



**STELLENBOSCH**  
STELLENBOSCH • PNIEL • FRANSCHHOEK

MUNICIPALITY • UMASIPALA • MUNISIPALITEIT

*Ref: 3/5/3/5/2/2*

*2014-06-04*

## **MINUTES**

### **ENGINEERING SERVICES AND HUMAN SETTLEMENTS COMMITTEE MEETING**

**2014-06-04 AT 15:00**

**MINUTES**  
**ENGINEERING SERVICES AND HUMAN SETTLEMENTS COMMITTEE MEETING**  
**2014-06-04**

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**MINUTES ENGINEERING SERVICES AND HUMAN SETTLEMENTS 2014-06-04  
COMMITTEE MEETING**

**[Chairperson: Engineering Services: Councillor DC Botha]**

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**PRESENT** Councillor DC Botha (Chairperson: Engineering Services)  
Councillor V Fernandez (Ms) (Chairperson: Human Settlements)

**Councillors** DS Arends  
JA Davids (from 15:22)  
N Gcaza (Ms)  
JK Hendriks  
LX Mdemka (Ms)  
WJ Pretorius  
L Ronoti

**Also Present** Councillor: LL Stander

**Officials** Director: Engineering Services  
Acting Director: Human Settlements and Property Management  
Acting Manager: Electrical Services (J Coetzee)  
Manager: New Housing (L van Stavel)  
Senior Legal Advisor (M Williams)  
Manager: Solid Waste Management (S Haider)  
Head: Transport Planning (M Venter (Ms))  
Project Co-ordinator (J Robyn)  
Head: Committee Services  
Committee Clerk (B Mgcushe (Ms))  
Interpreter

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**1.1 APPLICATION FOR LEAVE OF ABSENCE (3/4/3/3)**

**None**

**(HEAD: COMMITTEE SERVICES TO ACTION)**

**2.1 DECLARATION OF INTEREST (3/6/2/2)**

**None**

**2.2 COMMUNICATION BY THE CHAIRPERSON (3/4/3/6)**

**MINUTES ENGINEERING SERVICES AND HUMAN SETTLEMENTS 2014-06-04  
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**[Chairperson: Engineering Services: Councillor DC Botha]**

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**3. CONFIRMATION OF THE MINUTES**

**3.1 CONFIRMATION OF THE MINUTES OF THE ENGINEERING SERVICES  
AND HUMAN SETTLEMENTS COMMITTEE MEETING HELD  
ON 2014-05-14 (3/4/3/5/2/2)**

The above-mentioned minutes were previously distributed.

**FOR CONFIRMATION**

**ENGINEERING SERVICES AND HUMAN SETTLEMENTS COMMITTEE  
MEETING: 2014-06-04: ITEM 3.1**

**RESOLVED** (nem con)

that the minutes of the meeting of Engineering Services and Human Settlements Committee held on 2014-05-14, be confirmed.

**(HEAD COMMITTEE SERVICES TO ACTION)**

**4. REPORT BY THE DIRECTOR(S) RE RESOLUTIONS TAKEN AT A  
PREVIOUS MEETING HELD ON 2014-04-02 (3/4/3/5/2/2)**

The report on outstanding resolutions by the Director: Engineering Services are attached as **APPENDIX 1**.

**FOR INFORMATION**

**ENGINEERING SERVICES AND HUMAN SETTLEMENTS COMMITTEE  
MEETING: 2014-06-04: ITEM 4**

**RESOLVED** (nem con)

that the report on outstanding resolutions taken at the meeting held on 2014-04-02, be noted.

**(DIRECTOR: ENGINEERING SERVICES AND ACTING DIRECTOR:  
HUMAN SETTLEMENTS TO ACTION)**

[Chairperson: Engineering Services: Councillor DC Botha]

**5. REPORTS FROM OFFICIALS: ENGINEERING SERVICES**

**5.1 NON-DELEGATED MATTERS**

**5.1.1 NON-MOTORISED TRANSPORT (NMT) POLICY**

*File number* : 8/1/Engineering Services  
*Report by* : Director: Engineering Services  
*Compiled by* : Head: Public Transport & Transport Planning  
*Delegated authority* : Council

***Strategic intent of item***

Preferred investment destination	<input checked="" type="checkbox"/>
Greenest municipality	<input checked="" type="checkbox"/>
Safest valley	<input checked="" type="checkbox"/>
Dignified Living	<input checked="" type="checkbox"/>
Good Governance	<input type="checkbox"/>

**1. PURPOSE OF REPORT**

To obtain approval of the NMT (Non-Motorised Transport) Policy (**APPENDIX 1**). This Policy is the first NMT Policy for Stellenbosch Municipality. The NMT Network Plan that was completed by January 2010 was also the first NMT Network Plan for the Municipality. This Policy will guide all NMT matters.

**2. BACKGROUND**

The NMT Policy was submitted for approval to Council on 23 April 2014 (item 7.4) but was withdrawn. The NMT Policy has since been workshopped to address the concerns and is therefore resubmitted.

NMT as a mode of transport have not traditionally received the recognition and attention as deserved due to a focus that was largely on the private car and motorised modes. With the road capacity constraints that exist in Stellenbosch, alternative modes of transport need to be considered. The most convenient modes of transport for Stellenbosch residents and visitors include walking and/or cycling.

[Chairperson: Engineering Services: Councillor DC Botha]

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This policy strives to balance the emphasis to NMT modes and give it the desired focus.

The Comprehensive Integrated Transport Plan (CITP) also refers to the importance of NMT as mode of transport. Refer to Chapter 10 of the CITP for more information.

### 3. DISCUSSION

Several discussions took place with the NMT Working Group to discuss the content of the NMT Policy. The purpose of the Stellenbosch NMT Policy is to:

- Facilitate equal opportunity for pedestrians/cyclists/motorists;
- Provide a framework for the strategic decisions and actions of municipal management concerning NMT matters;
- Provide municipal management with policy principles to guide NMT implementation.

The NMT Policy serves to refine and focus this broadly expressed strategic imperative, and positions NMT as a consistent long term municipal priority.

Council's principal objective is the construction of a coherent, logical and integrated NMT network for Stellenbosch by implementing the Network Plan by 2017. The approach will be to roll out the Network Plan along the routes identified in the plan in order to progressively increase the network coverage and improving the safety simultaneously. Links between existing routes and the proposed routes will also be completed in order to effectively merge the existing and the future network. In the future studies and plans will include the rest of the municipal area.

### 4. WAY FORWARD

The Transport, Roads and Stormwater department of the Engineering directorate will act according to the NMT Policy. This policy should therefore be recommended by the Engineering Portfolio Committee to Council for approval. The NMT Policy will also be advertised to follow the public participation process.

