



**STELLENBOSCH**  
STELLENBOSCH • PNIEL • FRANSCHHOEK

MUNICIPALITY • UMASIPALA • MUNISIPALITEIT

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

*2015-02-04*

## **MINUTES**

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

**2015-02-04 AT 15:00**

**MINUTES**  
**ENGINEERING SERVICES AND HUMAN SETTLEMENTS COMMITTEE MEETING**  
**2015-02-04**

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**MINUTES OF THE ENGINEERING SERVICES AND HUMAN SETTLEMENTS COMMITTEE MEETING HELD IN THE COUNCIL CHAMBER, TOWN HOUSE PLEIN STREET, STELLENBOSCH ON 2015-02-04 AT 15:00**

**[Chairperson: Human Settlements: Councillor V Fernandez (Ms)]**

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**PRESENT** Councillor V Fernandez (Ms) (Chairperson: Human Settlements)

**Councillors** JA Davids  
N Gcaza (Ms)  
JK Hendriks  
L Ronoti

**Also Present** Councillor DD Joubert

**Officials** Director: Engineering Services  
Director: Human Settlements  
Manager: Water Services  
Manager: Roads and Stormwater  
Acting Manager: Electrical Services  
Manager: New Housing  
Manager: Property Management  
Manager: Housing Administration  
Project Coordinator: (J Robyn)  
Head: Committee Services

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**1. APPLICATION FOR LEAVE OF ABSENCE (3/4/3/3)**

**ENGINEERING SERVICES AND HUMAN SETTLEMENTS COMMITTEE MEETING: 2015-02-04: ITEM 1**

**RESOLVED** (nem con)

that leave of absence be granted to Councillors C Manuel, XL Mdemka, DS Arends and Alderman DC Botha.

**(HEAD COMMITTEE SERVICES TO ACTION)**

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

None

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**[Chairperson: Human Settlements: Councillor V Fernandez (Ms)]**

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

2.2.1 The Chairperson announced that Councillor DD Joubert has been appointed by the Executive Mayor as the Portfolio Councillor for Engineering Services with immediate effect.

( - )

2.2.2 the Director: Engineering Services mentioned that Mr W Pretorius was appointed on contract basis in the position of Mr V Harris who left the services of this municipality at the end of November 2014.

( - )

**3. CONFIRMATION OF THE MINUTES**

**3.1 CONFIRMATION OF THE MINUTES OF THE ENGINEERING SERVICES  
AND HUMAN SETTLEMENTS COMMITTEE MEETING HELD ON  
2014-11-05 (3/4/3/5/2/2)**

The above-mentioned minutes were previously distributed.

**FOR CONFIRMATION**

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

**ENGINEERING SERVICES AND HUMAN SETTLEMENTS COMMITTEE  
MEETING: 2015-02-04: ITEM 3.1**

**RESOLVED** (nem con)

that the minutes of the Engineering Services and Human Settlements Committee held on 2015-02-04, be confirmed.

**(HEAD COMMITTEE SERVICES TO ACTION)**

**4. REPORT BY THE DIRECTOR(S) RE RESOLUTIONS TAKEN AT THE  
MEETING HELD ON 2014-11-05 (3/4/3/5/2/2)**

NONE

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

**5.2 NON-DELEGATED MATTERS**

**5.2.1 TRANSPORT WORKING GROUP FEEDBACK**

*File number* : 3/3/3/6/10 x 17/9/2/2/1

*Report by* : Director: Engineering Services

*Compiled by* : Manager: Transport Roads and Stormwater

*Delegated Authority* : Engineering Services & Human Settlements  
Committee

***Strategic intent of item***

Preferred investment destination

Greenest municipality

Safest valley

Dignified Living

Good Governance

**1. PURPOSE OF REPORT**

To report on the workings of the Transport Working Group.

**2. BACKGROUND**

The Transport Working Group was established to discuss and consult on transport related matters with the affected roleplayers. The Working Group reports to the Engineering Portfolio Committee. A meeting was held on Friday, 24 October 2014. Find attached the minutes of the meeting (**APPENDIX 1**).

**3. DISCUSSION**

A meeting was held on the 24th of October 2014. The main focus of the meeting was to discuss the matters that impact on a regional scale. In this regard the MEC for Transport and Public Works, Mr Donald Grant and the Provincial Roads Engineers shared their concerns and solutions. All agreed that the problem is a complex one

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that can only be resolved through ongoing consultation and integrated planning between all role-players. The last agenda point was a reflection of the successes of the group. Based on the progress made and the relationships fostered it is evident that the Working Group fulfilled its mandate. The Provincial Officials applauded Council on its initiative.

**RECOMMENDED**

that the minutes of the Transport Working Group meeting of Friday, 24 October 2014, be noted.

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

**ENGINEERING SERVICES AND HUMAN SETTLEMENTS COMMITTEE  
MEETING: 2015-02-04: ITEM 5.2.1**

**RESOLVED** (nem con)

that the minutes of the Transport Working Group meeting held on Friday, 24 October 2014, be noted.

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

**MINUTES ENGINEERING SERVICES AND HUMAN SETTLEMENTS 2015-02-04  
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**[Chairperson: Human Settlements: Councillor V Fernandez (Ms)]**

**5.2.2 MONTHLY REPORT: OCTOBER – DECEMBER 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 checked="" type="checkbox"/>
Safest valley	<input checked="" type="checkbox"/>
Dignified Living	<input checked="" type="checkbox"/>
Good Governance	<input checked="" type="checkbox"/>

**1. PURPOSE**

To inform the Committee of monthly activities in the Directorate: Engineering Services. The report on the monthly review in respect of October to December 2014 is attached as **APPENDICES 1A-1F**.

**2.1 OFFICE OF THE DIRECTOR**

**Innovation and Infrastructure Committee (IIC)**

The Directorate: Engineering Services participates in the IIC meetings and reports to the Engineering Portfolio Committee on the activities and progress of the ICC on a regular basis, in terms of the Terms of Reference of the Committee.

