

## PART THREE

### Programme Performance

#### VOTE: 8: PLANNING, LOCAL GOVERNMENT AND HOUSING

##### Voted Funds

R489106000

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|                          |  |
|--------------------------|--|
| Responsible Ministers    | Provincial Minister of Local Government<br>Provincial Minister of Housing<br>Provincial Minister of Environmental Affairs and Development Planning |
| Administering Department | Department of Planning, Local Government and Housing   |
| Accounting Officer       | Head of Department of Planning, Local Government and Housing   |

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##### Aim of the Vote:

The aim of the Vote is to promote integrated development planning, effective local government, affordable and acceptable housing and transformed administration

##### Overview and key policies development:

###### Administration

The Provincial Department of Finance initially rendered a Departmental Accountant Service on a centralised basis for this Department. To keep in line with the spirit of the Public Finance Management Act, 1999 (Act No. 1 of 1999) (as amended) the Department of Finance embarked on a process of decentralising the Departmental Accountant Services to the respective departments. As from 1 April 2001 the Department rendered this service by itself with the Department of Finance playing a role in the transitional phase.

The same process was followed with the Personnel Function that was decentralised by the Department of Provincial Administration as from 1 April 2001 with the said department playing a supportive role in the transitional period.

###### Housing

During the 2001/02 financial year, the Department succeeded in spending its full conditional grant of R325.8 million for housing, thereby creating 19 706 housing opportunities. This expenditure of the full housing allocation was the continuation of the good performance of the 2000/2001 financial year. The Integrated Serviced Land Project, which was initiated by this Department in 1992, has delivered more than 25 000 additional housing

opportunities to date. What makes this project exceptional is the fact that these housing opportunities could be provided in an integrated way by providing schools, community and sport facilities and at the same time introducing much needed capacity building programmes to the benefit of the communities in the project area. Iso

A strategic 5 year housing delivery plan and an associated 3 year business plan was drawn up and finalised during the 2001/02 financial year. The availability of this strategic delivery document will see the advent of housing delivery on a more ordered basis. ess

The debtor system was improved to such an extent that the Department today provides all its debtors with quarterly statements reflecting their financial obligations. As a result of the upgrading of the debtor system the Department has been able to embark on a more productive debt collection process. Continuous improvement of the debtor system will see improved revenue. ent

The Department established a task team to investigate the feasibility and modus operandi of transferring assets to municipalities.

#### Development Planning

One of the foremost functions of the Department is to guide, monitor and where applicable resolve upon development matters within the Province in such a way as to optimally achieve sustainable development, i.e. a balance between development and conservation priorities. The interests of the Province's population are uppermost, which is that maximal socio-economic development should be achieved whilst maintaining and enhancing the unique environment for sustainable use by current and future inhabitants and tourists. To this end the Department is involved in forward planning, development management (especially appeals against approval or refusal of applications), the gathering, analysis and distribution of information, the drafting of legislation and regulations and, overarching all tasks, policy formulation. -

The Directorate Regional Planning has always played an important planning role due to the need to be proactive in strategic and land use planning. Planning policy needs to be, and are being, drafted to address specific development needs in a dynamic planning environment. The proactive or forward planning activities include regional planning, the drafting of a Provincial Spatial Development Framework, supporting and assessing municipal Spatial Development Frameworks (SDF's), supporting urban and rural development planning, promoting and implementing the methodology of bioregional town planning comment and input regarding Western Cape Provincial Housing Development Board matters.

The following actions were undertaken over the past medium term period:

- Chapter 1 of the Planning and Development Act, 1999 (Act 7 of 1999) reformulated and adjusted in accordance with national legislation and directives.

- A Farmworker Settlement Policy was completed and adopted by the Provincial Government: Western Cape.
- An Urban Settlement Policy was completed and a draft Green Paper in this regard drafted. Concept of bioregional planning now included in the document.
- The concept of bioregional planning was workshopped with municipalities and other clients of the Department, accepted by municipalities and applied in drafting of municipal spatial development frameworks. -
- A Western Cape Coastal Zone policy completed and workshopped with all role-players and interested parties. Adjustments to be made according to relevant input. -
- Evaluation and comments given from a spatial town planning perspective on matters referred to the Department for comment and assessing (land use changes, title deed restrictions, Western Cape Housing Development Board applications).
- Integrated Development Plans: Technical and financial support was provided to municipalities. Financial spending and progress of processes were monitored. Since 1 April 2001 the responsibility for Integrated Development Plans was taken over by the Chief Directorate: Local Government. The Chief Directorate: Development Planning, however, provided the necessary professional town planning/spatial planning input.

The Land Development Management function of the Department revolves largely around dealing with appeals, and removal of title restrictions. Approximately 1000 applications were finalised in the year under review.

The Directorate Land Development Management ensured orderly planning and development in the Western Cape by means of adequate legislation and the promotion of good governance through capacity building at municipal sphere.

Planning legislation affects all citizens and is therefore a field of legislation where utmost caution is to be exercised. In the rapidly changing South African circumstances planning concepts and perceptions change from day to day and it is for these reasons that it was particularly difficult to replace existing planning legislation. The Department has already completed a set of draft zoning scheme regulations, which may be adopted by Local Government as by-laws. -

This Directorate is in the process of implementing the new Planning and Development Act, 1999 (Act 7 of 1999) which was promulgated during April 1999. Regulations regarding the public participation process, Planning Review Board and application procedures have been finalised and provisionally approved by the Standing Committee on Finance, Development Planning and Gambling. -

Certain municipalities questioned the constitutionality of the Act. As a result thereof a legal opinion was obtained which indicated that the Act was in fact constitutional. It was however, necessary to make certain amendments to the Act to comply with national legislation, which was promulgated in the meantime. The Directorate therefore drafted an Amendment Act, which was advertised for comments. The Amendment Act is to be finally advertised for comments by the relevant Standing Committee in due course.

The Directorate Land Development Management is in the process of drafting Provincial Zoning Scheme Regulations with the assistance of a consultant, which may be adopted by municipalities as municipal by-laws. The purpose of these Scheme Regulations is to regulate uses such as residential, business and industrial, as well as development parameters such as heights of buildings, building line restrictions and floor surfaces. This project has been undertaken to build capacity at municipalities.

The further functions as performed by the Directorate include the transfer of erven. Irrespective of the fact that the Upgrading of Land Tenure Rights Act, 1991 (Act 112 of 1991) and the Less Formal Township Establishments Act, 1991 (Act 113 of 1991) have been devolved to the municipalities the Directorate is responsible for ensuring that the uncompleted cases reach finality.

The Information Management function of the Chief Directorate continued to play a crucial role in the supplying of demographic data tables, statistical reports and spatial data sets in electronic and map formats to various clientele, including other provincial departments, local authorities, outside state institutions and departments and consultants.

As a crucial support base underpinning the above, the Department is increasingly prioritising the gathering of information, analysing it meaningfully, and making the results available to serve as capacity building for municipalities, other organs of state and the development and conservation sectors of society. Data tables, statistical reports, statistical data sets and in general the content and capabilities of the GIS (Geographical Information System) play a crucial role in facilitating optimal development of the Province. The management and maintenance of the GIS is receiving special attention under the sub-directorate Information Management. During this period this sub-directorate continued to gather, maintain and disseminate alpha-numeric and spatial data and information. The number of national and provincial departments, municipalities and institutions using development planning data and information increased substantially. The GIS (Geographical Information System) data capacity has increased to 114 spatial data sets covering various geographical features over the entire province. The development planning database consists of 83 records, covering employment and unemployment, HIV/Aids, migration, population, housing services and other economic and environmental indicators. The spatial data catalogue was also placed on the National Spatial Information System website of the Department of Land Affairs.

