KNYSNA LOCAL MUNICIPALITY

Notice is hereby given of a

INTEGRATED HUMAN SETTLEMENTS COMMITTEE MEETING

which will be held on

Thursday, 16 July 2020

at

9:00

on Microsoft Teams

to consider the following items

MUNICIPAL OFFICES
KNYSNA

DR L SCHEEPERS
ACTING MUNICIPAL MANAGER

AGENDA

Chairperson: Cllr A Tsengwa
Members: Cllr S Kwinana
          Cllr M Matiwane
          Cllr S Ngqezu
          Cllr H Stroebel
INTEGRATED HUMAN SETTLEMENTS COMMITTEE MEETING
AGENDA
16 JULY 2020

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1. Opening and Welcome

2. Attendance (as per attendance register)
   2.1 Members: Present
   2.2 Members: Absent with Leave
   2.3 Members: Absent Without Leave
   2.4 Other Councillors Present
   2.5 Officials Present
   2.6 Members of the Audit Committee Present
   2.7 Members of the Public Present

3. Noting of the Provisions of Code of Conduct for Councillors and Declaration of Interest

4. Presentation
   4.1 None
5. **MINUTES OF THE PREVIOUS MEETING**

5.1 **INTEGRATED HUMAN SETTLEMENTS COMMITTEE MEETING : 6 FEBRUARY 2020**

**RECOMMENDATION**

That the minutes of the Planning and Integrated Human Settlements Committee meeting held on 6 February 2020, be confirmed.
of a meeting of the

INTEGRATED HUMAN SETTLEMENTS COMMITTEE MEETING

held in the Council Chamber on

Thursday, 6 February 2019

at

09:00
1. Opening and Welcoming

At 09:00, the Chairperson welcomed Councillors and officials to the meeting.

2. Attendance of Members:

2.1 Members Present

Cllr T Matika  Chairperson
Cllr A Ngqezu
Cllr S Kwinana
Cllr L Opperman

2.2 Members Absent with leave

Cllr I Uys

2.3 Members Absent without leave

None

2.4 Other Councillors Present

Cllr M Matiwane
Cllr M Naki
Cllr L Tyokolo  [arrived at 10:30]
Cllr M Wasserman
Cllr A Tsengwa
Cllr G Wolmarans
Cllr E Van Aswegen
Cllr M Salaze
Cllr P Myers
Cllr M Skosana
Cllr H Stroebel

2.5 Officials Present

Mr E Phillips  Director: Community Services
Ms M Boyce  Director: Planning and Development
Mr J Mkunqwana  Director: Integrated Human Settlements
Mr M Memani  Director: Financial Services
Mr L Petuna  Manager: Integrated Human Settlements
Mr C Mattheus  Manager: Administration
Mr C Bezuidenhout  Manager: Communications and Intergovernmental Relations
Ms J Lakay  Head: Committee and Councilor Support
Ms N Fandese  Committee Officer
Ms N Pondoyi  Communication Officer
Mr B Ngxolwana  Interpreter
2.6 Official Absent with leave

Mr P Hariparsad        Director: Technical Services

2.7 Members of the Audit Committee Present:
None

2.8 Members of the Public Present

As per Attendance Register

3. **NOTING THE PROVISIONS OF SCHEDULE 1 (CODE OF CONDUCT FOR COUNCILORS) OF THE LOCAL GOVERNMENT MUNICIPAL SYSTEM ACT, 2000**

   **RESOLVED**

   That the Code of Conduct for Councillors be noted.

4. **DISCLOSURE OF INTERESTS BY COUNCILLORS AND OFFICIALS**

   **RESOLVED**

   That it be noted that no members of the Committee or other Councillors disclosed any interest on any item on the Agenda.

   *Cllr Stroebel stepped out at 09:50 and returned at 09:55.*

   *Cllr Wolmarans stepped out at 09:55.*

   *Body break at 10:00 -10:15.*
5. MATTERS SUBMITTED BY THE MUNICIPAL MANAGER

**IHS01/02/20 REPORT ON THE EXPENDITURE: APPROVED HOUSING BUSINESS PLAN**

UNANIMOUSLY RESOLVED

[a] That the report on the performance and capital expenditure to date of 63% of the Knysna Municipality 2019/20 Housing Business Plan, be noted; and

[b] That the report mentioned in [a] above be tabled at the next Ordinary Municipal Council meeting for update purposes.

File Number: 9/1/2/13
Execution: Director: Integrated Human Settlements

**IHS02/02/20 REPORT ON INTEGRATED HUMAN SETTLEMENTS: STATUS OF KNYSNA HOUSING CAPITAL PROJECTS FOR THE PERIOD 2018/19 FINANCIAL YEAR AND A PLAN FOR 2019/20**

UNANIMOUSLY RESOLVED

That the contents of the report regarding the status of Housing Capital Projects for 2018/19 and a plan for 2019/20, be noted.

File Number: 9/1/2/13
Execution: Director: Integrated Human Settlements

*Cllr L Tyokolo stepped out at 10:46 and returned at 10:49.*
*Cllr A Tsengwa stepped out at 11:00 and returned at 11:27.*
*Cllr W Salaze stepped out at 11:02 and returned at 11:10.*
*Cllr M Matiwane stepped out at 11:12 and returned at 11:20.*
*Cllr S Ngqezu stepped out at 11:15 and returned at 11:27.*

**IHS03/02/20 REPORT ON RECTIFICATION, RETAINING WALLS AND WHEEL CHAIR RAMPS**

UNANIMOUSLY RESOLVED

[a] That the contents of the report regarding the rectification, retaining walls and wheel chair ramps, be noted; and

[b] That a site visit be arranged by the Director: Integrated Human Settlements to inspect the work done as mentioned in [a] above.

