fisheries, it provides the Committee with an alternative proposal to those specific amendments.	RESOLVED
	The Committee RESOLVED that it would postpone its meeting that was scheduled for 18 August 2020 to a date after 21 August 2020 in order to accommodate the National Department of Environment, Forestry and Fisheries' request to submit their response on the written submissions received by 21 August 2020.	RESOLVED
8 Sept 2020	<b>Agenda item:</b> Further deliberation on the National Forests Amendment Bill (B 11B–2016) (NCOP) and the National Environmental Management Laws Amendment Bill (B 14D–2017) (NCOP)	
	The Committee further REQUESTED that, where the National Department has proposed an amendment to a concern raised by the Department of Environmental Affairs and Development Planning and other stakeholders, the provincial Department scrutinises the proposed amendment and inform the Committee if they are satisfied with it. This relates to the following clauses and sections:  1. Clause 41 that seeks to amend section 1 of the National Environmental Management: Biodiversity Act, 2004 (Act 10 of 2004);	RESOLVED

DATE	MATTER RAISED	COMMENTS/FURTHER ACTION
	<p>2. Clause 49(b) that seeks to amend section 99 (2) of the National Environmental Management: Biodiversity Act, 2004 (Act 10 of 2004);</p> <p>3. Proposed amendment by the Department to section 56 of the National Environmental Management: Waste Act, 2008 (Act 59 of 2008); and</p> <p>4. Clause 82 that seeks to amend section 12 of the National Environmental Management Amendment Act, 2008 (Act 62 of 2008).</p>	
8 Sept 2020	<p><b>Agenda item:</b></p> <p>Further deliberation on the National Forests Amendment Bill (B 11B-2016) (NCOP) and the National Environmental Management Laws Amendment Bill (B 14D-2017) (NCOP)</p>	
	<p>The Committee RESOLVED that:</p> <ol style="list-style-type: none"> <li>1. It supports the National Department's response relative to the amendment of clause 35 that seeks to amend section 49A(1)(p) of the National Environmental Management Act, 1998 (Act 107 of 1998);</li> <li>2. It supports the National Department's response relative to the amendment of clause 49(b) that seeks to amend section 99(2) of the National Environmental Management: Biodiversity Act, 2004 (Act 10 of 2007);</li> <li>3. It supports the provincial Department's proposal to include a new section, section 12A, and its proposal to amend section 22f in the National Environmental Management: Air Quality Act, 2004 (Act 39 of 2004);</li> <li>4. In clause 51 that seeks to amend section 13 of the National Environmental Management: Air Quality Act, 2004 (Act 39 of 2004), page 27, line 20, the word "must" must be retained;</li> <li>5. In clause 52 that seeks to amend section 22A of the National Environmental Management: Air Quality Act, 2004 (Act 39 of 2004), page 28, line 23, the words "or found not guilty after prosecution" are deleted;</li> <li>6. In clause 53(a) that seeks to amend section 36 of the National Environmental Management: Air Quality Act, 2004 (Act 39 of 2004), page 28, lines 49 and 50, the words "and the relevant municipalities agreed thereto in writing" are deleted;</li> <li>7. It supports the provincial Department's proposal to amend sections 41(3), 44 and 46 of the National Environmental Management: Air Quality Act, 2004 (Act 39 of 2004);</li> <li>8. In clause 65 that seeks to amend section 37 of the National Environmental Management: Waste Act, 2008 (Act 59 of 2008), page 37, line 38, after the word "area", the words "within a specified time" be inserted; and</li> <li>9. It supports the repeal of Schedule 3 in the National Environmental Management: Waste Act, 2008 (Act 59 of 2008). However, reference is still made to schedule 3, for example, in section 58J of the Waste Act. It is proposed that all consequential amendments are checked for and effected.</li> </ol>	RESOLVED
15 Sept 2020	<p><b>Agenda item:</b></p> <p>Consideration and adoption of Draft Negotiating Mandate Reports on the National Forests Amendment Bill (B 11B-2016) (NCOP) and the National Environmental Management Laws Amendment Bill (B 14D-2017) (NCOP).</p>	
	The Committee RESOLVED to continue its consideration of the Negotiating Mandate Report on the NEMLA Bill on Friday, 18 September 2020, and that the Procedural Officer liaise with the Department and Legal Advisor to ensure that all proposed amendments agreed to in previous meetings are captured in the report.	RESOLVED
8 Dec 2020	<p><b>Agenda item:</b></p> <p>Deliberation on the Annual Reports of the Department of Environmental Affairs and Development Planning and CapeNature for the period 2019/2020.</p>	
	The Committee REQUESTED that the Department and CapeNature provide it with feedback on the additional responsibility that is placed on the Department and the Entity by new and amended legislation at a national level, with specific reference to waste management.	RESOLVED
23 March 2021	<p><b>Agenda item:</b></p> <p>Deliberation on Vote 9: Environmental Affairs and Development Planning, in the Schedule to the Western Cape Third Adjustments Appropriation Bill (2020/21 Financial Year), 2021. Deliberation on Vote 9: Environmental Affairs and Development Planning, in the Schedule to the Western Cape Appropriation Bill, 2021.</p>	
	The Committee RESOLVED that it would extend an invitation to the National Department of Environmental Affairs, Forestry and Fisheries to brief it on the Alien Invasive Clearing Programmes within the Department and how water management programmes collectively are incorporated for such programmes.	<p>RESOLVED</p> <p>Date to be agreed to by the Committee.</p>

DATE	MATTER RAISED	COMMENTS/FURTHER ACTION
23 March 2021	<b>Agenda item:</b> Deliberation on Vote 9: Environmental Affairs and Development Planning, in the Schedule to the Western Cape Third Adjustments Appropriation Bill (2020/21 Financial Year), 2021. Deliberation on Vote 9: Environmental Affairs and Development Planning, in the Schedule to the Western Cape Appropriation Bill, 2021.	
	The Committee further RESOLVED that it would invite the Department of Environmental Affairs and Development Planning to brief it on water losses within municipalities and how this is linked to the non-availability of water, particularly for human consumption.	RESOLVED.  This matter has subsequently been referred to the Department of Local Government to report to the Committee.

## 8. SCOPA RESOLUTIONS

RESOLUTION NO.	SUBJECT	DETAILS	RESPONSE BY THE DEPARTMENT	RESOLVED (YES/NO)
12.3	That the Department briefs the Public Accounts Committee, as well as the SC on Agriculture, Environmental Affairs and Development on the Department's strategic plan on the implementation and management of the waste management plan in terms of land invasions which occurs within the Western Cape. The briefing should include the financial implication which relates to the waste management plan, including the challenges and successes of the plan.	The Committee is cognisant that waste management is a critical service in the interventions to prevent and slow the spread of COVID-19 infections to citizens, including the reduction of impacts of waste to human health and the environment in general.	To be scheduled by Public Accounts Committee.	No

## 9. PRIOR MODIFICATIONS TO AUDIT REPORTS

As per the 2020/21 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 successfully performed the secretariat function to the Departmental GOVCOM. The Internal Control Unit also coordinated the Departmental Management Improvement Plan to monitor the Department's progress in addressing audit findings in the Auditor General's Management Report for 2019/20 and review compliance to legislative standards. The Management Improvement Plan progress reports were submitted quarterly to 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; and
- 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.

Internal Audit work completed during the year under review for the Department included four assurance engagements (including one transversal engagement), and one consulting engagements (transversal). 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
<b>Mr Richard Rhoda (Chairperson)</b>	CA(SA); CTA (UCT); Advanced Executive Program (Unisa); Tier 1 IPFA (Public Finance and Auditing)	External	N/A	1 January 2019 (1 <sup>st</sup> Term)	N/A	7
<b>Ms Annelise Cilliers</b>	CA(SA) Honours B.Compt; CTA (UNISA); B.Compt (UNISA).	External	N/A	1 January 2019 (1 <sup>st</sup> Term)	N/A	7
<b>Ms Merle Kinnes</b>	BA; LLB; Certificate Forensic Examination; Attorney of the High Court of SA.	External	N/A	1 January 2018 (2 <sup>nd</sup> Term)	N/A	7
<b>Mr Linda Nene</b>	BCom (Acc); Post Grad Dip Management (Corp Governance); CCSA, GIA (SA); FIILASA; CRMA; CCP (SA); Masters in International Business	External	N/A	1 January 2018 (1 <sup>st</sup> Term) 1 <sup>st</sup> Term ended 31 December 2020	N/A	7
<b>Ms Lynne Tromp</b>	CA(SA); MBA; CRM(Prof); CFE; BCom Hons (Acc); BTech Internal Audit.	External	N/A	1 January 2021 (1 <sup>st</sup> Term)	N/A	2

## 12. AUDIT COMMITTEE REPORT

We are pleased to present our report for the financial year ended 31 March 2021.

### 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 this charter and has discharged all its responsibilities as contained therein.

### THE EFFECTIVENESS OF INTERNAL CONTROL

The Department is required to develop and maintain systems of internal control that would improve the likelihood of achieving its objectives, to adapt to changes in the environment it operates in and to promote efficiency and effectiveness of operations, supports reliable reporting and compliance with laws and regulations. The WCG adopted a Combined Assurance Framework which identifies and integrates assurance providers. The first level of assurance is management assurance, requiring of line management to maintain effective internal controls and execute those procedures on a day-to-day basis by means of supervisory controls and taking remedial action where required. The second level of assurance is internal assurance provided by functions separate from direct line management, entrusted with assessing adherence to policies, procedures, norms, standards and frameworks. The third level of assurance is independent assurance providers that are guided by professional standards requiring the highest levels of independence.

A risk-based Combined Assurance Plan was developed for the Department, facilitated by Internal Audit, who is also an independent assurance provider. 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

- Transfer Payments
- Environmental Impact Assessment Monitoring
- Change Management Monitoring
- COVID-19 Supply Chain Management Transaction (transversal engagement)

### CONSULTING ENGAGEMENTS

- Water Risk: Water Security Governance (transversal engagement)

The internal audit plan was completed for the year. The areas for improvement, as noted by internal audit during performance of their work, were agreed to by management. The Audit Committee continues to monitor the implementation of the agreed actions on a quarterly basis.



## IN-YEAR MONITORING AND MONTHLY/QUARTERLY REPORT

The Audit Committee is satisfied with the content and quality of the quarterly in-year monitoring 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; and
- 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 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

Date: 5 August 2021

### 13. BROAD-BASED BLACK ECONOMIC EMPOWERMENT (B-BBEE) COMPLIANCE PERFORMANCE INFORMATION

The following table has been completed in accordance with the compliance to the B-BBEE requirements of the B-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"> <li>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.</li> <li>Cabinet approved the following strategy for WCG: <ol style="list-style-type: none"> <li>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 that makes provision for the WCG to: <ol style="list-style-type: none"> <li>apply its discretion not to implement the pre-qualification criteria (i.e. regulation 4);</li> <li>apply its discretion not to implement regulation 6(9)(a)-(c) and 7(9)(a)-(c);</li> <li>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</li> <li>implement regional indicators to target local suppliers using the e-procurement system and simultaneously consider the rotation of suppliers.</li> </ol> </li> <li>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.</li> <li>The development and implementation of a broader economic transformation policy that seeks to: <ol style="list-style-type: none"> <li>promote private sector procurement towards targeted provincial economic growth areas; and</li> <li>further strengthen the partnership with the private sector by enabling access to the WCG supplier database.</li> </ol> </li> <li>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.</li> <li>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.</li> <li>The roll-out of the framework agreement model for goods and services and investigate contractor development in the context of goods and services.</li> </ol> </li> </ol>
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.





## **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. The employees of the Department still maintained their high standard of service delivery during the trying times associated with the COVID-19 pandemic.

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.

The WCG and DEA&DP instituted measures to mitigate the impact of COVID-19 on the Province and the Department, while ensuring that operational needs were still met. The WCG and the Department could not shut down and continued working from a business continuity perspective, under the difficult circumstances caused by the COVID-19 pandemic.

All directorates had to assess their operational needs and the nature of the work required to fulfil their needs. Line managers were required to determine if staff can enter into a work-from-home arrangement. The DEA&DP Policy on Work Arrangements was issued which provides clear guidelines regarding availability and accessibility of staff, as well as the capacity of staff to fulfil duties at home and to participate in meetings and other work activities electronically. Although the aim was to do as much as possible work electronically, some critical services had to continue to have a physical presence in our Cape Town and George Offices.

Furthermore, the due date to utilise vacation leave of the previous cycle (2019) would have expired on 30 June 2020, however an extension was granted by DPSA until 31 December 2020 due to staff not being able to use their leave due to the lockdown.

## 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 2020 - 2025 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 optimised and aligned Departmental design;
  - Innovative People practices;
  - Improved employee value proposition;
  - Sustained progress toward meeting EE goals;
  - Talent pool developed and utilised;
  - Innovative People Practices;
  - Improved employee value proposition;
  - Competent people in the right numbers at the right place at the right time with the right attitude;
  - Leaders that are exemplars of the behaviours associated with the organisation's values;
  - Highly engaged people;
  - A citizen-centric performance culture; and
  - A healthy and engaged workforce.
- The Workforce Plan was reviewed to ensure that the Workforce Strategies and key activities remained valid and appropriate for the 2020/21 financial year.

## 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 in essence a contract between the employer and the employee containing the projects, programmes, activities, expectations and standards for the required delivery. In order 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 SHERQ (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, 2020/21**

Programme	Total Expenditure (R'000)	Personnel Expenditure (R'000)	Training Expenditure (R'000)	Goods and Services (R'000)	Personnel expenditure as a % of total expenditure	Average personnel expenditure per employee (R'000)	Number of Employees remunerated
Programme 1	66 783	54 329	16	8 169	81,4	449	121
Programme 2	18 080	16 264	14	1 504	90,0	542	30
Programme 3	24 922	21 954	-	2 704	88,1	536	41
Programme 4	90 448	73 530	23	10 680	81,3	579	127
Programme 5	309 314	9 396	2	1 780	3,0	587	16
Programme 6	616	-	105	616	-	-	-
Programme 7	73 588	49 266	8	441	66,9	747	66
<b>Total</b>	<b>583 751</b>	<b>224 739</b>	<b>168</b>	<b>25 894</b>	<b>38,5</b>	<b>560</b>	<b>401</b>

Note: The number of employees refers to all individuals remunerated during the reporting period, including interns (i.e. Premier's Advancement of Youth (PAY), graduate and student) and the Provincial Minister. The number of employees is cumulative and not a snapshot as at a specific date. 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.

**TABLE 3.1.2: PERSONNEL EXPENDITURE BY SALARY BAND, 2020/21**

SALARY BANDS	PERSONNEL EXPENDITURE (R'000)	% OF TOTAL PERSONNEL EXPENDITURE	AVERAGE PERSONNEL EXPENDITURE PER EMPLOYEE (R'000)	NUMBER OF EMPLOYEES
Interns	44	0,0	6	7
Lower skilled (Levels 1-2)	675	0,3	169	4
Skilled (Levels 3-5)	11 502	5,1	240	48
Highly skilled production (Levels 6-8)	41 477	18,4	377	110
Highly skilled supervision (Levels 9-12)	142 809	63,5	690	207
Senior management (Levels 13-16)	28 430	12,6	1 185	24
<b>Total</b>	<b>224 938</b>	<b>100,0</b>	<b>562</b>	<b>400</b>

Note: The number of employees refers to all individuals remunerated during the reporting period, including interns (i.e. PAY, graduate and student), but excluding the Provincial Minister. The number of employees is cumulative and not a snapshot as at a specific date. 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 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, 2020/21**

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	37 647	16,7	64	0,0	1 168	0,5	2 395	1,1
Programme 2	12 045	5,4	-	-	244	0,1	754	0,3
Programme 3	16 485	7,3	-	-	418	0,2	950	0,4
Programme 4	53 960	24,0	-	-	1 278	0,6	3 080	1,4
Programme 5	6 919	3,1	-	-	161	0,1	419	0,2
Programme 7	34 918	15,5	-	-	331	0,1	907	0,4
<b>Total</b>	<b>161 974</b>	<b>72,0</b>	<b>64</b>	<b>0,0</b>	<b>3 600</b>	<b>1,6</b>	<b>8 506</b>	<b>3,8</b>

Note: The figures in Table 3.1.3 and 3.1.4 are drawn from the PERSAL (Personnel Salary) system and not the Basic Accounting 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 expenditure reflected on these systems, e.g. Salaries, Overtime, Housing and Medical Assistance. Further to this, the table above does not make provision for other expenditure such as Pensions, Performance Bonus and other allowances, which make up the total personnel expenditure. The above expenditure reflects for all individuals remunerated during the reporting period, including interns (PAY, graduate and student), but excluding the Provincial Minister.

**TABLE 3.1.4: SALARIES, OVERTIME, HOUSING ALLOWANCE AND MEDICAL ASSISTANCE BY SALARY BAND, 2020/21**

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	35	0,0	-	-	-	-	-	-
Lower skilled (Levels 1-2)	439	0,2	3	0,0	35	0,0	107	0,0
Skilled (Levels 3-5)	8 073	3,6	21	0,0	503	0,2	905	0,4
Highly skilled production (Levels 6-8)	30 221	13,4	15	0,0	1 298	0,6	2 943	1,3
Highly skilled supervision (Levels 9-12)	103 843	46,2	25	0,0	1 765	0,8	4 280	1,9
Senior management (Levels 13-16)	19 364	8,6	-	-	-	-	271	0,1
<b>Total</b>	<b>161 974</b>	<b>72,0</b>	<b>64</b>	<b>0,0</b>	<b>3 600</b>	<b>1,6</b>	<b>8 506</b>	<b>3,8</b>

Note: The figures in Table 3.1.3 and 3.1.4 are drawn from the PERSAL (Personnel Salary) system and not the Basic Accounting 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 expenditure reflected on these systems, e.g. Salaries, Overtime, Housing and Medical Assistance. Further to this, the table above does not make provision for other expenditure such as Pensions, Performance Bonus and other allowances, which make up the total personnel expenditure. The above expenditure reflects for all individuals remunerated during the reporting period, including interns (PAY, graduate and student), but excluding the Provincial Minister.

## 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 Provincial 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 2021**

PROGRAMME	NUMBER OF ACTIVE POSTS	NUMBER OF POSTS FILLED	VACANCY RATE %
Programme 1	107	104	2,8
Programme 2	29	28	3,4
Programme 3	40	40	-
Programme 4	124	124	-
Programme 5	16	16	-
Programme 7	63	59	6,3
<b>Total</b>	<b>379</b>	<b>371</b>	<b>2,1</b>

Note: The number of active posts refers to posts that either are occupied (filled by a warm body) or vacant for which there is funding, and which is actively being recruited for.

**TABLE 3.2.2: EMPLOYMENT AND VACANCIES BY SALARY BAND, AS AT 31 MARCH 2021**

SALARY BAND	NUMBER OF ACTIVE POSTS	NUMBER OF POSTS FILLED	VACANCY RATE %
Lower skilled (Levels 1-2)	4	4	-
Skilled (Levels 3-5)	43	43	-
Highly skilled production (Levels 6-8)	114	113	0,9
Highly skilled supervision (Levels 9-12)	194	189	2,6
Senior management (Levels 13-16)	24	22	8,3
<b>Total</b>	<b>379</b>	<b>371</b>	<b>2,1</b>

Note: The number of active posts refers to posts that either are occupied (filled by a warm body) or vacant for which there is funding, and which is actively being recruited for.

**TABLE 3.2.3: EMPLOYMENT AND VACANCIES BY CRITICAL OCCUPATION, AS AT 31 MARCH 2021**

CRITICAL OCCUPATIONS	NUMBER OF ACTIVE POSTS	NUMBER OF POSTS FILLED	VACANCY RATE %
Environmental Officer	142	141	0,7
GIS Technician	7	7	-
Town and Regional Planner	37	34	8,1
<b>Total</b>	<b>186</b>	<b>182</b>	<b>2,2</b>

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. The number of active posts refers to posts that either are occupied (filled by a warm body) or vacant for which there is funding, and which is actively being recruited for.

### 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 summarises the number of posts that were evaluated during the year under review. The table also provides statistics on the number of posts that were upgraded or downgraded.

**TABLE 3.3.1: JOB EVALUATION, 1 APRIL 2020 TO 31 MARCH 2021**

SALARY BAND	NUMBER OF ACTIVE POSTS AS AT 31 MARCH 2021	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)	43	-	-	-	-	-	-
Highly skilled production (Levels 6-8)	114	5	1,3	-	-	-	-
Highly skilled supervision (Levels 9-12)	194	9	2,4	-	-	-	-
Senior Management Service Band A (Level 13)	18	-	-	-	-	-	-
Senior Management Service Band B (Level 14)	5	1	0,3	-	-	-	-
Senior Management Service Band C (Level 15)	1	-	-	-	-	-	-
<b>Total</b>	<b>379</b>	<b>15</b>	<b>4,0</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

Note: The "Number of posts evaluated" per Salary Band reflects the Final Approved Post Level after Job Evaluation. The number of active posts refers to posts that either are occupied (filled by a warm body) or vacant for which there is funding, and which is actively being recruited for.

**TABLE 3.3.2: PROFILE OF EMPLOYEES WHOSE SALARY POSITIONS WERE UPGRADED DUE TO THEIR POSTS BEING UPGRADED, 1 APRIL 2020 TO 31 MARCH 2021**

BENEFICIARIES	AFRICAN	COLOURED	INDIAN	WHITE	TOTAL
None					

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 2020 TO 31 MARCH 2021**

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 2020 TO 31 MARCH 2021**

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 2020 TO 31 MARCH 2021**

SALARY BAND	NUMBER OF EMPLOYEES AS AT 31 MARCH 2020	TURNOVER RATE % 2019/20	APPOINTMENTS INTO THE DEPARTMENT	TRANSFERS INTO THE DEPARTMENT	TERMINATIONS OUT OF THE DEPARTMENT	TRANSFERS OUT OF THE DEPARTMENT	TURNOVER RATE % 2020/21
Lower skilled (Levels 1-2)	4	33,3	-	-	-	-	-
Skilled (Levels 3-5)	44	22,9	4	-	3	2	11,4
Highly skilled production (Levels 6-8)	105	11,4	18	-	6	1	6,7
Highly skilled supervision (Levels 9-12)	187	12,7	13	1	15	-	8,0
Senior Management Service Band A (Level 13)	18	5,3	-	-	-	-	-
Senior Management Service Band B (Level 14)	5	20,0	-	-	2	-	40,0
Senior Management Service Band C (Level 15)	1	-	-	-	-	-	-
<b>Total</b>	<b>364</b>	<b>13,5</b>	<b>35</b>	<b>1</b>	<b>26</b>	<b>3</b>	<b>8,0</b>
			<b>36</b>		<b>29</b>		

Note: "Transfers" refer to the lateral movement of employees from one Public Service Department to another (Both Provincially and Nationally). The turnover rate is determined by calculating the total exits as a percentage of the baseline (Number of employees as at 31 March 2020).

**TABLE 3.4.2: ANNUAL TURNOVER RATES BY CRITICAL OCCUPATION, 1 APRIL 2020 TO 31 MARCH 2021**

CRITICAL OCCUPATION	NUMBER OF EMPLOYEES AS AT 31 MARCH 2020	TURNOVER RATE % 2019/20	APPOINTMENTS INTO THE DEPARTMENT	TRANSFERS INTO THE DEPARTMENT	TERMINATIONS OUT OF THE DEPARTMENT	TRANSFERS OUT OF THE DEPARTMENT	TURNOVER RATE % 2020/21
Environmental Officer	129	9,5	18	-	5	-	3,9
GIS Technician	6	28,6	2	-	-	-	-
Town and Regional Planner	35	7,7	5	-	8	-	22,9
<b>Total</b>	<b>170</b>	<b>9,9</b>	<b>25</b>	<b>-</b>	<b>13</b>	<b>-</b>	<b>7,6</b>
			<b>25</b>		<b>13</b>		

Note: "Transfers" refer to the lateral movement of employees from one Public Service Department to another (Both Provincially and Nationally). The turnover rate is determined by calculating the total exits as a percentage of the baseline (Number of employees as at 31 March 2020).