The aim of the IIC is to ensure that an integrated and sustainable Strategic Infrastructure Plan (SIP) is developed for Stellenbosch that addresses the infrastructure backlogs of the Greater Stellenbosch area. The SIP needs to be linked to a sustainable Financial Plan (FP)

to ensure 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

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knowledge and capacity from the Administration; the University; and Business.

The solutions considered by the IIC will have a marked emphasis on innovation, in recognition for the ever changing technological environment, and moving away from “business-as-usual”.

As reported last month, the IIC in its recent sessions focused on producing some strategic guidance for the municipality in terms of finding spatial solutions which could, via the SDF, provide direction for development in Stellenbosch over the next 30 years. In this regard the IIC integrates with the Shaping Stellenbosch project as well as through the feasibility study for the Transit Orientated Development project.

The IIC has, finalized its Quo Vadis document, the report having been submitted to this Committee under separate cover, at a previous meeting.

The parallel focus of the IIC is to undertake studies into critical issues, via a mechanism of utilizing Working Groups. The updated Terms of Reference of the majority of Working Groups has been finalized. Typical studies by the technical Working Groups will include the study to determine the financial impact on Council of the proposed alternate energy source policy. It has also been agreed to initiate an ICT Working Group. An industry specialist will be invited to address the meeting in this regard, to provide guidance.

**2014/15 Strategic Projects and Initiatives**

**Standard Operating Procedures (SOP) Project**

The following have been implemented in the Engineering Services Directorate to contribute to the clean audit action plan: Updating of departmental S.O.P.'s. Engineering Services actively took part in the SOP compilation specifications, advertisement of a tender, technical evaluation and the awarding of the tender. The tender was awarded (SOP TENDER BSM24/14) for a professional service provider (Ignite) to review current SOP's in place and to compile new SOP's for the whole of the Stellenbosch Municipality. 100 SOPs were identified from the 276 suggested SOPs received (the contract only allows for the drafting of 100 SOPs by the consultant). Training took place during February 2014. The final SOP product has been returned to the Municipality for approval by the Municipal Manager and Directors and will be workshopped with the aim on implementation.

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**[Chairperson: Human Settlements: Councillor V Fernandez (Ms)]**

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**Vacancies**

The Customer Care Officer position has been advertised; shortlist has been compiled and interviews to follow soon.

**2.2 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.

**Capital Projects**

Most of the Capital Projects are in line with the Service Delivery Budget Implementation Plans (SDBIP) of the Department.

**Flagship Projects**

<b>PROJECT DESCRIPTION</b>	<b>STATUS</b>	<b>CHALLENGES</b>
<b>Bulk water supply pipe Klapmuts</b>	Construction is in progress and work will be completed as planned.	None
<b>New 5 ML Reservoir – Klapmuts</b>	Construction is in progress and work will be completed as planned.	None

**Risks identified and corrective measures**

No risks to Council identified

[Chairperson: Human Settlements: Councillor V Fernandez (Ms)]

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#### **Vandalism/Theft**

No incidents were reported.

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

This department adheres to all relevant legislation.

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

All Capital budget projects are registered and monitored through the Project Control System (PCS) software programme of IMQS.

#### **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.

The Manager, Mr Vincent Harris, left the Council at the end of November 2014. Mr Willem Pretorius was appointed on a contract basis to fulfill this function. Further to this will Mr Kobus Fourie (Head) retire at the end of January 2015. This will leave a huge knowledge gap in the function of development facilitation. It is envisaged to keep the knowledge and expertise of Mr Kobus Fourie through a month to month contract until a suitable candidate is appointed.

#### **Vacancies**

The Manager: Development Services' position has become vacant since December 2014. The post has been advertised and shortlisting is in progress.

#### **Training**

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

[Chairperson: Human Settlements: Councillor V Fernandez (Ms)]

### Occupational Health and Safety

Monthly OHS meetings are being held and no incidents were reported for October – December 2014.

## 2.3 WATER SERVICES

### Operations

Water is the most fundamental and indispensable of natural resources – fundamental to life, the environment, food production and hygiene. 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 the water network operates effectively. With various vacant positions, the Department makes every effort to supply an efficient service to the public. The Department: Water Services is currently preparing for the Blue and Green Drop evaluations.

### Capital Projects

Most of the Capital Projects are in line with the Service Delivery Budget Implementation Plans (SDBIP) of the Department.

### Flagship Projects

PROJECT DESCRIPTION	STATUS	CHALLENGES
Upgrade Waste Water Treatment Works (Franschoek/Wemmershoek) Phase 3	Project in progress and will be completed by August 2014. Civil work 100% completed Mechanical and Electrical work 99% completed. Busy with commissioning and testing of new equipment.	Mechanical and electrical work is behind schedule.
Extension of Waste Water Treatment Works: Stellenbosch	Refurbishment project 100% completed. Emergency phase of extended refurbishment contract for the Stellenbosch WWTW is in progress and 70% complete. Tenders will be awarded mid February 2015	Rain delays
Water Pipe Replacement	Construction work 100%	None

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	completed. New Consultant appointed, design in progress.	
Bulk Water Supply Pipe Cloetesville / Idas Valley	Project in progress and 50% completed.	None

**2014/15 Strategic Projects and Initiatives**

**Waste Water Reduction:**

Re-use of waste water reduction initiatives are currently under investigation and addressed with the upgrading of the Stellenbosch Waste Water Works and the **Wemmershoek WWTW**.

**Risks identified and corrective measures:**

**Risk:** Urgent need for security services at all Water & Waste Water Treatment works

**Corrective Measure:** Public Safety & Community Services will be approached to assist with the implementation of security services at the plants.

**Risk:** Possible scarcity of water during summer months

**Corrective measures:** Water restriction plan in place. Promoting water conservation techniques in the community. Water conservation demand management plan to be implemented. Upgrade of various Reservoirs and Works are in process (Capital Projects).

**Vandalism/Theft**

None

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

Hydraulic and organic load on waste water systems due to the exceeding of the currently design capacity of the waste water works.