File Number: 9/1/2/13
Execution: Director: Integrated Human Settlements
UNANIMOUSLY RESOLVED

[a] That a Land Surveying service provider, for a period of three years, be appointed to deal with disputes relating to erf boundaries in townships, registration of General Plans and matters relating to the issuing of Title Deed, be appointed.

[b] That the applicable information be updated on the municipal system to enable Financials Services to start billing respective property owners as there is reasonable progress with regard to issuing of title deeds;

[c] That funds to the value of R1m be made available to finalize work started by VPM but not completed due to the termination of their contract; and

[d] That necessary processes, to commence with the appointment of a Town Planning and Land Surveying consultants to address backlog in terms of General Plans registration, be instituted.

File Number: 9/1/2/13
Execution: Director: Integrated Human Settlements

Cllr S Kwinana stepped out at 11:45 and return at 11:50.
Cllr L Opperman stepped out at 12:02 and return at 12:10.
Cllr M Matiwane stepped out at 12:06 and return at 12:14.
Cllr S Ngqezu stepped out at 12:10 and return at 12:16.

UNANIMOUSLY RESOLVED

That the contents of the report regarding the Hornlee Desification and Backyard Upgrade Project, be noted.

File Number: 9/1/2/13
Execution: Director: Integrated Human Settlements
UNANIMOUSLY RESOLVED

[a] That a meeting be arranged with the relevant business partners towards creating an enabling and empowerment environment for small and emerging contractors;

[b] That a follow up workshop with emerging Contractors be held in two months’ time after which continuous engagements are to take place quarterly;

[c] That contractors be requested to organize a separate session directly with Standard Bank, Tusk and Massbuild and the Municipality to provide meeting facilities and related logistics;

[d] That further meetings be arranged to explain the Municipalities Supply Chain Management and Procurement processes on or before the next workshop with Emerging Contractors;

[e] That the Supply Chain and Procurement Section facilitate a separate session with CIDB and the contractors regarding their respective procedures;

[f] That issue of pricing and payment schedules for small contractors be investigated in consultation with the professional teams which will include the issue of standing time for affected contracts and impact to emerging contractors to avoid claims of possible exploitation;

[g] That negotiations with Massbuild be conducted to ensure improved turnaround time for material supply;

[h] That Emerging Contractors be empowered through various grant/programs available to ensure that various mechanisms are utilized during the implementation of EPHP program and to ensure that contractors are appointed to build top structures and supply their own material;

[i] That matters surrounding security of built units prior to hand over, be investigated;

[j] That a partnership with the Housing Development Agency, who have their Supply Chain Management (SCM) processes implemented by a Panel of Contractors mechanism, be investigated; and

[k] That the possibility of implementing a Panel of contractors, due to the price being dependent on a quantum, be investigated.
IHS07/02/20 REPORT ON THE USE OF ERF 17385

UNANIMOUSLY RESOLVED

That a site visit be arranged to Erf 17385 by the Director: Integrated Human Settlements, to familiarise the committee with item and the property and thereafter an item be submitted to the next Integrated Human Settlements Committee meeting in April 2020 or to a Special Integrated Human Settlements Committee meeting, for consideration.

7. Closure

The Chairperson thanked everybody present for their contribution and the meeting terminated at 13:00.

Approved

…………………………………
Chairperson: Cllr T Makita
Date

-oOo-
6. **MATTERS ARISING FROM THE MINUTES**
7. **MATTERS SUBMITTED BY THE ACTING MUNICIPAL MANAGER**

7.1

**REPORT ON INTEGRATED HUMAN SETTLEMENTS:**

**STATUS OF KNYSNA HOUSING PROJECTS FOR THE THIRD QUARTER OF 2019/20 FINANCIAL YEAR**

**REPORT FROM THE ACTING DIRECTOR INTEGRATED HUMAN SETTLEMENTS**

**PURPOSE OF THE REPORT**

The document provides status on Housing project deliverables over three (3) quarters of the 2019/20 financial year.

**PREVIOUS RESOLUTIONS**

Two reports (2) have previously been tabled before the Integrated Human Settlements Section 80 Committee with the last one being prepared in January 2020. In this meeting, the report was noted by the Committee.

**BACKGROUND**

Attached to this document is a table which gives details on the deliverables for the 2019/20 financial year in line with the Business Plan approved by the WCDoHS. According to this business Plan 376 top Structures with 50 serviced sites were planned. Over the various quarters, the total number of units remained but the deliverables per project were altered based on deliberations that took place between Knysna Municipality and WCDoHS taking into consideration numerous issues that crop up in these areas resulting in delays of some projects. Considering the original business Plan discussed in another item tabled in the same agenda, the original numbers per project differ.

Whilst there has been some delivery during this quarter, 2 matters being the Covid 19 pandemic and the Breach of Contract claim have had an impact on the achievement of milestones. It is critical that the latter be resolved soon as it impacts on majority of areas within Greater Knysna.