**TABLE 3.4.3: STAFF LEAVING THE EMPLOY OF THE DEPARTMENT, 1 APRIL 2020 TO 31 MARCH 2021**

EXIT CATEGORY	NUMBER	% OF TOTAL EXITS	NUMBER OF EXITS AS A % OF TOTAL NUMBER OF EMPLOYEES AS AT 31 MARCH 2020
Death	-	-	-
Resignation *	17	58,6	4,7
Expiry of contract	6	20,7	1,6
Dismissal – operational changes	-	-	-
Dismissal – misconduct	-	-	-
Dismissal – inefficiency	-	-	-
Discharged due to ill-health	1	3,4	0,3
Retirement	2	6,9	0,5
Employee initiated severance package	-	-	-
Transfers to Statutory Body	-	-	-
Transfers to other Public Service departments	2	6,9	0,5
Promotion to another WCG Department	1	3,4	0,3
<b>Total</b>	<b>29</b>	<b>100,0</b>	<b>8,0</b>

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 2020 TO 31 MARCH 2021**

RESIGNATION REASONS	NUMBER	% OF TOTAL RESIGNATIONS
Other Occupation	4	23,5
No reason provided	2	11,8
Current Remuneration	2	11,8
Personal Health	1	5,9
Family/personal circumstances (e.g. Transfer of husband/wife/life partner)	1	5,9
Lack of promotional opportunities	2	11,8
Successful for permanent position within the Department	5	29,4
<b>Total</b>	<b>17</b>	<b>100,0</b>

**TABLE 3.4.5: DIFFERENT AGE GROUPS OF STAFF WHO RESIGNED, 1 APRIL 2020 TO 31 MARCH 2021**

AGE GROUP	NUMBER	% OF TOTAL RESIGNATIONS
Ages <19	-	-
Ages 20 to 24	-	-
Ages 25 to 29	5	29,4
Ages 30 to 34	1	5,9
Ages 35 to 39	5	29,4
Ages 40 to 44	3	17,6
Ages 45 to 49	2	11,8
Ages 50 to 54	1	5,9
Ages 55 to 59	-	-
Ages 60 to 64	-	-
Ages 65 >	-	-
<b>Total</b>	<b>17</b>	<b>100,0</b>

**TABLE 3.4.6: EMPLOYEE INITIATED SEVERANCE PACKAGES.**

TOTAL NUMBER OF EMPLOYEE-INITIATED SEVERANCE PACKAGES OFFERED IN 2020/21	None
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**TABLE 3.4.7: PROMOTIONS BY SALARY BAND, 1 APRIL 2020 TO 31 MARCH 2021**

SALARY BAND	NUMBER OF EMPLOYEES AS AT 31 MARCH 2020	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)	4	-	-	1	25,0
Skilled (Levels 3-5)	44	-	-	29	65,9
Highly skilled production (Levels 6-8)	105	-	-	62	59,0
Highly skilled supervision (Levels 9-12)	187	6	3,2	126	67,4
Senior management (Levels 13-16)	24	1	4,2	15	62,5
<b>Total</b>	<b>364</b>	<b>7</b>	<b>1,9</b>	<b>233</b>	<b>64,0</b>

Note: Promotions refer to the total number of employees who have advanced to a higher post level within the Department by applying and being successful for an advertised post through the recruitment and selection process. The information reflects the salary level of an employee after he/she was promoted. Employee who do not qualify for notch progressions are not included.

**TABLE 3.4.8: PROMOTIONS BY CRITICAL OCCUPATION, 1 APRIL 2020 TO 31 MARCH 2021**

CRITICAL OCCUPATION	NUMBER OF EMPLOYEES AS AT 31 MARCH 2020	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	129	5	3,9	83	64,3
GIS Technician	6	-	-	3	50,0
Town and Regional Planner	35	-	-	17	48,6
<b>Total</b>	<b>170</b>	<b>5</b>	<b>2,9</b>	<b>103</b>	<b>60,6</b>

Note: Promotions refer to the total number of employees who have advanced to a higher post level within the Department by applying and being successful for an advertised post through the recruitment and selection process. The information reflects the salary level of an employee after he/she was promoted. Employee who do not qualify for notch progressions are not included.

### 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 2021**

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)	-	7	1	5	-	1	-	6	1	-	21
Professionally qualified and experienced specialists and mid-management (Levels 9-12)	10	46	5	31	14	51	2	35	1	2	197
Skilled technical and academically qualified workers, junior management, supervisors, foremen, and superintendents (Levels 6-8)	10	11	-	3	17	53	2	10	-	-	106
Semi-skilled and discretionary decision making (Levels 3-5)	2	16	-	1	6	15	-	2	-	-	42
Unskilled and defined decision making (Levels 1-2)	-	1	-	-	-	3	-	-	-	-	4
<b>Total</b>	<b>22</b>	<b>81</b>	<b>6</b>	<b>41</b>	<b>37</b>	<b>123</b>	<b>4</b>	<b>53</b>	<b>2</b>	<b>2</b>	<b>371</b>
Temporary employees	-	-	-	-	-	-	-	-	-	-	-
<b>Grand total</b>	<b>22</b>	<b>81</b>	<b>6</b>	<b>41</b>	<b>37</b>	<b>123</b>	<b>4</b>	<b>53</b>	<b>2</b>	<b>2</b>	<b>371</b>

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 2021**

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)	-	-	-	-	-	-	-	-	-	-	-
<b>Total</b>	<b>-</b>	<b>2</b>	<b>1</b>	<b>1</b>	<b>-</b>	<b>1</b>	<b>-</b>	<b>1</b>	<b>-</b>	<b>-</b>	<b>6</b>
Temporary employees	-	-	-	-	-	-	-	-	-	-	-
<b>Grand total</b>	<b>-</b>	<b>2</b>	<b>1</b>	<b>1</b>	<b>-</b>	<b>1</b>	<b>-</b>	<b>1</b>	<b>-</b>	<b>-</b>	<b>6</b>

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 2020 TO 31 MARCH 2021**

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	3	-	1	1	2	1	5	-	-	14
Skilled technical and academically qualified workers, junior management, supervisors, foremen, and superintendents (Levels 6-8)	2	2	-	-	8	4	-	2	-	-	18
Semi-skilled and discretionary decision making (Levels 3-5)	-	1	-	-	-	3	-	-	-	-	4
Unskilled and defined decision making (Levels 1-2)	-	-	-	-	-	-	-	-	-	-	-
<b>Total</b>	<b>3</b>	<b>6</b>	<b>-</b>	<b>1</b>	<b>9</b>	<b>9</b>	<b>1</b>	<b>7</b>	<b>-</b>	<b>-</b>	<b>36</b>
Temporary employees	-	-	-	-	-	-	-	-	-	-	-
<b>Grand total</b>	<b>3</b>	<b>6</b>	<b>-</b>	<b>1</b>	<b>9</b>	<b>9</b>	<b>1</b>	<b>7</b>	<b>-</b>	<b>-</b>	<b>36</b>

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 2020 TO 31 MARCH 2021**

OCCUPATIONAL LEVELS 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)	-	1	-	1	1	2	-	1	-	-	6
Skilled technical and academically qualified workers, junior management, supervisors, foremen, and superintendents (Levels 6-8)	-	-	-	-	-	-	-	-	-	-	-
Semi-skilled and discretionary decision making (Levels 3-5)	-	-	-	-	-	-	-	-	-	-	-
Unskilled and defined decision making (Levels 1-2)	-	-	-	-	-	-	-	-	-	-	-
<b>Total</b>	<b>-</b>	<b>1</b>	<b>-</b>	<b>2</b>	<b>1</b>	<b>2</b>	<b>-</b>	<b>1</b>	<b>-</b>	<b>-</b>	<b>7</b>
Temporary employees	-	-	-	-	-	-	-	-	-	-	-
<b>Grand total</b>	<b>-</b>	<b>1</b>	<b>-</b>	<b>2</b>	<b>1</b>	<b>2</b>	<b>-</b>	<b>1</b>	<b>-</b>	<b>-</b>	<b>7</b>

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, by applying and being successful for an advertised post, through the recruitment and selection process as per Table 3.4.7.

**TABLE 3.5.5: TERMINATIONS, 1 APRIL 2020 TO 31 MARCH 2021**

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	1	-	5	1	2	-	5	-	-	15
Skilled technical and academically qualified workers, junior management, supervisors, foremen, and superintendents (Levels 6-8)	-	2	-	-	1	3	-	1	-	-	7
Semi-skilled and discretionary decision making (Levels 3-5)	2	2	-	-	-	1	-	-	-	-	5
Unskilled and defined decision making (Levels 1-2)	-	-	-	-	-	-	-	-	-	-	-
<b>Total</b>	<b>3</b>	<b>6</b>	<b>-</b>	<b>5</b>	<b>2</b>	<b>7</b>	<b>-</b>	<b>6</b>	<b>-</b>	<b>-</b>	<b>29</b>
Temporary employees	-	-	-	-	-	-	-	-	-	-	-
<b>Grand total</b>	<b>3</b>	<b>6</b>	<b>-</b>	<b>5</b>	<b>2</b>	<b>7</b>	<b>-</b>	<b>6</b>	<b>-</b>	<b>-</b>	<b>29</b>

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 2020 TO 31 MARCH 2021**

DISCIPLINARY ACTIONS	MALE				FEMALE				FOREIGN NATIONALS		TOTAL
	A	C	I	W	A	C	I	W	Male	Female	
Suspension without pay coupled with a Final Written Warning	-	1	-	-	-	-	-	-	-	-	1
<b>Total</b>	<b>-</b>	<b>1</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>1</b>
Temporary employees	-	-	-	-	-	-	-	-	-	-	-
<b>Grand total</b>	<b>-</b>	<b>1</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>1</b>

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 2020 TO 31 MARCH 2021**

OCCUPATIONAL LEVELS	MALE				FEMALE				TOTAL
	A	C	I	W	A	C	I	W	
Top management (Levels 15-16)	-	-	-	-	-	-	-	-	-
Senior management (Levels 13-14)	-	2	1	1	-	2	-	3	9
Professionally qualified and experienced specialists and mid-management (Levels 9-12)	8	27	3	24	10	44	2	23	141
Skilled technical and academically qualified workers, junior management, supervisors, foremen, and superintendents (Levels 6-8)	7	6	-	2	8	35	2	5	65
Semi-skilled and discretionary decision making (Levels 3-5)	2	7	-	-	3	5	-	1	18
Unskilled and defined decision making (Levels 1-2)	-	-	-	-	-	2	-	-	2
<b>Total</b>	<b>17</b>	<b>42</b>	<b>4</b>	<b>27</b>	<b>21</b>	<b>88</b>	<b>4</b>	<b>32</b>	<b>235</b>
Temporary employees	-	-	-	-	-	-	-	-	-
<b>Grand total</b>	<b>17</b>	<b>42</b>	<b>4</b>	<b>27</b>	<b>21</b>	<b>88</b>	<b>4</b>	<b>32</b>	<b>235</b>

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 OCTOBER 2020**

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	4	4	100,0
Salary Level 13	18	18	18	100,0
<b>Total</b>	<b>24</b>	<b>23</b>	<b>23</b>	<b>100,0</b>

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.

The due date for SMS members to sign Performance Agreements for the 2020/21 performance cycle was extended to 31 October 2020, due to the COVID-19 pandemic, as per a DPSA circular issued in this regard.

**TABLE 3.6.2: REASONS FOR NOT HAVING CONCLUDED PERFORMANCE AGREEMENTS WITH ALL SMS MEMBERS ON 31 OCTOBER 2020**

REASONS FOR NOT CONCLUDING PERFORMANCE AGREEMENTS WITH ALL SMS
None

**TABLE 3.6.3: DISCIPLINARY STEPS TAKEN AGAINST SMS MEMBERS FOR NOT HAVING CONCLUDED PERFORMANCE AGREEMENTS ON 31 OCTOBER 2020**

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 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	4	80,0	1	20,0
Salary Level 13	18	18	100,0	-	-
<b>Total</b>	<b>24</b>	<b>23</b>	<b>95,8</b>	<b>100,0</b>	<b>4,2</b>

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. The number of active posts refers to posts that either are occupied (filled by a warm body) or vacant for which there is funding, and which is actively being recruited for.

**TABLE 3.7.2: SMS POSTS INFORMATION, AS AT 31 MARCH 2021**

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	4	80,0	1	20,0
Salary Level 13	18	17	94,4	1	5,6
<b>Total</b>	<b>24</b>	<b>22</b>	<b>91,7</b>	<b>2</b>	<b>8,3</b>

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. The number of active posts refers to posts that either are occupied (filled by a warm body) or vacant for which there is funding, and which is actively being recruited for.

**TABLE 3.7.3: ADVERTISING AND FILLING OF SMS POSTS, AS AT 31 MARCH 2021**

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	2	1	-
Salary Level 13	1	-	-
<b>Total</b>	<b>3</b>	<b>1</b>	<b>-</b>

**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
None

### 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 2020 TO 31 MARCH 2021**

SALARY BAND	EMPLOYEES AS AT 31 MARCH 2020	PROGRESSIONS TO ANOTHER NOTCH WITHIN A SALARY LEVEL	NOTCH PROGRESSIONS AS A % OF EMPLOYEES BY SALARY BAND
Lower skilled (Levels 1-2)	4	1	25,0
Skilled (Levels 3-5)	44	29	65,9
Highly skilled production (Levels 6-8)	105	62	59,0
Highly skilled supervision (Levels 9-12)	187	126	67,4
Senior management (Levels 13-16)	24	15	62,5
<b>Total</b>	<b>364</b>	<b>233</b>	<b>64,0</b>

**TABLE 3.8.2: NOTCH PROGRESSIONS BY CRITICAL OCCUPATION, 1 APRIL 2020 TO 31 MARCH 2021**

CRITICAL OCCUPATIONS	EMPLOYEES AS AT 31 MARCH 2020	PROGRESSIONS TO ANOTHER NOTCH WITHIN A SALARY LEVEL	NOTCH PROGRESSIONS AS A % OF EMPLOYEES BY SALARY BAND
Environmental Officer	129	83	64,3
GIS Technician	6	3	50,0
Town and Regional Planner	35	17	48,6
<b>Total</b>	<b>170</b>	<b>103</b>	<b>60,6</b>

To encourage good performance, the Department has granted the following performance rewards to employees for the performance period 2019/20 but paid in the financial year 2020/21. 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 2020 TO 31 MARCH 2021**

RACE AND GENDER	BENEFICIARY PROFILE			COST	
	Number of beneficiaries	Total number of employees in group as at 31 March 2020	% of total within group	Cost (R'000)	Average cost per beneficiary (R)
<b>African</b>	-	<b>54</b>	-	-	-
Male	-	24	-	-	-
Female	-	30	-	-	-
<b>Coloured</b>	-	<b>201</b>	-	-	-
Male	-	79	-	-	-
Female	-	122	-	-	-
<b>Indian</b>	-	<b>8</b>	-	-	-
Male	-	5	-	-	-
Female	-	3	-	-	-
<b>White</b>	<b>1</b>	<b>95</b>	<b>1,1</b>	<b>4</b>	<b>3 674</b>
Male	-	44	-	-	-
Female	1	51	2,0	4	3 674
<b>Employees with a disability</b>	-	<b>6</b>	-	-	-
<b>Total</b>	<b>1</b>	<b>364</b>	<b>0,3</b>	<b>4</b>	<b>3 674</b>

Note: Performance bonus payment processed in 2020/21 for the 2018/19 performance cycle, as a result of the employee being on maternity leave and receiving a pro-rata performance bonus.

**TABLE 3.8.4: PERFORMANCE REWARDS (CASH BONUS), BY SALARY BANDS FOR PERSONNEL BELOW SENIOR MANAGEMENT SERVICE LEVEL, 1 APRIL 2020 TO 31 MARCH 2021**

SALARY BANDS	BENEFICIARY PROFILE			COST		
	Number of beneficiaries	Total number of employees in group as at 31 March 2020	% 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)	-	4	-	-	-	-
Skilled (Levels 3-5)	-	44	-	-	-	-
Highly skilled production (Levels 6-8)	-	105	-	-	-	-
Highly skilled supervision (Levels 9-12)	1	187	0,5	4	3 674	0,002
<b>Total</b>	<b>1</b>	<b>340</b>	<b>0,3</b>	<b>4</b>	<b>3 674</b>	<b>0,002</b>

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. Performance bonus payment processed in 2020/21 for the 2018/19 performance cycle, as a result of the employee being on maternity leave and receiving a pro-rata performance bonus.

**TABLE 3.8.5: PERFORMANCE REWARDS (CASH BONUS), BY SALARY BAND, FOR SENIOR MANAGEMENT SERVICE LEVEL, 1 APRIL 2020 TO 31 MARCH 2021**

SALARY BANDS	BENEFICIARY PROFILE			COST		
	Number of beneficiaries	Total number of employees in group as at 31 March 2020	% 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)	-	18	-	-	-	-
Senior Management Service Band B (Level 14)	-	5	-	-	-	-
Senior Management Service Band C (Level 15)	-	1	-	-	-	-
<b>Total</b>	<b>-</b>	<b>24</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

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 2020 TO 31 MARCH 2021**

CRITICAL OCCUPATION	BENEFICIARY PROFILE			COST		
	Number of beneficiaries	Total number of employees in group as at 31 March 2020	% of total within salary bands	Cost (R'000)	Average cost per beneficiary (R)	Cost as a % of total personnel expenditure
Environmental Officer	1	129	0,8	4	3 674	0,002
GIS Technician	-	6	-	-	-	-
Town and Regional Planner	-	35	-	-	-	-
<b>Total</b>	<b>1</b>	<b>170</b>	<b>0,6</b>	<b>4</b>	<b>3 674</b>	<b>0,002</b>

Note: Performance bonus payment processed in 2020/21 for the 2018/19 performance cycle, as a result of the employee being on maternity leave and receiving a pro-rata performance bonus.

## 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 2020 TO 31 MARCH 2021**

SALARY BAND	1 APRIL 2020		31 MARCH 2021		CHANGE	
	Number	% of total	Number	% of total	Number	% change
Lower skilled (Levels 1-2)	-	-	-	-	-	-
Skilled (Levels 3-5)	-	-	-	-	-	-
Highly skilled production (Levels 6-8)	-	-	-	-	-	-
Highly skilled supervision (Levels 9-12)	3	75,0	3	75,0	-	--
Senior management (Levels 13-16)	1	25,0	1	25,0	-	-
<b>Total</b>	<b>4</b>	<b>100,0</b>	<b>4</b>	<b>100,0</b>	<b>-</b>	<b>-</b>

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 2020 TO 31 MARCH 2021**

MAJOR OCCUPATION	1 APRIL 2020		31 MARCH 2021		CHANGE	
	Number	% of total	Number	% of total	Number	% change
Director	1	25,0	1	25,0	-	-
Specialised Environmental Officer	2	50,0	2	50,0	-	-
Chief Town and Regional Planner	1	25,0	1	25,0	-	-
<b>Total</b>	<b>4</b>	<b>100,0</b>	<b>4</b>	<b>100,0</b>	<b>-</b>	<b>-</b>

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 2020 TO 31 DECEMBER 2020

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 2020 TO 31 DECEMBER 2020**

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	9	22,2	5	13	38,5	2	2
Lower skilled (Levels 1-2)	16	93,8	4	4	100,0	4	7
Skilled (Levels 3-5)	143	75,5	35	50	70,0	4	102
Highly skilled production (Levels 6-8)	554	89,9	74	108	68,5	7	638
Highly skilled supervision (Levels 9-12)	635	76,2	137	206	66,5	5	1 256
Senior management (Levels 13-16)	86	94,2	10	25	40,0	9	295
<b>Total</b>	<b>1 443</b>	<b>82,3</b>	<b>265</b>	<b>406</b>	<b>65,3</b>	<b>5</b>	<b>2 300</b>

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 2020 TO 31 DECEMBER 2020**

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	-	-	-	13	-	-	-
Lower skilled (Levels 1-2)	-	-	-	4	-	-	-
Skilled (Levels 3-5)	-	-	-	50	-	-	-
Highly skilled production (Levels 6-8)	427	100,0	5	108	4,6	85	480
Highly skilled supervision (Levels 9-12)	5	100,0	1	206	0,5	5	8
Senior management (Levels 13-16)	-	-	-	25	-	-	-
<b>Total</b>	<b>432</b>	<b>100,0</b>	<b>6</b>	<b>406</b>	<b>1,5</b>	<b>72</b>	<b>488</b>

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.

Table 3.10.3 summarises the utilisation of annual leave. The wage agreement concluded with trade unions in the Public Service Coordinating Bargaining Council in 2000 requires management of annual leave to prevent high levels of accrued leave having to be paid at the time of termination of service.

**TABLE 3.10.3: ANNUAL LEAVE, 1 JANUARY 2020 TO 31 DECEMBER 2020**

SALARY BAND	TOTAL DAYS TAKEN	TOTAL NUMBER EMPLOYEES USING ANNUAL LEAVE	AVERAGE NUMBER OF DAYS TAKEN PER EMPLOYEE
Interns	66	9	7
Lower skilled (Levels 1-2)	59	4	15
Skilled (Levels 3-5)	791	46	17
Highly skilled production (Levels 6-8)	1 725	104	17
Highly skilled supervision (Levels 9-12)	3 716	200	19
Senior management (Levels 13-16)	488	25	20
<b>Total</b>	<b>6 845</b>	<b>388</b>	<b>18</b>

**TABLE 3.10.4: CAPPED LEAVE, 1 JANUARY 2020 TO 31 DECEMBER 2020**

SALARY BAND	TOTAL CAPPED LEAVE AVAILABLE AS AT 31 DEC 2019	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 2020	TOTAL CAPPED LEAVE AVAILABLE AS AT 31 DEC 2020
Lower skilled (Levels 1-2)	-	-	-	-	-	-
Skilled (Levels 3-5)	33	-	-	-	4	33
Highly skilled production (Levels 6-8)	139	-	-	-	6	139
Highly skilled supervision (Levels 9-12)	607	152	3	51	19	402
Senior management (Levels 13-16)	360	170	1	170	7	190
<b>Total</b>	<b>1 139</b>	<b>322</b>	<b>4</b>	<b>81</b>	<b>36</b>	<b>763</b>

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 2020 TO 31 MARCH 2021**

REASON	TOTAL AMOUNT (R'000)	NUMBER OF EMPLOYEES	AVERAGE PAYMENT PER EMPLOYEE
Leave pay-outs during 2020/21 due to non-utilisation of leave for the previous cycle	-	-	-
Capped leave pay-outs on termination of service	400	2	200 169
Current leave pay-outs on termination of service	368	23	16 004
<b>Total</b>	<b>768</b>	<b>25</b>	<b>30 737</b>

### 3.11 HEALTH PROMOTION PROGRAMMES, INCLUDING HIV AND AIDS

**TABLE 3.11.1: STEPS TAKEN TO REDUCE THE RISK OF OCCUPATIONAL EXPOSURE, 1 APRIL 2020 TO 31 MARCH 2021**

UNITS/CATEGORIES OF EMPLOYEES IDENTIFIED TO BE AT HIGH RISK OF CONTRACTING HIV AND 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 and AIDS. Despite the very low occupational risk, all employees have been targeted at all levels within the Department.	<p>Due to the COVID-19 pandemic and lockdown conditions the HCT and wellness services were suspended.</p> <p>Employee Health and Wellness Services are rendered to all employees in need and include the following:</p> <ul style="list-style-type: none"> <li>• 24/7/365 Telephone counselling;</li> <li>• Face to face counselling (4 session model);</li> <li>• Trauma and critical incident counselling;</li> <li>• Advocacy on HIV and AIDS awareness, including online services.</li> <li>• Training, coaching and targeted Interventions as required.</li> </ul>

**TABLE 3.11.2: DETAILS OF HEALTH PROMOTION INCLUDING HIV AND AIDS PROGRAMMES, 1 APRIL 2020 TO 31 MARCH 2021**

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 Letitia Isaacs, 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: R4.293 million.</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 Metropolitan Health (external service provider) to render an Employee Health and Wellness Service to the eleven (11) departments of the Corporate Services Centre (CSC).</p> <p>The following interventions were conducted: Re-integrating back to work post lockdown, Positive thinking, Work life integration, Diversity awareness, Disability awareness, Financial wellness.</p> <p>These interventions are based on the outbreak of the COVID-19 pandemic as well as trends reflected in the quarterly reports and implemented to address employee or departmental 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, workshops, 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 on how to access the Employee Health and Wellness (EHW) Programme was distributed online.</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 represented 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 Public Service Coordinating Bargaining Council 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 and AIDS and TB Management that responds to the prevention of discrimination against employees affected and infected by HIV and AIDS and TB in the workplace.</p> <p>Further to this, the Department of Health, that is the lead department for HIV and AIDS, has approved the Transversal HIV and AIDS/STI Workplace Policy and Programme that is applicable to all departments of the Western Cape Government. The document is in line with the four pillars of the National EHW Strategic Framework 2018 as amended.</p> <p>During the reporting period, the transversal EHW policies including the HIV, AIDS and TB Management Policy have been reviewed 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 and 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"> <li>• Reduce HIV and TB discrimination in the workplace. This included campaigns against unfair discrimination and empowerment of employees.</li> <li>• 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.</li> </ul> <p>Due to the COVID-19 pandemic, the Department could not implement the planned measures to address the stigma and discrimination against those infected or perceived to be infective with HIV, which include the following:</p> <ul style="list-style-type: none"> <li>• Wellness Screenings (Blood pressure, Glucose, Cholesterol, TB, BMI);</li> <li>• HCT Screenings;</li> <li>• TB Talks and Screenings;</li> <li>• Distributing posters and pamphlets;</li> <li>• Condom distribution and spot talks; and</li> <li>• Commemoration of World AIDS Day and Wellness events.</li> </ul>
7. Does the department encourage its employees to undergo HIV counselling and testing (HCT)? If so, list the results that you have achieved.	✓		HCT Sessions: There were no Wellness and HCT screening sessions in this reporting period due to COVID-19 restrictions.
8. Has the department developed measures/indicators to monitor and evaluate the impact of its health promotion programme? If so, list these measures/indicators.	✓		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.