[Chairperson: Engineering Services: Councillor DC Botha]

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**5. COMMENTS FROM DIRECTORATES**

**5.1 Director: Public Safety & Community Services**

I do not have further comments at this stage except for the request that Community and Protection Services must please be kept posted with regard to the implementation of the policy as it wishes to partner with the Directorate Engineering Services in order to make the roll-out of the NMT project a success.

**5.2 Director: Planning & Economic Development**

Comments of this Directorate are incorporated in the policy.

**5.3 Director: Strategic & Corporate Services**

The policy is supported. Care should be taken to include the whole WC024 when implementing this policy.

**5.4 Director: Financial Services**

Supported.

**5.5 Director: Housing & Property Management**

This department supports the principles and objectives contained in the Draft Policy.

**RECOMMENDED**

- (a) that the NMT Policy be recommended for approval by Council;
- (b) that the NMT Policy be advertised for public comment as part of the public participation process; and
- (c) that the final approval of the policy be considered by Council subject to the comments and input received.

**(DIRECTOR: ENGINEERING SERVICES TO ACTION)**

**ENGINEERING SERVICES AND HUMAN SETTLEMENTS COMMITTEE MEETING: 2014-06-04: ITEM 5.1.1**

**RECOMMENDED**

- (a) that the NMT Policy be recommended for approval by Council;

MINUTES ENGINEERING SERVICES AND HUMAN SETTLEMENTS 2014-06-04  
COMMITTEE MEETING

[Chairperson: Engineering Services: Councillor DC Botha]

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- (b) that the NMT Policy be advertised for public comment as part of the public participation process; and
- (c) that the final approval of the policy be considered by Council subject to the comments and input received.

**(DIRECTOR: ENGINEERING SERVICES TO ACTION)**



**MINUTES ENGINEERING SERVICES AND HUMAN SETTLEMENTS 2014-06-04  
COMMITTEE MEETING**

**[Chairperson: Engineering Services: Councillor DC Botha]**

**5.1.2 SERVICE DELIVERY AGREEMENT**

*File number* : *8/1 Engineering Services and Integrated Human Settlements*

*Compiled by* : *Director: Engineering Services*

*Report by* : *Manager: Transport, Roads and Stormwater*

*Delegated Authority* : *Council*

***Strategic intent of item***

Preferred investment destination	<input checked="" type="checkbox"/>
Greenest municipality	<input type="checkbox"/>
Safest valley	<input checked="" type="checkbox"/>
Dignified Living	<input type="checkbox"/>
Good Governance	<input checked="" type="checkbox"/>

**1. PURPOSE OF REPORT**

To consider a Service Delivery Agreement between Stellenbosch Municipality and the Provincial Government Western Cape to render traffic signal maintenance on signals on provincial roads around Stellenbosch.

**2. BACKGROUND**

The Stellenbosch Municipality has historically for approximately 17 years rendered a service to maintain the traffic signals on the provincial roads around Stellenbosch. The service was rendered without a formal agreement or the reimbursements of costs for labour. Such an arrangement is not in line with the conditions of the MFMA. It is therefore proposed that a service level agreement be entered into with the Provincial Roads Authority.

**3. DISCUSSION**

Attached as **APPENDIX 1** is a pro forma agreement as drawn up by the Provincial Roads Authority. The Roads Authority cannot render the service because they do not have the resources to do so and because of the extent of their service area. The municipality has in the past rendered the service and the agreement can be accommodated

[Chairperson: Engineering Services: Councillor DC Botha]

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in current operations. The municipality already employs a person that is competent in terms of the conditions of the proposed agreement and the organizational structure is unaffected. The agreement will allow the Municipality to claim the costs for services rendered and would positively contribute to the income of the municipality.

The intersections to be serviced and to be included in the agreement are:

1. R44 & R101 (R44 & Old Paarl Rd)
2. M23 & R304 (Koelenhof Rd)
3. R310 & Annandale (Baden Powell Dr & Annandale Rd)
4. M12 & R310 (Polkadraai Rd & Baden Powel Dr)
5. Annandale & R44 (Annandale & Strand Rd)

All the above intersections fall within the Stellenbosch Municipal area.

The agreement is needed to legalize the proposed arrangement and would contribute to the income of Council and is therefore supported.

The proposed agreement is also in the spirit of intergovernmental relations and to the benefit of the community.

#### 4. LEGAL IMPLICATION

The agreement, as attached as **APPENDIX 1**, must be seen as an outline of the basic agreement (pro forma as indicated in the discussion) and be finalised inclusive of all essential elements once approved in principle by Council. It is suggested that the Municipality (Legal department) draft the final agreement for signature to ensure full compliance with legal requirements. No legal comments pertaining to the principle discussion are submitted as the final agreement will be done by the Legal Department, Directorate: Strategic & Corporate Services.

#### 5. FINANCIAL IMPLICATION

Supported. The recommendation will improve the Municipal finances.

**[Chairperson: Engineering Services: Councillor DC Botha]**

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**RECOMMENDED**

- (a) that Council in principle agrees to enter into an agreement with Province to deliver a traffic signal service; and
- (b) that Legal Services be mandated to proceed with the compilation of a final contract between Stellenbosch Municipality and Province.

**(DIRECTOR: ENGINEERING SERVICES TO ACTION)**

**ENGINEERING SERVICES AND HUMAN SETTLEMENTS COMMITTEE MEETING: 2014-06-04: ITEM 5.1.2**

**RECOMMENDED**

- (a) that Council in principle agrees to enter into an agreement with Province to deliver a traffic signal service; and
- (b) that Legal Services be mandated to proceed with the compilation of a final contract between Stellenbosch Municipality and Province; and
- (c) that Council will endeavor to recover the monies expended in the past 3 years in respect of those functions for which the Cape Winelands District Municipality is responsible.

**(DIRECTOR: ENGINEERING SERVICES TO ACTION)**

[Chairperson: Engineering Services: Councillor DC Botha]

**5.1.3 ACCEPTANCE OF WATER SERVICES DEVELOPMENT PLAN**

*File number* : 8/1 Engineering Services  
*Report by* : Director: Civil Engineering Services  
*Compiled by* : Senior Administrative Officer: Office Management  
*Delegated Authority* : Council

**Strategic intent of item**

Preferred investment destination	<input checked="" type="checkbox"/>
Greenest municipality	<input type="checkbox"/>
Safest valley	<input checked="" type="checkbox"/>
Dignified Living	<input type="checkbox"/>
Good Governance	<input checked="" type="checkbox"/>

**1. PURPOSE OF THE REPORT**

To request Council to finalize and adopt the Water Services Development Plan (WSDP) for 2011/12.