**DISCUSSION**

The Business Plan deals with projects in terms of geographical areas and not on the basis of Wards. The reporting below is informed by a resolution of the section 80 Committee in order to assist Ward Councilors in their ward reports. The attachment deals with the deliverables to date, however below is a deliberation of events:

1. **Vision 2002 (459 units):** The end result of the shifting of units resulted in 131 units being allocated for Vision which include vast number of areas within Knysna Northern areas and its focus is the implementation of Enhanced Peoples Housing Process through the appointment of SMME’s appointed by Knysna Municipality on the database of Contractors (EOI). The previous contract which commenced in 2016 planned for the construction of 459 housing units to which only 287 were constructed due to various matters that cropped up resulting in delays especially in the first year.
The above contract expired in May 2019 whilst contractors were busy with construction. The municipality then embarked on a new supply chain Management process for the appointment of a new panel of Contractors which was not finalized as the previous Panel of Contractors embarked on a Breach of Contract Claim specifying that they were appointed for 459 units which they to date have not completed due to a fault which was not theirs. As a result of this, this project is now at a standstill awaiting resolution of the legal challenge. To date, the deliverables are as follows:

a. **Dam se Bos**: 65 Slabs have been casted already thus 65 residential units are being constructed at different stages. Because of the litigation, some of these houses are left incomplete resulting in vandalism due top contractors leaving the site.

b. **Concordia East, Bongani and Kannenkop**: The business plan covers 15 top structures in this area and the contractors are on site to deliver these units. Again the Breach of Contract Claim has an impact.

c. **Concordia west, south and Jude se Kamp**: The selected servicer provider is busy on site to guarantee supply 51 expected units, come end of the financial year. To date 49 units have been completed; however, it is not clear when the rest will be completed.

2. **Hlalani**: Originally, 66 units have been planned for this financial year however an evaluation of the project was made and it was discovered that realistically only 15 units can be completed in this financial year regardless of the appointment of the contractor being for the whole project. In addition to the 15 new units, 12 units are still under construction from 2018/19 financial year; however, these units will not be completed in this financial year as Supply Chain Processes are to be completed.

3. **Qolweni**: 41 Double storey units started in 2018/19 financial year are still to be completed, however these can only be completed once Breach of Contract Claim is concluded. In addition to current units under construction, a contractor has been appointed for the construction of 132 units. Currently, 9 units are completed and 32 close to completion. The contractor also casted additional 66 slabs over and above the 41 units.

4. **Witlokasie**: This is a Provincial project identified for the fire victims wherein 56 Top structures are to be constructed in this financial year. The contractor has been appointed and started during the month of August 2019 where there were a number of disturbances due to dissatisfaction of the affected community. Towards the end of August, matters on the table were resolved. On the basis of the consultations that took place between, Knysna Municipality, WCDoHS and Community structures, the following was resolved:
   a. The beneficiaries that previously resided in New Rest are to have their top structures constructed there and it is the same for those that resided in Love Corner;
   b. As per the original agreement, a consensus was reached for the construction of double storey units;
   c. Ward Councilor and his committee to be given the beneficiary list (ID numbers to be removed from the list)
   d. Investigate the age policy of the WCDoHS and submit proposals for further phases of the project;
   e. To work through the legitimate structures in dealing with the Project and to meet regularly through the duration of the project.
f. Love Corner to select members to form part of the Fire Victims Committee from their area;
g. A solution (land identification) to be investigated for the remaining families who are not accommodated in the current 56 beneficiaries

This project is proceeding well with 56 top structures nearing completion and Apex units for the site and service sites being finalized.

5. Ethembeni: In terms of the original as well as the revised business plan, 50 top structures will be constructed. To this end, the contractor is already on site as of August 2019 with various activities. 53 slabs have been casted in this area. Top Structures are to be constructed as part of the EPHP.

6. Happy Valley: There is a reduction on the number of units from the original 64 to 25 units to be finalized in this financial year. The appointed service provider is to finish all 64 top structures; however, the revision done took into consideration the amount of time left before the end of Provincial financial year. Again this is an EPHP project which cannot move beyond casting of slabs.

7. Bloemfontein: Phase 1 of the project comprising 75 units have been completed and houses handed over to the beneficiaries. Phase 2 of the project is started in October 2019 and the contractor is proceeding well to complete the remaining 75 units.

8. Hornlee: A contractor was appointed for this project and has to date casted 155 slabs before builders break in December 2019. The contractor is busy with final phase on 50 units to be handed over to beneficiaries.

9. Smutsville/Sizamile (Sedgefield): 2 of the 4 development areas have received Planning Tribunal approval, while the remaining 2 are going through statutory processes. Funding for the acquisition of land has been approved by WCDoHS and the processes are being finalized.

10. Karatara: Town Planning Layouts are complete for this project, with 35 units being ready for construction depending on the other studies being carried out towards ensuring provision of bulk services.

11. Rheenendal: Provision of bulk services remain as a major impediment.

12. Heidevallei: Detailed Planning which will include a number of studies is to follow.

FINANCIAL IMPLICATIONS

The projects are wholly funded through Human Settlements Development Grant administered by WCDoHS. Knysna Municipality acts as a developer/agent of WCDoHS for the implementation of the Housing Programs. The budget for 2019/20 financial year is just over 69 Million and 52 million for financial year 2020/21. Whilst the Municipality is still on 2019/20 financial year, WCDoHS is on 2020/21 financial year from April 2020. There is however a need for additional funding due to the Corona virus pandemic which resulted in National lock down and additional requirements for Health and safety. Knysna Municipality has been in constant communication with the WCDoHs towards ensuring that additional funds over and above the budgeted amount are made available to cover Health and safety requirements as well as standing time and extension of time claims applicable in terms of the General Conditions of Contract. Although, in-principle agreement exist, Knysna Municipality awaits final written decision from WCDoHs in this respect.
RELEVANT LEGISLATION

The implementation of these projects is guided by the following legislation:
- Constitution of the Republic of South Africa
- Municipal Finance Management Act
- Public Finance Management Act
- Municipal Systems Act
- Municipal Structures Act

COMMENTS FROM THE MUNICIPAL MANAGER

Nil

COMMENTS FROM CORPORATE SERVICES

Report is noted.