## 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 2020 TO 31 MARCH 2021**

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 2020 TO 31 MARCH 2021**

OUTCOMES OF DISCIPLINARY HEARINGS	NUMBER OF CASES FINALISED	% OF TOTAL
Suspension without pay coupled with a Final Written Warning	1	100,0
<b>Total</b>	<b>1</b>	<b>100,0</b>
Percentage of total employment		0,3

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

**TABLE 3.12.3: TYPES OF MISCONDUCT ADDRESSED AT DISCIPLINARY HEARINGS, 1 APRIL 2020 TO 31 MARCH 2021**

TYPE OF MISCONDUCT	NUMBER	% OF TOTAL
Fails to comply or contravenes an act	1	100,0
<b>Total</b>	<b>1</b>	<b>100,0</b>

**TABLE 3.12.4: GRIEVANCES LODGED, 1 APRIL 2020 TO 31 MARCH 2021**

GRIEVANCES LODGED	NUMBER	% OF TOTAL
Number of grievances resolved	1	33,3
Number of grievances not resolved	2	66,7
<b>Total number of grievances lodged</b>	<b>3</b>	<b>100,0</b>

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 2020 TO 31 MARCH 2021**

DISPUTES LODGED WITH COUNCILS	NUMBER	% OF TOTAL
Number of disputes upheld	-	-
Number of disputes dismissed	2	100,0
<b>Total number of disputes lodged</b>	<b>2</b>	<b>100,0</b>

Note: Councils refer to the Public Service Coordinating Bargaining Council and General Public Service Sector Bargaining Council. 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 2020 TO 31 MARCH 2021**

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 2020 TO 31 MARCH 2021**

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 2020 TO 31 MARCH 2021**

OCCUPATIONAL CATEGORIES	GENDER	NUMBER OF EMPLOYEES AS AT 1 APRIL 2020	TRAINING NEEDS IDENTIFIED AT START OF REPORTING PERIOD			
			Learnerships	Skills Programmes and other short courses	Other forms of training	Total
Legislators, senior officials and managers (Salary Band 13-16)	Female	8	-	25	-	25
	Male	16	-	39	-	39
Professionals (Salary Band 9-12)	Female	98	-	165	-	165
	Male	91	-	176	-	176
Technicians and associate professionals (Salary Band 6-8)	Female	73	-	109	-	109
	Male	20	-	43	-	43
Clerks (Salary Band 3-5)	Female	21	-	18	-	18
	Male	23	-	23	-	23
Elementary occupations (Salary Band 1-2)	Female	3	-	1	-	1
	Male	1	-	-	-	-
<b>Sub Total</b>	<b>Female</b>	<b>203</b>	<b>-</b>	<b>318</b>	<b>-</b>	<b>318</b>
	<b>Male</b>	<b>151</b>	<b>-</b>	<b>281</b>	<b>-</b>	<b>281</b>
<b>Total</b>		<b>354</b>	<b>-</b>	<b>599</b>	<b>-</b>	<b>599</b>
Employees with disabilities	Female	2	-	3	-	3
	Male	4	-	5	-	5

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 2020 TO 31 MARCH 2021**

OCCUPATIONAL CATEGORIES	GENDER	NUMBER OF EMPLOYEES AS AT 31 MARCH 2021	TRAINING PROVIDED DURING THE REPORTING PERIOD			
			Learnerships	Skills Programmes and other short courses	Other forms of training	Total
Legislators, senior officials and managers (Salary Band 13-16)	Female	7	-	8	-	8
	Male	15	-	17	-	17
Professionals (Salary Band 9-12)	Female	104	-	217	-	217
	Male	93	-	164	-	164
Technicians and associate professionals (Salary Band 6-8)	Female	82	-	125	-	125
	Male	24	-	37	-	37
Clerks (Salary Band 3-5)	Female	23	-	14	-	14
	Male	19	-	10	-	10
Elementary occupations (Salary Band 1-2)	Female	3	-	5	-	5
	Male	1	-	-	-	-
<b>Sub Total</b>	<b>Female</b>	<b>219</b>	<b>-</b>	<b>369</b>	<b>-</b>	<b>369</b>
	<b>Male</b>	<b>152</b>	<b>-</b>	<b>228</b>	<b>-</b>	<b>228</b>
<b>Total</b>		<b>371</b>	<b>-</b>	<b>597</b>	<b>-</b>	<b>597</b>
Employees with disabilities	Female	2	-	3	-	3
	Male	4	-	4	-	4

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 2020 TO 31 MARCH 2021**

NATURE OF INJURY ON DUTY	NUMBER	% OF TOTAL
Required basic medical attention only	-	-
Temporary disablement	-	-
Permanent disablement	-	-
Fatal	-	-
<b>Total</b>	<b>-</b>	<b>-</b>
Percentage of total employment		-

### 3.15 UTILISATION OF CONSULTANTS

**TABLE 3.15.1: CONSULTANT APPOINTMENTS USING APPROPRIATED FUNDS**

PROGRAMME	CONSULTING FIRM	PROJECT TITLE	NATURE OF THE PROJECT	TOTAL NUMBER OF CONSULTANTS THAT WORKED ON THE PROJECT	DURATION: WORK MONTHS/DAYS/HOURS	TOTAL CONTRACT VALUE IN RAND	TOTAL NUMBER OF PROJECTS	TOTAL INDIVIDUAL CONSULTANTS	B-BBEE LEVEL
Programme 2	Casidra SOC Ltd	Pilot study to investigate implementation of the Sandveld Environmental Management Framework and draft Standards	Advisory Consulting Services	1	411 hrs	R 559 085	1	4	Level 5
Programme 2	ICLEI-Local Government for Sustainability-Africa NPC	Development of a 'Smart-Procurement' Sustainable Public Procurement Programme	Advisory Consulting Services	2	237 Days	R 1 074 797	1	2	Non-Compliant Contributor
Programme 4	Brasika Consulting	Green Economy: Waste Entrepreneurs Support: The development and implementation of a procurement strategy for waste services in municipalities	Advisory Consulting Services	3	94 hrs	R 495 247	1	3	Level 4
Programme 4	Argos Scientific Africa (Pty) Ltd	Data Communications and Data Transfer of 12 Monitoring Stations	Advisory Consulting Services	4	144 Days	R 328 492	1	4	Level 4
Programme 4	Intaba Environmental Services	Implementation of the Berg and Breede Riparian Rehabilitation Programme	Advisory Consulting Services	2	1404 hrs	R 5 258 465	1	3	Level 4
Programme 4 Zutari (Pty) Ltd		Benchmarking and implementation strategy and development to transition to a water sensitive city for the City of Cape Town	Advisory Consulting Services	1	384 hrs	R 4 546 928	1	8	Level 1
Programme 4	Zisamanzi Consulting Engineers	Upgrade informal settlements through innovation interventions: Villiersdorp bioremediation	Advisory Consulting Services	1	475 hrs	R 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	Advisory Consulting Services	2	115 Days	R 1 504 610	1	9	Level 2
Programme 5	Errol Cerff	Breede River Estuary Management Plan implementation	Advisory Consulting Services	4	610 hrs	R 429 800	1	5	Level 4
Programme 5	Cirrus Advisory Services CC	Development of an Emissions Profile and identification of mitigation measures for the Agriculture Forestry and Other Land Sector in the Western Cape	Advisory Consulting Services	3	5 Months	R 760 323	1	3	Level 4
Programme 5	Toma-Tomorrow Matters Now	Develop a business model for Biochar, Activated Carbon and Wood Vinegar arising from Alien Invasive Plants cleared in the Karatara area	Advisory Consulting Services	6	20 hrs	R 420 670	1	9	Level 1
Programme 5	Underwater Surveys Pty Ltd	Conduct an underwater bathymetric survey for the Klein Brak and Great Brak Estuaries	Advisory Consulting Services	2	40 days	R 341 550	1	2	Level 6

CONTINUE

PROGRAMME	CONSULTING FIRM	PROJECT TITLE	NATURE OF THE PROJECT	TOTAL NUMBER OF CONSULTANTS THAT WORKED ON THE PROJECT	DURATION: WORK MONTHS/DAYS/HOURS	TOTAL CONTRACT VALUE IN RAND	TOTAL NUMBER OF PROJECTS	TOTAL INDIVIDUAL CONSULTANTS	B-BBEE LEVEL
Programme 5	Council for Scientific and Industrial Research	Development of an Ecological Infrastructure Investment Framework and an Alien Invasive Species Strategy for the Western Cape Province	Advisory Consulting Services	1	9 Months	R 1 994 478	1	7	Level 2
Programme 5	Errol Cerff	Implementation of the Western Cape Provincial Coastal Access Strategy and Plan: West Coast and Garden Route District Municipalities	Advisory Consulting Services	4	264 Days	R 497 450	1	4	Level 4
Programme 5	Council for Scientific and Industrial Research	Development of the Greater Saldanha Bay Strategic Environment Assessment, monitoring and decision support system	Advisory Consulting Services	1	185 Days	R 998 844	1	16	Level 2
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 floodline assessment	Advisory Consulting Services	2	16 Days	R 497 973	1	9	Level 1
Programme 5	FutureWorks	Provincial Biodiversity Economy Strategy: Keurbooms/Karatara catchments payment for ecosystem services - Capacity and awareness	Advisory Consulting Services	1	30 Days	R 498 824	1	3	Level 2
Programme 7	Nexia SAB and T Chartered Accountants Inc.	Auditing of a Disposition Fund including relevant bank accounts opened to receive these funds	Compliance Audit	3	96 hrs	R 80 213	1	3	Level 1
Programme 1	Department of Cultural Affairs and Sport	Translation of documentation	Translation service	N/A	N/A	R 41 797	N/A	N/A	N/A
Programme 1	Department of the Premier	Interdepartmental Claim: Competency Assessment	Human resource	N/A	N/A	R 48 308	N/A	N/A	N/A
Programme 1	Department of the Premier	Organisation Design investigation for Biodiversity and Coastal Management functions	Establishment design	N/A	N/A	R 704 829	6	N/A	N/A





## **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 136 to 223, which comprise the appropriation statement, statement of financial position as at 31 March 2021, the statement of financial performance, statement of changes in net assets and cash flow statement for the year then ended, as well as 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 2021 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 1 of 1999 (PFMA) and the Division of Revenue Act 4 of 2020 (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 my report.
4. I am independent of the department in accordance with the International Ethics Standards Board for Accountants' *International code of ethics for professional accountants (including International Independence Standards)* (IESBA code) as well as other 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 code.
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.

#### Irregular expenditure

7. As disclosed in note 23 to the financial statements, the department recorded irregular expenditure amounting to R184 000 in the current year, of which R100 000 relates to the prior



year but was identified in the current year. All irregular expenditure recorded relates to awards that were made to suppliers with non-compliant tax status. Irregular expenditure to the amount of R9 998 000 incurred in prior years has been condoned by the Provincial Treasury (PT).

#### **Covid-19 response expenditure**

8. We draw attention to note 36 in the financial statements, which deals with covid-19 response expenditure.

#### **Other matter**

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

#### **Unaudited supplementary schedules**

10. The supplementary information set out on pages 224 to 234 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 on them.

#### **Responsibilities of the accounting officer for the financial statements**

11. 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.
12. 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**

13. 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.
14. 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

15. In accordance with the Public Audit Act 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.
16. My procedures address the usefulness and reliability of the reported performance information, which must be based on the department's approved performance planning documents. 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 do not extend to any disclosures or assertions relating to the extent of achievements in the current year or 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.
17. 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 department's annual performance report for the year ended 31 March 2021:

Programme	Pages in the annual performance report
Programme 5 – biodiversity management	69 - 71

18. 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.
19. I did not identify any material findings on the usefulness and reliability of the reported performance information for this programme:
- Programme 5 – biodiversity management.

## Other matter

20. I draw attention to the matter below.

## Achievement of planned targets

21. Refer to the annual performance report on pages 69 to 70 for information on the achievement of planned targets for the year.

## Report on the audit of compliance with legislation

### Introduction and scope

22. 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.
23. I did not identify 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

24. 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 have been specifically reported in this auditor's report.
25. 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 on it.
26. 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.
27. 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.
28. I have nothing to report in this regard.

#### Internal control deficiencies

29. 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

31 July 2021



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 provide the accounting officer with a statement that I have complied with relevant ethical requirements regarding independence, and communicate with them all relationships and other matters that may reasonably be thought to bear 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 2021**

**APPROPRIATION PER PROGRAMME**

PROGRAMME	2020/21							2019/20	
	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	68,573	-	-	68,573	66,783	1,790	97.4	78,796	78,796
2. Environmental Policy, Planning and Coordination	18,407	-	-	18,407	18,080	327	98.2	18,890	17,971
3. Compliance and Enforcement	25,334	-	4	25,338	24,922	416	98.4	27,710	27,456
4. Environmental Quality Management	91,921	-	(4)	91,917	90,448	1,469	98.4	88,298	84,399
5. Biodiversity Management	309,778	-	-	309,778	309,314	464	99.9	329,642	326,744
6. Environmental Empowerment Services	655	-	-	655	616	39	94.0	1,883	1,306
7. Development Planning	73,864	-	-	73,864	73,588	276	99.6	89,540	88,197
<b>Total</b>	<b>588,532</b>	<b>-</b>	<b>-</b>	<b>588,532</b>	<b>583,751</b>	<b>4,781</b>	<b>99.2</b>	<b>634,759</b>	<b>624,869</b>
<b>Add:</b>									
Departmental receipts				532				1,024	
Actual amounts per Statement of Financial Performance (Total revenue)				589,064				635,783	
Actual amounts per Statement of Financial Performance (Total expenditure)					583,751				624,869



**WCG: ENVIRONMENTAL AFFAIRS AND DEVELOPMENT PLANNING  
VOTE 9**

**APPROPRIATION STATEMENT  
for the year ended 31 March 2021**

**APPROPRIATION PER ECONOMIC CLASSIFICATION**

ECONOMIC CLASSIFICATION	2020/21							2019/20	
	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
<b>Current payments</b>	<b>258,527</b>	<b>(4,263)</b>	<b>-</b>	<b>254,264</b>	<b>250,633</b>	<b>3,631</b>	<b>98.6</b>	<b>274,877</b>	<b>265,332</b>
<b>Compensation of employees</b>	<b>225,908</b>	<b>(71)</b>	<b>-</b>	<b>225,837</b>	<b>224,739</b>	<b>1,098</b>	<b>99.5</b>	<b>229,317</b>	<b>225,381</b>
Salaries and wages	197,409	(88)	3	197,324	196,234	1,090	99.4	201,689	197,970
Social contributions	28,499	17	(3)	28,513	28,505	8	100.0	27,628	27,411
<b>Goods and services</b>	<b>32,619</b>	<b>(4,192)</b>	<b>-</b>	<b>28,427</b>	<b>25,894</b>	<b>2,533</b>	<b>91.1</b>	<b>45,560</b>	<b>39,951</b>
Administrative fees	75	(36)	-	39	39	-	100.0	269	269
Advertising	313	103	-	416	341	75	82.0	4,340	4,340
Minor assets	836	8	-	844	721	123	85.4	110	110
Audit costs: External	3,800	(22)	-	3,778	3,392	386	89.8	3,327	3,327
Bursaries: Employees	208	(42)	-	166	166	-	100.0	347	347
Catering: Departmental activities	60	(50)	-	10	5	5	50.0	552	547
Communication (G&S)	1,321	61	-	1,382	1,351	31	97.8	1,090	1,090
Computer services	2,618	585	-	3,203	3,203	-	100.0	2,735	2,735
Consultants: Business and advisory services	9,315	(265)	-	9,050	8,038	1,012	88.8	14,532	9,232
Laboratory services	830	(31)	-	799	799	-	100.0	1,128	1,128
Legal services	1,852	-	-	1,852	1,636	216	88.3	3,427	3,427
Contractors	6,829	(4,124)	-	2,705	2,306	399	85.2	1,903	1,776
Entertainment	7	(7)	-	-	-	-	-	16	15
Fleet services (including Government Motor Transport)	776	(48)	-	728	702	26	96.4	1,354	1,351
Consumable supplies	302	183	-	485	485	-	100.0	309	308
Consumable: Stationery, printing and office supplies	484	(77)	-	407	351	56	86.2	731	718
Operating leases	915	(192)	-	723	693	30	95.9	1,016	1,016
Transport provided: Departmental activity	-	-	-	-	-	-	-	60	60
Travel and subsistence	1,419	(581)	-	838	664	174	79.2	5,156	5,088
Training and development	93	75	-	168	168	-	100.0	1,787	1,749
Operating payments	553	268	-	821	821	-	100.0	1,021	970

CONTINUE

**WCG: ENVIRONMENTAL AFFAIRS AND DEVELOPMENT PLANNING**  
**VOTE 9**  
**APPROPRIATION STATEMENT**  
**for the year ended 31 March 2021**

ECONOMIC CLASSIFICATION	2020/21							2019/20	
	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
Venues and facilities	6	(6)	-	-	-	-	-	336	334
Rental and hiring	7	6	-	13	13	-	100.0	14	14
<b>Transfers and subsidies</b>	<b>322,184</b>	<b>79</b>	<b>-</b>	<b>322,263</b>	<b>322,263</b>	<b>-</b>	<b>100.0</b>	<b>352,169</b>	<b>352,169</b>
Provinces and municipalities	23,400	-	-	23,400	23,400	-	100.0	33,800	33,800
Municipalities	23,400	-	-	23,400	23,400	-	100.0	33,800	33,800
Municipal bank accounts	23,400	-	-	23,400	23,400	-	100.0	33,800	33,800
Departmental agencies and accounts	297,097	1	-	297,098	297,098	-	100.0	314,484	314,484
Departmental agencies	297,097	1	-	297,098	297,098	-	100.0	314,484	314,484
Non-profit institutions	1,000	-	-	1,000	1,000	-	100.0	1,000	1,000
Households	687	78	-	765	765	-	100.0	2,885	2,885
Social benefits	687	78	-	765	765	-	100.0	2,885	2,885
<b>Payments for capital assets</b>	<b>7,820</b>	<b>4,175</b>	<b>-</b>	<b>11,995</b>	<b>10,845</b>	<b>1,150</b>	<b>90.4</b>	<b>7,709</b>	<b>7,364</b>
Machinery and equipment	7,429	4,175	-	11,604	10,454	1,150	90.1	7,693	7,348
Transport equipment	3,305	21	-	3,326	3,312	14	99.6	3,118	3,118
Other machinery and equipment	4,124	4,154	-	8,278	7,142	1,136	86.3	4,575	4,230
Software and Intangible assets	391	-	-	391	391	-	100.0	16	16
<b>Payments for financial assets</b>	<b>1</b>	<b>9</b>	<b>-</b>	<b>10</b>	<b>10</b>	<b>-</b>	<b>100.0</b>	<b>4</b>	<b>4</b>
<b>Total</b>	<b>588,532</b>	<b>-</b>	<b>-</b>	<b>588,532</b>	<b>583,751</b>	<b>4,781</b>	<b>99.2</b>	<b>634,759</b>	<b>624,869</b>

**WCG: ENVIRONMENTAL AFFAIRS AND DEVELOPMENT PLANNING**  
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**APPROPRIATION STATEMENT**  
**for the year ended 31 March 2021**

**PROGRAMME 1: ADMINISTRATION**

ECONOMIC CLASSIFICATION	2020/21							2019/20	
	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	8,133	(1)	-	8,132	7,977	155	98.1	8,322	8,322
2. Senior Management	21,418	(173)	-	21,245	20,843	402	98.1	25,323	25,323
3. Corporate Services	21,437	174	-	21,611	21,471	140	99.4	26,942	26,942
4. Financial Management	17,585	-	-	17,585	16,492	1,093	93.8	18,209	18,209
<b>Total for Sub Programmes</b>	<b>68,573</b>	<b>-</b>	<b>-</b>	<b>68,573</b>	<b>66,783</b>	<b>1,790</b>	<b>97.4</b>	<b>78,796</b>	<b>78,796</b>

**WCG: ENVIRONMENTAL AFFAIRS AND DEVELOPMENT PLANNING**  
**VOTE 9**  
**APPROPRIATION STATEMENT**  
**for the year ended 31 March 2021**

ECONOMIC CLASSIFICATION	2020/21							2019/20	
	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
<b>Current payments</b>	<b>63,994</b>	<b>(21)</b>	<b>-</b>	<b>63,973</b>	<b>62,498</b>	<b>1,475</b>	<b>97.7</b>	<b>71,997</b>	<b>71,997</b>
<b>Compensation of employees</b>	<b>55,174</b>	<b>(5)</b>	<b>-</b>	<b>55,169</b>	<b>54,329</b>	<b>840</b>	<b>98.5</b>	<b>58,219</b>	<b>58,219</b>
Salaries and wages	48,239	(79)	-	48,160	47,321	839	98.3	51,132	51,132
Social contributions	6,935	74	-	7,009	7,008	1	100.0	7,087	7,087
<b>Goods and services</b>	<b>8,820</b>	<b>(16)</b>	<b>-</b>	<b>8,804</b>	<b>8,169</b>	<b>635</b>	<b>92.8</b>	<b>13,778</b>	<b>13,778</b>
Administrative fees	12	(5)	-	7	7	-	100.0	36	36
Advertising	238	103	-	341	341	-	100.0	4,333	4,333
Minor assets	817	(693)	-	124	1	123	0.8	16	16
Audit costs: External	3,800	(22)	-	3,778	3,392	386	89.8	3,327	3,327
Bursaries: Employees	208	(42)	-	166	166	-	100.0	346	346
Catering: Departmental activities	15	(10)	-	5	5	-	100.0	162	162
Communication (G&S)	404	59	-	463	450	13	97.2	272	272
Computer services	1,608	502	-	2,110	2,110	-	100.0	2,202	2,202
Consultants: Business and advisory services	42	18	-	60	60	-	100.0	88	88
Contractors	54	93	-	147	134	13	91.2	77	77
Entertainment	7	(7)	-	-	-	-	-	10	10
Fleet services (including Government Motor Transport)	391	(27)	-	364	338	26	92.9	491	491
Consumable supplies	185	114	-	299	299	-	100.0	195	195
Consumable: Stationery, printing and office supplies	253	(5)	-	248	220	28	88.7	273	273
Operating leases	502	(80)	-	422	422	-	100.0	566	566
Travel and subsistence	148	(39)	-	109	63	46	57.8	630	630
Training and development	8	8	-	16	16	-	100.0	316	316
Operating payments	128	17	-	145	145	-	100.0	357	357
Venues and facilities	-	-	-	-	-	-	-	80	80
Rental and hiring	-	-	-	-	-	-	-	1	1