**Reporting on Events/Programmes/ Projects**

None

**Human Resources:**

A total of 26 positions are vacant and are in the process of being advertised:

**Water Reticulation – 4 Positions**

[Chairperson: Human Settlements: Councillor V Fernandez (Ms)]

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1 x Principle Technician (Advertised)  
1 x Superintendent: Sewerage Network  
1 x Artisan  
1 x Leading Hand

**Waste Water Treatment Works – 22 Positions**

1 x Process Controllers Class V  
1 x Clerk  
1 x Senior Clerk  
1x Superintendent: Rural  
10 x Shift workers  
4 x General Workers  
1 x Handyman  
1 x Pollution Control Officer  
1 x Water Quality Officer  
1 x Process Controller Class IV

**LED/EPWP WORKERS**

**Operational**

Contracts of 18 EPWP workers that assists with the refurbishment and general maintenance at the Filters and Waste Water Treatment Works were extended for three months from 12 January 2015 until 12 April 2015.

**Training**

None

**Occupational Health and Safety:** Meetings held on 11 November 2014 and 9 December 2014

**Incidents:** 1- N Kafile got a rash after working in orchids in Johannesburg

**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 Projects**

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

**MINUTES ENGINEERING SERVICES AND HUMAN SETTLEMENTS 2015-02-04  
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**[Chairperson: Human Settlements: Councillor V Fernandez (Ms)]**

<b>PROJECT DESCRIPTION</b>	<b>STATUS</b>	<b>CHALLENGES</b>
Electricity Demand Side Management (Geyser Control)	The system is successfully operating since Oct 2014	
Electricity Demandside Management ( More effective street lights)	DOE funding used to replace streetlights with LED lights	

**2014/15 Strategic Projects and Initiatives**

**Reduce Electrical losses:**

The Department is continuously auditing electricity meters to stop electricity theft and rectify faulty meters. The Department is also replacing all common base pre-payment meters with the “split” pre-payment meter to prevent theft of electricity.

**Alternative energy:**

The policy on selfgeneration of electricity is completed. The University of Stellenbosch is in consultation with the Municipality collaborating to determine the financial impact this will have on the Stellenbosch Municipality and to prepare a report in this regard.

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

Illegal connections not disconnected regularly due to insufficient staff capacity as well as safety of personel. 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.

**Reporting on Events/Programmes/ Projects**

None

**Human Resources**

Mr Johannes Coetzee, Acting Manager: Electrical Services’ contract has been extended until 31 March 2015. An advert is in the process of being placed for the vacant position of Clerk: Beltana Depot and Electrical Assistants.

**Vacancies: 1**

Clerk x 1 (Ex E Booysen)

[Chairperson: Human Settlements: Councillor V Fernandez (Ms)]

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Electrical Assistants x2

**Occupational Health and Safety**

OHS meeting was held on 06 November 2014.

**Incidents:**

None

**Training**

None

**Risks identified and corrective measures**

**Risk:** Electrical Department staff are sometimes threatened and prevented from performing their work. Smartie Town, Cloetesville has been identified as one of the problematic area.

**Corrective Measures:** The assistance of Law Enforcement are called in but it is not a long term solution.

**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.

**Risk:** Shortage of technical staff – The Department is experiencing a critical shortage of technical staff and service delivery is hampered. The public are getting annoyed and are dissatisfied with the service because customer complaints are not addressed effectively. In an attempt to address all the complaints as effectively as possible, employees are requested to work overtime and permissible maximum overtime are exceeded. Employees are also performing standby duties for longer than the approved 14 days allowed for standby.

**Corrective Measure:** The shortage of staff must be addressed as a matter of urgency.

**Risk: Vandalism/Theft -** Vandalism and theft of metal were experienced.

**Corrective measures:** Alarm systems are being installed. Incidents were reported to SAPS.

[Chairperson: Human Settlements: Councillor V Fernandez (Ms)]

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## 2.5 TRANSPORT, ROADS & STORMWATER

### Operations

Operational teams continue to clear and repair stormwater infrastructure as well as maintaining road surfaces by undertaking patch repairs.

### Stormwater Management Programme

Environmental approvals for the Municipality's stabilization of river banks programme, has been attained, still awaiting approval from DWA. Design drawings and tender documents are being compiled for implementation of the works.

### Pedestrian and cycle paths

No new sidewalks were built.

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

This department still awaits approval for funding for which an application was submitted to the Department Transport & Public Works in October 2013 to complete the rest of the facility in Jamestown.

### Pavement (Roads) Management Programme

Consultants have been appointed and planning and assessments are underway for the implementation of the Municipality's 2014 – 2015 road rehabilitation programme.

Consultant assessments and designs are complete. Contractors currently planning and preparing for the implementation of Municipality's road rehabilitation programme

### Capital Projects

Consultant appointments are in process, for certain capital projects, consultant appointment have been concluded, and planning and assessment works are currently being undertaken.

### 2014/15 Strategic Projects and Initiatives

### Transit Oriented Development (Transport)

[Chairperson: Human Settlements: Councillor V Fernandez (Ms)]

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As part of the plan to address the traffic congestion problem in Stellenbosch this department has embarked on the process to investigate the feasibility of a Transit Orientated Development. A TOD is a development concept that focuses on land use planning to support transport initiatives. It will entail the densification of areas and the direction of development along transport corridors. This study needs to investigate the following:

- North South mobility through Stellenbosch
- Utilisation of the rail system
- Development potential and land use around this precinct
- Parking
- NMT
- Transport integration
- Modal interchange, etc

The outcome will be a feasibility study on a proposed land use and transport model. This document will guide the Municipality in terms of land use planning and transport initiatives. This project has the potential to integrate communities by breaking down barriers like the R44 and the railway line.

The feasibility report was concluded and is currently being discussed internally.

#### **Traffic congestion mitigation**

A Transport Working Group meeting was held in November 2014 between Provincial Government, Minister of Transport, Taxi associations and other roleplayers to discuss the transport problems.

#### **Human Resources**

The positions of Bricklayer and Workers are in the process of being advertised

#### **Vacancies: 7**

Bricklayer x 2 ( ex J Mentoor, J Lekeur)

Workers x 5 ( Ex A Phuteni, K Fortuin, R Domingo, V Dyanti)

#### **Occupational Health and Safety**

Monthly OHS meetings were held 23 October and 24 November 2014.