COMMENTS FROM FINANCIAL SERVICES

Noted

COMMENTS FROM TECHNICAL SERVICES

None

COMMENTS FROM COMMUNITY SERVICES

Noted. No further comments

COMMENTS FROM PLANNING AND DEVELOPMENT

Report is noted.

COMMENTS FROM LEGAL SERVICES

No comment.

COMMENTS FROM IHS

Submitted for June 2020 Committee session

RECOMMENDATION OF THE ACTING MUNICIPAL MANAGER

[a] That the contents of the report on Integrated Human Settlements: Status of Knysna Housing Projects for the Third Quarter of 2019/2020 financial year, be noted;

[b] That the Breach of Contract Claim be concluded timeously to enable housing delivery in line with the business plan.

APPENDIX / ADDENDUM

Implementation of Integrated Human Settlement Grant Projects - Top Structure

File Number : 9/1/2/13
Execution : Acting Director : Integrated Human Settlements
Manager : Integrated Human Settlements
<table>
<thead>
<tr>
<th>PROPOSED INTERVENTIONS</th>
<th>DELIVERABLES 2019/20</th>
<th>TIMEFRAME</th>
<th>BUDGET</th>
<th>DELIVERED</th>
<th>PROGRESS/STATUS/COMMENT</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Area</td>
<td>Ward</td>
<td>Original</td>
<td>Revised</td>
<td>Original R’000</td>
</tr>
<tr>
<td><strong>TOP STRUCTURES</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
| Hlatani (273/165/96)  | Ward 3 | 66 Units | 15 | 31/03/20 | 8 580 | 1.950 | 38 units | 0 | - 38 units completed in 2018/19,  
- 12 high density units under construction,  
- Bulk excavation for the 15 new units to commence in October 2019  
- SCM process underway for the appointment of a contractor for first floor slabs (12 units) |
| Vision (459) (Dam Se Bos South) | 50 | 65 | 31/03/20 | 6.500 | 8.462 | 65 slabs | 20 | - 65 Slabs casted in 2018/19 Financial year  
- 60 Top structures under construction by Local contractors |
<table>
<thead>
<tr>
<th>Ward</th>
<th>Units</th>
<th>Units</th>
<th>Date</th>
<th>Amount</th>
<th>Status</th>
<th>Notes</th>
</tr>
</thead>
<tbody>
<tr>
<td>Qolweni(220)</td>
<td>50 Units</td>
<td>63 (22 new units 41 Completions)</td>
<td>31/03/2020</td>
<td>6,500</td>
<td>2,840</td>
<td>41 units half done</td>
</tr>
</tbody>
</table>

- 20 Top structures completed and hand over to beneficiaries
- Project affected by the finalization of Breach of Contract Claim

- 41 Double story units not completed in 2018/19 financial year due to be completed in March 2020.
- Tender for the construction of 132 top structures awarded
- 106 slabs already casted
- 32 units on final stages (completion/Handover)
- 9 units completed and handed over to KM
- Construction of the top structures will start in January 2020

| Willokosie(155)/56 tops | 100 units | 54 | 31/03/2020 | 13,000 | 13,000 | 0 |

- Contractor on site
- 57 slabs be casted
- Construction of semi-detached double storey units started in December 2019
- 45 Houses being repaired
- 31 Demolished
- Apex Units service delivery sites in progress

| Ethembeni(180/200/175) | 50 Units | 50 | 31/03/2020 | 6,500 | 6,500 | 72 units |

- 43 slabs casted
- Appointment of Contractors awaiting finalization of Breach of Contract Claim

| Happy Valley(95/120/104) | 64 Units | 25 | 30/02/2020 | 8,320 | 3,250 | 40 units |

- 15 slabs casted
- Appointment of Contractors awaiting finalization of Breach of Contract Claim

| Bloemfontein(150) | 150 Units | 75 | 30/02/2020 | 10,000 |

- Phase 1: 75 units completed and hand over to beneficiaries
- Phase 2 under construction

| Honllee(309/312) | Wards 6, 11 | 50 | 30/02/2020 | 6,500 | 9,490 | 155 sites services |

- Tender be awarded
- Contractor on site
- 155 slabs been casted
- Construction of top structures will start in January 2020
## INTEGRATED HUMAN SETTLEMENTS COMMITTEE MEETING
### AGENDA
16 JULY 2020

<table>
<thead>
<tr>
<th>Vision</th>
<th>Ward</th>
<th>No.</th>
<th>Start Date</th>
<th>Budget</th>
<th>Size</th>
<th>Slabs</th>
<th>Status</th>
</tr>
</thead>
<tbody>
<tr>
<td>Concordia east, Bonagani and Kannonkop</td>
<td>Ward 7</td>
<td>50</td>
<td>30/02/2020</td>
<td>6,500</td>
<td>1,953</td>
<td>15 slabs</td>
<td>0</td>
</tr>
<tr>
<td>1. Vision (459) (Concordia west and Concordia South, Jode se Kemp)</td>
<td>Ward 8</td>
<td>51</td>
<td>30/02/2020</td>
<td>6,500</td>
<td>6,770</td>
<td>51 slabs</td>
<td>0</td>
</tr>
</tbody>
</table>
## PLANNING AND SERVICES