In the light of the previous controversy regarding the Western Cape Census results and the lower than expected figures in 1996, the Cabinet has decided to provide dedicated attention and support to the 2001 Population Census in the province. The Chief Directorate took the responsibility and provided practical input and other logistical support to the Western Cape Provincial Office of Statistics SA in conducting the 2001 Population Census. The Census count took place during October 2001. As part of this process the Chief Directorate on a two weekly basis informed the Cabinet about the census progress. The Chief Directorate wishes to extend its appreciation to the Provincial Office of Statistics SA for their friendly and supportive assistance with the supplying of information to the Cabinet. The Statistician -General has on numerous occasions commended this province particularly on its active support of Census 2001 to achieve an accurate count in the Western Cape. The Chief Directorate also represent the Province on the SA Statistics Council and its Census Sub-committee, who have to advise the responsible National Minister on the Census results before releasing it to the media.

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The movement of people into, out of and within the Western Cape is complex. People move for any number of reasons among others, seeking employment, escaping poverty, better education, better health facilities, housing, infrastructure, safety and a better environment for their children. The Chief Directorate Development in 2001 commissioned an inter-university representative research team to undertake a comprehensive migration study of all population groups in the Western Cape. The study was completed during March 2002 and the final report is expected in May 2002. The Migration Project looked at important social and economic trends in our society, which affects all our inhabitants in the Western Cape and comprises the following research sub-projects:

- (a) The movement of people from the farms to rural towns and to urban areas,
- (b) The nature and scope of provincial out-migration,
- (c) The use of educational, health and housing facilities by people who migrate from other provinces,
- (d) The relationship (if any) between the spread of HIV/Aids and the movement of people,
- (e) The attitudes and perceptions of the local population to African migrants from the SADC countries,
- (f) The development of a model to monitor the growth of the formal and informal areas of four new municipalities on a yearly basis.

This research project supports and addresses many developmental planning and other issues and focus on the new Strategic Policy Framework of December 2001 and Cabinet Focuses of poverty, HIV/Aids, crime, tourism and business promotion. It is intended to disseminate the report to all provincial departments, local authorities and relevant institutions.

## Local Government

The final stage of transformation in local government has now been reached. Communication with municipalities was enhanced through the presence and participation of provincial officials from the Department at local government forums, especially transformation forums. The Department has a constitutional obligation to fulfil and this can best be done with co-operation of all the role-players. In order to do the monitoring and support function, as efficiently as possible the necessary mechanisms need to be put in place to stimulate co-operative governance. The Provincial Minister of Local Government established two forums (District Advisory Forums and Provincial Advisory Forum) to help with the task at hand and to streamline the transformation process.

These forums are there to facilitate communication between municipalities and the Province. They are also ideal for the sharing of best practices amongst the municipalities and for enhancing the Department's capacity building and support role.

Regular meetings are held at provincial level with stakeholders in the field of disaster management and fire fighting to ensure a proactive approach towards disasters in the Province. In this respect fire fighting in the Province was again assisted by means of financial support to the City of Cape Town to keep an additional fire fighting helicopter on standby during the summer.

Five comprehensive Management Support Programmes were instituted during the 2001/02 financial year at the five district municipalities to build their capacity with regard to their new role towards the local municipalities in their region as envisaged in the new local government dispensation and three were instituted at identified newly established local municipalities who amalgamated with old municipalities who experienced serious administrative and financial problems.

Technical and financial support was given to municipalities with the drafting of their Integrated Development Plans (IDP's) and Frameworks. Technical assistance was also rendered to municipalities in respect of the Consolidated Municipal Infrastructure Program (CMIP).

Fifteen projects worth a combined total of R10,4 million were approved and co-ordinated by the Department in terms of the Local Economic Development Fund for the 2000/01 and 2001/02 financial years.

The Department also accepted a leading and facilitating role in respect of rural development in the nodal point of Beaufort West.

In an effort to give legislative substance to the constitutional obligation of Province and in particular the Chief Directorate Local Government a process was put in place to lay the foundation for a Provincial Act to monitor and support municipalities.

### **3.1 Summary of programmes**

#### **PROGRAMME 1: ADMINISTRATION**

**Aim:**

To conduct the overall management of the Department and to ensure an effective and efficient transformed administration

This programme consists of the following subprogrammes:

#### **Corporate services**

- human resource development
- personnel management and administration
- labour relations
- general administration and logistical support
- record management
- procurement administration
- financial administration and management
- payments owing to redundancy of ex-Development Board Members (Pensions)

#### **Office of the Provincial Minister of Housing**

- rendering of advisory, secretarial, administrative and office support services

#### **Office of the Provincial Minister of Local Government**

- rendering of advisory, secretarial, administrative and office support services

#### **Policy developments:**

Policy development processes focussed on the following functional areas during the year:

- Application of disciplinary processes within the Department
- Record management system
- Access to information
- Employment equity and affirmative action
- Skills development
- Implementation of the new leaves system
- Implementation of the Senior Management Service (SMS)
- Suitable placement of supernumeraries
- Application of the subsidised motor vehicles scheme
- Provisioning of official cellphones
- Implementation of the Public Finance Management Act, 1999 (Act 1 of 1999)
- Electronic procurement system



**Outputs and service delivery trends:**

| <b>Output</b>   | <b>Service delivery indicator</b>               | <b>Actual performance</b>   |
|---|---|---|
| Reports<br>➤ Financial<br>➤ Personnel<br>➤ Other statistics | Predetermined timeframes and prescribed formats | All reports/statistics were submitted timeously in the prescribed formats                                     |
| Financial statements  | Report of the Auditor - General                 | An unqualified report was issued by the Auditor - General. The Department stayed within the budget allocation |

**PROGRAMME 2: HOUSING**

**Aim:**

To manage and promote the provision of affordable and acceptable housing and related infrastructure in the Province of the Western Cape.

**KEY OBJECTIVES, PROGRAMMES AND ACHIEVEMENTS**

The following are key objectives of the Programme for the reporting period.

**Housing Management**

- ❑ Facilitate and manage 20 000 housing opportunities in terms of National and Provincial legislation (Act 107 of 1997, Act 6 of 1999)
- ❑ Maintain and promote a Provincial Housing Programme in respect of the rapid land release.
- ❑ Maintain an information dissemination campaign in respect of housing related matters.
- ❑ Maintain a regulatory framework in respect of the Western Cape Housing Development Fund.

**Housing Settlement**

- ❑ The updating (and restructuring, where necessary) of debtors records and the presentation of financial statements.
- ❑ Maintenance of an assets register for Western Cape Housing Development Board (WCHDB) properties.

- Handling of land invasion on WCHB properties.
- Administrative and technical support to the proper functioning of the Western Cape Rental Housing Tribunal.
- Transfer of WCHDB assets on an on-going demand driven basis to municipalities.

### **Professional and Technical Services**

- Technical support and advice to municipalities in the upgrading of bulk infrastructure, internal services and housing delivery.
- The maintenance of WCHDB assets.
- The promotion, facilitation and monitoring of the Municipal Services Partnerships with municipalities in the Western Cape.