[Chairperson: Human Settlements: Councillor V Fernandez (Ms)]

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**Incidents:** No serious incidents were reported at their meetings.

### Training

Minimum Competency training was attended by 2 staff members during November 2014.

### 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

1. Acquiring relevant legislative approval to carry out works associated to Stormwater Management within river courses. Legislation is being interpreted in a manner that, allows for unsafe conditions to exist within communities and prohibits the Municipality from carrying out its responsibilities with regard to duty of care.
2. Stormwater courses on private property in not being maintained by relevant owner(s). Municipality does not have authority to instruct owners to carry out maintenance on stormwater courses.

### Risks identified and corrective measures

None.

### Vandalism/Theft

In Klapmuts, the theft of stone from gabion structures continues. Theft of these stone could result in flooding and damage to property.

The department is experiencing a continuous theft of manhole covers and grids and it is difficult to keep up with the replacement of stolen manhole covers and grids due to the unusual volume of theft and vandalism.

## 2.6 SOLID WASTE MANAGEMENT

### Operations

A tender process is in process to address the potential of beneficiating processing of the clay and rubble on the landfill site.

### Capital Projects

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. Due to

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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. All projects are registered and monitored on the IMQS. Aurecon has been appointed for the rehabilitation and capping of cell one and two.

**Flagship Projects**

<b>PROJECT DESCRIPTION</b>	<b>STATUS</b>	<b>CHALLENGES</b>
None		Due to capacity constraints in the Solid Waste Management, Capital Projects are not in line with the Service Delivery Budget Implementation Plans of the Department. Remedial steps were taken to ensure optimal expenditure.

**2014/15 Strategic Projects and Initiatives**

- **Mini MRF Pilot project**  
Formal quotation has been advertised and site meeting held. Awaits a BEC and BAC date. Concrete slab has been constructed.
- **Recycling pilot project. (Separation at source)**  
Attached statistics (**APPENDIX 1E**) reflect the activities for September 2014.

**Risks identified and corrective measures**

**Risk:** Appropriate resources to execute tasks and service delivery options must seriously be addressed in order to prevent service delivery ceasure.

**Corrective measures:** Recommended candidate to be appointed.

**Vandalism/Theft**

Electrical cabling at Klappmuts Transfer Station

Manhole covers and locks were stolen at the Stellenbosch Landfill

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

- Greening of Winelands Marathon & Half Marathon,
- Greening of The Pennypinchers Origin of Trails, and
- Greening of the festival of lights.

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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. Samples will be analysed by an accredited laboratory for leachate and stormwater quality. The analysis must be completed by 15 January 2015 in order to comply with the permit conditions. A request has been sent to SCM to advertise a FQ for the water quality monitoring.

**Human Resources**

The two vacant Operator positions were advertised and is in the selection process. The Depot Clerk position candidates have been shortlisted and interviews will follow soon. The department is in the process of finalizing the appointment of the Principal Technician: Waste Minimization

**LED/EPWP Workers**

**Operational**

30x EPWP workers

**Vacancies**

Operators x 2

Clerk x1

Principal Technician x1

**Training**

Minimum Competency training occurred during the month of November 2014.

**Occupational Health and Safety**

Monthly OHS meetings were held on 21 October 2014. All staff that are exposed to chemical and hazardous material went for medical assessments and a detailed report will be submitted to the Human Resources Department.

**Incidents:** No major incidents were reported at the meeting held on 21 October 2014.

**RECOMMENDED**

that the Engineering Services monthly report for OCTOBER – DECEMBER 2014, be noted.

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

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**[Chairperson: Human Settlements: Councillor V Fernandez (Ms)]**

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**ENGINEERING SERVICES AND HUMAN SETTLEMENTS COMMITTEE  
MEETING: 2015-02-04: ITEM 5.2.2**

**RESOLVED** (nem con)

that the Engineering Services monthly report for OCTOBER – DECEMBER 2014, be noted.

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

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**[Chairperson: Human Settlements: Councillor V Fernandez (Ms)]**

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

**6.1 NON-DELEGATED MATTERS**

**6.1.1 PROPOSED TRANSFER OF ERF 63, KAYAMANDI, TO THE METHODIST CHURCH OF SOUTHERN AFRICA**

*File number* : *7/P/5/Management of Stellenbosch Municipality's Immovable Property*

*Report by* : *Acting Director: Human Settlements and Property Management (P Smit)*

*Compiled by* : *Manager: Property Management (P Smit)*

*Delegated Authority* : *Council*

**Strategic intent of item:**

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

**1. PURPOSE OF REPORT**

To obtain the necessary mandate to effect transfer of erf 63 to the Methodist Church of South Africa.

**2. BACKGROUND**

**2.1 Lack of Record**

During the 1980's the land in Kayamandi were surveyed and formally allocated by the Kayamandi Town Council to people/institutions who used it at the time, on a 99 year lease basis.

During 1993 the Kayamandi Municipal offices were vandalised during a sit-in. As a result various documents were destroyed.

In 1994 Stellenbosch Municipality took over the management of Kayamandi.

[Chairperson: Human Settlements: Councillor V Fernandez (Ms)]

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## 2.2 Application to transfer erf 63

Hereto attached a formal application received from the Methodist church of South Africa, requesting that erf 63, Kayamandi be transferred to them. Application attached as **APPENDIX 1**.

## 3. DISCUSSION

### 3.1 Limited records

According to them the site was used by them since  $\pm$  1943. They further indicated that the land was formally allocated to them during the 1980's on a 99 year lease basis. They, however have no records that a Sales Agreement (Lease Hold) was ever concluded or that they have paid the purchase price, or portion thereof. They have attached two (2) sworn affidavits confirming that the land was allocated to them.

### 3.2 Description and context

Erf 63, measuring 1045m<sup>2</sup> in size, is situated at the corner of Bassi and Masithande Street, Kayamandi as shown on Fig 1 and 2 below.