<table>
<thead>
<tr>
<th>Area</th>
<th>Ward</th>
<th>Deliverable</th>
<th>Timeframe</th>
<th>Budget</th>
<th>Delivered</th>
<th>Comment</th>
</tr>
</thead>
</table>
| Smutsville/Sizamile       | Ward 1  | Pipeline Project Plan     | 2019/20   | R 6,000,000 |           | • Town Planning Applications completed and awaiting decision of the Town Planning Tribunal  
• Follow up on acquisition of privately owned land  
• Town Planning application to be tabled before the tribunal by the end of September 2019  
• Contractor appointed for installation of interim basic services  
• DAG appointed by Province to deal with ISSP |
| (Sedgefield)              |         |                           |           |         |           |                                                                                                                                           |
| Karatara                  | Ward 2  |                           | 2019/20   | R 214,000 |           | Town planning layout plans are complete  
Civil engineering report is complete  
Planning application was submitted on 13/8/18  
Layouts for the planning of 50 temporary relocation sites is complete  
Funding application for the 50 TRA sites is being finalized  
Civil engineering report is complete  
Planning application was submitted on 13/8/18 |
| Rheenendal                | (Ward 5)| Pipeline Project Plan     | 2019/20   | R 80,000 |           | • 12 temporary toilets were provided to the recently invaded area  
• 10 chemical toilets will be provided to the recently invaded areas  
Subdivision Plans submitted and are awaiting approvals  
Feasibility studies complete but citing a need to increase the capacity of bulk services  
Acquisition of additional land (Bulk services) |
| Heidelberg                |         | Pipeline Project Plan     | 2019/20   |         |           | Feasibility report submitted  
Framework Plan being tabled before Council structures.                                                                                                                                              |
| Humans River              | 1.      | Pipeline project          | 2019/20   |         |           | MA submitted to WCDOHS for approval                                                                                                                                                                |
7.2

**REPORT FROM THE DIRECTOR INTEGRATED HUMAN SETTLEMENTS**

**PURPOSE OF THE REPORT**

**PREVIOUS RESOLUTIONS**

To inform Council on the expenditure on the 2019/20 housing business plan as approved by the Western Cape: Department of Human Settlement

**BACKGROUND**

The Western Cape: Department of Human Settlement (WC DoHS) allocated an amount of R69 400 000.00 to Knysna Municipality for housing projects in the 2019/20 financial year. The WC DoHS approved Knysna Municipality’s housing business plan for the 2019/20 financial year as set out below:

<table>
<thead>
<tr>
<th>NAME OF PROJECT</th>
<th>NO OF UNITS</th>
<th>AMOUNT OF FUNDING</th>
</tr>
</thead>
<tbody>
<tr>
<td>Vision 2002: 459 Units</td>
<td>126</td>
<td>R16 380 000.00</td>
</tr>
<tr>
<td>Hlalani</td>
<td>15</td>
<td>1 950 000.00</td>
</tr>
<tr>
<td>Happy Valley</td>
<td>15</td>
<td>1 950 000.00</td>
</tr>
<tr>
<td>Ethembeni</td>
<td>45</td>
<td>5 850 000.00</td>
</tr>
<tr>
<td>Qolweni</td>
<td>45</td>
<td>5 850 000.00</td>
</tr>
<tr>
<td>Bloemfontein</td>
<td>75</td>
<td>5 000 000.00</td>
</tr>
<tr>
<td>Hornlee</td>
<td>55</td>
<td>7 150 000.00</td>
</tr>
<tr>
<td>Hornlee: Infill (Backyard dwellers) Planning fees</td>
<td>500 000.00</td>
<td></td>
</tr>
<tr>
<td>Sedgefield: Interim Basic Services</td>
<td>9 040 000.00</td>
<td></td>
</tr>
<tr>
<td>Sedgefield: Planning fees</td>
<td>1 500 000.00</td>
<td></td>
</tr>
<tr>
<td>Karatara: Planning fees</td>
<td>428 000.00</td>
<td></td>
</tr>
<tr>
<td>Heidevallei: Planning fees</td>
<td>2 000 000.00</td>
<td></td>
</tr>
<tr>
<td>Witlokasie: Toilets &amp; Wendy Houses</td>
<td>2 500 000.00</td>
<td></td>
</tr>
<tr>
<td>Witlokasie: 56 Top Structures</td>
<td>3 000 000.00</td>
<td></td>
</tr>
<tr>
<td>Witlokasie: Rectification</td>
<td>5 850 000.00</td>
<td></td>
</tr>
<tr>
<td>Witlokasie: NGO</td>
<td>452 000.00</td>
<td></td>
</tr>
</tbody>
</table>

**TOTAL**

R69 400 000.00

Although the projects for Witlokasie is part of Knysna Municipality 2019/20 business plan the projects is directly under the control of the WC DoHS which means that they would pay the contractors/ suppliers and consultants directly.
The table below shows how much funds that we have already received on our 2019/20 business plan from the WC DoHS as of the 1st April 2019 (the beginning of the WC DoHS financial year) till the end of March 2020 (the end of the WC DoHS financial year). The performance reflected herein from a funding perspective is based only on the projects directly under the control of the Knysna Municipality.