**2. BACKGROUND**

Council, at its 4<sup>th</sup> meeting of 27 October 2011, Item 7.1, inter alia resolved as follows:

- (a) *that the Draft WSDP 2011/2012 for the Stellenbosch Municipality be approved;*
- (b) *that copies of the approved Draft WSDP be distributed by the Department Engineering Services to the institutions as prescribed by the Water Services Act; and*
- (c) *that the draft WSDP be advertised for public comment and submitted to Council thereafter for final approval.*

It has recently come to the attention of the Directorate: Engineering Services that it had been in remiss to implement the resolution as in (c) above, i.e. that the WSDP had never been re-submitted to Council for final approval.

[Chairperson: Engineering Services: Councillor DC Botha]

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A Water Services Development Plan WSDP (**APPENDIX 1**) is a legal requirement as stipulated in the Water Services Act (Sections 12 & 13) and therefore every Water Services Authority must prepare a Water Services Development Plan for its area of jurisdiction every five (5) years.

A WSDP progressively ensures efficient, affordable, economical, and sustainable provision of water and sanitation. It deals with social economic, technical, financial, institutional and environmental issues as they pertain to water services.

This report highlights the legal requirements and institutional responsibility of Stellenbosch Municipality which performs both functions of a Water Services Authority (WSA) and a Water Services Provider (WSP).

A WSA (Water Services Authority) is any municipality that has the executive authority to provide water services within its area of jurisdiction in terms of the Municipal Structures Act 118 of 1998 or the ministerial authorisations made in terms of this Act. There can only be one water services authority in any specific area.

Every WSA has a duty to all customers or potential customers in its area of jurisdiction to progressively ensure efficient, affordable, economical and sustainable access to water services that promote sustainable livelihoods and economic development.

Sections 12 and 13 of the Water Services Act (Act No 108 of 1997) place a duty on WSA's to prepare and maintain a WSDP. The DWA has developed a new set of WSDP guidelines to assist WSA's with the WSDP process and to provide a framework for the capturing of the data.

Section 14 of the Water Services Act requires that the WSA must take reasonable steps to bring its draft WSDP to the notice of a number of different stakeholders so that they have the opportunity to comment on it.

### 3. DISCUSSION

As per Council Resolution 7.1 dated 27 October 2011, Notice 7/2014 (**APPENDIX 2**) was published in the local newspaper on 17 and 24 April 2014 as well as on Stellenbosch Municipality's website to call on the public for input. These documents were made available at all eight (8) libraries in the WC024 as well on the website from 18 April 2014 until 08 May 2014.

[Chairperson: Engineering Services: Councillor DC Botha]

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Only one (1) member of the public perused the documents but no input was received. **(APPENDIX 3)**.

It is therefore recommended that the draft WSDP be officially confirmed as the WSDP for Stellenbosch Municipality. The WSDP will be updated during the 2014/15 financial year.

**4. COMMENTS FROM OTHER DIRECTORATES**

**4.1 Directorate: Strategic & Corporate Services (Legal)**

This report is legally compliant.

**4.2 Directorate: Financial Services**

Item supported.

**RECOMMENDED**

- (a) that the 2011/12 WSDP for Stellenbosch Municipality, be approved; and
- (b) that the Department of Water Affairs be informed that the Water Services Development Plan for Stellenbosch Municipality has been approved.

**(DIRECTOR: ENGINEERING SERVICES TO ACTION)**

**ENGINEERING SERVICES AND HUMAN SETTLEMENTS COMMITTEE MEETING: 2014-06-04: ITEM 5.1.3**

**RECOMMENDED**

- (a) that the 2011/12 WSDP for Stellenbosch Municipality, be approved; and
- (b) that the Department of Water Affairs be informed that the Water Services Development Plan for Stellenbosch Municipality has been approved.

**(DIRECTOR: ENGINEERING SERVICES TO ACTION)**

**MINUTES ENGINEERING SERVICES AND HUMAN SETTLEMENTS 2014-06-04  
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**[Chairperson: Engineering Services: Councillor DC Botha]**

**5.1.4 CHANGE OF DIRECTION – CHURCH STREET**

*File number* : 8/1/Engineering Services  
*Compiled by* : Head: Public Transport & Transport Planning  
*Report by* : Director: Engineering Services  
*Delegated Authority* : Engineering Services Portfolio Committee

***Strategic intent of item***

Preferred investment destination	<input type="checkbox"/>
Greenest municipality	<input type="checkbox"/>
Safest valley	<input checked="" type="checkbox"/>
Dignified Living	<input type="checkbox"/>
Good Governance	<input type="checkbox"/>

**1. PURPOSE OF REPORT**

This item discusses the change of direction of Church Street and the comments received afterwards. The purpose is to approve the change of direction permanently along Church Street from westbound to eastbound.

**2. BACKGROUND**

Requests were received by the land owners of Church Street to change the direction from westbound to eastbound. The reasoning behind this request originated from the desire of the land owners wanting to see the church as the focal point of vehicles driving up Church Street. This change of direction of Church Street was advertised in the local newspapers and the idea was to change it for a trial period from the first of December 2013 till the end of March 2014. Only one objection was received to comment on this change. This letter is attached as **APPENDIX 1**.

Specific delegations of the Engineering Services Portfolio Committee include the following:

- (1) The Transport, Roads & Stormwater functions, which include:
- Road Traffic Infrastructure Management
  - Regulatory and direction signage

[Chairperson: Engineering Services: Councillor DC Botha]

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**3. DISCUSSION**

The one respondent that commented in the letter included in Appendix 1 indicated that it is an inconvenience for the tenants of his properties located in Church Street between Bird Street and Andringa Street. They have to drive to the Plein Street/Bird Street circle, make a U-turn, head back along Bird Street and then turn left into Church Street. He also inquired about the possibility of changing the direction of the small section of Church Street between Bird and Mill Streets.

Having evaluated the impact of changing the direction of Church Street on the trips to/from the destination between Bird Street and Andringa Street, it was determined that an additional distance of 300m has to be travelled. This impact is considered to be negligible compared to various benefits. It is therefore recommended to permanently keep the direction along Church Street towards the church in an eastbound direction.

A technical evaluation of the request to change the direction of the bottom section of Church Street between Bird and Mill Streets indicated that it will be better to keep it the way it is. Changing the direction of this section will increase the conflict movements at the intersection of Church Street and Bird Street. It will also result in vehicles using Church Street as a rat run which is contradicting the long term planning of Church Street being a street with equal priority for all modes of transport. Plein Street and Dorp Street provide sufficient east-west mobility in town. It is therefore recommended to keep the direction at the bottom of Church Street in a westbound direction, the way it is currently.