### **Strategic Overview**

In relation to the above, the Department achieved or completed the following within the reporting period: -

- A 5 year Strategic Housing Delivery Plan and a 3 year Business Plan.
- A draft AIDS / HIV policy as it relates to housing was devised and is in the process of being circulated for comment.
- A total of 19706 subsidies were processed.
- The conditional grant for housing was fully spent.
- Ten workshops were held incorporating all the municipalities throughout the province attended by 515 municipal officials and councillors.
- A help -desk was established to provide assistance to beneficiary community and the general public.
- In terms of fulfilling the Department's responsibility towards capacity building of municipal and provincial officials, formal training courses were held in respect of housing policy and management, finance and accounting.
- Municipalities were allocated an amount of R77,01 million of CMIP funding for the provision of much needed housing related infrastructure to accommodate the poor communities of the province. For the first time payments were no longer made departmentally but were transferred directly to municipalities and the role of the Department changed somewhat. Nevertheless, the full allocation of funds to the Western Cape was spent on 180 active infrastructure projects in the Province.

- During the Winter of 2001, extensive flooding of certain areas on the Cape Flats left many families homeless and the area was declared a disaster area by the President. A task team was established consisting of officials of the City of Cape Town and the Department with representatives from various national departments as well as a number of provincial sister departments. The City was responsible for the implementation of the works that are required. The current status is that certain short-term flood prevention works have been completed to prevent further flooding in the event of a recurrence of the previous rainy season's weather pattern. Approval was also granted and funds allocated for one project, which will accommodate some 4000 families at Mfuleni. Planning is also well underway for two other projects, namely Wallacedene and Fedsure in Philippi -East.

- The Department hosted a Housing Conference from 25 to 27 March 2002. The theme was Housing in a Newly Structured Local Authority Environment and drew considerable support from various sectors within the housing fraternity. The conference was attended by 195 delegates made up as follows:

|                               |    |
|-------------------------------|----|
| Provincial officials          | 27 |
| Local Government officials    | 67 |
| Private individuals           | 98 |
| National Government officials | 3  |

Amongst the attendees were delegates from Namibia, Canada and the United Kingdom. The following were topics of discussion at the conference:

- Housing Finance and Policy
- Housing in a New Urban Environment
- Urban Renewal Experiences
- Formalization of the Housing Industry
- The Built Environment
- Housing Dynamics.

- Pro-active disposal and marketing of Western Cape Housing Development Board properties to fast-track housing delivery in order to address the housing need in the Western Cape Province. Some of the assets (residential erven and houses) of the Western Cape Housing Development Board was also transferred to the municipalities to empower beneficiaries by promoting home ownership.
- Constructive auditing of debtor accounts were conducted in consultation with individual debtors. Structured efforts are now being applied to trace debtors and to make them aware of their obligations towards the Department (more effect to the recovery of debt).
- During the reporting period, the Western Cape Rental Housing Tribunal was established and members appointed, with some support staff. Unfair Practices Regulations, as well as Procedural and Staff Duty Regulations were republished

during the reporting period. Currently, this Tribunal is the only one in the RSA that have held actual hearings, with findings.

- Through proactive monitoring of land invasions and co-ordination and co-operation with municipalities the Department saw a stabilization of land invasions and the growth of informal settlements under its control. In a number of cases our ultimate aim with settlement management, i.e. to incorporate informal settlers in the housing processes, had been met.

### Key Policy Developments

- A provincial housing policy dealing with the upgrading of Historical Rural Settlements was introduced.
- The Department drafted guidelines for the sale of residential erven owned by the Western Cape Housing Development Board.
- The Credit Control policy was formally approved within the Department and structured efforts are now being applied to address the recovery of arrears from defaulters. In certain cases outstanding debt could be redeemed by particular debtors, which in turn promoted the transfer of properties in their name.
- The Department started with the development of a practical, user-friendly handbook for the upgrading of informal settlements, which will assist municipalities to upgrade existing informal settlements to acceptable standards. The steering committee appointed to facilitate this process, started work in February 2002.

### Outputs And Service Delivery Trends

| Output                                    | Service-delivery indicator   | Actual performance   |
|---|--|--|
| Formulation of provincial housing policy. | The provision of provincial policy to address specific needs within the province | A draft AIDS/HIV housing policy was devised and is in the process of being circulated for comment.<br>A 5 year Strategic Housing Delivery Plan and a 3 year Business Plan was completed. |

| Output  | Service-delivery indicator   | Actual performance   |
|---|--|--|
| Provision of Housing opportunities.   | <p>Expenditure of the full conditional grant for housing</p> <p>Benchmark: Processing of 20 000 subsidies.</p> | <p>A total of 22307 subsidies were processed.</p> <p>The conditional grant for housing was fully spent.</p> <p>A total of sixteen People's Housing Process projects consisting of 4467 houses to the total value of R43042675 were screened and approved .</p>   |
| Information dissemination and improved communication in respect of housing policy and legislation | Improved service delivery by officials of municipalities, councillors and the Department.                      | <p>Ten workshops were held at the following towns: -</p> <ul style="list-style-type: none"> <li>➤ Citrusdal[X2]</li> <li>➤ Ashton</li> <li>➤ Riversdal</li> <li>➤ Oudtshoorn</li> <li>➤ Cape Town[x2]</li> <li>➤ Velddrif</li> <li>➤ Hermanus</li> <li>➤ Swellendam</li> <li>➤ Plettenberg Bay</li> <li>➤ Worcester</li> <li>➤ Beaufort-West</li> <li>➤ Knysna</li> </ul>            |
|   |  | <p>The workshops incorporated all the municipalities throughout the province. A total of 515 municipal officials and councillors attended the workshops where housing policy was disseminated and instruction given on the various legislation and policy amendments.</p> <p>A help -desk was established to provide assistance to beneficiary community and the general public.</p> |

| <b>Output</b>   | <b>Service-delivery indicator</b>  | <b>Actual performance</b>   |
|---|--|---|
| Capacity building at local government and provincial spheres in respect of housing related matters.                       | To build the capacity of municipal and provincial officials and councillors by attendance of courses on and undergoing training in housing-related matters, the prescripts of the various pieces of housing legislation, and housing management. | Formal training courses were held for municipal and provincial officials in respect of the following: <ul style="list-style-type: none"> <li>➤ Housing policy and management – 106 attendees</li> <li>➤ Housing development and management – 47 attendees</li> <li>➤ Housing standing committee – 33 attendees</li> <li>➤ Housing finance and accounting practice – 32 attendees</li> </ul> |
| Administer the Human Settlement Redevelopment Programme.  | The eradication of dysfunctionalities in affordable housing delivery.  | 1. Twelve (12) business plans were approved. A total of R1,860 292 was spent. R11,622 000 was rolled over as a result of business plans being approved by the National department as late as October 2001.  |
| Evaluation of Western Cape Housing Development Board projects in terms of engineering services as well as top-structures. | Feasible and sustainable projects approved by the Western Cape Housing Development Board.  | Fifty-nine (59) project applications evaluated in terms of engineering services as well as architectural issues. Consolidation subsidy applications were also assessed in terms of top-structured designs.  |
| Monitoring of progress of housing projects.   | Quality of product is acceptable and sustainable.  | Project inspections were undertaken on ninety-one (91) projects.  |
| Manage the Integrated Serviced Land Projects. (iSLP).   | Provision of affordable housing products in integrated projects.   | RDP Funds R74,412,000 spent.<br>Housing Funds: R8,570,000 spent.<br>Total Funds spent: R82,982,000  |
| Disposal and marketing of immovable Western Cape Housing Development Board assets   | Improvement in the number of immovable properties being sold   | 1. The disposal and marketing process has been streamlined.<br>2. Guidelines are now in place to expedite and monitor the transfer to beneficiaries.  |