<table>
<thead>
<tr>
<th>NAME OF PROJECT</th>
<th>AMOUNT OF FUNDING</th>
<th>AMOUNT RECEIVED</th>
</tr>
</thead>
<tbody>
<tr>
<td>Vision 2002: 459 Units</td>
<td>R16 380 000.00</td>
<td>R10 785 781.00</td>
</tr>
<tr>
<td>Hlalani</td>
<td>1 950 000.00</td>
<td>1 706 300.80</td>
</tr>
<tr>
<td>Happy Valley</td>
<td>1 950 000.00</td>
<td>1 544 900.80</td>
</tr>
<tr>
<td>Ethembeni</td>
<td>5 850 000.00</td>
<td>751 020.00</td>
</tr>
<tr>
<td>Qolweni</td>
<td>5 850 000.00</td>
<td>3 111 720.68</td>
</tr>
<tr>
<td>Bloemfontein</td>
<td>5 000 000.00</td>
<td>7 010 050.63</td>
</tr>
<tr>
<td>Hornlee</td>
<td>7 150 000.00</td>
<td>R11 968 383.80</td>
</tr>
<tr>
<td>Hornlee: Infill (Backyard dwellers) Planning fees</td>
<td>500 000.00</td>
<td></td>
</tr>
<tr>
<td>Sedgefield: Interim Basic Services</td>
<td>9 040 000.00</td>
<td>8 866 595.03</td>
</tr>
<tr>
<td>Sedgefield: Planning fees</td>
<td>1 500 000.00</td>
<td></td>
</tr>
<tr>
<td>Karatara: Planning fees</td>
<td>428 000.00</td>
<td>410 339.00</td>
</tr>
<tr>
<td>Heidevallei: Planning fees</td>
<td>2 000 000.00</td>
<td>2 626 402.00</td>
</tr>
<tr>
<td>Rheenendal: Planning fees</td>
<td>180 393.00</td>
<td></td>
</tr>
<tr>
<td>Vision 2002: 1393 Sites</td>
<td></td>
<td>5 382 653.82</td>
</tr>
<tr>
<td>Sedgefield: Planning fees</td>
<td>237 928.00</td>
<td></td>
</tr>
<tr>
<td>Hornlee 312 sites</td>
<td>1 186 838.00</td>
<td></td>
</tr>
<tr>
<td><strong>TOTAL</strong></td>
<td><strong>R57 598 000.00</strong></td>
<td><strong>R55 769 306.56</strong></td>
</tr>
</tbody>
</table>

Although the Rheenendal: Planning fees and the Vision 2002: 1393 sites are not indicated on the 2019/20 business plan, we did receive resolution to this effect for R180 393.00 and R5 382 653.82 respectively from the WC DoHS for these projects for the 2019/20 financial year.

Based on the above information we already claimed 96.83% our 2019/20 business plan funds on projects directly under the control of Knysna Municipality. We have already submitted the balance of the claims to cover the entire allocation during March 2020 and we await related settlement. The final settlement came through in April 2020 and will be aligned to the 2020/21 FY.

For the first time in the last three (3) FYs the Knysna Municipality spent 96.83% of its annual allocation received from WC DoHS. This represent a significant improvement and milestone, which the KM must ensure within a stabilized housing environment.

The WC DoHS are currently considering the application for planning fees for the Hornlee Infill (backyard dwellers) project as well as additional funding that complements our overall housing quantities and yields per respective approved projects.
COMMENTS FROM THE MUNICIPAL MANAGER
No further comments

COMMENTS FROM CORPORATE SERVICES
Report is noted.

COMMENTS FROM FINANCIAL SERVICES
Noted.

COMMENTS FROM TECHNICAL SERVICES
None.

COMMENTS FROM COMMUNITY SERVICES
Noted. No further comments.

COMMENTS FROM PLANNING AND DEVELOPMENT
Report is noted.

COMMENTS FROM LEGAL SERVICES
No comments provided by comment due date.

COMMENTS FROM IHS
June 2020 Committee meeting

RECOMMENDATION OF THE ACTING MUNICIPAL MANAGER

That the contents of the report on the performance of the 2019/20 I H S Business Plan, be noted.

APPENDIX / ADDENDUM
None

File Number : 9/1/2/13
Execution : Acting Director : Integrated Human Settlements
REPORT FROM THE DIRECTOR INTEGRATED HUMAN SETTLEMENTS

PURPOSE OF THE REPORT

To inform Council on the 2020/21 housing business plan as approved by the Western Cape: Department of Human Settlement

BACKGROUND

The Western Cape: Department of Human Settlement (WC DoHS) allocated an amount of R56 506 000.00 to Knysna Municipality for housing projects in the 2020/21 financial year. The WC DoHS approved Knysna Municipality’s housing business plan for the 2019/20 financial year as set out below:

<table>
<thead>
<tr>
<th>NAME OF PROJECT</th>
<th>NO OF SITES</th>
<th>NO OF UNITS</th>
<th>AMOUNT OF FUNDING</th>
</tr>
</thead>
<tbody>
<tr>
<td>Vision 2002: 459 Units</td>
<td>50</td>
<td>R 6 500 000.00</td>
<td></td>
</tr>
<tr>
<td>Hlalani</td>
<td>46</td>
<td>50</td>
<td>9 260 000.00</td>
</tr>
<tr>
<td>Happy Valley</td>
<td>50</td>
<td>6 500 000.00</td>
<td></td>
</tr>
<tr>
<td>Ethembeni</td>
<td>45</td>
<td>5 850 000.00</td>
<td></td>
</tr>
<tr>
<td>Qolweni</td>
<td>50</td>
<td>6 500 000.00</td>
<td></td>
</tr>
<tr>
<td>Bloemfontein</td>
<td>50</td>
<td>6 500 000.00</td>
<td></td>
</tr>
<tr>
<td>Hornlee</td>
<td>50</td>
<td>6 500 000.00</td>
<td></td>
</tr>
<tr>
<td>Sedgefield: Interim Basic Services</td>
<td></td>
<td>2 000 000.00</td>
<td></td>
</tr>
<tr>
<td>Heidevallei: Planning fees</td>
<td></td>
<td>2 000 000.00</td>
<td></td>
</tr>
<tr>
<td>Witlokasie: 56 Top Structures</td>
<td></td>
<td>4 280 000.00</td>
<td></td>
</tr>
<tr>
<td>Witlokasie: NGO</td>
<td></td>
<td>616 000.00</td>
<td></td>
</tr>
<tr>
<td><strong>TOTAL</strong></td>
<td></td>
<td><strong>R56 506 000.00</strong></td>
<td></td>
</tr>
</tbody>
</table>

Although the projects for Witlokasie are part of Knysna Municipality 2020/21 approved Business Plan the projects is directly under the control of the WC DoHS, which means that they would pay the contractors/ suppliers and consultants directly. R52 226 000.00 will be directly under the control of Knysna Municipality.