During the trial period, the implemented direction change in Church Street has been experienced as a positive change which was well-received by the public. No negative effects were experienced. The change is recommended to be confirmed as a permanent solution.

**4. LEGAL IMPLICATION**

None

**5. FINANCIAL IMPLICATION**

None

**6. COMMENTS FROM TRAFFIC DEPARTMENT**

The traffic department has no objection to the proposed permanent implementation to the direction of Church Street. The following has been observed by the department:



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**[Chairperson: Engineering Services: Councillor DC Botha]**

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- i. Less vehicular traffic (better circumstances for businesses / restaurants)
- ii. Lower speed
- iii. No traffic jams/heavy congestion at intersections to Bird Street

**RECOMMENDED**

- (a) that the direction of Church Street between Bird Street and Drostdy Road be permanently changed to eastbound; and
- (b) that the direction of Church Street between Mill Street and Bird Street remain unchanged (westbound).

**(DIRECTOR: ENGINEERING SERVICES TO ACTION)**

**ENGINEERING SERVICES AND HUMAN SETTLEMENTS COMMITTEE MEETING: 2014-06-04: ITEM 5.1.4**

**RESOLVED** (nem con)

- (a) that the direction of Church Street between Bird Street and Drostdy Road be permanently changed to eastbound; and
- (b) that the direction of Church Street between Mill Street and Bird Street remain unchanged (westbound).

**(DIRECTOR: ENGINEERING SERVICES TO ACTION)**

[Chairperson: Engineering Services: Councillor DC Botha]

**5.2 DELEGATED MATTERS**

**5.2.1 MONTHLY REPORT APRIL 2014 – ENGINEERING SERVICES**

*File number* : 8/1/Engineering Services  
*Report by* : Director: Engineering Services  
*Compiled by* : Senior Administrative Officer – Office Management  
*Delegated Authority* : Engineering Portfolio Committee

**Strategic intent of item**

Preferred investment destination	<input checked="" type="checkbox"/>
Greenest municipality	<input type="checkbox"/>
Safest valley	<input type="checkbox"/>
Dignified Living	<input type="checkbox"/>
Good Governance	<input checked="" type="checkbox"/>

**1. PURPOSE OF REPORT**

To inform the Committee of monthly activities in the Directorate: Engineering Services. The reports on the monthly review in respect of April 2014 is attached as **APPENDIX 1A-1H**.

**2.1 DEVELOPMENT SERVICES**

**Operations**

The Manager: Development Services comments on behalf of the Directorate: Engineering Services on all land-use applications, submitted to Council in terms of the Land-use Planning Ordinance of 1985. Land-use applications include land-use changes such as rezonings, subdivisions, consent uses, increase in bulk and departures and mostly lead to further development of a property.

The approval of a proposed land-use change will be evaluated in terms of the availability of bulk services. Should Council be in a position to supply such services, an application can be supported. If not, then an application for a land-use change will not be supported by the Directorate: Engineering Services.

[Chairperson: Engineering Services: Councillor DC Botha]

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### **Capital Projects**

A number of capital projects, mostly related to the provision of bulk services to accommodate current and future developments, are being project managed by this department. The Section 71 (Appendix 1G) report reflects the progress with capital project expenditure.

### **Flagship Projects**

#### ***Bulk water supply pipe Klapmuts – R5 443 842***

Construction is in progress and work will be completed as planned.

#### ***New 5 ML Reservoir – Klapmuts – R8 622 996***

Steel reinforcement and concrete of the reservoir walls is currently in progress. Roof construction started.

### **Reporting on Events /Programmes/ Projects**

All projects are registered and monitored on a software programme, IMQS.

### **Risks identified and corrective Measures**

No risks to Council identified.

### **Vandalism/Theft**

No incidents were reported.

### **Challenges/areas where department is not adhering to legislation**

This department adheres to all relevant legislation.

### **Human Resources**

The primary function of the Department Development Services is to facilitate development from an engineering perspective. This entails input on all land-use applications (rezonings, subdivisions, departures, consent uses), input on building plans, input on engineering services plans, issuing of wayleaves and liaison with relevant role-players to ensure the availability of bulk services. The Department Development Services consists of 5 personnel members i.e. Manager, Head, Principal Technician, Technician and a Support Assistant.

[Chairperson: Engineering Services: Councillor DC Botha]

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### **Training**

Personnel from the Department Development Services stay up to date with latest technologies and best practices by attending regular training workshops, seminars and conferences.

### **Occupational Health & Safety**

Monthly OHS meetings are being held and no incidents were reported.

## **2.2 TRANSPORT, ROADS AND STORMWATER**

### **Operations**

Operational teams continue to clean, clear and repair stormwater infrastructure, and maintain road surfaces by undertaking patch repairs and slurry seals on minor roads.

### **Stormwater Management Programme**

Areas where flooding and flood damage had occurred, is still being dealt with by the Roads and Stormwater Section. Consultants are continuing with their brief to obtain environmental approval to carry out works where the banks of the rivers had subsided. Environmental Impact Assessment report was submitted to the Department of Environmental Affairs and this department awaits feedback. Stormwater pipes are being installed in areas that are prone to flooding.

### **Pedestrian and cycle paths**

The project by Gaylee Civils is close to completion.

### **NMT Upgrades (Provincial funding for R44 NMT Facility to Jamestown)**

Umzali Civils is progressing well. Construction is close to completion.

### **Pavement (Roads) Management Programme**

The implementation of the Roads Rehabilitation Programme within the Stellenbosch Municipal area, commenced in January 2014 and is progressing well, the work is expected to be completed by mid-June 2014.

[Chairperson: Engineering Services: Councillor DC Botha]

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### **Capital Projects**

Most of the Capital Projects are in line with the Service Delivery Budget Implementation Plans of the Department. The attached Section 71 report attached reflects on the progress with capital project expenditure.

### **Risks identified and corrective measures**

A major risk is the lack of financial commitment towards the planning of infrastructure provision.

### **Vandalism/Theft**

Theft of diesel from construction equipment and machinery was reported at the La Motte depot and resulted in the equipment and machinery being stationary, requiring repairs.

### **Reporting on Events /Programmes/ Projects**

This department has no events and programmes to report on. All projects are registered and monitored on IMQS.

### **Challenges/areas where department is not adhering to legislation**

Acquiring relevant legislative approval to carry out works associated to Stormwater Management within river courses.

### **Human Resources**

The positions of Bricklayer and Workers are in the process to be advertised.