| Output   | Service-delivery indicator  | Actual performance  |
|--|---|---|
| Implementation the directives of Section 15(2)(a) of Housing Act, (107/1997)   | Transferring of undeveloped land earmarked for residential purposes to municipalities.  | <ol style="list-style-type: none"> <li>1. Net proceeds of the sale of non-residential even deposited into a Special Operating Account of municipalities. Municipalities are to report this regularly to Department.</li> <li>2. Advised municipalities on recovery of expenditure on municipal infrastructure.</li> <li>3. Identification of all properties that could be subject to restitution claims.</li> <li>4. Entered into negotiations with 7 municipalities to transfer properties to them.</li> </ol> |
| Collection of current and arrears debts.   | Improvement in receipt of payments from debtors.  | <ol style="list-style-type: none"> <li>1. Debt Collection Policy was formally approved.</li> <li>2. Structured efforts are now being applied to trace debtors and to recover outstanding funds. 100 ex tenants been traced, present debtors on going process.</li> </ol>  |
| Provision of statements to debtors   | General scrutinizing and updating of financial records  | <ol style="list-style-type: none"> <li>1. Department was provided the opportunity to audit debtor accounts in consultation with individual debtors, daily on going basis.</li> <li>2. Resulted in certain outstanding debt being redeemed and which resulted in subsequent transfer of 95 respective properties sold on installment basis.</li> </ol>   |
| Monitor and manage unlawful occupation of land belonging to the Western Cape Housing Development Board.  | Number of incidents of unlawful occupation.   | Agreement with Unicity through which the unlawful occupation of land is monitored in the metro pole. Further agreements entered into with Worcester and Theewaterskloof.  |
| Implementation of the Constitutional Court's directives on access to housing with special reference to sections 26 and 28 of the Constitution. | <ol style="list-style-type: none"> <li>1. Upgrading and provision of basic services in informal settlements.</li> <li>2. Development of an informal settlement upgrading policy.</li> </ol> | Temporary facilities (household water and sanitation facilities) in the amount of ±R1 million have been provided.   |

| Output  | Service-delivery indicator   | Actual performance   |
|---|--|--|
| Implementation of the pre -<br>scriptions of the Rental<br>Housing Act, 50 of 1999. | <ol style="list-style-type: none"> <li>1. Establishment of a Rental Housing Tribunal.</li> <li>2. Establishment of a support staff complement to the Tribunal.</li> <li>3. The proclamation of a Code of Good Practice and Procedure Regulations.</li> </ol> | <ol style="list-style-type: none"> <li>1. Members have been appointed and the Western Cape Rental Housing Tribunal is functioning.</li> <li>2. Some support staff have been appointed, but an additional implementation investigation has been requested, due to Staff Duty Regulations being published.</li> <li>3. Unfair Practices Regulations, as well as Procedural and Staff Duty Regulations were published during the reporting period.</li> </ol> |
| Management of the WCHDF   | Efficient and effective financial management.  | An acceptable report was received from the Office of the Auditor General.  |
| Management of the financial and accounting aspects of the WCHDF                     | Management of the debtor system and the financial management system  | An acceptable report was received from the Office of the Auditor General.  |
| Rendering of a secretarial service for the WCHDB                                    | The effective administration of correspondence, agendas and minutes of the WCHDB meetings as well as submission to the Board concerning housing development and ancillary matters  | A total of 377 submissions were tabled before the Board, of which 248 were approved.   |



## Transfer Payments

| NAME OF INSTITUTION  | AMOUNT TRANSFERRED<br>R |
|--|-------------------------|
| Prince Albert Municipality (Human Settlement Redevelopment Programme – HSRP) | 457 140                 |
| City of Cape Town: Tygerberg Administration (HSRP)                           | 291 100                 |
| City of Cape Town: Cape Town Administration (HSRP)                           | 840 096                 |
| City of Cape Town: South Peninsula Administration (HSRP)                     | 112 770                 |
| City of Cape Town: Oostenberg Administration (HSRP)                          | 159 705                 |
|  |                         |
| Western Cape Housing Development Fund  | 325 861 000             |
|  |                         |
| Institute for Housing: Western Cape (Housing Conference)                     | 600 000                 |
|  |                         |
| City of Cape Town: Helderberg Administration (Settlement Assistance)         | 825 800                 |
| City of Cape Town: Cape Town Administration (Settlement Assistance)          | 4 293 000               |
| City of Cape Town: South Peninsula Administration (Settlement Assistance)    | 203 543                 |
| Overstrand Municipality (Settlement Assistance)                              | 74 652                  |
| Witzenberg Municipality (Settlement Assistance)                              | 143 640                 |
|  |                         |

### Summary of Conditional Grants for 2001/2

| Conditional Grant                    | Total Allocation | Total transfers |
|--------------------------------------|------------------|-----------------|
| Housing Allocation                   | R325,861000      | R325,861000     |
| Capacity Building                    | R1,100000        | R1,100000       |
| Human Settlement Redevelopment Grant | R12,500000       | R11130000       |

### HOSING FUND: R325,861000

The aforementioned amount was fully utilized for the creation of housing opportunities and maintenance of the assets of the Western Cape Housing Development Board. With the exception of amounts in respect of maintenance and rates, the funds were all paid over to developers on the basis of certified performance on the ground and in line with the predetermined milestones as stipulated in the respective contracts. The amounts disbursed for various housing programmes are as follows:

| <b>SUBSIDYPROGRAMME</b>                | <b>FUNDS<br/>ALLOCATED<br/>ANDSPENT(R)</b> |
|--|--|
| Over-expenditure2000/2001              | 21772610                                   |
| ProjectLinkedSubsidies                 | 157581500                                  |
| ProjectlinkedConsolidationSubsidies    | 11353806                                   |
| InstitutionalHousingProjects           | 69574224                                   |
| IndividualSubsidies:Non -credit linked | 487892                                     |
| IndividualSubsidies:Creditlinked       | 3322620                                    |
| People'sHousingProcess                 | 20687556                                   |
| HostelUpgradingProgramme               | 5618773                                    |
| RelocationAssistance                   | 1807007                                    |
| Disasterrelieffunds                    | 2841731                                    |
| DiscountBenefitScheme                  | 1010890                                    |
| MaintenanceofA ssets(includingrates)   | 23987174                                   |
| <b>Total</b>                           | <b>328616299</b>                           |

#### **CAPACITYBUILDINGGRANT:R1,100000.**

During the reporting period ten Capacity Building Courses were held with 218 provincial and municipal officials and councillors participating. Courses were also arranged for areas outside of the metropolitan areas to accommodate municipal officials who were constrained from attending courses due to the municipality's inability to pay costs in respect of subsistence and travel.

#### **HUMANSETTLEMENTREDEVELOPMENTGRANT:R12,500,000**

A total of twelve (12) business plans were approved and R1,860,292 was spent. The balance was rolled over as a result of business plans only being approved by the national Department of Housing on 3 October 2001.

#### **PROGRAMME 3: DEVELOPMENT PLANNING**

##### **Aim:**

To create an integrated sustainable environment.