WC DoHS indicated that all claims submitted from 1 April 2020 until the end of June 2020 would be against the 2020/21 allocation as their financial year started 1 April 2020. The following funds were received from WC DoHS from 1 April 2020 until end of May 2020.
### NAME OF PROJECT

<table>
<thead>
<tr>
<th>NAME OF PROJECT</th>
<th>AMOUNT OF FUNDING</th>
<th>AMOUNT RECEIVED</th>
</tr>
</thead>
<tbody>
<tr>
<td>Vision 2002: 459 Units</td>
<td>R 6 500 000.00</td>
<td>R 413 610.00</td>
</tr>
<tr>
<td>Hlalani</td>
<td>9 260 000.00</td>
<td></td>
</tr>
<tr>
<td>Happy Valley</td>
<td>6 500 000.00</td>
<td></td>
</tr>
<tr>
<td>Ethembeni</td>
<td>5 850 000.00</td>
<td>638 980.00</td>
</tr>
<tr>
<td>Qolweni</td>
<td>6 500 000.00</td>
<td>2 854 111.41</td>
</tr>
<tr>
<td>Bloemfontein</td>
<td>6 500 000.00</td>
<td></td>
</tr>
<tr>
<td>Hornlee</td>
<td>7 150 000.00</td>
<td>3 596 243.00</td>
</tr>
<tr>
<td>Sedgefield:Interim Basic Services</td>
<td>2 000 000.00</td>
<td>438 457.99</td>
</tr>
<tr>
<td>Heidevallei: Planning fees</td>
<td>2 000 000.00</td>
<td></td>
</tr>
<tr>
<td><strong>TOTAL</strong></td>
<td><strong>R52 226 000.00</strong></td>
<td><strong>R 7 986 403.20</strong></td>
</tr>
</tbody>
</table>

The following claims have to date been submitted to WC DoHS and are still outstanding relative to settlement:

- **Bloemfontein**: R3 857 319.52
- **Hornlee**: R1 510 497.52

**Total**: R 5 367 817.84

**COMMENTS FROM THE MUNICIPAL MANAGER**
No further comments

**COMMENTS FROM CORPORATE SERVICES**
The report is noted.

**COMMENTS FROM FINANCIAL SERVICES**
Noted

**COMMENTS FROM TECHNICAL SERVICES**
None

**COMMENTS FROM COMMUNITY SERVICES**
Noted. No further comments

**COMMENTS FROM PLANNING AND DEVELOPMENT**
Report is noted.

**COMMENTS FROM LEGAL SERVICES**
No comments provided by comment due date.

**COMMENTS FROM IHS**
June 2020 Committee
RECOMMENDATION OF THE ACTING MUNICIPAL MANAGER

That the contents of the Integrated Human Settlements Business Plan for 2020/2021 as approved by the Western Cape Department of Human Settlements, be noted.

APPENDIX / ADDENDUM

None

File Number : 9/1/2/13
Execution : Acting Director : Integrated Human Settlements
Manager : Integrated Human Settlements
REPORT FROM THE DIRECTOR INTEGRATED HUMAN SETTLEMENTS

PURPOSE OF THE REPORT

This serves to update and seek the Committee and Council’s approval on the formulated draft Integrated Human Settlements Policy (Part 1) whose guiding Strategic Plan was earlier considered and approved by Council during July 2019. The Strategic Plan for IHS was approved to also guide the subsequent formulation of the Directorate’s housing policies which will commonly be applied in the development and management of the KM’s overall housing programmes.

Previous resolutions

The Committee and full Council allowed for holding of a workshop of the then approved KM’s Strategic Plan. This was followed by the formulation of the draft policy framework which will now guide the implementation of KM’s Housing Programmes on the basis of the principles of fairness and equity in order to lend confidence to the KM’s long term commitment to housing delivery and socio-economic integration.

BACKGROUND

As highlighted in the enclosed draft policy document as well as presentation that was made to the Committee during July 2019, the KM’s current housing environment is characterized as the beginning of a more stable environment notwithstanding the significant challenges that still abound.

It is hoped that the approval of the draft policy will enhance the much required stabilization as well as development of much needed staff capacity through appropriate policy framework and standard common operational procedures.

DISCUSSION

It is proposed that due consideration be given to the alignment of these policies which have been guided by the earlier approved IHS Strategic Plan which is appended here-in. This represents 80% progression with the formulation process, which also depends for its effectiveness, on the placement of staff in the requisite positions as outlined in the approved organizational structure. Earlier placement would have allowed for a seamless training and development programme to all staff to comprehend and operate commonly within a firm and common policy and operational procedures framework.