CONTINUE

**WCG: ENVIRONMENTAL AFFAIRS AND DEVELOPMENT PLANNING  
VOTE 9**

**APPROPRIATION STATEMENT  
for the year ended 31 March 2021**

ECONOMIC CLASSIFICATION	2020/21							2019/20	
	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
<b>Transfers and subsidies</b>	<b>598</b>	<b>6</b>	-	<b>604</b>	<b>604</b>	-	<b>100.0</b>	<b>1,757</b>	<b>1,757</b>
Departmental agencies and accounts	7	1	-	8	8	-	100.0	7	7
Departmental agencies	7	1	-	8	8	-	100.0	7	7
Households	591	5	-	596	596	-	100.0	1,750	1,750
Social benefits	591	5	-	596	596	-	100.0	1,750	1,750
<b>Payments for capital assets</b>	<b>3,981</b>	<b>13</b>	-	<b>3,994</b>	<b>3,679</b>	<b>315</b>	<b>92.1</b>	<b>5,041</b>	<b>5,041</b>
Machinery and equipment	3,981	13	-	3,994	3,679	315	92.1	5,025	5,025
Transport equipment	3,305	(33)	-	3,272	3,258	14	99.6	3,107	3,107
Other machinery and equipment	676	46	-	722	421	301	58.3	1,918	1,918
Software and other intangible assets	-	-	-	-	-	-	-	16	16
<b>Payments for financial assets</b>	-	2	-	2	2	-	100.0	1	1
<b>Total</b>	<b>68,573</b>	-	-	<b>68,573</b>	<b>66,783</b>	<b>1,790</b>	<b>97.4</b>	<b>78,796</b>	<b>78,796</b>

**WCG: ENVIRONMENTAL AFFAIRS AND DEVELOPMENT PLANNING  
VOTE 9**

**APPROPRIATION STATEMENT  
for the year ended 31 March 2021**

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

ECONOMIC CLASSIFICATION	2020/21							2019/20	
	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
<b>Current payments</b>	<b>7,600</b>	<b>(13)</b>	<b>-</b>	<b>7,587</b>	<b>7,432</b>	<b>155</b>	<b>98.0</b>	<b>7,779</b>	<b>7,779</b>
Compensation of employees	7,127	-	-	7,127	7,098	29	99.6	7,218	7,218
Goods and services	473	(13)	-	460	334	126	72.6	561	561
<b>Transfers and subsidies</b>	<b>1</b>	<b>(1)</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>1</b>	<b>1</b>
Departmental agencies and accounts	1	(1)	-	-	-	-	-	1	1
<b>Payments for capital assets</b>	<b>532</b>	<b>13</b>	<b>-</b>	<b>545</b>	<b>545</b>	<b>-</b>	<b>100.0</b>	<b>541</b>	<b>541</b>
Machinery and equipment	532	13	-	545	545	-	100.0	541	541
<b>Payments for financial assets</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>1</b>	<b>1</b>
<b>Total</b>	<b>8,133</b>	<b>(1)</b>	<b>-</b>	<b>8,132</b>	<b>7,977</b>	<b>155</b>	<b>98.1</b>	<b>8,322</b>	<b>8,322</b>



**WCG: ENVIRONMENTAL AFFAIRS AND DEVELOPMENT PLANNING**  
**VOTE 9**  
**APPROPRIATION STATEMENT**  
**for the year ended 31 March 2021**

**SUB PROGRAMME 1.2: SENIOR MANAGEMENT**

ECONOMIC CLASSIFICATION	2020/21							2019/20	
	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
<b>Current payments</b>	<b>21,083</b>	<b>(180)</b>	<b>-</b>	<b>20,903</b>	<b>20,605</b>	<b>298</b>	<b>98.6</b>	<b>24,007</b>	<b>24,007</b>
Compensation of employees	18,464	(5)	-	18,459	18,284	175	99.1	20,748	20,748
Goods and services	2,619	(175)	-	2,444	2,321	123	95.0	3,259	3,259
<b>Transfers and subsidies</b>	<b>111</b>	<b>7</b>	<b>-</b>	<b>118</b>	<b>118</b>	<b>-</b>	<b>100.0</b>	<b>740</b>	<b>740</b>
Departmental agencies and accounts	3	2	-	5	5	-	100.0	4	4
Households	108	5	-	113	113	-	100.0	736	736
<b>Payments for capital assets</b>	<b>224</b>	<b>-</b>	<b>-</b>	<b>224</b>	<b>120</b>	<b>104</b>	<b>53.6</b>	<b>576</b>	<b>576</b>
Machinery and equipment	224	-	-	224	120	104	53.6	576	576
<b>Total</b>	<b>21,418</b>	<b>(173)</b>	<b>-</b>	<b>21,245</b>	<b>20,843</b>	<b>402</b>	<b>98.1</b>	<b>25,323</b>	<b>25,323</b>

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**SUB PROGRAMME 1.3: CORPORATE SERVICES**

ECONOMIC CLASSIFICATION	2020/21							2019/20	
	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
<b>Current payments</b>	<b>18,513</b>	<b>173</b>	<b>-</b>	<b>18,686</b>	<b>18,560</b>	<b>126</b>	<b>99.3</b>	<b>23,206</b>	<b>23,206</b>
Compensation of employees	17,245	-	-	17,245	17,119	126	99.3	17,276	17,276
Goods and services	1,268	173	-	1,441	1,441	-	100.0	5,930	5,930
<b>Transfers and subsidies</b>	<b>40</b>	<b>(1)</b>	<b>-</b>	<b>39</b>	<b>39</b>	<b>-</b>	<b>100.0</b>	<b>35</b>	<b>35</b>
Departmental agencies and accounts	3	(1)	-	2	2	-	100.0	2	2
Households	37	-	-	37	37	-	100.0	33	33
<b>Payments for capital assets</b>	<b>2,884</b>	<b>-</b>	<b>-</b>	<b>2,884</b>	<b>2,870</b>	<b>14</b>	<b>99.5</b>	<b>3,701</b>	<b>3,701</b>
Machinery and equipment	2,884	-	-	2,884	2,870	14	99.5	3,685	3,685
Software and other intangible assets	-	-	-	-	-	-	-	16	16
<b>Payments for financial assets</b>	<b>-</b>	<b>2</b>	<b>-</b>	<b>2</b>	<b>2</b>	<b>-</b>	<b>100.0</b>	<b>-</b>	<b>-</b>
<b>Total</b>	<b>21,437</b>	<b>174</b>	<b>-</b>	<b>21,611</b>	<b>21,471</b>	<b>140</b>	<b>99.4</b>	<b>26,942</b>	<b>26,942</b>

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**SUB PROGRAMME 1.4: FINANCIAL MANAGEMENT**

ECONOMIC CLASSIFICATION	2020/21							2019/20	
	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
<b>Current payments</b>	<b>16,798</b>	<b>(1)</b>	<b>-</b>	<b>16,797</b>	<b>15,901</b>	<b>896</b>	<b>94.7</b>	<b>17,005</b>	<b>17,005</b>
Compensation of employees	12,338	-	-	12,338	11,828	510	95.9	12,977	12,977
Goods and services	4,460	(1)	-	4,459	4,073	386	91.3	4,028	4,028
<b>Transfers and subsidies</b>	<b>446</b>	<b>1</b>	<b>-</b>	<b>447</b>	<b>447</b>	<b>-</b>	<b>100.0</b>	<b>981</b>	<b>981</b>
Departmental agencies and accounts	-	1	-	1	1	-	100.0	-	-
Households	446	-	-	446	446	-	100.0	981	981
<b>Payments for capital assets</b>	<b>341</b>	<b>-</b>	<b>-</b>	<b>341</b>	<b>144</b>	<b>197</b>	<b>42.2</b>	<b>223</b>	<b>223</b>
Machinery and equipment	341	-	-	341	144	197	42.2	223	223
<b>Total</b>	<b>17,585</b>	<b>-</b>	<b>-</b>	<b>17,585</b>	<b>16,492</b>	<b>1,093</b>	<b>93.8</b>	<b>18,209</b>	<b>18,209</b>

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**PROGRAMME 2: ENVIRONMENTAL POLICY, PLANNING AND COORDINATION**

ECONOMIC CLASSIFICATION	2020/21							2019/20	
	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	4,480	(172)	-	4,308	4,205	103	97.6	4,450	4,425
2. Legislative Development	1	-	-	1	-	1	-	50	-
3. Research and Development Support	5,200	-	-	5,200	5,174	26	99.5	5,224	5,210
4. Environmental Information Management	3,623	23	-	3,646	3,458	188	94.8	4,897	4,596
5. Climate Change Management	5,103	149	-	5,252	5,243	9	99.8	4,269	3,740
<b>Total for Sub Programmes</b>	<b>18,407</b>	<b>-</b>	<b>-</b>	<b>18,407</b>	<b>18,080</b>	<b>327</b>	<b>98.2</b>	<b>18,890</b>	<b>17,971</b>

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ECONOMIC CLASSIFICATION	2020/21							2019/20	
	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
<b>Current payments</b>	17,859	(2)	-	17,857	17,768	89	99.5	17,550	16,932
<b>Compensation of employees</b>	16,284	-	-	16,284	16,264	20	99.9	15,490	15,490
Salaries and wages	14,025	(6)	-	14,019	14,002	17	99.9	13,367	13,367
Social contributions	2,259	6	-	2,265	2,262	3	99.9	2,123	2,123
<b>Goods and services</b>	1,575	(2)	-	1,573	1,504	69	95.6	2,060	1,442
Administrative fees	6	(4)	-	2	2	-	100.0	28	28
Minor assets	-	-	-	-	-	-	-	19	19
Bursaries: Employees	-	-	-	-	-	-	-	1	1
Catering: Departmental activities	2	(2)	-	-	-	-	-	9	4
Communication (G&S)	98	3	-	101	101	-	100.0	61	61
Consultants: Business and advisory services	1,016	(119)	-	897	853	44	95.1	961	461
Contractors	-	-	-	-	-	-	-	1	1
Entertainment	-	-	-	-	-	-	-	1	-
Fleet services (including Government Motor Transport)	10	(7)	-	3	3	-	100.0	41	38
Consumable supplies	5	(4)	-	1	1	-	100.0	10	9
Consumable: Stationery, printing and office supplies	28	(15)	-	13	13	-	100.0	28	15
Operating leases	35	(15)	-	20	20	-	100.0	46	46
Travel and subsistence	167	(107)	-	60	35	25	58.3	553	542
Training and development	-	14	-	14	14	-	100.0	128	97
Operating payments	208	254	-	462	462	-	100.0	167	116
Venues and facilities	-	-	-	-	-	-	-	6	4
<b>Transfers and subsidies</b>	36	-	-	36	36	-	100.0	791	791
Households	36	-	-	36	36	-	100.0	791	791
Social benefits	36	-	-	36	36	-	100.0	791	791
<b>Payments for capital assets</b>	512	2	-	514	276	238	53.7	549	248
Machinery and equipment	512	2	-	514	276	238	53.7	549	248
Other machinery and equipment	512	2	-	514	276	238	53.7	549	248
<b>Total</b>	<b>18,407</b>	<b>-</b>	<b>-</b>	<b>18,407</b>	<b>18,080</b>	<b>327</b>	<b>98.2</b>	<b>18,890</b>	<b>17,971</b>

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

ECONOMIC CLASSIFICATION	2020/21							2019/20	
	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
<b>Current payments</b>	<b>4,312</b>	<b>(172)</b>	-	<b>4,140</b>	<b>4,087</b>	<b>53</b>	<b>98.7</b>	<b>4,450</b>	<b>4,425</b>
Compensation of employees	3,816	(10)	-	3,806	3,796	10	99.7	3,959	3,959
Goods and services	496	(162)	-	334	291	43	87.1	491	466
<b>Payments for capital assets</b>	<b>168</b>	-	-	<b>168</b>	<b>118</b>	<b>50</b>	<b>70.2</b>	-	-
Machinery and equipment	168	-	-	168	118	50	70.2	-	-
<b>Total</b>	<b>4,480</b>	<b>(172)</b>	-	<b>4,308</b>	<b>4,205</b>	<b>103</b>	<b>97.6</b>	<b>4,450</b>	<b>4,425</b>



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**SUB PROGRAMME 2.2: LEGISLATIVE DEVELOPMENT**

ECONOMIC CLASSIFICATION	2020/21							2019/20	
	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	-	-	1	-	1	-	50	-
Goods and services	1	-	-	1	-	1	-	50	-
<b>Total</b>	<b>1</b>	<b>-</b>	<b>-</b>	<b>1</b>	<b>-</b>	<b>1</b>	<b>-</b>	<b>50</b>	<b>-</b>

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**SUB PROGRAMME 2.3: RESEARCH AND DEVELOPMENT SUPPORT**

ECONOMIC CLASSIFICATION	2020/21							2019/20	
	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
<b>Current payments</b>	<b>5,172</b>	<b>(2)</b>	<b>-</b>	<b>5,170</b>	<b>5,144</b>	<b>26</b>	<b>99.5</b>	<b>5,113</b>	<b>5,099</b>
Compensation of employees	4,884	-	-	4,884	4,883	1	100.0	4,493	4,493
Goods and services	288	(2)	-	286	261	25	91.3	620	606
<b>Payments for capital assets</b>	<b>28</b>	<b>2</b>	<b>-</b>	<b>30</b>	<b>30</b>	<b>-</b>	<b>100.0</b>	<b>111</b>	<b>111</b>
Machinery and equipment	28	2	-	30	30	-	100.0	111	111
<b>Total</b>	<b>5,200</b>	<b>-</b>	<b>-</b>	<b>5,200</b>	<b>5,174</b>	<b>26</b>	<b>99.5</b>	<b>5,224</b>	<b>5,210</b>

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**SUB PROGRAMME 2.4: ENVIRONMENTAL INFORMATION MANAGEMENT**

ECONOMIC CLASSIFICATION	2020/21							2019/20	
	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
<b>Current payments</b>	<b>3,271</b>	<b>23</b>	<b>-</b>	<b>3,294</b>	<b>3,294</b>	<b>-</b>	<b>100.0</b>	<b>3,786</b>	<b>3,786</b>
Compensation of employees	3,216	10	-	3,226	3,226	-	100.0	3,671	3,671
Goods and services	55	13	-	68	68	-	100.0	115	115
<b>Transfers and subsidies</b>	<b>36</b>	<b>-</b>	<b>-</b>	<b>36</b>	<b>36</b>	<b>-</b>	<b>100.0</b>	<b>791</b>	<b>791</b>
Households	36	-	-	36	36	-	100.0	791	791
<b>Payments for capital assets</b>	<b>316</b>	<b>-</b>	<b>-</b>	<b>316</b>	<b>128</b>	<b>188</b>	<b>40.5</b>	<b>320</b>	<b>19</b>
Machinery and equipment	316	-	-	316	128	188	40.5	320	19
<b>Total</b>	<b>3,623</b>	<b>23</b>	<b>-</b>	<b>3,646</b>	<b>3,458</b>	<b>188</b>	<b>94.8</b>	<b>4,897</b>	<b>4,596</b>

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**SUB PROGRAMME 2.5: CLIMATE CHANGE MANAGEMENT**

ECONOMIC CLASSIFICATION	2020/21							2019/20	
	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
<b>Current payments</b>	<b>5,103</b>	<b>149</b>	<b>-</b>	<b>5,252</b>	<b>5,243</b>	<b>9</b>	<b>99.8</b>	<b>4,151</b>	<b>3,622</b>
Compensation of employees	4,368	-	-	4,368	4,359	9	99.8	3,367	3,367
Goods and services	735	149	-	884	884	-	100.0	784	255
<b>Payments for capital assets</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>118</b>	<b>118</b>
Machinery and equipment	-	-	-	-	-	-	-	118	118
<b>Total</b>	<b>5,103</b>	<b>149</b>	<b>-</b>	<b>5,252</b>	<b>5,243</b>	<b>9</b>	<b>99.8</b>	<b>4,269</b>	<b>3,740</b>

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**PROGRAMME 3: COMPLIANCE AND ENFORCEMENT**

ECONOMIC CLASSIFICATION	2020/21							2019/20	
	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	25,334	-	4	25,338	24,922	416	98.4	27,710	27,456
<b>Total for Sub Programme</b>	<b>25,334</b>	<b>-</b>	<b>4</b>	<b>25,338</b>	<b>24,922</b>	<b>416</b>	<b>98.4</b>	<b>27,710</b>	<b>27,456</b>

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ECONOMIC CLASSIFICATION	2020/21							2019/20	
	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
<b>Current payments</b>	<b>24,918</b>	<b>(5)</b>	<b>4</b>	<b>24,917</b>	<b>24,658</b>	<b>259</b>	<b>99.0</b>	<b>27,387</b>	<b>27,133</b>
<b>Compensation of employees</b>	<b>21,950</b>	<b>-</b>	<b>4</b>	<b>21,954</b>	<b>21,954</b>	<b>-</b>	<b>100.0</b>	<b>21,717</b>	<b>21,463</b>
Salaries and wages	18,907	-	3	18,910	18,910	-	100.0	18,831	18,577
Social contributions	3,043	-	1	3,044	3,044	-	100.0	2,886	2,886
<b>Goods and services</b>	<b>2,968</b>	<b>(5)</b>	<b>-</b>	<b>2,963</b>	<b>2,704</b>	<b>259</b>	<b>91.3</b>	<b>5,670</b>	<b>5,670</b>
Administrative fees	19	(7)	-	12	12	-	100.0	51	51
Minor assets	-	-	-	-	-	-	-	24	24
Catering: Departmental activities	1	(1)	-	-	-	-	-	6	6
Communication (G&S)	187	5	-	192	192	-	100.0	198	198
Computer services	390	83	-	473	473	-	100.0	533	533
Legal services	1,852	-	-	1,852	1,636	216	88.3	3,427	3,427
Entertainment	-	-	-	-	-	-	-	2	2
Fleet services (including Government Motor Transport)	134	(10)	-	124	124	-	100.0	254	254
Consumable supplies	39	(27)	-	12	12	-	100.0	4	4
Consumable: Stationery, printing and office supplies	35	12	-	47	47	-	100.0	78	78
Operating leases	48	(5)	-	43	43	-	100.0	50	50
Travel and subsistence	227	(87)	-	140	97	43	69.3	697	697
Training and development	7	(7)	-	-	-	-	-	240	240
Operating payments	29	39	-	68	68	-	100.0	106	106
<b>Transfers and subsidies</b>	<b>1</b>	<b>(1)</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>2</b>	<b>2</b>
Department agencies and accounts	1	(1)	-	-	-	-	-	1	1
Department agencies	1	(1)	-	-	-	-	-	1	1
Households	-	-	-	-	-	-	-	1	1
Social benefits	-	-	-	-	-	-	-	1	1
<b>Payments for capital assets</b>	<b>415</b>	<b>-</b>	<b>-</b>	<b>415</b>	<b>258</b>	<b>157</b>	<b>62.2</b>	<b>321</b>	<b>321</b>
Machinery and equipment	415	-	-	415	258	157	62.2	321	321
Transport equipment	-	54	-	54	54	-	100.0	-	-
Other machinery and equipment	415	(54)	-	361	204	157	56.5	321	321
<b>Payments for financial assets</b>	<b>-</b>	<b>6</b>	<b>-</b>	<b>6</b>	<b>6</b>	<b>-</b>	<b>100.0</b>	<b>-</b>	<b>-</b>
<b>Total</b>	<b>25,334</b>	<b>-</b>	<b>4</b>	<b>25,338</b>	<b>24,922</b>	<b>416</b>	<b>98.4</b>	<b>27,710</b>	<b>27,456</b>



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**SUB PROGRAMME 3.1: ENVIRONMENTAL QUALITY MANAGEMENT, COMPLIANCE AND ENFORCEMENT**

ECONOMIC CLASSIFICATION	2020/21							2019/20	
	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
<b>Current payments</b>	<b>24,918</b>	<b>(5)</b>	<b>4</b>	<b>24,917</b>	<b>24,658</b>	<b>259</b>	<b>99.0</b>	<b>27,387</b>	<b>27,133</b>
Compensation of employees	21,950	-	4	21,954	21,954	-	100.0	21,717	21,463
Goods and services	2,968	(5)	-	2,963	2,704	259	91.3	5,670	5,670
<b>Transfers and subsidies</b>	<b>1</b>	<b>(1)</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>2</b>	<b>2</b>
Departmental agencies and accounts	1	(1)	-	-	-	-	-	1	1
Households	-	-	-	-	-	-	-	1	1
<b>Payments for capital assets</b>	<b>415</b>	<b>-</b>	<b>-</b>	<b>415</b>	<b>258</b>	<b>157</b>	<b>62.2</b>	<b>321</b>	<b>321</b>
Machinery and equipment	415	-	-	415	258	157	62.2	321	321
<b>Payments for financial assets</b>	<b>-</b>	<b>6</b>	<b>-</b>	<b>6</b>	<b>6</b>	<b>-</b>	<b>100.0</b>	<b>-</b>	<b>-</b>
<b>Total</b>	<b>25,334</b>	<b>-</b>	<b>4</b>	<b>25,338</b>	<b>24,922</b>	<b>416</b>	<b>98.4</b>	<b>27,710</b>	<b>27,456</b>

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**PROGRAMME 4: ENVIRONMENTAL QUALITY MANAGEMENT**

ECONOMIC CLASSIFICATION	2020/21							2019/20	
	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	29,025	603	(4)	29,624	29,580	44	99.9	30,142	28,871
2. Air Quality Management	17,613	-	-	17,613	17,266	347	98.0	12,249	11,980
3. Pollution and Waste Management	45,283	(603)	-	44,680	43,602	1,078	97.6	45,907	43,548
<b>Total for Sub Programmes</b>	<b>91,921</b>	<b>-</b>	<b>(4)</b>	<b>91,917</b>	<b>90,448</b>	<b>1,469</b>	<b>98.4</b>	<b>88,298</b>	<b>84,399</b>

**WCG: ENVIRONMENTAL AFFAIRS AND DEVELOPMENT PLANNING  
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**APPROPRIATION STATEMENT  
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ECONOMIC CLASSIFICATION	2020/21							2019/20	
	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
<b>Current payments</b>	<b>89,506</b>	<b>(4,229)</b>	<b>(4)</b>	<b>85,273</b>	<b>84,210</b>	<b>1,063</b>	<b>98.8</b>	<b>87,175</b>	<b>83,317</b>
<b>Compensation of employees</b>	<b>73,643</b>	<b>(65)</b>	<b>(4)</b>	<b>73,574</b>	<b>73,530</b>	<b>44</b>	<b>99.9</b>	<b>71,337</b>	<b>69,783</b>
Salaries and wages	63,944	(39)	-	63,905	63,861	44	99.9	62,308	60,845
Social contributions	9,699	(26)	(4)	9,669	9,669	-	100.0	9,029	8,938
<b>Goods and services</b>	<b>15,863</b>	<b>(4,164)</b>	<b>-</b>	<b>11,699</b>	<b>10,680</b>	<b>1,019</b>	<b>91.3</b>	<b>15,838</b>	<b>13,534</b>
Administrative fees	24	(13)	-	11	11	-	100.0	94	94
Advertising	-	-	-	-	-	-	-	5	5
Minor assets	10	701	-	711	711	-	100.0	44	44
Catering: Departmental activities	33	(33)	-	-	-	-	-	119	119
Communication (G&S)	382	(1)	-	381	381	-	100.0	316	316
Computer services	620	-	-	620	620	-	100.0	-	-
Consultants: Business and advisory services	5,781	(159)	-	5,622	4,950	672	88.0	8,842	6,538
Laboratory services	830	(31)	-	799	799	-	100.0	1,128	1,128
Contractors	6,670	(4,151)	-	2,519	2,172	347	86.2	1,603	1,603
Entertainment	-	-	-	-	-	-	-	1	1
Fleet services (including Government Motor Transport)	228	(4)	-	224	224	-	100.0	474	474
Consumable supplies	48	123	-	171	171	-	100.0	84	84
Consumable: Stationery, printing and office supplies	112	(75)	-	37	37	-	100.0	213	213
Operating leases	251	(92)	-	159	159	-	100.0	297	297
Transport provided: Departmental activity	-	-	-	-	-	-	-	2	2
Travel and subsistence	666	(337)	-	329	329	-	100.0	2,026	2,026
Training and development	78	(55)	-	23	23	-	100.0	340	340
Operating payments	123	(43)	-	80	80	-	100.0	235	235
Venues and facilities	-	-	-	-	-	-	-	2	2
Rental and hiring	7	6	-	13	13	-	100.0	13	13