#### **KEY OBJECTIVES, PROGRAMMES AND ACHIEVEMENTS**

The Chief Directorate Development Planning identified the following as its key objectives:

## **Administration**

Rendering of management and advisory services to the Chief Directorate and Ministry

## **Regional Planning**

- ◆ Initiate and promote bio -regional planning methodology, principles and concepts (manuals, workshops, training, etc.)
- ◆ Initiate and finance the implementation of spatial development frameworks based on the methodology of bio -regional planning and linked to municipal Integrated Development Plans (IDP's)
- ◆ Involvement in evaluation of rural and urban development actions
- ◆ Involvement in evaluation of regional planning projects
- ◆ Provide town planning support and input, including the evaluation of housing subsidy applications of the Western Cape Provincial Housing Development Board
- ◆ Participate in regulating, monitoring and supporting Spatial Development Framework processes undertaken by municipalities (Chapter 1 of the Western Cape Planning and Development Act, 1999 (Act 7 of 1999) and Municipal Systems Act, 2002 (Act 32 of 2002))
- ◆ Financial support to municipalities regarding spatial planning projects
- ◆ Providing professional (town planning) input on applications for land development including land use changes and appeals
- ◆ Support actions to promote greater environmental sensitivity and the conservation of the natural and man-made environment.

## **Information Management**

- ◆ Co-ordination of a Provincial Information Service
- ◆ Maintenance of a Departmental Geographic Information Service

## **Land Development Management**

- ◆ Implementing and managing appropriate legislation in respect of planning and development
- ◆ The implementation and management of an appeal mechanism and the processing of appeals
- ◆ The implementation and execution of policies with regard to land reform
- ◆ Capacity building at local government sphere in respect of planning and development

Outputs and service delivery trends: Regional Planning:

| Sub-programme   | Outputs   | Output performance measures/service delivery indicators  | Actual performance against target   |   |
|---|---|--|---|---|
|   |   |  | Quantity  |   |
|   |   |  | Target  | Actual  |
| Initiate and promote bio-regional planning.   | In-house training of planning staff.  | Town planners (in-house) and municipalities and consultants capacitated and equipped regarding implementing methodology of bio-regional planning and identifying possible future biosphere reserves. | 28 officials at Directorate Regional Planning   | 28 trained  |
|   | Promote methodology at all municipalities. All Spatial Development Frameworks to be based on this methodology                       |  | 29 municipalities   | 29 adopted methodology  |
|   | Promote the establishment of new biosphere reserves.  |  | 2 possible areas to be identified   | 2 identified  |
| Initiate and finance the implementation of spatial planning projects (Appointment of consultants where lack of skills or capacity exists) | Expert advice and reports on policy and related matters in order to give direction and support to municipalities and other clients. | Professional and well-researched and workshoped documents/policies.  | 3 projects to be completed (total value in financial year: approximately R200 000)<br><br>substantial progress with others (3 projects) | 3 projects completed (total value R200 000)<br><br>good progress made with 3 other projects |
| Involvement in evaluation of regional, rural and urban development actions and planning projects.   | Good decision-taking by competent authorities.  | Town planning input regarding viability and sustainability of development proposals.   | Ad hoc involvement as and when necessary.   | Approximately 20 cases in total attended to in all regions of Province.                     |
| Participate regarding regulating function/responsibility.   | Updated legislation and new legislation in support of dynamic changing planning and development environment.                        | Start with drafting of a Biosphere Reserve Act   | Completed Bill for advertising  | Second draft completed. Needs further amendments before advertising.                        |

| Sub-programme  | Outputs   | Output performance measures/service delivery indicators   | Actual performance against target   |  |
|--|---|---|---|--|
|  |   |   | Quantity  |  |
|  |   | Amend chapter 1 of new Western Cape Planning and Development Act, 1999 (Act 7 of 1999).   | Amendment Bill advertised   | Advertised (Oct. 2001) and amendments made accordingly   |
| Financial support to municipalities regarding spatial planning projects.   | Financial support to individual municipalities by way of transfer payments. | Business plans, completed, agreements entered into and payments made according to agreements for spatial planning                         | <p>Allocate R5,1m</p> <p>Enter into agreements with all 30 municipalities (projects)</p> <p>Pay R3 m to municipalities (balance roll-over to next financial year)</p> | <p>R5,1m allocated</p> <p>Agreements entered into with 30 municipalities (projects; balance advanced stage)</p> <p>R3,234 m paid by end March (Balance roll-over 2002/2003 financial year)</p> |
| Professional town planning input on land development applications, including land use changes and appeals, Western Cape Housing Development Board subsidy applications and relevant and appropriate environmental authorization applications if requested for comment. | Good decision-taking by competent authorities.                              | Well considered and sustainable decisions, balancing the triple bottom line and not emphasizing one aspect to the detriment of the other. | Approximately 400 formal cases and 100 informal involvements.   | 500 formal cases dealt with (50 Housing Board) and approximately 100 informal involvements.  |

| Sub-programme  | Outputs   | Output performance measures/service delivery indicators   | Actual performance against target              |  |
|--|---|---|--|--|
|  |   |   | Quantity                                       |  |
| Promote greater environmental sensitivity and conservation of the natural and manmade environment. | Sustainable development, taking due cognisance of the triple bottom line (human well-being, economic development, environmental integrity). | Methodology of bio-regional planning accepted and implemented by municipalities in their Spatial Development Framework processes. | All 30 municipalities applying the methodology | 29 municipalities adopted methodology and applying it. |

Outputs and service delivery trends: Information Management:

| Sub-programme          | Outputs   | Output performance measures/ service delivery indicators | Actual performance against target |        |
|------------------------|---|--|-----------------------------------|--------|
|                        |   |  | Quantity                          |        |
|                        |   |  | Target                            | Actual |
| Information Management | Establishment and maintenance of a Development Planning Database          | Number of data records in Development Planning Database  | Recorded as obtained              | 83     |
|                        |   | Number of other statistical data sets/reports obtained   | Requested and received            | 68     |
|                        |   | Number of Statistical tables compiled                    | As per request                    | 299    |
|                        | Establishment and maintenance of a Geographical Information Service (GIS) | Number of spatial data sets incorporated                 | 10                                | 30     |
|                        |   | Number of electronic data supplied                       | As per request                    | 32     |
|                        |   | Number of maps supplied                                  | As per request                    | 520    |

| Sub-programme | Outputs   | Output performance measures/service delivery indicators                                  | Actual performance against target |        |
|---------------|---|--|-----------------------------------|--------|
|               |   |  | Target                            | Actual |
|               |   |  |                                   |        |
|               | Migration study in the Western Cape               | Six Research Reports by end of March 2002  | 6                                 | 7      |
|               | Maintenance of the Information Management Webpage | Placing of spatial data catalogue and procedure to market our data/Information products. | 2                                 | 4      |

Outputs and service delivery trends: Land Development Management

| Sub-programme  | Outputs   | Output performance measures/service delivery indicators                  | Actual performance against target |   |
|--|---|--|-----------------------------------|---|
|  |   |  | Target                            | Actual  |
| Review and manage Western Cape Province Planning Legislation | Amendments to Planning and Development Act 1999 (Act 7 of 1999) to ensure alignment with national legislation | Finalisation of the Act before 31 March 2002.                            | 31 March 2002                     | A Western Cape Planning and Development Amendment Act was compiled and advertised for comments during October 2001. |
| Maintenance of the Planning Review Board.                    | Appointment of members to the panel of planning review board members  | Appointment of 20 members of the Panel of Planning Review Board members. | 31 March 2002                     | The Board was not instituted, as Act 7 of 1999 has not been implemented.  |

| Sub-programme  | Outputs   | Output performance measures/ service delivery indicators  | Actual performance against target   |  |
|--|---|---|---|--|
|  |   |   | Target  | Quantity Actual  |
| Processing of applications to the Planning Review Board and Advisory Board         | Matters Submitted to Planning Review Board and Advisory Board | Submission of cases to the Planning Review Board and the Advisory Board within prescribed period. | The Planning Review Board was not instituted at total of 285 cases were submitted to the Planning Advisory Board. | 285 cases  |
| Capacity Building at local governmentsphere in respect of planning and development | Training sessions conducted.<br>Assistance with legislation.  | Drafting of draft provincial scheme by laws to be adopted by municipalities as scheme by laws.    | One set of complete provincial scheme by laws.  | Draft provincial scheme by laws was finalised during March 2002. |