FINANCIAL IMPLICATIONS

The projects are wholly funded through Human Settlements Development Grant administered by WCDoHS. Knysna Municipality acts as a developer/agent of WCDoHS for the implementation of the Housing Programs. There is however, a need for additional funding due to the Corona virus pandemic, which resulted in National lock down and additional requirements for Health and safety. Knysna Municipality has been in constant communication with the WCDoHS towards ensuring that additional funds over and above the budgeted amount
which are made available to cover Health and safety requirements as well as standing time and extension of time claims applicable in terms of the General Conditions of Contract.

RELEVANT LEGISLATION

The implementation of these projects is guided by the following legislation:

- Constitution of the Republic of South Africa
- Municipal Finance Management Act
- Public Finance Management Act
- Municipal Systems Act
- Municipal Structures Act
- Social Housing Act
- Asset Transfer Regulations

RECOMMENDATION OF THE ACTING MUNICIPAL MANAGER

[a] That the Draft KM IHS Policy framework Part 1 be adopted and approved;

[b] That Part 2 of the Policy Framework be submitted in the next Section 80 Committee for further consideration;

[c] That the approved Strategic Plan and Policy Framework be workshoped with all staff, other departments, development partners, clients and local community stakeholders.

APPENDIX / ADDENDUM

IHS Strategic Framework Plan

File Number : 9/1/2/15
Execution : Acting Director : Integrated Human Settlements
STRATEGIC FRAMEWORK PLAN – IHS: WORKSHOP: SECTION 80 COMMITTEE 24/07/19
1. Executive Summary

- Need for coherent coordination and Implementation
- Policies and Procedures – to be guided by Plan
- Presented to TMT (May 2019) and Special Council (12 July 2019)
  (Towards sustainable development programmes)
- Dedicated and capacitated IHS – “right people on the right seats of the bus”
- Ensuring collective Ownership – Sustainable Plan and Housing Programmes
2. Key Functional Areas – New Directorate

1. **Human Settlements – New Developments** - consisting of BNG, FLISP, GAP Housing, PHP, Interim Basic Services (typologies that relate to variety of housing programmes and needs)

2. **Public and Social Housing Rental** – provision and management of Public Rental stock, CRU and Social Housing rental Programmes/Projects/Services

3. **Housing Finance and Project Coordination** – financial modelling and related budget control and execution, Revenue and Credit management and related systems
Continued……

4. Area or Satellite Offices – customer relations, consumer education, data capturing, beneficiation processes, admin and project support as first point of entry per the three identified regions with decentralized management capacity that is fully functional and accessible to the community stakeholders or clients

5. Commonly applied and understood policies and procedures

6. Principles of fairness and equity to all stakeholders, partners and clients
3. Key & Major Departure

- All housing defined operations and management of related assets be transferred under the management of the new Directorate.

- This will entail transfer of the operational responsibilities for title deed registrations

- Management of the remaining 137 units located in the council public rental flats to sit under the responsibility of the newly proposed Manager: Public Rental and Social Housing Programmes
Continued………

1x Manager: Public and Social Housing Rental Programmes (i.e. there is an earlier indication that the existing 84 rental units currently located in inner City areas of Knysna as well as 13X rental flats referred to as Teacher Cottages (Khayalethu South), 20 x units in a block located in Tsiba College in Karatara and 20x semi-detached units in Rheenendal which should rather be located under Human Settlements).

• This is in line with the Strategic intent for housing programmes and activities/operations to fall under the new IHS Directorate.
Continued......

- 1x Manager: Housing Finance and Project Coordination (i.e. to perform key tasks like Revenue, debtors, budget control/management processes, financial modelling for new projects, title deed registration, etc.)
- All clerks be redesignated as Human Settlements Officers in order of rank (i.e. Chief Clerks, principal clerks and senior clerks)
- The Senior Administration Officer and Project Coordinator be retained as a dedicated PMU unit
- The current field workers be redesignated as Housing Liaison Officers
- 1x dedicated PA post to the Director: IHS
4. Internal Service Co-ordination

- Essential to depart from the silo mentality and ad hoc support

- Create internal institutional mechanisms – coherent coordination

- Provide necessary capacities across departments (Budgets, resources and systems support)

- Structured use of KM Land and other strategic parcels

- Typology driven approach
Continued……

- All infrastructure requirements, planning approval process attained and streamlined accordingly – project feasibility
- Need for corporate and political leadership support
- Move away from land invasion driven approach – proactive instead of reactive approach
- All households be enumerated and profiled – different needs and preferences
5. **Mapping the Way Forward**

- Principles of fairness and equity as main driver: confidence and support
- Formulate written Policies and Operational Procedures
- Internal workshopping of the Strategic Plan – across all Directorates
- Consultative and communication – all stakeholders
- Formal launch – stakeholder and general public awareness
Continued.....

- Move away from location based housing provision

- Use of local media networks – build broader base awareness

- Build coherent support and collective ownership – social cohesion & compacts

- Clearly defined roles and responsibilities

- Strong partnerships – development partners (WCDOHS, SHRA, HDA, NHFC, NDHS, Banks, etc)
Continued……

• Present Strategic IHS Plan to council structures and Full Council – Adoption and approval

• Communicate to all internal and external stakeholders – workshops and communication platforms

• Advise stakeholders about new Policies and Procedures

• Train, develop and align staff and operational systems to new guidelines and procedures

• Establish appropriate operational support
Continued……

• Ensure responsive budgets and necessary structured technical support

• Form new social housing strategic partners (SHRA accredited housing institutions) – new bold and creative drive based on densification through optimal use of land and funding commitments

• Launch 3 new decentralized area offices – accessible services and speed of response by well trained and capacitated staff

• Annual review process and alignment to new corporate objectives
8. **CLOSURE**

-oo-