### **LED/EPWP Workers**

Roads and Stormwater-24

EPWP workers were appointed from 01 February 2014.

### **Training**

Seven employees of the Lines and Signs team attended a one day Spray Gun training course.

### **Occupation Health and Safety**

The last monthly OHS meeting was held on 15 April 2014. No major incidents were reported.

[Chairperson: Engineering Services: Councillor DC Botha]

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## 2.3 SOLID WASTE MANAGEMENT

### Operations

Jan Palm Consulting Engineering is busy with the draft design for rehabilitation capping. The soil for potential capping material was tested but unfortunately failed for suitable capping material. However as the site had received a huge amount of builders rubble in January, February and March 2014, the fact that there is a huge stock pile of clay and the potential of beneficiating the clay and rubble is strongly looked at. This department is in the process to appoint a sole service provider for a 12 month pilot project at the Landfill site.

### Capital Projects

Due to capacity constraints in the Supply Chain Management and Solid Waste Management, Capital Projects are not in line with the Service Delivery Budget Implementation Plans of the Department. The Section 71 report is attached as **APPENDIX 1G** as an indication on the progress with capital project expenditure.

### Risks identified and corrective measures

The major risk in the Solid Waste Department is that the budget provisions are not appropriate to meet service demands and that budget increases do not adequately take inflation into consideration. Appropriate resources to execute tasks and service delivery options must seriously be investigated. A corrective measure is to ensure that the budget is in line with the IDP and Integrated Waste Management Plan.

### Greening Initiatives

None

### Vandalism/Theft

None

### Reporting on Events /Programmes/ Projects

This department has no events and programmes to report on. All projects are registered and monitored on the IMQS.

[Chairperson: Engineering Services: Councillor DC Botha]

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### **Challenges/areas where department is not adhering to legislation**

Due to lack of monitoring of stormwater and leachate quality, not all permit conditions are being adhered to. The ideal would be to appoint an analyst to conduct the monitoring.

### **Human resources**

The two vacant operator positions are in the process to be advertised. The vacant Principal Technician Collection was advertised and interviews were held without success. A memo supported by the Director Engineering Services, was sent to Human Resources Manager in March 2014 requesting to head hunt for the position of Principal Technician. Head hunting was approved by the Municipal Manager and interviews are to be scheduled by the Human Resources Department.

### **LED/EPWP Workers**

Solid Waste Management-27

Contract workers' contracts in the Solid Waste Management Department expired in January 2014 and were renewed until June 2014.

### **Training**

Saliem Haider, Manager Solid Waste Management, provided training at the University Stellenbosch on Environmental Engineering in April 2014.

### **Occupation Health and Safety**

The last monthly OHS meeting was held on 17 April 2014. No major incidents were reported.

## **2.4 ELECTRICAL SERVICES**

### **Operations**

As an essential service, electrical supply and service delivery is the main priority for Electrical Services. No serious power outages were experienced.

### **Capital Project**

Capital Expenditure progress is reflected in the Section 71 report attached as **APPENDIX 1G**.

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<b>PROJECT DESCRIPTION</b>	<b>STATUS</b>	<b>CHALLENGES</b>
Markotter University 66KV Cable-Phase 1&2	Project 100% completed.	
Electricity Demand Side Management	Contractor was appointed and implementation is in progress and awaiting material.	

### **Reporting on Events/Programmes/ Projects**

Markotter 66kV cable has been completed.

### **Challenges/areas where department is not adhering to legislation**

Illegal connections not disconnected regularly due to insufficient staff capacity. Access to properties are restricted and dangerous. Cable theft and substation vandalism were experienced and alarm systems are being installed. Thefts were reported to SAPS.

### **Risks identified and corrective measures**

**Risk:** Scarcity of electricity.

**Corrective Measures:** Demand Side Management projects to encourage consumers to use less energy. Promoting energy efficiency and saving within the community.

### **Vandalism/Theft**

Substation vandalism were experienced and alarm systems are being installed. Vandalism were reported to SAPS.

### **Human Resources**

Mr Johannes Coetzee, Acting Manager: Electrical Services' contract has been extended until 9 November 2014. Mr H Rix an Electrician was placed on permanent disability. Ms N Gangile is acting in the position of Electrician. Mr G Abrahams resigned as Electrician and position is currently vacant and in the process of being advertised.

### **Vacancies:**

Electrical Assistants x 3

Electrician x 2



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**Occupational Health and Safety**

OHS meeting took place on 24 April 2014.

**Incidents**

None

**Training**

OHRVS training a priority and will be rolled out during June 2014

**2.5 WATER SERVICES**

**Operations**

Water is the most fundamental and indispensable of natural resources – fundamental to life, the environment, food production, hygiene and power generation. Poverty reduction and improved water management are inextricably linked. Regular site inspections, routine repairs and maintenance are done on a daily basis to ensure that operations are constant. With various vacant positions, the Department makes every effort to supply an efficient service to the public. The Department: Water Services is preparing for the Blue and Green Drop evaluations.

2011/12 Water Services Development Plan was advertised for public comment according to the legislation. No comments were received.

Water conservation Demand Management Strategy has been advertised for public comment according to the legislation. No comments were received.

**Capital Projects**

Most of the Capital Projects are in line with the Service Delivery Budget Implementation Plans (SDBIP) of the Department. Capital Expenditure progress is reflected in the Section 71 report attached as **ANNEXURE G**.

**Flagship Projects**

<b>PROJECT DESCRIPTION</b>	<b>STATUS</b>	<b>CHALLENGES</b>
Upgrade Waste Water Treatment Works (Franschoek/Wemmershoek) Phase 3	Project in progress and will be completed by <b>August 2014</b> . Civil work 98% completed Mechanical and Electrical work	Mechanical and electrical work is behind schedule. Civil work can only be completed after mechanical and electrical work is

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	82% completed.	completed.
Extension of Waste Water Treatment Works: Stellenbosch	<p>Refurbishment project 99% completed. Project expected to be completed by June 2014.</p> <p>Emergency phase of extended refurbishment contract for the Stellenbosch WWTW is in progress and 40% complete.</p> <p>The preliminary design phase of the Extension of the Stellenbosch WWTW is 90% complete. The detail design phase has just started.</p> <p>Total RBIG allocations spent and claimed. All claims paid.</p>	None
Water Pipe Replacement	Construction work in progress and 92% complete. The project is expected to be completed by 30 June 2014.	None