### Transfer payments

| NAME OF INSTITUTION                           | AMOUNT TRANSFERRED R'000 |
|---|--------------------------|
| Swellendam                                    | 110                      |
| Overberg District                             | 295                      |
| Bergvliet                                     | 250                      |
| George  | 100                      |
| Kannaland                                     | 98                       |
| West Coast                                    | 290                      |
| Mossel Bay                                    | 106                      |
| Western Cape Nature Conservation              | 150                      |
| CMC Administration – City of Cape Town        | 150                      |
| Helderberg Administration – City of Cape Town | 35                       |
| Plettenberg                                   | 23                       |
| Cape Agulhas                                  | 41                       |
| Boland District                               | 146                      |
| Theewaterskloof                               | 149                      |
| Swartland                                     | 57                       |
| <b>Total</b>                                  | <b>2005</b>              |

These transfer payments were made for spatial planning projects.



## **PROGRAMME 4: LOCAL GOVERNMENT SERVICES**

### **Aim:**

To promote, coordinate and monitor the establishment, development and regulation of effective, efficient, transparent and sustainable local government.

### **SUBPROGRAMME 1: ADMINISTRATION**

#### **Key objective**

- To render management, administrative and advice services to the Chief Directorate and Ministry.
- To create infrastructure in terms of the Consolidated Municipal Infrastructure Programme (CMIP).

#### **Achievements**

- The administration successfully conducted its support service to the ministry and directorates.
- On 22 February 2002 a presentation was given to the relevant Standing Committee regarding the responsibilities and objectives of the Chief Directorate.
- The activities of the Chief Directorate were promoted through the development and putting up of a display during the five outreach meetings of the Cabinet to the citizens of the Province.
- One hundred and seventy-two projects worth a combined total of R72,6 million were approved and coordinated in terms of the Consolidated Municipal Infrastructure Programme (CMIP).
- 1123 Municipal officials received training worth a combined total of R2,5 million with the capacity building programme which forms part of CMIP. Training was conducted in driver training (Code 10,11,14, tractor, truck mounted crane, digger loader); Road courses (Active supervision, contracts, installation of guard rails, road repairs, road safety for workers); Water and wastewater training (Basics, intermediate, Engineers); Electrical (Basics, high voltage).

### **SUBPROGRAMME 2: LOCAL GOVERNMENT LEGISLATION AND ADMINISTRATION**

#### **Key objectives**

- The rationalisation of provincial legislation affecting local government.
- The establishing of a legal framework for the monitoring and support of local government.

- Continued assistance and guidance to local government with due regard to the Constitution of the Republic of South Africa, 1996 (Act 108 of 1996), the Provincial Constitution, 1997 (Act 1 of 1998), the Local Government: Municipal Structures Act, 1998 (Act 117 of 1998), the Local Government: Municipal Systems Act, 2000 (Act 32 of 2000) and other relevant local government legislation.
- The bringing on board of all the municipalities to the various inter governmental forums.

### **Achievements**

- The rationalisation of provincial legislation affecting local government has been initiated. Considerable progress has been made in liaison with organized local government within the province with the rationalisation of the Municipal Ordinance, 1974 (Ordinance 20 of 1974) and crucial by-laws. The rationalisation of all other provincial legislation affecting local government was furthermore researched in liaison with the national Department of Provincial and Local Government. This process has some way to go before it will be concluded.
- In an effort to give effect to the Province's monitoring and support obligations, a project plan was approved by the executing authority which laid the foundation for provincial legislation aimed at providing greater constitutional certainty to both the provincial and local spheres of government in the Western Cape. The project plan requires the establishment of a clear dispensation in terms of the roles, powers, duties, functions and responsibilities of local government as well as a well-defined inter governmental dispensation.
- In assisting with the maintaining of effective governance by municipalities, guidance was rendered on a continued basis on a wide range of subjects such as, the implementation of legislation and procedures during council meetings. Special mention must be made of the Code of Conduct for Councillors and assistance in respect of councillor remuneration.
- The various forums provided for by statute as well as the more informal forums met as required by law or by way of invitation to Province to attend meetings of associations of senior municipal managers.
- Litigation was dealt with on four occasions. The Minister was successful in two cases and was ruled against in two others.
- One comprehensive section 106 of the Local Government: Systems Act, 2000 (Act 32 of 2000) investigation took place – The Heath investigation.
- The Kleynhans investigation in terms of the code of Conduct for Councillors resulted in a court ruling clarifying the application of the Code of conduct.
- Representation in collaboration with Organised Local Government in the Province on the improvement of salaries and allowances of councillors resulted directly in the betterment of Metro City councillor remuneration.
- Support was given to the Minister to enable tone-setting contributions at the Local Government MINMEC.

## **SUBPROGRAMME3:LOCALGOVERNMENTDEVELOPMENT**

### **Keyobjectives**

- Tosupportmunicipalitieswiththeimplementation oftransformation
- To maintain multi -disciplinary, integrated disaster management and fire fightingstructuresatprovincialandlocalgovernmentspheres.
- Tosupportmunicipalitieswithpropertyvaluations.
- TosupportandmonitormunicipalitieswiththedraftingofIntegratedDevelopmentPlans.
- To assess and approve Local Economic Development (LED) project applicationsandtomonitorapprovedprojects.
- To successfully co -ordinate the Integrated Sustainable Rural Development Programme(ISRDP).
- Tosuccessfullyco -ordinatetheUrbanRenewalProgramme(URP).
- To implement a performance management system in the local government sphere.

### **Achievements**

- Continued guidance through technical and financial support was given to municipalitieswiththedraftingoftheir integrateddevelopmentplans.
- During the continuing process of local government transformation, municipal officialsandcouncilorswereassistedinhandlingthenewchallengesthroughthedistributionofguidingdocumentsandnewsletters e.g., the transfer of municipal staff, valuations, municipal resorts, powers and functions alternative service delivery mechanisms and standing rules of order. A provincial notice was published to establish the Provincial Advisory Forum, the Technical Provincial Advisory Forum and a District Advisory Forum for each of the district municipal areas, to advise the Provincial minister of Local Government in the process of transformingandrestructuringlocalgovernmentintheprovince.
- Twoquestionnairestoascertaintheprogresswithtransformationweredistributed and the results of which were received and captured to aid further support initiatives.
- Organised Local Government in the Province (WEGLOGA) was supported financially to determine guidelines for the remuneration of municipal managers andtheirheadsofdepartments.
- Regular meetings were held at provincial level with role players in the field of disaster management and fire fighting to ensure a proactive approach towards disaster in the province. Preparatory steps were also taken to develop and implementacomputerbaseddisastermanagementprogrammefortheprovince andtoundertakeariskandvulnerabilityassessmentoftheentireprovince. An internationalagreementwasenteredintobetweenfourmunicipalitiesand the

provincial government, with a municipality in Germany, to aid firefighting in areas of informal settlement.