CONTINUE

**WCG: ENVIRONMENTAL AFFAIRS AND DEVELOPMENT PLANNING  
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**APPROPRIATION STATEMENT  
for the year ended 31 March 2021**

ECONOMIC CLASSIFICATION	2020/21							2019/20	
	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
<b>Transfers and subsidies</b>	<b>2</b>	<b>69</b>	<b>-</b>	<b>71</b>	<b>71</b>	<b>-</b>	<b>100.0</b>	<b>163</b>	<b>163</b>
Departmental agencies and accounts	2	1	-	3	3	-	100.0	2	2
Departmental agencies	2	1	-	3	3	-	100.0	2	2
Households	-	68	-	68	68	-	100.0	161	161
Social benefits	-	68	-	68	68	-	100.0	161	161
<b>Payments for capital assets</b>	<b>2,413</b>	<b>4,160</b>	<b>-</b>	<b>6,573</b>	<b>6,167</b>	<b>406</b>	<b>93.8</b>	<b>957</b>	<b>916</b>
Machinery and equipment	2,022	4,160	-	6,182	5,776	406	93.4	957	916
Transport equipment	-	-	-	-	-	-	-	11	11
Other machinery and equipment	2,022	4,160	-	6,182	5,776	406	93.4	946	905
Software and other intangible assets	391	-	-	391	391	-	100.0	-	-
<b>Payments for financial assets</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>3</b>	<b>3</b>
<b>Total</b>	<b>91,921</b>	<b>-</b>	<b>(4)</b>	<b>91,917</b>	<b>90,448</b>	<b>1,469</b>	<b>98.4</b>	<b>88,298</b>	<b>84,399</b>

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**SUB PROGRAMME 4.1: IMPACT MANAGEMENT**

ECONOMIC CLASSIFICATION	2020/21							2019/20	
	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
<b>Current payments</b>	<b>28,768</b>	<b>540</b>	<b>(4)</b>	<b>29,304</b>	<b>29,260</b>	<b>44</b>	<b>99.8</b>	<b>29,786</b>	<b>28,515</b>
Compensation of employees	28,142	(81)	(4)	28,057	28,013	44	99.8	28,343	27,072
Goods and services	626	621	-	1,247	1,247	-	100.0	1,443	1,443
<b>Transfers and subsidies</b>	<b>1</b>	<b>43</b>	<b>-</b>	<b>44</b>	<b>44</b>	<b>-</b>	<b>100.0</b>	<b>1</b>	<b>1</b>
Departmental agencies and accounts	1	-	-	1	1	-	100.0	1	1
Households	-	43	-	43	43	-	100.0	-	-
<b>Payments for capital assets</b>	<b>256</b>	<b>20</b>	<b>-</b>	<b>276</b>	<b>276</b>	<b>-</b>	<b>100.0</b>	<b>355</b>	<b>355</b>
Machinery and equipment	256	20	-	276	276	-	100.0	355	355
<b>Total</b>	<b>29,025</b>	<b>603</b>	<b>(4)</b>	<b>29,624</b>	<b>29,580</b>	<b>44</b>	<b>99.9</b>	<b>30,142</b>	<b>28,871</b>

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**SUB PROGRAMME 4.2: AIR QUALITY MANAGEMENT**

ECONOMIC CLASSIFICATION	2020/21							2019/20	
	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
<b>Current payments</b>	<b>17,045</b>	<b>(4,185)</b>	<b>-</b>	<b>12,860</b>	<b>12,513</b>	<b>347</b>	<b>97.3</b>	<b>11,914</b>	<b>11,686</b>
Compensation of employees	10,851	(22)	-	10,829	10,829	-	100.0	9,936	9,731
Goods and services	6,194	(4,163)	-	2,031	1,684	347	82.9	1,978	1,955
<b>Transfers and subsidies</b>	<b>1</b>	<b>25</b>	<b>-</b>	<b>26</b>	<b>26</b>	<b>-</b>	<b>100.0</b>	<b>68</b>	<b>68</b>
Departmental agencies and accounts	1	-	-	1	1	-	100.0	1	1
Households	-	25	-	25	25	-	100.0	67	67
<b>Payments for capital assets</b>	<b>567</b>	<b>4,160</b>	<b>-</b>	<b>4,727</b>	<b>4,727</b>	<b>-</b>	<b>100.0</b>	<b>267</b>	<b>226</b>
Machinery and equipment	176	4,160	-	4,336	4,336	-	100.0	267	226
Software and other intangible assets	391	-	-	391	391	-	100.0	-	-
<b>Total</b>	<b>17,613</b>	<b>-</b>	<b>-</b>	<b>17,613</b>	<b>17,266</b>	<b>347</b>	<b>98.0</b>	<b>12,249</b>	<b>11,980</b>

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**SUB PROGRAMME 4.3: POLLUTION AND WASTE MANAGEMENT**

ECONOMIC CLASSIFICATION	2020/21							2019/20	
	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
<b>Current payments</b>	<b>43,693</b>	<b>(584)</b>	<b>-</b>	<b>43,109</b>	<b>42,437</b>	<b>672</b>	<b>98.4</b>	<b>45,475</b>	<b>43,116</b>
Compensation of employees	34,650	38	-	34,688	34,688	-	100.0	33,058	32,980
Goods and services	9,043	(622)	-	8,421	7,749	672	92.0	12,417	10,136
<b>Transfers and subsidies</b>	<b>-</b>	<b>1</b>	<b>-</b>	<b>1</b>	<b>1</b>	<b>-</b>	<b>100.0</b>	<b>94</b>	<b>94</b>
Departmental agencies and accounts	-	1	-	1	1	-	100.0	-	-
Households	-	-	-	-	-	-	-	94	94
<b>Payments for capital assets</b>	<b>1,590</b>	<b>(20)</b>	<b>-</b>	<b>1,570</b>	<b>1,164</b>	<b>406</b>	<b>74.1</b>	<b>335</b>	<b>335</b>
Machinery and equipment	1,590	(20)	-	1,570	1,164	406	74.1	335	335
<b>Payments for financial assets</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>3</b>	<b>3</b>
<b>Total</b>	<b>45,283</b>	<b>(603)</b>	<b>-</b>	<b>44,680</b>	<b>43,602</b>	<b>1,078</b>	<b>97.6</b>	<b>45,907</b>	<b>43,548</b>



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**PROGRAMME 5: BIODIVERSITY MANAGEMENT**

ECONOMIC CLASSIFICATION	2020/21							2019/20	
	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	6,984	-	-	6,984	6,807	177	97.5	7,883	6,584
2. Western Cape Nature Conservation Board	297,087	-	-	297,087	297,087	-	100.0	314,474	314,474
3. Coastal Management	5,707	-	-	5,707	5,420	287	95.0	7,285	5,686
<b>Total for Sub Programmes</b>	<b>309,778</b>	<b>-</b>	<b>-</b>	<b>309,778</b>	<b>309,314</b>	<b>464</b>	<b>99.9</b>	<b>329,642</b>	<b>326,744</b>

**WCG: ENVIRONMENTAL AFFAIRS AND DEVELOPMENT PLANNING  
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ECONOMIC CLASSIFICATION	2020/21							2019/20	
	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
<b>Current payments</b>	<b>11,630</b>	<b>(1)</b>	<b>-</b>	<b>11,629</b>	<b>11,176</b>	<b>453</b>	<b>96.1</b>	<b>13,732</b>	<b>10,834</b>
<b>Compensation of employees</b>	<b>9,498</b>	<b>-</b>	<b>-</b>	<b>9,498</b>	<b>9,396</b>	<b>102</b>	<b>98.9</b>	<b>9,360</b>	<b>8,192</b>
Salaries and wages	8,187	(13)	-	8,174	8,076	98	98.8	8,345	7,181
Social contributions	1,311	13	-	1,324	1,320	4	99.7	1,015	1,011
<b>Goods and services</b>	<b>2,132</b>	<b>(1)</b>	<b>-</b>	<b>2,131</b>	<b>1,780</b>	<b>351</b>	<b>83.5</b>	<b>4,372</b>	<b>2,642</b>
Administrative fees	6	-	-	6	6	-	100.0	27	27
Minor assets	9	-	-	9	9	-	100.0	-	-
Catering: Departmental activities	7	(2)	-	5	-	5	-	36	36
Communication (G&S)	61	(8)	-	53	53	-	100.0	61	61
Consultants: Business and advisory services	1,896	-	-	1,896	1,600	296	84.4	3,564	1,841
Entertainment	-	-	-	-	-	-	-	1	1
Fleet services (including Government Motor Transport)	8	3	-	11	11	-	100.0	55	55
Consumable supplies	5	(5)	-	-	-	-	-	7	7
Consumable: Stationery, printing and office supplies	8	3	-	11	11	-	100.0	40	40
Travel and subsistence	132	(24)	-	108	58	50	53.7	472	472
Training and development	-	2	-	2	2	-	100.0	23	16
Operating payments	-	30	-	30	30	-	100.0	21	21
Venues and facilities	-	-	-	-	-	-	-	65	65
<b>Transfers and subsidies</b>	<b>298,087</b>	<b>-</b>	<b>-</b>	<b>298,087</b>	<b>298,087</b>	<b>-</b>	<b>100.0</b>	<b>315,593</b>	<b>315,593</b>
Departmental agencies and accounts	297,087	-	-	297,087	297,087	-	100.0	314,474	314,474
Departmental agencies	297,087	-	-	297,087	297,087	-	100.0	314,474	314,474
Non-profit institutions	1,000	-	-	1,000	1,000	-	100.0	1,000	1,000
Households	-	-	-	-	-	-	-	119	119
Social benefits	-	-	-	-	-	-	-	119	119
<b>Payments for capital assets</b>	<b>60</b>	<b>-</b>	<b>-</b>	<b>60</b>	<b>49</b>	<b>11</b>	<b>81.7</b>	<b>317</b>	<b>317</b>
Machinery and equipment	60	-	-	60	49	11	81.7	317	317
Other machinery and equipment	60	-	-	60	49	11	81.7	317	317
<b>Payments for financial assets</b>	<b>1</b>	<b>1</b>	<b>-</b>	<b>2</b>	<b>2</b>	<b>-</b>	<b>100.0</b>	<b>-</b>	<b>-</b>
<b>Total</b>	<b>309,778</b>	<b>-</b>	<b>-</b>	<b>309,778</b>	<b>309,314</b>	<b>464</b>	<b>99.9</b>	<b>329,642</b>	<b>326,744</b>

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

ECONOMIC CLASSIFICATION	2020/21							2019/20	
	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
<b>Current payments</b>	<b>5,953</b>	<b>(1)</b>	<b>-</b>	<b>5,952</b>	<b>5,781</b>	<b>171</b>	<b>97.1</b>	<b>6,650</b>	<b>5,351</b>
Compensation of employees	4,760	-	-	4,760	4,747	13	99.7	3,847	3,794
Goods and services	1,193	(1)	-	1,192	1,034	158	86.7	2,803	1,557
<b>Transfers and subsidies</b>	<b>1,000</b>	<b>-</b>	<b>-</b>	<b>1,000</b>	<b>1,000</b>	<b>-</b>	<b>100.0</b>	<b>1,029</b>	<b>1,029</b>
Non-profit institutions	1,000	-	-	1,000	1,000	-	100.0	1,000	1,000
Households	-	-	-	-	-	-	-	29	29
<b>Payments for capital assets</b>	<b>30</b>	<b>-</b>	<b>-</b>	<b>30</b>	<b>24</b>	<b>6</b>	<b>80.0</b>	<b>204</b>	<b>204</b>
Machinery and equipment	30	-	-	30	24	6	80.0	204	204
<b>Payments for financial assets</b>	<b>1</b>	<b>1</b>	<b>-</b>	<b>2</b>	<b>2</b>	<b>-</b>	<b>100.0</b>	<b>-</b>	<b>-</b>
<b>Total</b>	<b>6,984</b>	<b>-</b>	<b>-</b>	<b>6,984</b>	<b>6,807</b>	<b>177</b>	<b>97.5</b>	<b>7,883</b>	<b>6,584</b>

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**SUB PROGRAMME 5.2: WESTERN CAPE NATURE CONSERVATION BOARD**

ECONOMIC CLASSIFICATION	2020/21							2019/20	
	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	297,087	-	-	297,087	297,087	-	100.0	314,474	314,474
Departmental agencies and accounts	297,087	-	-	297,087	297,087	-	100.0	314,474	314,474
<b>Total</b>	<b>297,087</b>	<b>-</b>	<b>-</b>	<b>297,087</b>	<b>297,087</b>	<b>-</b>	<b>100.0</b>	<b>314,474</b>	<b>314,474</b>

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**SUB PROGRAMME 5.3: COASTAL MANAGEMENT**

ECONOMIC CLASSIFICATION	2020/21							2019/20	
	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
<b>Current payments</b>	<b>5,677</b>	-	-	<b>5,677</b>	<b>5,395</b>	<b>282</b>	<b>95.0</b>	<b>7,082</b>	<b>5,483</b>
Compensation of employees	4,738	-	-	<b>4,738</b>	<b>4,649</b>	89	98.1	<b>5,513</b>	<b>4,398</b>
Goods and services	939	-	-	<b>939</b>	<b>746</b>	193	79.4	<b>1,569</b>	<b>1,085</b>
<b>Transfers and subsidies</b>	-	-	-	-	-	-	-	<b>90</b>	<b>90</b>
Households	-	-	-	-	-	-	-	<b>90</b>	<b>90</b>
<b>Payments for capital assets</b>	<b>30</b>	-	-	<b>30</b>	<b>25</b>	<b>5</b>	<b>83.3</b>	<b>113</b>	<b>113</b>
Machinery and equipment	30	-	-	<b>30</b>	<b>25</b>	5	83.3	<b>113</b>	<b>113</b>
<b>Total</b>	<b>5,707</b>	-	-	<b>5,707</b>	<b>5,420</b>	<b>287</b>	<b>95.0</b>	<b>7,285</b>	<b>5,686</b>

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VOTE 9

APPROPRIATION STATEMENT  
for the year ended 31 March 2021

**PROGRAMME 6: ENVIRONMENTAL EMPOWERMENT SERVICES**

ECONOMIC CLASSIFICATION	2020/21							2019/20	
	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	655	-	-	655	616	39	94.0	1,049	472
2. Environmental Communication and Awareness Raising	-	-	-	-	-	-	-	834	834
<b>Total for Sub Programmes</b>	<b>655</b>	<b>-</b>	<b>-</b>	<b>655</b>	<b>616</b>	<b>39</b>	<b>94.0</b>	<b>1,883</b>	<b>1,306</b>

**WCG: ENVIRONMENTAL AFFAIRS AND DEVELOPMENT PLANNING**  
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**APPROPRIATION STATEMENT**  
**for the year ended 31 March 2021**

ECONOMIC CLASSIFICATION	2020/21							2019/20	
	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
<b>Current payments</b>	655	-	-	655	616	39	94.0	1,383	806
<b>Goods and Services</b>	655	-	-	655	616	39	94.0	1,383	806
Advertising	-	-	-	-	-	-	-	2	2
Catering: Departmental activities	2	(2)	-	-	-	-	-	187	187
Consultants: Business and advisory services	500	(5)	-	495	495	-	100.0	450	-
Contractors	105	(66)	-	39	-	39	-	217	90
Consumable supplies	15	(15)	-	-	-	-	-	-	-
Consumable: Stationery, printing and office supplies	6	10	-	16	16	-	100.0	3	3
Transport provided: Departmental activity	-	-	-	-	-	-	-	58	58
Training and development	-	105	-	105	105	-	100.0	283	283
Operating payments	21	(21)	-	-	-	-	-	-	-
Venues and facilities	6	(6)	-	-	-	-	-	183	183
<b>Transfers and subsidies</b>	-	-	-	-	-	-	-	500	500
Provinces and municipalities	-	-	-	-	-	-	-	500	500
Municipalities	-	-	-	-	-	-	-	500	500
Municipal bank accounts	-	-	-	-	-	-	-	500	500
<b>Total</b>	655	-	-	655	616	39	94.0	1,883	1,306



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**SUB PROGRAMME 6.1: ENVIRONMENTAL CAPACITY DEVELOPMENT AND SUPPORT**

ECONOMIC CLASSIFICATION	2020/21							2019/20	
	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	655	-	-	655	616	39	94.0	1,049	472
Goods and services	655	-	-	655	616	39	94.0	1,049	472
<b>Total</b>	<b>655</b>	<b>-</b>	<b>-</b>	<b>655</b>	<b>616</b>	<b>39</b>	<b>94.0</b>	<b>1,049</b>	<b>472</b>

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for the year ended 31 March 2021**

**SUB PROGRAMME 6.2: ENVIRONMENTAL COMMUNICATION AND AWARENESS RAISING**

ECONOMIC CLASSIFICATION	2020/21							2019/20	
	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
<b>Current payments</b>	-	-	-	-	-	-	-	334	334
Goods and services	-	-	-	-	-	-	-	334	334
<b>Transfers and subsidies</b>	-	-	-	-	-	-	-	500	500
Provinces and municipalities	-	-	-	-	-	-	-	500	500
<b>Total</b>	-	-	-	-	-	-	-	834	834

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**PROGRAMME 7: DEVELOPMENT PLANNING**

ECONOMIC CLASSIFICATION	2020/21							2019/20	
	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	21,677	(932)	-	20,745	20,600	145	99.3	20,803	20,650
2. Spatial Planning, Land Use Management and Municipal Support	23,424	895	-	24,319	24,188	131	99.5	26,698	26,158
3. Regional Planning and Management and Special Programmes	28,763	37	-	28,800	28,800	-	100.0	42,039	41,389
<b>Total for Sub Programmes</b>	<b>73,864</b>	<b>-</b>	<b>-</b>	<b>73,864</b>	<b>73,588</b>	<b>276</b>	<b>99.6</b>	<b>89,540</b>	<b>88,197</b>

**WCG: ENVIRONMENTAL AFFAIRS AND DEVELOPMENT PLANNING  
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**APPROPRIATION STATEMENT  
for the year ended 31 March 2021**

ECONOMIC CLASSIFICATION	2020/21							2019/20	
	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
<b>Current payments</b>	<b>49,965</b>	<b>(5)</b>	-	<b>49,960</b>	<b>49,707</b>	<b>253</b>	<b>99.5</b>	<b>55,653</b>	<b>54,313</b>
<b>Compensation of employees</b>	<b>49,359</b>	<b>(1)</b>	-	<b>49,358</b>	<b>49,266</b>	<b>92</b>	<b>99.8</b>	<b>53,194</b>	<b>52,234</b>
Salaries and wages	44,107	49	-	<b>44,156</b>	<b>44,064</b>	92	99.8	<b>47,706</b>	<b>46,868</b>
Social contributions	5,252	(50)	-	<b>5,202</b>	<b>5,202</b>	-	100.0	<b>5,488</b>	<b>5,366</b>
<b>Goods and services</b>	<b>606</b>	<b>(4)</b>	-	<b>602</b>	<b>441</b>	<b>161</b>	<b>73.3</b>	<b>2,459</b>	<b>2,079</b>
Administrative fees	8	(7)	-	<b>1</b>	<b>1</b>	-	100.0	<b>33</b>	<b>33</b>
Advertising	75	-	-	<b>75</b>	-	75	-	-	-
Minor assets	-	-	-	-	-	-	-	<b>7</b>	<b>7</b>
Catering: Departmental activities	-	-	-	-	-	-	-	<b>33</b>	<b>33</b>
Communication (G&S)	189	3	-	<b>192</b>	<b>174</b>	18	90.6	<b>182</b>	<b>182</b>
Consultants: Business and advisory services	80	-	-	<b>80</b>	<b>80</b>	-	100.0	<b>627</b>	<b>304</b>
Contractors	-	-	-	-	-	-	-	<b>5</b>	<b>5</b>
Entertainment	-	-	-	-	-	-	-	<b>1</b>	<b>1</b>
Fleet services (including Government Motor Transport)	5	(3)	-	<b>2</b>	<b>2</b>	-	100.0	<b>39</b>	<b>39</b>
Consumable supplies	5	(3)	-	<b>2</b>	<b>2</b>	-	100.0	<b>9</b>	<b>9</b>
Consumable: Stationery, printing and office supplies	42	(7)	-	<b>35</b>	<b>7</b>	28	20.0	<b>96</b>	<b>96</b>
Operating leases	79	-	-	<b>79</b>	<b>49</b>	30	62.0	<b>57</b>	<b>57</b>
Travel and subsistence	79	13	-	<b>92</b>	<b>82</b>	10	89.1	<b>778</b>	<b>721</b>
Training and development	-	8	-	<b>8</b>	<b>8</b>	-	100.0	<b>457</b>	<b>457</b>
Operating payments	44	(8)	-	<b>36</b>	<b>36</b>	-	100.0	<b>135</b>	<b>135</b>
<b>Transfers and subsidies</b>	<b>23,460</b>	<b>5</b>	-	<b>23,465</b>	<b>23,465</b>	-	<b>100.0</b>	<b>33,363</b>	<b>33,363</b>
Provinces and municipalities	23,400	-	-	<b>23,400</b>	<b>23,400</b>	-	100.0	<b>33,300</b>	<b>33,300</b>
Municipalities	23,400	-	-	<b>23,400</b>	<b>23,400</b>	-	100.0	<b>33,300</b>	<b>33,300</b>
Municipal bank accounts	23,400	-	-	<b>23,400</b>	<b>23,400</b>	-	100.0	<b>33,300</b>	<b>33,300</b>
Households	60	5	-	<b>65</b>	<b>65</b>	-	100.0	<b>63</b>	<b>63</b>
Social benefits	60	5	-	<b>65</b>	<b>65</b>	-	100.0	<b>63</b>	<b>63</b>
<b>Payments for capital assets</b>	<b>439</b>	-	-	<b>439</b>	<b>416</b>	<b>23</b>	<b>94.8</b>	<b>524</b>	<b>521</b>
Machinery and equipment	439	-	-	<b>439</b>	<b>416</b>	23	94.8	<b>524</b>	<b>521</b>
Other machinery and equipment	439	-	-	<b>439</b>	<b>416</b>	23	94.8	<b>524</b>	<b>521</b>
<b>Total</b>	<b>73,864</b>	-	-	<b>73,864</b>	<b>73,588</b>	<b>276</b>	<b>99.6</b>	<b>89,540</b>	<b>88,197</b>

**WCG: ENVIRONMENTAL AFFAIRS AND DEVELOPMENT PLANNING  
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**APPROPRIATION STATEMENT  
for the year ended 31 March 2021**

**SUB PROGRAMME 7.1: DEVELOPMENT FACILITATION**

ECONOMIC CLASSIFICATION	2020/21							2019/20	
	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
<b>Current payments</b>	<b>21,477</b>	<b>(900)</b>	-	<b>20,577</b>	<b>20,455</b>	<b>122</b>	<b>99.4</b>	<b>20,538</b>	<b>20,385</b>
Compensation of employees	21,278	(892)	-	20,386	20,294	92	99.5	19,975	19,822
Goods and services	199	(8)	-	191	161	30	84.3	563	563
<b>Transfers and subsidies</b>	-	<b>1</b>	-	<b>1</b>	<b>1</b>	-	<b>100.0</b>	<b>52</b>	<b>52</b>
Households	-	1	-	1	1	-	100.0	52	52
<b>Payments for capital assets</b>	<b>200</b>	<b>(33)</b>	-	<b>167</b>	<b>144</b>	<b>23</b>	<b>86.2</b>	<b>213</b>	<b>213</b>
Machinery and equipment	200	(33)	-	167	144	23	86.2	213	213
<b>Total</b>	<b>21,677</b>	<b>(932)</b>	-	<b>20,745</b>	<b>20,600</b>	<b>145</b>	<b>99.3</b>	<b>20,803</b>	<b>20,650</b>

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**APPROPRIATION STATEMENT  
for the year ended 31 March 2021**

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

ECONOMIC CLASSIFICATION	2020/21							2019/20	
	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
<b>Current payments</b>	<b>23,294</b>	<b>772</b>	-	<b>24,066</b>	<b>23,935</b>	<b>131</b>	<b>99.5</b>	<b>26,385</b>	<b>25,845</b>
Compensation of employees	23,024	776	-	23,800	23,800	-	100.0	25,495	25,012
Goods and services	270	(4)	-	266	135	131	50.8	890	833
<b>Transfers and subsidies</b>	<b>16</b>	<b>5</b>	-	<b>21</b>	<b>21</b>	-	<b>100.0</b>	<b>11</b>	<b>11</b>
Households	16	5	-	21	21	-	100.0	11	11
<b>Payments for capital assets</b>	<b>114</b>	<b>118</b>	-	<b>232</b>	<b>232</b>	-	<b>100.0</b>	<b>302</b>	<b>302</b>
Machinery and equipment	114	118	-	232	232	-	100.0	302	302
<b>Total</b>	<b>23,424</b>	<b>895</b>	-	<b>24,319</b>	<b>24,188</b>	<b>131</b>	<b>99.5</b>	<b>26,698</b>	<b>26,158</b>

**WCG: ENVIRONMENTAL AFFAIRS AND DEVELOPMENT PLANNING  
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**APPROPRIATION STATEMENT  
for the year ended 31 March 2021**

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

ECONOMIC CLASSIFICATION	2020/21							2019/20	
	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
<b>Current payments</b>	<b>5,194</b>	<b>123</b>	-	<b>5,317</b>	<b>5,317</b>	-	<b>100.0</b>	<b>8,730</b>	<b>8,083</b>
Compensation of employees	5,057	115	-	5,172	5,172	-	100.0	7,724	7,400
Goods and services	137	8	-	145	145	-	100.0	1,006	683
<b>Transfers and subsidies</b>	<b>23,444</b>	<b>(1)</b>	-	<b>23,443</b>	<b>23,443</b>	-	<b>100.0</b>	<b>33,300</b>	<b>33,300</b>
Provinces and municipalities	23,400	-	-	23,400	23,400	-	100.0	33,300	33,300
Households	44	(1)	-	43	43	-	100.0	-	-
<b>Payments for capital assets</b>	<b>125</b>	<b>(85)</b>	-	<b>40</b>	<b>40</b>	-	<b>100.0</b>	<b>9</b>	<b>6</b>
Machinery and equipment	125	(85)	-	40	40	-	100.0	9	6
<b>Total</b>	<b>28,763</b>	<b>37</b>	-	<b>28,800</b>	<b>28,800</b>	-	<b>100.0</b>	<b>42,039</b>	<b>41,389</b>



**WCG: ENVIRONMENTAL AFFAIRS AND DEVELOPMENT PLANNING**  
**VOTE 9**  
**NOTES TO THE APPROPRIATION STATEMENT**  
**for the year ended 31 March 2021**

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

Detail of these transactions can be viewed in the note on Transfers and subsidies 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 the note to 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	%
<b>Programme 1: Administration</b>	68,573	66,783	1,790	2.6
The underspending reflected against this Programme mainly relates to the delay in delivery due to the unavailability of supply of laptops as well as the pension penalty payment that was effected during the 2021/22 financial year instead of the current financial year.				
<b>Programme 6: Environmental Empowerment Services</b>	655	616	39	6.0
The underspending reflected against this Programme mainly relates to the decrease on operational expenditure associated with the COVID-19 pandemic.				