**Risks identified and corrective measures**

**Risk:** Scarcity of water

**Corrective measures:** Water restriction plan in place. Promoting water conservation techniques in the community.

**Reporting on Events/Programmes/ Projects :**

None

**Challenges/areas where department is not adhering to legislation**

WWTW effluent not adhering to permit conditions

**Vandalism/Theft**

None

**Human Resources**

A total of 42 positions are vacant and are in the process of being advertised:

**Water Reticulation (12 Positions)**

Principal Technician x 1  
Superintendent: Sewer Network x 1

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Superintendent: Sanitation x 1  
 Technician x 1  
 Artisan x 1  
 General Workers x 6  
 Leading Hand x 1

**Waste Water Treatment Works (30 Positions)**

Assistant Superintendent: Bulk Rural x 1  
 Klapmuts WWTW  
 Process Controllers Class III x3  
 Pniel WWTW  
 Process Controllers Class III x3  
 Raithby WWTW x1  
 Process Controllers Class II x 1  
 General workers x18  
 Senior Clerk x1  
 Leading Hand x 1  
 Lab Technician x 1

**LED/EPWP WORKERS**

**Operational**

None

**Training**

Process Controller training is regarded as a priority.

**Occupational Health and Safety**

The followings meetings were held:  
 WWTW Stellenbosch – 24 April 2014  
 Paradyskloof – None  
 Water Reticulation – None

**2.6 OFFICE OF THE DIRECTOR: ENGINEERING SERVICES**

**Innovation and Infrastructure Committee (IIC)**

The Directorate: Engineering Services is enthusiastically participating in the newly formed IIC meetings and wishes to keep the Engineering Portfolio Committee informed on the activities and progress of the ICC.

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The aim of the IIC is to ensure that an integrated and sustainable Strategic Infrastructure Plan (SIP) is developed for Stellenbosch that addresses the “condition”, “provision” and “growth” backlogs of the Greater Stellenbosch area. The SIP needs to be linked to an affordable Financial Plan (FP) to ensure sustainable delivery of services. This, however, can only be achieved if green economy-oriented innovations and inventive solutions away from “business as usual” are given the uppermost priority. This process innovation to formulate an SIP and FP has to combine knowledge and capacity from the Administration; the University; and Business.

While the IIC continues with much of the direction as set originally with the SITT, a marked emphasis will fall on innovation, in recognition for the ever changing technological environment, and moving away from “business-as-usual”.

The IIC has gained significant momentum by focusing on a project to analyse the future development potential for Stellenbosch town through potential spatially based projects. The results of a half-day workshop is being drafted for further consideration, and input into the SDF.

The minutes of the meeting held on 4 April 2014 is herewith attached as **APPENDIX 1H**.

**RECOMMENDED**

that the Engineering Services monthly report for April 2014, be noted.

**(DIRECTOR: ENGINEERING SERVICES TO ACTION)**

**ENGINEERING SERVICES AND HUMAN SETTLEMENTS COMMITTEE MEETING: 2014-06-04: ITEM 5.2.1**

**RESOLVED** (nem con)

that the Engineering Services monthly report for April 2014, be noted.

**(DIRECTOR: ENGINEERING SERVICES TO ACTION)**

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**6. REPORTS FROM OFFICIALS: HUMAN SETTLEMENTS**

**6.1 NON-DELEGATED MATTERS**

**6.1.1 STELLENBOSCH INTEGRATED HUMAN SETTLEMENT PLAN  
(HOUSING PIPELINE)**

*File number* : 17/4/9

*Report by* : *Acting Director: Human Settlements and  
Property Management*

*Compiled by* : *Acting Director: Human Settlements and  
Property Management*

*Delegated Authority* : *Council*

***Strategic intent of item***

Preferred investment destination

Greenest municipality

Safest valley

Dignified Living

Good Governance

**1. PURPOSE OF REPORT**

To inform Council on the Provincial Department of Human Settlements (DoHS) approved pipeline for Stellenbosch Municipality, whereby emphasis has been placed on the following:

- i) Supported projects by DoHS
- ii) Non- supported by DoHS
- iii) Mega-project to be aligned with the WCO24 Spatial Development Framework.

**2. BACKGROUND**

The municipality annually signs a Service Level Agreement (housing pipeline) with the Department of Human Settlements (DoHS) for a specific financial year. This agreement in essence, determines how the DORA funding for a particular financial year will be spend. The current agreement was approved by DoHS on 20 October 2013.

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**3. DISCUSSION**

**3.1 Projects supported by DoHS**

The following projects are supported on the current approved pipeline **APPENDIX 1**.

- (i) Idas Valley - for 400 sites and 400 top structures
- (ii) Jamestown Farm 527, for the provision of no less than 120 subsidy units, GAP units, erven and middle and higher income units;
- (iii) Longlands for agricultural settlement development (106 units);
- (iv) Langrug – Enhanced serviced sites (1900 sites)
- (v) Kylemore – 171 serviced sites and units
- (vi) Khayamandi (town centre) - for 120 sites and 120 top structures
- (vii) Khayamandi (Enkanini) – 2 250 serviced sites
- (viii) Khayamandi Zone O – 97 serviced sites and 97 top structures
- (ix) Drodyke – 4000 serviced sites and 4000 top structures\*

**3.2 Projects not supported by DoHS**

The following projects are not supported in the agreement of 20 October 2013. The reasons for this decision by DoHS are included under **APPENDIX 1**. These projects are critical to the future development and implementation of the municipality's housing strategy and is also included in the municipal Spatial Development Framework (SDF), as areas of possible future development:

- (i) Meerlust
- (ii) Wemmershoek
- (iii) La Motte

Area based SDF's has been developed for these areas and these projects are in various stages of planning. The areas identified in the SDF for development was discussed with the Provincial department of Human Settlements during May 2014. The outcome of the meeting was that the Manager: Spatial Planning Heritage & Environment must confirm the above mentioned projects

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are identified in the SDF and this will serve as motivation for inclusion of these projects in the revised housing pipeline of Stellenbosch Municipality.