- The implementation of pilot performance management programmes at three municipalities to improve their efficiency and effectiveness are being supported by the Province and this instrument will play an important role in giving effect to acceptable municipal service delivery standards and ethos.
- The Integrated Sustainable Rural Development Programme and the Urban Renewal Programme were successfully coordinated in the Province, on behalf of the national Department of Provincial and Local Government.
- A training programme on developmental local government was developed and presented in cooperation with the School of Public and Development Management of the University of Stellenbosch. Thirty-five Municipal officials were trained.
- Thirteen LED -projects to the value of R5,4 million were identified and funded by the LED fund.
- All relevant role -players were taken on board and an integrated management committee was established to address the Karata issue.
- Five Provincial Advisory Forums and four Technical Provincial Advisory Forums meetings were administered and coordinated and one -setting inputs were made at twenty -one District Advisory Forum meetings .
- After the disastrous fires in January 2000, national and provincial investigations were conducted and a total of 117 recommendations were compiled. To manage these recommendations a project management programme i.e. "The major fires 2000" was executed by five project teams. All the major aspects such as safe urban development, disaster and emergency preparedness planning, aerial fire fighting and nature conservation aspects were attended to and completed. The maintenance of this programme is ongoing and all the relevant role -players concerned accepted their responsibility.
- Regular disaster management exercises were conducted by Koeberg nuclear power station at Melkbos Strand and the Airports Company of South Africa (ACSA) at Cape Town International airport. All the major emergency and safety and security departments as well as the City of Cape Town were involved and all these exercises were closely monitored by the disaster management component.
- A provincial protocol was drafted for the changing of municipal names.
- A training course for senior municipal officials was initiated in conjunction with the Cape Administrative Academy.
- The Local Government and Water SETA were supported in their initiatives through the active participation as a member of the Provincial Chamber of SETA.
- A service provider (AFRICON) was appointed to the value of R1,3 million to assist the Directorate to develop disaster management emergency preparedness plans for all municipalities, provincial departments, police service and military in the Province.

- The Universities of Free State and Cape Town were appointed to the value of R1 million to develop a risk vulnerability IT programme to determine all the disaster hazards in the Province
- Financial support to the value of R1,5 million was given to the City of Cape Town to keep an additional fire-fighting helicopter on standby during the summer.
- Financial support to the value of R1,3 million was given to the Central Karoo District Municipality to finance two fire-fighting 4x4 Samil vehicles to be used for emergencies on the N1 between Beaufort West and Laingsburg and to West Coast District, Drakenstein, George and Breede Valley Municipalities to finance nine fire-fighting trolleys for informal settlements.

#### **SUBPROGRAMME 4: LOCAL GOVERNMENT FINANCE**

##### **Key objectives**

- To conduct diagnostic studies at municipalities where specific needs are identified.
- To implement management support programmes at identified municipalities.
- To provide assistance to municipal taxpayers in the settlement of disputes and complaints about their municipalities.
- To monitor the financial viability of municipalities.
- To monitor and support municipalities in complying with financial prescripts.

##### **Achievements**

- Extensive Management Support Programmes were instituted at eight municipalities and a further five municipalities were given support for specific projects. The aforementioned was done after a provincial business plan to the value of R17,5 million was submitted to the national Department of Provincial and Local Government and approved. Thirteen individual business plans, also to the value of R17,5 million, of the relevant municipalities were evaluated and approved by this Directorate.
- In addition to the above-mentioned programmes, the Department was also busy finalising a few support programmes with funds to the value of R7,2 million that were rolled over from the previous financial year. The aim of all these support programmes is to financially stabilise and ultimately sustain viability in these municipalities and priority was therefore placed on the implementation of projects, which increased the cash flow and service delivery capacity of municipalities.
- The Department conducted three report-back meetings at which feedback was given by municipalities receiving management support funds on the progress that was made with the implementation of the projects and work being carried out by the consultants appointed for that purpose. Various other role players including representatives from the national Department of Provincial and Local Government, Office of the Auditor-General as well as various service providers involved in the implementation of the programme attended these report-back meetings.
- The excellent relationship between this Directorate, officials from the national Department of Provincial and Local Government, the Project Viability Consortium

and municipalities with regard to Municipal Support Programmes were maintained and strengthened.

- On 17 October 2001 a presentation was given to the Standing Committee on Public Accounts to inform them regarding the details of the management support programmes and the financial position of municipalities in the Province.
- The quarterly financial monitoring of municipalities was improved with the introduction of a new questionnaire with effect from September 2001. All municipalities must complete and submit the required information electronically to the national Department of Provincial and Local Government as well as the Province where the data is captured, analysed and summarised and a report submitted to the provincial Minister of Local Government. The Department prides itself in that a 100% response has been obtained with regard to the submission of these questionnaires due to the good co-operation by the municipalities in the Western Cape.
- According to the December 2001 national Project Viability report on the financial status of municipalities in the country, the Western Cape municipalities are leading the way with financial transformation.
- Regular guidance was given to municipalities on the accessing of provincial and national funds, implementation of legislation, financial reporting, accountability, municipal budgets, equitable share, financial policies, credit control, tariffs and indigent policies.
- A special provincial Cabinet project was initiated to provide people an opportunity to say what they think and ask questions about important matters that affect them. A total of 226 written complaints and enquiries regarding municipal matters were successfully handled through this "Open Door" project.

## **Strategic overview and key policy developments**

The Department (Chief Directorate: Local Government) recognises the constitutional integrity of the local government sphere. Regarding the transformation and restructuring of the local government sphere, a provincial notice was published to establish the following forums to advise the provincial Minister of Local Government: the Provincial Advisory Forum, The Provincial Advisory Forum Technical and five District Advisory Forums. During the process of transformation, municipal officials and councilors were assisted in managing the new challenges of local government transformation and restructuring through the distribution of guiding documents and newsletters.

The Department (Chief Directorate Local Government) has also acted in terms of its constitutional objective to monitor and support municipalities. The progress made by municipalities with transformation and restructuring, was monitored through the distribution and assessment of regular transformation questionnaires. Municipalities were supported in the performance of the following functions: drafting of IDP's

(financial and technical), valuations (technical), fire fighting and disaster management(financialandtechni cal),performancemanagement(technical),ISRDP andURP(technical)andLED(technical).

The national Department of Provincial and Local Government prescribed new guidelines for the implementation of Management Support Programmes at municipalities in respect of the 2001/02 financial year. In terms of these guidelines only 25 % of municipalities in the Province could be targeted and individual projects should positively impact on the cash flow and service delivery of the municipality concerned. The support given to municipalities was far more substantial than previously and was now “demand driven” with the main objective of assuring a sustainable municipality. -

Significant changes to the CMIP programme were implemented. The selection and prioritisation of projects, previously the responsibility of this Department, became the responsibility of district municipalities. Except for the capacity building part of the CMIP funds, the rest is now transferred directly from national to the district municipality and not via the Province as in the past, but the Department maintains an oversight responsibility in respect of the programme and is still responsible for CMIP capacity building as mentioned earlier. -