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	28,427	25,894	2,533	8.9
Machinery and equipment	11,604	10,454	1,150	9.9
Underspending on Goods and services is a result of the reprioritisation of expenditure to replace air quality monitoring equipment which are capital in nature as well as to procure water monitoring equipment so that certain functions can be executed in-house instead of outsourcing. Further, the underspending on Machinery and equipment mainly relates to the unavailability of supply of laptops and water monitoring equipment that could not be finalised during the current financial year.				

**WCG: ENVIRONMENTAL AFFAIRS AND DEVELOPMENT PLANNING**  
**VOTE 9**  
**STATEMENT OF FINANCIAL PERFORMANCE**  
**for the year ended 31 March 2021**

	Note	2020/21 R'000	2019/20 R'000
<b>REVENUE</b>			
Annual appropriation	1	588,532	634,759
Departmental revenue	2	532	1,024
<b>TOTAL REVENUE</b>		<b>589,064</b>	<b>635,783</b>
<b>EXPENDITURE</b>			
<b>Current expenditure</b>			
Compensation of employees	4	224,739	225,381
Goods and services	5	25,894	39,951
<b>Total current expenditure</b>		<b>250,633</b>	<b>265,332</b>
<b>Transfers and subsidies</b>			
Transfers and subsidies	7	322,263	352,169
<b>Total transfers and subsidies</b>		<b>322,263</b>	<b>352,169</b>
<b>Expenditure for capital assets</b>			
Tangible assets	8	10,454	7,348
Intangible assets	8	391	16
<b>Total expenditure for capital assets</b>		<b>10,845</b>	<b>7,364</b>
<b>Payments for financial assets</b>	6	<b>10</b>	<b>4</b>
<b>TOTAL EXPENDITURE</b>		<b>583,751</b>	<b>624,869</b>
<b>SURPLUS/(DEFICIT) FOR THE YEAR</b>		<b>5,313</b>	<b>10,914</b>
<b>Reconciliation of Net Surplus/(Deficit) for the year</b>			
Voted funds		4,781	9,890
Annual appropriation		4,781	9,890
Departmental revenue and PRF Receipts	13	532	1,024
<b>SURPLUS/(DEFICIT) FOR THE YEAR</b>		<b>5,313</b>	<b>10,914</b>

**WCG: ENVIRONMENTAL AFFAIRS AND DEVELOPMENT PLANNING**  
**VOTE 9**  
**STATEMENT OF FINANCIAL POSITION**  
**for the year ended 31 March 2021**

	Note	2020/21 R'000	2019/20 R'000
<b>ASSETS</b>			
<b>Current assets</b>		<b>5,261</b>	<b>11,513</b>
Cash and cash equivalents	9	4,511	11,107
Receivables	11	750	406
<b>Non-current assets</b>		<b>113</b>	<b>222</b>
Receivables	11	113	222
<b>TOTAL ASSETS</b>		<b>5,374</b>	<b>11,735</b>
<b>LIABILITIES</b>			
<b>Current liabilities</b>		<b>5,224</b>	<b>11,441</b>
Voted funds to be surrendered to the Revenue Fund	12	3,431	9,890
Departmental revenue and PRF Receipts to be surrendered to the Revenue Fund	13	72	32
Payables	14	1,721	1,519
<b>TOTAL LIABILITIES</b>		<b>5,224</b>	<b>11,441</b>
<b>NET ASSETS</b>		<b>150</b>	<b>294</b>
<b>Represented by:</b>			
Recoverable revenue		150	294
<b>TOTAL</b>		<b>150</b>	<b>294</b>

**WCG: ENVIRONMENTAL AFFAIRS AND DEVELOPMENT PLANNING**  
**VOTE 9**  
**STATEMENT OF CHANGES IN NET ASSETS**  
**for the year ended 31 March 2021**

	<i>Note</i>	<b>2020/21</b> <b>R'000</b>	<b>2019/20</b> <b>R'000</b>
<b>Recoverable revenue</b>			
Opening balance		294	-
<b>Transfers:</b>		<b>(144)</b>	<b>294</b>
Debts revised		-	372
Debts recovered (included in departmental receipts)		(198)	(78)
Debts raised		54	-
<b>Closing balance</b>		<b>150</b>	<b>294</b>
<b>TOTAL</b>		<b>150</b>	<b>294</b>

**WCG: ENVIRONMENTAL AFFAIRS AND DEVELOPMENT PLANNING**  
**VOTE 9**  
**CASH FLOW STATEMENT**  
**for the year ended 31 March 2021**

	Note	<b>2020/21</b> <b>R'000</b>	<b>2019/20</b> <b>R'000</b>
<b>CASH FLOWS FROM OPERATING ACTIVITIES</b>			
<b>Receipts</b>		<b>590,447</b>	<b>637,822</b>
Annual appropriated funds received	1.1	587,182	634,759
Departmental revenue received	2	3,265	3,045
Interest received	2.3	-	18
Net (increase)/decrease in working capital		(142)	(286)
Surrendered to Revenue Fund		(13,124)	(11,968)
Current payments		(250,633)	(265,332)
Payments for financial assets		(10)	(4)
Transfers and subsidies paid		(322,263)	(352,169)
<b>Net cash flow available from operating activities</b>	15	<b>4,275</b>	<b>8,063</b>
<b>CASH FLOWS FROM INVESTING ACTIVITIES</b>			
Payments for capital assets	8	(10,845)	(7,364)
Proceeds from sale of capital assets	2.4	9	65
(Increase)/decrease in non-current receivables		109	(219)
<b>Net cash flows from investing activities</b>		<b>(10,727)</b>	<b>(7,518)</b>
<b>CASH FLOWS FROM FINANCING ACTIVITIES</b>			
Increase/(decrease) in net assets		(144)	294
<b>Net cash flows from financing activities</b>		<b>(144)</b>	<b>294</b>
Net increase/(decrease) in cash and cash equivalents		(6,596)	839
Cash and cash equivalents at beginning of period		11,107	10,268
<b>Cash and cash equivalents at end of period</b>	16	<b>4,511</b>	<b>11,107</b>

## **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, Act 1 of 1999 (as amended by Act 29 of 1999), and the Treasury Regulations issued in terms of the Public Finance Management Act 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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## **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.

# **9. LEASES**

## **9.1 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. Operating lease payments received are recognised as departmental revenue.

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

## **9.2 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. Finance lease payments received are recognised as departmental revenue.

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.

# **10. AID ASSISTANCE**

## **10.1 Aid assistance received**

Aid assistance received in cash is recognised in the statement of financial performance when received. In-kind aid assistance is recorded in the notes to the financial statements on the date of receipt and is measured at fair value.

Aid assistance not spent for the intended purpose and any unutilised funds from aid assistance that are required to be refunded to the donor are recognised as a payable in the statement of financial position.

## **10.2 Aid assistance paid**

Aid assistance paid is recognised in the statement of financial performance on the date of payment. Aid assistance payments made prior to the receipt of funds are recognised as a receivable in the statement of financial position.

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**11. 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.

**12. 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.

A prepayment was paid to The Climate Group State and Regions Alliance for continued membership.

**13. 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.

**14. FINANCIAL ASSETS**

**14.1 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.

**15. PAYABLES**

Payables recognised in the statement of financial position are recognised at cost.

**16. CAPITAL ASSETS**

**16.1 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.

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### **16.2 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.

### **16.3 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.

### **16.4 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.

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**17. PROVISIONS AND CONTINGENTS**

**17.1 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.

**17.2 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.

**17.3 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.

**17.4 Capital commitments**

Capital commitments are recorded at cost in the notes to the financial statements.

**18. IRREGULAR EXPENDITURE**

Irregular expenditure is recorded in the notes to the financial statements when confirmed after its assessment. 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 reduced 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.

**19. 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.

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**20. 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.

**21. DEPARTURES FROM THE MCS REQUIREMENTS**

The Public Finance Management Act, No 1 of 1999, requires departments to “prepare financial statements for each financial year in accordance with generally recognised accounting 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.

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.

**22. 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 Provincial Revenue Fund when recovered or are transferred to the statement of financial performance when written-off.

**23. 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.

The number of individuals and the full compensation of key management personnel is recorded in the notes to the financial statements.

**24. 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	2020/21			2019/20	
	Final Appropriation	Actual Funds Received	Funds not requested/not received	Final Appropriation	Appropriation received
	R'000	R'000	R'000	R'000	R'000
Administration	68,573	67,223	1,350	78,796	78,796
Environmental Policy, Planning and Coordination	18,407	18,407	-	18,890	18,890
Compliance and Enforcement	25,338	25,338	-	27,710	27,710
Environmental Quality Management	91,917	91,917	-	88,298	88,298
Biodiversity Management	309,778	309,778	-	329,642	329,642
Environmental Empowerment Services	655	655	-	1,883	1,883
Development Planning	73,864	73,864	-	89,540	89,540
<b>Total</b>	<b>588,532</b>	<b>587,182</b>	<b>1,350</b>	<b>634,759</b>	<b>634,759</b>

R1,350 million of the Departmental Appropriation was not transferred to the Department by Provincial Treasury.

#### **1.2 Conditional grants**

	Note	2020/21 R'000	2019/20 R'000
Total grants received	32	3,678	3,717
<b>Provincial grants included in Total Grants received</b>		<b>3,678</b>	<b>3,717</b>

It should be noted that the Conditional grant is included in the amounts per the Final Appropriation in Note 1.1 Programme: Biodiversity Management.

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**2. DEPARTMENTAL REVENUE**

	Note	<b>2020/21</b>	<b>2019/20</b>
		<b>R'000</b>	<b>R'000</b>
Sales of goods and services other than capital assets	2.1	567	595
Fines, penalties and forfeits	2.2	2,386	2,273
Interest, dividends and rent on land	2.3	-	18
Sales of capital assets	2.4	9	65
Transactions in financial assets and liabilities	2.5	312	177
Total revenue collected		<b>3,274</b>	<b>3,128</b>
Less: Own revenue included in appropriation	13	2,742	2,104
<b>Departmental revenue collected</b>		<b>532</b>	<b>1,024</b>

**2.1 Sales of goods and services other than capital assets**

	Note	<b>2020/21</b>	<b>2019/20</b>
		<b>R'000</b>	<b>R'000</b>
Sales of goods and services produced by the department	2	<b>567</b>	<b>576</b>
Administrative fees		533	527
Other sales		34	49
Sales of scrap, waste and other used current goods		-	19
<b>Total</b>		<b>567</b>	<b>595</b>

Other sales - Includes revenue received from commission on insurances and garnishee orders deducted from official's salaries to the value of R32 000 and R2 000 for the sale of minor assets.

**2.2 Fines, penalties and forfeits**

	Note	<b>2020/21</b>	<b>2019/20</b>
		<b>R'000</b>	<b>R'000</b>
Fines	2	2,386	2,273
<b>Total</b>		<b>2,386</b>	<b>2,273</b>

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**

	<i>Note</i> 2	<b>2020/21</b> <b>R'000</b>	<b>2019/20</b> <b>R'000</b>
Interest		-	18
<b>Total</b>		<b>-</b>	<b>18</b>

**2.4 Sale of capital assets**

	<i>Note</i> 2	<b>2020/21</b> <b>R'000</b>	<b>2019/20</b> <b>R'000</b>
<b>Tangible assets</b>		<b>9</b>	<b>65</b>
Machinery and equipment	27	9	65
<b>Total</b>		<b>9</b>	<b>65</b>

The decrease in the sale of machinery and equipment is due to the review of the sale of obsolete and redundant IT related equipment to staff.

**2.5 Transactions in financial assets and liabilities**

	<i>Note</i> 2	<b>2020/21</b> <b>R'000</b>	<b>2019/20</b> <b>R'000</b>
Other Receipts including Recoverable Revenue		312	177
<b>Total</b>		<b>312</b>	<b>177</b>

Other Receipts including Recoverable Revenue - Includes R166 000 for money collected on contractual debt, R42 000 for refunds related to expenditure that was incurred during the previous financial year and R104 000 for unspent transfer payments by the Gouritz Cluster Biosphere Reserve.

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**3. AID ASSISTANCE**

	<i>Note</i>	<b>2020/21</b>	<b>2019/20</b>
		<b>R'000</b>	<b>R'000</b>
Opening Balance		-	-
Prior period error		-	-
As restated		-	-
Transferred from statement of financial performance		-	-
Transfers to or from retained funds		-	-
Paid during the year		-	-
<b>Closing Balance</b>		<b>-</b>	<b>-</b>

**3.1 Donations received in-kind (not included in the main note)**

	<i>Note</i>	<b>2020/21</b>	<b>2019/20</b>
	<i>Annex 1E</i>	<b>R'000</b>	<b>R'000</b>
German Development Bank (KfW) - COVID-19 relief funding (2019/20: Implementation of the Western Cape RSEP/VPUU programme).		1,336	9,725
Under2 Coalition Future Fund - Online capacity building sessions		513	-
14 <sup>th</sup> International Conference on Mercury as a Global Pollutant - Air travel and accommodation cost sponsored		-	35
Contarina S.p.A - Air travel and accommodation cost sponsored		-	31
Federal Ministry for Economic Cooperation and Development - Air travel and accommodation cost sponsored		-	28
United Nations (Environmental Programme) - Air travel and accommodation cost sponsored		-	33
German Development Institute - Air travel and accommodation cost sponsored		-	23
Local Government Sector Education Training Authority (LGSETA) - Air travel and accommodation cost sponsored		-	12
<b>Total</b>		<b>1,849</b>	<b>9,887</b>

Detail of donations received in kind can be viewed on Annexure 1E.

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**4. COMPENSATION OF EMPLOYEES**

**4.1 Salaries and wages**

	<b>2020/21</b>	<b>2019/20</b>
	<b>R'000</b>	<b>R'000</b>
Basic salary	162,649	162,497
Performance award*	33	1,074
Service based	182	248
Compensative/circumstantial**	805	769
Other non-pensionable allowances***	32,565	33,382
<b>Total</b>	<b>196,234</b>	<b>197,970</b>

\* Performance award - The decrease relates to the provincial decision to reduce the granting of performance awards to zero percent. The expenditure under performance awards relates to an official who received remuneration for the recognition of improved qualification and one official who received a performance award related to the 2018/19 performance cycle.

\*\* 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 R64 000, and role-playing allowances R741 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 R3,597 million, service bonus R10,543 million and structuring for motor car allowance and cash allowances of R18,425 million as part of employees' salary and benefit package.

**4.2 Social contributions**

	<b>2020/21</b>	<b>2019/20</b>
	<b>R'000</b>	<b>R'000</b>
<b>Employer contributions</b>		
Pension	20,061	19,727
Medical	8,406	7,649
Bargaining council	38	35
<b>Total</b>	<b>28,505</b>	<b>27,411</b>
<b>Total compensation of employees</b>	<b>224,739</b>	<b>225,381</b>
Average number of employees	<b>363</b>	<b>368</b>

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The average number of employees is determined on a full-time equivalent basis at the beginning and end of the financial year. On 1 April 2020, 361 officials were employed which increased to 365 employees as at 31 March 2021. The remuneration for the Minister of Local Government, Environmental Affairs and Development Planning and Top Departmental Personnel are disclosed under note 25 - Key management personnel.

**5. GOODS AND SERVICES**

	Note	2020/21 R'000	2019/20 R'000
Administrative fees		39	269
Advertising		341	4,340
Minor assets*	5.1	721	110
Bursaries (employees)		166	347
Catering		5	547
Communication*		1,351	1,090
Computer services	5.2	3,203	2,735
Consultants: Business and advisory services		8,038	9,232
Laboratory services		799	1,128
Legal services		1,636	3,427
Contractors		2,306	1,776
Entertainment		-	15
Audit cost - external	5.3	3,392	3,327
Fleet services		702	1,351
Consumables	5.4	836	1,026
Operating leases		693	1,016
Rental and hiring		13	14
Transport provided as part of the departmental activities		-	60
Travel and subsistence	5.5	664	5,088
Venues and facilities		-	334
Training and development		168	1,749
Other operating expenditure	5.6	821	970
<b>Total</b>		<b>25,894</b>	<b>39,951</b>

Three departmental adjusted budgets were tabled during the financial year of which two were in response to the COVID-19 pandemic. These reductions significantly decreased funding for Goods and services. The decreases in various operational items under Goods and Services stems from the impact of the COVID-19 pandemic.

- \* Communication - The increase relates to data claims for connectivity to facilitate working from home arrangements in response to the COVID-19 pandemic.

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**5.1 Minor assets**

	Note 5	<b>2020/21</b> <b>R'000</b>	<b>2019/20</b> <b>R'000</b>
<b>Tangible assets</b>		<b>721</b>	<b>110</b>
Machinery and equipment		721	110
<b>Total</b>		<b>721</b>	<b>110</b>

The significant increase relates to the refurbishment of the George regional office.

**5.2 Computer services**

	Note 5	<b>2020/21</b> <b>R'000</b>	<b>2019/20</b> <b>R'000</b>
SITA computer services		368	373
External computer service providers		2,835	2,362
<b>Total</b>		<b>3,203</b>	<b>2,735</b>

**5.3 Audit cost – external**

	Note 5	<b>2020/21</b> <b>R'000</b>	<b>2019/20</b> <b>R'000</b>
Regularity audits		3,392	3,327
<b>Total</b>		<b>3,392</b>	<b>3,327</b>

“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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**5.4 Consumables**

	Note 5	<b>2020/21</b> <b>R'000</b>	<b>2019/20</b> <b>R'000</b>
Consumable supplies		485	308
Uniform and clothing		16	42
Household supplies		59	97
Building material and supplies*		206	28
IT consumables		-	19
Other consumables**		204	122
Stationery, printing and office supplies***		351	718
<b>Total</b>		<b>836</b>	<b>1,026</b>

- \* Building material and supplies - The significant increase relates to the refurbishment of the George regional office.
- \*\* Other consumables - The increase relates to the procurement of personal protective consumable equipment in response to the COVID-19 pandemic.
- \*\*\* Stationery, printing and office supplies - The decrease can be attributed to lower operational cost stemming from work from home arrangements in line with the workplace plan in response to the COVID-19 pandemic.

**5.5 Travel and subsistence**

	Note 5	<b>2020/21</b> <b>R'000</b>	<b>2019/20</b> <b>R'000</b>
Local		664	4,964
Foreign		-	124
<b>Total</b>		<b>664</b>	<b>5,088</b>

Less travelling was incurred as a result of the travelling restrictions imposed as per the COVID-19 pandemic Disaster Management Act regulations.

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**5.6 Other operating expenditure**

	<i>Note</i>	<b>2020/21</b>	<b>2019/20</b>
	5	<b>R'000</b>	<b>R'000</b>
Professional bodies, membership and subscription fees*		346	107
Resettlement costs		246	189
Other**		229	674
<b>Total</b>		<b>821</b>	<b>970</b>

\* Professional bodies, membership and subscription fees - R341 000 was paid for renewal and continued membership fees to The Climate Group State and Regions Alliance and R5 000 for first time registration of officials as Environmental Assessment Practitioners.

\*\* Other - Includes R219 000 for printing and publication and R10 000 for courier and delivery services. The decrease is due to the work from home arrangements implemented in line with the workplace plan in response to the COVID-19 pandemic resulting in less photocopy and printing requirements.

**6. PAYMENTS FOR FINANCIAL ASSETS**

	<i>Note</i>	<b>2020/21</b>	<b>2019/20</b>
		<b>R'000</b>	<b>R'000</b>
Debts written off	6.1	10	4
<b>Total</b>		<b>10</b>	<b>4</b>

**6.1 Debts written off**

	<i>Note</i>	<b>2020/21</b>	<b>2019/20</b>
	6	<b>R'000</b>	<b>R'000</b>
<b>Recoverable revenue written off</b>			
Salary overpayments of two former employees		2	-
<b>Total</b>		<b>2</b>	<b>-</b>
<b>Other debt written off</b>			
Accident: Government Motor Transport (GMT) vehicles		2	4
Accident: Rental vehicle		6	-
<b>Total</b>		<b>8</b>	<b>4</b>
<b>Total debt written off</b>		<b>10</b>	<b>4</b>

Two vehicle accident debt cases written off.



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**7. TRANSFERS AND SUBSIDIES**

	<i>Note</i>	<b>2020/21</b>	<b>2019/20</b>
		<b>R'000</b>	<b>R'000</b>
Provinces and municipalities	<i>33 and Annex 1A</i>	23,400	33,800
Departmental agencies and accounts	<i>Annex 1B</i>	297,098	314,484
Non-profit institutions	<i>Annex 1C</i>	1,000	1,000
Households*	<i>Annex 1D</i>	765	2,885
<b>Total</b>		<b>322,263</b>	<b>352,169</b>

\* Households - The decrease is due to pension penalties for early retirement of officials that were paid during the previous financial year compared to the reporting period where no expenditure in this regard was paid.