### **3.3 Mega Projects\***

The DoHS has indicated that through their Integrated Residential Development Program (IRDP) they will in future support large scale mega projects which includes various land uses such as business, education, broad spectrum housing typologies, recreation and all other required institutions. In accordance with the SDF the following areas will be further investigated for its suitability as a site for a mega project:

- (i) Drodyke
- (ii) Nietvoorbij
- (iii) Stellenbosch Northern Expansion (between Khayamandi and Welgevonden Road)

### **3.4 Short, medium and long term project planning**

Project name	Housing program	No of sites	No of units	Date of commencement and readiness of project
Longlands	IRDP	106	106	2015/16
Watergang	UISP and consolidated		180	2014/15 and 2015/16
Farm 527, Jamestown	UISP	120	120	2014/15; 2015/2016 and 2016/17
Klapmuts	IRDP		200 per year for 5 years	2013/14, 2014/15, 2015/16, 2016/17 & 2017/18
Idas Valley Erf 10866-11008	IRDP (GAP & BNG)	±266	±266	2014/2015 and 2015/2016
Idas Valley Erf 11330	IRDP (GAP & BNG)	±195	±195	2014/2015 and 2015/2016
Kylemore	IRDP	170	170	2015/16
Meerlust	Farmworkers housing / IRDP	±200	±200	2016/17
Kayamandi town centre	UISP		To be determined	2015/16 or 2016/17
Langrug	UISP			2015/16
Wemmershoek	To be determined by feasibility study	To be determined by feasibility study		2014/15

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Project name	Housing program	No of sites	No of units	Date of commencement and readiness of project
Enkanini	UISP			2015/16
Lanquedoc	To be determined by feasibility study	To be determined by feasibility study		2015/16
DroeDyke	To be determined by feasibility study	To be determined by feasibility study		2016/17
Northern extension of Stellenbosch	To be determined by feasibility study	To be determined by feasibility study		2016/17
Jonkershoek	To be determined by feasibility study	To be determined by feasibility study		2017/18
La Motte	To be determined by feasibility study	To be determined by feasibility study		2016/17

**4. LEGAL IMPLICATION**

The draft item provided, deals with the approved housing pipeline for Stellenbosch Municipality by the Provincial Department of Human Settlements (DoHS). The approval for the human settlement pipeline was already granted by the Provincial Department of Human Settlements and no legal input is required in this regard. The Municipality however has to comply with the conditions of approval. The item is thus supported.

**5. FINANCIAL IMPLICATION**

Human Settlement projects must be implemented within Council prioritisation; DORA approved funding limits and Department of Human Settlements approvals. The item is supported in line with this comment.

**6. COMMENTS FROM OTHER RELEVANT DEPARTMENTS**

**Spatial Development Framework**

The Municipal Spatial Development Framework (MSDF) for the WC024 municipal area, as approved by Council in February 2013, makes provision for the establishment of urban nodes and “*model rural villages*”. Most of these are existing towns and villages at prominent intersections and railway lines whilst two new nodes



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were proposed – one at Muldersvlei and one at Drakenstein (which includes Meerlust).

A model rural village is seen as an urban development that is designed and developed with all the necessary ancillary urban functions required at that particular scale and that includes housing opportunities and typologies for a range of income groups. It is therefore not viewed as an opportunistic development opportunity in a rural setting but rather a fully functional town of a limited and planned scale.

Planning for the model rural villages for La Motto, Wemmershoek, Drakenstein (Meerlust) and Muldersvlei is already under way. In the case of the first two villages, Council has appointed consultants to undertake the work on their behalf while in the case of Drakenstein and Muldersvlei, private land owners took the lead. At Drakenstein (Muldersvlei) Boschendal (PTY) LTD, who is a major land owner, has appointed a team of consultants to undertake a broad study in conjunction with the municipality to determine the extent and spatial development plan for the urban area.

In light thereof that the model rural villages are proposed by the MSDP and in light thereof that the planning of these villages is currently underway, it is clear that residential development at these positions are a reality and will realise in time. As there are a number of opportunities and also constraints in each of these villages, proper plan and urban design of the area are of the utmost importance. This process has however been commenced with.

### **Engineering Services**

The housing pipeline is in line with the water and sewer master plan and conforms to the 15 year bulk's capital budget of Engineering Services. Bi-monthly meeting takes place between the departments New Housing and Development Services regarding the pipeline to determine possible bulk services constraints and evaluate the progress with housing projects.

## **7. CONCLUSION**

It is necessary to prioritise development projects in keeping with the above and to commit to the pipeline, to ensure efficient utilisation of the available resources and the continuous provision of a variety of housing types in a range of markets, spread equitably through the municipal area. Moreover, prioritisation also guides the allocation of Municipal resources to projects, e.g. by leading the applications for bulk infrastructure funding and budgets.

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**RECOMMENDED**

- (a) that the supported projects by the Provincial Department of Human Settlements, be noted;
- (b) that the projects currently not supported by the Provincial Department of Human Settlements be motivated in conjunction with the approved SDF of Council;
- (c) that through the necessary funding available a mega project be identified and after Council approval, presented to the Provincial Government for resources and additional funding support; and
- (d) that the housing pipeline be reviewed on an annual basis to align the project readiness with the DORA allocation.

**(ACTING DIRECTOR: HUMAN SETTLEMENTS TO ACTION)**

**ENGINEERING SERVICES AND HUMAN SETTLEMENTS COMMITTEE  
MEETING: 2014-06-04: ITEM 6.1.1**

**RECOMMENDED**

- (a) that the supported projects by the Provincial Department of Human Settlements, be noted;
- (b) that the projects currently not supported by the Provincial Department of Human Settlements be motivated in conjunction with the approved SDF of Council;
- (c) that through the necessary funding available a mega project be identified and after Council approval, presented to the Provincial Government for resources and additional funding support;
- (d) that the housing pipeline be reviewed on an annual basis to align the project readiness with the DoRA allocation; and
- (e) that the correct number of sites and top structures as envisaged in paragraph 3.1(vi) and (viii) above be taken up with the Provincial Department of Human Settlements and rectify same accordingly.

**(ACTING DIRECTOR: HUMAN SETTLEMENTS TO ACTION)**

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**6.1.2 DRAFT STRATEGY FOR THE MANAGEMENT OF PUBLIC RENTAL FLATS**

*File number* : 17/4/4/7 x 17/4/4/3

*Report by* : *Acting Director: Human Settlements and Property Management*

*Compiled by* : *Manager: Housing Administration*

*Delegated Authority* : *Council*

***Strategic intent of item***

Preferred investment destination	<input type="checkbox"/>
Greenest municipality	<input type="checkbox"/>
Safest valley	<input checked="" type="checkbox"/>
Dignified Living	<input type="checkbox"/>
Good Governance	<input type="checkbox"/>

**1. PURPOSE OF REPORT**

To advise Council of the draft strategy for the management of Public Rental Flats within the municipal area.

**2. BACKGROUND**

The Department administers the following public rental units:-

**CLOETESVILLE**

Long and Kloof Street	132
Rhode Street	72
Pine, Primrose, Jacaranda & Eike Street Maisonettes	36

**STELLENBOSCH**

Lavanda	72
Aurora	72
Phyllaria	77

**KAYAMANDI**

10 and 13 <sup>th</sup> Closes	146
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**TOTAL 607 UNITS**

For more than ten years the municipality has been struggling to address the challenges experienced at its rental stock. These include the following:-

- Negative mindsets reinforced by the general appearance of the flats;
- Anti-social behaviour /lack of tolerance/ disrespect/vandalism of property;
- Unlawful activities and substance abuse;
- Contravention of Lease Agreement, particularly, illegal occupation;
- Poverty and unemployment.