### Outputs and service delivery trends

| Outputs  | Output performance measures/<br>service delivery indicators | Actual performance against target |                                   |
|--|---|-----------------------------------|-----------------------------------|
|  |   | Quantity                          |                                   |
|  |   | Target                            | Actual                            |
| <b>Subprogram: Administration</b>  |   |                                   |                                   |
| To create infrastructure in terms of the Municipal Infrastructure Programme                                | Number of municipal infrastructure projects                 | 151                               | 172                               |
| <b>Subprogram: Local Government Legislation and Administration</b>   |   |                                   |                                   |
| To formulate new legislation to monitor and support local government                                       | New legislation formulated                                  | 1                                 | Project plan prepared for Cabinet |
| To enhance communication between the department and municipalities through greater participation in forums | Number of forums attended                                   | Maximum                           | 30                                |
| To support municipalities with the implementation of transformation.                                       | Number of successfully restructured municipalities          | 30                                | 30                                |

| Outputs  | Output performance measures/<br>service delivery indicators   | Actual performance against target |        |
|--|---|-----------------------------------|--------|
|  |   | Quantity                          |        |
|  |   | Target                            | Actual |
| <b>Subprogram:LocalGovernmentDevelopment</b>   |   |                                   |        |
| To maintain multi-disciplinary and integrated disaster management and fire fighting structures at provincial and local government spheres. | Number of plans of multi-disciplinary and integrated disaster management and fire fighting structures.        | 5                                 | 5      |
| To support and monitor municipalities with the drafting of Integrated Development Plans.   | Number of municipalities supported and monitored.   | 30                                | 30     |
| To implement a performance management system in the local government sphere.   | Number of pilot projects implemented and monitored.   | 3                                 | 3      |
| To create awareness at local government as to their development role and an acceptable service delivery ethos and standard                 | Number of municipal officials attending and completing a certificate course in developmental local government | 34                                | 34     |
| To monitor and co-ordinate the orderly devolution of Provincial functions to local government in accordance with the National Constitution | Number of orderly devolved functions  | Undetermined                      | None   |
| Identification of and research on matters social, financial and constitutional in respect of local government                              | Number of research reports produced   | 3                                 | 3      |
| <b>Subprogram:LocalG overnmentFinance</b>  |   |                                   |        |
| To conduct diagnostic studies at municipalities where specific needs are identified.   | Number of diagnostic studies conducted.   | 0                                 | 2      |
| To implement management support programmes at identified municipalities.   | Number of management support programmes implemented.  | 8                                 | 13     |
| To provide assistance to municipal taxpayers in the settlement of disputes with and complaints about their municipalities.                 | Number of disputes settled.   | 0                                 | 275    |
| To monitor the financial viability of municipalities.  | Number of municipalities monitored.   | 30                                | 30     |



| Outputs   | Output performance measures/<br>service delivery indicators | Actual performance against target |        |
|---|---|-----------------------------------|--------|
|   |   | Quantity                          |        |
|   |   | Target                            | Actual |
| To monitor and support municipalities in complying with financial prescripts. | Number of municipalities monitored and supported.           | 30                                | 30     |

### Transfer payments

| NAME OF INSTITUTION   | AMOUNT TRANSFERRED<br>R |
|---|-------------------------|
| <b>Subprogram: Local Government Development</b>                                     |                         |
| City of Cape Town (IDP/Disaster Management Training)                                | 122 360                 |
| Overberg District Municipality (IDP/Disaster Management Training)                   | 26 350                  |
| Garden Route / Klein Karoo District Municipality (IDP/Disaster Management Training) | 29 950                  |
| Central Karoo District Municipality (IDP/Disaster Management Training)              | 24 650                  |
| Boland District Municipality (IDP/Disaster Management Training)                     | 28 685                  |
| West Coast District Municipality (IDP/Disaster Management Training)                 | 26 680                  |
| Drakenstein Municipality (Fire Fighting Equipment)                                  | 35 610                  |
| Central Karoo District Municipality (Fire Fighting Equipment)                       | 1 139 658               |
| George Municipality (Fire Fighting Equipment)                                       | 53 165                  |
| Breede Valley Municipality (Fire Fighting Equipment)                                | 35 100                  |
| West Coast District Municipality (Fire Fighting Equipment)                          | 53 165                  |
| City of Cape Town (Fire Fighting Helicopter)  | 1 500 000               |
| SA Life Saving (Life saving at sea)   | 100 000                 |
| City of Cape Town (Drafting of IDP)   | 292 830                 |
| Cederberg Municipality (Drafting of IDP)  | 63 700                  |
| Bergvriervier Municipality (Drafting of IDP)  | 51 300                  |
| Saldanha Bay Municipality (Drafting of IDP)   | 44 460                  |
| Swartland Municipality (Drafting of IDP)  | 101 574                 |
| Witzenberg Municipality (Drafting of IDP)   | 71 981                  |
| Drakenstein Municipality (Drafting of IDP)  | 134 200                 |
| Stellenbosch Municipality (Drafting of IDP)   | 128 000                 |
| Breede Valley Municipality (Drafting of IDP)  | 120 000                 |
| Breede River/Winelands Municipality (Drafting of IDP)                               | 57 000                  |
| Overberg District Municipality (Drafting of IDP)                                    | 160 000                 |
| Theewaterskloof Municipality (Drafting of IDP)                                      | 26 173                  |
| Cape Agulhas Municipality (Drafting of IDP)   | 60 000                  |
| Swellendam Municipality (Drafting of IDP)   | 80 000                  |
| Garden Route / Klein Karoo District Municipality (Drafting of IDP)                  | 75 000                  |
| Kannaland Municipality (Drafting of IDP)  | 116 738                 |

| NAME OF INSTITUTION  | AMOUNT TRANSFERRED<br>R |
|--|-------------------------|
| Langeberg Municipality (Drafting of IDP)                                     | 57 000                  |
| Mossel Bay Municipality (Drafting of IDP)                                    | 120 000                 |
| George Municipality (Drafting of IDP)  | 140 000                 |
| Oudtshoorn Municipality (Drafting of IDP)                                    | 54 348                  |
| Plettenberg Bay Municipality (Drafting of IDP)                               | 32 548                  |
| Knysna Municipality (Drafting of IDP)  | 120 000                 |
| Laingsburg Municipality (Drafting of IDP)                                    | 52 518                  |
| Prince Albert Municipality (Drafting of IDP)                                 | 40 917                  |
| Beaufort West Municipality (Drafting of IDP)                                 | 5 335                   |
| <b>Subprogram: Local Government Finance</b>                                  |                         |
| Central Karoo District Municipality (management support)                     | 481 000                 |
| Garden Route Klein Karoo District Municipality (management support)          | 988 000                 |
| Overberg District Municipality (management support)                          | 101 000                 |
| Boland District Municipality (management support)                            | 669 000                 |
| West Coast District Municipality (management support)                        | 796 000                 |
| Breederiver/Winelands Municipality (management support)                      | 529 000                 |
| Beaufort West Municipality (management support)                              | 188 000                 |
| Kannaland Municipality (management support)                                  | 693 000                 |
| Witzenberg Municipality (management support)                                 | 1 433 000               |
| Witzenberg Municipality (former Tulbagh Municipality) (financial assistance) | 250 000                 |
| Cederberg Municipality (management support)                                  | 278 000                 |
| Mossel Bay Municipality (management support)                                 | 241 000                 |
| Langeberg Municipality (management support)                                  | 169 000                 |
| Overstrand Municipality (management support)                                 | 353 000                 |
| Matzikama Municipality (management support)                                  | 470 000                 |
| Knysna Municipality (management support)                                     | 320 000                 |
| Swartland Municipality (management support)                                  | 482 000                 |
| Oudtshoorn Municipality (management support)                                 | 484 000                 |
| Drakenstein Municipality (management support)                                | 459 000                 |
| Plettenberg Bay Municipality (management support)                            | 144 000                 |
| Stellenbosch Municipality (management support)                               | 144 000                 |
| Swellendam Municipality (management support)                                 | 323 000                 |
| Saldanha Bay (management support)  | 109 000                 |
| Breede Valley Municipality (management support)                              | 1 140 000               |
| Prins Albert (management support)  | 68 000                  |

## **PROGRAMME5:RESTRUCTURING**

### **Aim:**

To provide for the restructuring of the Department.