**8. EXPENDITURE FOR CAPITAL ASSETS**

	<i>Note</i>	<b>2020/21</b>	<b>2019/20</b>
		<b>R'000</b>	<b>R'000</b>
<b>Tangible assets</b>		<b>10,454</b>	<b>7,348</b>
Machinery and equipment	<i>28</i>	10,454	7,348
<b>Intangible assets</b>		<b>391</b>	<b>16</b>
Software	<i>30</i>	391	16
<b>Total</b>		<b>10,845</b>	<b>7,364</b>

**8.1 Analysis of funds utilised to acquire capital assets – 2020/21**

	<b>Voted funds</b>	<b>Total</b>
	<b>R'000</b>	<b>R'000</b>
<b>Tangible assets</b>	<b>10,454</b>	<b>10,454</b>
Machinery and equipment	10,454	10,454
<b>Intangible assets</b>	<b>391</b>	<b>391</b>
Software	391	391
<b>Total</b>	<b>10,845</b>	<b>10,845</b>

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**8.2 Analysis of funds utilised to acquire capital assets – 2019/20**

	<b>Voted funds R'000</b>	<b>Total R'000</b>
<b>Tangible assets</b>	<b>7,348</b>	<b>7,348</b>
Machinery and equipment	7,348	7,348
<b>Intangible assets</b>	<b>16</b>	<b>16</b>
Software	16	16
<b>Total</b>	<b>7,364</b>	<b>7,364</b>

**8.3 Finance lease expenditure included in Expenditure for capital assets**

	<b>2020/21 R'000</b>	<b>2019/20 R'000</b>
<b>Tangible assets</b>		
Machinery and equipment	3,258	3,107
<b>Total</b>	<b>3,258</b>	<b>3,107</b>

**9. CASH AND CASH EQUIVALENTS**

	<b>2020/21 R'000</b>	<b>2019/20 R'000</b>
Consolidated Paymaster General Account	4,481	11,077
Cash on hand	30	30
<b>Total</b>	<b>4,511</b>	<b>11,107</b>

The Department's under spending was comparatively lower than the previous financial year.

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**10. PREPAYMENTS AND ADVANCES**

**10.1 Advances paid (Not expensed) (2019/20)**

<i>Note</i>	<b>Balance as at 1 April 2019</b>	<b>Less: Amount expensed in current year</b>	<b>Add/Less: Other</b>	<b>Add: Current Year advances</b>	<b>Balance as at 31 March 2020</b>
10	<b>R'000</b>	<b>R'000</b>	<b>R'000</b>	<b>R'000</b>	<b>R'000</b>
Provincial departments	69	-	(69)	-	-
<b>Total</b>	<b>69</b>	<b>-</b>	<b>(69)</b>	<b>-</b>	<b>-</b>

**10.2 Prepayments (Expensed) (2020/21)**

<i>Note</i>	<b>Amount as at 1 April 2020</b>	<b>Less: Received in the current year</b>	<b>Add/Less: Other</b>	<b>Add: Current Year pre- payments</b>	<b>Amount as at 31 March 2021</b>
10	<b>R'000</b>	<b>R'000</b>	<b>R'000</b>	<b>R'000</b>	<b>R'000</b>
Goods and services	8	(8)	-	211	211
<b>Total</b>	<b>8</b>	<b>(8)</b>	<b>-</b>	<b>211</b>	<b>211</b>

During the previous financial year, R8 000 was expensed for a short course which took place during the 2020/21 financial year. A prepayment of R211 000 was paid to The Climate Group State and Regions Alliance for continued membership.

**10.3 Prepayments (Expensed) (2019/20)**

<i>Note</i>	<b>Amount as at 1 April 2019</b>	<b>Less: Received in the current year</b>	<b>Add/Less: Other</b>	<b>Add: Current Year pre- payments</b>	<b>Amount as at 31 March 2020</b>
10	<b>R'000</b>	<b>R'000</b>	<b>R'000</b>	<b>R'000</b>	<b>R'000</b>
Goods and services	80	(80)	-	8	8
<b>Total</b>	<b>80</b>	<b>(80)</b>	<b>-</b>	<b>8</b>	<b>8</b>

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**11. RECEIVABLES**

		<b>2020/21</b>			<b>2019/20</b>		
		<b>Current</b>	<b>Non-current</b>	<b>Total</b>	<b>Current</b>	<b>Non-current</b>	<b>Total</b>
		<b>R'000</b>	<b>R'000</b>	<b>R'000</b>	<b>R'000</b>	<b>R'000</b>	<b>R'000</b>
Claims recoverable	11.1	505	-	505	-	-	-
Recoverable expenditure	11.2	70	-	70	34	-	34
Staff debt	11.3	41	113	154	80	222	302
Other receivables	11.4	134	-	134	292	-	292
<b>Total</b>		<b>750</b>	<b>113</b>	<b>863</b>	<b>406</b>	<b>222</b>	<b>628</b>

**11.1 Claims recoverable**

	<i>Note</i>	<b>2020/21</b>	<b>2019/20</b>
		<b>R'000</b>	<b>R'000</b>
Provincial departments	11	3	-
Local governments*		502	-
<b>Total</b>		<b>505</b>	<b>-</b>

\* The R502 000 relates to the co-funding portion for the Water Sensitive City project (City of Cape Town).

**11.2 Recoverable expenditure (disallowance accounts)**

	<i>Note</i>	<b>2020/21</b>	<b>2019/20</b>
		<b>R'000</b>	<b>R'000</b>
Disallowance miscellaneous (franking)	11	70	26
Disallowance damages and losses		-	8
<b>Total</b>		<b>70</b>	<b>34</b>

**11.3 Staff debt**

	<i>Note</i>	<b>2020/21</b>	<b>2019/20</b>
		<b>R'000</b>	<b>R'000</b>
Debt account (in service)	11	149	296
Salary: Tax debt		5	2
Salary: Income tax account		-	4
<b>Total</b>		<b>154</b>	<b>302</b>

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**11.4 Other receivables**

	<i>Note</i>	<b>2020/21</b>	<b>2019/20</b>
	<i>11</i>	<b>R'000</b>	<b>R'000</b>
Debt account (out of service)		-	2
Public Entity advance account		134	290
<b>Total</b>		<b>134</b>	<b>292</b>

Public Entity advance account: The Department is collaborating with 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.

**12. VOTED FUNDS TO BE SURRENDERED TO THE REVENUE FUND**

	<i>Note</i>	<b>2020/21</b>	<b>2019/20</b>
		<b>R'000</b>	<b>R'000</b>
Opening balance		9,890	8,846
Transfer from Statement of Financial Performance (as restated)		4,781	9,890
Voted funds not requested/not received	<i>1.1</i>	(1,350)	-
Paid during the year		(9,890)	(8,846)
<b>Closing balance</b>		<b>3,431</b>	<b>9,890</b>

Surplus funds surrendered to the Provincial Revenue Fund.

**13. DEPARTMENTAL REVENUE AND PRF RECEIPTS TO BE SURRENDERED TO THE REVENUE FUND**

	<b>2020/21</b>	<b>2019/20</b>
	<b>R'000</b>	<b>R'000</b>
Opening balance	32	26
Transfer from Statement of Financial Performance (as restated)	532	1,024
Own revenue included in appropriation	2,742	2,104
Paid during the year	(3,234)	(3,122)
<b>Closing balance</b>	<b>72</b>	<b>32</b>

Accrued departmental revenue paid to the Provincial Revenue Fund.

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**14. PAYABLES – CURRENT**

	<i>Note</i>	<b>2020/21</b>	<b>2019/20</b>
		<b>R'000</b>	<b>R'000</b>
Clearing accounts	14.1	202	-
Other payables	14.2	1,519	1,519
<b>Total</b>		<b>1,721</b>	<b>1,519</b>

**14.1 Clearing accounts**

	<i>Note</i>	<b>2020/21</b>	<b>2019/20</b>
		<b>R'000</b>	<b>R'000</b>
Government Employees Housing Scheme refund control account		65	-
Salary income tax account		121	-
Salary pension fund account		16	-
<b>Total</b>		<b>202</b>	<b>-</b>

**14.2 Other payables**

	<i>Note</i>	<b>2020/21</b>	<b>2019/20</b>
		<b>R'000</b>	<b>R'000</b>
Private enterprise		1,519	1,519
<b>Total</b>		<b>1,519</b>	<b>1,519</b>

Funding received from private companies via plea-and-sentence agreements 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.

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**15. NET CASH FLOW AVAILABLE FROM OPERATING ACTIVITIES**

	<b>2020/21</b>	<b>2019/20</b>
	<b>R'000</b>	<b>R'000</b>
Net surplus/(deficit) as per Statement of Financial Performance	5,313	10,914
Add back non-cash/cash movements not deemed operating activities	(1,038)	(2,851)
(Increase)/decrease in receivables	(344)	(346)
(Increase)/decrease in prepayments and advances	-	90
Increase/(decrease) in payables – current	202	(30)
Proceeds from sale of capital assets	(9)	(65)
Expenditure on capital assets	10,845	7,364
Surrenders to Revenue Fund	(13,124)	(11,968)
Voted funds not requested/not received	(1,350)	-
Own revenue included in appropriation	2,742	2,104
<b>Net cash flow generated by operating activities</b>	<b>4,275</b>	<b>8,063</b>

**16. RECONCILIATION OF CASH AND CASH EQUIVALENTS FOR CASH FLOW PURPOSES**

	<b>2020/21</b>	<b>2019/20</b>
	<b>R'000</b>	<b>R'000</b>
Consolidated Paymaster General account	4,481	11,077
Cash on hand	30	30
<b>Total</b>	<b>4,511</b>	<b>11,107</b>

**17. CONTINGENT LIABILITIES AND CONTINGENT ASSETS**

**17.1 Contingent liabilities**

		<i>Note</i>	<b>2020/21</b>	<b>2019/20</b>
<b>Liable to</b>	<b>Nature</b>		<b>R'000</b>	<b>R'000</b>
Intergovernmental payables (unconfirmed balances)	Unconfirmed balances	<i>Annex 4</i>	5	7
Other*	Investigation	<i>Annex 2</i>	-	517
<b>Total</b>			<b>5</b>	<b>524</b>

- \* Other (2019/20) - 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

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a Chief Town and Regional Planner and be paid an amount of R517 000. The matter served at the Labour Court and the outcome was in favour of the Department, the matter was set aside with no further costs.

Government failure to implement the agreed CPI salary increases, the final year of a 3-year wage agreement, for the 2020/21 financial year. This matter served at the Labour Appeal Court (LAC) which declared the salary increases for the 2020/20 financial year unlawful and invalid. The LAC ruling has been appealed and referred to the Constitutional Court. The ruling by the Constitutional Court will confirm if the Department will be obligated to pay the salary increases in dispute. The amount cannot be reliably estimated.

## 17.2 Contingent assets

	<b>2020/21</b>	<b>2019/20</b>
	<b>R'000</b>	<b>R'000</b>
<b>Nature of contingent asset</b>		
National Environmental Management Act (NEMA) Section 24G Outstanding Fines*	1,600	840
Environmental law enforcement: Section 105A of the Criminal Procedure Act, 1977 and/or section 34 of the NEMA.**	1,000	1,000
Leave without pay	-	21
<b>Total</b>	<b>2,600</b>	<b>1,861</b>

\* The disclosure of R1,6 million relates to outstanding fines in terms of NEMA Section 24G for persons/entities who commenced with listed activities without prior environmental authorisation which the Department reasonably expect that the fines will be paid in future.

\*\* R1 million may accrue to the Department upon finalisation of a plea and sentence agreement. The matter has been referred to the Asset Forfeiture Unit for assistance to investigate the number and value of the assets in the possession of the accused.

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. The Department received thirty-nine Policy on Incapacity Leave and Ill-Health Retirement cases of which two cases 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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**18. CAPITAL COMMITMENTS**

	<b>2020/21</b> <b>R'000</b>	<b>2019/20</b> <b>R'000</b>
Machinery and equipment	516	1,133
<b>Total</b>	<b>516</b>	<b>1,133</b>

**19. ACCRUALS AND PAYABLES NOT RECOGNISED**

**19.1 Accruals**

Listed by economic classification	<b>2020/21</b>			<b>2019/20</b>
	<b>R'000</b>			<b>R'000</b>
	<b>30 Days</b>	<b>30+ Days</b>	<b>Total</b>	<b>Total</b>
Goods and services	1,439	470	1,909	762
Capital assets	285	-	285	643
<b>Total</b>	<b>1,724</b>	<b>470</b>	<b>2,194</b>	<b>1,405</b>

	<b>2020/21</b> <b>R'000</b>	<b>2019/20</b> <b>R'000</b>
<b>Listed by programme level</b>		
Administration	1,031	846
Environmental Policy, Planning and Coordination	3	10
Compliance and Enforcement	1,134	44
Environmental Quality Management	8	424
Biodiversity Management	16	10
Development Planning	2	71
<b>Total</b>	<b>2,194</b>	<b>1,405</b>

Compliance and Enforcement - Legal fees invoices received after 31 March 2021 for services rendered during the reporting period.

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**19.2 Payables not recognised**

Listed by economic classification	2020/21			2019/20
	R'000			R'000
	30 Days	30+ Days	Total	Total
Goods and services	39	-	39	5
<b>Total</b>	<b>39</b>	<b>-</b>	<b>39</b>	<b>5</b>

	2020/21 R'000	2019/20 R'000
<b>Listed by programme level</b>		
Administration	10	-
Environmental Policy, Planning and Coordination	4	-
Compliance and Enforcement	13	1
Environmental Quality Management	7	4
Biodiversity Management	3	-
Development Planning	2	-
<b>Total</b>	<b>39</b>	<b>5</b>

	Notes 2020/21 R'000	2019/20 R'000
Included in the above total		
Confirmed balance with departments	Annex 4 47	-
<b>Total</b>	<b>47</b>	<b>-</b>

**20. EMPLOYEE BENEFITS**

	2020/21 R'000	2019/20 R'000
Leave entitlement*	12,437	5,979
Service bonus	5,446	5,388
Performance awards	-	1,211
Capped leave	1,663	2,129
Other**	1,579	701
<b>Total</b>	<b>21,125</b>	<b>15,408</b>

\* Leave entitlement - The Department of Public Service and Administration issued a communication which has a once off arrangement that unused leave for the 2019 annual leave cycle shall be utilised within a 24-month period ending 31 December 2020. The restrictions on movement during the initial COVID-19 lockdown levels, the working from home arrangements together with the extended period to utilise the 2019 annual leave, resulted in staff utilising less of their 2020 annual leave, therefore the increase in leave entitlement.

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The amount includes leave with negative balances of R50 000 which were added to the leave provision for the period under review.

- \*\* Other - Includes R109 000 for long service awards payable during the 2021/22 financial year. The Department is not able to reliably measure the long-term portion of the long service awards to officials. Furthermore, R438 000 is remuneration relating to the reporting period which will only be paid during the new financial year and a provision of R503 000 (2020/21) and R478 800 (2019/20) is included under other for an exit gratuity for Minister Anton Bredell. The provision also includes a pension penalty of R529 000 for the early retirement of an official.

## **21. LEASE COMMITMENTS**

### **21.1 Operating leases**

<b>2020/21</b>	<b>Machinery and equipment R'000</b>	<b>Total R'000</b>
Not later than 1 year	77	77
<b>Total lease commitments</b>	<b>77</b>	<b>77</b>

<b>2019/20</b>	<b>Machinery and equipment R'000</b>	<b>Total R'000</b>
Not later than 1 year	445	445
Later than 1 year and not later than 5 years	50	50
<b>Total lease commitments</b>	<b>495</b>	<b>495</b>

The Department entered into operating lease agreements for rental of 7 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.

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**21.2 Finance leases**

<b>2020/21</b>	<b>Machinery and equipment</b>	<b>Total</b>
	<b>R'000</b>	<b>R'000</b>
Not later than 1 year	3,111	3,111
Later than 1 year and not later than 5 years	1,698	1,698
<b>Total lease commitments</b>	<b>4,809</b>	<b>4,809</b>

<b>2019/20</b>	<b>Machinery and equipment</b>	<b>Total</b>
	<b>R'000</b>	<b>R'000</b>
Not later than 1 year	2,941	2,941
Later than 1 year and not later than 5 years	2,038	2,038
<b>Total lease commitments</b>	<b>4,979</b>	<b>4,979</b>

The Department leased 43 vehicles from GMT as at 31 March 2021 (March 2020: 43). 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.

**22. ACCRUED DEPARTMENTAL REVENUE**

	<b>2020/21</b>	<b>2019/20</b>
	<b>R'000</b>	<b>R'000</b>
Fines, penalties and forfeits*	172	178
Transactions in financial assets and liabilities**	3	-
<b>Total</b>	<b>175</b>	<b>178</b>

\* 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.

\*\* Transactions in financial assets and liabilities - Two debt cases relating to the reporting period which were recognised as receivables during the 2021/22 financial year.

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**22.1 Analysis of accrued departmental revenue**

	<b>2020/21</b> <b>R'000</b>	<b>2019/20</b> <b>R'000</b>
Opening balance	178	136
Less: Amounts received	116	62
Add: Amounts recognised	113	104
<b>Closing balance</b>	<b>175</b>	<b>178</b>

**23. IRREGULAR EXPENDITURE**

**23.1 Reconciliation of irregular expenditure**

	<b>2020/21</b> <b>R'000</b>	<b>2019/20</b> <b>R'000</b>
Opening balance	9,998	9,183
Add: Irregular expenditure – relating to prior year	100	815
Add: Irregular expenditure – relating to current year	84	-
Less: Prior year amounts condoned	(9,998)	-
<b>Irregular expenditure awaiting condonation</b>	<b>184</b>	<b>9,998</b>
<b>Analysis of closing balance</b>		
Current year	84	-
Prior years	100	9,998
<b>Total</b>	<b>184</b>	<b>9,998</b>

Note

23.2

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**23.2 Details of current and prior year irregular expenditure – added current year (under determination and investigation)**

<b>Incident</b>	<b>Disciplinary steps taken/criminal proceedings</b>	<b>2020/21 R'000</b>
An award was granted to a supplier with a non-compliant tax status at the date of award.	Disciplinary steps to be instituted.	53
An award was granted to a supplier with a non-compliant tax status at the date of award.	Disciplinary steps to be instituted.	88
An award was granted to a supplier with a non-compliant tax status at the date of award.	Disciplinary steps to be instituted.	5
An award was granted to a supplier with a non-compliant tax status at the date of award.	Disciplinary steps to be instituted.	38
<b>Total</b>		<b>184</b>

**23.3 Details of irregular expenditure condoned**

<b>Incident</b>	<b>Condoned by (relevant authority)</b>	<b>2020/21 R'000</b>
Expansion of a contract not approved in terms of the SCM delegations and non-compliance with DoRA relating to EPWP expenditure.	Provincial Treasury	815
Non-compliance to the CIBD Act and regulations	Provincial Treasury	9,183
<b>Total</b>		<b>9,998</b>

**23.4 Details of irregular expenditures under assessment (not included in the main note)**

<b>Incident</b>	<b>2020/21 R'000</b>
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
<b>Total</b>	<b>5,064</b>

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**24. RELATED PARTY TRANSACTIONS**

<b>Revenue received</b>	<b>2020/21 R'000</b>	<b>2019/20 R'000</b>
Sales of goods and services other than capital assets	-	7
Sales of capital assets	9	65
<b>Total</b>	<b>9</b>	<b>72</b>

**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 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:

- 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.

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**25. KEY MANAGEMENT PERSONNEL**

	<i>No. of Individuals</i>	<b>2020/21 R'000</b>	<b>2019/20 R'000</b>
Political office bearers*	1	1,980	1,978
Management personnel**	9	8,163	10,012
Family members of key management personnel	1	112	-
<b>Total</b>		<b>10,255</b>	<b>11,990</b>

\* 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 period under review, the Chief Financial Officer of the Department resigned at the end of October 2020. The Director: Financial Management and Director: Strategic Operational Support acted on a rotational basis as the Chief Financial Officer during the period under review. These officials did not receive acting remuneration during their acting periods. An official of the Department is a close family member to the Director: Financial Management who acted as the Chief Financial Officer for certain periods during the financial year.

**26. PROVISIONS**

	<i>Note</i>	<b>2020/21 R'000</b>	<b>2019/20 R'000</b>
Litigation case	26.1	4,991	5,000
Legal fees: Special Investigative Unit		42	-
<b>Total</b>		<b>5,033</b>	<b>5,000</b>

**26.1 Reconciliation of movement in provisions – 2020/21**

	<b>Provision 1</b>	<b>Provision 2</b>	<b>Total provisions</b>
	<b>R'000</b>	<b>R'000</b>	<b>R'000</b>
Opening balance	5,000	-	5,000
Increase in provision	-	42	42
Settlement of provision	(9)	-	(9)
Unused amount reversed	-	-	-
<b>Closing balance</b>	<b>4,991</b>	<b>42</b>	<b>5,033</b>

**Provision 1:** 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



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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 received one invoice which amounted to R9 000 and are awaiting further invoices, the amount is based on an estimate and it is uncertain on when the amount will be paid. This provision was previously reported as provision 3.

**Provision 2:** The Department received a letter of engagement from the Special Investigative Unit (SIU) in terms of a proclamation for an investigation into the procurement of personal protective equipment in response to the COVID-19 pandemic. The estimated cost as per the engagement letter amounts to R42 000.

**26.2 Reconciliation of movement in provisions – 2019/20**

	<b>Provision 1</b>	<b>Provision 2</b>	<b>Provision 3</b>	<b>Total provisions</b>
	<b>R'000</b>	<b>R'000</b>	<b>R'000</b>	<b>R'000</b>
Opening balance	915	50	-	965
Increase in provision	-	-	5,000	5,000
Settlement of provision	(256)	(28)	-	(284)
Unused amount reversed	(659)	(22)	-	(681)
<b>Closing balance</b>	<b>-</b>	<b>-</b>	<b>5,000</b>	<b>5,000</b>

**27. NON-ADJUSTING EVENTS AFTER REPORTING DATE**

	<b>2020/21 R'000</b>
Litigation case	6,155
<b>Total</b>	<b>6,155</b>

This refers to a litigation matter in which the Head of Department of Environmental Affairs and Development Planning was cited as the Fourth Defendant in which the Plaintiffs claim damages for loss of profits for sales of fruit and damages to trees following spraying of herbicides for invasive plants. The Department was not involved with this project and requested the State Attorney to liaise with the Plaintiffs' Attorneys to withdraw the citing of the Head of Department of Environmental Affairs and Development Planning as a Defendant. The Department is awaiting the outcome to confirm the extent and existence which is not wholly within the control of the Department.

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**28. MOVABLE TANGIBLE CAPITAL ASSETS**

**MOVEMENT IN MOVABLE TANGIBLE CAPITAL ASSETS PER ASSET REGISTER FOR THE YEAR ENDED 31 MARCH 2021**

	Opening balance	Additions	Disposals	Closing Balance
	R'000	R'000	R'000	R'000
<b>MACHINERY AND EQUIPMENT</b>	<b>37,679</b>	<b>7,306</b>	<b>(606)</b>	<b>44,379</b>
Transport assets	1,069	108	-	1,177
Computer equipment	12,961	1,922	(337)	14,546
Furniture and office equipment	2,437	230	(269)	2,398
Other machinery and equipment	21,212	5,046	-	26,258
<b>TOTAL MOVABLE TANGIBLE CAPITAL ASSETS</b>	<b>37,679</b>	<b>7,306</b>	<b>(606)</b>	<b>44,379</b>

**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
36	559

During the 2020/21 annual asset verification process, 15 assets to the value of R179 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 R380 000, 21 major assets.