Fig 1: Location and context

[Chairperson: Human Settlements: Councillor V Fernandez (Ms)]



**Fig 2:**

### **3.3. Improvements**

During 1997 the Methodist Church of S.A applied for extensions to the (then) building on the site.

### **3.4 Municipal Services**

Services are registered in the name of the Methodist Church of South Africa. There are no outstanding amounts.

### **3.5 Legal requirements**

In order for this Department to effect transfer of erf 63 to the Methodist Church of Southern Africa there need to be written proof of the following:

- a) Allocation of site to them;
- b) Signed Sales Agreement
- c) Payment of sales price

Currently none of the above is in place.

This department is of the view that Council should accept that erf 63 was indeed allocated to the church. Regarding the sales price, it is suggested that, unless they can provide proof of payment, a new purchase price be determined at 20% of market value.

[Chairperson: Human Settlements: Councillor V Fernandez (Ms)]

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**4. INPUTS BY OTHER DEPARTMENTS**

**4.1 Financial Services**

Finance supports the Item. A title deed condition should be incorporated that the property would revert back to the Municipality if the property is not utilised for religious purposes anymore.

**4.2 Legal Services**

In light of the absence of documentary proof that Erf 63 Kayamandi was indeed sold by the Municipality to the Methodist Church of Southern Africa, the proposed sale should be advertised informing the public of the proposed sale and to allow the public to provide input/comments on the proposed sale of Erf 63 Kayamandi to Methodist Church of Southern Africa. Should any comments be received, same should be considered by Council before a sale agreement is entered into.

The recommendations of the item should be amended to allow for the proposed public participation process. The rest of the item and recommendations are supported.

**5. COMMENTS WARD COUNCILLOR/WARD COMMITTEE**

Please see attached e-mails send to Councillor Nomthunzi Gcaza for comments as **APPENDIX 2**.

**6. CONCLUSION**

Although there is no written proof of erf 63 being allocated to the Methodist Church of Southern Africa, it is

**RECOMMENDED**

- (a) that Council confirm the allocation of erf 63, Kayamandi to the Methodist Church of Southern Africa; subject thereto that :
  - i) council's intent to dispose of the property to the Methodist Church of Southern Africa be advertised for public comment/inputs;
  - ii) a selling price be determined at 20% of market value (weighed average of two independent valuers);
- (b) that, should no objections be received as a consequence of the notice contemplated in (a)(i) above, the Municipal Manager be authorised to

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effect transfer of erf 63, Kayamandi to the Methodist Church of Southern Africa once a Sales Agreement has been concluded and the sales price has been paid; and

- (c) that, should any objections be received as a consequence of the notice contemplated in (a) (i) above, same be referred to Council for final consideration.

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

**ENGINEERING SERVICES AND HUMAN SETTLEMENTS COMMITTEE  
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**RECOMMENDED**

- (a) that Council confirm the allocation of erf 63, Kayamandi to the Methodist Church of Southern Africa; subject thereto that :
  - (i) council's intent to dispose of the property to the Methodist Church of Southern Africa be advertised for public comment/inputs;
  - (ii) a selling price be determined at 20% of market value (weighed average of two independent valuers);
- (b) that, should no objections be received as a consequence of the notice contemplated in (a)(i) above, the Municipal Manager be authorised to effect transfer of erf 63, Kayamandi to the Methodist Church of Southern Africa once a Sales Agreement has been concluded and the sales price has been paid; and
- (c) that, should any objections be received as a consequence of the notice contemplated in (a) (i) above, same be referred to Council for final consideration.

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

**MINUTES ENGINEERING SERVICES AND HUMAN SETTLEMENTS 2015-02-04  
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**[Chairperson: Human Settlements: Councillor V Fernandez (Ms)]**

**6.1.2 THE RELOCATION OR THE UPGRADING OF LIVING CONDITIONS OF  
“SLAB TOWN”, CLOETESVILLE**

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

*Report by : Municipal Manager*

*Compiled by : Director: Human & Settlements*

*Delegated Authority : Council*

***Strategic intent of item***

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

**1. PURPOSE OF REPORT**

To inform Council of the progress made by the department on its proposal to improve the living conditions of the residents of Slab Town, Cloetesville.

**2. BACKGROUND**

At its 16<sup>TH</sup> Council Meeting held on 2013-10-24: per Item 9.2 concerning the *conditions of the “Slab Town” (Tennantville) residents, in the spirit of dignified living*, it was resolved that:-

*Council mandate all relevant Departments to investigate the conditions of said residents and the possibility to relocate or improve the*

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*conditions of "Slab Town" in line with the Spirit of Dignified Living and report back within 3 months.*

Following on the decision of Council, the Department: Informal Settlements formulated a development plan for the residents of Slab Town, Cloeteville. Public meetings were held with the community to discuss the proposals of the Informal Settlements department and to include proposals and suggestions by the community in a plan that can be tabled before Council.

The processes that were identified by the community and the Department are:

- i. To close-off the access to the Taxi Rank;
- ii. To address the standing water issue under the bridge;
- iii. To replace the dilapidated structures with wendy houses or a similar structure;
- iv. That a Land Surveyor be appointed to undertake a survey of the property;
- v. That a survey of the existing area be undertaken so as to provide the department with status quo demographic information with regard to the specific needs of the residents;
- vi. That a survey of the existing services be done.

**3. DISCUSSION**

The Department has made significant progress with several of the issues that were identified.

A preliminary plan (**APPENDIX 1**) was compiled which addresses the following :-

- **Cut-off/ restriction of vehicular movement under the bridge:**

The department intends to go out on tender during July 2014 for the appointment of a service provider to restrict vehicular access to the properties.

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- **Creation of an Area for Job Creation:**

Since many of the current residents of the area are engaged in recycling activities, the preliminary plan proposes creating an area that can be used as a recycling centre.

- **Services:**

Aforementioned preliminary plan also addresses the possibility of creating an environment for one-on-one services for residents in an innovative way. The principle being proposed is the creation of communal toilets with each family having access to a door. This reduces long term maintenance cost, because the door/toilet owner now takes responsibility for the cleanliness of the facility.