Although the council approved an eleven point plan in 2005, not all the measures identified in the plan were implemented. The most significant aspect of the aforementioned plan was the recommendation that the workforce for the rented stock be trebled in order to provide a better, more efficient service. In contrast, the workforce has been further reduced.

**3. DISCUSSION**

The Vision of the Municipality for its public rental stock is to create well maintained assets in a safe, secure environment where its residents can enjoy a sense of place and quality of life.

In order for this to become a reality, the municipality will have to gain the support of the residents in all the initiatives to be undertaken thereby ensuring the sustainability of the initiatives.

This department has put in place all policies required for the efficient and effective management of its rental stock. The challenge remains in dealing with families who cannot or will not co-operate. The fact that the municipality has not taken legal action against persons who owe or have breached their Lease Agreements has created the impression that the municipality is willing to let everything slide.

It will not be impossible to change this perception without the municipality demonstrating its earnestness by making an example of the transgressors.

**4. PROPOSED STRATEGY****4.1 Survey of all properties**

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In a concerted effort to ensure that it has accurate records pertaining to the occupancy of its public rental units, the department intends to embark on a survey of all the properties.

During this process information will be gathered that will be used for future decision making, including rightsizing actions.

The information pertains to the following:

- Legal Occupancy: Whether the signatory to the Lease Agreement still in occupation;
- Family Size in relation to size of unit occupied;
- Income and Affordability;
- Whether the tenant qualifies for an indigent grant;
- Payment record;
- Tenancy Record;
- Infirmary or disability;
- Subtenants;
- Identification of : Needs (social/physical)

Interests

Level of commitment

#### **4.2 Formation of a social compact with residents**

Together with the community representatives from each block of flats, the municipality will, inter alia, form a **Social Compact** that the Municipality and the Residents of the various blocks of flats will subscribe to.

#### **4.3 Housing consumer education**

The Department will also embark on a roll-out of the Housing Consumer Education Programme which will assist with the creation of well-informed responsible citizens. The programme has already been completed in the LAP flats.

#### **4.4 Well-maintained assets**

##### **4.4.1 Structural repairs and general maintenance**

During the past few years, the municipality has invested considerably in the upgrading and maintenance of the public rental

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stock in Cloetesville, and the transformation of the area as a result of this, is remarkable. At present, the LAP flats located in Stellenbosch is in the process of being upgraded and it is expected that the repairs to three lifts (one per block) will commence during the 2014/2015 financial year, with a further 3 lifts to be repaired from the 2015/2016 budget.

It is important that the communities “take ownership” of the improved environment since this will ensure the sustainability of upgrading work that has taken place or that which still needs to take place.

**4.5 Rentals and repayment**

The department has engaged with the Finance Department in identifying the following key areas that require attention:

- 4.5.1 Enhancing debt collection;
- 4.5.2 Review tariff structure;
- 4.5.3 Review of the evaluation process used to identify persons who qualify for Indigent assistance;
- 4.5.4 Improved consultation and involvement of Dept. Housing Administration in matters relating to debt of tenants, including, debt management and writing off of same;

**4.6 Safe secure environment**

In order to provide a safe and secure environment, the department will have to ensure that the following initiatives are implemented:

- 4.6.1 Fire alarm system and firefighting equipment to be installed;
- 4.6.2 Floor marshal training for individuals still to be identified;
- 4.6.3 Access and access control measures to be put in place;
- 4.6.4 Where applicable, regular patrols from Neighbourhood watch and Law Enforcement with monthly reports to Housing Administration.

**4.7 Grounds**

The department has committed itself to the following initiatives:

- 4.7.1 Regular, effective and efficient maintenance of the grounds including the staircases and walkways;
- 4.7.2 Investigate the possibility of rebuilding braai areas and parking areas;

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- 4.7.3 Identify and implement suitable plans for the storage of wheelie bins;
- 4.7.4 Revamp gardens and flowerbeds and regularly maintain them.

**4.8 Improving the quality of life for communities**

The strategy for improving the quality of life for the residents will be formulated and rolled out once the representative committee is functional. It includes:

- 4.8.1 Identification of wealth creation initiatives;
- 4.8.2 Engaging partners to assist with ventures;
- 4.8.3 Institution of social cohesion initiatives.

**4.9 Decisive action against transgressors**

The department, along with Legal Services will formulate a practical exit strategy for tenants who have breached Lease Agreements and such persons must be expeditiously dealt with in terms of the exit strategy.

**5. LEGAL IMPLICATIONS**

The proposed strategy is in order and should be implemented in line with the terms and conditions of the lease agreement entered into between the Municipality and the lessee. The item is thus supported.

**6. FINANCIAL IMPLICATIONS**

Under paragraph 4.5, consider including the “building and maintenance of a comprehensive database that reflects complete and accurate records of tenants”.

Par 6 Financial implications – Should the current situation be allowed to continue unabatedly, the municipality will continue to lose revenue. By implementing this strategy, council should regain a measure of control and increase its revenues while simultaneously providing safer and more dignified living conditions for the people living in municipal flats.

**RECOMMENDED**

that the proposed strategy as outlined in this report (items 4.1-4.9), be supported.

**(DIRECTOR: ENGINEERING SERVICES TO ACTION)**

**MINUTES ENGINEERING SERVICES AND HUMAN SETTLEMENTS 2014-06-04  
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**ENGINEERING SERVICES AND HUMAN SETTLEMENTS COMMITTEE  
MEETING: 2014-06-04: ITEM 6.1.2**

**RECOMMENDED**

that the proposed strategy as outlined in this report (paragraphs 4.1-4.9), be supported.

**(DIRECTOR: ENGINEERING SERVICES TO ACTION)**



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**6.2. DELEGATED MATTERS**

NONE

**7. REPORTS SUBMITTED BY THE MUNICIPAL MANAGER**

NONE

**8. NOTICES OF MOTIONS AND NOTICES OF QUESTIONS RECEIVED BY  
THE MUNICIPAL MANAGER**

NONE

**9. CONSIDERATION OF MOTIONS OF EXIGENCY**

NONE

**10. MATTERS TO BE CONSIDERED IN COMMITTEE**

NONE

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Meeting adjourned at 16:45.

CONFIRMED

CHAIRPERSON .....

(Signature & date)

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