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**28.1 Additions**

**ADDITIONS TO MOVABLE TANGIBLE CAPITAL ASSETS PER ASSET REGISTER FOR THE YEAR ENDED 31 MARCH 2021**

	<b>Cash</b>	<b>Non-cash</b>	<b>(Capital Work in Progress current costs and finance lease payments)</b>	<b>Total</b>
	<b>R'000</b>	<b>R'000</b>	<b>R'000</b>	<b>R'000</b>
<b>Machinery and equipment</b>	<b>10,454</b>	<b>110</b>	<b>(3,258)</b>	<b>7,306</b>
Transport assets	3,312	54	(3,258)	108
Computer equipment	1,922	-	-	1,922
Furniture and office equipment	174	56	-	230
Other machinery and equipment	5,046	-	-	5,046
<b>Total additions to movable tangible capital assets</b>	<b>10,454</b>	<b>110</b>	<b>(3,258)</b>	<b>7,306</b>

**28.2 Disposals**

**DISPOSALS OF MOVABLE TANGIBLE CAPITAL ASSETS PER ASSET REGISTER FOR THE YEAR ENDED 31 MARCH 2021**

	<b>Sold for cash</b>	<b>Non-cash disposal</b>	<b>Total disposals</b>	<b>Cash Received Actual</b>
	<b>R'000</b>	<b>R'000</b>	<b>R'000</b>	<b>R'000</b>
<b>Machinery and equipment</b>	<b>588</b>	<b>18</b>	<b>606</b>	<b>9</b>
Computer equipment	319	18	337	9
Furniture and office equipment	269	-	269	-
<b>Total disposal of movable tangible capital assets</b>	<b>588</b>	<b>18</b>	<b>606</b>	<b>9</b>

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**28.3 Movement for 2019/20**

**MOVEMENT IN MOVABLE TANGIBLE CAPITAL ASSETS PER ASSET REGISTER FOR THE YEAR ENDED 31 MARCH 2020**

	<b>Opening balance</b>	<b>Prior period error</b>	<b>Additions</b>	<b>Disposals</b>	<b>Closing Balance</b>
	<b>R'000</b>	<b>R'000</b>	<b>R'000</b>	<b>R'000</b>	<b>R'000</b>
<b>Machinery and equipment</b>	<b>35,926</b>	<b>(475)</b>	<b>4,263</b>	<b>(2,035)</b>	<b>37,679</b>
Transport assets	1,074	-	11	(16)	1,069
Computer equipment	11,118	(173)	3,853	(1,837)	12,961
Furniture and office equipment	2,395	-	49	(7)	2,437
Other machinery and equipment	21,339	(302)	350	(175)	21,212
<b>Total movable tangible capital assets</b>	<b>35,926</b>	<b>(475)</b>	<b>4,263</b>	<b>(2,035)</b>	<b>37,679</b>

**28.3.1 Prior period error**

	<b>2019/20 R'000</b>
<b>Nature of prior period error</b>	
	<b>(475)</b>
Computer equipment	(173)
Other machinery and equipment	(302)
<b>Total prior period errors</b>	<b>(475)</b>

Assets sold during the 2019/20 financial year were only disposed on the asset management system during the new financial year.

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**29. MINOR ASSETS**

**MOVEMENT IN MINOR ASSETS PER THE ASSET REGISTER FOR THE YEAR ENDED 31 MARCH 2021**

	<b>Intangible assets</b>	<b>Machinery and equipment</b>	<b>Total</b>
	<b>R'000</b>	<b>R'000</b>	<b>R'000</b>
Opening balance	9	5,983	5,992
Additions	-	2,027	2,027
Disposals	-	(155)	(155)
<b>Total minor assets</b>	<b>9</b>	<b>7,855</b>	<b>7,864</b>

	<b>Intangible assets</b>	<b>Machinery and equipment</b>	<b>Total</b>
Number of R1 minor assets	-	291	291
Number of minor assets at cost	2	4 752	4 754
<b>Total number of minor assets</b>	<b>2</b>	<b>5 043</b>	<b>5 045</b>

**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

<b>Number</b>	<b>Value</b>
	<b>R'000</b>
63	74

During the 2020/21 annual asset verification process, 59 minor assets to the value of R63 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 R11 000, 4 minor assets.

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**Movement for 2019/20**

**MOVEMENT IN MINOR ASSETS PER THE ASSET REGISTER FOR THE YEAR ENDED AS AT 31 MARCH 2020**

	<b>Intangible assets</b>	<b>Machinery and equipment</b>	<b>Total</b>
	<b>R'000</b>	<b>R'000</b>	<b>R'000</b>
Opening balance	9	6,022	6,031
Prior period error	-	(15)	(15)
Additions	-	114	114
Disposals	-	(138)	(138)
<b>Total minor assets</b>	<b>9</b>	<b>5,983</b>	<b>5,992</b>

	<b>Intangible assets</b>	<b>Machinery and equipment</b>	<b>Total</b>
Number of R1 minor assets	-	296	296
Number of minor assets at cost	2	4 057	4 059
<b>Total number of minor assets</b>	<b>2</b>	<b>4 353</b>	<b>4 355</b>

**29.1 Prior period error**

	<b>2019/20</b>
	<b>R'000</b>
<b>Nature of prior period error</b>	
	(15)
Machinery and equipment	(15)
<b>Total prior period errors</b>	<b>(15)</b>

Assets sold during the 2019/20 financial year were only disposed on the asset management system during the new financial year.

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## 29.2 Movable assets written off

### MOVABLE ASSETS WRITTEN OFF FOR THE YEAR ENDED 31 MARCH 2021

	<b>Machinery and equipment</b>	<b>Total</b>
	<b>R'000</b>	<b>R'000</b>
Assets written off	18	18
<b>Total movable assets</b>	<b>18</b>	<b>18</b>

### MOVABLE ASSETS WRITTEN OFF FOR THE YEAR ENDED 31 MARCH 2020

	<b>Machinery and equipment</b>	<b>Total</b>
	<b>R'000</b>	<b>R'000</b>
Assets written off	43	43
<b>Total movable assets written off</b>	<b>43</b>	<b>43</b>

## 30. INTANGIBLE CAPITAL ASSETS

### MOVEMENT IN INTANGIBLE CAPITAL ASSETS PER ASSET REGISTER FOR THE YEAR ENDED 31 MARCH 2021

	<b>Opening balance</b>	<b>Additions</b>	<b>Closing Balance</b>
	<b>R'000</b>	<b>R'000</b>	<b>R'000</b>
Software	828	391	1,219
<b>Total intangible capital assets</b>	<b>828</b>	<b>391</b>	<b>1,219</b>

### ADDITIONS TO INTANGIBLE CAPITAL ASSETS PER ASSET REGISTER FOR THE YEAR ENDED 31 MARCH 2021

	<b>Cash</b>	<b>Total</b>
	<b>R'000</b>	<b>R'000</b>
Software	391	391
<b>Total additions to intangible capital assets</b>	<b>391</b>	<b>391</b>

### Movement for 2019/20

### MOVEMENT IN INTANGIBLE CAPITAL ASSETS PER ASSET REGISTER FOR THE YEAR ENDED 31 MARCH 2020

	<b>Opening balance</b>	<b>Additions</b>	<b>Closing Balance</b>
	<b>R'000</b>	<b>R'000</b>	<b>R'000</b>
Software	812	16	828
<b>Total intangible capital assets</b>	<b>812</b>	<b>16</b>	<b>828</b>

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**31. IMMOVABLE TANGIBLE CAPITAL ASSETS**

**MOVEMENT IN IMMOVABLE TANGIBLE CAPITAL ASSETS PER ASSET REGISTER FOR THE YEAR ENDED 31 MARCH 2021**

	<b>Opening balance</b>	<b>Closing Balance</b>
	<b>R'000</b>	<b>R'000</b>
Buildings and other fixed structures	1,726	1,726
Other fixed structures	1,726	1,726
<b>Total immovable tangible capital assets</b>	<b>1,726</b>	<b>1,726</b>

**31.1 Movement for 2019/20**

**MOVEMENT IN IMMOVABLE TANGIBLE CAPITAL ASSETS PER ASSET REGISTER FOR THE YEAR ENDED 31 MARCH 2020**

	<b>Opening balance</b>	<b>Closing Balance</b>
	<b>R'000</b>	<b>R'000</b>
Buildings and other fixed structures	1,726	1,726
Other fixed structures	1,726	1,726
<b>Total immovable tangible capital assets</b>	<b>1,726</b>	<b>1,726</b>

**32. PRIOR PERIOD ERRORS**

**32.1 Correction of prior period errors**

	<i>Note</i>	<b>Amount before error correction</b>	<b>Prior period error</b>	<b>Restated Amount</b>
		<b>2019/20</b>	<b>2019/20</b>	<b>2020/21</b>
		<b>R'000</b>	<b>R'000</b>	<b>R'000</b>
<b>Expenditure*</b>				
Movable tangible capital assets:	28	13,134	(173)	12,961
Computer equipment				
Movable tangible capital assets:	28	21,514	(302)	21,212
Other machinery and equipment				
Minor assets: Machinery and	29	5,998	(15)	5,983
equipment				
<b>Net effect</b>		<b>40,646</b>	<b>(490)</b>	<b>40,156</b>

Assets sold during the 2019/20 financial year were only disposed on the asset management system during the new financial year.



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**33. STATEMENT OF CONDITIONAL GRANTS RECEIVED**

NAME OF GRANT	GRANT ALLOCATION						SPENT			2019/20	
	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	3,678	-	-	-	3,678	3,678	3,678	-	100	3,717	3,717
<b>Total</b>	<b>3,678</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>3,678</b>	<b>3,678</b>	<b>3,678</b>	<b>-</b>		<b>3,717</b>	<b>3,717</b>

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	2020/21							2019/20	
	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 does not form part of the DoRA requirements									
<b>Regional Socio-Economic Projects (RSEP)</b>									
Witzenberg	1,000	-	-	1,000	1,000	-	-	5,000	5,000
Stellenbosch	4,000	-	-	4,000	4,000	-	-	1,500	1,500
Bitou	3,000	-	-	3,000	3,000	-	-	2,600	2,600
Prince Albert	4,500	-	-	4,500	4,500	-	-	1,500	1,500
Cape Agulhas	2,000	-	-	2,000	2,000	-	-	2,145	2,145
Saldanha Bay	1,000	-	-	1,000	1,000	-	-	4,200	4,200
Swartland	3,000	-	-	3,000	3,000	-	-	4,000	4,000
Breede Valley	1,900	-	-	1,900	1,900	-	-	5,100	5,100
Bergrivier	1,000	-	-	1,000	1,000	-	-	4,500	4,500
Mossel Bay	500	-	-	500	500	-	-	2,755	2,755
Drakenstein	1,000	-	-	1,000	1,000	-	-	-	-
Theewaterskloof	500	-	-	500	500	-	-	-	-
<b>Greenest Municipality Competition</b>									
Swartland	-	-	-	-	-	-	-	140	140
Drakenstein	-	-	-	-	-	-	-	260	260
Mossel Bay	-	-	-	-	-	-	-	100	100
<b>Total</b>	<b>23,400</b>	<b>-</b>	<b>-</b>	<b>23,400</b>	<b>23,400</b>	<b>-</b>	<b>-</b>	<b>33,800</b>	<b>33,800</b>

Municipalities forms part of the implementation of the Regional Socio-Economic Projects (RSEP).

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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.

**36. COVID-19 RESPONSE EXPENDITURE**

	<i>Note</i>	<b>2020/21</b>	<b>2019/20</b>
		<b>R'000</b>	<b>R'000</b>
	<i>Annex 5</i>		
Goods and services		506	28
Expenditure for capital assets		580	-
<b>Total</b>		<b>1,086</b>	<b>28</b>

The Department has assessed the impact of the COVID-19 pandemic and in response, expenditure relating the procurement of personal protective equipment and computer equipment were incurred. Data related claims for connectivity to facilitate working from home arrangements were also reimbursed. No further reporting information in the 2020/21 Annual Financial Statements is deemed material in this regard.

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## ANNEXURE 1A

### STATEMENT OF CONDITIONAL GRANTS AND OTHER TRANSFERS TO MUNICIPALITIES

NAME OF MUNICIPALITY	GRANT ALLOCATION				TRANSFER			SPENT				2019/20	
	DoRA and Other transfers	Roll Overs	Adjust-ments	Total Available	Actual Transfer	Funds Withheld	Re-allocations by National Treasury or National Depart-ment	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													
<b>Regional Socio-Economic Projects (RSEP)</b>													
Witzenberg	1,000	-	-	1,000	1,000	-	-	1,000	-	1,000	0	5,000	5,000
Stellenbosch	4,000	-	-	4,000	4,000	-	-	4,000	51	3,949	1	1,500	1,500
Bitou	3,000	-	-	3,000	3,000	-	-	3,000	1,029	1,971	34	2,600	2,600
Prince Albert	4,500	-	-	4,500	4,500	-	-	4,500	-	4,500	0	1,500	1,500
Cape Agulhas	2,000	-	-	2,000	2,000	-	-	2,000	-	2,000	0	2,145	2,145
Saldanha Bay	1,000	-	-	1,000	1,000	-	-	1,000	-	1,000	0	4,200	4,200
Swartland	3,000	-	-	3,000	3,000	-	-	3,000	-	3,000	0	4,000	4,000
Breede Valley	1,900	-	-	1,900	1,900	-	-	1,900	-	1,900	0	5,100	5,100
Bergrivier	1,000	-	-	1,000	1,000	-	-	1,000	480	520	48	4,500	4,500
Mossel Bay	500	-	-	500	500	-	-	500	4	496	1	2,755	2,755
Drakenstein	1,000	-	-	1,000	1,000	-	-	1,000	801	199	80	-	-
Theewaterskloof	500	-	-	500	500	-	-	500	-	500	0	-	-
<b>Greenest Municipality Competition</b>													
Swartland	-	-	-	-	-	-	-	-	-	-	-	140	140
Drakenstein	-	-	-	-	-	-	-	-	-	-	-	260	260
Mossel Bay	-	-	-	-	-	-	-	-	-	-	-	100	100
<b>Total</b>	<b>23,400</b>	<b>-</b>	<b>-</b>	<b>23,400</b>	<b>23,400</b>	<b>-</b>	<b>-</b>	<b>23,400</b>	<b>2,365</b>	<b>21,035</b>		<b>33,800</b>	<b>33,800</b>

Municipalities forms part of the implementation of the Regional Socio-Economic Projects (RSEP).

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## ANNEXURE 1B

### STATEMENT OF TRANSFERS TO DEPARTMENTAL AGENCIES AND ACCOUNTS

DEPARTMENT/AGENCY/ACCOUNT	TRANSFER ALLOCATION				TRANSFER		2019/20
	Adjusted Appropriation Act	Roll overs	Adjustments	Total Available	Actual Transfer	% of Available funds transferred	Final Appropriation
	R'000	R'000	R'000	R'000	R'000	%	R'000
Western Cape Nature Conservation Board (CapeNature)	297,087	-	-	297,087	297,087	100	314,474
SABC (TV Licences)	10	-	1	11	11	100	10
<b>Total</b>	<b>297,097</b>	<b>-</b>	<b>1</b>	<b>297,098</b>	<b>297,098</b>		<b>314,484</b>

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## ANNEXURE 1C

### STATEMENT OF TRANSFERS TO NON-PROFIT INSTITUTIONS

NON-PROFIT INSTITUTIONS	TRANSFER ALLOCATION				EXPENDITURE		2019/20
	Adjusted Appropriation Act	Roll overs	Adjustments	Total Available	Actual Transfer	% of Available funds transferred	Final Appropriation
	R'000	R'000	R'000	R'000	R'000	%	R'000
<b>Transfers</b>							
<b>Biosphere Reserves</b>							
Kogelberg Biosphere Reserve	200	-	(43)	157	157	100	200
Cape West Coast Biosphere Reserve	200	-	60	260	260	100	200
Cape Winelands Biosphere Reserve	200	-	60	260	260	100	200
Gouritz Cluster Biosphere Reserve	200	-	60	260	260	100	200
Garden Route Biosphere Reserve	200	-	(137)	63	63	100	200
<b>Total</b>	<b>1,000</b>	<b>-</b>	<b>-</b>	<b>1,000</b>	<b>1,000</b>		<b>1,000</b>

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## ANNEXURE 1D

### STATEMENT OF TRANSFERS TO HOUSEHOLDS

HOUSEHOLDS	TRANSFER ALLOCATION				EXPENDITURE		2019/20
	Adjusted Appropriation Act	Roll Overs	Adjustments	Total Available	Actual Transfer	% of Available funds Transferred	Final Appropriation
	R'000	R'000	R'000	R'000	R'000	%	R'000
<b>Transfers</b>							
Leave Gratuity	687	-	78	765	765	100	1,122
Injury on duty	-	-	-	-	-	-	7
Early retirement without penalisation	-	-	-	-	--	-	1,756
<b>TOTAL</b>	<b>687</b>	<b>-</b>	<b>78</b>	<b>765</b>	<b>765</b>		<b>2,885</b>

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## ANNEXURE 1E

### STATEMENT OF GIFTS, DONATIONS AND SPONSORSHIPS RECEIVED

NAME OF ORGANISATION	NATURE OF GIFT, DONATION OR SPONSORSHIP	2020/21	2019/20
		R'000	R'000
Received in kind			
German Development Bank (KfW)	<p>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.</p> <p>During the year, a special request was made to the KfW for the utilization of unspent forex gains for relief funding (food vouchers) to be distributed in the surrounding VPUU NPC areas to assist communities during the COVID-19 pandemic.</p>	1,336	9,725
Under2 Coalition Future Fund	The Department accepted an in-kind gift from the Under2 Coalition Future Fund for the 2050 Emissions Pathway Analysis project. The gift consists of six online capacity building sessions provided to officials within the Department.	513	-
14 <sup>th</sup> 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
14 <sup>th</sup> 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
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
Subtotal		1,849	9,887
Total		1,849	9,887



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## ANNEXURE 2 (NOTE 17.1)

### STATEMENT OF CONTINGENT LIABILITIES AS AT 31 MARCH 2021

NATURE OF LIABILITY	OPENING BALANCE 1 APRIL 2020 R'000	LIABILITIES PAID/CANCELLED/REDUCED DURING THE YEAR R'000	CLOSING BALANCE
			31 March 2021 R'000
<b>Other</b>			
Employee (Arbitration)	517	517	-
<b>Subtotal</b>	<b>517</b>	<b>517</b>	<b>-</b>
<b>Total</b>	<b>517</b>	<b>517</b>	<b>-</b>

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. The matter served at the Labour Court and the outcome was in favour of the Department, the matter was set aside with no further costs.

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## ANNEXURE 3

### CLAIMS RECOVERABLE

GOVERNMENT ENTITY	CONFIRMED BALANCE OUTSTANDING		UNCONFIRMED BALANCE OUTSTANDING		TOTAL	
	31/03/2021	31/03/2020	31/03/2021	31/03/2020	31/03/2021	31/03/2020
	R'000	R'000	R'000	R'000	R'000	R'000
<b>Department</b>						
Western Cape: Department of Education	3	-	-	-	3	-
	<b>3</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>3</b>	<b>-</b>
<b>Other government entities</b>						
City of Cape Town*	-	-	502	-	502	-
	<b>-</b>	<b>-</b>	<b>502</b>	<b>-</b>	<b>502</b>	<b>-</b>
<b>Total</b>	<b>3</b>	<b>-</b>	<b>502</b>	<b>-</b>	<b>505</b>	<b>-</b>

\* The R502 000 relates to the co-funding portion for the Water Sensitive City project (City of Cape Town).

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## ANNEXURE 4

### INTER-GOVERNMENTAL PAYABLES

GOVERNMENT ENTITY	CONFIRMED BALANCE OUTSTANDING		UNCONFIRMED BALANCE OUTSTANDING		TOTAL	
	31/03/2021	31/03/2020	31/03/2021	31/03/2020	31/03/2021	31/03/2020
	R'000	R'000	R'000	R'000	R'000	R'000
<b>Departments</b>						
National: Department of Justice and Constitutional Development	47	-	-	2	47	2
National: Department of Employment and Labour	-	-	5	5	5	5
<b>Total intergovernment payables</b>	<b>47</b>	<b>-</b>	<b>5</b>	<b>7</b>	<b>52</b>	<b>7</b>

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## ANNEXURE 5

### COVID-19 RESPONSE EXPENDITURE

#### PER QUARTER AND IN TOTAL

EXPENDITURE PER ECONOMIC CLASSIFICATION	2020/21					2019/20
	Q1	Q2	Q3	Q4	Total	Total
	R'000	R'000	R'000	R'000	R'000	R'000
<b>Goods and services</b>	<b>158</b>	<b>57</b>	<b>183</b>	<b>108</b>	<b>506</b>	<b>28</b>
Communication	15	46	91	108	260	-
Consumable supplies	143	11	92	-	246	28
<b>Payments for capital assets</b>	<b>36</b>	<b>-</b>	<b>61</b>	<b>483</b>	<b>580</b>	<b>-</b>
Machinery and equipment	36	-	61	483	580	-
<b>Total COVID-19 response expenditure</b>	<b>194</b>	<b>57</b>	<b>244</b>	<b>591</b>	<b>1,086</b>	<b>28</b>

The Department has assessed the impact of the COVID-19 pandemic and in response, expenditure relating the procurement of personal protective equipment and computer equipment were incurred. Data related claims for connectivity to facilitate working from home arrangements were also reimbursed. No further reporting information in the 2020/21 Annual Financial Statements is deemed material in this regard.

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## ANNEXURE 6

### IRREGULAR EXPENDITURE

DESCRIPTION	STAGE OF COMPLETION	NO. OF CASES	TOTAL R'000	NOTE
Alleged irregular expenditure - identified by Institution (A)	Stage 1			
Current year occurrences		0	-	
Prior year occurrences		3	5,064	
Alleged irregular expenditure - identified by Auditors (B)	Stage1			
Current year occurrences		0	-	
Prior year occurrences		0	-	
<b>Total Alleged irregular expenditure</b>		<b>3</b>	<b>5,064</b>	<i>23.4</i>
<b>Total confirmed irregular expenditure</b>	<b>Stage 2</b>	<b>4</b>	<b>184</b>	<i>23.2</i>
IE - referred for condonation/ condoned	Stage 7	2	9,998	

There are three cases outstanding, totaling R5,064 million which are in various stages of investigation and report, irregular expenditure has not been confirmed for these cases. The two cases totaling R9,998 million were condoned by Provincial Treasury in terms of the prescribed Irregular Expenditure Framework. There are four confirmed irregular expenditure totaling R184 000 which are in the process of being referred to Provincial Treasury for condonation.

#### NOTES

“irregular expenditure” means expenditure, other than unauthorised expenditure, incurred in contravention of or that 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 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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## ANNEXURE 7

### TRANSPORT ASSETS AS PER FINANCE LEASE REGISTER PERIOD ENDED 31 MARCH 2021

#### MOVABLE TANGIBLE CAPITAL ASSETS

TRANSPORT ASSETS AS PER FINANCE LEASE REGISTER PERIOD ENDED 31 MARCH 2021:	Opening balance	Disposals	Closing balance
	R'000	R'000	R'000
<b>Machinery and equipment</b>			
Transport assets	8,182	-	8,182
<b>Total</b>	<b>8,182</b>	<b>-</b>	<b>8,182</b>

TRANSPORT ASSETS AS PER FINANCE LEASE REGISTER YEAR ENDED 31 MARCH 2020:	Opening balance	Disposals	Closing balance
	R'000	R'000	R'000
<b>Machinery and equipment</b>			
Transport assets	8,935	(753)	8,182
<b>Total</b>	<b>8,935</b>	<b>(753)</b>	<b>8,182</b>

The Department utilised 43 Government motor vehicles during the period ended 31 March 2021 (March 2020: 43). The motor vehicles are leased under a finance agreement unique to the Western Cape Government and this annexure aims to improve the minimum reporting requirements as per the Modified Cash Standard.

To obtain additional copies of this report, please contact:  
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#### **DISCLAIMER**

The English version of this Annual Report is regarded as the official text. The Department cannot be held liable for any misinterpretations that may have occurred during the translation process.

#### **VRYWARING**

Die Engelse gedeelte van hierdie Jaarverslag word geag die amptelike teks te wees. Die Departement aanvaar geen verantwoordelikheid vir moontlike wanvertolkings gedurende die vertalingsproses nie.

#### **INKCAZO**

Inguqulelo yesiNgesi yale Ngxelo yoNyaka ittathwa njengeyona isebeanza ngokusesikweni. Isebe alinakubekwa tyala, ngazo nazihpi na iziphoso ezengathi zibe khona ngxesha linguqulelo yezinye iilwimi.

**AFRIKAANS AND ISIXHOSA VERSIONS OF THIS PUBLICATION ARE AVAILABLE ON REQUEST.**



**Western Cape  
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