- **Demographic Survey:**

A service provider was appointed to undertake a demographic survey of the area and the survey was completed in July 2014. The results of the survey will be forwarded to the Department by 21/07/2014.

- **Replacement of structures:**

The preliminary plan indicates the proposed placement of alternative structures. The department has investigated the possibility of replacing the existing structures with innovative models, for example, Greenshack. However, the original cost estimated by the company @ R50, 000 per unit is considered exorbitant. The department will continue to pursue alternative.

#### **4. COMMENTS BY RELEVANT DEPARTMENTS**

The comments of the Legal, Engineering Services, Finance and Planning departments has not been solicited as yet, because the final iteration of the development plan has not been agreed with the community. The Informal Settlements Department has arranged weekly sessions with the community in order to expeditiously arrive at an agreed upon plan and way forward. Once this has been finalized,

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the comments of all aforementioned departments will be obtained and included in a report to Council.

**5. COMMENTS BY LEGAL ADVISOR**

None (see paragraph 4 above).

**6. COMMENTS BY CHIEF FINANCIAL OFFICER**

None (see paragraph 4 above).

**RECOMMENDED**

- (a) that Council note the progress made by the Informal Settlement Department with regard to the proposed upgrading of the living conditions of the Slab Town community;
- (b) that the proposed development plan with the community be finalized; and
- (c) that the proposed development plan be circulated to Legal Services, Engineering Services, Finance and Planning Directorates for comments.

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

**ENGINEERING SERVICES AND HUMAN SETTLEMENTS COMMITTEE  
MEETING: 2014-08-06: ITEM 5.2.2**

**RESOLVED** (nem con)

that the Slab Town progress report, be noted.

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

**RECOMMENDED**

- (a) that Council note the progress made by the Informal Settlement Department with regard to the proposed upgrading of the living conditions of the Slab Town community;

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- (b) that the proposed development plan with the community be finalized; and
- (c) that the proposed development plan be circulated to Legal Services, Engineering Services, Finance and Planning Directorates for comments.

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

**23<sup>RD</sup> COUNCIL MEETING: 2014-09-23: ITEM 8.3**

**RESOLVED** (nem con)

- (a) that Council note the progress made by the Informal Settlement Department with regard to the proposed upgrading of the living conditions of the Slab Town community;
- (b) that the proposed development plan with the community be finalized; and
- (c) that the proposed development plan be circulated to Legal Services, Engineering Services, Finance and Planning Directorates for comments.

*That it be minuted that Councillor F Adams expressed his dissatisfaction for not being recognised as the initiator of this Motion.*

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

**FURTHER COMMENTS BY THE DIRECTOR: HUMAN SETTLEMENT AND  
PROPERTY MANAGEMENT**

Subject to the subsequent resolution depicted above, the following comments were made by other departments:

**COMMENTS BY CHIEF FINANCIAL OFFICER**

Finance notes the Item. Costing still has to be done.

**COMMENTS BY COPORATE SERVICES (LEGAL)**

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The current settlement under the bridge poses a very serious risk to the Municipality. The bridge carries heavy traffic on a daily basis and should an accident occur or should the bridge collapse, the lives of the occupiers' under the bridge can be in potential danger. Should they be injured or in case of death, the Municipality may face potential monetary claims from the people injured or their families.

In light of the aforementioned, it is proposed that alternative land be identified to relocate the occupiers under the bridge as a matter of urgency. The proposed item, recommendations and development plan is not supported.

**COMMENTS BY PLANNING AND ECONOMIC DEVELOPMENT**

The directorate commented as follows:

- (a) The proposed upgrade seems to be located on property not all belonging to the local municipality. Erf 3 and 4 forms part of an existing road reserve.
- (b) Erf 8733 is zoned for light industrial purposes and does not make provision for residential use. A rezoning will thus be required should council consider to provide housing on it.
- (c) Much of the area will be required for the construction of a planned future underpass road proposed. The road will be constructed to allow for turning movements of motor vehicles southbound in Bird Street and will run under the bridge to join Bird Street in a southern direction. As the area available for constructing a road is extremely limited, most of the land under investigation will be required for the road and road reserve.
- (d) Although Tennantville was developed with the idea that light industrial use can accommodate a residential use on the upper floor in order to create a mixed use environment the current (and formally proposed use) for residential development is not compatible with the existing zoning of light industrial particularly if there is no direct relationship between the industrial use and residential component. The residential land use and industrial land use is thus conflicting.
- (e) The current planning initiatives (such as the Transit Orientated Development and Stellenbosch SDF) foresee a new station between

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Kayamandi and Cloetesville and are based on intensive NMT routes to and from the station making use of the underpass.

- (f) The informal settlement should be relocated to an alternative site within the surrounding area which has been or must be identified for informal housing purposes.
- (g) It should be pointed out that the upgrade of the informal facilities will be interpreted as the condoning of illegal and improper land use and the possible future relocation of the informal residents will become very unlikely.

In light of the above comments, this department cannot support the proposed upgrading and formalising of Slabtown.

**COMMENTS BY ENGINEERING SERVICES**

**COMMENTS BY MANAGER: TRANSPORT, ROADS AND STORMWATER**

As part of the programme to address the traffic congestion on the R304 a concept design has been done to dual the R304 coming in from the N1 up to the Bird/Adam Tass intersection. As part of these prelim designs an underpass was proposed to reduce contra flow. This underpass is proposed very close to erf 8733. It is not conducive to have residential development so close to a road. The existing embankment will also have to be extended. This will lead to a situation where the privacy of the properties might be jeopardised. The EIA process for this project is being concluded and thereafter a detail design will be done.

The National Minister of Transport has recently visited the area and has identified the railway crossing close to the development as unsafe. A task team are being put together from various departments to propose a solution. One of the solutions proposed at a preliminary discussion is a big pedestrian underpass. This underpass might impact on the development.

This area also plays a major NMT role.

It is therefore proposed that the erf 8733 be left undeveloped and the roadreserve be kept free of informal housing until the final design of the area has been concluded.

**FURTHER COMMENTS BY DIRECTOR: ENGINEERING SERVICES**

**MINUTES ENGINEERING SERVICES AND HUMAN SETTLEMENTS COMMITTEE MEETING 2015-02-04**

**[Chairperson: Human Settlements: Councillor V Fernandez (Ms)]**

The Director of Engineering Services agrees with the input/comments made by the Manager: Transport, Roads and Stormwater Department.

**DISCUSSION**

In accordance with the previous resolution the item was circulated to the following departments: Financial Services, Legal Services, Engineering Services and Planning and Economic Development.

Herewith a summary of the main aspects mentioned (*supra*):

<b>Department</b>	<b>Issue</b>	<b>Development Proposal</b>	<b>Proposal</b>
Legal	- Risk to Community; - Risk to Municipality;	Not Supported	-Relocate residents
Planning and Economic Development	Zoning;  Condoning illegal and improper land use;  Existing/ proposed projects <ul style="list-style-type: none"> <li>o Underpass</li> <li>o NMT</li> <li>o Railway</li> </ul> Possible station	Not Supported	Relocate residents
Transport, Roads and Stormwater; Engineering Services	Existing/ proposed projects <ul style="list-style-type: none"> <li>Underpass</li> <li>NMT</li> <li>Road Reserve</li> <li>Unsafe area</li> </ul>	Not Supported	Leave area undeveloped  Relocate residents

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It was suggested by Legal Services, Planning and Economic Development and Engineering Services that provision be made for the relocation of the residents to another area. However, the departments are silent on where these families/residents must be relocated to.

Given the above information, three development options are evident, namely:

- Option 1: The *status quo* be upheld and no upgrade of Slab Town to take place (Take-no-action);
- Option 2: Slab Town to be upgraded as per the proposed development plan;
- Option 3: An alternative portion of land to be identified for the urgent relocation of the residents;

After consideration of the above and according to the various Departmental comments, the implementation of the proposed development plan and the upgrading of Slab Town, Cloetesville will not be a feasible option at the current location. Furthermore, approval for the proposed upgrade was not supported by any of the relevant Departments and the continuance of either option 1 or 2 might have a negative impact on the residents of Slab Town, for example, should the bridge collapse, should the residents have to be removed for any future development and the proximity to the railway.

**RECOMMENDED**

Based on the above comments from the various Departments, and the discussion, the following recommendations are made:

- (a) that an alternative portion of land be identified where the residents can be relocated to;
- (b) that once an alternative piece of land has been identified a new development plan be developed; and
- (c) that the revised/new development plan depicted in (b) above, be circulated internally & discussed with the resident.

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

**MINUTES ENGINEERING SERVICES AND HUMAN SETTLEMENTS 2015-02-04  
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**[Chairperson: Human Settlements: Councillor V Fernandez (Ms)]**

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**ENGINEERING SERVICES AND HUMAN SETTLEMENTS COMMITTEE  
MEETING: 2015-02-04: ITEM 6.1.2**

**RECOMMENDED**

- (a) that an alternative portion of land be identified where the residents can be relocated to;
- (b) that once an alternative piece of land has been identified for emergency housing an eviction application be instituted to relocate the current occupiers of said land; and
- (c) that the revised/new development plan depicted in (b) above, be circulated internally & discussed with the residents.

**(DIRECTOR: HUMAN SETTLEMENTS AND PROPERTY MANAGEMENT  
TO ACTION)**

**MINUTES ENGINEERING SERVICES AND HUMAN SETTLEMENTS 2015-02-04  
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**[Chairperson: Human Settlements: Councillor V Fernandez (Ms)]**

**6.2 REPORTS FROM OFFICIALS: HUMAN SETTLEMENTS**

**6.2. DELEGATE MATTERS**

**6.2.1 QUARTERLY REPORT OF DIRECTORATE HUMAN SETTLEMENTS AND PROPERTY MANAGEMENT FOR OCTOBER - DECEMBER 2014**

*File number* : 8/1/4/2/4

*Compiled by* : Director: Human Settlements & Property Management

*Report by* : Director: Human Settlements & Property Management

*Delegated Authority* : Engineering Services & Human Settlements 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 the activities in the Directorate: Human Settlements and Property Management.

**2. DISCUSSION**

**2.1 Management of Public Rental Stock**

A Strategy for the Management of Public Rental Stock was approved by Council in June 2014.

A list of twelve tenants from Cloetesville and LAP Flats who were found contravening conditions of Lease were handed over to the Legal Advisor for eviction.

[Chairperson: Human Settlements: Councillor V Fernandez (Ms)]

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Repairs /renovation of Phyllaria completed and Aurora has commenced.

Tenders for the appointment of a consultant to do specifications for repairs of lifts closed and is being reviewed.

106 top structures- Deeds of Sale have been signed and submitted to the Conveyancing Attorney. Marais Muller attorney received the rates clearance certificate and conveyancing of the properties is in process.

**2.2 New tariff Structure for staff rental (pilot project for public rental housing)**

The appointment of a project manager could not be finalized due to a lack of funding. The department will strategize with the Finance Department in January with a view to completing the project in-house if alternatives cannot be found.

**2.3 Informal Settlement Management Policy**

The department had a meeting in December with NUSP who will provide a draft policy.

**2.4 Review Emergency Housing Policy**

Revised policy to be submitted to Council in due course.

**2.5 Identify sites for Emergency housing**

A workshop was held with all key stakeholders to gain support for the land identified. An item prepared for Council has been circulated for comments to the Directorates Engineering Services, Planning and Economic Development, Legal and Finance.

**2.6 Transfer of ownership of 200 houses to beneficiaries**

A process action plan was devised in terms of which administrative procedures would be streamlined.

As a first phase, an attorney was appointed to transfer the properties identified at Kayamandi (Thubelitsha houses).

A total of 93 Transfer Documents (Power of Attorney) has been signed by the Department.

A further 386 transfer documents have been finalized by the department and 79 are still to be signed off by the attorneys.

**[Chairperson: Human Settlements: Councillor V Fernandez (Ms)]**

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There are 123 transfers that cannot be finalized at this stage as a result of beneficiaries having moved (100), or died (16) or complications that inhibit the finalization of documents (7).

**3. PROVIDE HOUSING OPPORTUNITIES BY WAY OF APPROVED HOUSING PIPELINE**

**3.1 Jamestown Housing**

Mark Darius Civils was appointed as the successful contractor for the installation of civil services. Site establishment took place during November 2014. The tender was advertised for the top structures and closed during December 2014. Tender evaluation in process.

**3.2 Kayamandi Housing Project**

The optimal use of land and through densification created the opportunity to increase the project from 180 serviced sites to 193 serviced sites. All sites have been serviced and project has been completed.

Tender for the top structures has been advertised by the Provincial Department of Human Settlements (DoHS). Tender evaluation currently in process between the Provincial DoHS and Stellenbosch Municipality.

**3.3 Housing Project: Erf 10860-11008, Idas Valley**

The developer is currently busy with all necessary studies as well as NEMA process. Successful community meeting was held. The site lay-out plan is currently being discussed and scrutinized by the Departments Engineering Services and Planning & Economic Development to advise the developers (SAMJV) on technical matters. Information boards was finalised and erected at the entrance of the two development sites.

**3.4 Smartie Town, Cloetesville**

A tender was received for the replacement of existing asbestos roofs. Additional funding was requested during the Adjustment Budget process to appoint a contractor.

[Chairperson: Human Settlements: Councillor V Fernandez (Ms)]

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**3.5 The Steps/Orlean Lounge, Cloetesville**

Formal quotation was advertised for the installation of grab rails at existing housing project. The tender evaluation is in process.

**4. UPGRADING OF INFORMAL SETTLEMENTS BY WAY OF THE ABS PROGRAMME**

**4.1 Roll out of ABS project**

WF Construction was appointed as the contractors to install the communal services in Langrug, Franschoek and Enkanini, Kayamandi. The project has been completed in December 2014. The Informal Settlements department await practical completion certificate.

**4.2 Construction of Bus Route**

Designs and specifications completed. Tender has been awarded to WF Construction. Construction will commence in January 2015.

**4.3 Submit applications for UISP projects**

The FQ for submission of the planning funding application for Enkanini has been awarded to Jubilee PRT and the application was submitted to DOHS in December 2014.

**5. PROMOTE SUSTAINABLE HOUSING/DENSIFICATION**

SALGA workshops on restructuring zones were held in September 2014.

**6. UPGRADING AND MAINTENANCE OF MUNICIPAL PROPERTIES**

**6.1 Upgrade of Rhode Street Flats**

Tender were awarded during December 2014 contractor will be on site on Monday 26 January 2015.

**6.2 Complete upgrading to LAP flats**

Contract was completed during December 2014.

[Chairperson: Human Settlements: Councillor V Fernandez (Ms)]

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**6.3 Complete Planning for Multi-purpose centre**

Tenders for the appointment of a consultant team (Architect) closed during December 2014. In the process of compiling tender evaluation report.

**7. BEST MANAGEMENT OF MUNICIPAL PROPERTIES**

**7.1 Identification of a number of strategic property transactions in collaboration with CFO**

Various properties have been identified but can only be considered once the Draft Policy on the Management of Council –owned property is in place.

**7.2 Land Reform Initiative**

Compulsory briefing session with prospective service providers (consultants) took place on 21 August 2014. Closing date for quotations was 12 September 2014. A tender evaluation report was compiled and delivered to SCM for the appointment of a consultant. A workshop to develop a policy/strategy will be held at a date still to be determined.

Subsequently, however, Council decided to appoint a working group to write a new policy. The appointment of the Consultant was therefor put on ice.

**RECOMMENDED**

that the quarterly report for the Directorate Human Settlements and Property Management for October - December 2014, be noted.

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

**ENGINEERING SERVICES AND HUMAN SETTLEMENTS COMMITTEE  
MEETING: 2014-11-05: ITEM 1**

**RESOLVED (nem con)**

that the quarterly report for the Directorate Human Settlements and Property Management for October - December 2014, be noted.

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

[Chairperson: Human Settlements: Councillor V Fernandez (Ms)]

7. REPORTS SUBMITTED BY THE MUNICIPAL MANAGER

NONE

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

8.1 MOTION BY COUNCILLOR N GCAZA (MS): REQUEST TO BUILD SPEED BUMPS ON LUYOLO AND NOLALI STREETS IN KAYAMANDI

*File number* : 3/4/1/4  
*Report by* : Office of the Speaker  
*Compiled by* : Office of the Speaker  
*Delegated Authority* : Council

A Notice of a Motion, dated 2014-11-10 was received from Councillor N Gcaza (Ms) regarding the building of speed bumps on Luyolo and Nolali streets in Kayamandi.

The said Motion is attached as **APPENDIX 1**.

**FOR CONSIDERATION**

**ENGINEERING SERVICES AND HUMAN SETTLEMENTS COMMITTEE MEETING: 2014-11-05: ITEM 1**

**RESOLVED** (nem con)

- (a) that the Director: Engineering Services be mandated to investigate the need for speed humps in Luyolo and Nolali Streets mentioned within the guidelines of the applicable policy and implement if compliant; and
- (b) that the Director: Community and Protection Services be requested to undertake a traffic enforcement initiative as a matter of urgency.

**(DIRECTORS: ENGINEERING SERVICES AND COMMUNITY AND PROTECTION SERVICES TO ACTION)**

**MINUTES ENGINEERING SERVICES AND HUMAN SETTLEMENTS 2015-02-04  
COMMITTEE MEETING**

**[Chairperson: Human Settlements: Councillor V Fernandez (Ms)]**

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**9. CONSIDERATION OF MOTIONS OF EXIGENCY**

NONE

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

NONE

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Meeting adjourned at 16:30.

CONFIRMED

CHAIRPERSON .....

(Signature & date)

**MINUTES ENGINEERING SERVICES AND HUMAN SETTLEMENTS 2015-02-04  
COMMITTEE MEETING**

**[Chairperson: Human Settlements: Councillor V Fernandez (Ms)]**

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